

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 3:33 PM
To: Hartnell, Rori CITZ:EX
Cc: Wharton, Karen S CITZ:EX; Sretenovic, Stefan CITZ:EX; Geary, Vanessa PREM:EX
Subject: RE: P500041 B0067515 - 999 Canada Place - A 128368K - 161846-OFFICE OF THE PREMIER\206934-VANCOUVER CABINET OFFICES

Hi Rori,

Thanks or the list, Since we took over the office none of our staff have been accessing the parkade. Please have these cards deactivated immediately. If possible can their activity be traced from the month of August to this week.

Thanks,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hartnell, Rori CITZ:EX
Sent: Friday, June 29, 2018 12:05 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wharton, Karen S CITZ:EX <Karen.Wharton@gov.bc.ca>; Sretenovic, Stefan CITZ:EX <Stefan.Sretenovic@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: P500041 B0067515 - 999 Canada Place - A 128368K - 161846-OFFICE OF THE PREMIER\206934-VANCOUVER CABINET OFFICES

Hi Danny –

The below list of 5 access cards show what Westpark has in their system.
One belongs to finance.
The balance are Premiere's office.

s.15,s.17

Since your cards on hand don't match Westpark's list of card #s for this account, is anyone actually accessing the parkade at this point?

I'll need to ID which card belongs to Finance, then deactivate two of the remaining numbers.
Then we'll need to request you two new cards.

Thanks Danny.

Rori

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 10:31 AM
To: Hartnell, Rori CITZ:EX
Cc: Wharton, Karen S CITZ:EX; Sretenovic, Stefan CITZ:EX; Geary, Vanessa PREM:EX
Subject: RE: P500041 B0067515 - 999 Canada Place - A 128368K - 161846-OFFICE OF THE PREMIER\206934-VANCOUVER CABINET OFFICES

Thank you Rori,

Here is a list of the following cards I believe are Parking Passes (* I suspect these are building passes and not parking passes)
s.15,s.17

Please Cancel the one paid stall and one of the "Zero Dollar" stalls as we will only need 2 (\$0) Random Parking Passes under the name Vancouver Cabinet Office. If none of the cards above match the cards listed for Canada Place, please have them immediately deactivated and new cards issued. They can be delivered to Suite 740-999 Canada Place Vancouver.

Our Expense Authority is Vanessa Geary (copied in this email).

Thank you again for your assistance and if there are any further questions or directions needed please don't hesitate to contact me.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hartnell, Rori CITZ:EX
Sent: Friday, June 29, 2018 9:47 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wharton, Karen S CITZ:EX <Karen.Wharton@gov.bc.ca>; Sretenovic, Stefan CITZ:EX <Stefan.Sretenovic@gov.bc.ca>
Subject: P500041 B0067515 - 999 Canada Place - A 128368K - 161846-OFFICE OF THE PREMIER\206934-VANCOUVER CABINET OFFICES

Hi Danny,

Further to our chat this morning, I confirm Office of the Premiere, Cabinet Operations has the following random parking at 999 Canada Place, Vancouver:

1	\$3049.2	\$3,049.20
3	\$0	\$0.00
4 stalls		\$3,049.20

Answers to the bulleted questions follow:

- Are these passes both for parking and a reserved stall or just parking by itself?
 - Just random parking.
- Do the passes/stalls have to be assigned to one person or can they be for the office?
 - They can be for the general office
- Who do we contact to change the named holder of the passes?
 - Stefan Sretenovic, copied to this email.

Can you please forward a photo of the access cards you have in your possession at this time?

We'll request confirmation from Westpark which cards are active; and which are not.

From the list of active access cards, you can respond with a request to cancel one or more of them. An accommodation proposal document will be forwarded for signature to support the transaction. Can you please confirm the name of the expense authority who will sign off?

Thanks in advance.

Rori.

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 9:15 AM
To: Wharton, Karen S CITZ:EX
Cc: Geary, Vanessa PREM:EX
Subject: Parking At Canada Place

Hi Karen,

Thank you for all the information you have provided on the parking passes. Following on the emails with Vanessa, we have determined a need for 2 parking passes/stalls. However, we have a few more questions to clear up:

- Are these passes both for parking and a reserved stall or just parking by itself?
- Do the passes/stalls have to be assigned to one person or can they be for the office?
- Who do we contact to change the named holder of the passes?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677  | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

Subject: Minister James
Location: SSBC WTS R TP Canada Place CITZ:EX - Guests To Enter Through VCO

Start: Thu 2018-07-05 2:00 PM
End: Thu 2018-07-05 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Resources: SSBC WTS R TP Canada Place CITZ:EX

Shortt, Amanda PREM:EX

Subject: Minister James
Location: SSBC WTS R TP Canada Place CITZ:EX

Start: Thu 2018-07-05 2:00 PM
End: Thu 2018-07-05 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: VCO Boardrooms, PREM PREM:EX
Resources: SSBC WTS R TP Canada Place CITZ:EX

Will be connected to 617 Government

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 2:20 PM
To: LeBrun, Matthew MAH:EX
Subject: RE: Coffee

Hey Matthew!

That sounds great! would Wednesday work? (would need to be before noon, after that I get a little busy again)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: LeBrun, Matthew MAH:EX
Sent: Friday, June 29, 2018 1:58 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Coffee

Hey, let's do coffee next week. What day works best for you?

s.22



Matthew Lebrun

FOI Analyst, Information Management and Strategic Initiatives
Management Services Division - Economy Sector
T: 778.945.0608 | E: Matthew.Lebrun@gov.bc.ca

Providing Services to:

Ministry of Jobs, Trade and Technology
Ministry of Labour
Ministry of Municipal Affairs and Housing
Ministry of Tourism, Arts and Culture

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 2:10 PM
To: Whitehorne, Laura CITZ:EX
Cc: VCO Boardrooms, PREM PREM:EX
Subject: Access to CP TP ROOM

Hi Laura,

Can we please have the following persons granted viewing access to the CP telepresence calendar?

- Daniella Jovanovic: Daniella.Jovanovic@gov.bc.ca
- Camile Oliveira: Camile.Oliveira@gov.bc.ca

I would also like to be able to book the CP Telepresence room via the VCO Boardroom Email account (cc'ed in this email).

Can we also have a note for those wishing to book it that the guest list should also be shared with JTT? (can be sent to their Generic email box. ITIA.Boardroom.Bookings@gov.bc.ca) They will be responsible for bring the guests in and need to know when they will require back up to assist.

Thanks again for all your help!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 29, 2018 1:28 PM
To: Campbell, Sue LBR:EX
Subject: RE: Room request

Thanks Sue!

Have a great long weekend,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Campbell, Sue LBR:EX
Sent: Friday, June 29, 2018 1:25 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room request

Hi

Sorry to do this but please cancel my request for a room. It's no longer needs.

Thanks
Sue

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 28, 2018 9:32 AM
To: Campbell, Sue LBR:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Room request

Good Morning Sue,

We have booked a room for the Minister to use.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Campbell, Sue LBR:EX
Sent: Thursday, June 28, 2018 9:12 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Room request

Hi

I'd like to book a room for Tuesday, July 3 from 4:00 to 5:00pm

There will be several people phoning in so I need a room with a conference phone.
There could be up to four people in person

Minister Bains,
Michael Cheevers
Trevor Hughes
Maybe one more.

Thanks

Sue Campbell
Administrative Coordinator
The Honourable Harry Bains
Minister of Labour

Room 342 | Legislative Assembly | Victoria | British Columbia | V8V 1X4
Phone: 250-953-0912 | Email: sue.campbell@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 1:06 PM
To: Parte, Maura PSA:EX
Subject: RE: Jorge employee ID

Thanks Maura!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Parte, Maura PSA:EX
Sent: Friday, June 29, 2018 12:44 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Jorge employee ID

Hi Danny,

It has been taking a while due to s.22
s.22

They were waiting for the offer letter to finalize it.
I have spoken with payroll again this morning and think a number will be generated later today or Tuesday at the latest.
I will also follow up with a confirmation letter for Jorge outlining the details of his employment terms.

Thank you,
Maura

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 9:56 AM
To: Parte, Maura PSA:EX
Cc: Porter, Jorge PREM:EX
Subject: Jorge employee ID

Hi Maura,

Has Jorge employee id been generated?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 11:38 AM
To: 'Shawn.carstensen@bgis.com'
Subject: Update for BCB-27850985 - Alarm System at 999 Canada Place - Trouble

Importance: High

Hi Shawn,

Can you please provide an update on this ticket? Its still showing trouble in our office along with the Telepresence room and suite 667 which is causing a disruption to the meetings happening in those suites. According to the call it was suppose to be completed Wednesday but I haven't heard from anyone yet. I had requested this go to Status systems as there were the company to install.

Please give me a shout if there are any further questions or if you think this is not going to be addressed by end of day.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 11:38 AM
To: Jang, Monica JTT:EX
Cc: Whitehorne, Laura CITZ:EX
Subject: Conference line used for TP This morning

Hi Monica,

Are you able to tell us who's conference line you were using this morning? Laura Whitehorne is going to work with telus to identify what possibly caused the issue and what can be done in the future.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

Subject: Minister James
Location: SSBC WTS R TP Canada Place CITZ:EX

Start: Thu 2018-07-05 2:00 PM
End: Thu 2018-07-05 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: VCO Boardrooms, PREM PREM:EX
Resources: SSBC WTS R TP Canada Place CITZ:EX

Will be connected to 617 Government

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 10:24 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Travel card

Thanks Vanessa,

Can I use the attendees from your Invite for the list of names?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Geary, Vanessa PREM:EX
Sent: Friday, June 29, 2018 9:09 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Travel card

Ok - I will call you at break - maybe you can provide card number over phone? BEA for 15 people x \$20 = 400

Sent from my iPhone

> On Jun 29, 2018, at 8:50 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

>

> Hi Vanessa,

>

> That becomes a Business Expense and should be put on a Pcard. (and a
> BEA must be generated). (travel cards are designed to be used for
> travel purposes)

>

> Id be happy to connect with the place and put it on my pcard if you think its something still worth exploring.

>

> Warmest Regards,

>

> Danny Loubert | Administrative Coordinator, Operations and Strategic
> Initiatives Vancouver Cabinet Office | Office of the Premier
> P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

>

> -----Original Message-----

> From: Geary, Vanessa PREM:EX
> Sent: Friday, June 29, 2018 8:46 AM
> To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
> Subject: Travel card

>

> Good morning - can I buy lunch for Meeting participants on my travel card?

> Thanks!

>

> Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 10:19 AM
To: Geary, Vanessa PREM:EX
Subject: FW: P500041 B0067515 - 999 Canada Place - A 128368K - 161846-OFFICE OF THE PREMIER\206934-VANCOUVER CABINET OFFICES

Hi Vanessa,

Here is the information that we requested.

I would like to put forward that the 1 charged (\$3049.20) and 1 with zero (\$0) charge be cancelled immediately, leaving VCO with 2 zero (\$0) charge parking options under the name Vancouver Cabinet Office). I will forward the necessary information and have you listed as the expense authority for the required documentation.

I do have 5 cards that are listed as "Parking Passes" that I will work with Rori to determine which we can keep and which need to be returned.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hartnell, Rori CITZ:EX
Sent: Friday, June 29, 2018 9:47 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wharton, Karen S CITZ:EX <Karen.Wharton@gov.bc.ca>; Sretenovic, Stefan CITZ:EX <Stefan.Sretenovic@gov.bc.ca>
Subject: P500041 B0067515 - 999 Canada Place - A 128368K - 161846-OFFICE OF THE PREMIER\206934-VANCOUVER CABINET OFFICES

Hi Danny,

Further to our chat this morning, I confirm Office of the Premiere, Cabinet Operations has the following random parking at 999 Canada Place, Vancouver:

1	\$3049.2	\$3,049.20
3	\$0	\$0.00
4 stalls		\$3,049.20

Answers to the bulleted questions follow:

- Are these passes both for parking and a reserved stall or just parking by itself?
 - Just random parking.
- Do the passes/stalls have to be assigned to one person or can they be for the office?
 - They can be for the general office
- Who do we contact to change the named holder of the passes?
 - Stefan Sretenovic, copied to this email.

Can you please forward a photo of the access cards you have in your possession at this time?

We'll request confirmation from Westpark which cards are active; and which are not.

From the list of active access cards, you can respond with a request to cancel one or more of them. An accommodation proposal document will be forwarded for signature to support the transaction. Can you please confirm the name of the expense authority who will sign off?

Thanks in advance.

Rori.

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 9:15 AM
To: Wharton, Karen S CITZ:EX
Cc: Geary, Vanessa PREM:EX
Subject: Parking At Canada Place

Hi Karen,


Thank you for all the information you have provided on the parking passes. Following on the emails with Vanessa, we have determined a need for 2 parking passes/stalls. However, we have a few more questions to clear up:

- Are these passes both for parking and a reserved stall or just parking by itself?
- Do the passes/stalls have to be assigned to one person or can they be for the office?

- Who do we contact to change the named holder of the passes?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677  | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 10:12 AM
To: Viaud, Chantille PREM:EX
Subject: FW: Order Received Back loading Frame for Proclamation Info June 29 2098JD

Hi Chantille,

The frames have been ordered.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Driesen, Jacqueline CITZ:EX
Sent: Friday, June 29, 2018 10:05 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Order Received Back loading Frame for Proclamation Info June 29 2098JD

Hi Danny,

Happy Friday!! Perfect , the framer will get on this ASAP for you and we will ship these to Vancouver.

I will let you know when these are ready and we are shipping them, will be 10 or 12 working days.

Thank you and have a Super Long Weekend,

Kindest regards,

Jacquie

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 9:30 AM
To: Driesen, Jacqueline CITZ:EX
Subject: RE: Back loading Frame for Proclamation Info May 31

Hi Jacquie,

We would like to proceed with options 2 (Mahogany matte) with A) (Aged Oak) frames with removable backs for the 10x16 proclamations. We would like to order 5 of these frames for delivery to our office:

Attn: Chantille Viaud
Vancouver Cabinet Office
Suite 740 – 999 Canada Place
Vancouver, BC V6C 3E1

Account coding: 25461

Ministry / client Number: 004
Responsibility: 34364
Service line: 34410
STOB: 6509
Project: 3600000

Please let me know if there is anything you need for this order.

I hope you have a great weekend!

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Driesen, Jacqueline CITZ:EX
Sent: Thursday, May 31, 2018 8:37 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Back loading Frame for Proclamation Info May 31

Hi Danny ,

The answer is Yes, the framer can make the Proclamation frames all ready to use.

You will need tape and a small screw driver in order to open and then close the back for the frame

Size: Proclamation size certificate 10" x 16"?

The **most** popular and standard Proclamation choices, are a

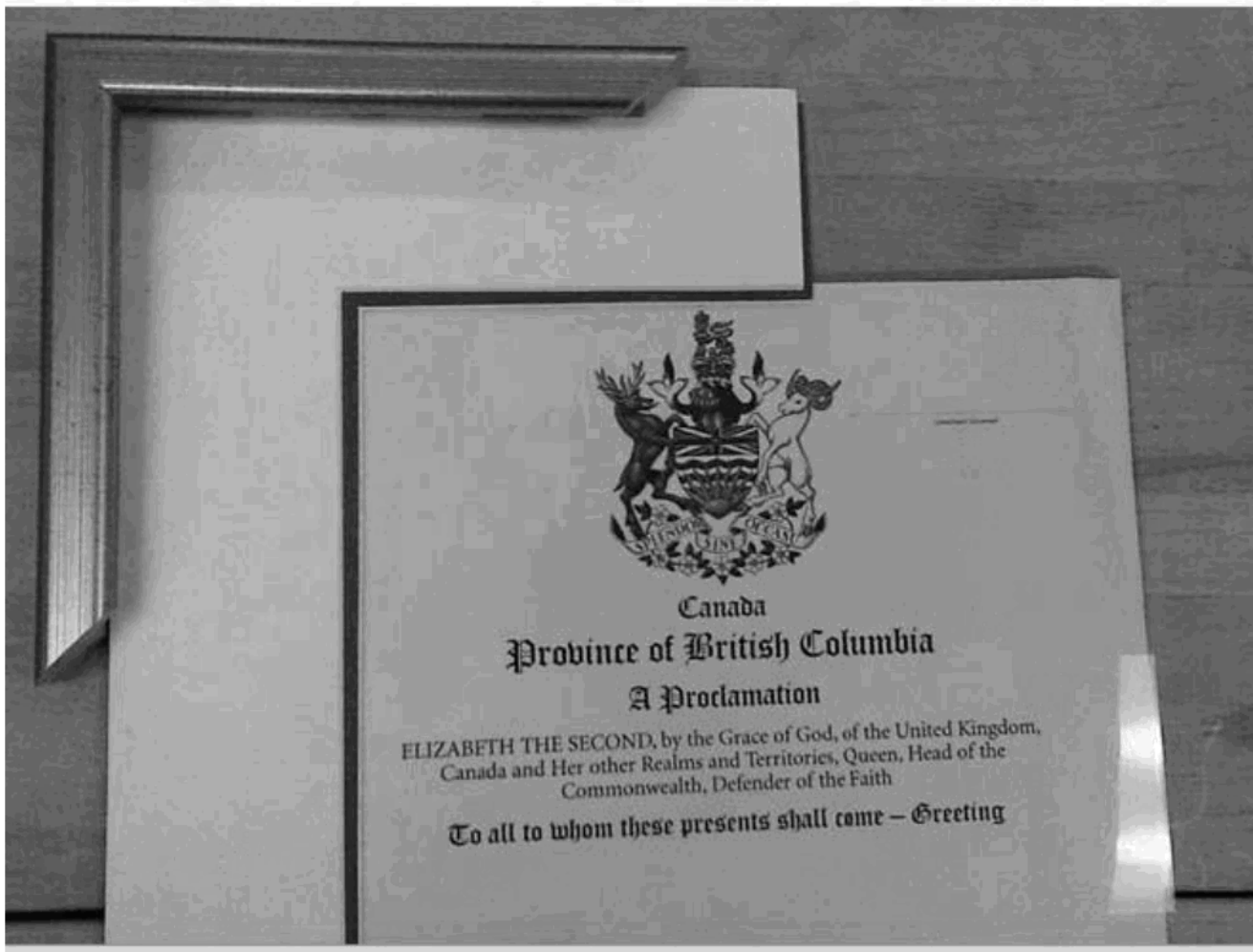
- 1) **Plain Gold frame** with double mats; with antique white and inner matting either A) inner Aged Oak or B) inner Gold ,
- 2) **or a Mahogany matte** finish frame with double mats; with antique white matting and inner matting A) Aged Oak or B) Gold, as featured on the OICs below.
- 3) A plain black frame with the same specifications

Price for this is \$140.00 each

Please see the specifications below:

- Custom frame of certificate" 10" x 16"
- finished size about 17" x 21"
- all assembly and labour
- delivery to your office

1) Plain Gold frame with antique white and Aged oak inner matting



2) **Mahogany frame** with antique white and Aged oak inner matting



To order Custom framing:, I would just require the **choice of frame (Gold/ Mahogany or Black)** and your **choice of inner matting** and your account coding **below in red**.

Timeline: Currently framing is taking 10 working days.

Account coding: **Customer number (or ship to address):**
Ministry / client Number:
Responsibility:

Service line:
STOB:
Project:

Please do let me know your framing choice, and kindly **supply all the account coding** and I will get on this for you,

Kindest Regards,

Jacquie

Jacquie Driesen

Protocol and Recognition Administrator/ Queen's Printer Protocol and Recognition / Shared Services BC

Ph: 250 356-6183/ **fax:** 250 387-1120 / **e:** Jacqueline.Driesen@gov.bc.ca/ **m.** 3rd floor, 563 Superior Street, Victoria BC V8V 1T7



Website: www.dcv.gov.bc.ca/Product/Listing/4242_Giftware ***Products right to your desk!!***

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 9:37 AM
To: PREM Tech
Subject: Re: Assistance setting up Jorge

Please Disregard,

We were able to activate this morning.

Warmest regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 9:34 AM
To: PREM Tech
Subject: Assistance setting up Jorge

Hi there,

Are you able to provide remote assistance setting Jorge up on outlook?

Warmest regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 29, 2018 8:54 AM
To: McGuire, Kirsty JTT:EX
Cc: Yang-Mason, Gloria JTT:EX
Subject: RE: Telepresence Room Bookings - JTT/VCO notification procedure

Hi Kirsty and Gloria,

Thank you both for taking the time to come and meet as well!

Just a few adjustments to this, I think we may be confusing Media events and bookings for the Telepresence room. My hope is this will be a temporary situation until we can ensure that every booking is also bringing in JTT to ensure that the appropriate information is passed along. I will also request Daniella and Camile both have access to the CP Telepresence calendar.

Danny will review the calendar each day and email ITIA.Boardroom.Bookings@gov.bc.ca on those days there are bookings to be received through Suite 730. (we can revisit this once the information is properly being communicated with JTT staff on a regular basis)

Telepresence Room booking email will include the following details:

- Date & time of meeting
- ~~Type of meeting (i.e. Media Conference, Internal/Govt. use – include Ministry name/s where possible)~~
- Attendee list for those guests expected to attend from Canada Place, with clear indications who will be entering via VCO or JTT. (including ministry names)
- ~~Specify who will be escorting guests to TP Room, i.e.:~~
 - ~~If GCPE or VCO, please provide contact name/details for responsible party (i.e. in the case of a late arrival)~~
 - ~~If JTT/IBD is required to escort please confirm, so that we are able to ensure JTT staff are available~~
- Admin Staff Responsible for Telepresence request (should there be complications and more information required)
- Any additional details that may be helpful

Media Events:

GCPE will Notify VCO Staff of events and in turn VCO staff will notify at their earliest of the event this will include any information about time and when to expect media.

On the day of GCPE Staff will identify themselves to the front desk of JTT and leave contact details to be used when media arrives or if there are any stragglers once the media events has started.

Jarrett Hagglund - GCPE Manager - 604 817-1458

I hope this helps any other questions please feel free to give me a call.

I hope you both have a great long weekend,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier

From: McGuire, Kirsty JTT:EX
Sent: Thursday, June 28, 2018 1:53 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Yang-Mason, Gloria JTT:EX <Gloria.Yang-Mason@gov.bc.ca>
Subject: Telepresence Room Bookings - JTT/VCO notification procedure

Hi Danny!

Thanks again for having us over to VCO – it was lovely to catch up 😊

We really appreciate you taking the lead on informing of us of Telepresence Room bookings. I've captured the procedure we discussed, below:

Danny will email the ITIA.Boardroom.Bookings@gov.bc.ca each morning, with notification of any Telepresence Room bookings to be received through 730 Reception for the day.

Telepresence Room booking email will include the following details:

- Date & time of meeting
- Type of meeting (i.e. Media Conference, Internal/Govt. use – include Ministry name/s where possible)
- Attendee list
- Specify who will be escorting guests to TP Room, i.e.:
 - If GCPE or VCO, please provide contact name/details for responsible party (i.e. in the case of a late arrival)
 - If JTT/IBD is required to escort please confirm, so that we are able to ensure JTT staff are available
- Any additional details that may be helpful

Please let me know if there's anything I've missed / captured incorrectly, or of any changes needed.

As discussed, could you please connect with Keira Higgins so that she is aware? I'll follow up with GCPE regarding media events, so they have my contact details and can pass me any additional info as needed.

Also! As promised – our current Reception contacts are:

- Daniella Jovanovic: Daniella.Jovanovic@gov.bc.ca
- Camile Oliveira: Camile.Oliveira@gov.bc.ca

Thanks again, Danny!

K

Kirsty McGuire

International Business Development Division
Ministry of Jobs, Trade and Technology

Tel: 778-945-1361

Suite 730 – 999 Canada Place, Vancouver
British Columbia, Canada V6C 3E1

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 3:57 PM
To: JTT IBD Boardroom Bookings JTT:EX
Subject: Media Event Tuesday

Hi JTT,

Please note there will be a media event happening Tuesday morning. At this time, there is no confirmed time but we expect media will be arriving after 10 am.

GCPE staff will be up front to assist and I will make sure they leave contact details for when the media arrive and if there are any stragglers.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 2:59 PM
To: Geary, Vanessa PREM:EX
Subject: RE: WTS charges DC077291

Hi Vanessa,

There should be no further action required.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 28, 2018 1:32 PM
To: Loubert, Danny PREM:EX
Subject: FW: WTS charges DC077291

Hi – would you please take a look at this and let me know what, if any, action is needed. Thanks Vanessa

From: Trimble, Brett FIN:EX
Sent: Wednesday, June 27, 2018 3:20 PM
To: Headen, Lorri FIN:EX
Cc: Pourmalek, Saloumeh FIN:EX; Anderson, Willow P FIN:EX; Geary, Vanessa PREM:EX; FIN Technology Support
Subject: FW: WTS charges DC077291

I've confirmed that the machine is located at VCO but they were not aware that this software existed on the workstation and they don't require it. As per Danny Loubert I've initiated iStore orders for uninstalling the 7 Software titles from this machine.

If DMB want to discuss the charges, please have them speak to the VCO EA, Vanessa Geary.

I've not been able to track the whole process but it appears that this machine was a PT Asset when the software was installed and it ended up being a spare in our pool and on Sept 24th 2015 the Asset was transferred to PREM but the software coding was never changed and or the software was not uninstalled.

Please let me know if there is anything else I can provide.
Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 250-634-4966

From: de Sousa, Jacob FIN:EX
Sent: June 27, 2018 1:01 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: WTS charges DC077291

Hi Brett,

Here's what I've found:

- September 15th, 2014: Adobe Creative Suite first installed on DC077291 under iStore order 608331, billed to WTS-FIN-PT DMB. We don't have a copy of the original Service Request as Provincial Treasury requests typically go to their own Service Desk at PTHHELP@gov.bc.ca. However in this case I see Donovan Jenkins was the preparer for order 608331 so he may have more information.
- September 24th, 2015: Workstation (DC077291), Operating System, and Monitor transferred to Prem Vancouver Office (WTS-PREM-VANCOUVER OFFICE) via Robin and Jason Smith (see ALFRED ticket 30566). From what I can see Adobe Creative Suite was not included in the transfer.
- April 1st, 2017: Adobe transitions to monthly subscriptions, and Adobe Creative Suite split into several different subscriptions (PI-ADOBE-DSGNWEBPREM-SUITE-SUBSCRPT-MON, PI-ADOBE-DREAMWEAVER-SUBSCRPT-MON, PI-ADOBE-FLASH-PRO-SUBSCRPT-MON, PI-ADOBE-ILLUSTRATOR-SUBSCRPT-MON, PI-ADOBE-INDESIGN-SUBSCRPT-MON, PI-ADOBE-PHOTOSHOP-SUBSCRPT-MON). All continue to be billed to WTS-FIN-PT DMB.

The attached sheet has the billing coding for the subscriptions PT is still being billed for (relevant lines are highlighted in yellow) on DC077291. At this point we should be able to transfer the subscriptions from WTS-FIN-PT DMB over to WTS-PREM-VANCOUVER CABINET OFFICE via Jason Smith or 7-7000, or we can cancel the subscriptions if not needed.

Vanessa Geary is the Expense Authority for the WTS-PREM-VANCOUVER CABINET OFFICE account, so if PT is looking to recover costs / change billing retroactively Vanessa may be able to work with them in getting that resolved.

Hope that helps,

Jacob de Sousa
Service Desk Analyst
FIN IMB Service Desk
Information Management Branch
Supporting the Ministry of Finance, the Office of the Premier, all Minister's Offices, and various other Agencies, Boards & Commissions
Tel. 9-250-387-8912 (for internal calls) 250-387-8912 (for external calls)

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From: Trimble, Brett FIN:EX
Sent: Wednesday, June 27, 2018 11:35 AM
To: FIN IMB Service Desk (78912) FIN:EX

Cc: PREM Tech
Subject: FW: WTS charges DC077291
Importance: High

Hi Guys,

Would you be able to check this asset # and locate the original SR's and iStores for the Adobe Software listed below? I'm trying to determine how the monthly subscription fee ended up being billed to DMB.

If an asset changes from one OU to another i.e. from FIN to PREM and the GL coding is changed, would that not change the software coding automatically at the same time?

Please let me know if you need anymore information from me.

Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 250-634-4966

From: Headen, Lorri FIN:EX
Sent: June 27, 2018 9:08 AM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Smith, Jason FIN:EX <Jason.Smith@gov.bc.ca>
Subject: RE: WTS charges DC077291
Importance: High

Hello Brett!

Just wondering how you are making out with the below? Am I able to update the Install Base to PREM coding for this software?

Cheers!

Lorri

From: Headen, Lorri FIN:EX
Sent: June 21, 2018 1:21 PM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Cc: Pourmalek, Saloumeh FIN:EX <Saloumeh.Pourmalek@gov.bc.ca>; Anderson, Willow P FIN:EX <Willow.Anderson@gov.bc.ca>; FIN Technology Support <fin.tech@gov.bc.ca>; Andruz, Dean FIN:EX <Dean.Andruz@gov.bc.ca>; Smith, Jason FIN:EX <Jason.Smith@gov.bc.ca>
Subject: RE: WTS charges DC077291
Importance: High

Hello Brett!

Here is all the information I have on the software being charged to RMB that belongs to the computer located @ PREM - Vancouver Cabinet Office:

Reporting Customer	Service Name	Expense GL Account	OM Asset
WTS-FIN-PT DMB	Adobe Dreamweaver Monthly Subscription - Win	0FK.32RMB.34785.6301.3200000	DC077291
WTS-FIN-PT DMB	Adobe Flash Professional Monthly Subscription - Win	0FK.32RMB.34785.6301.3200000	DC077291
WTS-FIN-PT DMB	Adobe Illustrator Monthly Subscription - Win	0FK.32RMB.34785.6301.3200000	DC077291
WTS-FIN-PT DMB	Adobe InDesign Monthly Subscription - Win	0FK.32RMB.34785.6301.3200000	DC077291
WTS-FIN-PT DMB	Adobe Photoshop Monthly Subscription - Win	0FK.32RMB.34785.6301.3200000	DC077291

At one time Adobe software was a one-time cost purchase, but back in October 2017 was switched over to monthly costs. Here is the information that was sent out in early September 2017:

In 2016, the Province of BC entered into a different licensing model with Adobe. Licensing, per installed Adobe product, has been converted to a monthly subscription model, replacing the previous perpetual license model. As part of this transition, an OCIO project is underway to identify all of the current installations. OCIO has requested that we review all our current licenses and provide a decision for each license installed on our workstations.

Action Required: For each workstation in the attached spreadsheet, on a row-by-row basis, select one of three pull-down options for each installation:

- KEEP / UPGRADE:** This option indicates that the existing version will be removed and updated to the most current version. Where no upgrade is available (i.e., software is up-to-date), the existing version will be kept.
- REMOVE:** This option indicates that the workstation no longer requires the installation. No update is required and the software will be removed and not replaced. Note that as Reader is a core application, the "Remove" option is not available; all existing versions must be kept/upgraded or excluded via the exemption process.
- EXEMPT:** This option indicates that the existing version must be retained. This workstation will be excluded from the upgrade, pending exemption approval.

Please return your completed report to Jason.Smith@gov.bc.ca no later than September 15, 2017.

If no response is received (or where an option has not been selected for a workstation), the installations will be automatically updated—beginning in the October 2017 Expanded Patch Management cycle. Apple Mac workstations will require manual removal of old versions and upgrade by the end user (detailed instructions will be provided in the near future).

If you have any questions regarding this request please feel free to contact Jason.Smith@gov.bc.ca

So as RMB does not receive any more charges, can I please receive confirmation that the asset is indeed located in PREM - Vancouver Cabinet Office? From there I will try and find out who Saloumeh can connect with to recover costs expensed from April to date.

Thank you for your help and attention with this matter.

Cheers!

Lorri Headen

*Financial Team Lead
CSD - Divisional Operations Br
Serving the Ministries of Finance, Office of the Premier, and various other entities
Phone (250) 208-7931, Fax (250) 387-8586
email: Lorri.Headen@gov.bc.ca*

Corporate
Services Division
Ministry of
Finance

10 Best
Places
to Work
2016 Winner

From: Trimble, Brett FIN:EX
Sent: Tuesday, June 19, 2018 2:57 PM
To: Headen, Lorri FIN:EX
Cc: Pourmalek, Saloumeh FIN:EX; Anderson, Willow P FIN:EX; FIN Technology Support; Andruz, Dean FIN:EX
Subject: RE: WTS charges DC077291

Hi Lorri,
From what I can see a lot of the Adobe Software on this machine is a one time purchase, are you able to supply the list of software that is being charged to RMB as well as the coding or is that a Jason Smith request?
Also would it be possible to get the iStore #'s for the installs, that would make it a lot easier to determine why the coding is incorrect.

Regards, Brett

Brett Trimble
Systems Analyst
Ministry of Finance | Offices of the Premier
Tel: 250-634-4966

From: Andruz, Dean FIN:EX
Sent: June 19, 2018 11:33 AM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Subject: FW: WTS charges
Importance: High

Looking for the following DC.

Regards,

Dean Andruz
Premier's Offices and Ministry of Finance Technology Support
@: Prem.tech@gov.bc.ca
@: FIN.tech@gov.bc.ca
Tel: 250-953-5151

From: Headen, Lorri FIN:EX
Sent: Monday, June 11, 2018 9:46 AM
To: FIN Technology Support <fin.tech@gov.bc.ca>
Cc: Pourmalek, Saloumeh FIN:EX <Saloumeh.Pourmalek@gov.bc.ca>; Anderson, Willow P FIN:EX <Willow.Anderson@gov.bc.ca>
Subject: RE: WTS charges
Importance: High

Hello!

Can someone please help with the below request regarding the software that is being charged to RMB for DCo77291. The asset isn't Donovan's, but after further research appears to be PREM- Vancouver Cabinet Office:

Reporting Customer	Service Name	Expense GL Account	OM Asset
WTS-PREM-VANCOUVER CABINET OFFICE	Small Desktop U3 Without Mor	004.36346.34410.6301.3600000	DC077291
WTS-PREM-VANCOUVER CABINET OFFICE	Standard Workstation Class	004.36346.34410.6301.3600000	DC077291
WTS-PREM-VANCOUVER CABINET OFFICE	WIN 7 Operating System Montl	004.36346.34410.6301.3600000	DC077291

If someone can please work with Saloumeh to fix the software being incorrectly coded to RMB, that would greatly be appreciated. Thank you for your help and attention with this matter.

Cheers!

*Lorri Headen
Financial Team Lead
CSD - Divisional Operations Br
Serving the Ministries of Finance, Office of the Premier, and various other entities
Phone (250) 208-7931, Fax (250) 387-8586
email: Lorri.Headen@gov.bc.ca*



From: Pourmalek, Saloumeh FIN:EX
Sent: Monday, June 11, 2018 8:42 AM
To: Headen, Lorri FIN:EX
Subject: FW: WTS charges

Good morning Lorri,

I am the new manager of information and communications technology at ISB, TB. As per the emails below, I am hoping you can help me determine if workstation DC077291 belongs to Donovan Jenkins and what the correct coding is so that RMB is not charged for charges that should go to IMB.

Many thanks,

Saloumeh Pourmalek

Manager, Information and Communications Technology | Provincial Treasury | BC Ministry of Finance | 250.508.0948 | saloumeh.pourmalek@gov.bc.ca

From: Anderson, Willow P FIN:EX
Sent: Friday, June 8, 2018 4:08 PM
To: Pourmalek, Saloumeh FIN:EX
Cc: Headen, Lorri FIN:EX
Subject: RE: WTS charges

Hi Saloumeh,
Lorri Headen should be able to help you.

Willow Anderson

Manager, Divisional Operations
Corporate Services Division
Ministry of Finance

Phone (250)-514-9924
Location: 3rd Floor – 617 Government Street, Victoria, BC

From: Pourmalek, Saloumeh FIN:EX
Sent: Friday, June 8, 2018 4:05 PM
To: Anderson, Willow P FIN:EX
Subject: FW: WTS charges

Hi Willow,
I am the new manager of information and communications technology at ISB, TB. I was told that in order to address Ellen's concerns below, I would need to find out the correct coding so that RMB is not charged for charges that should go to IMB. Could you please direct me to the right contact to resolve this issue?
Much appreciate your help.
Regards,

Saloumeh Pourmalek

Manager, Information and Communications Technology | Provincial Treasury | BC Ministry of Finance | 250.508.0948 | saloumeh.pourmalek@gov.bc.ca

From: Cheung, Ellen FIN:EX
Sent: Wednesday, June 6, 2018 1:10 PM
To: Pourmalek, Saloumeh FIN:EX
Cc: Cheung, Ellen FIN:EX
Subject: FW: WTS charges

Hi Saloumeh,

RMB was incorrectly charged Adobe software. Can you please look into getting this charge reverse and future charges applied to the correct organization. If the workstation, DC077291 belongs to Donovan Jenkins, then the charges should be allocated to IMB, Ministry of Finance.

FYI, Greg took care of this previously for RMB.

Thanks,
Ellen

From: Moar, Susie FIN:EX
Sent: Wednesday, June 6, 2018 12:12 PM
To: Cheung, Ellen FIN:EX
Subject: FW: WTS charges

Hi again ☺

Susan has done some digging and the workstation belongs to Donovan Jenkins...

Susie Moar
Financial Analyst
Risk Management Branch & Government Security Office
Phone (250) 415-8651

From: Moar, Susie FIN:EX
Sent: Wednesday, June 6, 2018 10:45 AM
To: Cheung, Ellen FIN:EX
Subject: WTS charges

Hi Ellen

Hoping you can help me??? We have been charged for software that looks like its belongs to Debt Management Branch, is there someone at ISB who can look after this error??. I checked with Susan and the asset DC07791 is not on her list, if it ours are you able to let me know who it belongs to.

This happened last year, but I thought it was corrected..

Thanks

Susie Moar
Financial Analyst
Risk Management Branch & Government Security Office
Phone (250) 415-8651

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 2:37 PM
To: Viaud, Chantille PREM:EX
Subject: FW: Thank you for choosing to take off with Helijet!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: passengerservices@helijet.com [mailto:passengerservices@helijet.com]
Sent: Thursday, June 28, 2018 2:35 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account	Customer #	s.22
	Name	Mira Oreck
	Company	Government Of Bc

Booking s.22

Monday, July 2, 2018

784

11:00 Victoria Harbour

11:35 Vancouver Harbour

Invoice	s.17
FARE-YWH-Full_Summer - 2018	\$219.05
+ GST	\$10.95
Billing	\$219.05

35 minutes	Taxes	\$10.95
	Grand Total	\$230.00
Confirmed	Fully Changeable / Refundable up to 5pm the day prior to departure.	
1 Passengers - Off-Peak · Chantille Viaud, Female	After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.	
<u>Add to Calendar</u>	Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)	

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GST#:

R102320165

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For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

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Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

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Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

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After 5pm all next-day travel is non-refundable and only changeable for same-day travel; fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or cancellation fee will apply. Failure to check in 20 minutes prior to departure will also result in any onward and/or return reservations being cancelled with any additional applicable cancellation fees applied.

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Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 2:18 PM
To: Hagglund, Jarrett GCPE:EX
Subject: RE: July 3rd Exec Boardroom Event Booking

Hi Jarrett,

No issue 😊 Ill move the times.

Cheers!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hagglund, Jarrett GCPE:EX
Sent: Thursday, June 28, 2018 1:45 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: July 3rd Exec Boardroom Event Booking

Hey Danny,

Time has changed. We will need it from 10am – 2:30pm. Same with Fishbowl. Any issues?

Thanks!

Jarrett

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 8:52 AM
To: Hagglund, Jarrett GCPE:EX
Subject: RE: July 3rd Exec Boardroom Event Booking

Hi Jarret,

All done, and I will also book the fish bowl (the executive office) for the briefing.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hagglund, Jarrett GCPE:EX
Sent: Wednesday, June 27, 2018 3:03 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: July 3rd Exec Boardroom Event Booking

Hi Danny,

SDPR would like to hold an event in the executive boardroom at 10:30am July 3rd. We would need the Boardroom from 8am – 1pm. Is this possible?

If it is possible can we book another boardroom for the speaker to be briefed in?

Thanks so much!

Jarrett

Jarrett Hagglund | Manager, Event Services
Government Communications and Public Engagement
604-817-1458 | Jarrett.Hagglund@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 2:17 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Meeting room for Friday July 6

Hi Charlotte,

When you get a moment why don't you stop by and we can go over this request.

Warmest Reagrds,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Kingston, Charlotte PREM:EX
Sent: Thursday, June 28, 2018 1:27 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Meeting room for Friday July 6

Hi Danny,

I need a meeting room suitable for 5 people on Friday, July 6 from 10-11am. Ideally, it would have a screen that uses the new video conferencing technology, so perhaps Boardroom 4 (assuming that is the one with the TV).

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 2:16 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Can't export to the Prem call to a file

Hi Charlotte,

Im back 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Kingston, Charlotte PREM:EX
Sent: Thursday, June 28, 2018 1:26 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Can't export to the Prem call to a file

Let me know when you are back. I have another idea.

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 11:41 AM
To: Kingston, Charlotte PREM:EX
Subject: FW: Can't export to the Prem call to a file

Hi Charlotte,

Looks like we are unable to export the calendar. We are looking into other options.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Nash, Amber PREM:EX
Sent: Thursday, June 28, 2018 11:32 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Can't export to the Prem call to a file

Sorry. Not working for me.

😞

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 12:46 PM
To: Voter Services EBC:EX
Cc: Viaud, Chantille PREM:EX
Subject: RE: Ordering maps?

Good afternoon,

Further to the email we would please like to order the 2 of the provincial wall maps as indicated by Maria below, They can me mailed to :

Chantille Viaud
c/o Vancouver Cabinet Office
Suite 740-999 Canada Place
Vancouver, BC V6C 3E1

Please send me the invoice for processing.
If there are any questions please feel free to contact me.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Voter Services EBC:EX
Sent: June 13, 2018 3:48 PM
To: Szabo, Maria GCPE:EX <Maria.Szabo@gov.bc.ca>
Cc: Voter Services EBC:EX <voterservices@elections.bc.ca>
Subject: RE: Ordering maps?

Hi Maria

The province wide wall map is different from the electoral district maps. It is printed double sided. That map costs \$10.00 plus a \$ 20.00 administration fee.

If you would like to order that map let me know how many copies you would like. I will need the mailing address and I will include an invoice with the map.

Christina

From: Szabo, Maria GCPE:EX
Sent: June-13-18 12:52 PM
To: Voter Services EBC:EX <voterservices@elections.bc.ca>
Subject: RE: Ordering maps?

Hi Christina,

Thanks for your response!

If we were looking to purchase the first page of the [province-wide wall map](#) that's on the Elections BC site, how many map sheets would that involve and what would be the cost?

Appreciate it!

Best,

Maria
250.896.6823

From: Voter Services EBC:EX
Sent: June 13, 2018 12:24 PM
To: Szabo, Maria GCPE:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Ordering maps?

Hi Maria

Thank you for your email. Elections BC has electoral district maps for sale. The cost is \$ 7.00 per map sheet and a \$20.00 administration fee. The maximum number of map sheets in an electoral district is 4. If you would like me to provide you with a quote please provide the electoral districts you would like to purchase and how many copies of each set.

Sincerely,

Christina Sullivan
Voter Services Officer
Elections BC
Phone: 250-387-4153
Toll-free: 1-800-661-8683 / TTY 1-888-456-5448
Fax: 250-387-3578
Location: Suite 100-1112 Fort Street, Victoria
Email: Christina.Sullivan@elections.bc.ca
Web Site: www.elections.bc.ca

From: Szabo, Maria GCPE:EX
Sent: June-13-18 9:42 AM
To: Elections BC, Generalmail EBC:EX <ElectionsBC@elections.bc.ca>
Subject: Ordering maps?

Hi there,

I have a question on behalf of the Premier's Office and GCPE. I'm wondering if ElectionsBC is able to provide electoral district maps or if they need to be printed elsewhere. Would you please advise?

Thank you!

Maria Szabo, Events Assistant
Event Services | GCPE
maria.szabo@gov.bc.ca
250.896.6823

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 11:47 AM
To: Geary, Vanessa PREM:EX; Farmer, Susan PREM:EX
Subject: RE: Your thoughts, please

Hi Vanessa and Susan,

I'm making the calls now it should be good to send by Noon

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 28, 2018 11:43 AM
To: Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Your thoughts, please

Sounds good. I would like to see it, out of curiosity. Danny, let us know when you have made the calls and then Susan can send.

From: Farmer, Susan PREM:EX
Sent: Thursday, June 28, 2018 10:45 AM
To: Geary, Vanessa PREM:EX
Cc: Loubert, Danny PREM:EX
Subject: RE: Your thoughts, please

s.13

On both parts of the test (writing & proofreading), I've indicated that the deadline to submit their work is 4:30 pm tomorrow.

At what time today would you like me to send out the testing materials? Do you want to see it all first or are you fine being cc'd on the emails I send out?

From: Geary, Vanessa PREM:EX
Sent: Wednesday, June 27, 2018 9:23 PM
To: Farmer, Susan PREM:EX

Cc: Loubert, Danny PREM:EX

Subject: Re: Your thoughts, please

Thanks!

I think it may be a bit too tricky - maybe keep to pure edit, ie no research and this would be a piece we'd need to train and support?

Sent from my iPhone

On Jun 27, 2018, at 7:51 PM, Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca> wrote:

Hi - I've been working on the draft material for the editing/proofreading test and I've
s.13

Hopefully, I'm not making it too challenging. But it will likely require that they do a bit of research as they're reviewing it.

s.13

Does that sound too tricky?

Sent from my Samsung Galaxy smartphone.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 11:44 AM
To: Geary, Vanessa PREM:EX
Subject: FW: Ordering maps?

Hi Vanessa,

As per Chantille's request we are looking for approval for up to \$50 for the maps.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Thursday, June 14, 2018 5:19 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Ordering maps?

Hi Danny,
Can you please order 2 of these posters? We don't need them double sided (just want one of each side!) but if they're already printed we can just get 2 double sided ones).

Vanessa will approve this when you need it. (we've talked about it already)

Cheers,
Chantille

From: Szabo, Maria GCPE:EX
Sent: Thursday, June 14, 2018 5:06 PM
To: Voter Services EBC:EX <voterservices@elections.bc.ca>
Cc: Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>
Subject: RE: Ordering maps?

Hi Christina,

Thanks very much for this info. I'm passing it along to my colleague in the Premier's Office, Chantille, who will get back to you on whether they would like to place an order and, if so, how many copies.

Thank you!

Maria
250.896.6823

From: Voter Services EBC:EX
Sent: June 13, 2018 3:48 PM

To: Szabo, Maria GCPE:EX <Maria.Szabo@gov.bc.ca>
Cc: Voter Services EBC:EX <voterservices@elections.bc.ca>
Subject: RE: Ordering maps?

Hi Maria

The province wide wall map is different from the electoral district maps. It is printed double sided. That map costs \$10.00 plus a \$ 20.00 administration fee.

If you would like to order that map let me know how many copies you would like. I will need the mailing address and I will include an invoice with the map.

Christina

From: Szabo, Maria GCPE:EX
Sent: June-13-18 12:52 PM
To: Voter Services EBC:EX <voterservices@elections.bc.ca>
Subject: RE: Ordering maps?

Hi Christina,

Thanks for your response!

If we were looking to purchase the first page of the [province-wide wall map](#) that's on the Elections BC site, how many map sheets would that involve and what would be the cost?

Appreciate it!

Best,

Maria
250.896.6823

From: Voter Services EBC:EX
Sent: June 13, 2018 12:24 PM
To: Szabo, Maria GCPE:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Ordering maps?

Hi Maria

Thank you for your email. Elections BC has electoral district maps for sale. The cost is \$ 7.00 per map sheet and a \$20.00 administration fee. The maximum number of map sheets in an electoral district is 4. If you would like me to provide you with a quote please provide the electoral districts you would like to purchase and how many copies of each set.

Sincerely,

Christina Sullivan
Voter Services Officer
Elections BC
Phone: 250-387-4153
Toll-free: 1-800-661-8683 / TTY 1-888-456-5448
Fax: 250-387-3578
Location: Suite 100-1112 Fort Street, Victoria

Email: Christina.Sullivan@elections.bc.ca
Web Site: www.elections.bc.ca

From: Szabo, Maria GCPE:EX
Sent: June-13-18 9:42 AM
To: Elections BC, Generalmail EBC:EX <ElectionsBC@elections.bc.ca>
Subject: Ordering maps?

Hi there,

I have a question on behalf of the Premier's Office and GCPE. I'm wondering if ElectionsBC is able to provide electoral district maps or if they need to be printed elsewhere. Would you please advise?

Thank you!

Maria Szabo, Events Assistant
Event Services | GCPE
maria.szabo@gov.bc.ca
250.896.6823

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 28, 2018 11:11 AM
To: Wilson, Cherie MCF:EX
Subject: RE: Room Avail- July 12 from 9-10am

Good morning Cherie,

I have booked a room for the Ministers to take their meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Wilson, Cherie MCF:EX
Sent: Thursday, June 28, 2018 10:56 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Room Avail- July 12 from 9-10am

Hi,

Minister Chen is requesting if you have any rooms available July 12/2018 at 9:00 am- 10:00 am.

The meeting will have 5 attendees.

Minister Katrina Chen,
Minister Katrine Conroy,
Sandra Menzer
Paula Gunn
Jasleen Arora

Please let me know if there is anything available.

Thank you in advance.

Sincerely,

Cherie Wilson
Administrative Assistant to
The Hon. Katrina Chen
Minister of State for Child Care

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 11:03 AM
To: 'Amy Li'
Subject: 24/7 access Request

Hi Amy,

Can we please have Jarret Hagglund's pass ^{s.15,}₁₇ deactivate (or listed as lost/stolen)
And have card ^{s.15,s.}₁₇ activated with 24/7 building access for the 6th and 7th floor (Suites 667/740)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 28, 2018 10:55 AM
To: White, Emily MCF:EX
Subject: RE: July 12th- Minister Conroy

Good Morning Emily,

I have booked a room for the Minister to use for this meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: White, Emily MCF:EX
Sent: Thursday, June 28, 2018 10:15 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: July 12th- Minister Conroy

Good morning –

Can I please book a room at VCO for Minister Conroy, July 12th 10:30am – 11:30am?

Attendees will be:
Minister Conroy
Alisma Perry

At least 4 other attendees will be added, though I am waiting on names. Will update you once I receive them.

Thank you,

Emily White

Administrative Coordinator

The Hon. Katrine Conroy

Minister of Children and Family Development

Room 134 | Parliament Buildings | Victoria | British Columbia | V8V 1X4
Phone: 250-387-2054 | Cell: 250-480-8176 | Email: emily.white@gov.bc.ca

** In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.**

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 9:11 AM
To: Bain, Don PREM:EX
Subject: RE: Reminder: Call for Records OOP-2018-84127 Records Due June 25, 2018

Will do!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Bain, Don PREM:EX
Sent: Wednesday, June 27, 2018 3:47 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: Reminder: Call for Records OOP-2018-84127 Records Due June 25, 2018

Hi Danny,

Please remind me tomorrow about this.

Don

Sent from my iPhone

Begin forwarded message:

From: "OOP FOI PREM:EX" <OOP.FOI@gov.bc.ca>
Date: June 27, 2018 at 10:18:25 AM PDT
To: "Bain, Don PREM:EX" <Don.Bain@gov.bc.ca>
Subject: Reminder: Call for Records OOP-2018-84127 Records Due June 25, 2018

Hi Don,

Reminder for this request.

Thanks so much!

Alison

From: OOP FOI PREM:EX
Sent: Tuesday, June 12, 2018 2:37 PM
To: Bain, Don PREM:EX
Subject: Call for Records OOP-2018-84127 Records Due June 25, 2018

Hi Don,

*Please see the below request and please let me know by June 25th whether or not you have any records.
If you do have a notebook from this time, I am happy to do the scanning of it.*

Scanned images of all pages in all notebooks used by used by Donald Bain.

*(Date Range for Record Search: From **02/01/2018 To 02/28/2018**) Date Format is MM/DD/YYYY*

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 3 hours and/or the total volume of records will exceed 200 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

Amanda Shortt, Administrative Assistant
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 9:04 AM
To: Chandler, Alex FIN:EX
Subject: RE: Is there a TB meeting today?

Thanks Alex

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Chandler, Alex FIN:EX
Sent: Thursday, June 28, 2018 9:03 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Is there a TB meeting today?

No next TB is July 11 1-5pm

Sent from my Samsung Galaxy smartphone.

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

From: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>
Date: 2018-06-28 9:01 AM (GMT-08:00)
To: "Chandler, Alex FIN:EX" <Alex.Chandler@gov.bc.ca>
Subject: Is there a TB meeting today?

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 28, 2018 8:57 AM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Meeting Room Request - July 5, 2018

Good Morning Charlotte,

I have adjusted the start time and thank you for the list,

There is a teleconference phone in the room for the Minister to use.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Wednesday, June 27, 2018 3:17 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Meeting Room Request - July 5, 2018

Hello VCO,

We've had to push back this meeting to 9:15 on Thursday July 5th at 9:15am.

Updated Attendees are:

MMF
Mark Sieben
Nimmi Takkar
Sean Maloney
Kelsey Chin
Nammi Poorooshasb

We do have some staff calling in.

Thanks,



Charlotte Hunt
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

From: Hunt, Charlotte PSSG:EX
Sent: Wednesday, June 20, 2018 11:09 AM
To: VCO Boardrooms, PREM PREM:EX
Subject: RE: Meeting Room Request

Thanks Danny!

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 20, 2018 10:21 AM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Meeting Room Request

Good Morning Charlotte,

We have put a hold on a space pending the finalised details.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Tuesday, June 19, 2018 3:12 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Meeting Room Request

Hi VCO,

We would like to request a boardroom for MMF on Thursday July 5 at 9:30am.

There will be 5-6 people in attendance, that I am aware of at this point. I will send you a list of attendees when all is finalized.

The Minister does have a Committee Meeting at VCO at 10:00am that day.

Thanks kindly!



Charlotte Hunt
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 8:47 AM
To: Massy, Michelle E PREM:EX
Cc: Hourston, Sveah JTT:EX; McCartney, Angela PREM:EX; Henry, David A FIN:EX
Subject: RE: VCO Next week

Thanks Michelle,

I'll have the pot of coffee and hot water for SPP.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Massy, Michelle E PREM:EX
Sent: Wednesday, June 27, 2018 2:37 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Hourston, Sveah JTT:EX <Sveah.Hourston@gov.bc.ca>; McCartney, Angela PREM:EX <Angela.McCartney@gov.bc.ca>; Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Subject: VCO Next week
Importance: High

Hi Danny,

Attached are the surveys for the three meetings taking place at VCO next week (ELUC is Victoria only). PremTech will on hand for each meeting as well as CabOps and JTT staff (identified below). There will be breakfast delivered for Cabinet, and breakfast *and* lunch for PA (I will be there to assist with this). There will be no food for SSP but if you were able to put a pot of coffee in the room that would be very much appreciated.

SSP – Sveah will be at VCO (this may change Tuesday – she will advise)
Cabinet – Angela from CabOps
PA – Elizabeth and I will be at VCO

Thanks!
Michelle

Michelle Massy
Manager | Cabinet Operations
Room 049 | [617 Government St.](#) | Victoria, BC
[250.387.0869](tel:250.387.0869) | cell: 250-516-0685

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 8:46 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Tomorrow morning

Okay 😊 See you after!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 28, 2018 12:01 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Tomorrow morning

Hi - s.22

Thx V

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 8:45 AM
To: Jang, Monica JTT:EX
Subject: RE: Suite Access Card

Good Morning Monica,

Can you just confirm access is for JTT as well.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Jang, Monica JTT:EX
Sent: Thursday, June 28, 2018 8:16 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: Suite Access Card

Hi Danny,

Would you be able to help me on this?

Monica.

Sent from my iPhone

Begin forwarded message:

From: "Anderson, Dianne S JTT:EX" <Dianne.Anderson@gov.bc.ca>
Date: June 28, 2018 at 8:13:40 AM PDT
To: "Jang, Monica JTT:EX" <Monica.Jang@gov.bc.ca>
Subject: RE: Suite Access Card

Good morning the request for an access card should be addressed through the Premiers office (Danny) and for access to the 6th floor.

Dianne Anderson
Contract Manager
Ministry of Jobs, Trade and Technology
Suite 730 – 999 Canada Place
Vancouver, British Columbia, V6C 3E1, Canada
Phone: 1-(604) 660-5886 Fax: 604-660-1320
Dianne.Anderson@gov.bc.ca

From: Jang, Monica JTT:EX
Sent: Friday, June 22, 2018 1:02 PM
To: Anderson, Dianne S JTT:EX
Subject: Suite Access Card

Hi Dianne,

Would you be able to provide me an access card for Christine Kennedy, ADM, PREM for suite 730/770?
Also would we be able to add 6th floor boardroom access to the same card or do I have to request that through Romeo/Danny?

Thanks,

Monica.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 28, 2018 8:43 AM
To: Jordan, Annette IGRS:EX
Subject: RE: July 26

Hi Annette,

We have booked a room for the Minister to meet with the Honorary Consul.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Jordan, Annette IGRS:EX
Sent: Wednesday, June 27, 2018 3:15 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: July 26

Hi Danny,

Could I have a meeting space for July 26th for 2-2:30 pm for Minister Ralston and the Honorary Consul for the Ukraine? There might be about 10 people or so in the meeting.

Sincerely yours,

Annette Jordan
Protocol Manager
Office of Protocol
Intergovernmental Relations Secretariat
Tel: +1-604-660-6816 Fax: +1-604-660-2520
Mobile: +1-604-561-4431
3rd Floor – 865 Hornby Street
Vancouver, British Columbia, V6Z 2G3

Or

2nd floor, 620 Superior Street
Victoria, BC V8V 1V2

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 27, 2018 5:06 PM
To: Geary, Vanessa PREM:EX
Subject: Re: Tomorrow afternoon

Thanks :) ill aim to be back before then.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Wednesday, June 27, 2018 5:04 PM
To: Loubert, Danny PREM:EX
Subject: RE: Tomorrow afternoon

You bet – the only thing I have to do tomorrow at a set time is the records management webinar from 2 – 330pm ...

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 27, 2018 5:03 PM
To: Geary, Vanessa PREM:EX
Subject: Tomorrow afternoon

Hi Vanessa, ^{s.22}

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 27, 2018 5:05 PM
To: Geary, Vanessa PREM:EX
Cc: Viaud, Chantille PREM:EX
Subject: Fw: Back loading Frame for Proclamation Info May 31

Hi Vanessa,

Looking for authorization to order 5 frames for a cost of \$700.00

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>
Sent: Wednesday, June 27, 2018 4:18 PM
To: Loubert, Danny PREM:EX
Subject: RE: Back loading Frame for Proclamation Info May 31

Hi Danny,
We've talked about this before I think, but just to make sure it's in an email, whatever you suggest I'm fine with.

Thanks!
C.

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 19, 2018 1:44 PM
To: Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Back loading Frame for Proclamation Info May 31

Hi Chantille,

Please indicate which option of frame you would prefer: (I suggest going with Mahogany Matte)

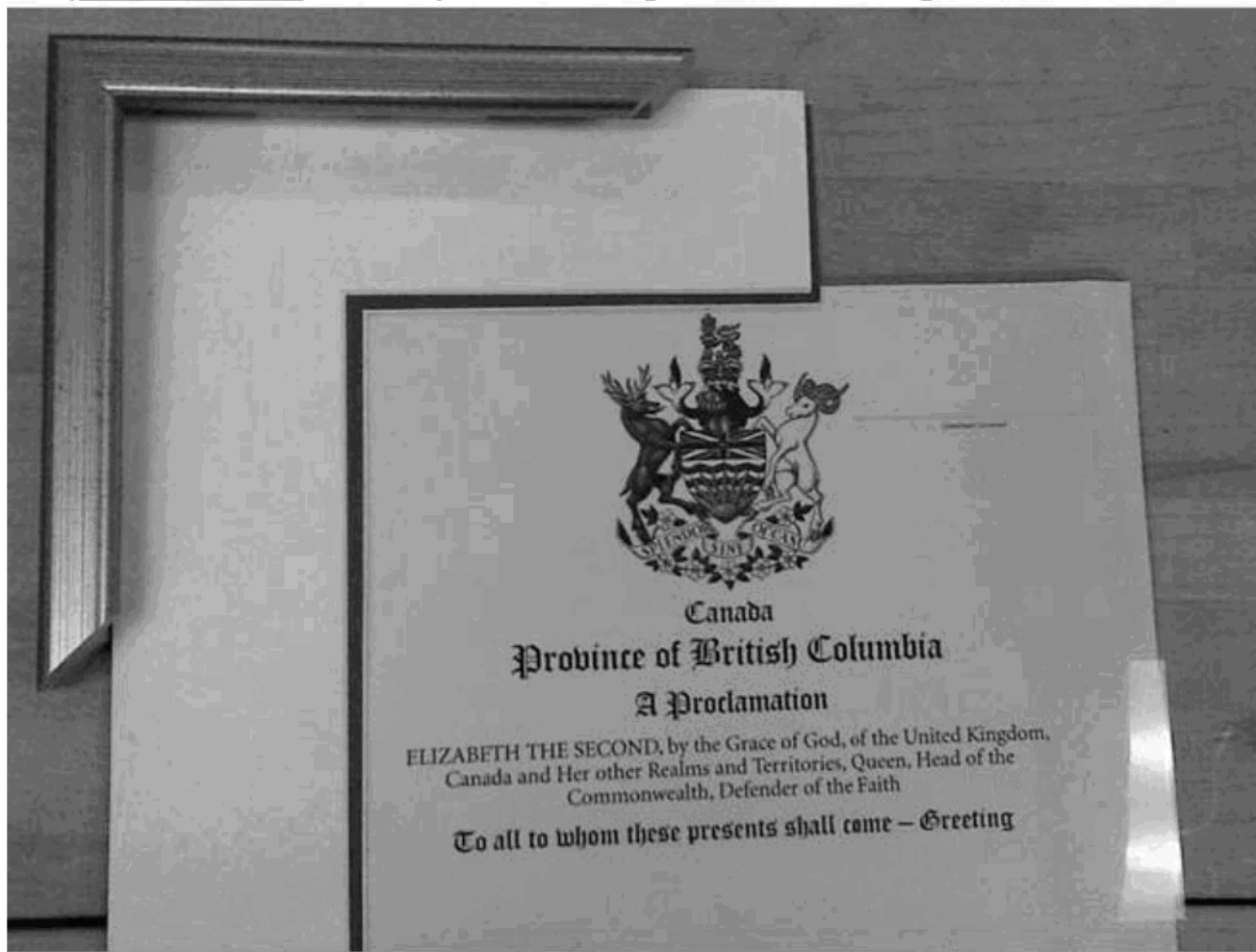
- 1) Plain Gold frame** with double mats; with antique white and inner matting either A) inner Aged Oak or B) inner Gold ,
- 2) or a Mahogany matte** finish frame with double mats; with antique white matting and inner matting A) Aged Oak or B) Gold, as featured on the OICs below.
- 3) A plain black frame** with the same specifications

Price for this is \$140.00 each

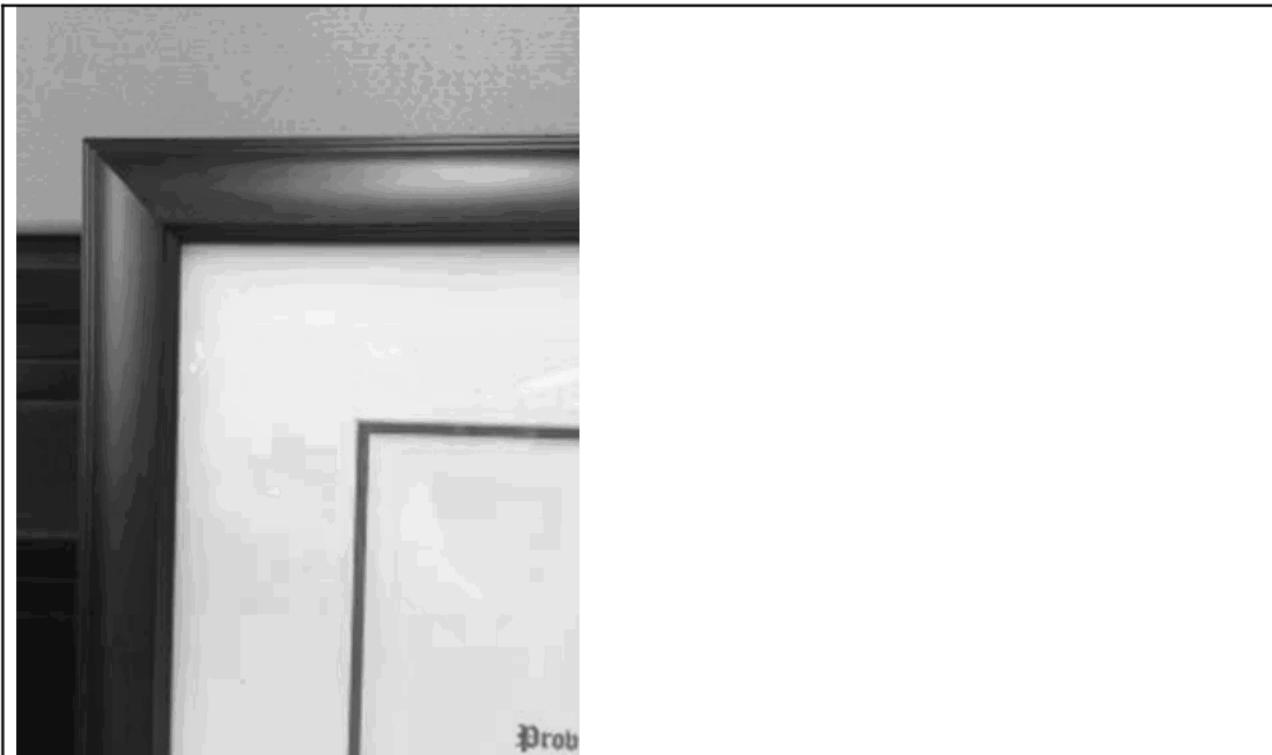
Please see the specifications below:

- Custom frame of certificate" 10" x 16"
- finished size about 17" x 21"
- all assembly and labour
- delivery to your office

1) **Plain Gold frame** with antique white and Aged oak inner matting



2) **Mahogany frame** with antique white and Aged oak inner matting



Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX

Sent: Friday, June 1, 2018 10:04 AM

To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>

Subject: FW: Back loading Frame for Proclamation Info May 31

Hi Vanessa and Chantille,

Here is the response from Queens Printers Regarding the frames. We are able to order the frames that can be changed out. More information is in the email below.

Total cost for 5 frames will be:
140 x 5 = 600.00

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Driesen, Jacqueline CITZ:EX

Sent: Thursday, May 31, 2018 8:37 AM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: Back loading Frame for Proclamation Info May 31

Hi Danny ,

The answer is Yes, the framer can make the Proclamation frames all ready to use.

You will need tape and a small screw driver in order to open and then close the back for the frame

Size: Proclamation size certificate 10" x 16"?

The ***most*** popular and standard Proclamation choices, are a

1) Plain Gold frame with double mats; with antique white and inner matting either A) inner Aged Oak or B) inner Gold ,

2) or a Mahogany matte finish frame with double mats; with antique white matting and inner matting A) Aged Oak or B) Gold, as featured on the OICs below.

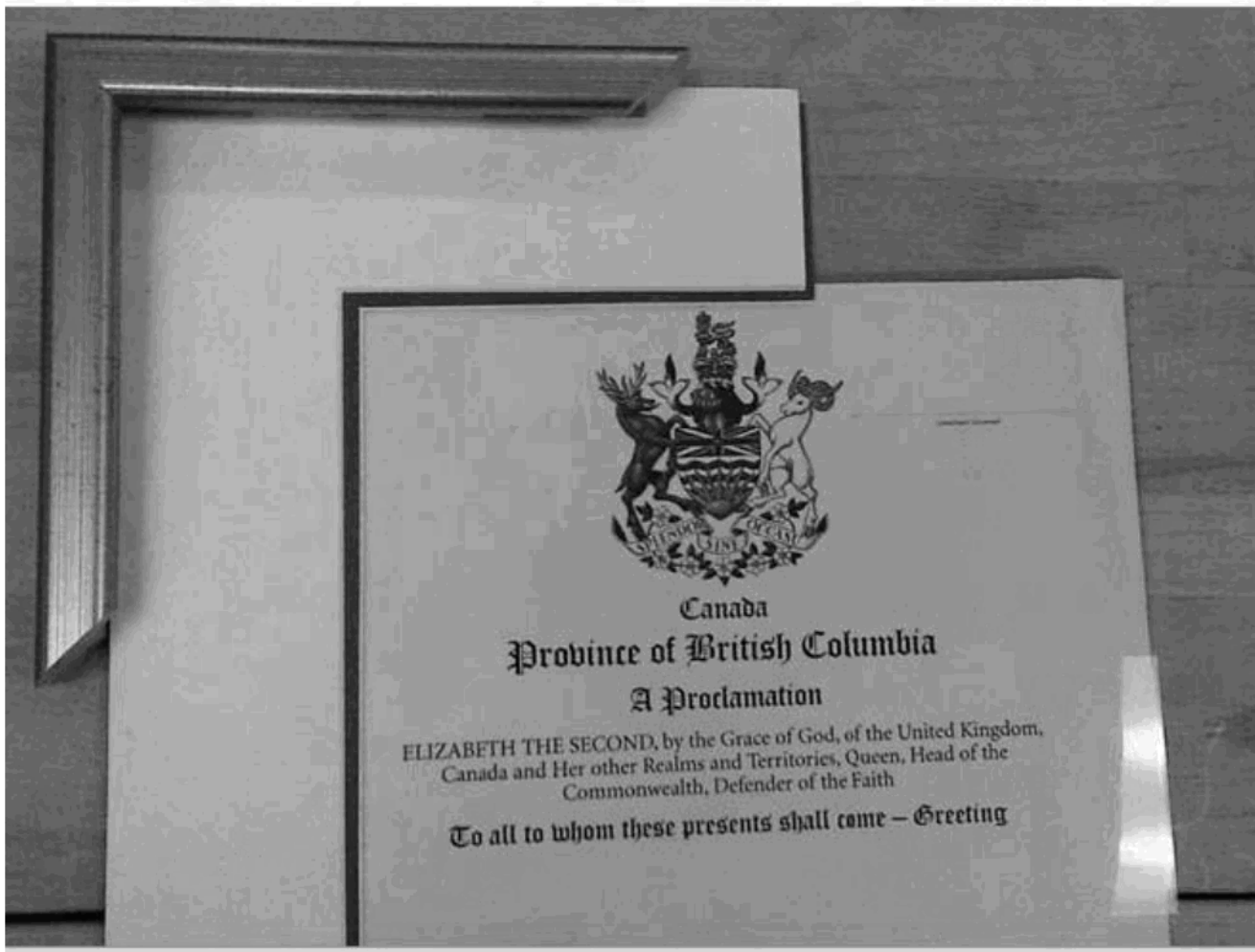
3)A plain black frame with the same specifications

Price for this is \$140.00 each

Please see the specifications below:

- Custom frame of certificate" 10" x 16"
- finished size about 17" x 21"
- all assembly and labour
- delivery to your office

1)Plain Gold frame with antique white and Aged oak inner matting



2) **Mahogany frame** with antique white and Aged oak inner matting



To order Custom framing:, I would just require the **choice of frame (Gold/ Mahogany or Black)** and your **choice of inner matting** and your account coding **below in red**.

Timeline: Currently framing is taking 10 working days.

Account coding: **Customer number (or ship to address):**
Ministry / client Number:
Responsibility:

Service line:
STOB:
Project:

Please do let me know your framing choice, and kindly **supply all the account coding** and I will get on this for you,

Kindest Regards,

Jacquie

Jacquie Driesen

Protocol and Recognition Administrator/ Queen's Printer Protocol and Recognition / Shared Services BC

Ph: 250 356-6183/ **fax:** 250 387-1120 / **e:** Jacqueline.Driesen@gov.bc.ca/ **m.** 3rd floor, 563 Superior Street, Victoria BC V8V 1T7



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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 27, 2018 1:24 PM
To: McKnight, Valerie SDPR:EX
Subject: RE: ROOM BOOKING - Minister Simpson July 3

Hi Val,

I have booked our large room for this meeting, I'm not sure if everyone will fit around the table and I must caution that if the attendees exceed this number they will not be able to fit in the room.

Once the list has been confirmed if you could please pass that along.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McKnight, Valerie SDPR:EX
Sent: Wednesday, June 27, 2018 9:21 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: ROOM BOOKING - Minister Simpson July 3

Hello,

Can I please book a room for Minister Simpson for July 3?

10:00am-12:00pm – Homelessness Expert Panel
27 Attendees (TBC)

Thanks!

Valerie McKnight
*Administrative Coordinator to the
Honourable Shane Simpson,
Minister of Social Development and Poverty Reduction
Phone: (250) 387-1423 Fax: (250) 356-7292*

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 27, 2018 1:19 PM
To: Hunt, Charlotte PSSG:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Boardroom HOLD - Friday June 29, 2018

Thanks Charlotte,

I have booked a large boardroom for the Ministers to have their meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Wednesday, June 27, 2018 10:17 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Boardroom HOLD - Friday June 29, 2018

Hi VCO:

An update to our hold for a boardroom on Friday June 29, 2018.

We will need a boardroom for 3:30pm-5:00pm that day, & we will have some members calling (our conference line/participant ID will be given to those members).

Attendees to VCO at 3:30 are as follows:

MMF
MJS
Jagrup Brar
Rachna Singh
Garry Begg
Ravi Khalon
Jamie Lipp
Nimmi Takkar

Attendees joining in at 4:00 are as follows:

Gurpreet Sahota
Harjinder Thind
Harjit Gill

Meeting will end at 5:00.

Thank you.



Charlotte Hunt

*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 27, 2018 1:09 PM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Boardroom Booking - Jul 4th

Thanks Charlotte,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Wednesday, June 27, 2018 10:51 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Boardroom Booking - Jul 4th

Hi again VCO,

Addition to the attendees at 12:30 – Max Logan.

Thanks,

From: Hunt, Charlotte PSSG:EX
Sent: Wednesday, June 27, 2018 10:43 AM
To: VCO Boardrooms, PREM PREM:EX
Subject: RE: Boardroom Booking - Jul 4th

Thanks Danny,

We will have staff calling in at the 12:30pm & 1:00pm meetings as well.

Thanks,

Charlotte

From: VCO Boardrooms, PREM PREM:EX
Sent: Tuesday, June 26, 2018 2:54 PM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Boardroom Booking - Jul 4th

Hi Charlotte,

Thank you for the updated guest lists, boardrooms for the meeting times are confirmed for the 4th.

Warmest Regards,

From: Hunt, Charlotte PSSG:EX
Sent: Tuesday, June 26, 2018 2:41 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Boardroom Booking - Jul 4th

Hello VCO,

Please revise our 2:00pm appointment with Jim World to Charley Beresford, as below.

We would like to book/confirm a meeting room for Jul 4th for the following:

12:30-1:00pm

Attendees:

MMF

Ann English

Caroline Andrewes

1:00-1:30

MMF

Nimmi

Gavin Dirom

1:30-2:00

Attendees:

MMF

Mark Sieben (via CC)

Lisa Anderson

Nimmi Takkar

Dana Larsen

2:00-2:30pm

Attendees:

MMF

Nimmi Takkar

Charley Beresford

If there are any additions/changes, I will be in touch.

Thanks kindly,



Charlotte Hunt
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 25, 2018 3:35 PM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Boardroom Booking - Jul 4th

Hi Charlotte,

Can you confirm the details for the 4th? I only had a request for 1:30-2pm

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Monday, June 25, 2018 2:29 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Boardroom Booking - Jul 4th

Hi,

We have a boardroom already booked at VCO from 12:30-2:00.

We would like to book another meeting that afternoon from 2:00-2:30 with Jim World. I can update you closer to the time, as to who all the attendees are.

Thanks kindly,



Charlotte Hunt
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 27, 2018 12:56 PM
To: Addo, Wolfgang AG:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Briefing Request: PGT TB Submission at the VCO

Thanks Wolfgang,

We have a room set aside for AG Eby to take his meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Addo, Wolfgang AG:EX
Sent: Wednesday, June 27, 2018 11:13 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Briefing Request: PGT TB Submission at the VCO

Hello Danny,

I just got an update for the attendees. Four people instead and not two.

Sorry about that,

Wolfgang!

From: VCO Boardrooms, PREM PREM:EX
Sent: Tuesday, June 26, 2018 5:05 PM
To: Addo, Wolfgang AG:EX; VCO Boardrooms, PREM PREM:EX
Subject: Re: Briefing Request: PGT TB Submission at the VCO

Hi Wolfgang,

I'd be happy to look into a boardroom for the Attorney General, how large will this meeting be (total number of attendees)

Warmest Regards,

Danny Loubert
Administrative Coordinator
Vancouver Cabinet Office

Sent from my BlackBerry 10 smartphone on the TELUS network.

From: Addo, Wolfgang AG:EX
Sent: Tuesday, June 26, 2018 4:28 PM
To: VCO Boardrooms, PREM PREM:EX
Subject: Briefing Request: PGT TB Submission at the VCO

Hello Sir/Madam,

I'd like to book a room for next week July 4th, 2018 for Public Guardian & Trustee (PGT) & Corp Management Service.

Attendees:

AG

PGT

DAG

Wednesday July 4th, 2018 between 1:00pm -2:00pm

Thank you,

Wolfgang Addo, Administrative Assistant
Office of the Attorney General-Honourable David Eby
250-387-1866
Wolfgang.Addo@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 27, 2018 8:34 AM
To: Gardea, Daniela MAH:EX; Porter, Jorge PREM:EX
Subject: RE: Bowinn's cell phone at VCO

Hi Daniela,

I have the phone up front, I'm looping in Jorge who will be up front today (I'm interviews all day). Just let him know the courier your using. And the address its going to.

Jorge if you could put the phone in a small box and have it labeled for the courier when it arrives it would be greatly appreciated.

Hope you both have a great day!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Gardea, Daniela MAH:EX
Sent: Tuesday, June 26, 2018 5:38 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Bowinn's cell phone at VCO

Hi Danny,

Bowinn left a box with her new cell phone at VCO's reception tonight because we need to send it back to Victoria for a few adjustments. Can you let me know tomorrow whether you found it? When I hear from you, I'll get a courier to get it back here (or see if I can find it a ride).

Thanks!

--

Daniela Gardea
Ministerial Assistant
Minister of Municipal Affairs and Housing and responsible for Translink
C: (778) 677-4304
E: daniela.gardea@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 26, 2018 4:47 PM
To: Farmer, Susan PREM:EX; Geary, Vanessa PREM:EX
Cc: Parte, Maura PSA:EX
Subject: RE: Draft Interview Questions
Attachments: VCO AA Interview Questions June 2018 DRAFT V2.docx

Hi Vanessa and Susan and Maura,

s.13

Have a look and any changes I'll incorporate in the morning.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Farmer, Susan PREM:EX
Sent: Tuesday, June 26, 2018 9:41 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>
Subject: RE: Draft Interview Questions

Hi Vanessa – here are my thoughts.

s.13

From: Geary, Vanessa PREM:EX
Sent: Tuesday, June 26, 2018 8:59 AM
To: Loubert, Danny PREM:EX; Farmer, Susan PREM:EX
Cc: Parte, Maura PSA:EX
Subject: FW: Draft Interview Questions

s.13

Once we have final version, Danny would you please edit this version and make a copy for each of us.

Thanks! Vanessa

From: Parte, Maura PSA:EX
Sent: Tuesday, June 19, 2018 3:05 PM
To: Geary, Vanessa PREM:EX
Subject: Draft Interview Questions

Hi Vanessa,

Attached are draft questions to get us started.

The last section is 10 points and it is usually assigned to overall presentation and not broken down by the categories listed, those are to prompt consideration.

You may want to cut it back by one or two questions in the interests of time.

I have asked the hiring team for some written assessments and will forward once I have them.

Maura

Maura Parte
BC Public Service Agency
250-213-6377

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 26, 2018 4:12 PM
To: Higgins, Keira PREM:EX
Subject: RE: Request for boardroom

Hi Keira,

I have made a room available for Don to use.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Higgins, Keira PREM:EX
Sent: Tuesday, June 26, 2018 10:02 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Request for boardroom

Morning Danny,

May I please request a small boardroom for the following meeting

MEETING: Don, Christine, Jason Fisher and Robert McCurdy
Date: July 12
Time: 2:30-3:30

Thanks,

Keira Higgins, Executive Administrative Coordinator
Office of the Premier, Deputy Minister
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
Ph: (250) 356-2206

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 26, 2018 3:51 PM
To: Collette, Jean Guy CITZ:EX
Subject: RE: White photo-holders quote

Thanks Jean Guy!

Thank you so much for your work and digging to find the information. I will pass this on and hopefully have a decision.

We will be in touch!

Cheers,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Collette, Jean Guy CITZ:EX
Sent: Tuesday, June 26, 2018 3:30 PM
To: Loubert, Danny PREM:EX
Subject: FW: White photo-holders quote

Hi Danny ☺ Well, I have some good news and some bad news for you... The bad news is we actually cannot get anything offset printed on a "pre-assembled" photo holder as they simply don't feed through a printing press ☹ Even more bad news is when I looked into maybe getting the manufacturer to print the BC logo for us onto the stock prior to assembly, we'd need to order 10,000 minimum, so that idea didn't fly, so double ☹ ☹ The gold-foil stamping is a completely different process than offset printing, so that option is still available, in both gold or silver ☺ More good news is the blank folders still have a gold (or silver) keyline, so they're actually not too plain even without the logo ☺ This is the Canadian-made "Vancouver" model in white (almost identical to your sample) but it only comes down in price if we order 1,000 or more, so here are your quotes for plain blank (unstamped) folders:

100 = approx. \$179 + tax & del. (\$1.79/ea)

200 = approx. \$334 + tax & del.

500 = approx. \$810 + tax & del.

1,000 = approx. \$1,536 + tax & del. (\$1.54/ea)

(I know you still have lots of the cream landscape folders with gold logo, but I gave you the price for 1,000 white in case you wanted to get 500 stamped as portrait and the other 500 stamped as landscape, so all of them would be matchy-matchy ☺)

And here is the combined price including a white Vancouver folder (from above) & gold-foil stamping (from previous email below) which is done at one of our local suppliers:

100 = approx. \$179 + \$225 = \$404 + tax & del.
200 = approx. \$334 + \$295 = \$629 + tax & del.
500 = approx. \$810 + 445 = \$1,255 + tax & del.

Do not hesitate to contact me if you have any questions... QP Req form att'd for when you are ready to submit your order ☺ Thx Danny! Happy sunny Tuesday!

JG

Jean Guy Collette | *Print Agent* | **Queen's Printer**
2nd Floor, 563 Superior Street, Victoria BC V8V 1T7
Phone 250.387.9361 | Fax 250.356.7380



From: Collette, Jean Guy CITZ:EX
Sent: Thursday, June 7, 2018 2:16 PM
To: Loubert, Danny PREM:EX
Subject: FW: Cream coloured folios for 8x10 inserts.

Hi again Danny ☺ Murphy's Law... I received the gold foil stamping pricing from our local supplier just minutes after I sent you my last email ☹ So in addition to the prices below for the blank folders, simply add the cost for the gold foil stamping:

\$225 for 100 folders

\$295 for 200 folders

\$445 for 500 folders

(Tax & delivery extra)

I'll call you next week to discuss our options... Thx again Danny! ☺

JG

Jean Guy Collette | *Print Agent* | **Queen's Printer**
2nd Floor, 563 Superior Street, Victoria BC V8V 1T7
Phone 250.387.9361 | Fax 250.356.7380



From: Collette, Jean Guy CITZ:EX
Sent: Thursday, June 7, 2018 2:01 PM
To: Loubert, Danny PREM:EX
Subject: RE: Cream coloured folios for 8x10 inserts.

Hi Danny ☺^{s.22}
s.22

wanted to give you a quick update before I go... The 8x10" CAL Ivory folder sample (TAP) in the photo you sent me is actually manufactured in Cleveland, Ohio in the US, and 100 blank unprinted folders would be approx. \$350 + tax & shipping, and the gold foil stamping would still be extra, done by a local supplier here (still waiting on my quote for that - hopefully by Monday)... I know you still have lots of the matching cream landscape folders, but would you be open to consider a white holder manufactured in Canada instead? I ask because I can get 100 of the white "Vancouver" model (almost identical to your sample) for approx. \$179 + tax & del., a lot quicker since they're just on the mainland... If it would help, I could also get quotes for matching landscape holders in white? As for something larger for 10x16" Proclamation size, it's a little harder to find options... The largest white folders we can get is only 11x14" with a 10.5x13.5" opening, or a 10x13" folder with a 9.5x12.5" opening, for approx. \$295 for 100 blanks... Alternatively, there are some "photo cases" (like a portfolio case - the 4 sides fold in to protect the items inside) from another U.S. manufacturer - White 16x20" cases are sold by 50's and are \$6.66 each or White 11x14" cases are sold by 100's and are \$3.40 each. I can also get them shipped to our local supplier for gold foil stamping, which is extra, as is the tax & shipping... Could that maybe work? I'll be back in the office on Monday so I'll call you to discuss ☺ Have a great weekend Danny... Thx again for your patience! ☺
JG

Jean Guy Collette | *Print Agent* | *Queen's Printer*
2nd Floor, 563 Superior Street, Victoria BC V8V 1T7
Phone 250.387.9361 | Fax 250.356.7380



From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 4:06 PM
To: Collette, Jean Guy CITZ:EX
Cc: Daniels, Debbie CITZ:EX
Subject: RE: Cream coloured folios for 8x10 inserts.

Hi Jean Guy and thank you for getting back to me.

Please see the attached Photo's. These folios were here when we took over the office so I'm not sure the history. I did notice they have a stamp "TAP". I hope this helps!

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Collette, Jean Guy CITZ:EX
Sent: Monday, June 4, 2018 3:23 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Daniels, Debbie CITZ:EX <Debbie.Daniels@gov.bc.ca>
Subject: RE: Cream coloured folios for 8x10 inserts.

Good afternoon Danny ☺ Please accept my apologies for the delay in getting back to you ☹ I am somewhat relieved to learn that you are not in a huge hurry for this, as the photos initially att'd in your email seem to have gone missing along the way to me and I haven't been able to track them down... I'm really hoping you can resend them to me and perhaps also include some background info or the last order # so I can do some digging in the system and get back to you with some options & pricing asap... Again, so sorry about that Danny ☺ Do not hesitate to call me if you have questions... Thx again! ☺ Happy sunny Monday!
JG

Jean Guy Collette | *Print Agent* | *Queen's Printer*
2nd Floor, 563 Superior Street, Victoria BC V8V 1T7
Phone 250.387.9361 | Fax 250.356.7380



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From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 10:17 AM
To: Collette, Jean Guy CITZ:EX
Cc: Daniels, Debbie CITZ:EX
Subject: RE: Cream coloured folios for 8x10 inserts.

Good Morning Jean Guy,

I just wanted to follow up. Can you advise if you have received this.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Tuesday, May 29, 2018 11:19 AM
To: Daniels, Debbie CITZ:EX <Debbie.Daniels@gov.bc.ca>; Collette, Jean Guy CITZ:EX <JeanGuy.Collette@gov.bc.ca>
Subject: RE: Cream coloured folios for 8x10 inserts.

Thanks Debbie,

Hello Jean Guy,

I have attached the photos for your reference. This isn't a rush or an urgent order as we still have some left. I would be interested to know the costs and timelines for production and delivery if possible.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Daniels, Debbie CITZ:EX
Sent: Tuesday, May 29, 2018 11:05 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Collette, Jean Guy CITZ:EX <JeanGuy.Collette@gov.bc.ca>
Subject: RE: Cream coloured folios for 8x10 inserts.

Danny,

I'm forwarding you over to my co-worker Jean Guy Collette (cc'd above) as he's dealt with these before & can help you better than I can

Thank you,

Debbie Daniels | *Print Purchasing Administration* | *Queen's Printer*
Ministry of Citizens' Services
2nd Floor, 563 Superior Street, Victoria BC V8V 1T7
Phone 250.356-6960 | Fax 250.356.7380

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From: Loubert, Danny PREM:EX
Sent: Tuesday, May 29, 2018 10:59 AM
To: Daniels, Debbie CITZ:EX
Subject: Cream coloured folios for 8x10 inserts.

Thanks Debbie,

Please see the attached photos. We are also open to other suggestions as well.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 26, 2018 2:57 PM
To: Geary, Vanessa PREM:EX
Subject: s.22

Hi Vanessa,

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 26, 2018 12:58 PM
To: Clark, Layne PREM:EX; Wade, Debbie PREM:EX
Subject: RE: Flight

Hi Layne,

We don't use quick tickets in our office but we do share an account with Victoria and I can book you a flight if you would like.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Clark, Layne PREM:EX
Sent: Tuesday, June 26, 2018 12:26 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Flight

Hi Danny and Debbie,

I am hoping to take the 10:30AM flight tomorrow, from Van to Vic (Harbour Air).

Danny – do you have a quick ticket that I can utilize? Debbie can book it.

Thank you!

Layne

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 26, 2018 9:40 AM
To: MacDonald, Alex MMHA:EX
Cc: Porter, Jorge PREM:EX
Subject: RE: Printing for Minister Darcy

Good Morning Alex,

We will have them up front in a folder for the Minister.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: MacDonald, Alex MMHA:EX
Sent: Tuesday, June 26, 2018 9:34 AM
To: Porter, Jorge PREM:EX <Jorge.Porter@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Printing for Minister Darcy

Hi Jorge,

It was nice to meet you yesterday.

Minister Darcy is on her way into VCO shortly and I need to get a copy of some speaking notes printed there for her. I've attached the file. She would like them printed single sided please.

-Alex

Alex MacDonald

Senior Ministerial Assistant to the Honourable Judy Darcy
Minister of Mental Health and Addictions
Government of British Columbia
P:250.356.5973
C:778.584.1371
E:Alex.MacDonald@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 26, 2018 7:18 AM
To: Oreck, Mira PREM:EX
Subject: Re: No travel tomorrow

Hi Mira,

This has been done,

Please note that we will still be charged for your flight today as it was not cancelled before 5PM yesterday,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Original Message

From: Oreck, Mira PREM:EX
Sent: Tuesday, June 26, 2018 1:55 AM
To: Loubert, Danny PREM:EX
Subject: No travel tomorrow

Pls cancel my flight accordingly. Thank you

Mira Oreck
604 839 1967

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 4:01 PM
To: Shoemaker, Wes AGRI:EX
Subject: RE: s.15

Thanks Wes,

I'll place a call, I will also come down to see if there is anything I can do in the meantime.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Shoemaker, Wes AGRI:EX
Sent: Monday, June 25, 2018 3:55 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: s.15

Danny,

Are you able to call Shared Services about the alarm system on ^{s.15} The panel keeps beeping everyone 10-15 seconds saying "trouble".

Wes

W.H. (Wes) Shoemaker, MBA
Deputy Minister
Ministry of Agriculture
5th Floor, 808 Douglas Street
Victoria, BC V8W 9B4
Tel: 250.356.1803 | Cell: 250.516.6892 | Fax: 250.356.7279
E-mail: wes.shoemaker@gov.bc.ca

****Please note:** This email is intended for the addressee(s) only and may contain legally privileged information. Any unauthorized use, disclosure or reproduction is strictly prohibited.**

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 3:49 PM
To: Oreck, Mira PREM:EX
Subject: FW: Thank you for choosing to take off with Helijet!

Hi Mira,

I have moved your flight from Victoria to a 1:45PM Departure. I will update your calendar.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: passengerservices@helijet.com [mailto:passengerservices@helijet.com]
Sent: Monday, June 25, 2018 3:42 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #	s.22
Name	Mira Oreck
Company	Government Of Bc

Booking s.22

Wednesday, June 27, 2018

Invoice s.17

718

13:45 Victoria Harbour

14:20 Vancouver Harbour

35 minutes

Confirmed

1 Passengers - Sale

· Mira Oreck, Female

Add to Calendar

SALE - Seat Sale \$189	\$180.00
+ GST	\$9.00
Billing	\$180.00
Taxes	\$9.00
Grand Total	\$189.00

Fully Changeable / Refundable up to 5pm the day prior to departure.

Does not qualify for combination with Kids Fly Free promotions.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time unless otherwise stated in fare rules.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

Victoria Harbour Heliport: 79 Dallas Road, Victoria BC

Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

Aircraft Type:

Scheduled flights are operated by 12 passenger Sikorsky S-76 helicopters

Travel Documentation:

Government issued Photo ID must be presented at check-in of all flights for all passengers appearing 18 years or over.

Children and Youth travelling unaccompanied must present Government issued ID; birth certificate, passport, driver's license or provincial ID card.

Proof of age must be presented for children who appear to be over 12 years of age and is recommended for youth (13-17 years) travelling with an adult.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel; fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or cancellation fee will apply. Failure to check in 20 minutes prior to departure will also result in any onward and/or return reservations being cancelled with any additional applicable cancellation fees applied.

Baggage Allowance:

Baggage is limited to 2 pieces per person (including hand baggage) weighing no more than 50lbs total. Excess baggage will be accepted on a space available basis. No carry-on cabin baggage is allowed. Please visit <http://www.catsa-acsta.gc.ca/> for information on how to "Pack Smart" and avoid delays

Baggage Liability:

The liability for the loss of and/or the damage to any personal property, including baggage or goods is limited to an amount equal to the value of such baggage or goods, which shall not exceed \$250.00 (CAD) per passenger, unless greater value declared.

Transportation upon arrival:

Helijet is pleased to offer courtesy shuttle van drop off service within the downtown core in Victoria, Vancouver Harbour, and Nanaimo, ask the driver for drop off locations. Taxis & rental cars may also be available, please ask an agent.

Accessibility:

To ensure your travel is possible, passengers with limited mobility and/or special needs must advise Helijet Reservations at 1.800.665.4354

Pets on Helijet:

If you have a Special Assistance Animal please advise Helijet Reservations. Other small pets and animals are not accepted for carriage, please visit our website for restrictions.

Weather Conditions:

If due to weather conditions the flight is unable to operate Helijet will make every attempt to contact passengers as early as possible via phone numbers and/or email addresses provided.

Reservations:

Reservations are required for all flights and may be booked online at www.helijet.com or by calling 1.800.665.4354 (within North America).

Login to your account at helijet.com

Thank you again for choosing to fly with Helijet.

passengerservices@helijet.com

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 25, 2018 3:33 PM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Boardroom Booking - Friday June 29

Thanks Charlotte, We will remove and await the new date and time.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Monday, June 25, 2018 3:27 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Boardroom Booking - Friday June 29

Hi VCO

Please cancel. Will be in touch for another day & time.

Thanks,



Charlotte Hunt
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

From: Hunt, Charlotte PSSG:EX
Sent: Monday, June 25, 2018 3:24 PM
To: VCO Boardrooms, PREM PREM:EX
Subject: Boardroom Booking - Friday June 29

Hi VCO,

We are looking to book a meeting room for MMF:

Friday June 29th, 2:00-2:30pm, 3-4 people – guest is Charley Beresford.

I'll let you know if there are any more attendees.

Thanks,



Charlotte Hunt

*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 3:28 PM
To: 'Gabriel Teo'
Cc: Devereux, Rick GCPE:EX
Subject: RE: Venue update

Hi Gabe,

Was nice speaking with you on the phone,

Our office is located in the World Trade Centre Complex Vancouver Cabinet Office Suite 740-999 Canada Place
Vancouver, BC V6C 3E1

I can be reached at the number below if you have any problems,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of
the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Gabriel Teo [mailto:gteo@cmhc-schl.gc.ca]
Sent: Monday, June 25, 2018 3:20 PM
To: Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Harbord, Darren GCPE:EX <Darren.Harbord@gov.bc.ca>; Rob Viccars (rviccars@bchousing.org)
<rviccars@bchousing.org>; Jonathan Lefebvre <jblefebv@cmhc-schl.gc.ca>
Subject: RE: Venue update

Great news!

Danny, let's touch base - please call my cell at your earliest convenience: s.22

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

From: Devereux, Rick GCPE:EX [mailto:Rick.Devereux@gov.bc.ca]
Sent: Monday, June 25, 2018 3:17 PM
To: Gabriel Teo <gteo@cmhc-schl.gc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Harbord, Darren GCPE:EX <Darren.Harbord@gov.bc.ca>; Rob Viccars (rviccars@bchousing.org)
<rviccars@bchousing.org>; Jonathan Lefebvre <jblefebv@cmhc-schl.gc.ca>
Subject: Re: Venue update

Hi Gabe

Danny at the Vancouver office tells me that the patio is available. He is included here and can advise if a visit is possible
this afternoon.

Thanks
Rick

On Jun 25, 2018, at 2:01 PM, Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca<mailto:Rick.Devereux@gov.bc.ca>> wrote:

Hi Gabe,

Danny, included in this email, is the contact for the office in Vancouver. He can advise about the possibility of a visit this afternoon and he should be notified about the AV people that will be showing up

Thanks
Rick

On Jun 25, 2018, at 12:49 PM, Gabriel Teo <gteo@cmhc-schl.gc.ca<mailto:gteo@cmhc-schl.gc.ca>> wrote:

Hi Rick - the terrace looks great. How big is it? Can I drop by for a quick site visit this early afternoon?

I would need access starting at 830AM to set up. Would that work?

Gabe

Sent from my BlackBerry 10 smartphone on the Rogers network.
From: Devereux, Rick GCPE:EX
Sent: Monday, June 25, 2018 12:39 PM
To: Harbord, Darren GCPE:EX; Gabriel Teo
Cc: Rob Viccars (rviccars@bchousing.org<mailto:rviccars@bchousing.org>)
Subject: RE: Venue update

Hi All,

I should know very soon if the terrace is available. There is a 30% chance of rain tomorrow – would the boardroom be ok as a backup location if needed?

Thanks
Rick

From: Harbord, Darren GCPE:EX
Sent: Monday, June 25, 2018 12:38 PM
To: gteo@cmhc-schl.gc.ca<mailto:gteo@cmhc-schl.gc.ca>
Cc: Rob Viccars (rviccars@bchousing.org<mailto:rviccars@bchousing.org>); Devereux, Rick GCPE:EX
Subject: RE: Venue update

Gabe, I understand Minister Duclos' Office is okay with this option as long as there's an option without windows as the backdrop.

There is a terrace option (see pic below). GCPE events (Rick is copied) is checking into availability.

Can you us know who the AV company is when they would be arriving?

Thanks
Darren

[Image result for Jay Inslee John

HOrgan]<https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.google.ca%2Furl%3Fsa%3Di%26rct%3Dj%26q%3D%26esrc%3Ds%26source%3Dimages%26cd%3D%26cad%3Drja%26uact%3D8%26ved%3D2ahUKEwilovD8xu_bAhVxIjQIHZLMCbsQjRx6BAgBEAU%26url%3Dhttp%253A%252F%252Fwww.timescolonist.com%252Fnews%252Fb-c%252Fb-c-puts-up-300-000-to-study-vancouver-seattle-portland-high-speed-rail-1.23203780%26psig%3DAOvVaw3mSlQmksj3xo_pBa_dEYeE%26ust%3D1530041514905878&data=02%7C01%7Cgteo%40cmhc-schl.gc.ca%7Caadb747f3394a23f32508d5dad360ca%7C38b7fc89dbe84ed1a78b39dfb6a217a8%7C1%7C0%7C636655523758402562&sdata=QtjI9O7eLkIWRVojcp3QC1i6kHdsAhvrW07G5Qiq0tA%3D&reserved=0>

From: Harbord, Darren GCPE:EX

Sent: Monday, June 25, 2018 12:17 PM

To: gteo@cmhc-schl.gc.ca<mailto:gteo@cmhc-schl.gc.ca>

Cc: Rob Viccars (rviccars@bchousing.org<mailto:rviccars@bchousing.org>)

Subject: Venue update

Gabe, as discussed, we're looking at holding the event at the Vancouver Cabinet Office at 740-999 Canada Place – I'll keep you posted on this end.

Please send the guest list and the invitation.

Thanks

Darren Harbord

Government Communications and Public Engagement Ministry of Municipal Affairs and Housing

250 952-0152

250 882-8518 (cell)

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 3:09 PM
To: Jovanovic, Daniella JTT:EX
Subject: RE: 6th floor boardroom inquiry

Hi Daniella,

Not that I'm aware of I think the largest will do 12. There are not a lot of spaces that I'm aware of that would comfortably accommodate that many (except maybe the Cabinet Boardroom, but that's not likely going to be available).

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Jovanovic, Daniella JTT:EX
Sent: Monday, June 25, 2018 2:17 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: 6th floor boardroom inquiry

Hi Danny,

Do you know if the 6th floor boardroom space holds 25 people?

Thanks,
Daniella

From: White, Sunny JTT:EX
Sent: Monday, June 25, 2018 2:10 PM
To: Jovanovic, Daniella JTT:EX
Subject: RE: Seymour Room?

Thanks Daniella. Do you know if there's a room on 6th floor that can hold that many folk?

From: Jovanovic, Daniella JTT:EX
Sent: Monday, June 25, 2018 2:07 PM
To: White, Sunny JTT:EX
Subject: RE: Seymour Room?

Hi Sunny,

If you are looking for meeting space in the Vancouver area, here is an attached boardroom list that we use when needing extra venue space ourselves. 😊

There is also the option of the 6th floor boardroom space at Canada Place, which is also for Executive use, including Ministers and Deputy Ministers. To use the space please contact Vancouver Cabinet Office (Danny Loubert) when requesting a boardroom.

Thanks!
Daniella

From: White, Sunny JTT:EX
Sent: Monday, June 25, 2018 2:03 PM
To: Jovanovic, Daniella JTT:EX
Subject: RE: Seymour Room?

K – thanks Daniella. Am looking for a room to hold 25 so that won't work.

From: Jovanovic, Daniella JTT:EX
Sent: Monday, June 25, 2018 2:01 PM
To: White, Sunny JTT:EX
Subject: RE: Seymour Room?

Hi Sunny,

The Seymour room fits 10-16 people! There's also perimeter seating.

From: White, Sunny JTT:EX
Sent: Monday, June 25, 2018 2:00 PM
To: Jovanovic, Daniella JTT:EX
Subject: Seymour Room?

Hi Daniella – can you tell me how many folk can fit comfortably around the table in the Seymour Room?

Sunny White
Executive Coordinator
Assistant Deputy Minister's Office
Workforce, Immigration and Major Investments
Ministry of Jobs, Trade and Technology

Tel: 778 974-2182
Cell: 778 677-7940
E-mail: Sunny.White@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 3:05 PM
To: Wharton, Karen S CITZ:EX
Cc: Geary, Vanessa PREM:EX
Subject: RE: Parking At Canada Place

Thanks Karen,

I was hoping to follow up, have you heard anything from your Parking Coordinator yet?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Wharton, Karen S CITZ:EX
Sent: Thursday, June 14, 2018 11:11 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Parking At Canada Place

Hi Danny,

I've asked the Parking Coordinator to provide answers to your questions. I hope to have a response to you shortly.

Regards,

Karen Wharton, A/Director Client Relations
Client Services Branch | Ministry of Citizens' Services | Real Property Division
PO Box 9412 Stn Prov Gov | Victoria BC | V8W 9V1 | e: Karen.Warton@gov.bc.ca | Cell: 778-679-1565



Real Property
Division

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 9:15 AM
To: Wharton, Karen S CITZ:EX
Cc: Geary, Vanessa PREM:EX
Subject: Parking At Canada Place

Hi Karen,

Thank you for all the information you have provided on the parking passes. Following on the emails with Vanessa, we have determined a need for 2 parking passes/stalls. However, we have a few more questions to clear up:

- Are these passes both for parking and a reserved stall or just parking by itself?
- Do the passes/stalls have to be assigned to one person or can they be for the office?

- Who do we contact to change the named holder of the passes?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 3:01 PM
To: Bain, Don PREM:EX
Subject: FW: s.22

Hi Don,

Just an update,

We will look further into this and make sure it is addressed.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Parte, Maura PSA:EX
Sent: Monday, June 25, 2018 3:00 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re:s.22

Hi Danny,

s.22

Maura

On Jun 25, 2018, at 1:55 PM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Maura,

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

Subject: Canceled: 1;1 Danny and Vanessa
Location: Vanessa's Office

Start: Tue 2018-06-26 1:00 PM
End: Tue 2018-06-26 2:00 PM
Show Time As: Free

Recurrence: Weekly
Recurrence Pattern: every Tuesday from 1:00 PM to 2:00 PM

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: Geary, Vanessa PREM:EX

Importance: High

Moved to today no need for this,

danny

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 2:48 PM
To: 'Danilo Paunovski'
Subject: RE: Elevator Booking

Thanks Dan,

The off load may be later than 1130 (im the events team is still awaiting details)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Danilo Paunovski [mailto:danp@opwtc.ca]
Sent: Monday, June 25, 2018 2:32 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Neria Espenilla <neriae@opwtc.ca>
Subject: RE: Elevator Booking

No problem Danny,
I'll advise our security to be ready.

Thanks,

Dan Paunovski
Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2888

From: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Sent: June-25-18 2:09 PM
To: Danilo Paunovski <danp@opwtc.ca>
Subject: Elevator Booking

Hi Dan

We have a media event that is now scheduled to take place tomorrow Morning and ave hoping we can use the elevator from 8:30 for a load up and again @ 11:30 of or load down?

We can be flexible with the time (give ortake 30 mins)

Warmest Regards

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 2:01 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Finishing up contract

No Problem

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Geary, Vanessa PREM:EX
Sent: Monday, June 25, 2018 2:00 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Finishing up contract

Can we meet at 215 - thx

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 12:51 PM
To: s.22
Subject: RE: Administrative Assistant Interview - June 27th @ 10:30 AM

Thank you^{s.22}

See you on Wednesday!

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: s.22
Sent: Monday, June 25, 2018 12:50 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Administrative Assistant Interview - June 27th @ 10:30 AM

Hi again Danny,

s.22

See you Wednesday!

s.22

On Jun 21, 2018, at 10:13 AM, s.22

wrote:

Hi Danny,

Thanks for your email. I look forward to meeting you on June 27th at 10:30 AM.

Cheers,

s.22

On Jun 21, 2018, at 9:19 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi^{s.22}

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Prolife is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

Your interview will be on the following date and time:

Date: Wednesday June 27th @ 10:30 AM

Location: Vancouver Cabinet Office – Suite 740 – 999 Canada Place Vancouver

Our office can be found on the 7th Floor of the World Trade Centre Complex, the entrance of which is to the right of the Starbucks at Canada Place.

Should you be unable to make your time or have any further questions or concerns please feel free to contact me at 604 775-1677 or by email at Danny.Loubert@gov.bc.ca.

I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives

Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

<Administrative Assistant Job Profile VCO June 1 2018.docx>

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 25, 2018 12:47 PM
To: Hahn, Andra EDUC:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Meeting room request: 3pm - July 6 - Minister Fleming

Hi Andra,

I have moved the meeting time as requested 😊

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hahn, Andra EDUC:EX
Sent: Monday, June 25, 2018 12:18 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Meeting room request: 3pm - July 6 - Minister Fleming

Good afternoon,
May I move this booking to an earlier time? We would like to request 1pm to 2:45
Thank you,
ANdra

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 3:22 PM
To: Hahn, Andra EDUC:EX
Subject: RE: Meeting room request: 3pm - July 6 - Minister Fleming

Good Afternoon Andra,

We have booked a meeting space for the Minister.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hahn, Andra EDUC:EX
Sent: Monday, June 18, 2018 2:41 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: Hahn, Andra EDUC:EX <Andra.Hahn@gov.bc.ca>
Subject: Meeting room request: 3pm - July 6 - Minister Fleming

I would like to request the following:

1. Minister Fleming

2. July 6
3. 3:00 – 4:45 p.m.
4. The **number of attendees** and a **list of their names** (& the name of the organization if possible)
 - a. Minister Fleming, Education
 - b. Deputy Minister, Scott MacDonald, Education
 - c. Veronica Harrison, Sr. Ministerial Assistant, Education
 - d. Glen Hansman, BCTF
 - e. 1 to 3 other still to be confirmed attendees

THanks,
Andra

Andra Hahn
Office of the Hon. Rob Fleming
Minister of Education
Room 124, Parliament Buildings
Victoria, B.C.
250-387-8838

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 25, 2018 12:46 PM
To: White, Emily MCF:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Minister Conroy - June 26th

Thanks Emily!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: White, Emily MCF:EX
Sent: Monday, June 25, 2018 11:45 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Minister Conroy - June 26th

Good morning –

This meeting room is no longer required at this time.

Thank you,

Emily White
Administrative Coordinator
The Hon. Katrine Conroy
Minister of Children and Family Development

Room 134 | Parliament Buildings | Victoria | British Columbia | V8V 1X4
Phone: 250-387-2054 | Cell: 250-480-8176 | Email: emily.white@gov.bc.ca

*** In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.***

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 22, 2018 9:51 AM
To: White, Emily MCF:EX
Subject: RE: Minister Conroy - June 26th

Good Morning Emily,

We have booked the Minister a room here at VCO for this meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: White, Emily MCF:EX
Sent: Friday, June 22, 2018 9:40 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Minister Conroy - June 26th

Good morning –

I am hoping to book a room at VCO for Minister Conroy from 12:30pm – 1:30pm. The Minister is meeting w/ the Poverty Reduction Coalition. I anticipate about 6 attendees, though I am waiting on names/numbers (I will confirm w/ you once I receive those).

Confirmed attendees will be:
Minister Conroy
Alisma Perry
Emily Horton

Thank you!

Best,

Emily White
Administrative Coordinator
The Hon. Katrine Conroy
Minister of Children and Family Development

Room 134 | Parliament Buildings | Victoria | British Columbia | V8V 1X4
Phone: 250-387-2054 | Cell: 250-480-8176 | Email: emily.white@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 12:22 PM
To: Geary, Vanessa PREM:EX
Subject: Accepted: Danny and Vanessa 1:1

Shortt, Amanda PREM:EX

Subject: Telepresence Room Bookings
Location: Vancouver Cabinet Office

Start: Thu 2018-06-28 10:00 AM
End: Thu 2018-06-28 10:30 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: McGuire, Kirsty JTT:EX; Yang-Mason, Gloria JTT:EX

Hi Gloria and Kirsty,

Please join me in the Vancouver Cabinet Office for a discussion around the Telepresence bookings.

Looking forward to seeing you both.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 11:40 AM
To: McGuire, Kirsty JTT:EX; Yang-Mason, Gloria JTT:EX
Subject: RE: Telepresence Room Bookings

Thanks Kirsty,

I would like to invite you to the VCO for this meeting. I can send out an invite if you would like.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McGuire, Kirsty JTT:EX
Sent: Monday, June 25, 2018 11:10 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Yang-Mason, Gloria JTT:EX <Gloria.Yang-Mason@gov.bc.ca>
Subject: RE: Telepresence Room Bookings

Perfect!

Danny – where would you prefer to meet? I can book a room at JTT, unless you'd rather meet in VCO?

K 😊

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 11:06 AM
To: McGuire, Kirsty JTT:EX; Yang-Mason, Gloria JTT:EX
Subject: RE: Telepresence Room Bookings

Good Morning,

Thursday at 10am would be best 😊

Thanks!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McGuire, Kirsty JTT:EX
Sent: Monday, June 25, 2018 11:03 AM
To: Yang-Mason, Gloria JTT:EX <Gloria.Yang-Mason@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Telepresence Room Bookings

Hi G!

Either works for me, so up to you Danny 😊

Thanks,

K

From: Yang-Mason, Gloria JTT:EX
Sent: Monday, June 25, 2018 10:58 AM
To: Loubert, Danny PREM:EX; McGuire, Kirsty JTT:EX
Subject: RE: Telepresence Room Bookings

Hey Danny and Kirsty,

For Thursday, would 10am or 1pm work for you guys?

G.

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 12:48 PM
To: Yang-Mason, Gloria JTT:EX
Subject: RE: Telepresence Room Bookings

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 25, 2018 11:19 AM
To: White, Emily MCF:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: June 26th - Minister Conroy

Good Morning Emily,

We have put a room aside for the Minister to make her calls.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: White, Emily MCF:EX
Sent: Monday, June 25, 2018 10:54 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: June 26th - Minister Conroy

Good morning!

Looking to book a room for Minister Conroy for 11:00am on June 26th. This is just for a phone call, so it can be a smaller room.

Thank you!!

Best,

Emily White

Administrative Coordinator

The Hon. Katrine Conroy

Minister of Children and Family Development

Room 134 | Parliament Buildings | Victoria | British Columbia | V8V 1X4
Phone: 250-387-2054 | Cell: 250-480-8176 | Email: emily.white@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 9:56 AM
To: Trimble, Brett FIN:EX
Subject: Jorge Porter

Hi Brett

IDIR : joporter

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 25, 2018 9:52 AM
To: Robb, Amanda JTT:EX
Subject: RE: Boardroom: June 25 10:30AM - 11:30AM

Good Morning Amanda,

I hope you had a pleasant weekend,

No Problem with the move!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Robb, Amanda JTT:EX
Sent: Monday, June 25, 2018 9:50 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Boardroom: June 25 10:30AM - 11:30AM

Good morning!

Sorry to do this AGAIN – we have had to bump MBR's morning meetings down by 15 minutes today. Can we secure the boardroom for a little bit longer this morning?

11:15AM - 11:45AM : Metro Vancouver

Thank you,

Amanda Robb
Administrative Coordinator to the Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

Administrative Coordinator to the Honourable George Chow
Minister of State for Trade

Room 138 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-387-9133 | Fax: 250-356-3000 | Email: amanda.rob主@gov.bc.ca

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From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 21, 2018 1:59 PM

To: Robb, Amanda JTT:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Boardroom: June 25 10:30AM - 11:30AM

All done 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Robb, Amanda JTT:EX
Sent: Thursday, June 21, 2018 1:48 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Boardroom: June 25 10:30AM - 11:30AM

Hi Danny,

Slight change in timing for Monday June 25th. Can we now have a boardroom for the following times?

11:00AM - 11:30AM : Metro Vancouver
4:00PM - 4:30PM: Minister Ralston briefing from his MA's + EA (John-Michael, Meghan and Ramesh)

IGRS should be reaching out to you to alter MBR's meeting with Ambassador Anne Kari OVIND which will now take place at 10:30AM.

Thanks!

Amanda Robb
Administrative Coordinator to the Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

Administrative Coordinator to the Honourable George Chow
Minister of State for Trade

Room 138 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-387-9133 | Fax: 250-356-3000 | Email: amanda.rob主@gov.bc.ca

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From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 20, 2018 3:57 PM
To: Robb, Amanda JTT:EX
Subject: RE: Boardroom: June 25 10:30AM - 11:30AM

Hi Amanda,

We have booked the Minister into a room here at VCO.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Robb, Amanda JTT:EX
Sent: Wednesday, June 20, 2018 2:53 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Boardroom: June 25 10:30AM - 11:30AM

Hi Danny,

We have a meeting on Monday at 10:00AM at VCO (through IGRS with Ambassador Anne Kari OVIND). Could we reserve a boardroom onward for Minister Ralston until 11:30AM?

10:30-11:00AM Minister Ralston briefing from his MA's + EA (John-Michael, Meghan and Ramesh)
11:00-11:30AM Meeting with Metro Vancouver with:

- Metro Vancouver Board Chair Greg Moore
- Chief Administrative Officer Carol Mason
- General Manager, External Relations Heather Schoemaker

Thanks!

Amanda Robb

Administrative Coordinator to the Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

Administrative Coordinator to the Honourable George Chow
Minister of State for Trade

Room 138 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-387-9133 | Fax: 250-356-3000 | Email: amanda.rob主@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 25, 2018 9:07 AM
To: Jordan, Annette IGRS:EX
Subject: RE: meeting room

All good 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Jordan, Annette IGRS:EX
Sent: Monday, June 25, 2018 9:07 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: meeting room

Thanks Danny, sorry should have included this attachment.

Sincerely yours,

Annette Jordan
Protocol Manager
Office of Protocol
Intergovernmental Relations Secretariat
Tel: +1-604-660-6816 Fax: +1-604-660-2520
Mobile: +1-604-561-4431
3rd Floor – 865 Hornby Street
Vancouver, British Columbia, V6Z 2G3

Or

2nd floor, 620 Superior Street
Victoria, BC V8V 1V2

From: Loubert, Danny PREM:EX
Sent: June 25, 2018 8:49 AM
To: Jordan, Annette IGRS:EX <Annette.Jordan@gov.bc.ca>
Subject: RE: meeting room

Thanks Annette, Ill adjust the meeting times.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Jordan, Annette IGRS:EX
Sent: Monday, June 25, 2018 8:27 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: meeting room

Good morning Danny, hope you had a nice weekend. The meeting time for Minister Ralston and the Norwegian Ambassador has changed to run from 10:45-11:15, then she has a meeting with Minister Popham from 11:30-12. I believe her office booked a room with you for this already.

Sincerely yours,

Annette Jordan
Protocol Manager
Office of Protocol
Intergovernmental Relations Secretariat
Tel: +1-604-660-6816 Fax: +1-604-660-2520
Mobile: +1-604-561-4431
3rd Floor – 865 Hornby Street
Vancouver, British Columbia, V6Z 2G3

Or

2nd floor, 620 Superior Street
Victoria, BC V8V 1V2

From: Loubert, Danny PREM:EX
Sent: June 14, 2018 3:51 PM
To: Jordan, Annette IGRS:EX <Annette.Jordan@gov.bc.ca>
Subject: RE: meeting room

Hi Annette,

I have booked a room for this meeting.

Warmest Regards

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Jordan, Annette IGRS:EX
Sent: Thursday, June 14, 2018 3:49 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: meeting room

Thanks Danny, do you have a room available for June 25th?

Sincerely yours,

Annette Jordan
Protocol Manager

Office of Protocol
Intergovernmental Relations Secretariat
Tel: +1-604-660-6816 Fax: +1-604-660-2520
Mobile: +1-604-561-4431
3rd Floor – 865 Hornby Street
Vancouver, British Columbia, V6Z 2G3

Or

2nd floor, 620 Superior Street
Victoria, BC V8V 1V2

From: Loubert, Danny PREM:EX
Sent: June 14, 2018 1:05 PM
To: Jordan, Annette IGRS:EX <Annette.Jordan@gov.bc.ca>
Subject: RE: meeting room

Thanks Annette,

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Jordan, Annette IGRS:EX
Sent: Thursday, June 14, 2018 12:51 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: meeting room

Hi Danny,

s.22

Sincerely yours,

Annette Jordan
Protocol Manager
Office of Protocol
Intergovernmental Relations Secretariat
Tel: +1-604-660-6816 Fax: +1-604-660-2520
Mobile: +1-604-561-4431
3rd Floor – 865 Hornby Street
Vancouver, British Columbia, V6Z 2G3

Or

2nd floor, 620 Superior Street

From: Jordan, Annette IGRS:EX
Sent: June 14, 2018 12:50 PM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: meeting room

Hello Maria,

Would I be able to book a room for Minister Ralston for June 25th at 10-10:30? He is meeting with the Norwegian Ambassador. I think there will only be 5 in the room. Thanks.

Sincerely yours,

Annette Jordan
Protocol Manager
Office of Protocol
Intergovernmental Relations Secretariat
Tel: +1-604-660-6816 Fax: +1-604-660-2520
Mobile: +1-604-561-4431
3rd Floor – 865 Hornby Street
Vancouver, British Columbia, V6Z 2G3

Or

2nd floor, 620 Superior Street
Victoria, BC V8V 1V2

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 3:53 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Update to Alarm system

Just waiting on the electrician who is on his way up. All good, Id rather get it fixed.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Friday, June 22, 2018 3:53 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Update to Alarm system

Aha! Thanks - you heading home now?

Sent from my iPhone

On Jun 22, 2018, at 3:49 PM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Vanessa,

This morning I came into the office and the system was still showing the trouble light. Turns out it's a low battery in one of the alarm panels. We have an electrician coming to correct it. Should be fixed and hopefully won't be an issue again.

Have a great weekend! See you Monday.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 22, 2018 1:48 PM
To: Nanninga, Tanera AG:EX
Subject: RE: July 5th Room for the AG

Hi Tanera

Happy Friday!

I have booked a room for the Attorney General to use.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Nanninga, Tanera AG:EX
Sent: Friday, June 22, 2018 1:43 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: July 5th Room for the AG

Good afternoon,

Can I book a room for the AG and Peter Juk on July 5th from 9am-9:30am? It is just a ministry staff briefing.

Thank you,

Tanera Nanninga

Administrative Coordinator to the Honourable David Eby, QC
Attorney General and Minister responsible for Liquor, Gaming, and ICBC
Phone: (250-387-1866)

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 1:22 PM
To: 'Shawn.carstensen@bgis.com'
Cc: Magee, Tracey FIN:EX
Subject: FW: Alarm issues at Canada Place

Hi Shawn,

It appears my initial email was sent to the wrong email.

Can you please review and give me a call.

Thanks,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 4:12 PM
To: 'Shawn.corstensen@bgis.com' <Shawn.corstensen@bgis.com>
Subject: Alarm issues at Canada Place

Hi Shawn,

I was advised to contact you regarding our Alarm System.

If possible could you please give me a call during business hours (Its okay to wait till Monday)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 1:20 PM
To: Magee, Tracey FIN:EX
Subject: RE: Alarm issues at Canada Place

Hi Tracey,

I have not heard anything yet. I was advised that we might have had the wrong email. Shawn.carstensen@bgis.com

Ill forward the email again.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Magee, Tracey FIN:EX
Sent: Tuesday, June 19, 2018 11:37 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Alarm issues at Canada Place

Hi Danny,

Did Shawn contact you regarding this? I have not been in contact with him.

Tracey Magee
Facilities Project Manager
Corporate, Financial and Facilities Services Branch
Corporate Services Division
Ministry of Finance
Ph: 250-812-8859

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 9:15 AM
To: 'Shawn.corstensen@bgis.com'
Cc: Magee, Tracey FIN:EX
Subject: RE: Alarm issues at Canada Place

Hi Shawn,

Just following up with my previous email I sent can you please give me a shout? I would like to resolve the issues we are having.

Thank you!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 4:12 PM
To: 'Shawn.corstensen@bgis.com' <Shawn.corstensen@bgis.com>
Subject: Alarm issues at Canada Place

Hi Shawn,

I was advised to contact you regarding our Alarm System.

If possible could you please give me a call during business hours (Its okay to wait till Monday)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 12:48 PM
To: Yang-Mason, Gloria JTT:EX
Subject: RE: Telepresence Room Bookings

Thanks Gloria,

s.22

My earliest available time would be Thursday next week, I have open availability and I would be happy to look at available times then.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Yang-Mason, Gloria JTT:EX
Sent: Thursday, June 21, 2018 10:49 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Telepresence Room Bookings

Hey -s.22
s.22

Can we meet on Monday or Tuesday. I will bring Kirsty McGuire with me.

G.

Sent from my Samsung Galaxy smartphone.

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

From: "Loubert, Danny PREM:EX" <Danny.Loubert@gov.bc.ca>
Date: 2018-06-21 10:18 AM (GMT-08:00)
To: "Yang-Mason, Gloria JTT:EX" <Gloria.Yang-Mason@gov.bc.ca>
Subject: RE: Telepresence Room Bookings

Hi Gloria,

s.22

Thank you for reaching out about the telepresence room. I would very much like to ensure that both JTT and the VCO continue to be able to operate smoothly and welcome the opportunity to sit down with you and come up with a procedure that will work for both of our offices.

I have some time this morning, Or I am free all day Friday if that would work better. I would be happy to invite you over to our office as well to discuss.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Yang-Mason, Gloria JTT:EX
Sent: Wednesday, June 20, 2018 10:35 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Telepresence Room Bookings

Hey Danny,

s.22

I understand there have been a few hiccups around the VCO / Telepresence Room bookings which have resulted in some confused and unhappy clients. We want to make sure we can support the Premier's Office to the best that we can. However, we are unable to do that when we are not aware or expecting guests for the Telepresence room.

To better assist the PO in receiving and escorting guests to the VCO's Telepresence Room (when not run through GCPE) and to ensure we are allowing only authorized people into the space for security purposes – can we please have a chat to formalize processes on how we can get details of the booking (including attendee names) prior to the date / time of their arrival. As you will know, our front desk can get busy sometimes when multiple clients are coming in to meet with MO, DMO, or IBD staff - so we may need to call for extra help in the back to help with reception and escorting guests. We can do this and plan for it in advance³ when we are aware of bookings in advance.

Right now – we don't have access to the calendar bookings for telepresence. If it would be easier for you to grant my team access to the calendar – that could be one option if all the details are in the calendar booking. I am open to your ideas on how to move forward. Let me know when you have some time for us to connect and chat!

Cheers,
Gloria

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 12:42 PM
To: Parte, Maura PSA:EX
Subject: RE: s.22 Resume and Cover letter

Hi Maura,

Can you please resent the attachments, they appear to have not been removed.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Parte, Maura PSA:EX
Sent: Friday, June 22, 2018 12:28 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: s.22 Resume and Cover letter

From: s.22
Sent: Tuesday, December 5, 2017 10:39 AM
To: Parte, Maura PSA:EX
Subject: Re: s.22 Resume and Cover letter

Hi Maura,

Congratulations on completing the first legislative session as an NDP government.

There has been an incredible amount of work accomplished in the short time that the NDP Government has been in office.

I am following up regarding potential positions within government. ^{s.22}
s.22

I wanted to follow up and see if there are any other opportunities coming up that might be a better fit for my skills and energy. ^{s.22}

Please feel free to reach out to me on my cell at ^{s.22} if you have any additional questions or if you are interested in scheduling an interview.

Thanks,

s.22

On Nov 8, 2017 11:48 AM, s.22
Hi Maura,

wrote:

I have been speaking with s.22 about possible opportunities with the new Government of BC. I am interested in putting my skills and knowledge to use in advancing the goals of the current NDP Government.

s.22

I would be willing to be considered for any position that you feel would be an adequate use of my skill set.

I am attaching my resume and cover letter for you to review. Please don't hesitate to reach out with any questions or to coordinate an interview. s.22

s.22

thanks,

s.22

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 22, 2018 11:56 AM
To: Gotto, Sarah F MMHA:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Request for boardroom for Minister Judy Darcy

Hi Sarah,

It was good to chat to you again,

I have put a room aside for the Minister on the morning of the 26th.

Please forward the names of that joining when it becomes available.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Gotto, Sarah F MMHA:EX
Sent: Friday, June 22, 2018 11:51 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Request for boardroom for Minister Judy Darcy

Hi Danny. Nice chatting with you just.

May I book a room for Minister Darcy for Tuesday, June 26th from 9:30am till 12:00.

10:00-11:00 Minister has a teleconference and will need a phone in the room. I believe one staff member will be with her.

11:00-12:00 Minister has a teleconference and will have approx. 4 staff members with her. I am waiting for confirmation on which staff but will send to you as soon as I have that information.

Many thanks for your assistance.

Look forward to hearing back from you confirming the room availability.

Sarah Gotto
Administrative Co-ordinator to the
Honourable Judy Darcy
Minister of Mental Health and Addictions
Room 346 Parliament Buildings
Phone: 250 387 9846

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 11:31 AM
To: Tsang, Robin FIN:EX
Subject: RE: PolyCom Trio Demo

Hi Robin,

So sorry I miss read the date

Wednesday July 18th works for me.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tsang, Robin FIN:EX
Sent: Friday, June 22, 2018 11:27 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: PolyCom Trio Demo

No problem Danny. How about one of the following. The last 2 time slots are not ideal but should still work.

- Tuesday, July 17 – 10-11AM
- Tuesday, July 17 – 1-2 PM
- Thursday, July 19 – 1-2 PM
- Friday, July 20 – 10-11 AM

Thanks!
Robin

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 11:02 AM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Subject: RE: PolyCom Trio Demo

Hi Robin,

Unfortunately, I will not be available that day. Do you have some other days you can suggest? I can check my availability then.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tsang, Robin FIN:EX
Sent: Friday, June 22, 2018 10:48 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: PolyCom Trio Demo

Morning Danny:

Wondering if the time below is okay? If yes, I will include you in the invite I am sending out.

Thanks,
Robin

From: Tsang, Robin FIN:EX
Sent: Thursday, June 21, 2018 12:12 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: PolyCom Trio Demo

Hi Danny:

We are setting up a PolyCom Trio demo session for CABOPS in Victoria Chambers. It will need to connect to the VCO Cabinet boardroom.

I am thinking of 10:00-11:00 AM on Wednesday July 18th. Is the VCO Cabinet Boardroom available? It will require your assistance for 5-10 mins as well. Is it a good time for you?

Thanks!
Robin

From: Tsang, Robin FIN:EX
Sent: Thursday, June 21, 2018 10:31 AM
To: Massy, Michelle E PREM:EX <Michelle.Massy@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: Secure audio call

Hi Michelle:

I will set up a demo session to just a few of you first in the week of July 16th. If you think it's a viable solution to replace the Telus teleconference, then I will schedule more training sessions for the rest of the CABOPS staff.

Thanks,
Robin

From: Massy, Michelle E PREM:EX
Sent: Thursday, June 21, 2018 9:51 AM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: Secure audio call

Hi Robin,

I think it will be best if we do the training after the last Cabinet meeting (July 11). There are quite a few busy weeks coming up and I think it would best to use the current system for the remainder of the meetings and begin using the new system in September. I am available any time the week of July 16th if you can schedule a training session for that time!

Thanks!
Michele

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 10:13 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Remote access

Will do!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Friday, June 22, 2018 10:09 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Remote access

All good here too.
Could you do me favour and enter next week flights into my calendar?
Thanks!

Sent from my iPhone

On Jun 22, 2018, at 9:29 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

My Pleasure!

Its nice and quiet in here today. I hope the trip up was pleasant!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Friday, June 22, 2018 9:20 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Remote access

Thank you!!
All good today?

Sent from my iPhone

On Jun 22, 2018, at 9:08 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Vanessa,

To Get remote access

Go to the little up arrow on the bottom bar of your screen expand and find the Cisco Anyconnect Icon (indicated in Blue)

<image001.jpg>

A new window will open if the address is not already entered. Use [Vpn2.gov.bc.ca](https://vpn2.gov.bc.ca)
Click Connect

<image003.jpg>

The Username and password are your IDIR Credentials

<image005.jpg>

Click Accept for the Pop-up

<image006.jpg>

The windows will close and a new pop up on the bottom right of your screen will appear.

<image007.jpg>

You are now connected to VPN and can access the government network. (Drives, etc)

If you have any other issues please let me know,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Geary, Vanessa PREM:EX
Sent: Friday, June 22, 2018 7:30 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Remote access

Good morning!! Could you please help me figure out remote access this morning after you settle in.

Thx V

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 10:03 AM
To: Kingston, Charlotte PREM:EX
Subject: RE: Conference line at 11?

Ill book it for you,

Do you need the details?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Kingston, Charlotte PREM:EX
Sent: Friday, June 22, 2018 10:02 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Conference line at 11?

Hi Danny,

Just wanted to check- is the conference line open at 11?

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 10:00 AM
To: Farmer, Susan PREM:EX
Subject: FW: Writing Assessment

Hi Susan

This should have been sent to you. Please have a look and let us know what you think

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Parte, Maura PSA:EX
Sent: Thursday, June 21, 2018 5:06 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Vasilev, Susan LASS:EX <Susan.Vasilev@leg.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Writing Assessment

Hi Vanessa, Susan and Danny:

I received the following back from PSA Hiring Services re: writing assessments. They do have several different online writing tests that applicants can take, the instructions are included here.
You will need to fill out a requisition form for each applicant stating which tests you want them to take.

With the interviews scheduled for next Wednesday this may be too complicated as it requires 5 business days to set up the system for the test taking. I have been told it will likely work fine with less notice but it is not guaranteed.

If you do want to proceed we would need to get this in tomorrow by end of day at the latest.

Because this may not work I also requested templates for in person assessments and will likely receive those Monday morning.

If anything is unclear please let me know.

Here is the guide:

For this level of position I would recommend PreVal assessments. Maximum 20 candidates can go through this testing.

Pre-Valuate Online (PreVal) Information:

- PreVal testing is an online assessment tool that can help you verify specific skills such as clerical and computer application skills and is most commonly used for clerical type competitions.
- PreVal testing is used **after** you have concluded your screening. Only the applicants who screened in on your education and experience requirements should be invited to this testing.
- Candidates can complete the testing remotely at their home or work computer.

- The PreVal request form lists the tests which have been found to be most relevant to jobs in the BC Public Service.
- When determining which tests to use, ensure you are selecting tests **relevant to your selection criteria** in your posted job profile (experience, knowledge, skills and abilities).

NEXT STEPS – FOR YOUR ACTION:

- If you would like us to administer PreVal assessment(s), please **return the PreVal request form** to me **at least 5 business days prior to the first testing date**. Under “applicants to be tested” on the PreVal request form, please include names and email address of those you wish to participate.
- We recommend selecting 1-4 tests and keeping the time commitment under 60 minutes as a best practice. If there is a need for more testing, we do not recommend going over 90 minutes in total. *The time duration for each test is indicated in the form.

Maura Parte
BC Public Service Agency
250-213-6377

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 22, 2018 9:34 AM
To: Massy, Michelle E PREM:EX
Subject: RE: VCO Next week

Thanks Michelle 😊

I hope you have a pleasant weekend

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Massy, Michelle E PREM:EX
Sent: Friday, June 22, 2018 8:52 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: VCO Next week

Hi Danny,

We have HWG and CCWG meetings next week. HWG will take place solely at VCO and CCWG will be in both locations (surveys attached).

PremTech will be there for both meetings as well as Brenda Lennox from our office. Catering order attached.

Thanks!
Michelle

Michelle Massy
Manager | Cabinet Operations
Room 049 | [617 Government St. | Victoria, BC](#)
[250.387.0869](tel:250.387.0869) | cell: 250-516-0685

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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 22, 2018 9:19 AM
To: Campbell, Sue LBR:EX
Subject: RE: room request

Good Morning Sue,

I have extended the meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Campbell, Sue LBR:EX
Sent: Friday, June 22, 2018 8:44 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: room request

Hi

Can you extend it by another 30 minutes. Same people

Thank you

Sue Campbell
Administrative Coordinator
The Honourable Harry Bains
Minister of Labour

Room 342 | Legislative Assembly | Victoria | British Columbia | V8V 1X4
Phone: 250-953-0912 | Email: sue.campbell@gov.bc.ca

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From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 4:42 PM
To: Campbell, Sue LBR:EX
Subject: RE: room request

Hi Sue,

Booked!

I hope you have a pleasant evening!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Campbell, Sue LBR:EX
Sent: Monday, June 18, 2018 3:38 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: room request

Hi

I'd like a room with a conference phone for a meeting.

Date: June 26, 2018
Time: 10:00am – 11:00 am
Location: VCO
Attendees: Minister Bains, Michael Cheevers

If there are more attendees, I'll let you know.

Thank you

Sue Campbell
Administrative Coordinator
The Honourable Harry Bains
Minister of Labour

Room 342 | Legislative Assembly | Victoria | British Columbia | V8V 1X4
Phone: 250-953-0912 | Email: sue.campbell@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 3:43 PM
To: OOP FOI PREM:EX
Subject: RE: Call for Records OOP-2018-84242 Records Due June 28, 2018

Good Afternoon,

I have no records for this FOI request.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: OOP FOI PREM:EX
Sent: Thursday, June 21, 2018 10:56 AM
To: LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>; LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>
Subject: Call for Records OOP-2018-84242 Records Due June 28, 2018

Hello,

Please see the below request and please let me know by June 28th whether or not you have any records:

Canvassed: All Exec staff, all Vancouver staff

All emails between the Premier's Office and Roseanne.Moran@leg.bc.ca

*(Date Range for Record Search: From **10/01/2017 To 11/30/2017**) Date Format is MM/DD/YYYY*

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 2:33 PM
To: Don Bain PREM:EX (Don.Bain@gov.bc.ca)
Cc: Parkinson, Elizabeth PREM:EX
Subject: Corrected Flights Details - June 29th To Victoria
Attachments: Harbour Air Flight Itinerary. Thanks for booking!; Harbour Air Flight Itinerary. Thanks for booking!

Hi Don,

Please find the attached Harbour Air Confirmations for your Flights next week.

I will add the times to your calendar.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 2:24 PM
To: Don Bain PREM:EX (Don.Bain@gov.bc.ca)
Cc: Parkinson, Elizabeth PREM:EX
Subject: FW: Harbour Air Flight Itinerary. Thanks for booking!

Tracking:	Recipient	Recall
	Don Bain PREM:EX (Don.Bain@gov.bc.ca)	
	Parkinson, Elizabeth PREM:EX	Failed: 2018-06-21 2:31 PM
	Bain, Don PREM:EX	Succeeded: 2018-06-21 2:31 PM

Hi Don,

Please see below for your flight to Victoria next week.

I will add to your Calendar.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Harbour Air, Whistler Air & Saltspring Air [mailto:reservation@harbourair.com]
Sent: Thursday, June 21, 2018 2:23 PM
To: Loubert, Danny PREM:EX
Subject: Harbour Air Flight Itinerary. Thanks for booking!



[Check Flight Status](#) | [Manage Flight](#) | [Deals & Specials](#) | [High Flyer Rewards](#) | [My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

Harbour Air Team

Customer Information

Account

HAS #

s.22

Name

Danny Loubert


Company

Province Of Bc

Booking s.22

Friday, June 29, 2018

Flight #2030

07:30 Vancouver Harbour / Map 

08:05 Victoria Harbour / Map 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Don Bain, Male

[Add to Calendar](#)

Invoice s.17

Air Transportation Charges

Sked 200/300 : (Pk) GO Flex \$198.07

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$10.42

Billing \$208.58

Taxes \$10.42

Grand Total \$219.00

GoFlex Fare Conditions:

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure (subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure

Booking s.22

Friday, June 29, 2018

Flight #222/Twin Otter


17:00 Victoria Harbour / Map 

Invoice s.17

Air Transportation Charges

Sked 200/300 : (Pk) GO Flex \$198.07

Taxes, Fees and Charges

17:35 Vancouver Harbour / Map&n!
bsp; 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex
Don Bain, Male

Add to Calendar

All Skeds - Baggage : Checked Baggage Fee	\$0.00
Sked 200 : Carbon Offset	\$0.65
Sked 200 : VHFC Terminal Fee	\$9.86
+ Goods and Services Tax	\$10.42

Billing	\$208.58
Taxes	\$10.42
Grand Total	\$219.00

GoFlex Fare Conditions:

Refundable up to 15 minutes prior to Departure
Changeable up to 15 minutes prior to Departure (subject to difference in fare value)
Select Seating \$10 (space permitting)
50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed
25 lbs. (space available)
\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed
15 lbs. (space available)
\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed
\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure

Booking Information

Domestic Flights

Check-in time is 25 minutes prior to departure. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.

Please be prepared to show government issued photo identification. It's required for all passengers 18 years and older.

Our records indicate that the passenger(s) reserved on the flight(s) is/are **not an Unaccompanied Minor (11 and under)**.

Luggage restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding

allowance will be sent on a standby basis and may be subject to excess luggage fees.

The maximum weight per single piece of luggage is 50 pounds.

Wait-listed flights and tours are considered confirmed when the passenger receives the call; voicemails do not guarantee confirmation. Please contact our reservations department at 1-800-665-0212 at your earliest convenience if you receive a wait-list voicemail.

Cancellations:

Please note that flights may experience delays or cancellations due to inclement weather.

Scheduled flight group bookings of 4 or more: any cancellations made within 24 hours of departure are subject to a 50% cancellation fee. (For passengers booked on GoGOLD, Flex & Lite/ GoFAST fares are non-refundable)

Scenic and packaged tours: any cancellations made within 24 hours of departure are subject to a 100% cancellation fee.

Flights departing from or terminating in Maple Bay will stop and/or transfer at Ganges, Salt Spring Island.

Aircraft type specified at time of booking may be subject to change due to operational requirements and is subject to availability.

Complimentary shuttle service (drop-off only) is available at our downtown Vancouver, South Vancouver (YVR), Victoria and Whistler locations.

International Flights

Check in time is 45 minutes prior to flight time. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 45 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.

Passport book required for all passengers including infants *Nexus, Enhanced Drivers Licenses and passport cards are not accepted at this border crossing.

Cancellations:

Please note that flights may experience delays or cancellations due to inclement weather.

Cancellations less than 24 hours result in a full forfeiture of the fare

Cancellations more than 24 hours prior to departure will remain as a flight credit for use within 18 months of the first cancellation date.

Luggage restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding allowance will be sent on a standby basis and may be subject to excess luggage fees.

Complimentary shuttle service (drop-off only) is available at our downtown Vancouver, South Vancouver (YVR), Victoria and Whistler locations.

Harbour Air Terminal Services is an authorized booking agent for Kenmore Air Harbor, Inc operated flights. This means when Kenmore Air Harbor, Inc. operates the flight, the Customer's contract for air transportation services is between the Customer and Kenmore Air Harbor, Inc.. Kenmore Air Harbor, Inc. is the Operator and Supplier of the relevant air transportation services.

For an itemized receipt of all taxes and fees, the Customer should contact the Operating Carrier, Kenmore Air Harbor, Inc. at 1-866-435-9524.

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Reservations Toll Free: 1-800-665-0212

www.harbourair.com

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Shortt, Amanda PREM:EX

Subject: Interview: s.22
Location: VCO - Boardroom 3

Start: Wed 2018-06-27 2:30 PM
End: Wed 2018-06-27 3:15 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: Geary, Vanessa PREM:EX; Farmer, Susan PREM:EX



s.22



Shortt, Amanda PREM:EX

Subject: Interview: s.22
Location: VCO - Boardroom 3

Start: Wed 2018-06-27 1:30 PM
End: Wed 2018-06-27 2:15 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: Geary, Vanessa PREM:EX; Farmer, Susan PREM:EX



s.22



Shortt, Amanda PREM:EX

Subject: Interview: s.22
Location: VCO - Boardroom 3

Start: Wed 2018-06-27 11:30 AM
End: Wed 2018-06-27 12:15 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: Geary, Vanessa PREM:EX; Farmer, Susan PREM:EX



s.22



Shortt, Amanda PREM:EX

Subject: Interview: s.22
Location: VCO - Boardroom 3

Start: Wed 2018-06-27 10:30 AM
End: Wed 2018-06-27 11:15 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: Geary, Vanessa PREM:EX; Farmer, Susan PREM:EX



s.22



Shortt, Amanda PREM:EX

Subject: Interview: s.22
Location: VCO - Boardroom 3

Start: Wed 2018-06-27 9:30 AM
End: Wed 2018-06-27 10:15 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: Geary, Vanessa PREM:EX; Farmer, Susan PREM:EX



s.22

[REDACTED]

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 2:06 PM
To: Privett, Don PREM:EX
Subject: RE: Wide-screen Monitors?

Hi Don,

Can you give me a quick shout when you can?

Thanks,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Privett, Don PREM:EX
Sent: Wednesday, June 20, 2018 4:18 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Wide-screen Monitors?

Hey Danny,

Just getting around to responding.

Thx if you send something, monitor-wise, don't worry if you don't.

While I have you, any surplus privacy screens over there gather dust?

Don

From: Loubert, Danny PREM:EX
Sent: 14 June 2018 16:38
To: Privett, Don PREM:EX
Subject: RE: Wide-screen Monitors?

Hi Don,

I'm sure we could come up with a monitor. We don't have any new ones in boxes but I'm sure I could box up on that is not being used.

Ill ship off tomorrow.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Privett, Don PREM:EX
Sent: Thursday, June 14, 2018 11:16 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Wide-screen Monitors?

Hi Danny,
Happy summer (-like weather) and serious low tide.
In your collection of booty, do you have any surplus wide-screen monitors left?
It/they'd be for Erin.
Thanks in advance,
Don

DON PRIVETT | Administrative Assistant | Premier's Office, Executive Branch
Phone: 250.387.1715 / 250.387.1716 | don.privett@gov.bc.ca
West Annex, Room 156 | Parliament Buildings, Victoria, BC V8W 9E1



Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 1:17 PM
To: McRae, Meghan GCPE:EX; Godfrey, Sam AGRI:EX
Cc: Smith, Jessica C AGRI:EX
Subject: RE: Today

Hi Meghan,

Thank you, the room has been set aside for the time requested. I have another room available should the Minister need.

Just direct the cameraman to the intercom at suite 740 and I will be here to direct them to the room.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McRae, Meghan GCPE:EX
Sent: Thursday, June 21, 2018 1:14 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Godfrey, Sam AGRI:EX <Sam.Godfrey@gov.bc.ca>
Cc: Smith, Jessica C AGRI:EX <Jessica.C.Smith@gov.bc.ca>
Subject: RE: Today

Thanks Danny, I'd ask to have it from 2 PM to 2:45 PM if possible? The filming is supposed to start at 2:15 PM, so I'd like some advance time to set up the cameras, and get the Minister miked.
Are there any special instructions for the cameraman for accessing the offices?

Much appreciated,
Meghan

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 1:13 PM
To: Godfrey, Sam AGRI:EX
Cc: McRae, Meghan GCPE:EX; Smith, Jessica C AGRI:EX
Subject: RE: Today

Hi Sam, Meghan and Jessica.

We will make the Executive Boardroom available for this here in our Offices Located at Suite 740 – 999 Canada Place.

If you could please indicate how much time for set up would be needed to I will be sure the keep the room free.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Godfrey, Sam AGRI:EX
Sent: Thursday, June 21, 2018 1:02 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: McRae, Meghan GCPE:EX <Meghan.McRae@gov.bc.ca>; Smith, Jessica C AGRI:EX <Jessica.C.Smith@gov.bc.ca>
Subject: Today

Hi Danny,

Hope you are well. Minister Popham would like do a CBC TV interview at the VCO today at 2:15.

Will that work for you?

Can you connect with our Coms Director Meghan, CC'd, re location at VCO for filming, address and address/entrance details for camera crew? And Jess is staffing MLP today –I'm in Victoria.

S.

Sam Godfrey

Senior Ministerial Assistant to the Honourable Lana Popham
Minister of Agriculture, British Columbia
Mobile: 250 208 1359 | Office: 250 387 1023
Rm 325, Parliament Buildings, 501 Belleville St., Victoria, B.C. V8V 1X4

This message, including any attachments to it, is not to be disclosed outside of the Provincial Government without prior written approval from the Ministry of Agriculture. If you have received this communication in error, please destroy the email message and any attachments immediately and notify me by telephone or by email.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 11:12 AM
To: Geary, Vanessa PREM:EX
Subject: Jorge's full name

Hi Vanessa,

I'm putting in the request for Jorge's IDIR I just need to know how full name please

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 10:07 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Regarding Emergency Request Incident Record # IN582841

You may get an email later for approval , I don't think any action is needed at this time.

Its almost eerie how quiet the office is this morning. (not that I will complain)

We have all 5 candidates lined up for interviews next week. Will we be providing the questions before hand for them to go over?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 21, 2018 10:05 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Regarding Emergency Request Incident Record # IN582841

Thanks, do I need to do anything?
How are things?

Sent from my iPhone

On Jun 21, 2018, at 9:55 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Vanessa,

This was for a rush request to add Adobe Pro DC subscription to Erin Richard's workstation. The SR was submitted by Alison Wensink (attached).

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 21, 2018 9:10 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Regarding Emergency Request Incident Record # IN582841

Thx

Sent from my iPhone

On Jun 21, 2018, at 8:56 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

No Idea, but I can find out

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 21, 2018 8:55 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: Regarding Emergency Request Incident Record # IN582841

Hi - do you have any idea what this is?

Sent from my iPhone

Begin forwarded message:

From: "77000@gov.bc.ca" <77000@gov.bc.ca>
Date: June 21, 2018 at 8:51:51 AM PDT
To: <Vanessa.Geary@gov.bc.ca>
Cc: <Diviyay.Donovan@gov.bc.ca>
Subject: Regarding Emergency Request Incident Record # IN582841

This email is to confirm we have received the above mentioned
Emergency Request Incident Record.

An IMAC Coordinator has been assigned to coordinate your iStore order
877404. It is now In Progress and marked as EMERGENCY.

As a result of this notification, your Emergency Request Incident Record
will be marked as resolved.

*** Please note *** As this email was sent to both the Reported By and
the Affected By users, you may receive a duplicate email.

If you have any questions concerning this process, please call the 7-
7000 Service Desk at (250) 387-7000 and quote Emergency Request
Incident Record number IN582841

Cheers...

Shaw, Barry ISMC:EX
Imac Emergency Coordinator
OCIO

Barry.Shaw@gov.bc.ca

<mime-attachment>

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:55 AM
To: Lee, Bonnie FIN:EX
Subject: RE: Regarding Emergency Request Incident Record # IN582841

Thanks 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Lee, Bonnie FIN:EX
Sent: Thursday, June 21, 2018 9:55 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Regarding Emergency Request Incident Record # IN582841

Hi Danny,

This was for a rush request to add Adobe Pro DC subscription to Erin Richard's workstation. The SR was submitted by Alison Wensink (attached).

Bonnie Lee
Service Desk Team Lead

Information Management Branch
Supporting the Ministry of Finance,
Office of the Premier and various other Agencies, Boards & Commissions
Telephone: 9-250-387-8912
E-mail: FIN IMB Service Desk (78912) FIN:EX
Web Site <http://gwww.fin.gov.bc.ca/>

This email, including any attachments, may include confidential information and may be protected by law. If you have received this communication in error, please notify me immediately and delete the message, including any attachments without disclosing or using it.

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:38 AM
To: Lee, Bonnie FIN:EX
Subject: FW: Regarding Emergency Request Incident Record # IN582841

Hi Bonnie,

Are you able to interpret this message for me?

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 21, 2018 8:55 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: Regarding Emergency Request Incident Record # IN582841

Hi - do you have any idea what this is?

Sent from my iPhone

Begin forwarded message:

From: "77000@gov.bc.ca" <77000@gov.bc.ca>
Date: June 21, 2018 at 8:51:51 AM PDT
To: <Vanessa.Geary@gov.bc.ca>
Cc: <Diviyay.Donovan@gov.bc.ca>
Subject: Regarding Emergency Request Incident Record # IN582841

This email is to confirm we have received the above mentioned Emergency Request Incident Record.

An IMAC Coordinator has been assigned to coordinate your iStore order # 877404. It is now In Progress and marked as EMERGENCY.

As a result of this notification, your Emergency Request Incident Record will be marked as resolved.

*** Please note *** As this email was sent to both the Reported By and the Affected By users, you may receive a duplicate email.

If you have any questions concerning this process, please call the 7-7000 Service Desk at (250) 387-7000 and quote Emergency Request Incident Record number IN582841

Cheers...

Shaw, Barry ISMC:EX
Imac Emergency Coordinator
OCIO

Barry.Shaw@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:45 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 2:30 PM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Profile is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

Your interview will be on the following date and time:

Date: Wednesday June 27th @ 2:30 PM

Location: Vancouver Cabinet Office – Suite 740 – 999 Canada Place Vancouver

Our office can be found on the 7th Floor of the World Trade Centre Complex, the entrance of which is to the right of the Starbucks at Canada Place.

Should you be unable to make your time or have any further questions or concerns please feel free to contact me at 604 775-1677 or by email at Danny.Loubert@gov.bc.ca.

I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:35 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 1:30 PM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and tentatively agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Prolife is attached for your reference. Please review the details and by way of reply confirm your interview time when you can.
On the day of your interview please bring with you 3 references as part of your application for this position.

Your interview will be on the following date and time:

Date: Wednesday June 27th @ 1:30 PM

Location: Vancouver Cabinet Office – Suite 740 – 999 Canada Place Vancouver

Our office can be found on the 7th Floor of the World Trade Centre Complex, the entrance of which is to the right of the Starbucks at Canada Place.

Should you be unable to make your time or have any further questions or concerns please feel free to contact me at 604 775-1677 or by email at Danny.Loubert@gov.bc.ca.

I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:26 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 11:30 AM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Profile is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

Your interview will be on the following date and time:

Date: Wednesday June 27th @ 11:30 AM

Location: Vancouver Cabinet Office – Suite 740 – 999 Canada Place Vancouver

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Should you be unable to make your time or have any further questions or concerns please feel free to contact me at 604 775-1677 or by email at Danny.Loubert@gov.bc.ca.

I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:19 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 10:30 AM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Profile is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

Your interview will be on the following date and time:

Date: Wednesday June 27th @ 10:30 AM

Location: Vancouver Cabinet Office – Suite 740 – 999 Canada Place Vancouver

Our office can be found on the 7th Floor of the World Trade Centre Complex, the entrance of which is to the right of the Starbucks at Canada Place.

Should you be unable to make your time or have any further questions or concerns please feel free to contact me at 604 775-1677 or by email at Danny.Loubert@gov.bc.ca.

I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:18 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 10:30 AM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Profile is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

Your interview will be on the following date and time:

Date: Wednesday June 27th @ 10:30 AM

Location: Vancouver Cabinet Office – Suite 740 – 999 Canada Place Vancouver

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I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:16 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 9:30 AM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Profile is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

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Location: Vancouver Cabinet Office – Suite 740 – 999 Canada Place Vancouver

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I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:14 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 9:30 AM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Profile is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

Your interview will be on the following date and time:

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Should you be unable to make your time or have any further questions or concerns please feel free to contact me at 604 775-1677 or by email at Danny.Loubert@gov.bc.ca.

I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 9:13 AM
To: s.22
Subject: Administrative Assistant Interview - June 27th @ 9:30 AM
Attachments: Administrative Assistant Job Profile VCO June 1 2018.docx

Hi s.22

Thank you for taking my call and agreeing to come in for an interview for the Administrative Assistant Position at the Vancouver Cabinet Office, a copy of the Job Profile is attached for your reference. Please review the details and by way of reply confirm your interview time.

On the day of your interview please bring with you 3 references as part of your application for this position.

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Should you be unable to make your time or have any further questions or concerns please feel free to contact me at 604 775-1677 or by email at Danny.Loubert@gov.bc.ca.

I wish you the best of luck and look forward to meeting you Wednesday.

Sincerely,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 21, 2018 8:41 AM
To: Geary, Vanessa PREM:EX
Subject: RE: thank you and Happy Indigenous People's Day!

Thanks Vanessa! I'm sure I can find a way 😊

I hope you do enjoy the drive!

Have a great weekend!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Wednesday, June 20, 2018 5:43 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: thank you and Happy Indigenous People's Day!

I am sorry I won't be there tomorrow to celebrate with you, and I am sorry to leave you to fly solo tomorrow – but I hope you get to enjoy the day nonetheless!!

All rooms are cleaned out and the dishwasher in the back is on.

Thank you!!!! VG

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | M: 604-619-0513
E: vanessa.geary@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 3:06 PM
To: Oreck, Mira PREM:EX
Subject: FW: Email From s.15

Hi Mira,

Your hotel Confirmation for the 26th.

Please let me know if you need to make any changes.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: s.15
Sent: Wednesday, June 20, 2018 3:01 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Email From s.15

s.15

Reservation Confirmation

Dear Mira Oreck,

We are pleased to confirm your reservation at s.15
Victoria. If there's anything we can do to make your stay more enjoyable please let us know.

We look forward to welcoming you to

We look forward to seeing you soon.

s.15

Reservation Details

Confirmation Number: s.22

Guest Name: Mira Oreck

Check In: June 26th 2018 - 4:00 PM

Check Out: June 27th 2018 - 11:00 AM

Room Type: Guest Room - King Bed

Daily Room Rate: \$189.00 (CAD) plus applicable taxes

In the event that you need to cancel your reservation, please contact the hotel 48 hours prior to arrival to avoid penalty.

Upon check in, we will ask to verify your photo identification, and a credit card will be required to secure your stay.

Check in time is 4:00 PM and check out time is 11:00am.

s.15

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 2:59 PM
To: Infante, James TAC:EX
Subject: Marsha Walden and Andrea Shaw here for the 3pm with Minister Beare

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 2:42 PM
To: Marquis, Yvette HLTH:EX
Subject: RE: Pass for Isobel

Hi Yvette,

Sorry for the delay, Yes please have Isobel come to Suite 740^{s.15}

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Marquis, Yvette HLTH:EX
Sent: Wednesday, June 20, 2018 2:40 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Pass for Isobel

Hi Danny,

Just want to confirm that Isobel should come to Suite 740 to get a pass that will get her in to the meeting space^{s.15}
s.15

Will wait to hear. Thanks!

From: Marquis, Yvette HLTH:EX
Sent: Monday, June 18, 2018 4:11 PM
To: Loubert, Danny PREM:EX
Subject: RE: Hello! Question for you

Ok looks like it worked!

Would she come to you the morning of the 26th to get an access card?
Thanks so much for all your help!

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 2:34 PM
To: Marquis, Yvette HLTH:EX
Subject: RE: Hello! Question for you

Hi Yvette,

Its good to hear from you, Congratulations on your new role! As an Associate Deputy Minister they should have access to^{s.15}

The naming convention for room CITZ R 999 Canada Place^{s.15}

If you have any problems please feel free to call me,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Marquis, Yvette HLTH:EX
Sent: Monday, June 18, 2018 2:22 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Hello! Question for you

Hi Danny!

How are you? I hope all is well over there.

I have a question for you. ^{s.22}

I am now working for Isobel Mackenzie, the Seniors Advocate. She is an associate Deputy Minister. Being an associate DM – is she able to use the DM office ^{s.15} for meetings?

*Yvette Marquis | Executive Coordinator
Office of the Seniors Advocate | PO Box 9654 Stn Prov Govt
Victoria, BC V8W 9P4 | Phone: 778-698-8143*



OFFICE OF THE
SENIORS ADVOCATE

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 20, 2018 2:40 PM
To: Nanninga, Tanera AG:EX
Subject: RE: AG meeting June 21

Hi Tanera,

We have booked AG Eby a room for this meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Nanninga, Tanera AG:EX
Sent: Wednesday, June 20, 2018 2:22 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: AG meeting June 21

Good afternoon.

Sorry this is so last minute, but would you have a room available for the AG and Peter German tomorrow from 1pm-2pm?

Thank you,

Tanera Nanninga

Administrative Coordinator to the Honourable David Eby, QC
Attorney General and Minister responsible for Liquor, Gaming, and ICBC
Phone: (250-387-1866)

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 20, 2018 2:27 PM
To: White, Christine MAH:EX
Subject: RE: Meeting space for Minister Robinson

Hi Christine,

Booked!

Happy Wednesday!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: White, Christine MAH:EX
Sent: Wednesday, June 20, 2018 11:37 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Meeting space for Minister Robinson
Importance: High

Hello,

I am hoping to have a meeting space for the following meetings:

MONDAY JUNE 25th

1-130 – Meeting with Musqueam First Nation. MSR, Daniela, Tara and Chief Sparrow
2-230 – Meeting with Dan Levitt. MSR, Daniela, Shayne, Dan Levitt – Need phone for Craig to Call in.
2:45-3:15 - Meeting with the City of Vancouver. MSR, Daniela, Tara, Mayor Robertson, Kevin Quinlan, Sadhu Johnston

TUES JUNE 26th

Room for a briefing - MSR, Daniela and Tara 915-945am
Room for a briefing – MSR, Daniela 10-10:30am

TUES JULY 3rd

915-945am Meeting with Network of Inner City Community Services Society MSR/Craig/Greg/Jon Robinson/Caitlin Quinn
10-12 – Did Val from SDPR book a room for the HAP Expert Panel?

WED JULY 4th

Room for briefing – MSR/Daniela 230-3PM
Room for briefing – MSR/Daniela 3-330PM

THURS JULY 5th

915-945 - Meeting with Gordon Ruth. MSR, Daniela, MAH staff member tbc*, Gordon Ruth, Anthony Ariganello
3-3:30pm – POTENTIAL meeting with CAC. MSR, Daniela, Tara, Dave Firsyth+4
4-430pm – Meeting with UBC President, MSR, Daniela, Tara, Santa Oro

I think that's it for the next couple weeks for us!

Let me know if you foresee any issues with these times noted above.

Thank you,

Christine White

Administrative Coordinator to the
Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Room 310, Parliament Buildings
Cell: 250.812.8894 | Office: 250.387-6478



Please consider the environment before printing this email.

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 2:09 PM
To: Kingston, Charlotte PREM:EX; Oreck, Mira PREM:EX; Geary, Vanessa PREM:EX
Subject: Flight Details: June 29th Van to Vic
Attachments: Thank you for choosing to take off with Helijet!; Thank you for choosing to take off with Helijet!

Good afternoon,

Please find the attached confirmations for your flights to Victoria next week.

I'll add them to your calendars,

To summarise:

June 29th
Helijet Vancouver to Victoria
7:50am – Arrive 8:25am (taxi will be requested)
Helijet Victoria to Vancouver
5:30pm – Arrive 6:05pm

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 1:58 PM
To: Oreck, Mira PREM:EX
Subject: FW: Scan From <Device Name>
Attachments: Scan_20180620.pdf

Hi Mira,

The scan as requested.

Warmest regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: DLOUBERT [mailto:Danny.Loubert@gov.bc.ca]
Sent: Wednesday, June 20, 2018 1:37 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 1:24 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Planning Meeting

Hi Charlotte,

I ended up changing you from Harbour Air to Helijet so you will go over with Vanessa and Mira, Ill forward the details momentarily.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Kingston, Charlotte PREM:EX
Sent: Wednesday, June 20, 2018 1:23 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Planning Meeting

I think it should be 6pm to be safe as we are scheduled to go until 5

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 11:07 AM
To: Kingston, Charlotte PREM:EX
Subject: RE: Planning Meeting

Would an 8 AM (land at 835) departure and a 5pm return (Land at 5:35) work for you?

Other evening Options are:
4:30, 5:30, 6:00, 6:30

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Kingston, Charlotte PREM:EX **On Behalf Of** Van Meer-Mass, Kate PREM:EX
Sent: Wednesday, June 20, 2018 10:58 AM
To: Loubert, Danny PREM:EX; Aaron, Sage PREM:EX; Bain, Don PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX;

Geary, Vanessa PREM:EX; Meggs, Geoff PREM:EX; Oreck, Mira PREM:EX; Hannah, Matt GCPE:EX; McConnell, Sheena PREM:EX; Holmwood, Jen PREM:EX; Nash, Amber PREM:EX; Viaud, Chantille PREM:EX; Kingston, Charlotte PREM:EX; Howlett, Tim GCPE:EX

Subject: FW: Planning Meeting

When: Friday, June 29, 2018 9:00 AM-5:00 PM (UTC-08:00) Pacific Time (US & Canada).

Where: Victoria

Hi Danny,

Could you please book my travel for next Friday? I need to come home Friday night on the 29th and I am happy to travel anytime the morning of the 29th so long as I am in Victoria for 9am

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

From: Van Meer-Mass, Kate PREM:EX

Sent: Tuesday, June 19, 2018 3:48 PM

To: Van Meer-Mass, Kate PREM:EX; Aaron, Sage PREM:EX; Bain, Don PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Geary, Vanessa PREM:EX; Meggs, Geoff PREM:EX; Oreck, Mira PREM:EX; Hannah, Matt GCPE:EX; McConnell, Sheena PREM:EX; Holmwood, Jen PREM:EX; Nash, Amber PREM:EX; Viaud, Chantille PREM:EX; Kingston, Charlotte PREM:EX; Howlett, Tim GCPE:EX

Subject: Planning Meeting

When: Friday, June 29, 2018 9:00 AM-5:00 PM (UTC-08:00) Pacific Time (US & Canada).

Where: Victoria

Details and agenda to come but please plan on being in Victoria from 9-5pm on the 29th.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 11:55 AM
To: Viaud, Chantille PREM:EX
Subject: RE: travel to Victoria

Will do!,

I have Charlotte on the 5pm Harbour Air (with Vanessa)
Im still confirming Mira's Flight details: but I have her scheduled to return on the 5:30 Helijet.

Let me know what you decide 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Wednesday, June 20, 2018 11:45 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: travel to Victoria

Yeah! I booked a helijet yesterday s.22
s.22 . Can you call them and give them payment info? I'm on the 7am flight on Friday.

I'm not sure when I'm coming back. When are Mira and Charlotte returning?

C.

Sent from my iPhone

On Jun 20, 2018, at 11:02 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Chantille,

I have requests from Mira and Charlotte to travel next week. Will you also need flights booked for Friday the 29th?

Warmest Reagrds,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 11:48 AM
To: Parkinson, Elizabeth PREM:EX
Cc: Don Bain PREM:EX (Don.Bain@gov.bc.ca)
Subject: RE: Don Bains travel today to Vancouver

Thanks Elizabeth,

Ill Add the details directly to Don's calendar

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Parkinson, Elizabeth PREM:EX
Sent: Wednesday, June 20, 2018 11:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Bain, Don PREM:EX <Don.Bain@gov.bc.ca>
Subject: Don Bains travel today to Vancouver

Hi Danny,

The Premier is catching an earlier flight today so I will be deleting the travel from his calendar. Can you please make sure the details below are put into Don's calendar as he is still on the flight?

Thanks,

EP

Wednesday, June 20, 2018

AIR CANADA Flight # 8212

Depart Prince George Airport at 5:45 PM
Arrive Vancouver Airport (Main Terminal) at 7:01 pm

CONFIRMATIONS: Don Bain s.22

Booked with Tamra at Flight Centre, tel # 250-360-2058

Elizabeth-28-05-18



Elizabeth Parkinson

Finance and Administration Officer

Office of the Premier

Direct: 250-387-1805

Office: 250-387-1715

E-mail: elizabeth.parkinson@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 11:36 AM
To: Kingston, Charlotte PREM:EX
Subject: Conference call

Access codes:

Moderator Conference ID: s.15,s.17

Participant Conference ID:

Dial-in Phone Numbers:

s.15,s.17

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives

Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 11:27 AM
To: Geary, Vanessa PREM:EX; Parkinson, Elizabeth PREM:EX
Subject: RE: travel summaries
Attachments: Travel Tracking.xlsx

Hi Vanessa,

Here is the tracking sheet I have so far (I'm working on updating information as it comes in).

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Wednesday, June 20, 2018 10:09 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: travel summaries

Hi – just wondering where you are at with the summary of PO travel to the end of May. Thanks V

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | M: 604-619-0513
E: vanessa.geary@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 11:13 AM
To: Oreck, Mira PREM:EX
Subject: RE: travel

Hi Mira,

Just wanted to confirm times I'm looking at Heli jet for you. (harbour air is closer if you prefer)

June 26th :

Depart Vancouver 3:00pm- 3:35pm Arrive Victoria (other option would be 4:00pm)

June 27th:

Depart Victoria 11:00am (11:35am arrival) 12:25pm(1:00pm arrival), 1:45pm(2:20 arrival)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Oreck, Mira PREM:EX
Sent: Wednesday, June 20, 2018 10:52 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: travel

Hi Danny –

Thanks again for all of your help yesterday with the meeting technology.

I need to schedule some travel for next week. The times are:

Tuesday, June 26: depart at around 3pm, return Wednesday around 12pm.

Friday, June 29: depart at 7:30 or 8am, return by 6pm.

Please let me know if that works.

Thanks!

Mira Oreck, Director of Stakeholder Relations
Office of the Premier
#740 – 999 Canada Place
Vancouver, BC
604 839 1967

Shortt, Amanda PREM:EX

Subject: Calendars, calendars, and more calendars
Location: Conference Call Informatoin Included

Start: Thu 2018-06-21 4:00 PM
End: Thu 2018-06-21 4:30 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Viaud, Chantille PREM:EX
Required Attendees: McGregor, Cara GCPE:EX; Hardin, Karl GCPE:EX; Dalzell, Danielle GCPE:EX; Van Meer-Mass, Kate PREM:EX; Kingston, Charlotte PREM:EX; Farmer, Susan PREM:EX

Conference call Dial in-information:

Access codes:
Participant Conference ID: s.15,s.17

Dial-in Phone Numbers:
s.15,s.17

Chantille to Moderate:
Moderator Conference ID: s.15,s.17

Hi team-
Need to change the time- something has come up. This time also looks free for folks.
Will be a 30 min call.

We've been wanting to have a quick check in on the calendars that folks are drawing up or already have going for the Premier. I hope this time works as it's the only time that seems to be free for all of us according to Outlook.

Kate will join us. And I've invited Karl since his team has one going already.

Cheers,
C.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 10:56 AM
To: Viaud, Chantille PREM:EX
Subject: RE: Tomorrow call June 21 at 4pm

Done 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Viaud, Chantille PREM:EX
Sent: Wednesday, June 20, 2018 10:36 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Tomorrow call June 21 at 4pm

Hello!

Can you book and add to my calendar call info for tomorrow's meeting for me? And can you invite Susan farmer? I can't do this on my phone for some reason!!!

Thanks Danny.

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 10:55 AM
To: Higgins, Keira PREM:EX
Subject: RE: Request for small office

Hi Keira,

No problem, I have an office that Christine can work out of and take her meetings in.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Higgins, Keira PREM:EX
Sent: Wednesday, June 20, 2018 10:49 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Request for small office

Hi Danny,

Is there a small office that Christine can please use tomorrow for conference calls as well as this meeting:

MEETING: Christine, Allison, Don B, Paul K
Time: 2:30-3:30

Thanks,

Keira Higgins, Executive Administrative Coordinator
Office of the Premier, Deputy Minister
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
Ph: (250) 356-2206

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 10:39 AM
To: Geary, Vanessa PREM:EX
Subject: RE: lunch break

Lets do at noon? 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Wednesday, June 20, 2018 10:32 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: lunch break

I have meetings from 1-3pm so best for you to take break before 1pm ...

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | M: 604-619-0513
E: vanessa.geary@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 10:33 AM
To: Geary, Vanessa PREM:EX
Subject: FW: Harbour Air Flight Itinerary. Thanks for booking!

Hi Vanessa,

Please see the email below for your confirmed flight times for the 29th. If you need to make any changes please let me know and I would be happy to adjust the times.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Harbour Air, Whistler Air & Saltspring Air [mailto:reservation@harbourair.com]
Sent: Wednesday, June 20, 2018 10:05 AM
To: Loubert, Danny PREM:EX
Subject: Harbour Air Flight Itinerary. Thanks for booking!



[Check Flight Status](#) | [Manage Flight](#) | [Deals & Specials](#) | [High Flyer Rewards](#) | [My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

Harbour Air Team

Customer Information


Account

HAS #	s.22
Name	Danny Loubert
Company	Province Of Bc

Booking s.22

Friday, June 29, 2018

Flight #2030

07:30 Vancouver Harbour / Map 

08:05 Victoria Harbour / Map 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Vanessa Geary, Female

[Add to Calendar](#)

Invoice s.17

Air Transportation Charges

Sked 200/300 : (Pk) GO Flex \$198.07

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$10.42

Billing \$208.58

Taxes \$10.42

Grand Total \$219.00

GoFlex Fare Conditions:

Refundable up to 15 minutes prior to Departure
Changeable up to 15 minutes prior to Departure (subject to difference in fare value)
Select Seating \$10 (space permitting)
50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed
25 lbs. (space available)
\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed
15 lbs. (space available)
\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed
\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure

Booking s.22

Friday, June 29, 2018

Flight #222/Twin Otter

Invoice s.17

Air Transportation Charges

17:00 Victoria Harbour / Map 

17:35 Vancouver Harbour / Map ! 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

• Vanessa Geary, Female

[Add to Calendar](#)

Sked 200/300 : (Pk) GO Flex	\$198.07
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Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee	\$0.00
-------------------------------------------	--------

Sked 200 : Carbon Offset	\$0.65
--------------------------	--------

Sked 200 : VHFC Terminal Fee	\$9.86
------------------------------	--------

+ Goods and Services Tax	\$10.42
--------------------------	---------

Billing	\$208.58
---------	----------

Taxes	\$10.42
-------	---------

Grand Total	\$219.00
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GoFlex Fare Conditions:

Refundable up to 15 minutes prior to Departure
Changeable up to 15 minutes prior to Departure (subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure

Booking Information

Domestic Flights

- **Check-in time is 25 minutes prior to departure.** Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.
- **Please be prepared to show government issued photo identification.** It's required for all passengers 18 years and older.
- Our records indicate that the passenger(s) reserved on the flight(s) is/are **not an Unaccompanied Minor (11**

and under).

Luggage restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding allowance will be sent on a standby basis and may be subject to excess luggage fees.

The maximum weight per single piece of luggage is 50 pounds.

Wait-listed flights and tours are considered confirmed when the passenger receives the call; voicemails do not guarantee confirmation. Please contact our reservations department at 1-800-665-0212 at your earliest convenience if you receive a wait-list voicemail.

Cancellations:

Please note that flights may experience delays or cancellations due to inclement weather.

Scheduled flight group bookings of 4 or more: any cancellations made within 24 hours of departure are subject to a 50% cancellation fee. (For passengers booked on GoGOLD, Flex & Lite/ GoFAST fares are non-refundable)

Scenic and packaged tours: any cancellations made within 24 hours of departure are subject to a 100% cancellation fee.

Flights departing from or terminating in Maple Bay will stop and/or transfer at Ganges, Salt Spring Island.

Aircraft type specified at time of booking may be subject to change due to operational requirements and is subject to availability.

Complimentary shuttle service (drop-off only) is available at our downtown Vancouver, South Vancouver (YVR), Victoria and Whistler locations.

International Flights

Check in time is 45 minutes prior to flight time. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 45 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.

Passport book required for all passengers including infants *Nexus, Enhanced Drivers Licenses and passport cards are not accepted at this border crossing.

Cancellations:

Please note that flights may experience delays or cancellations due to inclement weather.

Cancellations less than 24 hours result in a full forfeiture of the fare

Cancellations more than 24 hours prior to departure will remain as a flight credit for use within 18 months of the first cancellation date.

Luggage restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding allowance will be sent on a standby basis and may be subject to excess luggage fees.

Complimentary shuttle service (drop-off only) is available at our downtown Vancouver, South Vancouver (YVR), Victoria and Whistler locations.

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For an itemized receipt of all taxes and fees, the Customer should contact the Operating Carrier, Kenmore Air Harbor, Inc. at 1-866-435-9524.

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www.harbourair.com

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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 20, 2018 10:21 AM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Meeting Room Request

Good Morning Charlotte,

We have put a hold on a space pending the finalised details.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Tuesday, June 19, 2018 3:12 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Meeting Room Request

Hi VCO,

We would like to request a boardroom for MMF on Thursday July 5 at 9:30am.

There will be 5-6 people in attendance, that I am aware of at this point. I will send you a list of attendees when all is finalized.

The Minister does have a Committee Meeting at VCO at 10:00am that day.

Thanks kindly!



Charlotte Hunt
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 20, 2018 9:50 AM
To: Nanninga, Tanera AG:EX
Subject: RE: July 4th and 9th AG meetings

Hi Tanera,

We have booked the Minister space for his use.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Nanninga, Tanera AG:EX
Sent: Tuesday, June 19, 2018 4:16 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: July 4th and 9th AG meetings

Good afternoon,

I am wondering if I could book a room for the following dates/times for the AG

July 4th

Time 8:30am-9:00am

Meeting with Legal Services Society

Attendees: 4people – AG Eby, Derrick Harder, Celeste Haldane, and Mark Benton

July 9th

Time 9:30am-10:00am

Meeting with Occupational Therapists

Attendees: 4people – AG Eby, Derrick Harder, Jeff Groot, Giovanna Boniface

10:00am-11:00am

Meeting with Doug White

Attendees: 3 people – AG Eby, Derrick Harder, Doug White

11:00am-11:30am

Meeting with Grade 12 Student and mentor

Attendees: 4 people – AG Eby, Derrick Harder,^{s.22}

11:30am-12:00pm

Meeting with Martha Rans

Attendees: 3 people – AG Eby, Derrick Harder, Martha Rans

1:00pm-5:00pm

Conference Call-Staff Briefings

Attendees: 2 people – AG Eby, Derrick Harder

Thank you,

Tanera Nanninga

Administrative Coordinator to the Honourable David Eby, QC

Attorney General and Minister responsible for Liquor, Gaming, and ICBC

Phone: (250-387-1866)

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 9:49 AM
To: Yelovatz, Maureen JTT:EX
Subject: RE: FYI

Good Morning Maureen,

s.22

Thank your keeping me in the loop!

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Yelovatz, Maureen JTT:EX
Sent: Wednesday, June 20, 2018 8:55 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FYI

Hi Danny.

Flavia is going to check in with QP to see if they ordered new pen stock in as yet. All they had prior held the previous govt badging of Canada starts here. The ones we usually have are standard issue from QP.

s.22

M.

Maureen Yelovatz
Director, International Missions and Corporate Events Branch
International Business Development Division
Ministry of Jobs, Trade and Technology

Telephone: 250-952-6024
Cellular: 250-812-2499
E-Mail: Maureen.Yelovatz@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 20, 2018 7:29 AM
To: Avendano, Christian AEST:EX
Cc: Geary, Vanessa PREM:EX
Subject: Re: Early meeting room for Minister Mark

Good morning Christian,

I'll put a room aside for the minister,

I'm looping in Vanessa as she will be in around 8 am. Best to let her know if you think you will need more time for set up.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Avendano, Christian AEST:EX
Sent: Tuesday, June 19, 2018 10:56 PM
To: Loubert, Danny PREM:EX
Subject: Early meeting room for Minister Mark

Hi Danny

Minister Mark has a media interview tomorrow morning before cabinet from 8:30-9. Would there be a meeting room available for the Minister?

Thanks
Christian Avendano
Ministerial Assistant, Minister of Advanced Education Skills and Training
250-356-0179

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 19, 2018 4:02 PM
To: Infante, James TAC:EX
Cc: Geary, Vanessa PREM:EX
Subject: Re: Tomorrow at VCO

Hi James,

Change of plan, Vanessa Geary will be in at 8 am to let the Minister in.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 19, 2018 3:32 PM
To: Infante, James TAC:EX
Subject: Re: Tomorrow at VCO

Hi James,

Thanks for letting me know.

I'll be here for 8 am.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Infante, James TAC:EX
Sent: Tuesday, June 19, 2018 3:14 PM
To: Loubert, Danny PREM:EX
Subject: Tomorrow at VCO

Hi Danny,

Would VCO be open by 8AM tomorrow? I think MLB will be coming in a little earlier and would like to meet her at 8AM if possible.

Do let me know, thanks!

Warmest Regards,
James Infante

--

Ministerial Assistant

Minister for Tourism, Arts and Culture & Parliamentary Secretary for Sport and Multiculturalism

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Tuesday, June 19, 2018 2:10 PM
To: Johnson, Lisa E AGRI:EX
Subject: RE: Room booking June 21 from 3:00-4:30

Hi Lisa,

We have booked a room for the Minister

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Johnson, Lisa E AGRI:EX
Sent: Tuesday, June 19, 2018 2:02 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Room booking June 21 from 3:00-4:30

Hi Danny,

Can I please book a room for MLP, DM Wes Shoemaker and MA, Jessica Smith to make phone calls in Thursday June 21 from 2:45-4:30pm

Thank you,
Lisa



Lisa Johnson
Administrative Coordinator to the
Honourable Lana Popham
Minister of Agriculture
t 250.387.6651 f 250.387.1522

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 19, 2018 2:02 PM
To: Trimble, Brett FIN:EX
Subject: RE: WTS charges

Hi Brett,

Please have the software removed thank you!

Warmest Regards,

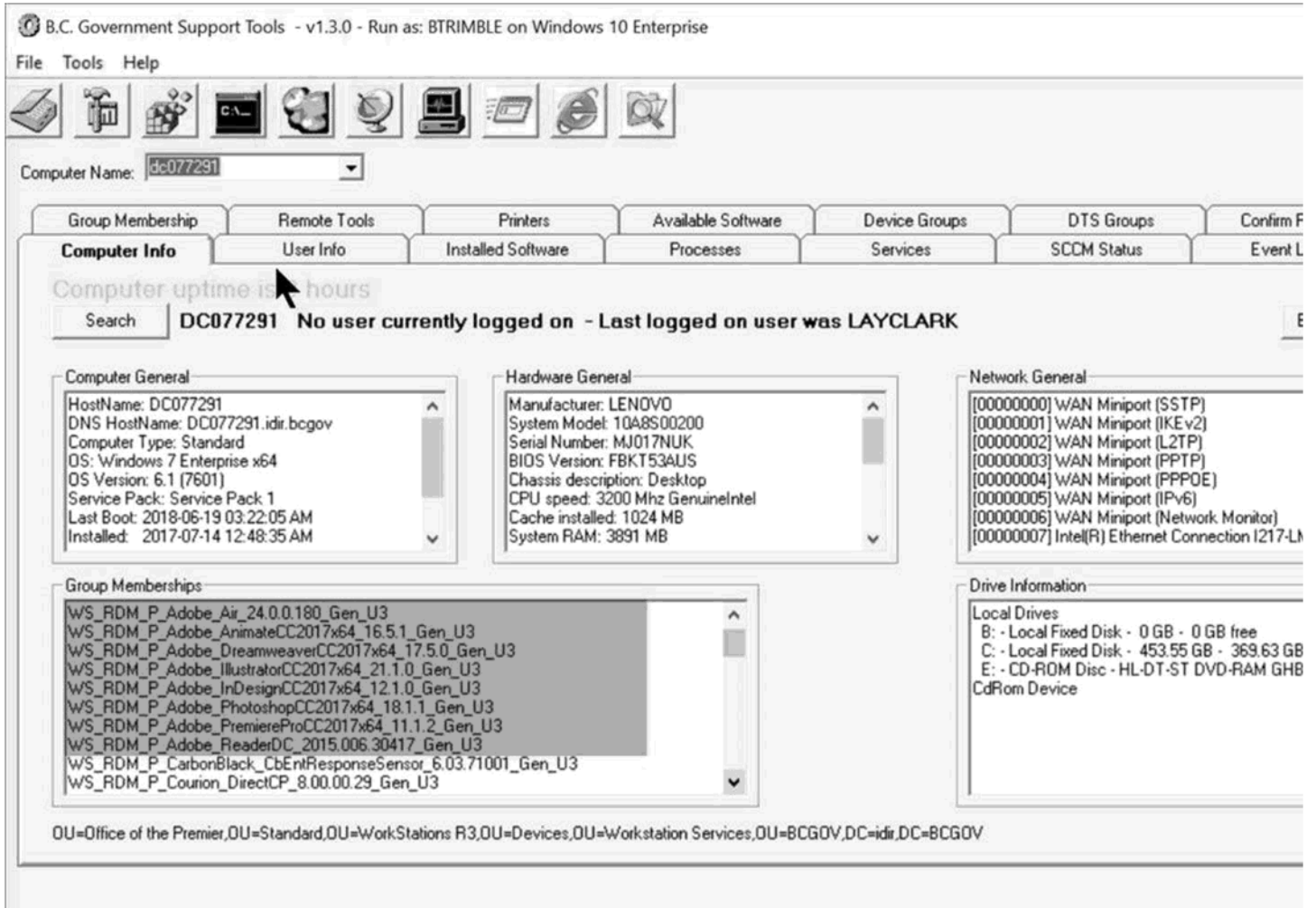
Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Trimble, Brett FIN:EX
Sent: Tuesday, June 19, 2018 1:58 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: WTS charges
Importance: High

Hi Danny,
It appears that this Asset has a bunch of Adobe Web and image editing software on it and it's being billed to FIN office.
If you want the software, I can get the bill coding changed to yours, or do you want it removed from the PC?

Regards, Brett

Brett Trimble
Systems Analyst
Premier's Office Technology Support
@: prem.tech@gov.bc.ca
Tel: 250-953-5151
Cel: 250-634-4966



From: Andrutz, Dean FIN:EX
Sent: June 19, 2018 11:33 AM
To: Trimble, Brett FIN:EX <Brett.Trimble@gov.bc.ca>
Subject: FW: WTS charges
Importance: High

Looking for the following DC.

Regards,

Dean Andrutz
Premier's Offices and Ministry of Finance Technology Support
@: Prem.tech@gov.bc.ca
@: FIN.tech@gov.bc.ca
Tel: 250-953-5151

From: Headen, Lorri FIN:EX
Sent: Monday, June 11, 2018 9:46 AM
To: FIN Technology Support <fin.tech@gov.bc.ca>

Cc: Pourmalek, Saloumeh FIN:EX <Saloumeh.Pourmalek@gov.bc.ca>; Anderson, Willow P FIN:EX <Willow.Anderson@gov.bc.ca>

Subject: RE: WTS charges

Importance: High

Hello!

Can someone please help with the below request regarding the software that is being charged to RMB for DCo77291. The asset isn't Donovan's, but after further research appears to be PREM- Vancouver Cabinet Office:

Reporting Customer	Service Name	Expense GL Account	OM Asset
WTS-PREM-VANCOUVER CABINET OFFICE	Small Desktop U3 Without Mor	004.36346.34410.6301.3600000	DC077291
WTS-PREM-VANCOUVER CABINET OFFICE	Standard Workstation Class	004.36346.34410.6301.3600000	DC077291
WTS-PREM-VANCOUVER CABINET OFFICE	WIN 7 Operating System Montl	004.36346.34410.6301.3600000	DC077291

If someone can please work with Saloumeh to fix the software being incorrectly coded to RMB, that would greatly be appreciated. Thank you for your help and attention with this matter.

Cheers!

Lorri Headen

Financial Team Lead

CSD - Divisional Operations Br

Serving the Ministries of Finance, Office of the Premier, and various other entities

Phone (250) 208-7931, Fax (250) 387-8586

email: Lorri.Headen@gov.bc.ca



From: Pourmalek, Saloumeh FIN:EX
Sent: Monday, June 11, 2018 8:42 AM
To: Headen, Lorri FIN:EX
Subject: FW: WTS charges

Good morning Lorri,

I am the new manager of information and communications technology at ISB, TB. As per the emails below, I am hoping you can help me determine if workstation DC077291 belongs to Donovan Jenkins and what the correct coding is so that RMB is not charged for charges that should go to IMB.

Many thanks,

Saloumeh Pourmalek

Manager, Information and Communications Technology | Provincial Treasury | BC Ministry of Finance | 250.508.0948 | saloumeh.pourmalek@gov.bc.ca

From: Anderson, Willow P FIN:EX
Sent: Friday, June 8, 2018 4:08 PM
To: Pourmalek, Saloumeh FIN:EX
Cc: Headen, Lorri FIN:EX
Subject: RE: WTS charges

Hi Saloumeh,
Lorri Headen should be able to help you.

Willow Anderson

Manager, Divisional Operations
Corporate Services Division
Ministry of Finance

Phone (250)-514-9924
Location: 3rd Floor – 617 Government Street, Victoria, BC

From: Pourmalek, Saloumeh FIN:EX
Sent: Friday, June 8, 2018 4:05 PM
To: Anderson, Willow P FIN:EX
Subject: FW: WTS charges

Hi Willow,
I am the new manager of information and communications technology at ISB, TB. I was told that in order to address Ellen's concerns below, I would need to find out the correct coding so that RMB is not charged for charges that should go to IMB. Could you please direct me to the right contact to resolve this issue?
Much appreciate your help.
Regards,

Saloumeh Pourmalek

Manager, Information and Communications Technology | Provincial Treasury | BC Ministry of Finance | 250.508.0948 | saloumeh.pourmalek@gov.bc.ca

From: Cheung, Ellen FIN:EX
Sent: Wednesday, June 6, 2018 1:10 PM
To: Pourmalek, Saloumeh FIN:EX
Cc: Cheung, Ellen FIN:EX
Subject: FW: WTS charges

Hi Saloumeh,

RMB was incorrectly charged Adobe software. Can you please look into getting this charge reverse and future charges applied to the correct organization. If the workstation, DC077291 belongs to Donovan Jenkins, then the charges should be allocated to IMB, Ministry of Finance.

FYI, Greg took care of this previously for RMB.

Thanks,
Ellen

From: Moar, Susie FIN:EX
Sent: Wednesday, June 6, 2018 12:12 PM
To: Cheung, Ellen FIN:EX
Subject: FW: WTS charges

Hi again ☺

Susan has done some digging and the workstation belongs to Donovan Jenkins...

Susie Moar
Financial Analyst
Risk Management Branch & Government Security Office
Phone (250) 415-8651

From: Moar, Susie FIN:EX
Sent: Wednesday, June 6, 2018 10:45 AM
To: Cheung, Ellen FIN:EX
Subject: WTS charges

Hi Ellen

Hoping you can help me??? We have been charged for software that looks like its belongs to Debt Management Branch, is there someone at ISB who can look after this error??. I checked with Susan and the asset DC07791 is not on her list, if it ours are you able to let me know who it belongs to.

This happened last year, but I thought it was corrected..

Thanks

Susie Moar
Financial Analyst
Risk Management Branch & Government Security Office
Phone (250) 415-8651

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 19, 2018 1:59 PM
To: Massy, Michelle E PREM:EX
Subject: RE: ELUC Attendees at VCO this Afternoon

Thanks Michelle.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Massy, Michelle E PREM:EX
Sent: Tuesday, June 19, 2018 1:52 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: ELUC Attendees at VCO this Afternoon

FYI

From: Finkel, Paul PREM:EX
Sent: Tuesday, June 19, 2018 12:30 PM
To: Massy, Michelle E PREM:EX <Michelle.Massy@gov.bc.ca>
Subject: ELUC Attendees at VCO this Afternoon

Hi Michelle, MDD will be the only Minister at VCO this afternoon for ELUC. There will also be two FLNR staff – ADM Kevin Kriese and Paul Rasmussen, but they should stay in the waiting area until called. I will let them know by email when it's time for them to join the meeting.

Thanks.

Paul Finkel | Committee Director | Cabinet Operations
Room 049 | 617 Government St. | Victoria, BC | V8W 9V1
250.387.0728

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 19, 2018 9:12 AM
To: Chandler, Alex FIN:EX
Subject: Signed COI Form
Attachments: Min Ralson - COI form June 19-2018.pdf

Hi Alex,

Please find the attached scanned signed COI form for Minister Ralston.

If you could please forward your mailing address I will forward the hard copy as well.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 5:25 PM
To: Geary, Vanessa PREM:EX
Subject: FW: PLEASE READ: s.22

Importance: High

Hi Vanessa,

I'm not sure if you are EA for all of these claims.

There are a number of claims outstanding awaiting Approval(please see list below). s.22
s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Poldrugovac, Saija FIN:EX
Sent: Monday, June 18, 2018 12:44 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: PLEASE READ: s.22
Importance: High

Hi Elizabeth and Danny, (Sending to both of you as there are missing items both of your locations)

As previously mentioned below, The last day I will be entering items for this quarter will be Monday, June 25th. s.22
s.22

please send any items to me no later than Wednesday, June 20th.

The current incomplete items that I have for your office are:

Ministry	Document #	Employee	Date Completed Package Received	Status
Premier's Office	E128486	Horgan, John		Wa
Premier's Office	E128551	Horgan, John		Wa
Premier's Office	E128552	Horgan, John		Wa
Premier's Office	E128607	Horgan, John		Wa
Premier's Office	E128736	Horgan, John		Wa
Premier's Office	E128735	Horgan, John		Wa
Premier's Office	E128756	Horgan, John		Wa
Premier's Office	E128757	Horgan, John		Wa
Premier's Office	Parkinson - May	PCARD	29-May-18	inco
Premier's Office	E128851	McConnell, Sheena	07-Jun-18	inco
Premier's Office	E128887	Bain, Don	07-Jun-18	inco
Premier's Office	E128835	Brown, Evan		Wa
Premier's Office	E128807	Oreck, Mira		Wa
Premier's Office	E128896	Oreck, Mira		Wa
Premier's Office	E128808	Oreck, Mira		Wa
Premier's Office	E128804	Oreck, Mira		Wa
Premier's Office	E128924	Kingston, Charlotte		Wa
Premier's Office	E128955	Aaron, Sage		Wa
Premier's Office	E128950	Meggs, Geoff		Wa
Premier's Office	E128947	Meggs, Geoff		Wa

Can you please work with your EA to ensure the missing items are submitted prior to Wednesday, June 20th.

Thanks!

~Saija

PS. Please don't take this reminder personally! I'm sending it out to everyone to ensure they are aware of what is outstanding.

From: Poldrugovac, Saija FIN:EX

Sent: Monday, May 28, 2018 12:33 PM

To: Flesh, Cindy AEST:EX; Hubley, Holly AEST:EX; Nanninga, Tanera AG:EX; Addo, Wolfgang AG:EX; White, Emily MCF:EX; Morton, Kaitlin MCF:EX; Wilson, Cherie MCF:EX; Hahn, Andra EDUC:EX; Banh, Lindsay EDUC:EX; Silverio, Lisa FLNR:EX; Purdy, Sandra FLNR:EX; Hembree, Sara PSSG:EX; Parkinson, Elizabeth PREM:EX; Szabo, Maria PREM:EX; Loubert, Danny PREM:EX; Farmer, Susan PREM:EX; Parkinson, Elizabeth PREM:EX

Subject: PLEASE READ:s.22

Importance: High

Hi Everyone,

s.22

If you are able to help by getting your outstanding claims in sooner than later, that would be much appreciated.

June 25th will be the last day I will be entering any claims/pcards that are attached to the Minister's supplier number. This is due to the end of the quarter and reports needing to be run^{s.22}

To avoid any long processing times, please (if possible) have all your current travel claims, invoices and Pcards completed (receipts and approvals) and submitted no later than Wednesday, June 20th.

Thank you for understanding.

Saija

Saija Poldrugovac

Executive Financial Clerk, Ministers' Office Support Services
Corporate Financial and Facilities Services Branch
Ministry of Finance

Phone: (778) 678-3496 Fax: (250) 356-7326

E-mail: Saija.Poldrugovac@gov.bc.ca

Website: <http://gwww.fin.gov.bc.ca/>

Serving all Ministers' Offices and the Office of the Premier

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 5:23 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128807 - Oreck, Mira
Attachments: E128807 - Oreck, Mira.pdf

Hello,

Please find the attached Travel Claim Package for Mira Oreck (E128807)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 4:58 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128808 - Oreck, Mira
Attachments: E128808 - Oreck, Mira.pdf

Good Afternoon,

Please find the attached Travel Claim Package for Mira Oreck (E128808)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 4:49 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128808 - Oreck, Mira
Attachments: E128804 - Oreck, Mira.pdf

Good Afternoon,

Please find the attached Travel Claim Package for Mira Oreck (E128804)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 4:47 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128896 - Oreck, Mira
Attachments: E128896 - Oreck, Mira.pdf

Hello,

Please find the attached travel Claim package for Mira Oreck (E128896).

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 4:38 PM
To: Chandler, Alex FIN:EX
Cc: Giesbrecht, Mandy FIN:EX
Subject: RE: Treasury Board June 19

Hi Alex,

My Mobile number should you need to get a hold of me tomorrow is s.22 . I will be there to connect the Video Conference at 845

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Chandler, Alex FIN:EX
Sent: Monday, June 18, 2018 2:40 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Giesbrecht, Mandy FIN:EX <Mandy.Giesbrecht@gov.bc.ca>
Subject: Treasury Board June 19

Attendees at VCO are:
Minister Ralston
Minister Robinson
Minister Dix
Minister Fleming (will be arriving around 930)
MLA Ma

Who should we contact to set up the videoconference equipment ? (will tech services be on site tommorow)

Alex Chandler
Executive Director
Treasury Board Staff
Ministry of Finance
Tel: 778-698-1542 | Fax: 250-356-7624
E-mail: alex.chandler@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 4:37 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128924 - Kingston, Charlotte
Attachments: E128924 - Kingston, Charlotte.pdf

Good Afternoon,

Please find the attached Travel Claim package for Charlotte Kingston (E128924).

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 3:38 PM
To: Hahn, Andra EDUC:EX
Subject: RE: Meeting room request: 3pm - July 6 - Minister Fleming

Our Pleasure!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hahn, Andra EDUC:EX
Sent: Monday, June 18, 2018 3:24 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Meeting room request: 3pm - July 6 - Minister Fleming

Thanks, again, Danny.
And thank you for accommodating Minister's late meeting today – appreciated.
Andra

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 3:22 PM
To: Hahn, Andra EDUC:EX
Subject: RE: Meeting room request: 3pm - July 6 - Minister Fleming

Good Afternoon Andra,

We have booked a meeting space for the Minister.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hahn, Andra EDUC:EX
Sent: Monday, June 18, 2018 2:41 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: Hahn, Andra EDUC:EX <Andra.Hahn@gov.bc.ca>
Subject: Meeting room request: 3pm - July 6 - Minister Fleming

I would like to request the following:

1. Minister Fleming
2. July 6
3. 3:00 – 4:45 p.m.
4. The **number of attendees** and a **list of their names** (& the name of the organization if possible)
 - a. Minister Fleming, Education

- b. Deputy Minister, Scott MacDonald, Education
- c. Veronica Harrison, Sr. Ministerial Assistant, Education
- d. Glen Hansman, BCTF
- e. 1 to 3 other still to be confirmed attendees

THanks,
Andra

Andra Hahn
Office of the Hon. Rob Fleming
Minister of Education
Room 124, Parliament Buildings
Victoria, B.C.
250-387-8838

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 3:23 PM
To: Hembree, Sara PSSG:EX
Subject: RE: Meeting room request

Hi Sara,

This meeting has been booked.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hembree, Sara PSSG:EX
Sent: Monday, June 18, 2018 3:18 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Meeting room request

Good afternoon,

Could I book a meeting room for Minister Farnworth on July 4th at 1:30pm

Attending will be
Nimmi Takkar
Minister Farnworth
Dana Larsen

We will need the room for 30 Minutes.

Thank you!



Sara Hembree
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2193*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 3:09 PM
To: Massy, Michelle E PREM:EX
Cc: Richards, Erin PREM:EX
Subject: Booking Cabinet Chambers this Thursday 10:30-11:30

Hi Michelle,

We are hoping we can book the Cabinet Chambers for this Thursday for a presentation by Don Wright. The meeting is suppose to happen between 10:30 and 11:30, but we are hoping we could have 15 mins on either side as well.

Please let me or Erin know if you need any other details.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 2:18 PM
To: Poldrugovac, Saija FIN:EX
Subject: RE: E128887 Bain, Don - Audited.pdf

Thanks Saija

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Poldrugovac, Saija FIN:EX
Sent: Monday, June 18, 2018 2:10 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: E128887 Bain, Don - Audited.pdf

Hi Danny,
Here is a copy of the final claim. I've made a note on the car rental receipt to show what I've reimbursed for and what they the car rental company overcharged. Usually they adjust the daily rate down so that they can still charge the licensing fee.
~S

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 2:17 PM
To: Trimble, Brett FIN:EX; Tsang, Robin FIN:EX
Cc: PREM Tech
Subject: RE: VCO meeting tomorrow

Thanks Brett,

See you tomorrow!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Trimble, Brett FIN:EX
Sent: Monday, June 18, 2018 1:56 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: VCO meeting tomorrow

Hi Danny,
I've reserved on the 7:00 AM ferry, so hopefully I will be there in time.
Regards, Brett

Brett Trimble
Systems Analyst
Premier's Office Technology Support
@: prem.tech@gov.bc.ca
Tel: 250-953-5151
Cel: 250-634-4966

From: Loubert, Danny PREM:EX
Sent: June 18, 2018 12:59 PM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: VCO meeting tomorrow

Hi Robin,

The Meeting is from 10-noon, we have the room booked 30 mins on either side just to be sure.
Now that you mention it can we do a quick test at 945? I will be dialing both from my laptop.

Warmest Regards

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives

From: Tsang, Robin FIN:EX
Sent: Monday, June 18, 2018 12:58 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: VCO meeting tomorrow

What time is the meeting Danny?

Thanks,
Robin

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 12:56 PM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: VCO meeting tomorrow

Thanks Robin,

I think I have it sorted but Ill let you know tomorrow if I have any problems,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tsang, Robin FIN:EX
Sent: Monday, June 18, 2018 12:42 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: VCO meeting tomorrow

Hi Danny:

Do you have further update on the Trio meeting you mentioned for tomorrow, i.e. between Boardroom #4 and GCPE boardroom? Brett will be at VCO late morning tomorrow and if you need any assistance?

Thanks,
Robin

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 1:55 PM
To: Neilson, Kirsten ENV:EX
Subject: RE: Booking - June 21

Thanks Kirsten,

The Minster has a room booked for this meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Neilson, Kirsten ENV:EX
Sent: Monday, June 18, 2018 1:48 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Booking - June 21

Hello Danny,

We now only need the room from 12:30 to 1 pm for the call and then 1 pm to 2pm for the meeting with Tyler Swan.

Best Regards,

Kirsten Neilson

Administrative Coordinator to the **Honourable George Heyman**
Minister of Environment and Climate Change Strategy
Office: 250-387-3069 Mobile: 250-893-1647



Please consider the environment before printing this email.

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 1:29 PM
To: Neilson, Kirsten ENV:EX
Subject: RE: Booking - June 21

Hi Kirsten,

Thanks for the details,

Our normal Office hours are 8:30-5pm and we would be happy to accommodate the meetings if they are required outside our normal working hours.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Neilson, Kirsten ENV:EX
Sent: Monday, June 18, 2018 11:33 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Booking - June 21

It will be Tyler Swan, Minister Heyman, Caelie Frampton.

Is there also a room that the Minister could please use to take calls from 8 am to 9 am and then from 12:30 pm to 1 pm on Thursday, June 21st?

Kirsten

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 11:27 AM
To: Neilson, Kirsten ENV:EX
Subject: RE: Booking - June 21

Hi Kristen,

I would be happy to, how many guests and staff do think will be apart of these meetings?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Neilson, Kirsten ENV:EX
Sent: Monday, June 18, 2018 11:26 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Booking - June 21

Hi Danny,

Could you please confirm that there is a room booked for Minister Heyman on Thursday, June 21st from 1 to 2 pm?

Thank you.

Best Regards,

Kirsten Neilson

Administrative Coordinator to the **Honourable George Heyman**
Minister of Environment and Climate Change Strategy
Office: 250-387-3069 Mobile: 250-893-1647



Please consider the environment before printing this email.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 1:51 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Flight Options

Totally,

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Monday, June 18, 2018 1:42 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Flight Options

s.22

Sent from my iPhone

On Jun 18, 2018, at 1:40 PM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Monday, June 18, 2018 1:40 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Flight Options

s.22

Sent from my iPhone

On Jun 18, 2018, at 1:36 PM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Thanks Vanessa

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Monday, June 18, 2018 9:44 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Flight Options

Thanks - I am going to drive up with Roseanne. Have to sort out details today.

s.22

Sent from my iPhone

On Jun 18, 2018, at 9:24 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hello Vanessa,

Just wanted to follow up to see if there was a particular flight that would work for you?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 3:38 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: FW: Flight Options

Hi Vanessa,

Please see below for Flight times and options for Kamloops.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Friday, June 15, 2018 3:35 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Flight Options

Hi Danny,

Please see below the flight options:

Jun 21- Vancouver to Kamloops

Option 1: \$307
AC8194V 21JUN Vancouver to Kamloops 1250P 145P

Option 2: \$653
AC8196Y 21JUN Vancouver to Kamloops 700P 755P

Option 3: \$653
AC8198B 21JUN Vancouver to Kamloops 1055P 1150P

Jun 24, Kamloops to Vancouver

Option 1: \$293
AC8193Q 24JUN Kamloops to Vancouver 1245P 141P

Option 2: \$321
AC8195Q 24JUN Kamloops to Vancouver 250P 346P

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Friday, June 15, 2018 3:24 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Flight Options

Hi Tamra,

I was hoping you might be able to provide some flight options:

Vancouver to Kamloops – Thursday June 21st /afternoon evening with
return Sunday Afternoon.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic
Initiatives

Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 1:39 PM
To: Morton, Kaitlin MCF:EX
Subject: RE: RE: Room Avail - Wednesday June 20th

Thanks Kaitlin

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Morton, Kaitlin MCF:EX
Sent: Monday, June 18, 2018 12:35 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: RE: Room Avail - Wednesday June 20th

Minister Katrine Conroy
Minister Katrina Chen
Paula Gunn
Niki Sharma
Jasleen Arora
Allison Bond

Thank you so much!

Kaitlin

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 12:12 PM
To: Morton, Kaitlin MCF:EX
Subject: RE: RE: Room Avail - Wednesday June 20th

Can you please include the full list of attendees (Minister and Support staff included)? I will make sure there is a room is large enough.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Morton, Kaitlin MCF:EX
Sent: Monday, June 18, 2018 12:00 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: RE: Room Avail - Wednesday June 20th

Thanks Danny!

Just to clarify Is the room big enough for about 5 pple? One of the meetings has attendees

Thanks!

Kaitlin

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 11:58 AM
To: Morton, Kaitlin MCF:EX
Subject: RE: RE: Room Avail - Wednesday June 20th

Good Morning Kaitlin,

We have book space here at VCO for the Minster to take her calls the rooms are equip with Polycoms for their teleconferencing needs.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Morton, Kaitlin MCF:EX
Sent: Monday, June 18, 2018 11:41 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room Avail - Wednesday June 20th

Hi,

Minister Conroy needs a room booked at VCO This Wednesday June 20th from **12:30 -3:00 pm**

Three separate meetings Via **Teleconference**-We will need a speaker in the room please!

Attendees will be Allison Bond 1:00-2:00

Carolyn Kamper & Colleen Sparks 2:00pm

And Minister Dulcos call at 2:30pm

Please let me know,

Kaitlin Morton (In Emilys Absence)
Administrative Assistant
Minister's Office- Children and Family Development
Parliament Buildings, Victoria BC
250 387-1977

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 1:25 PM
To: Klus, Arianna PREM:EX
Cc: Silverio, Lisa FLNR:EX
Subject: RE: Binder for Min Donaldson

Hi Arianna,

The binder has arrived.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Klus, Arianna PREM:EX
Sent: Monday, June 18, 2018 10:32 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Silverio, Lisa FLNR:EX <Lisa.Silverio@gov.bc.ca>
Subject: Binder for Min Donaldson

Hi Danny,

I'm couriering over a binder for Minister Donaldson for ELUC tomorrow. Should be there before end of day.

Cheers,

Arianna Klus
Cabinet Committee Assistant
Cabinet Operations, Office of the Premier
T: (250) 356-6187 C: (250) 213-8216

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 1:07 PM
To: Piotrowicz, Eddie P FIN:EX
Subject: RE: iStore - 876359 - 59687 - New Shared Mailbox

Thanks Eddie!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Piotrowicz, Eddie P FIN:EX
Sent: Monday, June 18, 2018 1:06 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: iStore - 876359 - 59687 - New Shared Mailbox

Hello Danny,

Regarding iStore #876359 / Line 1

The new mailbox account has been created, as requested and is now showing in the GAL.

Display name: PREM Stakeholder Relations PREM:EX

IDIR/Alias: STAKEREL

Email address: SRPO@gov.bc.ca

Owner: Chantille Viaud

Access group: PREM_MB_STAKEREL

Restart required to apply the new access. Generic mailboxes cannot be logged on to directly, as the associated IDIR account is disabled. Options to access the mailbox:

- view the mailbox from within a current Outlook session using the File Open Other Users Folder option in Outlook.
- sign in to the mailbox using Outlook Web App <https://ssbc-client.gov.bc.ca/Exchange/Exchangedefault.htm>
- create a new mail profile for the mailbox to view and manage it
- add as a secondary mailbox <https://ssbc-client.gov.bc.ca/Exchange/TechnicalFAQ/Addsecondmailbox.htm>

Questions? Contact the 7-7000 Service Desk online, by e-mail at 77000@gov.bc.ca or call 250 387-7000, toll-free 1-866-660-0811 for assistance to set up a new Outlook profile for the mailbox if required.

From: Piotrowicz, Eddie P FIN:EX
Sent: Thursday, June 14, 2018 11:45 AM
To: Loubert, Danny PREM:EX
Subject: iStore - 876359 - 59687 - New Shared Mailbox

Hello Danny,

iStore - 876359 - 59687 - New Shared Mailbox – submitted.

From: Danny.Loubert@gov.bc.ca [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Wednesday, June 13, 2018 12:22 PM
To: FIN IMB Service Desk (78912) FIN:EX; Loubert, Danny PREM:EX
Subject: PREM: Create New Mailbox

Remember to set mailbox size to unlimited. - Jacob

Checkout Information

On-Site Address: 740-999 Canada Place Vancouver, BC V6C 3E1
On-Site Contact Name: Danny Loubert
On-Site Contact Phone: (604)775-1677
Account: PREM-VANCOUVER CABINET OFFICE
Ministry Number: 004
Responsibility Centre: 36346
Service Code: 34410
Project Number: 3600000
Expense Authority: Vanessa Geary

Service Requests

Email - New Shared Mailbox

Mailbox Name: PREM Stakeholder Relations
Mailbox Owner: Cviaud
Mailbox User Access: Viaud, Chantille (Cviaud), Kingston, Charlotte (CKingston), Oreck, Mira (Moreck)
Mailbox Email Address: SRPO@gov.bc.ca

Requestor: Loubert, Danny PREM:EX
Email: Danny.Loubert@gov.bc.ca
Time: 2018-06-13 12:22:06

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 1:03 PM
To: Demelo, Paula IRR:EX
Subject: RE: Details for MACIW tomorrow and Friday

Hi Paula,

I just had a look in the room and there was nothing left behind.

Sorry!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Demelo, Paula IRR:EX
Sent: Monday, June 18, 2018 12:59 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Demelo, Paula IRR:EX <Paula.Demelo@gov.bc.ca>
Subject: RE: Details for MACIW tomorrow and Friday

Hi Danny,

Can you please check if there was a pair of Rayban sunglasses left behind after the MACIW meeting last week?
If not who can I ask.

Thanks
Paula

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:34 PM
To: Loubert, Danny PREM:EX
Subject: RE: Details for MACIW tomorrow and Friday

Ok, thank you Danny

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 4:33 PM
To: Demelo, Paula IRR:EX
Subject: RE: Details for MACIW tomorrow and Friday

It is recommended that groups bring their own supplies.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:31 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Demelo, Paula IRR:EX <Paula.Demelo@gov.bc.ca>
Subject: RE: Details for MACIW tomorrow and Friday

Danny does the VCO rooms have flip charts? Our info on VCO rooms doesn't mention flip charts.

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:30 PM
To: Loubert, Danny PREM:EX
Cc: Demelo, Paula IRR:EX
Subject: RE: Details for MACIW tomorrow and Friday

Hi Danny,

The staff contact is Sara Pye. Her cell # is ^{s.22}

The caterer is Dirty Apron and the deliveries will be at 8:15 AM for 11:45 AM on both days.

Attendees:

MACIW:

Chastity Davis, Chair
Barbara Ward-Burkitt, Vice Chair
Lorna Williams, Member, Elder Representative
Linda Thomas, Member
Sarah Robinson, Member
Coreen (Yakawilas) Child, Member
Paulette Flamond, Member

MIRR:

Laurel Nash, Assistant Deputy Minister
Juanita Berkhout, A/ Executive Director
Sara Pye, Director
Julie Bartlett, A/ Senior Advisor

Guests:

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 12:14 PM
To: Hembree, Sara PSSG:EX
Cc: Hunt, Charlotte PSSG:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Meeting room request re: BRIEFING w/ MDE re Cannabis Readiness

Hi Sara,

Will the Minister have any guests? Or will they just be making phone calls? I will put a space aside based on the meeting.

Emails for VCO can be directed to vco.boardrooms@gov.bc.ca

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hembree, Sara PSSG:EX
Sent: Monday, June 18, 2018 11:45 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
Subject: Meeting room request re: BRIEFING w/ MDE re Cannabis Readiness

Hey Danny,

I'm sorry I can't find the email I am supposed to send this request to.

Could we have a meeting room for Minister Farnworth on June 20th at 4:00pm for one hour.

Nimmi Takkar and Minister Farnworth will be attending.

Thank you Danny.

Sorry I forgot the proper email!!



Sara Hembree
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2193*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 12:09 PM
To: Kingston, Charlotte PREM:EX
Subject: RE: Help please

Thanks Charlotte,

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Kingston, Charlotte PREM:EX
Sent: Monday, June 18, 2018 11:52 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Help please

Hi Danny! s.22

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

From: Geary, Vanessa PREM:EX
Sent: Monday, June 18, 2018 9:50 AM
To: LP Premiers Vancouver Office
Subject: Help please

Hello friends - s.22

s.22

Thanks in advance for the help!

Vanessa

Sent from my iPhone

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 11:40 AM
To: Wilson, Cherie MCF:EX
Subject: RE: Room Avail - Wednesday June 20th

Thanks Cherie,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Wilson, Cherie MCF:EX
Sent: Monday, June 18, 2018 11:36 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room Avail - Wednesday June 20th

Hi Could you Cancel this room for June 20 from 12- 12:45pm with Minister Katrina Chen and Camp.

Thank you.

Sincerely,

Cherie Wilson
Administrative Assistant to
The Hon. Katrina Chen
Minister of State for Child Care

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Room 027 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-356-5781 | Fax: 250-356-0201 | Email: Cherie.Wilson@gov.bc.ca

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 13, 2018 1:29 PM
To: Wilson, Cherie MCF:EX
Subject: RE: Room Avail - Wednesday June 20th

Hi Cherie,

We have booked a room for the Ministers to meet for their meeting. we do have polycoms in all of our rooms for their teleconferencing needs.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Wilson, Cherie MCF:EX
Sent: Wednesday, June 13, 2018 12:21 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Room Avail - Wednesday June 20th

Hi,

Minister Chen is requesting if you have any rooms available June 20/2018 at 12:00pm – 12:45pm

The meeting will have 4 attendees.

Minister Katrina Chen,
Minister Katrine Conroy,
Minister Adrian Dix,
Niki Sharma

We will also need a speaker for people dial in as well.

Please let me know if there is anything available.

Thank you in advance.

Sincerely,

Cherie Wilson
Administrative Assistant to
The Hon. Katrina Chen
Minister of State for Child Care

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Room 027 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-356-5781 | Fax: 250-356-0201 | Email: Cherie.Wilson@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 11:37 AM
To: Aaron, Sage PREM:EX
Cc: Richards, Erin PREM:EX
Subject: RE: hekp Erin book rooms at GCPE & VCO

Hi Sage, Sure thing,

Erin please feel free to give me a call and I would be happy to work out the details.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Aaron, Sage PREM:EX
Sent: Monday, June 18, 2018 11:34 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Richards, Erin PREM:EX <Erin.Richards@gov.bc.ca>
Subject: hekp Erin book rooms at GCPE & VCO

Hi Danny,
Could you help Erin with booking rooms at GCPE & VCO? I'm no help in that area I'm afraid.

Sage Aaron, Communications Director
Office of the Premier | Government of BC
501 Belleville St, Victoria, BC V8V 2L8 | 778-678-0832

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 11:19 AM
To: Johnson, Lisa E AGRI:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Room Booking for MLP June 25th from 9:00-12:00pm

Thanks Lisa,

I have booked a room for the Minister.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Johnson, Lisa E AGRI:EX
Sent: Monday, June 18, 2018 11:12 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room Booking for MLP June 25th from 9:00-12:00pm

Hi Danny,

Our DM, Wes Shoemaker will also be attending.

Thank you
Lisa

From: VCO Boardrooms, PREM PREM:EX
Sent: June 18, 2018 11:10 AM
To: Johnson, Lisa E AGRI:EX <Lisa.Johnson@gov.bc.ca>
Subject: RE: Room Booking for MLP June 25th from 9:00-12:00pm

Hi Lisa,

Will it just be the Minister and her MA for the call? I want to ensure I put aside an appropriate size room.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Johnson, Lisa E AGRI:EX
Sent: Monday, June 18, 2018 11:03 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room Booking for MLP June 25th from 9:00-12:00pm

Hi Danny

Can we please extend the room booking until 1:00pm for MLP to make a conference call.

Thank you,
Lisa

From: Johnson, Lisa E AGRI:EX
Sent: June 8, 2018 11:39 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room Booking for MLP June 25th from 9:00-12:00pm

Thank you Danny

Yes Craig Windrim from IGRS will be part of the meeting I am just not sure who will be staffing the Ambassador

Thanks
Lisa

From: VCO Boardrooms, PREM PREM:EX
Sent: June 8, 2018 11:35 AM
To: Johnson, Lisa E AGRI:EX <Lisa.Johnson@gov.bc.ca>
Cc: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room Booking for MLP June 25th from 9:00-12:00pm

Hi Lisa,

We have booked the Minister space here at the VCO for her meetings. Will IGRS be apart of the Meeting with the Ambassador of Norway?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Johnson, Lisa E AGRI:EX
Sent: Friday, June 8, 2018 11:01 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Room Booking for MLP June 25th from 9:00-12:00pm

Hi Danny,

Can I please book a room for MLP, DM Wes Shoemaker, MA Jessica Smith to meet with the following attendees.

9:00am
MLP
DM Wes Shoemaker
Jessica Smith

10:30am

Kerry Towle, Sofina Foods
Blair Shier, Hallmark/JD Sweid - also Chair of the BC Poultry Processors Association
Scott Cummings, Sunrise
Ken Hutyema, Farm Fed
And Ron Kilmury

11:00am

Her Excellency Anne Kari Ovind, Ambassador of Norway (staff TBC)

Thank you

Lisa



Lisa Johnson
Administrative Coordinator to the
Honourable Lana Popham
Minister of Agriculture
t 250.387.6651 f 250.387.1522

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 11:11 AM
To: Klus, Arianna PREM:EX
Cc: Silverio, Lisa FLNR:EX
Subject: RE: Binder for Min Donaldson

Thanks Arianna,

I'll let you know when it arrives.

Warmest Reagrds,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Klus, Arianna PREM:EX
Sent: Monday, June 18, 2018 10:32 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Silverio, Lisa FLNR:EX <Lisa.Silverio@gov.bc.ca>
Subject: Binder for Min Donaldson

Hi Danny,

I'm couriering over a binder for Minister Donaldson for ELUC tomorrow. Should be there before end of day.

Cheers,

Arianna Klus
Cabinet Committee Assistant
Cabinet Operations, Office of the Premier
T: (250) 356-6187 C: (250) 213-8216

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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 10:25 AM
To: Van Wensem, Casey SDPR:EX
Subject: RE: Room booking 1pm today

Good Morning Casey,

It has been booked 😊

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Van Wensem, Casey SDPR:EX
Sent: Monday, June 18, 2018 9:55 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Room booking 1pm today

Hi Maria and Danny,

I'm hoping to confirm a room booking for Minister Simpson from 1-1:30pm this afternoon. I'm pretty sure Val set it up already but s.22 I want to make sure. If so, would you be able to tell me which room we have booked? And if not, would it still be possible to book a room for that time?

Thanks!

*Casey van Wensem
Administrative Assistant to the
Honourable Shane Simpson,
Minister of Social Development and Poverty Reduction
Phone: (250) 356-7750 Fax: (250) 356-7292*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 9:56 AM
To: Kristianson, Eric GCPE:EX
Subject: Details for Stakeholder Relations Managers

Hi Eric,

Here you go,

Chantille Viaud – s.17
Chantille.Viaud@gov.bc.ca

Charlotte Kingston – s.17
Charlotte.Kingston@gov.bc.ca

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 9:48 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Flight Options

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Monday, June 18, 2018 9:44 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Flight Options

Thanks - I am going to drive up with Roseanne. Have to sort out details today.

s.22

Sent from my iPhone

On Jun 18, 2018, at 9:24 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hello Vanessa,

Just wanted to follow up to see if there was a particular flight that would work for you?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 3:38 PM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: FW: Flight Options

Hi Vanessa,

Please see below for Flight times and options for Kamloops.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Friday, June 15, 2018 3:35 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Flight Options

Hi Danny,

Please see below the flight options:

Jun 21- Vancouver to Kamloops

Option 1: \$307
AC8194V 21JUN Vancouver to Kamloops 1250P 145P

Option 2: \$653
AC8196Y 21JUN Vancouver to Kamloops 700P 755P

Option 3: \$653
AC8198B 21JUN Vancouver to Kamloops 1055P 1150P

Jun 24, Kamloops to Vancouver

Option 1: \$293
AC8193Q 24JUN Kamloops to Vancouver 1245P 141P

Option 2: \$321
AC8195Q 24JUN Kamloops to Vancouver 250P 346P

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Friday, June 15, 2018 3:24 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Flight Options

Hi Tamra,

I was hoping you might be able to provide some flight options:

Vancouver to Kamloops – Thursday June 21st /afternoon evening with return Sunday Afternoon.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives

Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

Subject: Call to review SH List

Start: Mon 2018-06-18 11:00 AM
End: Mon 2018-06-18 11:30 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Viaud, Chantille PREM:EX
Required Attendees: McLaren, Kenn FLNR:EX; Smith, Jessica C AGRI:EX; Frampton, Caelie ENV:EX; Kingston, Charlotte PREM:EX; Sas, Jonathan IRR:EX; Xia, Eveline ENV:EX

Conference Call details
Chantille to Moderate

Access codes:
Moderator Conference ID: s.15,s.17
Participant Conference ID:

Dial-in Phone Numbers:
s.15,s.17

Hi everyone,
Please hold this time in your schedule- we might have a quick call with some of all of you to discuss any overlaps after we've consolidated all of your stakeholder lists for aquaculture.
Cheers,
C.

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 9:04 AM
To: Neilson, Kirsten ENV:EX
Subject: RE: VCO Bookings, August - Heyman

Hi Kirsten,

I have placed a hold on these dates for the minister pending the details.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Neilson, Kirsten ENV:EX
Sent: Monday, June 18, 2018 9:03 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: VCO Bookings, August - Heyman

Hello Danny,

We are looking to schedule days in August for Minister Heyman to hold stakeholder meetings at VCO.

Could we please book a meeting room for the dates below? I will confirm who the meetings are with and the attendees shortly.

- Wednesday, August 8th; 10 am to 4 pm
- Thursday, August 9th; 10 am to 4pm
- Wednesday, August 15th; 10 am to 4 pm
- Thursday, August 16th; 10 am to 4pm
- Wednesday, August 22nd; 10 am to 4 pm
- Thursday, August 23rd; 10 am to 4pm
- Wednesday, August 29th; 10 am to 4 pm
- Thursday, August 30th; 10 am to 4pm

Best Regards,

Kirsten Neilson

Administrative Coordinator to the **Honourable George Heyman**
Minister of Environment and Climate Change Strategy
Office: 250-387-3069 Mobile: 250-893-1647



Please consider the environment before printing this email.

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 18, 2018 8:43 AM
To: Neilson, Kirsten ENV:EX
Subject: RE: VCO Bookings - June 18

Hi Kirsten,

Sorry for the delayed response,

We have booked space for the Minister to take his meetings.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Neilson, Kirsten ENV:EX
Sent: Monday, June 11, 2018 4:24 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: VCO Bookings - June 18

Hello Danny,

Could we please book 2 meetings at VCO on June 18th.

For 11 am to 11:30 am:
Steward Agencies of BC
Attendees:
Allen Langdon
Craig Wisehart, EPRA
Kristin Romilly, Call2Recycle
Michael Ross, OPEI.
Minister Heyman
Caelie Frampton / Eveline Xia

For 11:30 am to noon:
Malcolm Brodie, Chair of both the National Zero Waste Council and Metro Vancouver's Zero Waste Committee (and Mayor, City of Richmond), and Heather Schoemaker,
General Manager, External Relations.
Minister Heyman
Caelie Frampton / Eveline Xia

Thank you!

Best Regards,

Kirsten Neilson

Administrative Coordinator to the **Honourable George Heyman**

Minister of Environment and Climate Change Strategy

Office: 250-387-3069 Mobile: 250-893-1647



Please consider the environment before printing this email.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 8:34 AM
To: OOP FOI PREM:EX
Subject: RE: REMINDER: Call for Records OOP-2018-83813 Due June 8, 2018

Hello!

I have no records for this FOI request.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: OOP FOI PREM:EX
Sent: Friday, June 15, 2018 1:48 PM
To: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>; Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Holmwood, Jen PREM:EX <Jen.Holmwood@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: REMINDER: Call for Records OOP-2018-83813 Due June 8, 2018
Importance: High

Hello All,

A reminder for this request:

Debbie – needing yours, Geoff's and Tamarra's responses
Amber – needing PJH response only
Jen, Danny – needing your responses only

Thanks!
-Amanda

From: Wensink, Alison PREM:EX
Sent: Friday, June 1, 2018 12:02 PM
To: LP PO Executive Office; LP Premiers Vancouver Office; Wright, Don J. PREM:EX; Kennedy, Christine PREM:EX; Christensen, Suzanne PREM:EX
Cc: Mulloy, Eleanor PREM:EX
Subject: Call for Records OOP-2018-83813 Due June 8, 2018

Hello,

Please see the below request and please let me know by June 8th whether or not you have any records:

Canvassed: All Exec staff, all Vancouver staff, Don Wright, Suzanne Christensen, Christine Kennedy

All records including Office of the Premier e-mails, Ministry of Finance e-mails, e-mails, briefing materials and consultant's advice, reports and notes of discussions regarding methodology for the determination of the land values for the Fibreco Export Inc. properties for the purposes of the Port Land Valuation Regulation (Area 08, Jurisdiction 316, Roll: 500-2812-3610-0; 010-1750-5010-4; 010-1750-5030-9)

Date Range: July 18, 2017 – May 15, 2018

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

Alison Wensink, Executive Administrative Coordinator

Deputy Minister's Office | Office of the Premier

Room 272 - West Annex, Parliament Buildings

Victoria BC V8W 9E1

Phone: (250) 387-2987

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 18, 2018 7:36 AM
To: Geary, Vanessa PREM:EX
Subject: Re: s.22

s.22

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Original Message

From: Geary, Vanessa PREM:EX
Sent: Monday, June 18, 2018 7:24 AM
To: Loubert, Danny PREM:EX
Subject: s.22

s.22

Thanks!

V

Sent from my iPhone

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 15, 2018 4:02 PM
To: White, Christine MAH:EX
Subject: RE: Room for MSR to take Conference Call

Hi Christine,

We have booked the Minister into a room here.

I hope you have a great weekend!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: White, Christine MAH:EX
Sent: Friday, June 15, 2018 3:07 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Room for MSR to take Conference Call

Hello Danny,

Looking for a room that MSR can take a call in from VCO on June 26th from 345-415?

Thanks!

Christine White
Administrative Coordinator to the
Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Room 310, Parliament Buildings
Cell: 250.812.8894 | Office: 250.387-6478



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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 15, 2018 3:57 PM
To: Hahn, Andra EDUC:EX
Subject: RE: Request to book room - June 18 @ 4:30 for Minister Fleming

Hi Andra,

Its confirmed,

Please direct the guests to:
The Vancouver Cabinet Office
Suite 740-999 Canada Place
We are located on the 7th floor of the World Trade Centre Complex(WTC)
The entrance to the WTC is to the right of the starbucks.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hahn, Andra EDUC:EX
Sent: Friday, June 15, 2018 12:07 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Request to book room - June 18 @ 4:30 for Minister Fleming

Hello VCO

I would like to confirm the below booking. Please provide the address and entrance directions for me to pass along to the guests.

THank you,
Andra

From: Szabo, Maria PREM:EX
Sent: Wednesday, June 6, 2018 12:16 PM
To: Hahn, Andra EDUC:EX; Loubert, Danny PREM:EX
Cc: VCO Boardrooms, PREM PREM:EX
Subject: RE: Request to book room - June 18 @ 4:30 for Minister Fleming

Hi Andra,

This looks fine to me but I'm just going to ask Danny to review^{s.22}
s.22

Thanks!

Maria
604-775-1600

From: Hahn, Andra EDUC:EX
Sent: June 6, 2018 11:59 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: Hahn, Andra EDUC:EX <Andra.Hahn@gov.bc.ca>
Subject: Request to book room - June 18 @ 4:30 for Minister Fleming

Hello VCO,

1. The **Minister** requesting: Minister Fleming
2. The **Date: June 18**
3. The **Time: 4:30 to 5:45 (arriving on 4:25 helijet, so might be a few minutes late**
4. The **number of attendees** and a **list of their names** (& the name of the organization if possible)
 - a. Minister Fleming
 - b. Will Maartman, Ministerial Assistant
 - c. Glyn Lewis
 - d. Dianne Tijman

Thank you,
Andra Hahn
Office of the Hon. Rob Fleming
Minister of Education
Room 124, Parliament Buildings
Victoria, B.C. / 250-387-8838

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 3:38 PM
To: 'Tamra Bartilucci'
Subject: RE: Flight Options

Thanks Tamra!

I will be in touch with a confirmed time and passenger information.

Hope your well!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Friday, June 15, 2018 3:35 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Flight Options

Hi Danny,

Please see below the flight options:

Jun 21- Vancouver to Kamloops

Option 1: \$307
AC8194V 21JUN Vancouver to Kamloops 1250P 145P

Option 2: \$653
AC8196Y 21JUN Vancouver to Kamloops 700P 755P

Option 3: \$653
AC8198B 21JUN Vancouver to Kamloops 1055P 1150P

Jun 24, Kamloops to Vancouver

Option 1: \$293
AC8193Q 24JUN Kamloops to Vancouver 1245P 141P

Option 2: \$321
AC8195Q 24JUN Kamloops to Vancouver 250P 346P

Please let me know if you have any questions or need anything further .

Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Friday, June 15, 2018 3:24 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Flight Options

Hi Tamra,

I was hoping you might be able to provide some flight options:

Vancouver to Kamloops – Thursday June 21st /afternoon evening with return Sunday Afternoon.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 15, 2018 3:33 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Request to book room - June 18 @ 4:30 for Minister Fleming

Hi Vanessa,

Just wanted to flag this one request for you, It would be a late day. I am happy to stay for it but wanted to know if this would be alright to book (the duration is 4:30-5:45)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hahn, Andra EDUC:EX
Sent: Friday, June 15, 2018 12:07 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Request to book room - June 18 @ 4:30 for Minister Fleming

Hello VCO

I would like to confirm the below booking. Please provide the address and entrance directions for me to pass along to the guests.

THank you,
Andra

From: Szabo, Maria PREM:EX
Sent: Wednesday, June 6, 2018 12:16 PM
To: Hahn, Andra EDUC:EX; Loubert, Danny PREM:EX
Cc: VCO Boardrooms, PREM PREM:EX
Subject: RE: Request to book room - June 18 @ 4:30 for Minister Fleming

Hi Andra,

This looks fine to me but I'm just going to ask Danny to review ^{s.22}
_{s.22}

Thanks!

Maria
604-775-1600

From: Hahn, Andra EDUC:EX
Sent: June 6, 2018 11:59 AM

To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>

Cc: Hahn, Andra EDUC:EX <Andra.Hahn@gov.bc.ca>

Subject: Request to book room - June 18 @ 4:30 for Minister Fleming

Hello VCO,

1. The **Minister** requesting: Minister Fleming
2. The **Date: June 18**
3. The **Time: 4:30 to 5:45 (arriving on 4:25 helijet, so might be a few minutes late**
4. The **number of attendees** and a **list of their names** (& the name of the organization if possible)
 - a. Minister Fleming
 - b. Will Maartman, Ministerial Assistant
 - c. Glyn Lewis
 - d. Dianne Tijman

Thank you,
Andra Hahn
Office of the Hon. Rob Fleming
Minister of Education
Room 124, Parliament Buildings
Victoria, B.C. / 250-387-8838

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 15, 2018 3:32 PM
To: Silverio, Lisa FLNR:EX
Subject: RE: June 19th 430-5pm

Hi Lisa,

We will make the adjustment.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Silverio, Lisa FLNR:EX
Sent: Friday, June 15, 2018 11:51 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: FW: June 19th 430-5pm

Hi,
Can I adjust timing on this one...call will be 5-530pm.

From: Silverio, Lisa FLNR:EX
Sent: Thursday, June 14, 2018 2:09 PM
To: VCO Boardrooms, PREM PREM:EX
Subject: RE: June 19th 430-5pm

Thank you

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 14, 2018 2:07 PM
To: Silverio, Lisa FLNR:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: June 19th 430-5pm

Hi Lisa,

We'll put a room aide for Minister Donaldson to make his call.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Silverio, Lisa FLNR:EX
Sent: Thursday, June 14, 2018 10:56 AM

To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>

Subject: June 19th 430-5pm

Hello,

Do you have a room available for MDD to make a call from 430-5pm on June 19th?



Lisa Silverio

Administrative Coordinator to the

Honourable Doug Donaldson

Minister of Forests, Lands, Natural Resource Operations and Rural Development

t 250.356.6211 f 250.387.1040

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 3:23 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Kamloops

Will do!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Geary, Vanessa PREM:EX
Sent: Friday, June 15, 2018 3:12 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Kamloops

Thank you!

Sent from my iPhone

> On Jun 15, 2018, at 3:12 PM, Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca> wrote:
>
> Hi - would you please check on flight to Kamloops next Thurs
> afternoon/ evening and back Dunday afternoon
>
> Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 9:34 AM
To: Bain, Don PREM:EX
Subject: Call from Lisa Leslie

Hi Don,

Lisa Leslie from GCPE with Minister of Municipal affairs and Housing called the office this morning hoping to speak with you on the indigenous housing announcement by the premier this coming Monday,

She can be reached at 250-213-7724

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 9:21 AM
To: Faust, Marnie L GCPE:EX
Subject: RE: Danny Loubert

Thanks Perfect!

I was hoping to connect early just to make sure everything worked 😊

Btw, HAPPY FRIDAY!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Faust, Marnie L GCPE:EX
Sent: Friday, June 15, 2018 9:19 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Danny Loubert

Booked it ½ hour either side extra just in case 😊

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

From: GCPE R 617 Government Street, N406, (Seats 14 people) GCPE:EX
Sent: Friday, June 15, 2018 9:18 AM
To: Faust, Marnie L GCPE:EX
Subject: Accepted: Danny Loubert
When: Tuesday, June 19, 2018 9:30 AM-12:30 PM (UTC-08:00) Pacific Time (US & Canada).
Where:

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 9:20 AM
To: Faust, Marnie L GCPE:EX
Subject: RE: Boardroom N406 Tuesd

Hazzah!!

Thanks Marnie! You are the best!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Faust, Marnie L GCPE:EX
Sent: Friday, June 15, 2018 9:19 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Boardroom N406 Tuesd

Meeting room is OURS for Tuesday ☺

Marnie

From: Pollock, Dan GCPE:EX
Sent: Friday, June 15, 2018 9:17 AM
To: Faust, Marnie L GCPE:EX
Subject: Re: Boardroom N406 Tuesd

We were able to move our meeting to S408 instead.

Dan

On Jun 14, 2018, at 16:28, Faust, Marnie L GCPE:EX <Marnie.Faust@gov.bc.ca> wrote:

Thank you - let me know when I can book it :)

Sent from my iPhone

On Jun 14, 2018, at 4:26 PM, Pollock, Dan GCPE:EX <Dan.Pollock@gov.bc.ca> wrote:

I'll check with the team.

I think Irene can book us another room. She'll let us know when she gets home tonight.

(This is for our meeting with Irene, Walter, Savannah, Steve A., Deanna, and Marlieke to plan next steps with Service BC.)

Dan

On Jun 14, 2018, at 13:54, Faust, Marnie L GCPE:EX
<Marnie.Faust@gov.bc.ca> wrote:

Hi there,

Looking to get N406 Tuesday June 19th from 10am to noon.

You gentlemen seem to have it booked over that time frame for
respective meetings. Any chance your meetings are not going ahead or
can be moved?

Marnie

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 9:16 AM
To: Waters, Cory IRR:EX
Subject: Pleasure to meet you

Hello Cory,

It was a pleasure to meet you again the other day, I would be interested to find out more about MIRR and the different programs they are working on.

I hope you have a pleasant weekend,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 8:17 AM
To: Higgins, Keira PREM:EX
Subject: Ready to connect

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 15, 2018 7:55 AM
To: Geary, Vanessa PREM:EX
Subject: All is well

Good morning Vanessa
I'm I'm and it should be good. No need to rush in if you need to.

See you later,

Danny

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 6:20 PM
To: Geary, Vanessa PREM:EX
Subject: Accepted: Jorge Porter re: temp Admin Asst

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 4:16 PM
To: 'Amy Li'
Subject: RE: 24/7 building access

Hi Amy,

Can we please have pass ^{s.15,s.}₁₇ recorded as missing and Pass ^{s.15,s.}₁₇ issued for Jolleen Badger with 24/7 building access to Suites ^{s.15} 740.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Amy Li [<mailto:amyl@opwtc.ca>]
Sent: Thursday, March 29, 2018 12:54 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: 24/7 building access

Hi Danny,

Done.

Have a nice weekend.

Amy Li | Chief Accountant | Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2818

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: March 29, 2018 12:49 PM
To: Amy Li
Subject: 24/7 building access

Hi Amy,

Can you please have card ^{s.15,s.}₁₇ – Joleen Badger
Programmed with 24/7 building access (suite 740^{s.15})

Warmest Regards, (Happy long weekend)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 14, 2018 4:04 PM
To: McKnight, Valerie SDPR:EX
Subject: RE: ROOM BOOKING: Minister Simpson June 18th

Hi Val,

We have booked space for the Minister to take his meetings.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McKnight, Valerie SDPR:EX
Sent: Thursday, June 14, 2018 3:58 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: ROOM BOOKING: Minister Simpson June 18th

Hello,

Can I please book the following for Minister Simpson?

9:15am-9:45am – Conference Call
(Place for MSS to call into a conference call)

10:00am-12:00pm – SDPR President's Group Co-Chairs
Attendees: 4
Tamara Vrooman, CEO VanCity
Craig Richmond, CEO YVR
Leah Squance
MSS

1:00pm-1:30pm – Videotaping
(Arranged by GCPE)

2:00pm-2:30pm – BC Schizophrenia Society
Tom Conway, Executive Director
Leah Squance
MSS

Thanks!!

Valerie McKnight
*Administrative Coordinator to the
Honourable Shane Simpson,
Minister of Social Development and Poverty Reduction
Phone: (250) 387-1423 Fax: (250) 356-7292*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 3:28 PM
To: 'shiv.vinayak@erac.com'
Subject: 2DRFBT - Overbilling

Importance: High

Good Morning Shiv,

s.22

Please see the email below regarding an issue

we are having with a rental.

I am hoping we can come to a resolution to this matter.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 10:07 AM
To: 'C4AR@ehi.com' <C4AR@ehi.com>
Subject: RE: 2DRFBT - Overbilling
Importance: High

Thank you for this Invoice,

There is a discrepancy I would like to bring to your attention for immediate action. It appears that Don was incorrectly charged for this vehicle rental.

According the government Corporate Supply Arrangement (Our Corporate ID 4CA1000) the rate for a Full size vehicle is \$37.00/ Day which included insurance. Don was charged a rate of \$44.63/day plus a \$0.99/ day vehicle license fee recovery, for a total of 45.73 (a difference of \$8.73/day).

Your assistance in correcting this is greatly appreciated.

Please feel free to contact me should you have any questions.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: C4AR@ehi.com [<mailto:C4AR@ehi.com>]

Sent: Tuesday, June 12, 2018 9:07 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Invoice From Enterprise Rent-A-Car

Attached please find your Enterprise Rent-A-Car invoice.

Thank you for your prompt payment.

Best regards,
Enterprise Rent-A-Car

This e-mail was sent to danny.loubert@gov.bc.ca

File/s Attached with this email:

1) CP_2DRFBT_850025167023_20180612110627.pdf

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 2:36 PM
To: Bain, Don PREM:EX
Subject: Harbour Air Flights
Attachments: Harbour Air Flight Itinerary. Thanks for booking!

Hi Don,

I have booked you the flights to Victoria and back tomorrow:

7:00 Vancouver Harbour to Victoria Harbour
1430 Victoria Harbour to Vancouver Harbour

I was unable to add them to your calendar please see the attached emails with Confirmation

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 2:21 PM
To: Beare, Lisa TAC:EX
Subject: RE: Charger

Hi Minister,

Thank you! It turns out it is Minister Eby's charger. If you don't see him before your back next week, I would be happy to make sure it finds its way back to him.

Warmest Regards,

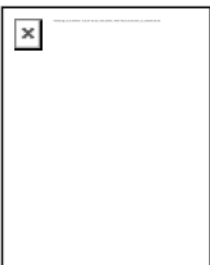
Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Beare, Lisa TAC:EX
Sent: Thursday, June 14, 2018 7:20 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Charger

Hi Danny. I just looked in my purse and realized I came home with the charger by accident ☐ I will bring it back with me next week. Sorry!

Thank you
Lisa

Honourable Lisa Beare, Minister
Ministry of Tourism, Arts & Culture
250-356-8247



Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 14, 2018 2:19 PM
To: Holding, Marina TAC:EX
Subject: RE: Meeting room request

Hi Marina,

I have booked a room for the Minister.

I hope you have a pleasant evening.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Holding, Marina TAC:EX
Sent: Thursday, June 14, 2018 2:16 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Meeting room request

Hello,

We are in need of a meeting room at VCO for the following date and time. Let me know if you have any questions, thank you!

When: June 20, 3:00-4:00pm

Attendees: Minister Lisa Beare, MA James Infante, Andrea Shaw, Marsha Walden, Sandra Carroll

No additional catering or polycom is necessary

Thanks!

Marina



Marina Holding

Administrative Coordinator
Hon. Minister Lisa Beare's Office
Ministry of Tourism, Arts & Culture
P: 250-387-6808 | F: 250.387.4099



Please consider the environment before printing this email.

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Thursday, June 14, 2018 2:16 PM
To: Hahn, Andra EDUC:EX
Subject: RE: June 19 @ 11:00 to 1:30

Hi Andra,

We will put a room aside for the Minister to make his calls. For the conference codes, please use the ones provided for your office.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hahn, Andra EDUC:EX
Sent: Thursday, June 14, 2018 11:25 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: Hahn, Andra EDUC:EX <Andra.Hahn@gov.bc.ca>
Subject: June 19 @ 11:00 to 1:30

Hello VCO,

1. The **Minister** requesting: Fleming
2. The **Date:** June 19
3. The **Time:** 11:00 to 1:30
4. The **number of attendees** and a **list of their names** (& the name of the organization if possible)
 - a. Minister Fleming
 - b. Veronica Harrison, Sr. Ministerial Assistant

Minister Fleming will be arriving to VCO at approximately 9am for Treasury Board and then will be using the above room for a conference call.

Veronica will be the moderator in the conference call, can she use our conference line phone# , moderator code and participant code that we use in the Minister's office or is there a different set of #'s and codes to use from VCO?

Thanks,
Andra

Andra Hahn
Office of the Hon. Rob Fleming
Minister of Education
Room 124, Parliament Buildings
Victoria, B.C.
250-387-8838

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 2:08 PM
To: Faust, Marnie L GCPE:EX
Subject: RE: Danny Loubert

Thanks Marnie!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Faust, Marnie L GCPE:EX
Sent: Thursday, June 14, 2018 2:07 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Danny Loubert

FYI – confirmed from 1 to noon for you on Tuesday.....

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

From: GCPE R 617 Government Street, N406, (Seats 14 people) GCPE:EX
Sent: Thursday, June 14, 2018 2:03 PM
To: Faust, Marnie L GCPE:EX
Subject: Accepted: Danny Loubert
When: Tuesday, June 19, 2018 11:00 AM-12:00 PM (UTC-08:00) Pacific Time (US & Canada).
Where:

Shortt, Amanda PREM:EX

Subject: Stakeholder Presentation
Location: GCPE R 617 Government Street, N406, (Seats 14 people) GCPE:EX

Start: Tue 2018-06-19 10:00 AM
End: Tue 2018-06-19 12:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Loubert, Danny PREM:EX
Required Attendees: Oreck, Mira PREM:EX; Lloyd, Evan GCPE:EX; Aaron, Sage PREM:EX; Hardin, Karl GCPE:EX; Gibbs, Robb GCPE:EX
Resources: GCPE R 617 Government Street, N406, (Seats 14 people) GCPE:EX

Good Afternoon,

Please hold this time for a presentation with George Marshall.

As this will be a presentation we ask you please attend in person at one of the following locations:

Vancouver: Vancouver Cabinet Office – Boardroom 4

Victoria : GCPE Office 4th floor 617 Gov't Street – Room N406

If you are unable to attend in person please use the following Conference line to connect:

Dial-in Phone Numbers:

s.15,s.17

Participant Conference ID: s.15,s.17

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 1:44 PM
To: Parkinson, Elizabeth PREM:EX
Subject: RE: Harbour Air Flight Itinerary. Thanks for booking!

Hi Elizabeth.

I did book these on Turbobucks I had hoped they would show.

Would it be beneficial for me to send you an email each week instead with use? (instead of these one offs?)

Warmest Regards,

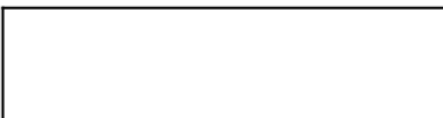
Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Parkinson, Elizabeth PREM:EX
Sent: Thursday, June 14, 2018 1:40 PM
To: Loubert, Danny PREM:EX
Subject: FW: Harbour Air Flight Itinerary. Thanks for booking!

Hi Danny,

This doesn't say it's a turbobucks payment... so not sure if it was intended for me.

From: Harbour Air, Whistler Air & Saltspring Air [<mailto:reservation@harbourair.com>]
Sent: Thursday, June 14, 2018 12:20 PM
To: Loubert, Danny PREM:EX; Parkinson, Elizabeth PREM:EX
Subject: Harbour Air Flight Itinerary. Thanks for booking!



[Check Flight Status](#)

[Manage Flight](#)

[Deals & Specials](#)

[High Flyer Rewards](#)

[My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about

Select Seating at check in - only \$10.00!

Harbour Air Team

Customer Information

Account

HAS #	s.22
Name	Danny Loubert
Company	Province Of Bc

Booking s.22

Friday, June 15, 2018

Flight #203/Twin Otter

07:00 Vancouver Harbour / [Map](#) ☐

07:30 Victoria Harbour / [Map](#) ☐

30 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

• Don Bain, Male

[Add to Calendar](#)

Invoice s.17

Air Transportation Charges

Sked 200/300 : (Pk) GO Flex \$198.07

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$10.42

Billing \$208.58

Taxes \$10.42

Grand Total \$219.00

GoFlex Fare Conditions:

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure (subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:

100% cancellation fee if cancelled within 24hrs of departure

Booking s.22

Friday, June 15, 2018

Flight #2100

11:30 Victoria Harbour / Map ☐

12:05 Vancouver Harbour / Map ☐

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

. Don Bain, Male

Add to Calendar

Invoice s.17

Air Transportation Charges

Sked 200/300 : (St) GO Flex \$186.64

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$9.85

Billing \$197.15

Taxes \$9.85

Grand Total \$207.00

GoFlex Fare Conditions:

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure (subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

Baggage:

All routes (except routes listed below)

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Ganges & Maple Bay

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

Between South Vancouver (YVR), Victoria & Nanaimo

50 lbs. Guaranteed
\$1/lb. over 50 lbs.

Scenic & Packaged Tours Cancellation:
100% cancellation fee if cancelled within 24hrs of
departur e

Booking Information

Domestic Flights

Check-in time is 25 minutes prior to departure. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 15 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.

Please be prepared to show government issued photo identification. It's required for all passengers 18 years and older.

Our records indicate that the passenger(s) reserved on the flight(s) is/are **not an Unaccompanied Minor (11 and under)**.

Luggage restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding allowance will be sent on a standby basis and may be subject to excess luggage fees.

The maximum weight per single piece of luggage is 50 pounds.

Wait-listed flights and tours are considered confirmed when the passenger receives the call; voicemails do not guarantee confirmation. Please contact our reservations department at 1-800-665-0212 at your earliest convenience if you receive a wait-list voicemail.

Cancellations:

Please note that flights may experience delays or cancellations due to inclement weather.

Scheduled flight group bookings of 4 or more: any cancellations made within 24 hours of departure are subject to a 50% cancellation fee. (For passengers booked on GoGOLD, Flex & Lite/ GoFAST fares are non-refundable)

Scenic and packaged tours: any cancellations made within 24 hours of departure are subject to a 100% cancellation fee.

Flights departing from or terminating in Maple Bay will stop and/or transfer at Ganges, Salt Spring Island.

Aircraft type specified at time of booking may be subject to change due to operational requirements and is subject to availability.

Complimentary shuttle service (drop-off only) is available at our downtown Vancouver, South Vancouver (YVR), Victoria and Whistler locations.

International Flights

Check in time is 45 minutes prior to flight time. Unclaimed seats may be sold 15 minutes prior to departure. Passengers not checked-in 45 minutes prior to departure may be charged a no-show fee in the full amount of their flight and have return flights cancelled.

Passport book required for all passengers including infants *Nexus, Enhanced Drivers Licenses and passport cards are not accepted at this border crossing.

Cancellations:

Please note that flights may experience delays or cancellations due to inclement weather.

Cancellations less than 24 hours result in a full forfeiture of the fare

Cancellations more that 24 hours prior to departure will remain as a flight credit for use within 18 months of the first cancellation date.

Luggage restrictions based on fare booked. Please see Luggage for complete details. All luggage exceeding

allowance will be sent on a standby basis and may be subject to excess luggage fees.

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■

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 12:04 PM
To: Oreck, Mira PREM:EX
Subject: RE: invitation to meeting

Hi Mira,

Can you confirm this is in both Victoria and Vancouver?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Oreck, Mira PREM:EX
Sent: Thursday, June 14, 2018 11:13 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: invitation to meeting

Danny,

Please send out a calendar invite to the meeting on Tuesday to the people I listed in the email. The meeting will be with George Marshall from 10am-12pm.

Thank you,
Mira

Mira Oreck, Director of Stakeholder Relations
Office of the Premier
#740 – 999 Canada Place
Vancouver, BC
604 839 1967

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 11:24 AM
To: Piotrowicz, Eddie P FIN:EX
Subject: RE: PREM: Create New Mailbox

Hi Eddie,

Was a typo on my end

IDIR is : CKINGSTO

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Piotrowicz, Eddie P FIN:EX
Sent: Thursday, June 14, 2018 11:23 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: PREM: Create New Mailbox

Hi Danny, do you have a name for this IDIR nothing is coming up for CKingston?

From: Danny.Loubert@gov.bc.ca [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Wednesday, June 13, 2018 12:22 PM
To: FIN IMB Service Desk (78912) FIN:EX; Loubert, Danny PREM:EX
Subject: PREM: Create New Mailbox

Remember to set mailbox size to unlimited. - Jacob

Checkout Information

On-Site Address: 740-999 Canada Place Vancouver, BC V6C 3E1
On-Site Contact Name: Danny Loubert
On-Site Contact Phone: (604)775-1677
Account: PREM-VANCOUVER CABINET OFFICE
Ministry Number: 004
Responsibility Centre: 36346
Service Code: 34410
Project Number: 3600000
Expense Authority: Vanessa Geary

Service Requests

Email - New Shared Mailbox
Mailbox Name: PREM Stakeholder Relations

Mailbox Owner: Cviaud

Mailbox User Access: Viaud, Chantille (Cviaud), CKingston Moreck

Mailbox Email Address: SRPO@gov.bc.ca

Requestor: Loubert, Danny PREM:EX

Email: Danny.Loubert@gov.bc.ca

Time: 2018-06-13 12:22:06

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 10:41 AM
To: Geary, Vanessa PREM:EX
Subject: FW: E128790 - GEARY, VANESSA
Attachments: E128790 - GEARY, VANESSA.pdf

Hi Vanessa,

Please see the note from Finance regarding the updated claim.
Just a note Tips are not reimbursable for cab trips.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Sent: Thursday, June 14, 2018 10:21 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: E128790 - GEARY, VANESSA

Hi Danny,
This claim has been amended to include the pre-tip taxi amounts. New claim total is \$61.40.
Thanks!
~S

From: Szabo, Maria PREM:EX
Sent: Tuesday, May 29, 2018 11:44 AM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128790 - GEARY, VANESSA

Hi again,

Please find Vanessa's travel claim E128790 attached.

Best,

Maria Szabo | Support Staff, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | E: maria.szabo@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 10:07 AM
To: Higgins, Keira PREM:EX
Subject: RE: DMC attendance

Thanks Keira!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Higgins, Keira PREM:EX
Sent: Thursday, June 14, 2018 10:06 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: DMC attendance

Hi Danny,

Please note the following DMs will attend DMC tomorrow from VCO:

Sandy C
Fazil M
Trevor H
Christina Z

Thanks,

Keira Higgins, Executive Administrative Coordinator
Office of the Premier, Deputy Minister
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
Ph: (250) 356-2206

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 9:42 AM
To: Marshall, Laura FIN:EX
Subject: RE: Tb today

Thanks Laura!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Marshall, Laura FIN:EX
Sent: Thursday, June 14, 2018 9:41 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Tb today

Just delivered :)

Sent from my iPhone

> On Jun 14, 2018, at 09:33, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

>

> Hi Laura,

>

> Minister Farnworth's MA Nimmi Left her bag in the Cabinet Boardroom is it possible to have to it brought out? It's a brown bag and should be beside Lisa Anderson.

>

> Warmest Reagrds,

>

> Danny Loubert | Administrative Coordinator, Operations and Strategic
> Initiatives Vancouver Cabinet Office | Office of the Premier
> P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

>

> -----Original Message-----

> From: Marshall, Laura FIN:EX

> Sent: Thursday, June 14, 2018 9:13 AM

> To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

> Subject: Tb today

>

> Hi Danny,

>

> If you're not busy, are you able to see if Minister Farnworth, DM Mark Sieben and ED Lisa Anderson are ready? We should be ready for them in 5-10min.

>

> Thanks!

>

> Laura

>
> Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 9:33 AM
To: Magee, Tracey FIN:EX
Subject: RE: Invoice For Ord# V48696 Attached

Thanks Tracey!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Magee, Tracey FIN:EX
Sent: Thursday, June 14, 2018 9:20 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Invoice For Ord# V48696 Attached

Here you go!

From: Magee, Tracey FIN:EX
Sent: Tuesday, May 29, 2018 8:14 AM
To: Loubert, Danny PREM:EX
Subject: Invoice For Ord# V48696 Attached

Hi Danny,

Attached is the invoice for the height adjustable desk for the Vancouver Office for payment.

Tracey Magee
Facilities Project Manager
Corporate, Financial and Facilities Services Branch
Corporate Services Division
Ministry of Finance
Ph: 250-812-8859

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 14, 2018 8:34 AM
To: Duncan, Nikki PSSG:EX; Szabo, Maria GCPE:EX
Subject: RE: Meeting room request - June 14th

Thanks Nikki.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Duncan, Nikki PSSG:EX
Sent: Thursday, June 14, 2018 7:52 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Szabo, Maria GCPE:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Meeting room request - June 14th

I apologize, Wayne Rideout was confirmed late last night. He will be there for the 8am meeting.
Thank you

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 2:41 PM
To: Duncan, Nikki PSSG:EX; Hembree, Sara PSSG:EX
Subject: RE: Meeting room request - June 14th

Hi Nikki,

I have booked a space for the Minister to meet with his Staff.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Duncan, Nikki PSSG:EX
Sent: Friday, June 8, 2018 2:19 PM
To: Hembree, Sara PSSG:EX <Sara.Hembree@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Meeting room request - June 14th

Hi Maria,
I'm helping Sara out with a couple things calendar wise, and we need a meeting room for briefing that Minister Farnworth is having with Ministry staff. Would it be possible to book a room at VCO (740 -999 Canada Place) on **Thursday, June 14th @ 8am – 9am?**

Attendees:
Minister Farnworth

DSG Mark Sieben
ADM Clayton Pecknold
Wayne Rideout
Jamie Lipp

Thank you!

Nikki Duncan | Manager, Executive Operations
Office of the Deputy Solicitor General

Ministry of Public Safety and Solicitor General
11th Floor, 1001 Douglas Street | Victoria, BC V8W 2C5
Phone: 250-387-5131

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 4:36 PM
To: Demelo, Paula IRR:EX
Cc: Geary, Vanessa PREM:EX
Subject: RE: Details for MACIW tomorrow and Friday

Hi Paula!

I just did a check in the back and we have a easel and a flip chart for them to use!

Have them check-in with Vanessa Geary when they arrive.

Have a great evening,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:34 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Details for MACIW tomorrow and Friday

Ok, thank you Danny

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 4:33 PM
To: Demelo, Paula IRR:EX
Subject: RE: Details for MACIW tomorrow and Friday

It is recommended that groups bring their own supplies.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:31 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Demelo, Paula IRR:EX <Paula.Demelo@gov.bc.ca>
Subject: RE: Details for MACIW tomorrow and Friday

Danny does the VCO rooms have flip charts? Our info on VCO rooms doesn't mention flip charts.

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:30 PM
To: Loubert, Danny PREM:EX

Cc: Demelo, Paula IRR:EX

Subject: RE: Details for MACIW tomorrow and Friday

Hi Danny,

The staff contact is Sara Pye. Her cell # is s.22

The caterer is Dirty Apron and the deliveries will be at 8:15 AM for 11:45 AM on both days.

Attendees:

MACIW:

Chastity Davis, Chair

Barbara Ward-Burkitt, Vice Chair

Lorna Williams, Member, Elder Representative

Linda Thomas, Member

Sarah Robinson, Member

Coreen (Yakawilas) Child, Member

Paulette Flamond, Member

MIRR:

Laurel Nash, Assistant Deputy Minister

Juanita Berkhout, A/ Executive Director

Sara Pye, Director

Julie Bartlett, A/ Senior Advisor

Guests:

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 4:33 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Details for MACIW tomorrow and Friday
Attachments: 01 - Agenda - MACIW Quarterly Meeting June 14-15 2018.pdf

Hi Vanessa,

Details for tomorrow's MACIW meeting

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:30 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Demelo, Paula IRR:EX <Paula.Demelo@gov.bc.ca>
Subject: RE: Details for MACIW tomorrow and Friday

Hi Danny,

The staff contact is Sara Pye. Her cell # is s.22
The caterer is Dirty Apron and the deliveries will be at 8:15 AM for 11:45 AM on both days.

Attendees:

MACIW:

Chastity Davis, Chair
Barbara Ward-Burkitt, Vice Chair
Lorna Williams, Member, Elder Representative
Linda Thomas, Member
Sarah Robinson, Member
Coreen (Yakawilas) Child, Member
Paulette Flamond, Member

MIRR:

Laurel Nash, Assistant Deputy Minister
Juanita Berkhout, A/ Executive Director
Sara Pye, Director
Julie Bartlett, A/ Senior Advisor

Guests:

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 4:30 PM
To: Demelo, Paula IRR:EX
Subject: RE: Details for MACIW tomorrow and Friday

Thanks Paula!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Demelo, Paula IRR:EX
Sent: Wednesday, June 13, 2018 4:30 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Demelo, Paula IRR:EX <Paula.Demelo@gov.bc.ca>
Subject: RE: Details for MACIW tomorrow and Friday

Hi Danny,

The staff contact is Sara Pye. Her cell # is s.22
The caterer is Dirty Apron and the deliveries will be at 8:15 AM for 11:45 AM on both days.

Attendees:

MACIW:

Chastity Davis, Chair
Barbara Ward-Burkitt, Vice Chair
Lorna Williams, Member, Elder Representative
Linda Thomas, Member
Sarah Robinson, Member
Coreen (Yakawilas) Child, Member
Paulette Flamond, Member

MIRR:

Laurel Nash, Assistant Deputy Minister
Juanita Berkhout, A/ Executive Director
Sara Pye, Director
Julie Bartlett, A/ Senior Advisor

Guests:

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 4:16 PM
To: Hunt, Charlotte PSSG:EX
Subject: RE: Meeting Room Booking - Jun 14 at 12:00

Thanks Charlotte!

I hope you have a good evening :)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hunt, Charlotte PSSG:EX
Sent: Wednesday, June 13, 2018 4:16 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Meeting Room Booking - Jun 14 at 12:00

Hi Danny,

The meeting room was put on hold for meeting with Minister Farnworth, DM, Jeff Ryan, Stephanie Tan, Nimmi & Mark. The meeting date is being pushed ahead to another date. So we no longer need it for that time.

Thanks for checking with me on this one!



Charlotte Hunt
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2178*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 4:13 PM
To: Tsang, Robin FIN:EX
Subject: Setting up a Video Conference in Boardroom 4 Next week

Hi Robin,

I have some questions when you have some time about setting up a meeting next week using the Video Conferencing equipment in Boardroom 4.

If we don't connect tonight lets connect tomorrow.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 13, 2018 3:59 PM
To: Campbell, Sue LBR:EX
Subject: RE: Room request

Hi Sue,

I have booked Minister Bains a meeting room for this Meeting.

I hope you have a great afternoon!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Campbell, Sue LBR:EX
Sent: Wednesday, June 13, 2018 3:24 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Room request

Hi

I'd like to book a room.

Minister: Honourable Harry Bains
Date: June 26, 2018
Time: 11:30am
Attendees: 5-6 people

Minister Bains
Michael Cheevers
Trevor Hughes
Bob Ashton
Patrick Bolen

I'll let you know if there are any more attendees.

Thank you

Sue Campbell
Administrative Coordinator
The Honourable Harry Bains
Minister of Labour

Room 342 | Legislative Assembly | Victoria | British Columbia | V8V 1X4
Phone: 250-953-0912 | Email: sue.campbell@gov.bc.ca

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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 13, 2018 3:56 PM
To: Campbell, Sue LBR:EX
Subject: RE: room requested for 12

Hi Sue,

We have booked a room for the Minister for this meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Campbell, Sue LBR:EX
Sent: Wednesday, June 13, 2018 3:37 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: room requested for 12

Hi

I'm needed a room on July 4, 2018.

Minister: Hon. Harry Bains
Date: July 4
Time: 1:30-2:30. May extend to 3pm

Attendees: 12 people

Minister

Karen

Trevor

Jeff Guignard, ABLE

George Higgins, Coalition of BC Business

Chris Gardner, ICBA

Muneesh Sharma, BOMA

Mark von Schellwitz, Restaurants Canada

Ruth Salmon, Salmon Farmers

Neil Moody, CHBABC

Thomas Foreman, BSIA

Blair Qualey, New Car Dealers

Sue Campbell

Administrative Coordinator

The Honourable Harry Bains

Minister of Labour

Room 342 | Legislative Assembly | Victoria | British Columbia | V8V 1X4
Phone: 250-953-0912 | Email: sue.campbell@gov.bc.ca

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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 13, 2018 3:38 PM
To: Silverio, Lisa FLNR:EX
Subject: RE: June 26th Meeting Room MDD

Hi Lisas,

We have blocked a space for the Minister pending the final details.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Silverio, Lisa FLNR:EX
Sent: Wednesday, June 13, 2018 1:50 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: June 26th Meeting Room MDD

Hello,
Looking to book a meeting room for the following:

June 26th: MDD and Tim Renneberg

230pm-245pm Pre Brief with Staff
245-315 Meeting with UBCM-attendees TBC

330pm pre brief
345-415pm Meeting with Canopy Growth
David Bieber and Stephanie Tan, Canopy Growth's Director of Government and Stakeholder Relations for Western Canada

Will forward names for UBCM once confirmed,



Lisa Silverio
Administrative Coordinator to the
Honourable Doug Donaldson
Minister of Forests, Lands, Natural Resource Operations and Rural Development
t 250.356.6211 f 250.387.1040

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 3:25 PM
To: Faust, Marnie L GCPE:EX
Subject: RE: Meeting Space for Robb Gibbs

Hi Marnie,

Thanks for the request if you could forward the names of the guests joining I will put a room aside for Robb.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Faust, Marnie L GCPE:EX
Sent: Wednesday, June 13, 2018 12:47 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Meeting Space for Robb Gibbs

From: Faust, Marnie L GCPE:EX
Sent: Wednesday, June 13, 2018 12:47 PM
To: Loubert, Danny MIT:EX
Subject: Meeting Space for Robb Gibbs

Hi Danny,

Hoping to secure meeting space (small room) for Robb Gibbs to meet tomorrow at VCO from 1130am to 1pm.

Thanks for getting back to me as your convenience.

Marnie

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 2:13 PM
To: Gardea, Daniela MAH:EX
Subject: RE: Selina's meetings at VCO today

Hi Daniela,

I have booked your up front here in one of the rooms, I would be happy to set up the conference line. I would just need the conference ID.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Gardea, Daniela MAH:EX
Sent: Wednesday, June 13, 2018 1:36 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Selina's meetings at VCO today

Hi Danny

Do you know if the room where MSR will be having her meetings today at VCO has a telecomm? If so, any chance you can dial us in before the meeting? Craig will be on at 2:30 and I'll be dialing in at 3.

Let me know? Thanks!

--

Daniela Gardea
Ministerial Assistant
Minister of Municipal Affairs and Housing and responsible for Translink
C: (778) 677-4304
E: daniela.gardea@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 1:24 PM
To: Higgins, Keira PREM:EX
Subject: RE: Request for meeting room - Don Wright

Hi Keira,

I'll book a meeting room for Don for his meetings. He does have an office to work out of as well.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Higgins, Keira PREM:EX
Sent: Wednesday, June 13, 2018 1:12 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Request for meeting room - Don Wright

Hi Danny,

May I please book a small meeting room for Don on June 21st from 10:00-4:30? So far he just has this meeting but will be booking others.

MEETING: Don Wright and Maryam Golnaraghi
Time: 3:30-4:00

Keira Higgins, Executive Administrative Coordinator
Office of the Premier, Deputy Minister
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
Ph: (250) 356-2206

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 11:56 AM
To: Chandler, Alex FIN:EX
Subject: Re: Treasury Board Attendees for June 14

s.22

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Chandler, Alex FIN:EX
Sent: Wednesday, June 13, 2018 11:42 AM
To: Loubert, Danny PREM:EX
Subject: RE: Treasury Board Attendees for June 14

s.22

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 11:37 AM
To: Chandler, Alex FIN:EX; FYDIBOHF23SPDLT
Cc: Giesbrecht, Mandy FIN:EX; Marshall, Laura FIN:EX
Subject: Re: Treasury Board Attendees for June 14

Thanks Alex,

s.22

Robyn Tsang will be on site and can assist.

See you tomorrow

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Chandler, Alex FIN:EX
Sent: Wednesday, June 13, 2018 11:34 AM
To: Loubert, Danny PREM:EX; 'Szabo, Maria PREM:EX'; FYDIBOHF23SPDLT; Maria
Cc: Giesbrecht, Mandy FIN:EX; Marshall, Laura FIN:EX
Subject: Treasury Board Attendees for June 14

Maria (and Danny)

Here are the expected attendees at VCO for tomorrow's meeting.
Our Staff may need a hand turning on the Video Conference machinery...

TB Members:

Minister Robinson
MLA Ma

TB Staff:

Laura Marshall

Presenters:

Item 1 – 8:30 – 930

Minister Eby

Item 2 – 9:30 – 10:30

Minister Farnworth
Mark Sieben, Deputy Minister, PSSG
Lisa Anderson, ED, PSSG

Items 3/4/5

Presenters in Chambers

Regards

Alex Chandler

Executive Director
Treasury Board Staff
Ministry of Finance
Tel: 778-698-1542 | Fax: 250-356-7624
E-mail: alex.chandler@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 10:53 AM
To: Liens, Raymond MMHA:EX
Subject: RE: MHAWG June 12 Minute

Sure thing!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Liens, Raymond MMHA:EX
Sent: Wednesday, June 13, 2018 10:51 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: MHAWG June 12 Minute

Hi Danny.

Could you please print this out for MJD? I should be there shortly to pick it up for her. Thanks very much.
-R

Raymond LIENS
Executive Assistant to Hon. Judy Darcy
Minister of Mental Health and Addictions

Begin forwarded message:

From: "Gotto, Sarah F MMHA:EX" <Sarah.Gotto@gov.bc.ca>
Date: June 13, 2018 at 10:43:02 AM PDT
To: "Liens, Raymond MMHA:EX" <Raymond.Liens@gov.bc.ca>
Subject: FW: MHAWG June 12 Minute

As promised.

From: Gervais, Monica PREM:EX
Sent: Wednesday, June 13, 2018 8:41 AM
To: Turner, Julie MMHA:EX; MacDonald, Alex MMHA:EX
Cc: Gotto, Sarah F MMHA:EX; Lindsay-Baugh, Anna MMHA:EX
Subject: MHAWG June 12 Minute

Hi Julie and Alex,

Please obtain approvals from the DM and Chair for the MHAWG. If all okay, Alex, I will need this back today to get into binders for report out on June 20 Cabinet.

Thank you,
Monica

Monica Gervais

Director, Cabinet Operations, Office of the Premier
617 Government Street, Suite 049, Victoria, British Columbia
Tel: 250-387-5541 / Cell: 250-415-7064 / Fax: 250-387-7392

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 10:53 AM
To: Anderson, Dianne S JTT:EX
Subject: RE: Card s.15,s. 17 Lynn Hale

Hi Dianne,

All done, please check to ensure the card was properly programmed 😊

Thanks!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Anderson, Dianne S JTT:EX
Sent: Wednesday, June 13, 2018 10:37 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Card s.15,s. 17 Lynn Hale

Hi – could you please add LAN room access to Card s.15,s. 17 for Lynn Hale – please and thanks.

Dianne Anderson
Contract Manager
Ministry of Jobs, Trade and Technology
Suite 730 – 999 Canada Place
Vancouver, British Columbia, V6C 3E1, Canada
Phone: 1-(604) 660-5886 Fax: 604-660-1320
Dianne.Anderson@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 9:48 AM
To: Sas, Jonathan IRR:EX; Plank, Sarah GCPE:EX
Cc: Sam, Anne-Marie IRR:EX
Subject: RE: Room at VCO this Friday

Hi Jonathan,

We do have a room for the Minister to use for this meeting it has a great view and should easily accommodate the whole group.

We will have what we normally put out for coffee and tea at receptions if there was anything further you wanted in the room I would suggest connecting with your admin to order (I would be happy to provide a list of catering companies we have used in the past).

As for the directions,
The office address is
Suite 740 - 999 Canada Place
Vancouver, BC

The entrance to the building is located to the right of the Starbucks and we are on the 7th floor,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Sas, Jonathan IRR:EX
Sent: Wednesday, June 13, 2018 8:57 AM
To: Plank, Sarah GCPE:EX <Sarah.Plank@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Sam, Anne-Marie IRR:EX <AnneMarie.Sam@gov.bc.ca>
Subject: Re: Room at VCO this Friday

Hey Danny,

Did we identify a room? And could we order tea and coffee for it?

Finally : do you have directions PO typically uses to direct folks to the VCO?

Jonathan Sas I Senior Ministerial Assistant to Minister Scott Fraser I Ministry of Indigenous Relations and Reconciliation

From: Sarah.Plank@gov.bc.ca
Sent: June 11, 2018 12:04 PM
To: Danny.Loubert@gov.bc.ca
Cc: Jonathan.Sas@gov.bc.ca; AnneMarie.Sam@gov.bc.ca

Subject: RE: Room at VCO this Friday

Hi again – a room that fits 10-12 should be fine. Thanks, Sarah.

Sarah Plank

Communications Director | Ministry of Indigenous Relations & Reconciliation
Government Communications & Public Engagement
Office: 250.952.1889 | Mobile: 250.208.9621 | Email: sarah.plank@gov.bc.ca

From: Plank, Sarah GCPE:EX
Sent: Monday, June 11, 2018 10:28 AM
To: Loubert, Danny PREM:EX
Cc: Sas, Jonathan IRR:EX; Sam, Anne-Marie IRR:EX
Subject: Re: Room at VCO this Friday

Hi Danny - I think it would be 10-12 at most, but will confirm how many will be in the Tahltan party and get back to you.

Thabks,
Sarah

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

Sent from my iPhone

On Jun 11, 2018, at 10:19 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Jonathan,

It was great seeing as well!

Id be happy to look into space. Do you have an idea how many people will be present?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Sas, Jonathan IRR:EX
Sent: Monday, June 11, 2018 9:52 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Plank, Sarah GCPE:EX <Sarah.Plank@gov.bc.ca>; Sam, Anne-Marie IRR:EX <AnneMarie.Sam@gov.bc.ca>
Subject: Room at VCO this Friday

Hey Danny,

Good to see you last week.

We are in Vancouver this Friday for the MACIW meeting. However, we are also looking to host, from 9 am to 10 am, a meeting with the Tahltan Central Government, including the Chiefs from the three Tahltan Nations.

Is there a room we could book big that has good lighting? We will be doing a signing of an agreement and want to take good pictures.

I've copied our comms director here to answer any logistical questions you may have,

Cheers

Jonathan Sas | Senior Ministerial Assistant | Ministry of Indigenous Relations and Reconciliation | 778 587 4376

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 8:36 AM
To: Viaud, Chantille PREM:EX
Subject: RE: Service Request

Good Morning Chantille,

Ill get that started today,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Tuesday, June 12, 2018 4:40 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Service Request

Hi Danny,

Could you please do up a service request for the creation of a generic email for our team: SRPO@gov.bc.ca or stakeholder.relations@gov.bc.ca ?

The mailbox would need to be forwarded to one of our emails as we won't be using it apart from signing on to programs and other generic team logins.

We don't need an IDIR or access to a shared drive through this email.

I spoke with David Henry who said if you have questions to call him, otherwise he's aware of the request😊

Thanks buddy!
C.

Chantille Viaud | Manager, Stakeholder Relations
Office of the Premier
P: 604-838-3025 | E: chantille.viaud@gov.bc.ca

Shortt, Amanda PREM:EX

Subject: Call with MCJ - non profits
Location: Conference Call Information Enclosed

Start: Tue 2018-06-19 12:45 PM
End: Tue 2018-06-19 1:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Viaud, Chantille PREM:EX
Required Attendees: Oreck, Mira PREM:EX; Geary, Vanessa PREM:EX; Henry, Molly FIN:EX

Access codes:
Participant Conference ID: s.15,s.17

Dial-in Phone Numbers:
s.15,s.17

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 8:30 AM
To: Viaud, Chantille PREM:EX
Subject: RE: Call June 19 12:45-1:00

Hi Chantille,

Will do!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Tuesday, June 12, 2018 5:12 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Call June 19 12:45-1:00

Hi Danny,
Can you please reserve the line for a government call June 19 from 12:45-1:15 and put the call in info in my calendar so it goes to the attendees?

Thank you!
C.

Chantille Viaud | Manager, Stakeholder Relations
Office of the Premier
P: 604-838-3025 | E: chantille.viaud@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 8:30 AM
To: MacDonald, Alex MMHA:EX
Subject: RE: North Vancouver announcement materials - June 13, 2018

Good Morning Alex,

Sure thing, If you could please forward the documents for printing.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: MacDonald, Alex MMHA:EX
Sent: Wednesday, June 13, 2018 12:09 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fwd: North Vancouver announcement materials - June 13, 2018

Hi Danny,
Would you be able to print these materials for Minister Darcy tomorrow morning when she is there for Cabinet?
-Alex

Begin forwarded message:

From: "McCorkindale, Mack LASS:EX" <Mack.McCorkindale@leg.bc.ca>
Date: June 12, 2018 at 5:14:53 PM PDT
To: "Lindsay-Baugh, Anna MMHA:EX" <Anna.LindsayBaugh@gov.bc.ca>
Cc: "MacDonald, Alex MMHA:EX" <Alex.MacDonald@gov.bc.ca>, "Liens, Raymond MMHA:EX" <Raymond.Liens@gov.bc.ca>
Subject: RE: North Vancouver announcement materials - June 13, 2018

Got it, thanks!

Mack McCorkindale
Constituency Assistant
Bowinn Ma, MLA | North Vancouver-Lonsdale
604 981 0042 | 5-221 W Esplanade, North Vancouver, BC V7M 3J3
Skwxwú7mesh-ulh Temíxw & səliłwətaʔt təməxʷ

www.bowinnmamla.ca

From: Lindsay-Baugh, Anna MMHA:EX [<mailto:Anna.LindsayBaugh@gov.bc.ca>]
Sent: June 12, 2018 4:56 PM
To: McCorkindale, Mack <Mack.McCorkindale@leg.bc.ca>
Cc: MacDonald, Alex MMHA:EX <Alex.MacDonald@gov.bc.ca>; Liens, Raymond MMHA:EX

<Raymond.Liens@gov.bc.ca>

Subject: FW: North Vancouver announcement materials - June 13, 2018

Hi Mack,

I previously sent you the speaking notes for MLA Ma, but I wanted to make sure she has the final QA and event details for tomorrow's announcement.
Please give me a ring if you have any questions.

Cheers,

Anna

--

Anna Lindsay-Baugh

Ministerial Assistant to the

Honourable Judy Darcy

Minister of Mental Health and Addictions

Room 346 Parliament Buildings

C: 778-677-4091 | anna.lindsaybaugh@gov.bc.ca

From: Gostelow, Tara GCPE:EX

Sent: Tuesday, June 12, 2018 4:23 PM

To: Liens, Raymond MMHA:EX; Lindsay-Baugh, Anna MMHA:EX; MacDonald, Alex MMHA:EX

Cc: Gotto, Sarah F MMHA:EX; Corns, Paul GCPE:EX; McNeney, Mike GCPE:EX

Subject: North Vancouver announcement materials - June 13, 2018

Hi, team –

I understand the Minister already has her speaking notes for tomorrow's event, but have included just in case.

Please find attached the finalized NR, the Minister's KM/QA document and the Event Details document.

Many thanks,

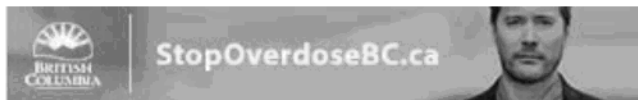
Tara Gostelow

Senior Public Affairs Officer

Ministry of Mental Health and Addictions

250-893-7136 (mobile)

Tara.Gostelow@gov.bc.ca



Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 6:55 AM
To: Lee, Penny FIN:EX
Subject: Re: 875827-59649-Danny Loubert-Change Telephone Display

Thanks Penny!!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Lee, Penny FIN:EX
Sent: Tuesday, June 12, 2018 5:02 PM
To: Loubert, Danny PREM:EX
Subject: 875827-59649-Danny Loubert-Change Telephone Display

Hi Danny, I have submitted I-store 875827 to request the display change as noted below. I will advise when the request has been completed. Please let me know if you have any questions. Thank you.

Penny Lee
Telephone Coordinator
Ministry of Finance, Corporate Services, Information Management Branch
Supporting Finance, Office of the Premier and various other agencies
9-250-387-8912

From: Danny.Loubert@gov.bc.ca [mailto:Danny.Loubert@gov.bc.ca]
Sent: Tuesday, June 12, 2018 1:15 PM
To: FIN IMB Service Desk (78912) FIN:EX; Loubert, Danny PREM:EX
Subject: Service Request Form

Checkout Information

On-Site Address: 740-999 Canada Place Vancouver, BC V6C 3E1
On-Site Contact Name: Danny Loubert
On-Site Contact Phone: (604)775-1677
Account: PREM-VANCOUVER CABINET OFFICE
Ministry Number: 004
Responsibility Centre: 36346
Service Code: 34410
Project Number: 3600000
Expense Authority: Vanessa Geary

Service Requests

Others - Other

Details: Please change the display for 604-775-1662 to read "Province of BC" - For Penny Lee to take care of.

Requestor: Loubert, Danny PREM:EX

Email: Danny.Loubert@gov.bc.ca

Time: 2018-06-12 13:15:23

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 13, 2018 6:55 AM
To: Geary, Vanessa PREM:EX
Subject: Re: s.22

Good Morning Vanessa,

s.22

I'll see you later this morning.

Cheers,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Original Message

From: Geary, Vanessa PREM:EX
Sent: Wednesday, June 13, 2018 6:52 AM
To: Loubert, Danny PREM:EX
Subject: s.22

s.22

ThxV

Sent from my iPhone

Page 357 to/à Page 359

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 4:12 PM
To: Oreck, Mira PREM:EX
Subject: RE: Tuesday meeting

Hi Mira,

I have booked Boardroom 4 for your meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Oreck, Mira PREM:EX
Sent: Tuesday, June 12, 2018 4:07 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Tuesday meeting

Yes. Thank you!

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 4:03 PM
To: Oreck, Mira PREM:EX
Subject: RE: Tuesday meeting

Hi Mira,

Just to confirm this is next Tuesday (19th?)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Oreck, Mira PREM:EX
Sent: Tuesday, June 12, 2018 3:53 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: Tuesday meeting

Hi, Danny –

I have a meeting booked for Tuesday morning that includes two outside stakeholders, myself, Evan Lloyd, Sage Aaron, Karl Hardin and possibly Robb Gibbs by phone. It is a presentation from 10am-12pm. Can you please let me know if there is a room available?

Thank you!

Mira

Mira Oreck, Director of Stakeholder Relations
Office of the Premier
#740 – 999 Canada Place
Vancouver, BC
604 839 1967

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 4:10 PM
To: Flesh, Cindy AEST:EX
Subject: RE: Meeting Room Wednesday June 13th 1:00-3:00 (no more than 10 people)

Thanks Cindy,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Flesh, Cindy AEST:EX
Sent: Tuesday, June 12, 2018 4:06 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Meeting Room Wednesday June 13th 1:00-3:00 (no more than 10 people)

Attendees update

Minister Mark
EA Christina Rezpa
MA Christian Avendano
DM Shannon Baskerville – she will arrive around 115ish
Executive Lead Tony Loughran

Thanks and please let me know if you need anything further

Cindy Flesh
Administrative Coordinator to the
Honourable Melanie Mark
Minister of Advanced Education, Skills and Training
Telephone: 250-356-0179

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From: Szabo, Maria PREM:EX
Sent: Friday, June 1, 2018 12:28 PM
To: Flesh, Cindy AEST:EX
Cc: Loubert, Danny PREM:EX
Subject: RE: Meeting Room Wednesday June 13th 1:00-3:00 (no more than 10 people)

Hi Cindy – looks good, I've booked it. Thanks!

Maria
604-775-1600

From: Flesh, Cindy AEST:EX
Sent: June 1, 2018 12:27 PM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Meeting Room Wednesday June 13th 1:00-3:00 (no more than 10 people)

Hello Minister Mark would like to book at meeting room for Wednesday June 13th 1:00-3:00

Attendees so far

Minister Mark – EA Christian Rzepa, Shannon Baskerville , Tony Loughran, Kevin Brewster and Jeff Vasey

Thanks and please let me know if you need anything further.

Cindy Flesh
Administrative Coordinator to the
Honourable Melanie Mark
Minister of Advanced Education, Skills and Training
Telephone: 250-356-0179

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Shortt, Amanda PREM:EX

Subject: Canceled: Staff Meeting
Location: Boardroom 1

Start: Thu 2018-04-19 11:00 AM
End: Thu 2018-04-19 12:00 PM
Show Time As: Free

Recurrence: Weekly
Recurrence Pattern: every Thursday from 11:00 AM to 12:00 PM

Meeting Status: Not yet responded

Organizer: VCO Boardrooms, PREM PREM:EX
Required Attendees: Geary, Vanessa PREM:EX; Loubert, Danny PREM:EX; Szabo, Maria PREM:EX; Parkinson, Elizabeth PREM:EX

Importance: High

Will resume at a later date

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 1:10 PM
To: Hourston, Sveah JTT:EX
Subject: RE: VCO next week

Thanks Sveah!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hourston, Sveah JTT:EX
Sent: Monday, June 11, 2018 12:55 PM
To: Massy, Michelle E PREM:EX <Michelle.Massy@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Cc: Henry, David A FIN:EX <David.Henry@gov.bc.ca>
Subject: RE: VCO next week

Thanks Michelle. Danny and Maria, please see attached confirmation list for SSP on June 13th starting at 3:30pm. We have 7 members attending from VCO. We will not have staff over for this meeting. If you have any questions for SSP please let me know.

Thanks!
Sveah

From: Massy, Michelle E PREM:EX
Sent: Friday, June 8, 2018 9:50 AM
To: Loubert, Danny PREM:EX; Szabo, Maria PREM:EX
Cc: Henry, David A FIN:EX; Hourston, Sveah JTT:EX
Subject: VCO next week
Importance: High

Hi Danny and Maria,

We have quite a few meetings next week – please find all the surveys attached. There will be PremTech support over there for each meeting. I've also attached the catering report so you can see what will be provided for each meeting.

HWG - Brenda from CabOps will at VCO for this meeting as most members are participating from chambers

MHAWG – Brenda will remain at VCO for this meeting as well.

Cabinet – No CabOps Staff at this point (may change – will advise Monday)

ELUC – There may be no members at ELUC – will find out Monday. No CabOps Staff at this point (may change – will advise Monday)

PA – No CabOps Staff at this point (may change – will advise Monday)

SSP - I don't believe there will be any JTT staff over there but I've copied Sveah in hopes she can provide you with the survey of who you can expect at VCO.

Any questions please let me know!

Thanks!
Michelle

Michelle Massy

Manager | Cabinet Operations

Room 049 | 617 Government St. | Victoria, BC

250.387.0869 | cell: 250-516-0685

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Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Tuesday, June 12, 2018 10:37 AM
To: White, Emily MCF:EX
Subject: RE: June 26th - Minister Conroy

Good Morning Emily,

I will put a hold on a room pending final details and guest list.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: White, Emily MCF:EX
Sent: Tuesday, June 12, 2018 8:37 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: June 26th - Minister Conroy

Good morning –

I would like to book a room @ VCO for June 26th from 3pm – 3:45pm for Minister Katrine Conroy.

At this time I am not able to confirm all names of attendees (waiting to confirm these names and will get them to you ASAP), but can give you a rough estimate of numbers. There should be about 8 attendees. We will also need a polycom in the office.

Please let me know if this is possible!

Thank you so much,

Emily White

Administrative Coordinator

The Hon. Katrine Conroy

Minister of Children and Family Development

Room 134 | Parliament Buildings | Victoria | British Columbia | V8V 1X4
Phone: 250-387-2054 | Cell: 250-480-8176 | Email: emily.white@gov.bc.ca

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 10:25 AM
To: Poldrugovac, Saija FIN:EX
Subject: FW: Invoice From Enterprise Rent-A-Car
Attachments: CP_2DRFBT_850025167023_20180612110627.pdf

Hi Saija,

Re: E128887 for Don Bain.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: C4AR@ehi.com [mailto:C4AR@ehi.com]
Sent: Tuesday, June 12, 2018 9:07 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Invoice From Enterprise Rent-A-Car

Attached please find your Enterprise Rent-A-Car invoice.

Thank you for your prompt payment.

Best regards,
Enterprise Rent-A-Car

This e-mail was sent to danny.loubert@gov.bc.ca

File/s Attached with this email:

1) CP_2DRFBT_850025167023_20180612110627.pdf

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 10:24 AM
To: Massy, Michelle E PREM:EX
Cc: Lennox, Brenda PREM:EX
Subject: RE: COI Forms

Hi Michelle,

I'll keep a digital copy here should you need more in the future!

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Massy, Michelle E PREM:EX
Sent: Tuesday, June 12, 2018 10:12 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Lennox, Brenda PREM:EX <Brenda.Lennox@gov.bc.ca>
Subject: COI Forms

Hi Danny

I've attached a copy of the COI form ministers / MLAs fill out if they have a conflict during a meeting. I was wondering if you may be able to print about 30 or so (double sided) and give them to Brenda after HWG is finished.

I was just thinking we probably don't have any copies over there and we should probably find a spot in the meeting room for them that is easily accessible! Brenda - I'm hoping after HWG you could take a look around and put them somewhere in the room today (and let me know where you found a spot!).

Thanks so much!
Michelle

Michelle Massy
Manager | Cabinet Operations
Room 049 | [617 Government St.](#) | [Victoria, BC](#)
[250.387.0869](tel:250.387.0869) | cell: 250-516-0685

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 10:02 AM
To: Parkinson, Elizabeth PREM:EX
Subject: FW: Scan From <Device Name>
Attachments: Invoices 732, 821 - Bob Dewar Consulting20180612.pdf

Hi Elizabeth,

Please find the attached signed scanned invoices for Bob Dewar.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: DLOUBERT [mailto:Danny.Loubert@gov.bc.ca]
Sent: Tuesday, June 12, 2018 9:14 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Scan From <Device Name>

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 12, 2018 8:59 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: E128887 - BAIN, DON

Good morning Saija,

Sure thing Ill add it to my list 😊

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Poldrugovac, Saija FIN:EX
Sent: Tuesday, June 12, 2018 8:57 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: E128887 - BAIN, DON

Hi Danny,
Can you look into Don's rental car for me?
The receipt isn't the final receipt as it doesn't show payment. Also, the rate/fees are not the government rate. Maria has been really good at booking under the government agreement so the rental company might need a reminder. Once I have an updated receipt, I can pay this travel claim.
Thanks!
~Saija

From: Szabo, Maria PREM:EX
Sent: Thursday, June 7, 2018 9:50 AM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128887 - BAIN, DON

Hi there,

Please find Don's most recent travel claim E128887 attached.

Thanks!

Maria Szabo | Support Staff, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | E: maria.szabo@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 3:33 PM
To: Privett, Don PREM:EX
Subject: RE: CALLER - s.22 - MISSING BRIEFING DOCUMENTS

Hi Don,

Im not sure I have seen this but Ill have a look around the office.

Hope it turns up!

Danny

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Privett, Don PREM:EX
Sent: Monday, June 11, 2018 1:56 PM
To: Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Bowen, Bev LASS:EX <Bev.Bowen@leg.bc.ca>; Rochon, Jake PREM:EX <Jake.Rochon@gov.bc.ca>; Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>
Subject: CALLER - s.22 - MISSING BRIEFING DOCUMENTS

Hi all,

This email is to alert you to an issue dating back to last November.

s.22 gave some briefing documents on forestry to Romeo Tello on swearing in day to give to the Premier; Romeo asserts he gave the documents to Amber to pass to the Premier.

Romeo (Nov 20): "The only other info I have is that the briefing note is probably with a bunch of other items that were given to the Premier on swearing in day. When Amber and I last talked about this, she mentioned that those items are probably in a box tucked away somewhere in the office."

After a thorough search of the PO, these items are deemed missing/lost. As a courtesy, I am honoring ^{s.22} request of June 11, to ask around one more time if anyone knows the whereabouts of these documents (I have no further description of the items at this time).

I'm reaching out to anyone who may be associated with documents being passed or delivered to the Premier, or passed along by an intermediary for storage. If you could kindly reply to me at your convenience whether you know anything about these documents, have them, are willing to have a look for them, or are willing to keep an eye out for them. I will apprise s.22 of these actions. His concern is that these are original documents that he would like returned.

Thank you for your assistance,

Don

DON PRIVETT | Administrative Assistant | Premier's Office, Executive Branch
Phone: 250.387.1715 / 250.387.1716 | don.privett@gov.bc.ca
West Annex, Room 156 | Parliament Buildings, Victoria, BC V8W 9E1



Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 11, 2018 3:05 PM
To: McKnight, Valerie SDPR:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Minister Simpson, June 13th 8:30am Space

Thanks Val!

Ill remove the booking.

Have a great afternoon!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McKnight, Valerie SDPR:EX
Sent: Monday, June 11, 2018 2:50 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Minister Simpson, June 13th 8:30am Space

Hello,

We no longer need a space for Minister Simpson to use before Cabinet on Wednesday. Thank you so much for looking into getting him set up!!!!

Thanks!

Valerie McKnight
*Administrative Coordinator to the
Honourable Shane Simpson,
Minister of Social Development and Poverty Reduction
Phone: (250) 387-1423 Fax: (250) 356-7292*

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 11, 2018 1:54 PM
To: Hansen, Lucy HLTH:EX
Subject: RE: June 11 Boardroom

Hi Lucy,

The information we have doesn't seem to be up today. Can you please confirm his afternoons meeting for Minister Dix? (the Meeting with Vancouver was cancelled?)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hansen, Lucy HLTH:EX
Sent: Monday, June 11, 2018 10:55 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: June 11 Boardroom

Thanks



Lucy Hansen

Administrative Coordinator to the
Honourable Adrian Dix
Minister of Health &
Minister Responsible for Francophone Affairs
Direct: 250-953-3643
Office: 250-953-3547
E-mail: Lucy.Hansen@gov.bc.ca

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 11, 2018 10:52 AM
To: Hansen, Lucy HLTH:EX
Subject: RE: June 11 Boardroom

Hi Lucy,

No problem,

I will extend his time to allow for the calls.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hansen, Lucy HLTH:EX
Sent: Monday, June 11, 2018 10:50 AM
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: June 11 Boardroom
Importance: High

Hi Danny,

I need the boardroom from 1:30 as well for Minister Dix's to make a call ..



Lucy Hansen

Administrative Coordinator to the
Honourable Adrian Dix
Minister of Health &
Minister Responsible for Francophone Affairs
Direct: 250-953-3643
Office: 250-953-3547
E-mail: Lucy.Hansen@gov.bc.ca

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

From: Szabo, Maria PREM:EX
Sent: Tuesday, June 5, 2018 10:43 AM
To: Hansen, Lucy HLTH:EX
Cc: Loubert, Danny PREM:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: June 11 Boardroom

Hi Lucy,

That shouldn't be a problem! I've booked these.

Thanks,

Maria
604-775-1600

From: Hansen, Lucy HLTH:EX
Sent: June 5, 2018 10:41 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: June 11 Boardroom

Good Morning,

Can I please book a boardroom for Minister Dix for June 11

2-3pm- Mayor Robertson, Minister Dix, Steven Brown – staff will be calling on Teleconference

3-4 pm- Kip Woodward, Minister Dix, Steven Brown-staff will be calling on Teleconference

Thanks

Lucy



Lucy Hansen

Administrative Coordinator to the
Honourable Adrian Dix
Minister of Health &
Minister Responsible for Francophone Affairs
Direct: 250-953-3643
Office: 250-953-3547
E-mail: Lucy.Hansen@gov.bc.ca

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Shortt, Amanda PREM:EX

Subject: Call MCJ Non Profits

Start: Tue 2018-06-12 12:30 PM
End: Tue 2018-06-12 1:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Viaud, Chantille PREM:EX
Required Attendees: Geary, Vanessa PREM:EX; Oreck, Mira PREM:EX; Henry, Molly FIN:EX

Please see Below for conference call Information

MCJ, Vanessa, Mira, Molly, Chantille
15 Min call.

Conference Call Information:
Dial-in Phone Numbers:
s.15,s.17
Participant Conference ID: s.15,s.17

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 1:42 PM
To: Viaud, Chantille PREM:EX
Subject: RE: Conference line needed for Tomorrow (Tuesday) 12:30 to 1pm

Sure thing,

Ill add the Moderator code in a separate Booking (will be adjacent)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Monday, June 11, 2018 1:41 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Conference line needed for Tomorrow (Tuesday) 12:30 to 1pm

Hi Danny,
I need a conference line for government only folks tor tomorrow, Tuesday 12:30-1pm.

Can you please book and put all the info (dial in, participant and moderator codes) into my calendar (Call MCJ Non Profits) so that all attendees can access?

Thanks!
C.

Chantille Viaud | Manager, Stakeholder Relations
Office of the Premier
P: 604-838-3025 | E: chantille.viaud@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 1:01 PM
To: Bain, Don PREM:EX
Subject: FW: Eticket : Donald Bain / Ottawa to Vancouver / Jun 12
Attachments: Travel Reservation June 10 for DONALD BAIN.pdf

Hi Don,

We have moved you to ^{s.22} for the flight back. Please see your attached reservations. Please let me know if there are any problems.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Monday, June 11, 2018 12:57 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Eticket : Donald Bain / Ottawa to Vancouver / Jun 12

Hi Danny,
I switched Don to ^{s.22}
hopefully that stays empty

It also currently has an empty seat next to it so

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Monday, June 11, 2018 12:54 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation June 10 for DONALD BAIN

Add to Calendar**Itinerary****Priority Notes from your Travel Arranger**

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: OTTAWA ON, CANADA
Passenger(s): BAIN/DONALD

Reservation code: s.22
Airline Reservation Code:



AIR CANADA AC Flight Number **338**
CONFIRMED, Confirmation# s.22

Sunday, 10 June

Departure: YVR VANCOUVER BC, CANADA
9:20AM
Main Terminal

Arrival: YOW OTTAWA ON, CANADA
4:56PM

Please verify flight times prior to departure

Class: Economy

Duration: 4hour(s) and 36minute(s)

Meal: Food for Purchase

Distance (in Miles): 2214

Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required



AIR CANADA AC Flight Number **345**
CONFIRMED, Confirmation# s.22

Tuesday, 12 June

Departure: YOW OTTAWA ON, CANADA
6:00PM

Arrival: YVR VANCOUVER BC, CANADA
8:14PM
Main Terminal

Please verify flight times prior to departure

Class: Economy

Duration: 5hour(s) and 14minute(s)

Meal: Food for Purchase

Distance (in Miles): 2214

Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 1:00 PM
To: 'Tamra Bartilucci'
Subject: RE: Eticket : Donald Bain / Ottawa to Vancouver / Jun 12

Thanks Tamra!

I really do appreciate your help!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Monday, June 11, 2018 12:57 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Eticket : Donald Bain / Ottawa to Vancouver / Jun 12

Hi Danny,
I switched Don to s.22
hopefully that stays empty

It also currently has an empty seat next to it so

Please let me know if you have any questions or need anything further .

Tamra Bartilucci | Team Leader
[Flight Centre Flight Centre Business Travel](#)
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Monday, June 11, 2018 12:54 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation June 10 for DONALD BAIN

FLIGHT CENTRE
Business Travel

Flight Centre Business
Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Priority Notes from your Travel Arranger

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: OTTAWA ON, CANADA Reservation code: s.22
Passenger(s): BAIN/DONALD Airline Reservation Code:



AIR CANADA AC Flight Number **338**
CONFIRMED, Confirmation s.22

Sunday, 10 June

Departure: YVR VANCOUVER BC, CANADA
9:20AM
Main Terminal

Arrival: YOW OTTAWA ON, CANADA
4:56PM

Please verify flight times prior to departure

Class: Economy Duration: 4hour(s) and 36minute(s)
Meal: Food for Purchase Distance (in Miles): 2214
Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required



AIR CANADA AC Flight Number **345**
CONFIRMED, Confirmation s.22

Tuesday, 12 June

Departure: YOW OTTAWA ON, CANADA
6:00PM

Arrival: YVR VANCOUVER BC, CANADA
8:14PM
Main Terminal

Please verify flight times prior to departure

Class: Economy Duration: 5hour(s) and 14minute(s)
Meal: Food for Purchase Distance (in Miles): 2214
Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain



If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 11, 2018 12:48 PM
To: Silverio, Lisa FLNR:EX
Subject: RE: June 20 3:15-4:15pm MDD

Hi Lisa,

We have booked a room for Minister Donaldson for the 20th.

Hope you have a good day!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Silverio, Lisa FLNR:EX
Sent: Monday, June 11, 2018 12:34 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: June 20 3:15-4:15pm MDD

Hello,
Do you have a small room available for the following:

June 20th
3:15-3:30pm Staff Pre Brief (MDD, Tim Renneberg)
330-4pm Meeting with Bill Tam Canada's Digital Technology Supercluster

Thank you,



Lisa Silverio
Administrative Coordinator to the
Honourable Doug Donaldson
Minister of Forests, Lands, Natural Resource Operations and Rural Development
t 250.356.6211 f 250.387.1040

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at:
<https://www.lobbyistsregistrar.bc.ca/>.

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 12:38 PM
To: 'Tamra Bartilucci'
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Tamra,

Is it possible to have him in a different s.22 ?

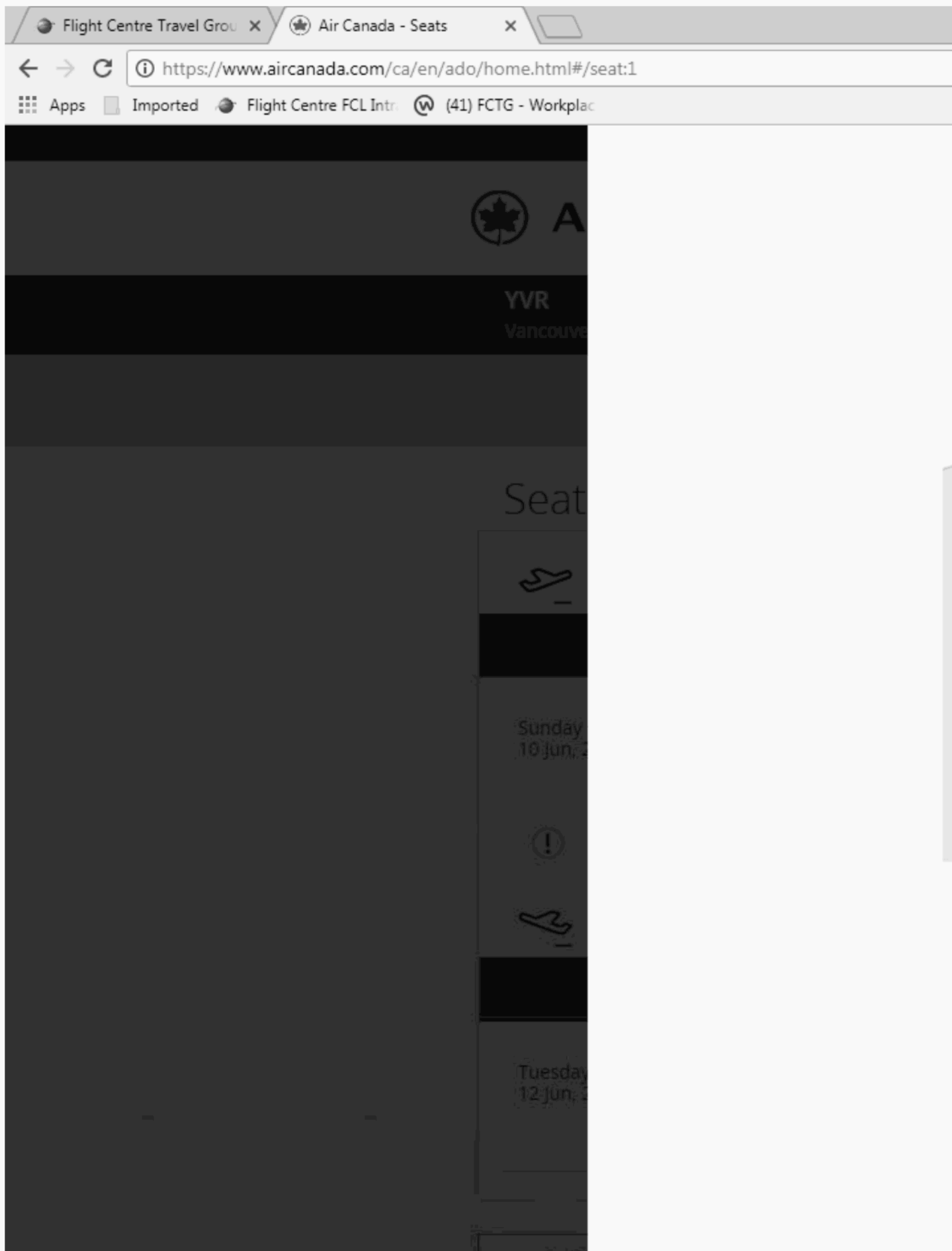
Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [mailto:tamra.bartilucci@flightcentre.ca]
Sent: Monday, June 11, 2018 9:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny,

It was my pleasure. I do have Don Seated in a s.22 on the return. s.22
s.22 The seat map for the flight is below, Don is the red . I
can switch him to s.22 if you prefer, just let me know
Tamra



Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Monday, June 11, 2018 9:23 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Thanks Tamra,

I really appreciated your assistance on this!

Is it possible to confirm or change Don's Seat on the way back to ensure ^{s.22} ? (I believe we had him at the
s.22

I hope you had a pleasant weekend,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Friday, June 8, 2018 3:26 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny and Debbie

Please see attached the eticket for Donald Bain.

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Friday, June 08, 2018 3:24 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation June 10 for DONALD BAIN

Add to Calendar**Itinerary****Priority Notes from your Travel Arranger**

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: OTTAWA ON, CANADA Reservation code: s.22
Passenger(s): BAIN/DONALD Airline Reservation Code:



AIR CANADA AC Flight Number **338**
CONFIRMED, Confirmation s.22

Sunday, 10 June

Departure: YVR VANCOUVER BC, CANADA
9:20AM
Main Terminal

Arrival: YOW OTTAWA ON, CANADA
4:56PM

Please verify flight times prior to departure

Class: Economy Duration: 4hour(s) and 36minute(s)
Meal: Food for Purchase Distance (in Miles): 2214
Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required



AIR CANADA AC Flight Number **345**
CONFIRMED, Confirmation s.22

Tuesday, 12 June

Departure: YOW OTTAWA ON, CANADA
6:00PM

Arrival: YVR VANCOUVER BC, CANADA
8:14PM
Main Terminal

Please verify flight times prior to departure

Class: Economy

Duration: 5hour(s) and 14minute(s)

Meal: Food for Purchase

Distance (in Miles): 2214

Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 12:10 PM
To: Gallant, Linda GCPE:EX
Subject: RE: s.22

Thanks Linda,

I'll double check my end and see what's going on. s.22

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Gallant, Linda GCPE:EX
Sent: Monday, June 11, 2018 12:06 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: s.22

Hi Danny,
s.22

Cheers, Linda

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 12:03 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hi Vanessa,

I thought I would break the questions over two emails pending the response from the first. If you think this should be edited differently please let me know and I would be happy to do so.

Hi Karen,

Thank you for all the information you have provided. I have a few questions that I wanted to clear up on the parking passes.

- Are these passes both for parking and a reserved stall or just parking by itself?
- I just wanted to confirm there are only 3 passes?
- How are we charged for these parking passes or are they paid for by the RPD?

Warmest Regards,

Danny

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Monday, May 28, 2018 3:31 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Meeting Today at 1:30pm - 999 Canada Place Parking

What is RPD?

From: Wharton, Karen S CITZ:EX
Sent: Monday, May 28, 2018 3:27 PM
To: Geary, Vanessa PREM:EX
Cc: Loubert, Danny PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hi Vanessa,

Thanks for the response. The two other parking stalls are paid for by RPD through appropriation, so if they are not needed, they will be cancelled. I will cancel the 3rd stall and ask that you please confirm if the two stalls paid for by RPD are still required.

Cheers,
Karen

From: Geary, Vanessa PREM:EX
Sent: Monday, May 28, 2018 2:03 PM
To: Wharton, Karen S CITZ:EX
Cc: Loubert, Danny PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hello again – thanks for doing this digging. By way of this email I am looping in Danny Loubert, our Admin Coordinator. We do not need 4 spaces, so the BRDO stall can be given up. However, I am still confused – if PO is only paying for 1 stall, are the other 2 included in the lease? If this is the case, we can give up the 3rd space. Thanks again for trying to figure all of this out.

Cheers
Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Wednesday, May 16, 2018 5:55 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hi Vanessa,

After some more digging, it appears that there are four (4) parking stalls assigned to the Premiers Office at 999 Canada Place. Only one of the stalls is charged to PO at a cost of \$3,049 annually and is billed on a month to month basis. This additional stall was requested in 2012 and is documented on the attached AP. This parking contract P500041 does not have an expiry date and can be terminated with one months notice. I can terminate the contract through the RPD parking coordinator for you.

Please confirm if you would like to:

1. keep all four (4) parking stalls; or
2. terminate the parking stall with costs and retain the 3 other stalls

Can you also please confirm that you do not wish to take on the one parking stall from BRDO? This stall is charged on a monthly basis.

Regards,
Karen

From: Geary, Vanessa PREM:EX
Sent: Monday, May 14, 2018 3:46 PM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

We were not aware of these stalls. Is the cost contained in the existing lease agreement? If so, would you be able to get a break down of the cost per stall? And, is it possible to cancel one or more?

Thank you very much.
Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Thursday, May 10, 2018 2:19 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm

Hi Vanessa,

The Premier's Office currently have three (3) stalls as follows:

Dan Doyle Decal s.15,s.17
Katherine Bergen – Decal s.15,s.
Jordan McPhee Decal s.15,s.1

The names associated with each stall may have changed and RPD was not notified.

BRDO has one additional parking stall which they will be vacating. Please let me know if the Premier's Office requires this additional stall and I will get pricing.

Regards,
Karen

From: Geary, Vanessa PREM:EX
Sent: Thursday, May 10, 2018 1:55 PM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

Thanks.

We need one parking stall for the Premier's vehicle. However, I am unclear if the stall you are referring to is in addition to the one for the Premier. Do you know? Also, do you know the cost of the stall?

Cheers Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Thursday, May 10, 2018 1:53 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm

Hi Vanessa,

My team is still working on the AP. There shouldn't be any costs for taking on the BDRO space however, if the Premier's Office will be taking on the one (1) parking stall BDRO had, there is a cost for that. Can you please confirm if you want the parking stall?

Thanks!
Karen

From: Geary, Vanessa PREM:EX
Sent: Thursday, May 10, 2018 10:22 AM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

Hi again – I have not seen the AP. Today and tomorrow are much less busy if a call works for you.
Thanks Vanessa

From: Geary, Vanessa PREM:EX
Sent: Monday, May 7, 2018 1:56 PM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

I am so sorry – I did get caught up.

I will keep an eye out for the AP and be in touch.

Again, my apologies.

Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Monday, May 7, 2018 1:50 PM
To: Geary, Vanessa PREM:EX
Subject: Meeting Today at 1:30pm

Hi Vanessa,

We had a 1:30 meeting today but you must have got caught up with other priorities. I'm in meetings most of the afternoon. I'll send you the AP for approval and if you have any questions, you can call me back.

Regards,

Karen Wharton, A/Director Client Relations
Client Services Branch | Ministry of Citizens' Services | Real Property Division
PO Box 9412 Stn Prov Gov | Victoria BC | V8W 9V1 | e: Karen.Wharton@gov.bc.ca | Cell: 778-679-1565



Real Property
Division

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 11:54 AM
To: Bain, Don PREM:EX
Subject: FW: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Don,

We have you in s.22 on the way back (seat is highlighted below). Please let me know if this is okay
or if you would prefer a different s.22 (there are only a few left.

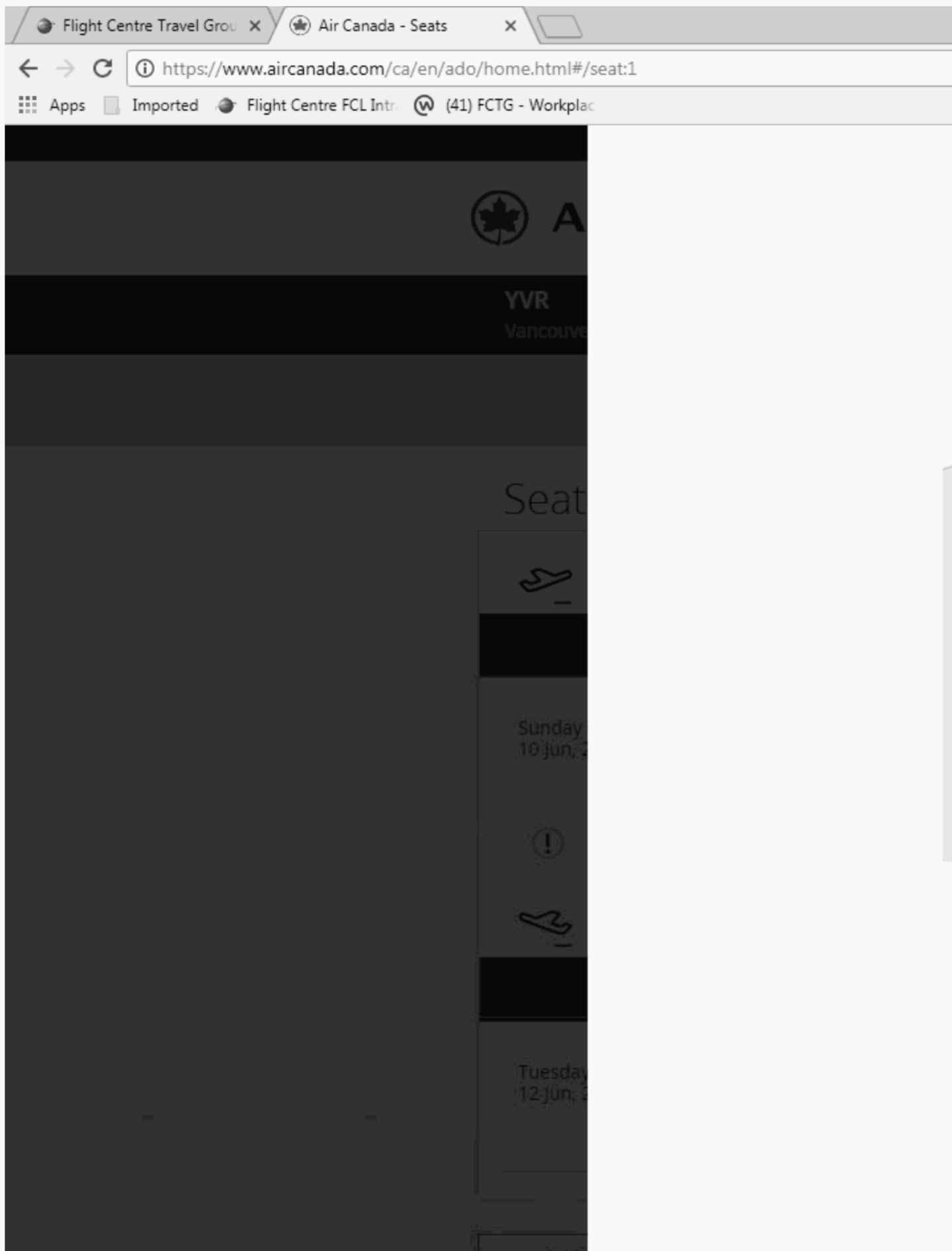
Warmest Reagrds,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [mailto:tamra.bartilucci@flightcentre.ca]
Sent: Monday, June 11, 2018 9:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny,

It was my pleasure. I do have Don Seated in a s.22 on the return. s.22
s.22 The seat map for the flight is below, Don is the red . I
can switch him to s.22 if you prefer, just let me know
Tamra



Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Monday, June 11, 2018 9:23 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Thanks Tamra,

I really appreciated your assistance on this!

Is it possible to confirm or change Don's Seat on the way back to ensure he has s.22 ? (I believe we had him at the s.22

I hope you had a pleasant weekend,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Friday, June 8, 2018 3:26 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny and Debbie

Please see attached the eticket for Donald Bain.

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Friday, June 08, 2018 3:24 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation June 10 for DONALD BAIN

Add to Calendar**Itinerary****Priority Notes from your Travel Arranger**

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: OTTAWA ON, CANADA Reservation code: **s.22**
Passenger(s): BAIN/DONALD Airline Reservation Code:



AIR CANADA AC Flight Number **338**
CONFIRMED, Confirmation#**s.22**

Sunday, 10 June

Departure: YVR VANCOUVER BC, CANADA
9:20AM
Main Terminal

Arrival: YOW OTTAWA ON, CANADA
4:56PM

Please verify flight times prior to departure

Class: Economy Duration: 4hour(s) and 36minute(s)
Meal: Food for Purchase Distance (in Miles): 2214
Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required



AIR CANADA AC Flight Number **345**
CONFIRMED, Confirmation#**s.22**

Tuesday, 12 June

Departure: YOW OTTAWA ON, CANADA
6:00PM

Arrival: YVR VANCOUVER BC, CANADA
8:14PM
Main Terminal

Please verify flight times prior to departure

Class: Economy

Duration: 5hour(s) and 14minute(s)

Meal: Food for Purchase

Distance (in Miles): 2214

Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 11:25 AM
To: 'Neria Espenilla'
Subject: RE: Green waste to be collected at 740

Thank you Ria!

I hope you had a good weekend!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Neria Espenilla [<mailto:neriae@opwtc.ca>]
Sent: Monday, June 11, 2018 11:17 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Green waste to be collected at 740

Hello Danny,

No worries at all. I will leave a note in the cleaner's room so they can start emptying your green waste bin from tonight.

Thank you,
Ria

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: June 11, 2018 9:55 AM
To: Neria Espenilla <neriae@opwtc.ca>
Subject: Green waste to be collected at 740

Hi Ria,

Can you please let the cleaners know we have a green waste bin in our kitchen (it is labeled) If they can make sure to empty when it is full.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 10:57 AM
To: Kingston, Charlotte PREM:EX
Subject: RE: Kitchen Update

Follow Up Flag: Follow up
Flag Status: Completed

Thanks Charlotte,

I'll add it to the list 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Kingston, Charlotte PREM:EX
Sent: Monday, June 11, 2018 10:47 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Kitchen Update

Hey Danny!

Woot! Hooray for compost.

I noticed the Nespresso stock is getting low, and I just wanted to mention that when another order is placed you should consider ordering the Nespresso descaling kit (or a few). A long shot from the machine should fill an espresso cup, and right now it is about 1/3 of that; so the machine is probably all clogged up. Descaling will ensure the machine lasts much longer before needing to be replaced.

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 10:30 AM
To: Banfield, Elena GCPE:EX; Behrens, Marlene GCPE:EX; Hagglund, Jarrett GCPE:EX; Joshi, Shruti GCPE:EX; LP Premiers Vancouver Office; Truong, Lele GCPE:EX
Subject: Kitchen Update

Good Morning VCO Staff,

Just an update regarding our Kitchen,

I am happy to announce we have a green waste bin, it is the white bin labeled Green Waste. The kitchen faucet is leaking so if you could please ensure that the cloth stays wrapped around the base that will help us keep the leak contained until it is replaced this week.

We will also be cleaning the fridge out at the end of today if you could please remove anything before you leave to ensure it is not thrown away. Any containers will be washed then put aside to be claimed before being recycled this week.

Any other questions please feel free to come and see me.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 10:57 AM
To: Viaud, Chantille PREM:EX
Subject: RE: Kitchen Update

Follow Up Flag: Follow up
Flag Status: Completed

Hi Chantille,

Yes, it is designed for recycling but I was informed by the building they do not have a true recycling program. (I am looking into options)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Monday, June 11, 2018 10:47 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Kitchen Update

Awesome!
Thanks Danny.

I'm confused- is there also a recycling bin in there too? For plastics and glass etc?

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 10:30 AM
To: Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>; Hagglund, Jarrett GCPE:EX <Jarrett.Hagglund@gov.bc.ca>; Joshi, Shruti GCPE:EX <Shruti.Joshi@gov.bc.ca>; LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>; Truong, Lele GCPE:EX <Lele.Truong@gov.bc.ca>
Subject: Kitchen Update

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The kitchen faucet is leaking so if you could please ensure that the cloth stays wrapped around the base that will help us keep the leak contained until it is replaced this week.

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Any other questions please feel free to come and see me.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 10:55 AM
To: Loubert, Danny PREM:EX
Subject: RE: Kitchen Update

Hello again,

Just a note about the green waste; The building will be emptying as it fills up fresh green waste liners can be found below the kitchen sink. Should you notice that the green waste is full and has not been emptied please let us know.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 10:30 AM
To: Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Behrens, Marlene GCPE:EX <Marlene.Behrens@gov.bc.ca>; Hagglund, Jarrett GCPE:EX <Jarrett.Hagglund@gov.bc.ca>; Joshi, Shruti GCPE:EX <Shruti.Joshi@gov.bc.ca>; LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>; Truong, Lele GCPE:EX <Lele.Truong@gov.bc.ca>
Subject: Kitchen Update

Good Morning VCO Staff,

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Any other questions please feel free to come and see me.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 10:07 AM
To: 'Tamra Bartilucci'
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

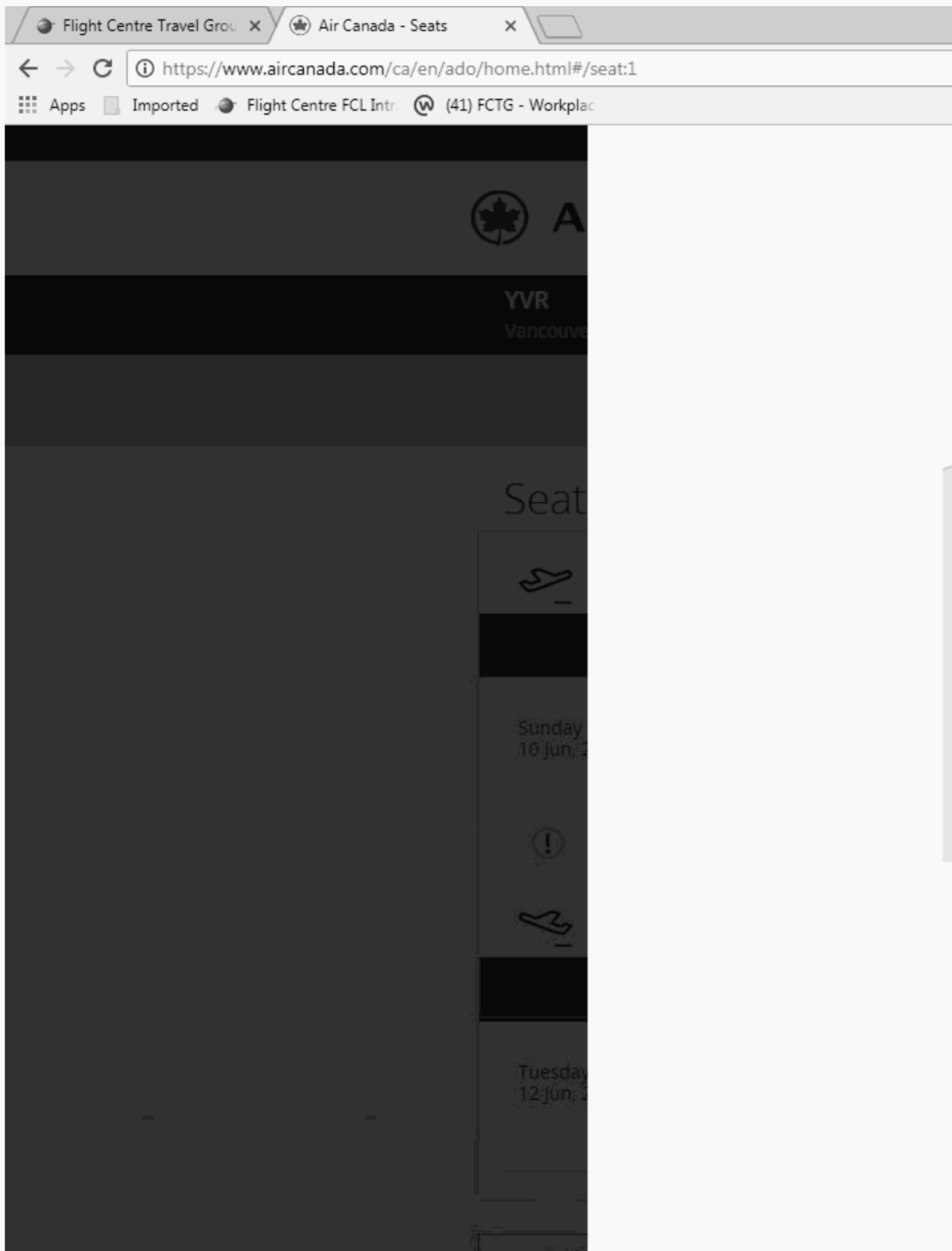
Thanks Tamra!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [mailto:tamra.bartilucci@flightcentre.ca]
Sent: Monday, June 11, 2018 9:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny,

It was my pleasure. I do have Don Seated in s.22 on the return.^{s.22}
s.22 The seat map for the flight is below, Don is the red . I
can switch him to^{s.22} if you prefer, just let me know
Tamra



Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Loubert, Danny PREM:EX [<mailto:Danny.Loubert@gov.bc.ca>]
Sent: Monday, June 11, 2018 9:23 AM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: RE: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Thanks Tamra,

I really appreciated your assistance on this!

Is it possible to confirm or change Don's Seat on the way back to ensure he has s.22 ? (I believe we had him at the s.22

I hope you had a pleasant weekend,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Friday, June 8, 2018 3:26 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny and Debbie

Please see attached the eticket for Donald Bain.

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Friday, June 08, 2018 3:24 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation June 10 for DONALD BAIN

Add to Calendar**Itinerary****Priority Notes from your Travel Arranger**

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to: OTTAWA ON, CANADA
Passenger(s): BAIN/DONALD

Reservation code:
Airline Reservation Code:

s.22

AIR CANADA AC Flight Number **338**
CONFIRMED, Confirmation#**s.22**

Sunday, 10 June

Departure: YVR VANCOUVER BC, CANADA
9:20AM
Main Terminal

Arrival: YOW OTTAWA ON, CANADA
4:56PM

Please verify flight times prior to departure

Class: Economy

Duration: 4hour(s) and 36minute(s)

Meal: Food for Purchase

Distance (in Miles): 2214

Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required



AIR CANADA AC Flight Number **345**
CONFIRMED, Confirmation#**s.22**

Tuesday, 12 June

Departure: YOW OTTAWA ON, CANADA
6:00PM

Arrival: YVR VANCOUVER BC, CANADA
8:14PM
Main Terminal

Please verify flight times prior to departure

Class: Economy

Duration: 5hour(s) and 14minute(s)

Meal: Food for Purchase

Distance (in Miles): 2214

Aircraft: AIRBUS INDUSTRIE A321 JET

Donald Bain

Seat(s): Check-In Required

If you no longer wish to receive these emails please contact: confirmation@tripcase.com.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 9:37 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: E128801 - Kingston, Charlotte
Attachments: E128801 - KINGSTON, CHARLOTTE - Receipts.pdf; E128801 - Kingston, Charlotte Airfare.pdf

So Sorry Saija,

I forgot to complete the package,

Here you go!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Poldrugovac, Saija FIN:EX
Sent: Monday, June 11, 2018 9:26 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: E128801 - Kingston, Charlotte

Hey Danny,
Can you please send the taxi and flight receipts for this?
Thanks!
~Saija

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 3:04 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128801 - Kingston, Charlotte

Good Afternoon,

Please find the attached Travel Claim package for Charlotte Kingston E128801.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 9:25 AM
To: Geary, Vanessa PREM:EX
Subject: Accepted: Judy's emails - Foi

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 9:15 AM
To: Massy, Michelle E PREM:EX
Subject: RE: Staffing Changes at VCO

Thanks Michelle!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Massy, Michelle E PREM:EX
Sent: Monday, June 11, 2018 9:08 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Staffing Changes at VCO

Thanks Danny! FYI – no cabops staff will be at VCO or Cabinet this week – only PREMTech.

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 1:20 PM
To: Massy, Michelle E PREM:EX <Michelle.Massy@gov.bc.ca>
Subject: Staffing Changes at VCO

Hi Michelle,

Just wanted to share with you a staffing change we are having over here at VCO.

s.22 Can you please share with your colleagues in Cab Ops
as I will be taking over responsibility for the boardrooms until we fill the vacant position.

I hope you have a great weekend,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 9:11 AM
To: Infante, James TAC:EX
Subject: RE: Proclamations to go out

Just to confirm,

Bowinn Ma and Mable Elmore? (If so tomorrow or Thursday)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Infante, James TAC:EX
Sent: Monday, June 11, 2018 9:07 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Proclamations to go out

Hi Danny,

Yes please do send the proclamations to Mables office. If sent this morning, when could they expect them?

Let me know, thank you!

Warmest Regards,
James Infante

--

Ministerial Assistant
Minister for Tourism, Arts and Culture & Parliamentary Secretary for Sport and Multiculturalism

On Jun 11, 2018, at 9:06 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi James,

Just wanted to make sure we still wanted to send them over? If so Ill send them out this Morning.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 8:28 AM
To: Geary, Vanessa PREM:EX
Subject: Re: Oops

No problem :) we have to update your password for the calendar. This morning is quiet with a few meeting this afternoon.

No rush this morning.

Hope you also had a good weekend,

Danny

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Original Message

From: Geary, Vanessa PREM:EX
Sent: Monday, June 11, 2018 8:25 AM
To: Loubert, Danny PREM:EX
Subject: Oops

Just double booked session to deal with JC's emails - we can work out when I get in

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 7:31 AM
To: Bain, Don PREM:EX
Subject: Re: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Don,

I'll look into it and get back to you,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Bain, Don PREM:EX
Sent: Sunday, June 10, 2018 2:58 PM
To: Loubert, Danny PREM:EX
Subject: Re: Eticlet : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny,

I need to change the seat on the way back!

s.22

Thanks

Don

Sent from my iPhone

On Jun 8, 2018, at 6:27 PM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Your Flight Reservation

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Tamra Bartilucci [<mailto:tamra.bartilucci@flightcentre.ca>]
Sent: Friday, June 8, 2018 3:26 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Cc: Wade, Debbie PREM:EX <Debbie.Wade@gov.bc.ca>
Subject: Eticket : Donald Bain / Vancouver to Ottawa / Jun 10-12

Hi Danny and Debbie

Please see attached the eticket for Donald Bain.

Please let me know if you have any questions or need anything further .
Tamra

Tamra Bartilucci | Team Leader
Flight Centre Flight Centre Business Travel
(250) 360-2058

CPBC #42324 | TICO #4671384 | OPC #702971

From: Flight Centre Business Travel [<mailto:confirmation@tripcase.com>]
Sent: Friday, June 08, 2018 3:24 PM
To: Tamra Bartilucci <tamra.bartilucci@flightcentre.ca>
Subject: Travel Reservation June 10 for DONALD BAIN

FLIGHT CENTRE
Business Travel

Flight Centre Business
Travel
250-360-2058

Itinerary

Add to Calendar

Itinerary

Priority Notes from your Travel Arranger

THANK YOU FOR BOOKING WITH FLIGHT CENTRE BUSINESS TRAVEL
YOUR TRAVEL MANAGER IS TAMRA BARTILUCCI
FOR EMERGENCY 24 HOUR ASSISTANCE PLEASE CALL 1-250-415-2330

Trip to:	OTTAWA ON, CANADA	Reservation code:	s.22
Passenger(s):	BAIN/DONALD	Airline Reservation Code:	



AIR CANADA AC Flight Number **338**
CONFIRMED, Confirmation: s.22

Sunday, 10 June

Departure: YVR VANCOUVER BC, CANADA
9:20AM
Main Terminal

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 11, 2018 7:30 AM
To: Poldrugovac, Saija FIN:EX
Subject: Re: Drafter or editor in eforms?

Thanks Saija :)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Poldrugovac, Saija FIN:EX
Sent: Monday, June 11, 2018 7:28 AM
To: Loubert, Danny PREM:EX
Subject: RE: Drafter or editor in eforms?

You should delegate yourself as two rolls each. Drafter and editor, that way you can create and go back and edit if need be.

~S

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 3:48 PM
To: Poldrugovac, Saija FIN:EX
Subject: Drafter or editor in eforms?

Hi Saija,

I'm trying to set up myself for Don and Vanessa's travel. Which should I set myself as?

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:02 PM
To: Infante, James TAC:EX
Subject: Re: Anyone in over the weekend?

Not that I'm aware of. When would you need them? I can meet you there and grab them for you.

If need be call my Mobile s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Infante, James TAC:EX
Sent: Friday, June 8, 2018 9:03 PM
To: Loubert, Danny PREM:EX
Subject: Anyone in over the weekend?

Hi Danny,

I forgot the proclamations at VCO today. Any chance someone is in tomorrow for me to pick them up? Let me know.

Thanks!

Warmest Regards,
James Infante

--

Ministerial Assistant
Minister for Tourism, Arts and Culture & Parliamentary Secretary for Sport and Multiculturalism

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 4:11 PM
To: Wade, Debbie PREM:EX
Subject: s.22

Hi Debbie,
s.22

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 4:09 PM
To: Geary, Vanessa PREM:EX
Subject: Accepted: Danny and Vanessa - JC FOI

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 3:14 PM
To: Wade, Debbie PREM:EX; 'Rebecca Thompson'
Cc: Parkinson, Elizabeth PREM:EX
Subject: RE: Request to book flights for Don Bain

Hi All,

I contacted Tamra at Flight centre and was able to book the flights.

Thank you!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Wade, Debbie PREM:EX
Sent: Friday, June 8, 2018 3:13 PM
To: 'Rebecca Thompson' <rebecca.thompson@flightcentre.ca>
Cc: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Request to book flights for Don Bain

Hi Rebecca

Can you please confirm that Don Bain flights have been booked for the dates below asap.

Thanks so much!

Sent from my Samsung Galaxy smartphone.

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

From: "Wade, Debbie PREM:EX" <Debbie.Wade@gov.bc.ca>
Date: 2018-06-04 4:25 PM (GMT-08:00)
To: 'Rebecca Thompson' <rebecca.thompson@flightcentre.ca>
Cc: "Parkinson, Elizabeth PREM:EX" <Elizabeth.Parkinson@gov.bc.ca>
Subject: Request to book flights for Don Bain

Hello Rebecca;

Could I please request to book the following flights for Don Bain using our Premiers Office pcard for payment

—
AC 338 10JUN Vancouver to Ottawa Departs 920A Arrives 456P
AC 345 12JUN Ottawa to Vancouver Departs 600P Arrives 814P

Thanks so much!

Debbie Wade
Executive Coordinator to the Chief of Staff
Office of the Premier
250-356-2785

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 2:48 PM
To: Parkinson, Elizabeth PREM:EX; Wade, Debbie PREM:EX
Subject: Flights for Don Bain Sun to Ottawa this Sunday

Importance: High

Hi Elizabeth and Debbie,

We haven't seen any confirmation for Don's Flights this weekend for Ottawa. Can you please confirm its has been done?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 2:28 PM
To: Henry, David A FIN:EX
Cc: PREM Tech
Subject: RE: VCO Wifi check June 12th

Thanks David,

770 is JTT (Dianne Anderson would be the contact for that office).

If they are working while Cabinet is going there shouldn't be much traffic in the other parts of the office. I think Tuesday would work fine and they can check on the WAP outside the Cabinet boardroom during lunch (If not we can look at another time to have this completed. If not I do think those times will work fine 😊)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Henry, David A FIN:EX
Sent: Friday, June 8, 2018 2:21 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: RE: VCO Wifi check June 12th

Thanks Danny,
Side question: do you know whom is in room 770?? (Network folks are asking)

More importantly:

There is one WAP right outside the Cabinet room (up above ceiling tiles). Another right outside your office. They will need to get on a ladder and move tile to check..

So maybe how about this:

Do these 2 times work:

June 13 Wednesday 4pm or 5pm onwards? Or at Noon?

June 20th afternoon (looks to be open)

Then most clients may be gone (or busy) and they won't need to disturb them hopefully?
See below for where current WAPs are – black diamonds.

Thanks,
David

From: Henry, David A FIN:EX
Sent: Friday, June 8, 2018 12:48 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: PREM Tech <PREM.Tech@gov.bc.ca>
Subject: VCO Wifi check June 12th
Importance: High

Good afternoon Danny,

OCIO tech needs to come onsite to check wifi WAPs (wireless access points) fir potential upgrade or additional units.

One of my team would escort tech.

Does Tuesday 11am onwards work? May need an hour, 2 max.

Thanks very much,
David

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 1:08 PM
To: Geary, Vanessa PREM:EX
Subject: Re: Another thought

How about the back door through the west annex

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Original Message

From: Geary, Vanessa PREM:EX
Sent: Friday, June 8, 2018 1:07 PM
To: Loubert, Danny PREM:EX
Subject: Re: Another thought

Ok on way up - should I take into jtt?

Sent from my iPhone

> On Jun 8, 2018, at 1:01 PM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

>

> Sure thing,

>

> I'll pass one around.

>

>

> Danny Loubert | Administrative Coordinator, Operations and Strategic

> Initiatives Vancouver Cabinet Office | Office of the Premier

> P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca Original Message

> From: Geary, Vanessa PREM:EX

> Sent: Friday, June 8, 2018 1:00 PM

> To: Loubert, Danny PREM:EX

> Subject: Another thought

>

>

> I forgot a card so how about using a Premiers Office card from the supply cupboard and getting people to sign?

>

>

> Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:55 AM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hi Vanessa,

I thought I would break the questions over two emails pending the response from the first. If you think this should be edited differently please let me know and I would be happy to do so.

Hi Karen,

Thank you for all the information you have provided. I have a few questions that I wanted to clear up on the parking passes.

- Are these passes both for parking and a reserved stall or just parking by itself?
- I just wanted to confirm there are only 3 passes?
- How are we charged for these parking passes or are they paid for by the RPD?

Warmest Regards,

Danny

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Monday, May 28, 2018 3:31 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Meeting Today at 1:30pm - 999 Canada Place Parking

What is RPD?

From: Wharton, Karen S CITZ:EX
Sent: Monday, May 28, 2018 3:27 PM
To: Geary, Vanessa PREM:EX
Cc: Loubert, Danny PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hi Vanessa,

Thanks for the response. The two other parking stalls are paid for by RPD through appropriation, so if they are not needed, they will be cancelled. I will cancel the 3rd stall and ask that you please confirm if the two stalls paid for by RPD are still required.

Cheers,
Karen

From: Geary, Vanessa PREM:EX
Sent: Monday, May 28, 2018 2:03 PM
To: Wharton, Karen S CITZ:EX
Cc: Loubert, Danny PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hello again – thanks for doing this digging. By way of this email I am looping in Danny Loubert, our Admin Coordinator. We do not need 4 spaces, so the BRDO stall can be given up. However, I am still confused – if PO is only paying for 1 stall, are the other 2 included in the lease? If this is the case, we can give up the 3rd space. Thanks again for trying to figure all of this out.

Cheers
Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Wednesday, May 16, 2018 5:55 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm - 999 Canada Place Parking

Hi Vanessa,

After some more digging, it appears that there are four (4) parking stalls assigned to the Premiers Office at 999 Canada Place. Only one of the stalls is charged to PO at a cost of \$3,049 annually and is billed on a month to month basis. This additional stall was requested in 2012 and is documented on the attached AP. This parking contract P500041 does not have an expiry date and can be terminated with one months notice. I can terminate the contract through the RPD parking coordinator for you.

Please confirm if you would like to:

1. keep all four (4) parking stalls; or
2. terminate the parking stall with costs and retain the 3 other stalls

Can you also please confirm that you do not wish to take on the one parking stall from BRDO? This stall is charged on a monthly basis.

Regards,
Karen

From: Geary, Vanessa PREM:EX
Sent: Monday, May 14, 2018 3:46 PM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

We were not aware of these stalls. Is the cost contained in the existing lease agreement? If so, would you be able to get a break down of the cost per stall? And, is it possible to cancel one or more?

Thank you very much.
Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Thursday, May 10, 2018 2:19 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm

Hi Vanessa,

The Premier's Office currently have three (3) stalls as follows:

Dan Doyle Decal s.15,s.17
Katherine Bergen – Decal s.15,s.17
Jordan McPhee Decal s.15,s.17

The names associated with each stall may have changed and RPD was not notified.

BRDO has one additional parking stall which they will be vacating. Please let me know if the Premier's Office requires this additional stall and I will get pricing.

Regards,
Karen

From: Geary, Vanessa PREM:EX
Sent: Thursday, May 10, 2018 1:55 PM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

Thanks.

We need one parking stall for the Premier's vehicle. However, I am unclear if the stall you are referring to is in addition to the one for the Premier. Do you know? Also, do you know the cost of the stall?

Cheers Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Thursday, May 10, 2018 1:53 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Meeting Today at 1:30pm

Hi Vanessa,

My team is still working on the AP. There shouldn't be any costs for taking on the BDRO space however, if the Premier's Office will be taking on the one (1) parking stall BDRO had, there is a cost for that. Can you please confirm if you want the parking stall?

Thanks!
Karen

From: Geary, Vanessa PREM:EX
Sent: Thursday, May 10, 2018 10:22 AM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

Hi again – I have not seen the AP. Today and tomorrow are much less busy if a call works for you.
Thanks Vanessa

From: Geary, Vanessa PREM:EX
Sent: Monday, May 7, 2018 1:56 PM
To: Wharton, Karen S CITZ:EX
Subject: RE: Meeting Today at 1:30pm

I am so sorry – I did get caught up.

I will keep an eye out for the AP and be in touch.

Again, my apologies.

Vanessa

From: Wharton, Karen S CITZ:EX
Sent: Monday, May 7, 2018 1:50 PM
To: Geary, Vanessa PREM:EX
Subject: Meeting Today at 1:30pm

Hi Vanessa,

We had a 1:30 meeting today but you must have got caught up with other priorities. I'm in meetings most of the afternoon. I'll send you the AP for approval and if you have any questions, you can call me back.

Regards,

Karen Wharton, A/Director Client Relations
Client Services Branch | Ministry of Citizens' Services | Real Property Division
PO Box 9412 Stn Prov Gov | Victoria BC | V8W 9V1 | e: Karen.Wharton@gov.bc.ca | Cell: 778-679-1565



Real Property
Division

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:44 AM
To: Bain, Don PREM:EX
Subject: Paul Kariya at reception to meet with you

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:41 AM
To: Seiterle, Dominic GCPE:EX
Cc: JTT IBD Boardroom Bookings JTT:EX
Subject: RE: Telepresence

Thanks Dominic,

I have booked the Telepresence room here at Canada Place.

Please have Kyle check in with the JTT office Suite 730 (office is beside the VCO) and he will be shown into the Telepresence room. I am looping in JTT so they know to expect them.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Seiterle, Dominic GCPE:EX
Sent: Friday, June 8, 2018 10:17 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Telepresence

Hi Danny-

Great. Project is "Health Information Legislation". Participants on the Canada Place are likely to be only Kyle Braid (Ipsos Reid): Kyle.Braid@Ipsos.com. On our end, we have about 6 people from GCPE and Health – TBD.

Thanks,
Dominic

Dominic Seiterle

Engagement Specialist, Measurement and Analysis
GDX – Government Digital Experience Division
Government Communications & Public Engagement
[4th floor, 617 Government Street | Victoria BC | 250-415-8743](#)

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:11 AM
To: Seiterle, Dominic GCPE:EX <Dominic.Seiterle@gov.bc.ca>
Cc: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Telepresence

Hi Dominic,

I would be happy to looking to booking the Telepresence.

Who will it be for and can you provide a list of attendees attending from Canada Place?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Seiterle, Dominic GCPE:EX
Sent: Friday, June 8, 2018 9:58 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Telepresence

Hi Danny and Maria-
Would it be possible to book the Canada Place Telepresence for Monday 9-11am?
Thanks,
Dominic

Dominic Seiterle
Engagement Specialist, Measurement and Analysis
GDX – Government Digital Experience Division
Government Communications & Public Engagement
[4th floor, 617 Government Street | Victoria BC | 250-415-8743](#)

From: Loubert, Danny PREM:EX
Sent: Tuesday, January 16, 2018 12:51 PM
To: Seiterle, Dominic GCPE:EX <Dominic.Seiterle@gov.bc.ca>; Sall, Gurmeet GCPE:EX <Gurmeet.Sall@gov.bc.ca>
Cc: Ralph, Jamie GCPE:EX <Jamie.Ralph@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Telepresence

Hi there,

When booking the Telepresence that connected to Canada Place you can send the request to myself or Maria Szabo.

Warmest Regards,

Danny Loubert | Support Staff, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | E: Danny.Loubert@gov.bc.ca

From: Seiterle, Dominic GCPE:EX
Sent: Tuesday, January 16, 2018 12:18 PM
To: Sall, Gurmeet GCPE:EX; Loubert, Danny PREM:EX
Cc: Ralph, Jamie GCPE:EX
Subject: RE: Telepresence

Hi Gurmeet-
Thanks for making this connection. As it turns out, my Director would like this to be F2F now. That said, I would really like to keep this an option in the future – Danny, do you mind if keep your name available to contact for future bookings?

Thanks,
Dominic

Dominic Seiterle

Engagement Specialist, Measurement and Analysis
GDX – Government Digital Experience Division
Government Communications & Public Engagement
4th floor, 617 Government Street | Victoria BC | 250-415-8743

From: Sall, Gurmeet GCPE:EX
Sent: Tuesday, January 16, 2018 12:07 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Seiterle, Dominic GCPE:EX <Dominic.Seiterle@gov.bc.ca>
Cc: Ralph, Jamie GCPE:EX <Jamie.Ralph@gov.bc.ca>
Subject: RE: Telepresence

Hi Danny – I have added Dominic to this email and he can confirm details with you.

As always thanks again for your help.

Gurmeet

From: Loubert, Danny PREM:EX
Sent: Tuesday, January 16, 2018 11:43 AM
To: Sall, Gurmeet GCPE:EX
Subject: RE: Telepresence

Good Morning Gurmeet,

Sure thing, what day, which Location(s), and who would it be for?

Warmest Regards,

Danny Loubert | Support Staff, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | E: Danny.Loubert@gov.bc.ca

From: Sall, Gurmeet GCPE:EX
Sent: Tuesday, January 16, 2018 11:38 AM
To: Loubert, Danny PREM:EX
Subject: Telepresence

Hi Danny – hope you are doing well. Can you tell me who we should get in touch with to book the telepresence at Canada Place.

Thanks

Gurmeet

Gurmeet Sall
Manager, Human Resources
Corporate Services Division
Government Communication and Public Engagement
Phone No.: (250) 387-1449 Cell: (250) 415-7343

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:35 AM
To: Campbell, Sue LBR:EX
Subject: Directions to VCO

Hi Sue,

Here are the directions I give out to help find VCO

The office address is
Suite 740 - 999 Canada Place
Vancouver, BC

The entrance to the building is located to the right of the Starbucks and we are on the 7th floor,
We can be found down the end of the corridor that we share with the German Consulate.

If they have issues they can contact us at 604-775-1600

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

Subject: Booked for GCPE
Location: SSBC WTS R TP Canada Place CITZ:EX

Start: Mon 2018-06-11 9:00 AM
End: Mon 2018-06-11 11:00 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: SSBC WTS R TP Government CITZ:EX
Resources: SSBC WTS R TP Canada Place CITZ:EX

Shortt, Amanda PREM:EX

Subject: Canceled: Booked for Dominic Seiterle (GCPE)
Location: SSBC WTS R TP Canada Place CITZ:EX; SSBC WTS R TP Government CITZ:EX

Start: Mon 2018-06-11 9:00 AM
End: Mon 2018-06-11 11:00 AM
Show Time As: Free

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: VCO Boardrooms, PREM PREM:EX
Resources: SSBC WTS R TP Canada Place CITZ:EX; SSBC WTS R TP Government CITZ:EX

Importance: High

Kyle Braid to Join from CP

Shortt, Amanda PREM:EX

Subject: Booked for Dominic Seiterle (GCPE)
Location: SSBC WTS R TP Canada Place CITZ:EX; SSBC WTS R TP Government CITZ:EX

Start: Mon 2018-06-11 9:00 AM
End: Mon 2018-06-11 11:00 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: VCO Boardrooms, PREM PREM:EX
Resources: SSBC WTS R TP Canada Place CITZ:EX; SSBC WTS R TP Government CITZ:EX

Kyle Braid to Join from CP

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:16 AM
To: McGregor-Schenk, Paige X FIN:EX
Subject: RE: Looking to set up a reoccurring meeting

Good Morning Paige,

I am happy to pass on that the new time(s) will work for Don, Mira and Vanessa.
The meeting will be taking place at the Vancouver Cabinet Office Suite 740-999 Canada Place.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McGregor-Schenk, Paige X FIN:EX
Sent: Wednesday, June 6, 2018 12:02 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Looking to set up a reoccurring meeting

Hello Danny,

Charley Beresford will be in Vancouver on Jun 12th, and was looking to have a in person meeting with Vanessa Geary, Mira Oreck and Don Bain regarding the bi-weekly Outreach Check-in (9:45 am to 10:15 am) However, She was looking to change the time of the meeting for 11:30am or 12pm. Please let me know whether or not this works with their schedules. I would also like to confirm that the meeting will be held at the Vancouver Cabinet Office.

Kind Regards,

Paige McGregor-Schenk | HR Analyst
Crown Agencies and Board Resourcing Office | [CABRO](#)
Ministry of Finance | 250-952-2935 | Paige.McgregorSchenk@gov.bc.ca
617 Government St, Victoria

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 10:04 AM
To: Oreck, Mira PREM:EX
Subject: FW: RE: Hello

Hi Mira,

I would be happy to set this meeting up for you if you can please give me a set of dates to work with.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Moshtaba Araghi ^{s.22}
Sent: Wednesday, June 6, 2018 11:14 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: RE: Hello

Hello Danny,

s.22

Thank you for reaching out, I will make my self available to Ms. Oreck when it is suitable for her.

Looking forward to your response. If you have any further questions or would like to get in touch by other means please feel free to contact me at ^{s.22}

Thank you!

On May 11, 2018 at 11:33 AM, <Loubert, Danny PREM:EX> wrote:

Hello Moshtaba,

s.22

I would like to set up a time for you and Mira to meet. Can you please provide your available times for next week and I will confirm a time that works for both you and Mira.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier

From: Oreck, Mira PREM:EX
Sent: Thursday, May 10, 2018 7:37 PM
To: 'Moshtaba Araghi'^{s.22}
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Hello

Hi Moshtaba –

Thank you so much for the note. My apologies for the delay in response on my end. I would like to set up a time to meet in the weeks ahead.

I've cc'd my colleague Danny who can help us find a time to meet.

Many thanks,
Mira

From: Moshtaba Araghi ^{s.22}
Sent: Saturday, May 5, 2018 1:28 AM
To: Oreck, Mira PREM:EX
Subject: Re: Hello

Hello Ms. Oreck

I am excited to connect with you again. I must apologize I wasn't able to connect with you sooner. Just to refresh your memory. We met at the Nowruz celebration in Victoria on March 15th, 2018. I represent the Afghan Association of BC as the secretary and foreign relations coordinator.

To my knowledge our president had a successful meeting with the honourable J. Horgan. Our community members were very pleased when we played the congratulatory message for Nowruz. We would like to have open communication and wanted to thank your office again for inviting us to the amazing event.

s.22

In our culture it is important to invite our respectful elders and more importantly invite those who invited us to their home. Needless to say I know this is completely last minute, but please if scheduling permits extend this invite and join this wonderful ceremony.

s.22

Please dont hesitate to contact me with any concerns or any questions. s.22

s.22 I hope that work together and continue to establish a strong relationship that can serve all of us in a positive way.

P.s. forgive me for sending this email so late.

Thank you.

On Mar 14, 2018 at 12:28 PM, <Oreck, Mira PREM:EX> wrote:

This is Mira from the Premiers Office

Mira Oreck

604 839 1967

Page 448

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 9:58 AM
To: Bain, Don PREM:EX; Geary, Vanessa PREM:EX; Oreck, Mira PREM:EX
Subject: RE: Looking to set up a reoccurring meeting

Thanks Don and Vanessa,

Mira will this also work for you?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Bain, Don PREM:EX
Sent: Friday, June 8, 2018 9:57 AM
To: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>
Subject: RE: Looking to set up a reoccurring meeting

Works for me too

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 7, 2018 10:19 AM
To: Loubert, Danny PREM:EX; Oreck, Mira PREM:EX; Bain, Don PREM:EX
Subject: RE: Looking to set up a reoccurring meeting

Works for me, thanks

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 1:37 PM
To: Geary, Vanessa PREM:EX; Oreck, Mira PREM:EX; Bain, Don PREM:EX
Subject: FW: Looking to set up a reoccurring meeting

Hi Don, Mira and Vanessa,

Please see Paige's email regarding next week's check in meeting with Charley Beresford, They would like to move it to 11:30 or Noon. Please let me know if this will or will not work for you and I will communicate the decision to Paige.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McGregor-Schenk, Paige X FIN:EX
Sent: Wednesday, June 6, 2018 12:02 PM

To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>

Subject: RE: Looking to set up a reoccurring meeting

Hello Danny,

Charley Beresford will be in Vancouver on Jun 12th, and was looking to have a in person meeting with Vanessa Geary, Mira Oreck and Don Bain regarding the bi-weekly Outreach Check-in (9:45 am to 10:15 am) However, She was looking to change the time of the meeting for 11:30am or 12pm. Please let me know whether or not this works with their schedules. I would also like to confirm that the meeting will be held at the Vancouver Cabinet Office.

Kind Regards,

Paige McGregor-Schenk | HR Analyst

Crown Agencies and Board Resourcing Office | [CABRO](#)

Ministry of Finance | 250-952-2935 | Paige.McgregorSchenk@gov.bc.ca

617 Government St, Victoria

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 9:41 AM
To: Viaud, Chantille PREM:EX
Cc: Szabo, Maria PREM:EX
Subject: RE: Philippine Independence Day Proclamations

Perfect 😊

I'll take care of it!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Friday, June 8, 2018 9:41 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: Re: Philippine Independence Day Proclamations

Yes- did James talk to you about where they go? Maybe it was Maria...

Sent from my iPhone

On Jun 8, 2018, at 9:14 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Good Morning Chantille and Happy Friday!

I have some proclamations on my desk and wanted to know if they need to be shipped out or if they are staying?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, June 8, 2018 9:29 AM
To: Robb, Amanda JTT:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Reservation: June 8th 1:00PM (TIME CHANGE)

Hi Amanda

No problem Ill make the changes,

Happy Friday!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Robb, Amanda JTT:EX
Sent: Thursday, June 7, 2018 3:47 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Reservation: June 8th 1:00PM (TIME CHANGE)

Hi Danny,

Can we change the time of this boardroom reservation to be for 2:40PM instead?

Thanks in advance,

Amanda Robb
Administrative Coordinator to the Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

Administrative Coordinator to the Honourable George Chow
Minister of State for Trade

Room 138 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-387-9133 | Fax: 250-356-3000 | Email: amanda.rob主@gov.bc.ca

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

From: Robb, Amanda JTT:EX
Sent: Monday, June 4, 2018 12:33 PM
To: VCO Boardrooms, PREM PREM:EX
Subject: RE: Reservation: June 8th 1:00PM

Fantastic, thank you!!

Amanda Robb

Administrative Coordinator to the Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

Administrative Coordinator to the Honourable George Chow
Minister of State for Trade

Room 138 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-387-9133 | Fax: 250-356-3000 | Email: amanda.rob主@gov.bc.ca

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From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 4, 2018 11:21 AM
To: Robb, Amanda JTT:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: Reservation: June 8th 1:00PM

Hi Amanda,

No problem we have set a room aside for this meeting.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Robb, Amanda JTT:EX
Sent: Monday, June 4, 2018 11:14 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Reservation: June 8th 1:00PM

Hi Danny,

At this time the Minister will not be in attendance. He may decide to join closer to the date.

Thanks,

Amanda Robb

Administrative Coordinator to the Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

Administrative Coordinator to the Honourable George Chow
Minister of State for Trade

Room 138 | Parliament Buildings | Victoria | British Columbia | V8W 9E2
Phone: 250-387-9133 | Fax: 250-356-3000 | Email: amanda.rob主@gov.bc.ca

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From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 4, 2018 11:04 AM
To: Robb, Amanda JTT:EX
Cc: VCO Boardrooms, PREM PREM:EX
Subject: RE: Reservation: June 8th 1:00PM

Thanks Amanda

Just to confirm the Minister will not be attending?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Robb, Amanda JTT:EX
Sent: Monday, June 4, 2018 10:54 AM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: Reservation: June 8th 1:00PM

Good morning!

Can we please request a meeting room on **Friday June 8th at 1:00PM** for 30 minutes at VCO?

Attendees will be:

JTT Minister's Office:
MA, Meghan Sali

Science World Exec's:
Dr. Scott Sampson, President Science World
Pauline Finn, VP, Community Engagement
Michael Gardiner, Government Relations Consultant

Thank you in advance,

Amanda Robb
Administrative Coordinator to the Honourable Bruce Ralston
Minister of Jobs, Trade and Technology

Administrative Coordinator to the Honourable George Chow
Minister of State for Trade

Room 138 | Parliament Buildings | Victoria | British Columbia | V8W 9E2

In British Columbia, the Office of the Registrar of Lobbyists is responsible for monitoring and enforcing compliance with the Lobbyists Registration Act. To ensure that you are in compliance with the registration requirements for lobbyists under the Act please contact the Office of the Registrar of Lobbyists at: <https://www.lobbyistsregistrar.bc.ca/>.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 8, 2018 7:44 AM
To: Geary, Vanessa PREM:EX
Subject: Re: Executive boardroom

Thanks Vanessa,

I'm happy to go and clean it up. :)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Original Message

From: Geary, Vanessa PREM:EX
Sent: Friday, June 8, 2018 7:13 AM
To: Loubert, Danny PREM:EX
Subject: Executive boardroom

I don't think I cleaned it up yesterday - sorry

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 7, 2018 8:34 PM
To: Geary, Vanessa PREM:EX
Subject: Re: Friday

Thanks Vanessa,

It went well today,
Don't worry about coming in early I'll hold down the fort and take care of the dishes and such,

See you when you get in tomorrow hope the event went well.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Thursday, June 7, 2018 5:50 PM
To: Loubert, Danny PREM:EX
Subject: Friday

Hi – hope it all went well today!

I am not sure how many DMs are here tomorrow morning – I cleaned up and ran the dishwasher but cups and glasses will need to be replenished. There are some milk/creamers in back fridge.
I will be in for 830, but am staffing PJH tonight at an event, so probably not much earlier.

Maria will be at an event tomorrow morning.

If there are any problems with the commute in, let me know.

Thanks V

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | M: 604-619-0513
E: vanessa.geary@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 7, 2018 1:21 PM
To: OOP FOI PREM:EX
Subject: RE: Call for Records OOP-2018-83886 Due June 13, 2018

Good Afternoon,

I have no records on this FOI Request.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: OOP FOI PREM:EX
Sent: Wednesday, June 6, 2018 5:01 PM
To: LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>; LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>; Wright, Don J. PREM:EX <Don.J.Wright@gov.bc.ca>; Kennedy, Christine PREM:EX <Christine.Kennedy@gov.bc.ca>; Christensen, Suzanne PREM:EX <Suzanne.Christensen@gov.bc.ca>; Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>
Subject: Call for Records OOP-2018-83886 Due June 13, 2018

Hello,

Please see the below request and please let me know by June 13 whether or not you have any records:

Canvassed: All Exec staff, all Vancouver staff, Don Wright, Christine Kennedy, Suzanne Christensen, Shelley Canitz

All records relating to the Speculation Tax, including all records the Ministry of Finance used to determine why West Kelowna was included in the speculation tax geographic area.

(Date Range for Record Search: From 05/08/2017 To 05/24/2018) Date Format is MM/DD/YYYY

Please note: Public correspondence and media monitoring materials (TNO/daily summaries/etc.) can be excluded, as long as they have not been forwarded with additional commentary

UPDATE: *It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.*

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

Alison Wensink, Executive Administrative Coordinator

*Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 7, 2018 9:38 AM
To: Kingston, Charlotte PREM:EX
Subject: Re: Polycom and conference line for 1030

Thanks Charlotte,

s.22

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Kingston, Charlotte PREM:EX
Sent: Thursday, June 7, 2018 9:36 AM
To: Loubert, Danny PREM:EX
Subject: RE: Polycom and conference line for 1030

Thanks Danny! Maria booked the line for me so we are all good. s.22

From: Loubert, Danny PREM:EX
Sent: Thursday, June 7, 2018 9:16 AM
To: Kingston, Charlotte PREM:EX
Subject: RE: Polycom and conference line for 1030

Hi charlotte,

The Polycom in Geoff's office is actually from the Premier's Office. (it should be coming from the connecting door.

Will you be needing our conference line?

If there are still any issues please give me a call

s.22

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Kingston, Charlotte PREM:EX
Sent: Thursday, June 7, 2018 9:14 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Polycom and conference line for 1030

Hi Danny, can we get a polycom set up in the Premier's office for his 10:30 briefing? More people are calling in than expected. Will need a conference # as well.

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

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Thursday, June 7, 2018 8:44 AM
To: Geary, Vanessa PREM:EX
Subject: Approval for items

Good Morning Vanessa,

As mentioned previously I am looking for approval for up to \$150 for a green waste bin, Liners, and 2 insulated carafes for milk and cream.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 5:35 PM
To: Szabo, Maria PREM:EX
Subject: Re: Staples Business Advantage: eway.ca s.17

Thanks Maria,

All good :)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier

P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Original Message

From: Szabo, Maria PREM:EX
Sent: Wednesday, June 6, 2018 4:52 PM
To: Loubert, Danny PREM:EX
Subject: FW: Staples Business Advantage: eway.ca s.17

Hi Danny,

I submitted the Staples order on your card which was loaded to the profile, as we discussed cancelling my card. Here's the confirmation. Thanks!

Maria
604-775-1600

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

From: netmail93@staples.com [mailto:netmail93@staples.com]
Sent: June 6, 2018 4:51 PM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: Staples Business Advantage: eway.ca s.17

This is an automated message. If this email is displayed in the incorrect language, login to your eway account to change your preferred language settings.

eway Order s.17

Thank you for ordering from Staples Business Advantage. Your eway order s.17 has been received and is being processed.

Please feel free to contact us at 1-877-272-2121 or simply reply to this email if you have any questions regarding your order.

Sincerely,
Staples Business Advantage
<https://www.eway.ca>

Product	Description	Unit	Qty	Your Price	Total
KMW56152	Kensington® SoleSaver Footrest, Black, 16 1/2"W x 12 1/2"D x 3"- 4 1/2"HEA		1	\$17.54	\$17.54
Line Note :					
Availability: In Stock					
PAP1951346	Paper Mate® InkJoy® 700 Retractable Ballpoint Pen, Medium Point, 1.0mm, Blue InkEA				
24				\$1.65	\$39.60
Line Note :					
Availability: In Stock					
STP18896	Staples® FSC Certified Multi-Use Paper, Letter Size, 8 1/2" x 11", 96 Bright, 20 lbs., 5000 Sheets/CartonCT		4	\$49.90	\$199.60
Line Note :					
Availability: In Stock					
PAP1951378	Paper Mate® InkJoy® 300 Pen, Medium Point, 1.0mm, Black Ink, 36 Commercial BoxBX		2	\$16.99	\$33.98
Line Note :					
Availability: Backordered Product expected on 2018/06/13					
STP10429	Staples® Remarx® Dry Erase Whiteboard Markers, Chisel Tip, Assorted Colours, 4/SetST		2	\$0.37	\$0.74
Line Note :					
Availability: In Stock					
SAN81505	EXPO® Marker Board Eraser, 2" x 5"EA		2	\$0.27	\$0.54
Line Note :					
Availability: In Stock					
BOSB515BLACK	Bostitch® Full Strip Stapler, Metal Design, Capacity 210 standard staples, BlackEA		2	\$12.00	\$24.00
Line Note :					
Availability: In Stock					
SAN22474	Sharpie® Flip Chart Markers, Bullet Tip, Assorted Colours, 4/SetST		2	\$4.56	\$9.12
Line Note :					
Availability: In Stock					
MMM563RC	Post-it Super Sticky Tabletop Easel Pad, 563RC, White, 20" x 23", 20 Sheets/PadEA		3	\$3.49	\$10.47

Line Note :
Availability: In Stock

Product Total: \$335.59
GST: \$16.78
PST/HST: \$23.49
Total: \$375.86

Order Information
Ordered by: Maria Szabo
Cost Center : 25461

Internal comments

Delivery Address
OFFICE OF THE PREMIER
VANCOUVER CABINET OPERATIONS
740 -999 CANADA PLACE

VANCOUVER BC
V6C3E1

Payment Information
Order billed on a Credit Card
Type: Master Card
Number: s.17

<https://www.eway.ca/Eway/>

Staples Business Advantage Customer Care: 1-877-272-2121

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 5:33 PM
To: Magee, Tracey FIN:EX
Subject: Fw: Desks available
Attachments: Desk1.jpg; Desk2.jpg

Hi Tracey,

I'll look at our need here but do you think there is a need? Or is this something that government can acquire? The only costs would be to pick up and move.

Let me know what you think,

Danny

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Danilo Paunovski <danp@opwtc.ca>
Sent: Monday, June 4, 2018 3:48 PM
To: Loubert, Danny PREM:EX
Subject: Desks available

Danny,

Desk2 is the three way desk I spoke to you about, available now. There is only one of those available. Desk1 type is likely going to be available later in November, so in 6 months from now but there will be more than 10 of them available for the taking. This type does not seem to be height adjustable. I was told that they were but I do not see how, quite frankly. Perhaps there are some other types that will be left behind that will be height adjustable but that remains to be seen closer to the date of their vacating the office. I can keep you posted if interested.

Thanks,

Dan Paunovski
Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2888

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 3:21 PM
To: Anderson, Dianne S JTT:EX
Subject: RE: Activate Card ^{s.15,s.}₁₇ for Nasim Taba

Hi Dianne,

All Done!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Anderson, Dianne S JTT:EX
Sent: Wednesday, June 6, 2018 2:31 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; 'Amy Li' <amyl@opwtc.ca>
Subject: Activate Card ^{s.15,s.}₁₇ for Nasim Taba

Good afternoon – could you please program Card ^{s.15,s.}₁₇ for Nasim Taba for Suite 730 and 770; and 24/7 building/elevator accesses.
Thank you.

Dianne Anderson
Contract Manager
Ministry of Jobs, Trade and Technology
Suite 730 – 999 Canada Place
Vancouver, British Columbia, V6C 3E1, Canada
Phone: 1-(604) 660-5886 Fax: 604-660-1320
Dianne.Anderson@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 3:05 PM
To: 'Danilo Paunovski'
Cc: Geary, Vanessa PREM:EX
Subject: RE: Fire hose testing

Hi Dan,

Due to an already very busy morning and day Tomorrow morning will not work. It would be best if they are able to come between 10 am and 1230 pm Friday or before 1030 Monday morning.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Danilo Paunovski [mailto:danp@opwtc.ca]
Sent: Wednesday, June 6, 2018 2:54 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fire hose testing

Danny,

Would it be possible to allow the guys in the first thing in the morning like 8:30 or so?
It only takes 3-4 minutes to do this.

Thanks,

Dan Paunovski
Ocean Pacific Management Ltd.
World Trade Centre, 515-999 Canada Place, Vancouver, BC V6C 3E1
Ph: 604.682.7391 | Fax: 604.682-5359 | Direct: 604.844.2888

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 2:55 PM
To: OOP FOI PREM:EX
Subject: RE: REMINDER: Call for Records OOP-2018-83534 Records Due May 24, 2018

Hello,

I have no records for the FOI request.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: OOP FOI PREM:EX
Sent: Wednesday, June 6, 2018 11:59 AM
To: Brown, Evan PREM:EX <Evan.Brown@gov.bc.ca>; Clark, Layne PREM:EX <Layne.Clark@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Christensen, Suzanne PREM:EX <Suzanne.Christensen@gov.bc.ca>; Mulloy, Eleanor PREM:EX <Eleanor.Mulloy@gov.bc.ca>
Subject: REMINDER: Call for Records OOP-2018-83534 Records Due May 24, 2018
Importance: High

Hello all,

A reminder for this request:

Evan, Layne, Danny – your responses needed
Eleanor – yours and Suzanne's responses needed.

Thank you,
-Amanda

From: Shortt, Amanda PREM:EX
Sent: Wednesday, May 9, 2018 4:02 PM
To: LP PO Executive Office; LP Premiers Vancouver Office; Yuma Morisho, Okenge PREM:EX; Wright, Don J. PREM:EX; Christensen, Suzanne PREM:EX; Kennedy, Christine PREM:EX; Canitz, Shelley L PREM:EX
Cc: Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX
Subject: Call for Records OOP-2018-83534 Records Due May 24, 2018

Hello,

Please see the below request and please let me know by May 24, 2018 whether or not you have any records:

Canvassed: Exec Staff, Okenge Yuma Morisho, Don Wright, Suzanne Christensen, Christine Kennedy, Shelley Canitz

All communications sent from the federal government to the provincial government regarding Amazon's announcement on April 30, 2018. (Date

Range for Record Search: From 04/01/2018 To 05/01/2018) Date Format is MM/DD/YYYY

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

Amanda Shortt, Administrative Assistant
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 2:49 PM
To: 'clp@shawbiz.ca'
Subject: RE: Visit this Thursday, June 7th?

Hi Christina,

Thank you, Monday would be best.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: clp@shawbiz.ca [<mailto:clp@shawbiz.ca>]
Sent: Tuesday, June 5, 2018 8:04 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Visit this Thursday, June 7th?

Hello Danny:

Would Monday or Tuesday next week work?

Christina

From: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Sent: Monday, June 4, 2018 4:36 PM
To: 'clp@shawbiz.ca' <clp@shawbiz.ca>
Subject: RE: Visit this Thursday, June 7th?

Good Afternoon Christina,

It is nice to hear from you again I hope you are also doing well!

Unfortunately, Thursday is quite busy at the moment. If they are available Friday we can more readily accommodate.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: clp@shawbiz.ca [<mailto:clp@shawbiz.ca>]
Sent: Monday, June 4, 2018 4:33 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Visit this Thursday, June 7th?

Hello Danny:

I hope you are well.

Can we please come by and go onto the decks on Thursday, June 7th?

If you need any further information or have any questions, please do not hesitate to contact our office.

Yours truly,

Christina Hoogeveen

Secretary

CREATIVE LANDSCAPE PROPERTIES INC.

649 West 16th Street

North Vancouver, BC

V7M 1V2

Tel: (604) 980-3387

Fax: (604) 986-4145

Email: clp@shawbiz.ca



Virus-free. www.avg.com

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 2:36 PM
To: Hembree, Sara PSSG:EX
Cc: Hunt, Charlotte PSSG:EX
Subject: RE: Meeting room - July 4th at 12:30pm - MMF w/ Engineers and Geoscientists British Columbia

Thanks Sara!

You can cc me if you like but just the one is alright for now 😊

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hembree, Sara PSSG:EX
Sent: Wednesday, June 6, 2018 2:28 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Hunt, Charlotte PSSG:EX <Charlotte.Hunt@gov.bc.ca>
Subject: RE: Meeting room - July 4th at 12:30pm - MMF w/ Engineers and Geoscientists British Columbia

Great! Thank you!

I will send my requests to vco.boardrooms@gov.bc.ca

Do I still need to cc you on these requests or just write the email mentioned?

Thanks Danny!

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 12:10 PM
To: Hembree, Sara PSSG:EX; Szabo, Maria PREM:EX
Cc: VCO Boardrooms, PREM PREM:EX
Subject: RE: Meeting room - July 4th at 12:30pm - MMF w/ Engineers and Geoscientists British Columbia

Hi Sara,

We have booked the meetings space for the Minister. Please forward the full list when available.
Going forward we would ask you please send all future meeting requests to VCO Boardroom Bookings
(vco.boardrooms@gov.bc.ca)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hembree, Sara PSSG:EX

Sent: Wednesday, June 6, 2018 12:01 PM

To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>

Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>

Subject: Meeting room - July 4th at 12:30pm - MMF w/ Engineers and Geoscientists British Columbia

Good morning,

Could I please book a room for **Minister Farnworth** for **July 4th** at **12:30pm** for **30 minutes**.

There should be roughly 5 attendees to this meeting. I do not have a full list of names at the moment but get that to you as soon as I'm updated.

Thank you!



Sara Hembree

*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2193*

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Wednesday, June 6, 2018 2:34 PM
To: LP Administrative Coordinators
Cc: Szabo, Maria PREM:EX; VCO Boardrooms, PREM PREM:EX
Subject: Staffing Changes at VCO

Hello fellow Admin Coordinators,

s.22

s.22 I will be handling requests for VCO. As always, we will try to respond to all requests in a timely manner. Please continue to use the VCO Boardroom email(vco.boardrooms@gov.bc.ca) and if you have any questions or concerns please feel free to reach out.

I hope you all have a very pleasant evening.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 1:28 PM
To: McGregor-Schenk, Paige X FIN:EX
Cc: Geary, Vanessa PREM:EX
Subject: RE: Looking to set up a reoccurring meeting

Hi Paige,

I will inquire on availability and let you know if this works,

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McGregor-Schenk, Paige X FIN:EX
Sent: Wednesday, June 6, 2018 12:02 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>
Subject: RE: Looking to set up a reoccurring meeting

Hello Danny,

Charley Beresford will be in Vancouver on Jun 12th, and was looking to have a in person meeting with Vanessa Geary, Mira Oreck and Don Bain regarding the bi-weekly Outreach Check-in (9:45 am to 10:15 am) However, She was looking to change the time of the meeting for 11:30am or 12pm. Please let me know whether or not this works with their schedules. I would also like to confirm that the meeting will be held at the Vancouver Cabinet Office.

Kind Regards,

Paige McGregor-Schenk | HR Analyst
Crown Agencies and Board Resourcing Office | [CABRO](#)
Ministry of Finance | 250-952-2935 | Paige.McgregorSchenk@gov.bc.ca
617 Government St, Victoria

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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 12:53 PM
To: Liens, Raymond MMHA:EX
Subject: Re: Revised Framework deck - for MJD review

My pleasure Raymond!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Liens, Raymond MMHA:EX
Sent: Wednesday, June 6, 2018 12:41 PM
To: Loubert, Danny PREM:EX
Subject: FW: Revised Framework deck - for MJD review

Hi Danny, Please print this as well for MJD. Thanks for taking care of this.

RL

From: Turner, Julie MMHA:EX
Sent: Wednesday, June 6, 2018 12:38 PM
To: Liens, Raymond MMHA:EX; MacDonald, Alex MMHA:EX
Cc: Gotto, Sarah F MMHA:EX
Subject: RE: Revised Framework deck - for MJD review

Here you go....

From: Liens, Raymond MMHA:EX
Sent: Wednesday, June 6, 2018 12:35 PM
To: MacDonald, Alex MMHA:EX <Alex.MacDonald@gov.bc.ca>
Cc: Turner, Julie MMHA:EX <Julie.Turner@gov.bc.ca>
Subject: RE: Revised Framework deck - for MJD review

Hi Alex, I still don't see attachment.

Hi Julie, Could you please send me the deck to print for MJD? Thanks,

RL

From: MacDonald, Alex MMHA:EX
Sent: Wednesday, June 6, 2018 12:26 PM
To: Liens, Raymond MMHA:EX
Subject: Fwd: Revised Framework deck - for MJD review

Begin forwarded message:

From: "Liens, Raymond MMHA:EX" <Raymond.Liens@gov.bc.ca>
Date: June 6, 2018 at 12:04:01 PM PDT
To: "MacDonald, Alex MMHA:EX" <Alex.MacDonald@gov.bc.ca>
Subject: RE: Revised Framework deck - for MJD review

Alex, There's no attachment in this email.

RL

From: MacDonald, Alex MMHA:EX
Sent: Wednesday, June 6, 2018 12:02 PM
To: Liens, Raymond MMHA:EX
Subject: RE: Revised Framework deck - for MJD review

Raymond, could you ensure this is printed for Judy tonight.
It looks just like we directed it so I expect no significant changes from her, but I just want to make sure she sees it.
-Alex

From: Gotto, Sarah F MMHA:EX
Sent: Monday, June 4, 2018 9:59 AM
To: MacDonald, Alex MMHA:EX
Cc: Liens, Raymond MMHA:EX
Subject: Revised Framework deck - for MJD review

Copying in Raymond in case you would like him to print for MJDs review.

Sarah

From: Turner, Julie MMHA:EX
Sent: Monday, June 4, 2018 9:38 AM
To: MacDonald, Alex MMHA:EX
Cc: Gotto, Sarah F MMHA:EX
Subject: Revised Framework deck - for MJD review

Hi Alex – attached is the updated/revised Framework deck, for the Minister's review please. Finals are due to Cab Ops tomorrow. If there are any further edits, please let me know.

Thank you!
Julie

Julie Turner | Director
Committee Secretariat | Deputy Minister's Office
Ministry of Mental Health and Addictions
C: (250) 889-4643



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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 11:34 AM
To: Lum, Sharon IRR:EX
Subject: RE: A BIG favour for Jessica Wood

Hi Sharon,

Go ahead and send them and Ill print them for Jessica.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Lum, Sharon IRR:EX
Sent: Wednesday, June 6, 2018 11:29 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: A BIG favour for Jessica Wood
Importance: High

Hi Danny,

I am sorry to send this request your way. Jessica is in Vancouver today and I am wondering if I could ask you for a huge favour. We have 3 documents that she needs printed for her review (I believe she is on her way to the PO now). If I send the documents could someone print them for her?

Many thanks,
Sharon

Sharon Lum
Executive Administrative Assistant to Jessica Wood, ADM
Reconciliation, Transformation and Strategies Division
Ministry of Indigenous Relations and Reconciliation
Tel: 778-974-2071

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 10:46 AM
To: Geary, Vanessa PREM:EX
Subject: Accepted: parking

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 10:26 AM
To: Windrim, Craig IGRS:EX
Subject: RE: VCO room request - June 25, 4:30pm

Hi Craig,

Thanks for the request.

We will gladly put a room aside for the Minister to meet with the delegation.

s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Windrim, Craig IGRS:EX
Sent: Wednesday, June 6, 2018 9:57 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: VCO room request - June 25, 4:30pm

Hi Danny and Maria,

Can I request a meeting room for MBR to meet with a delegation of U.S. State Representatives and Senators at 4:30pm on Monday, June 25?

The group is 6 delegates plus likely 4 support staff (including myself and another IGRS colleague), plus whoever MBR brings... Perhaps Cabinet boardroom is appropriate if available.

Please book for 60 minutes, however we'll hopefully only be 30-45.

Sincerely,

Craig Windrim
Protocol Manager
Intergovernmental Relations Secretariat | Government of British Columbia
+1 (250) 508-3264
www.gov.bc.ca/officeofprotocol
www.gov.bc.ca/bureauduprotocole
Intergovernmental Relations Secretariat
620 Superior Street, Victoria, BC, V8V 1V2



Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 10:03 AM
To: Massy, Michelle E PREM:EX
Subject: RE: Facilitator logistics request for June 12

Hi Michelle,

We will have them ready for next week

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Massy, Michelle E PREM:EX
Sent: Wednesday, June 6, 2018 10:00 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Facilitator logistics request for June 12

Hi Danny – do you have the supplies at VCO that is high lighted below?

From: Kaye, Erik OHCS:EX
Sent: Wednesday, June 6, 2018 9:45 AM
To: Lennox, Brenda PREM:EX
Cc: Lam, Roger OHCS:EX; Hunter, Christine OHCS:EX; Corpe, Cimarron OHCS:EX
Subject: Facilitator logistics request for June 12

Good morning Brenda,

As I mentioned on Monday, here is the list of logistics requests from the facilitator for the June 12 HWG planning session. I wasn't sure if it was OK for Tyler to bring his own laptop or if you require that all external presenters use the government laptops for Cabinet Committee meetings. Tyler is fine either way, just let me know your preference. Is there any concern with putting flip chart pages on the walls at VCO?

Please advise if you have any questions or concerns about these requests, or if you want to discuss further by phone.

- We'll need:
 - Projector and screen (Tyler will use his laptop)
 - Two easels / flip charts and markers
 - Post-its (3 x 5 inch) – three pads are fine

Cheers,

Erik

Erik Kaye
Director

Housing Secretariat
Municipal Affairs and Housing
Cell: 250.507-2076
Email: Erik.Kaye@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 9:42 AM
To: Gervais, Monica PREM:EX; Lennox, Brenda PREM:EX
Subject: RE: 2 external attendees for June 12

Thanks Monica!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Gervais, Monica PREM:EX
Sent: Wednesday, June 6, 2018 8:52 AM
To: Lennox, Brenda PREM:EX <Brenda.Lennox@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: 2 external attendees for June 12

Hi Brenda and Danny,

Two external presenters will be attending VCO next Tuesday: Dr. Mathias at 1:30 and Dr. Evan Wood at 3:30.

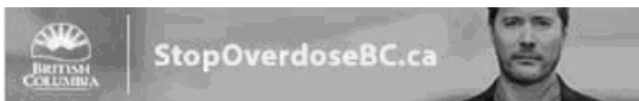
Thanks!
Monica

From: Turner, Julie MMHA:EX
Sent: Wednesday, June 6, 2018 8:18 AM
To: Gervais, Monica PREM:EX
Subject: 2 external attendees for June 12

Hi Monica – both our external presenters will be attending at VCO for MHAWG, and I'll pass along logistics for them. If they buzz the first door at VCO just prior to 1:30, will the front desk know they are coming in for the WG? This is for Steve Mathias and Evan Wood.

Thanks!
Julie

Julie Turner | Director
Committee Secretariat | Deputy Minister's Office
Ministry of Mental Health and Addictions
C: (250) 889-4643



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Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 9:11 AM
To: Hagglund, Jarrett GCPE:EX
Subject: RE: Proclamations to be mailed

Thanks!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hagglund, Jarrett GCPE:EX
Sent: Wednesday, June 6, 2018 9:09 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: Proclamations to be mailed

Hey Danny.

Here you go.

Lucinda Young
Adiran Dix's Community Office
[5022 Joyce Street](#)
[Vancouver BC](#)
[V5R 4G6](#)

Jarrett

Sent from my iPhone

On Jun 6, 2018, at 9:08 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:

Hi Jarrett,

Where are we sending these proclamations?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Wednesday, June 6, 2018 8:28 AM
To: Geary, Vanessa PREM:EX
Subject: RE: This morning

No problem! Take all the time you need 😊

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Geary, Vanessa PREM:EX
Sent: Wednesday, June 6, 2018 7:22 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Re: This morning

Terrific thanks - ^{s.22}

Sent from my iPhone

> On Jun 6, 2018, at 7:16 AM, Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca> wrote:
>
> Good Morning Vanessa,
>
> ^{s.22}
>
> See you when you get in :)
>
>
> Danny Loubert | Administrative Coordinator, Operations and Strategic
> Initiatives Vancouver Cabinet Office | Office of the Premier
> P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca Original Message
> From: Geary, Vanessa PREM:EX
> Sent: Wednesday, June 6, 2018 7:15 AM
> To: Loubert, Danny PREM:EX
> Subject: This morning
>
>
> Hi - are you ok to get to office for Cabinet this morning? It starts at 830.
> Maria printed off some materials that were sent over for the meeting - we left on your chair.
> ^{s.22}
> Thx V
>
> Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 4:27 PM
To: Szabo, Maria PREM:EX
Cc: Geary, Vanessa PREM:EX
Subject: Ordering Paper and other office Supplies

Hi Maria,

I noticed when I went to fill the printer that we are on our last box can you please price out paper and send to Vanessa for Approval (perhaps do a quick walk through as well to see if we need to order anything else)

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 3:59 PM
To: Roberts, Connie A IRR:EX; Szabo, Maria PREM:EX
Subject: RE: MSF Speaking notes - Cabinet

Hi Connie,

Jonathan forwarded ☺ and have been printed.

Cheers,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Roberts, Connie A IRR:EX
Sent: Tuesday, June 5, 2018 3:58 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: FW: MSF Speaking notes - Cabinet
Importance: High

Hiiiiiiii! ☺

One LAST one for today, 2 copies, pleeeeeeeeeeeeeeeeeeease?! ☺

Thanks,
Connie Roberts
*Administrative Coordinator to the
Honourable Scott Fraser
Minister of Indigenous Relations and Reconciliation
Room #323, Parliament Buildings
Victoria, BC
Phone: 250-387-0680*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 3:58 PM
To: Geary, Vanessa PREM:EX; Parkinson, Elizabeth PREM:EX
Subject: RE: travel costs to end of May

Hi Vanessa,

I can have it ready by Friday.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Tuesday, June 5, 2018 3:57 PM
To: Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: travel costs to end of May

Hi – would you two please provide me with a summary of travel costs to the end of May. If there are people who haven't submitted expense claims, just give me an estimate for them. Would having this summary by the end of the week be realistic or is next week better?
Thanks Vanessa

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | M: 604-619-0513
E: vanessa.geary@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 3:55 PM
To: Sas, Jonathan IRR:EX
Subject: RE: MSF Speaking notes - Cabinet

Done and done!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Sas, Jonathan IRR:EX
Sent: Tuesday, June 5, 2018 3:54 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Fw: MSF Speaking notes - Cabinet

Can you print 2 copies... ?

Jonathan Sas I Senior Ministerial Assistant to Minister Scott Fraser I Ministry of Indigenous Relations and Reconciliation

From: Shawna.French@gov.bc.ca
Sent: June 5, 2018 3:51 PM
To: Jonathan.Sas@gov.bc.ca; AnneMarie.Sam@gov.bc.ca; Connie.Roberts@gov.bc.ca
Cc: Jessica.D.Wood@gov.bc.ca; Jennifer.Melles@gov.bc.ca; Matthew.Howie@gov.bc.ca
Subject: MSF Speaking notes - Cabinet

Attached are MSF's speaking notes for the cabinet session tomorrow.

Thanks,

Shawna French

Director, Executive Operations
Deputy Ministers Office
Ministry of Indigenous Relations & Reconciliation

5th Floor - 2957 Jutland
Victoria BC
Phone: 778 974-2096
Cell: 250-213-7671
<mailto:Shawna.French@gov.bc.ca>

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 3:02 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Cc: Viaud, Chantille PREM:EX
Subject: E128881 - Viaud, Chantille
Attachments: E128881 - Viaud, Chantille.pdf

Hello,

Please find the attached Travel Claim package for Chantille Viaud E128881.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 2:54 PM
To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX
Subject: E128875 - Loubert, Danny
Attachments: E128875 - Loubert, Danny.pdf

Good afternoon,

Please find the attached travel Package for Danny Loubert E128875.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 2:53 PM
To: Szabo, Maria PREM:EX
Subject: FW: Confirmation of your stay^{s.15}

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Wade, Debbie PREM:EX
Sent: Monday, June 4, 2018 4:34 PM
To: Bain, Don PREM:EX <Don.Bain@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: FW: Confirmation of your stay^{s.15}

Hi Don;

I have booked your Hotel for June 11th & 12th, please find attached the Confirmation number and details of the room.

Thanks!

Debbie Wade
Executive Coordinator to the Chief of Staff
Office of the Premier
250-356-2785

From: ^{s.15}
Sent: Monday, June 4, 2018 4:32 PM
To: Wade, Debbie PREM:EX
Subject: Confirmation of your stay^{s.15}

^{s.15}

Hello Don Bain,

We are pleased to confirm your booking at ^{s.15}
that you will enjoy your stay.

We hope

BOOKING DETAILS	
Guest Name	Don Bain
Number of guests	1
Reservation number	s.22
Arrival date	Sunday, June 10, 2018
Departure date	Tuesday, June 12, 2018
Number of Room(s)	1
Room Type	The Classic King with Soft Bed
Check-In Time	4 pm
Check-Out Time	
Nightly Rate	\$229.00 CAD*

This message was intended for debbie.wade@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 2:52 PM
To: Gallant, Linda GCPE:EX
Cc: Clark, Lane GCPE:EX
Subject: RE: s.22 - GCPE Events

Thanks Linda and Lane,

Please let me know if there is anything else you need from us^{s.22}

s.22

I hope you both have a wonderful day!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Gallant, Linda GCPE:EX
Sent: Monday, June 4, 2018 10:00 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Clark, Lane GCPE:EX <Lane.Clark@gov.bc.ca>
Subject: s.22 - GCPE Events

Good morning Danny,

s.22

Have a great day! Linda

Linda Gallant
Facilities Services Advisor
GCPE – HQ
4th Floor, 617 Govt St
Victoria BC V8W 9V1

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 2:03 PM
To: Sas, Jonathan IRR:EX
Subject: Let me know if you need more chairs (The Tsilhoqot'in National Government is here)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 11:00 AM
To: Szabo, Maria PREM:EX; Tsang, Robin FIN:EX
Subject: RE: Testing - Cabinet Boardroom

Hi Robin,

Just given how the day is looking and progressing I don't think it would be appropriate to try and displace the Ministers. I'll be here tomorrow at 745 if David wanted to come in early to test.

Thanks,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Szabo, Maria PREM:EX
Sent: Tuesday, June 5, 2018 10:58 AM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Testing - Cabinet Boardroom

I can check in with you around 12:30 to let you know if it's possible to do the testing today, but I can't guarantee. Thanks for that – Thursday would be better.

Maria
604-775-1600

From: Tsang, Robin FIN:EX
Sent: June 5, 2018 10:55 AM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Testing - Cabinet Boardroom

Hi Maria:

It's not urgent. I was just hoping to give CABOPS a quick update re. using the Trio in Chambers before tomorrow's meeting. But if there is no chance for today testing like 1 PM? I can test with David on Thursday when he is at VCO.

Thanks,
Robin

From: Szabo, Maria PREM:EX
Sent: Tuesday, June 5, 2018 10:21 AM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Testing - Cabinet Boardroom

Sorry, Robin, at second look, I fear that the meetings ending at 12:00 will go over and there will be staff that want to stay in there. How urgent is the testing?

Maria
604-775-1600

From: Tsang, Robin FIN:EX
Sent: June 5, 2018 10:19 AM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Testing - Cabinet Boardroom

That works Maria. I will go to Chambers to do some setup around Noon. Then, I will let you know when I am there.

Thanks,
Robin

From: Szabo, Maria PREM:EX
Sent: Tuesday, June 5, 2018 10:17 AM
To: Tsang, Robin FIN:EX <Robin.Tsang@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Testing - Cabinet Boardroom

Hi Robin – unfortunately, we have meetings booked in the Cabinet Boardroom between 10:30am and 4:00pm. I might be able to do some testing between 12:00pm and 1:30pm if it will only take about 10 minutes.

Maria
604-775-1600

From: Tsang, Robin FIN:EX
Sent: June 5, 2018 10:11 AM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: Testing - Cabinet Boardroom

Morning Maria:

I would like to do some testing between Chambers and VCO. I am wondering if you have about 10 mins to help between 11:30 AM – Noon? If the time doesn't work, how about early afternoon?

Thanks!
Robin

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 10:14 AM
To: Roberts, Connie A IRR:EX; Szabo, Maria PREM:EX
Cc: Demelo, Paula IRR:EX; Sas, Jonathan IRR:EX
Subject: RE: Materials for 10:00 AM briefing re: CRA

2 Copies? No Problem.

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Roberts, Connie A IRR:EX
Sent: Tuesday, June 5, 2018 10:04 AM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Demelo, Paula IRR:EX <Paula.Demelo@gov.bc.ca>; Sas, Jonathan IRR:EX <Jonathan.Sas@gov.bc.ca>
Subject: FW: Materials for 10:00 AM briefing re: CRA
Importance: High

Sorry, here is the other one!

Thanks,
Connie Roberts
*Administrative Coordinator to the
Honourable Scott Fraser
Minister of Indigenous Relations and Reconciliation
Room #323, Parliament Buildings
Victoria, BC
Phone: 250-387-0680*

From: Howie, Matthew IRR:EX
Sent: Tuesday, June 5, 2018 9:58 AM
To: Roberts, Connie A IRR:EX; Demelo, Paula IRR:EX
Cc: Howie, Matthew IRR:EX
Subject: Materials for 10:00 AM briefing re: CRA
Importance: High

Sorry, just saw an email from yesterday with this.

Matthew Howie
A/Senior Executive Assistant to
Doug Caul, Deputy Minister
Ministry of Indigenous Relations & Reconciliation
Phone: 250-356-1394

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 9:50 AM
To: VCO Boardrooms, PREM PREM:EX
Subject: Accepted: Handover of work

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 9:49 AM
To: VCO Boardrooms, PREM PREM:EX
Subject: Accepted: Handover of work

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Tuesday, June 5, 2018 9:48 AM
To: Geary, Vanessa PREM:EX; Szabo, Maria PREM:EX
Subject: RE: 1:1 and staff meeting this week

Thanks Vanessa,

How about we move that Thursday Meeting to 1030 ^{s.22}

Would that still work?

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Tuesday, June 5, 2018 9:46 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: 1:1 and staff meeting this week

Hi – Could we please cancel the 1:1 meetings planned for today and tomorrow and instead meet as a group tomorrow from 4 – 430pm to discuss hand over of Maria's work – ie/ travel claims etc.

Danny, we can then meet during our staff meeting time on Thurs to review the next few weeks in more detail.

Thanks Vanessa

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | M: 604-619-0513
E: vanessa.geary@gov.bc.ca

Page 507 to/à Page 509

Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 4:56 PM
To: Geary, Vanessa PREM:EX
Subject: RE: My Supplier Code

You will need it when you claim my hotel (It will need to be coded to a separate line)

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Monday, June 4, 2018 4:55 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: My Supplier Code

Did I need this for anything? I approved your travel voucher

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 9:05 AM
To: Geary, Vanessa PREM:EX
Subject: My Supplier Code

Hi Vanessa,

My Supplier Code is s.22

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 4:46 PM
To: Roberts, Connie A IRR:EX; VCO Boardrooms, PREM PREM:EX; Szabo, Maria PREM:EX
Subject: RE: Room booking for Minister Fraser - June 5th

Thanks Connie!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Roberts, Connie A IRR:EX
Sent: Monday, June 4, 2018 4:04 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Room booking for Minister Fraser - June 5th
Importance: High

Hi Maria/Danny,

This should be the final for tomorrow:

Time: 9-10:30 am (1.5 hr)
Attending: MSF; Jonathan Sas; Trish Balcaen
Total: 3

Time: 10:30-11:00 am (1/2 hr)
MIRR staff: MSF; Jonathan; Tom McCarthy; Carina Dillar
FLNR staff: MDD; Tim Renneberg or Kenn McLaren
AG: Richard Fyfe (DAG); Nicole Bresser (MDE no longer attending)
Total: 8

Time: 11-12:00 pm (1 hr)
Group: Lake Babine Nation
Group attendees: Chief Wilf Adam; Doug White; Dominique Nouvet (Legal Counsel)
MIRR staff: MSF; Jonathan; Tom McCarthy; Carina Dillar
FLNR staff: MDD; Tim Renneberg or Kenn McLaren
AG: Richard Fyfe (DAG); Nicole Bresser (MDE no longer attending)
Total: 11

Time: 12:00-1:30 pm
Attending: MSF/Jonathan Sas
(MSF and Jonathan just need a small room for lunch and prep time)

Time: 1:30-2:00 pm (1/2 hr)
MIRR staff: MSF; Jonathan; Trish Balcaen; Francesca Wheler; Doug Konkin
FLNR staff: MDD; Rick Manwaring; Mike Pedersen; Ken Vanderburgh
ENV staff: MGH; Caelie Frampton; Jim Standen; Jeff Leahy; Mark Zacharias (DM)

AG staff: Richard Fyfe (DAG); Paul Yearwood; MA still tbc (MDE no longer attending)
EMPR staff in person: MMM likely not attending, Julie Chace
PO: Don Bain
Total: 17

Time: 2:00-4:00 pm (2 hrs)
Group: TNG (Tsilhqot'in National Government)

TNG attendees:

Chief Joe Alphonse (Tl'etinqox and Tribal Chair)
Chief Jimmy Lulua (Xeni Gwet'in)
Councillor Loretta Williams (Xeni Gwet'in)
Chief Francis Laceese (Tl'esqox)
Councillor Percy Guichon (Tsi Deldel)
Chief Roy Stump (?Esdilagh)
Chief Ervin Charleyboy
Chief Russell Myers Ross (Yunesit'in)

TNG staff/guests:

Jay Nelson, Executive Lead, Negotiations and External Affairs
Helen Nemeth, Team Manager, Negotiations and External Affairs
Shawn Atleo and Heather Atleo (TNG appointed Facilitators)

BC

MIRR staff: MSF; Jonathan; Trish Balcaen; Francesca Wheler; Doug Konkin
FLNR staff: MDD; Rick Manwaring; Mike Pedersen; Ken Vanderburgh
ENV staff : MGH; Caeile Frampton; Jim Standen; Jeff Leahy; Mark Zacharias (DM)
EMPR staff: Julie Chace
AG: Richard Fyfe; Paul Yearwood; MA tbc (MDE no longer attending)
PO: Don Bain
Total: no more than 30

Thanks,

Connie Roberts

*Administrative Coordinator to the
Honourable Scott Fraser
Minister of Indigenous Relations and Reconciliation
Room #323, Parliament Buildings
Victoria, BC
Phone: 250-387-0680*

From: Roberts, Connie A IRR:EX
Sent: Friday, May 25, 2018 2:25 PM
To: VCO Boardrooms, PREM PREM:EX; Szabo, Maria PREM:EX
Subject: RE: Room booking for Minister Fraser - June 5th

☺

Thanks,

Connie Roberts

*Administrative Coordinator to the
Honourable Scott Fraser
Minister of Indigenous Relations and Reconciliation
Room #323, Parliament Buildings
Victoria, BC
Phone: 250-387-0680*

From: VCO Boardrooms, PREM PREM:EX
Sent: Friday, May 25, 2018 2:21 PM
To: Roberts, Connie A IRR:EX; Szabo, Maria PREM:EX
Cc: VCO Boardrooms, PREM PREM:EX
Subject: RE: Room booking for Minister Fraser - June 5th

Hi Connie,

I'll make the sure the minister has a room for the added meetings.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

From: Roberts, Connie A IRR:EX
Sent: Friday, May 25, 2018 1:34 PM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: Room booking for Minister Fraser - June 5th

Hi Danny,

Further to the below, we will also need rooms for the following, as MSF will now be in Vancouver all day on June 5th:

Time: 9-10:30 am (1.5 hr)
Attending: MSF; Jonathan Sas
Total: 2

Time: 10:30-11:00 am (1/2 hr)
MIRR staff: MSF; Jonathan Sas; Tom McCarthy; Carina Dillar
FLNR staff: MDD; Tim Renneberg/Kenn McLaren
AG staff: MDE; plus 1 or 2
Total: 10/11

Time: 11-12:00 pm (1 hr)
Group: Lake Babine Nation
Group attendees: tbc
MIRR staff: MSF; Jonathan; Tom McCarthy; Carina Dillar
FLNR staff: MDD; Tim Renneberg/Kenn McLaren
AG staff in person: MDE; plus 1 or 2
Total: 11/15

Time: 1:30-2:00 pm (1/2 hr)
MIRR staff: MSF; Jonathan OR Ann Marie; Trish Balcaen; Francesca Wheler; Doug Konkin
FLNR staff: MDD;
ENV staff: MGH;
AG staff: MDE;
EMPR staff: MMM likely not attending, staff will attend
PO: Don Bain

Total: still waiting on other staff attendees so not sure yet of the total

Time: 2:00-4:00 pm (2 hrs)

Group: TNG (Tsilhoqot'in National Government)

Group attendees: still tbc

MIRR staff: MSF; Jonathan OR Ann Marie; Trish Balcaen; Francesca Wheler; Doug Konkin

FLNR staff: MDD;

ENV staff: MGH;

AG staff: MDE;

EMPR staff: MMM likely not attending, staff will attend

PO: Don Bain

Total: still not confirmed but would need the largest room you have.

I hope to have all this updated shortly.

Thanks,

Connie Roberts

Administrative Coordinator to the

Honourable Scott Fraser

Minister of Indigenous Relations and Reconciliation

Room #323, Parliament Buildings

Victoria, BC

Phone: 250-387-0680

From: Szabo, Maria PREM:EX

Sent: Tuesday, April 24, 2018 12:44 PM

To: Roberts, Connie A IRR:EX

Cc: VCO Boardrooms, PREM PREM:EX

Subject: RE: Room booking for Minister Fraser - June 5th

Hi Connie,

I can book our biggest room for you, but just so you know, that room can only seat about 24 people.

Please let me know once you have the full list of attendees!

Thanks,

Maria Szabo | Support Staff, Operations and Strategic Initiatives

Vancouver Cabinet Office | Office of the Premier

P: 604-775-1600 | E: maria.szabo@gov.bc.ca

From: Roberts, Connie A IRR:EX

Sent: Tuesday, April 24, 2018 10:32 AM

To: VCO Boardrooms, PREM PREM:EX

Subject: Room booking for Minister Fraser - June 5th

Hi Maria,

I am arranging a meeting with Tsilhoqot'in National Government (TNG), with Minister's Fraser, Donaldson, Heyman and Mungall, for June 5th, from 2-4 pm. I would like to book a room, please, and we will likely need the largest room you can provide. I'm waiting for the attendee list from staff, however, the last meeting we had was almost 30 attendees. I'm

hopeful it will be a smaller group this time. I'm also waiting on confirmation that this meeting is confirmed with TNG, all the Ministers are good to go.

FYI, once this meeting is confirmed, we will also be inviting PJH to attend whatever portion of the meeting that he is able.

Thanks,
Connie Roberts
*Administrative Coordinator to the
Honourable Scott Fraser
Minister of Indigenous Relations and Reconciliation
Room #323, Parliament Buildings
Victoria, BC
Phone: 250-387-0680*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 4:29 PM
To: Hynes, Colin GCPE:EX
Subject: RE: Meeting Room Request

Hi Colin,

You can direct them to the Vancouver Cabinet Office
7th Floor, Suite 740 - 999 Canada Place
Vancouver, BC V6C 3E1

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hynes, Colin GCPE:EX
Sent: Monday, June 4, 2018 4:27 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Meeting Room Request

Hi,

Thanks for doing this. I'm going to send the reporter address and floor, and to go to reception. Can you let me know what the actual address and floor number are?

Thanks so much!

Colin

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 4:23 PM
To: Hembree, Sara PSSG:EX <Sara.Hembree@gov.bc.ca>
Cc: Hynes, Colin GCPE:EX <Colin.Hynes@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Meeting Room Request

Thanks Sara,

We have booked the Minister a room.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hembree, Sara PSSG:EX
Sent: Monday, June 4, 2018 4:21 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Cc: Hynes, Colin GCPE:EX <Colin.Hynes@gov.bc.ca>; Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Subject: RE: Meeting Room Request

Thank you Danny!
Just for 30 minutes.

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 4:18 PM
To: Hembree, Sara PSSG:EX
Cc: Hynes, Colin GCPE:EX; Szabo, Maria PREM:EX
Subject: RE: Meeting Room Request

Hi Sara,

We would be happy to look at a booking for the Minister. How long will they need the room?

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Hembree, Sara PSSG:EX
Sent: Monday, June 4, 2018 4:16 PM
To: Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca>
Cc: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>; Hynes, Colin GCPE:EX <Colin.Hynes@gov.bc.ca>
Subject: Meeting Room Request

Good afternoon,

Could I reserve a meeting room for **Minister Farnworth** on Wednesday, **June 6th** at **12:30pm**.

Attendees will be Minister Farnworth and Andrew Lund.

Please advise if you require any further information.

Thank you kindly!



Sara Hembree
*Administrative Assistant to the
Honourable Mike Farnworth
Minister of Public Safety and Solicitor General
and Government House Leader
Direct Line: 250 356-2193*

Shortt, Amanda PREM:EX

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 4, 2018 3:40 PM
To: McKnight, Valerie SDPR:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: June 5 bookings at VCO

Hi Val,

Unfortunately, we are at capacity for tomorrow afternoon. I would recommend having his office book him space on the 6th floor. If they have any questions or issues they can call me and I would be happy to help.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McKnight, Valerie SDPR:EX
Sent: Monday, June 4, 2018 3:09 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: June 5 bookings at VCO

Hey,

DM David Galbraith also needs a meeting room at VCO at 4:30pm-5:00pm for two, can that please be arrange?

Thanks,
Val

From: VCO Boardrooms, PREM PREM:EX
Sent: Monday, June 04, 2018 2:50 PM
To: McKnight, Valerie SDPR:EX
Cc: VCO Boardrooms, PREM PREM:EX
Subject: RE: June 5 bookings at VCO

Hi Val,

We will put a room aside for the Minister.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: McKnight, Valerie SDPR:EX
Sent: Monday, June 4, 2018 2:43 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Subject: RE: June 5 bookings at VCO

Hello,

I need to add one more booking from 9:00am-10:00am for Minister Simpson to meet with DM David Galbraith. It will just be the two of them.

Thanks,
Val

From: McKnight, Valerie SDPR:EX
Sent: Monday, June 04, 2018 2:22 PM
To: VCO Boardrooms, PREM PREM:EX
Subject: FW: June 5 bookings at VCO

Hi Maria,

Here are the final attendee lists for tomorrow.

10am-12pm – Academic Roundtable

Kevin	Milligan	UBC
Seth	Klein	CCPA
Rhys	Kesselman	SFU
David	Green	UBC
Nicole	Fortin	UBC
Michael	Prince	Uvic
Dawn	Hemingway	UNBC
Molly	Harrington	SDPR
Linda	DeBenedictis	SDPR
Rob	Bruce	SDPR

1-1:30pm – Meeting with VanCity Community Foundation. Attending are Sean Condon and Irene Gannitsos from VanCity, as well as Minister Simpson, EA Brenda Tombs, and DM David Galbraith.

1:45-2:15 – Meeting with SAFERhome. Attending: Gordon Porter of SAFERhome, Patrick Simpson, SaferHome, MSS, Brenda Tombs, DM Galbraith.

2:30 – 3:00pm – Meeting with think tank group

Joan Anderson, Professor Emerita, School of Nursing, UBC

Vera Radyo, Executive Director, Kenoli Foundation, and former citizen judge & executive director of MOSAIC

Patricia (Paddy) Rodney, Associate Professor, School of Nursing, UBC; Faculty Associate, W. Maurice Young Centre for Applied Ethics, UBC; Research Associate, Providence Health Care Ethics Services

Brenda Sawatzky-Girling, Health Care Consultant and PhD Candidate, School of Population & Public Health, UBC

Linc Kesler, Director, First Nations House of Learning, & Senior Advisor to the President on Aboriginal Affairs, The University of British Columbia

MSS

Leah

3:30pm-4:30pm - Downtown Eastside Women's Centre

Alice Kendall, DTES Women's Centre

MSS

Leah

Thanks,
Val

From: Szabo, Maria PREM:EX
Sent: Wednesday, May 16, 2018 3:55 PM
To: Van Wensem, Casey SDPR:EX
Cc: McKnight, Valerie SDPR:EX; VCO Boardrooms, PREM PREM:EX
Subject: RE: June 5 bookings at VCO

Hi again Casey,

I've booked all of these and I have a hold on the same room for 3-:430pm that day.

Re: conference line, we aren't actually responsible for providing a conference line, unfortunately – that's usually for the Ministry to do. We do have a polycom in every boardroom and will certainly have it set up and ready to go for the meeting at 10. I hope that's ok!

Thanks,

Maria
604-775-1600

From: Van Wensem, Casey SDPR:EX
Sent: May 15, 2018 3:43 PM
To: VCO Boardrooms, PREM PREM:EX <vco.boardrooms@gov.bc.ca>
Cc: McKnight, Valerie SDPR:EX <Valerie.McKnight@gov.bc.ca>
Subject: June 5 bookings at VCO

Hi Maria and Danny,

I have a number of requests for booking at VCO on June 5 for Minister Simpson:

10am-12pm – Academic Roundtable discussion for 10-15 people. Attendees list TBC. Conference call line required. (Are you able to provide the call-in info when it's available?)

1-1:30pm – Meeting with VanCity Community Foundation. Attending are Sean Condon and Irene Gannitsos from VanCity, as well as Minister Simpson, EA Brenda Tombs, and DM David Galbraith.

1:45-2:15 – Meeting with SAFERhome. Attending: Gordon Porter of SAFERhome, MSS, Brenda Tombs, DM Galbraith.

2:30 – 3pm – Meeting with think tank group. Attendees list TBC (expecting 6-8 people).

We're also hoping to schedule some meetings between 3:00 and 4:30pm, but haven't confirmed anything yet. I can give you more details as they become available.

Thanks for your help!

*Casey van Wensem
Administrative Assistant to the
Honourable Shane Simpson,
Minister of Social Development and Poverty Reduction
Phone: (250) 356-7750 Fax: (250) 356-7292*

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 1:46 PM
To: Parte, Maura PSA:EX
Subject: Accepted: RECORDS MANAGEMENT SESSION - VCO STAFF

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 12:50 PM
To: Rzepa, Christina AEST:EX
Subject: Jeff Vasey here to join the meeting

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | **E:** Danny.Loubert@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 12:31 PM
To: Geary, Vanessa PREM:EX
Subject: RE: Just finished up

No rush. Its still very manageable.

s.22

See you in a bit!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

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

From: Geary, Vanessa PREM:EX
Sent: Monday, June 4, 2018 12:29 PM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Just finished up

s.22

Sent from my iPhone

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 10:03 AM
To: OOP FOI PREM:EX
Subject: RE: Call for Records OOP-2018-83903 Records Due June 12, 2018

Good Morning,

I have no records for this FOI Request

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: OOP FOI PREM:EX
Sent: Friday, June 1, 2018 12:11 PM
To: LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>; LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>
Subject: Call for Records OOP-2018-83903 Records Due June 12, 2018

Hello,

Please see the below request and please let me know by June 12th whether or not you have any records:

Canvassed: All Exec staff, all Vancouver staff

*All emails sent to and received - at the Premier's Office level - from any email addresses ending with
@compositepublicaffairs.com.*

*(Date Range for Record Search: From **04/07/2018 To 05/22/2018**) Date Format is MM/DD/YYYY*

UPDATE: It is no longer necessary to send records as a PDF. Please send records in whatever way is most convenient.

If you think that the search for records will take you over 1 hour and/or the total volume of records will exceed 100 pages, please let me know as soon as possible.

Thank you all for your assistance with this request! If you have any questions please don't hesitate to contact me.

Alison Wensink, Executive Administrative Coordinator
Deputy Minister's Office | Office of the Premier
Room 272 - West Annex, Parliament Buildings
Victoria BC V8W 9E1
Phone: (250) 387-2987

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Monday, June 4, 2018 9:15 AM
To: Anderson, Dianne S JTT:EX
Subject: Re: Card ^{s.15,s.}₁₇ Activate for new employee

So sorry this fell off my radar,

Card is good to go!

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Anderson, Dianne S JTT:EX
Sent: Monday, June 4, 2018 8:59 AM
To: Loubert, Danny PREM:EX
Subject: FW: Card ^{s.15,s.}₁₇ Activate for new employee

Good morning – Did you get to program this card? ☺

Dianne Anderson
Contract Manager
Ministry of Jobs, Trade and Technology
Suite 730 – 999 Canada Place
Vancouver, British Columbia, V6C 3E1, Canada
Phone: 1-(604) 660-5886 Fax: 604-660-1320
Dianne.Anderson@gov.bc.ca

From: Anderson, Dianne S JTT:EX
Sent: Thursday, May 10, 2018 11:36 AM
To: Loubert, Danny PREM:EX; 'Amy Li'
Subject: Card ^{s.15,s.}₁₇ Activate for new employee

Good morning – could you please activate Card ^{s.15,s.}₁₇ for Nicholas Protti for access to Suite 730/770 and 24/7 building/elevator access.

Thank you.

Dianne Anderson
Contract Manager
Ministry of Jobs, Trade and Technology
Suite 730 – 999 Canada Place
Vancouver, British Columbia, V6C 3E1, Canada
Phone: 1-(604) 660-5886 Fax: 604-660-1320
Dianne.Anderson@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 1, 2018 2:08 PM
To: Anderson, Dianne S JTT:EX; 'Amy Li'
Subject: Re: Deactivate CP Access Card s.15,s. 17 Bridgitte Taylor

Hi Dianne,

Just finished the 4 card requests,

Have a great weekend,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Anderson, Dianne S JTT:EX
Sent: Friday, June 1, 2018 1:56 PM
To: Loubert, Danny PREM:EX; 'Amy Li'
Subject: Deactivate CP Access Card s.15,s. 17 Bridgitte Taylor

Good afternoon – sorry forgot about this one – could you please deactivate Card s.15, s. 17 for Bridgitte Taylor.
Many thanks.

Dianne Anderson
Contract Manager
Ministry of Jobs, Trade and Technology
Suite 730 – 999 Canada Place
Vancouver, British Columbia, V6C 3E1, Canada
Phone: 1-(604) 660-5886 Fax: 604-660-1320
Dianne.Anderson@gov.bc.ca

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 1, 2018 10:18 AM
To: Geary, Vanessa PREM:EX; Viaud, Chantille PREM:EX
Subject: RE: Neighbourhood House Week Proclamation

Hi Vanessa and Chantille,

I am waiting to hear back from Queens printers for the costs of the folios, we do still have about 30 available for us to use.

I have forwarded the information for the frames, each will cost \$140.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: Geary, Vanessa PREM:EX
Sent: Friday, June 1, 2018 9:42 AM
To: Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: RE: Neighbourhood House Week Proclamation

Just following up to see if all under control. Thanks

From: Viaud, Chantille PREM:EX
Sent: Tuesday, May 29, 2018 10:55 AM
To: Loubert, Danny PREM:EX
Cc: Geary, Vanessa PREM:EX
Subject: FW: Neighbourhood House Week Proclamation

Hi Danny-

Here's some information I received from Queen's printer- and the contact below to chat with😊 Maybe they can provide some that we can frame here- or have a "demo" one made that we can use for events a few times over. They might also have some folders we can use for nice copies of proclamations for folks to take with them (like those really lovely ones you made up before).

C.

From: Protocol Recognition CITZ:EX
Sent: Tuesday, April 10, 2018 2:52 PM
To: Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>
Subject: RE: Neighbourhood House Week Proclamation

Hello Chantille,

For the Proclamation 10" x 16"

The *most* popular and standard choices, are

A) 1.) Plain Gold frame with double mats; with antique white and inner matting either A) Inner Aged Oak or B) inner Gold

2.) Or a Mahogany matte finish frame with double mats; with antique white matting and inner matting either A) Aged Oak or B) Gold

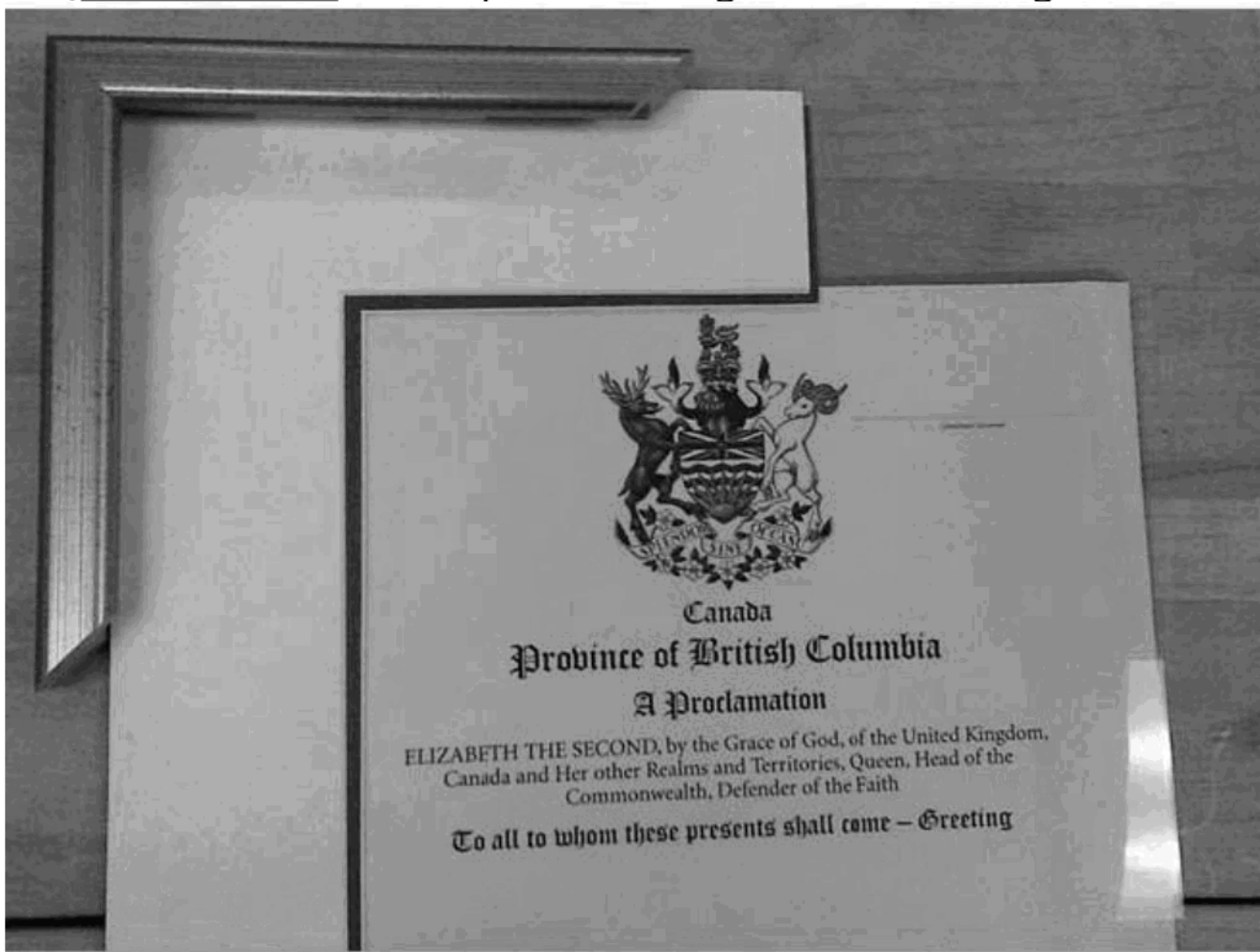
Price is \$132.95 each, plus \$10.00 for freight

3) A plain black frame with the same specifications is \$126.95

Please see the specifications below:

- Custom frame of certificate about 10" x 16"
- finished size about 17" x 21"
- all assembly and labour
- delivery to your office

1) Plain Gold frame with antique white and Aged Oak inner matting



2) Mahogany frame with antique white and Aged Oak inner matting



To order Custom framing: I would require the **choice of frame (Gold, Mahogany or Black)** and your **choice of inner matting** and then I will email you a print requisition for you to add your account coding and sign.

And if you could please, mail me your certificate and protect it from bending.

Ship to: Please do send the certificate to me at Allyse MacFayden 3rd floor 563 Superior Street Victoria, BC V8V 1T7

Timeline: Currently framing is taking 10 to 14 working days.

Thank you,

Allyse MacFayden | Protocol and Recognition Officer
Queen's Printer Protocol and Recognition | Shared Services
3rd floor, 563 Superior Street, Victoria, BC V8V 1T7
Tel: 250 356-9933 | Fax: 250 387-1120
e-mail: Allyse.Macfayden@gov.bc.ca | Visit us online at: www.dcv.gov.bc.ca

From: Viaud, Chantille PREM:EX
Sent: Tuesday, April 10, 2018 2:07 PM
To: Protocol Recognition CITZ:EX
Subject: FW: Neighbourhood House Week Proclamation

Hello!

I'm wondering if you can provide a quote for one of the proclamations to be framed? The info from queens printer is below.

Thank you so much!

Cheers,
Chantille

Chantille Viaud | Manager, Stakeholder Relations
Office of the Premier
P: 604-838-3025 | **E:** chantille.viaud@gov.bc.ca

From: Rogers, Jenna CITZ:EX
Sent: Monday, April 9, 2018 11:43 AM
To: Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>
Subject: RE: Neighbourhood House Week Proclamation

Hi Chantille.

15 PROCLAMATIONS
10" x 16"
4/0
67# springhill cream cover

\$40 plus applicable tax and shipping.

Queen's Printer | Supply Services | Ministry of Citizens' Services

Ph: 250 893.7583 | e: jenna.rogers@gov.bc.ca | m: PO Box 9452, Stn Prov Govt, Victoria BC V8W 9V7
Location/Courier: 2nd Floor, 563 Superior Street, Victoria BC V8V 1T7



QUEEN'S PRINTER
A BRANCH of SHARED SERVICES BC

<http://brokerage.qp.gov.bc.ca/submit-print/print-form.aspx>

Please note: New telephone system will no longer accept 5-digit dialing. Please dial all 10 digits.

Shortt, Amanda PREM:EX

From: Loubert, Danny PREM:EX
Sent: Friday, June 1, 2018 9:03 AM
To: Geary, Vanessa PREM:EX
Subject: FW: Room Folio
Attachments: Scan_0027.pdf

Hi Vanessa,

Please find the attached Folio for my stay.

Warmest Regards,

Danny Loubert | Administrative Coordinator, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1677 | E: Danny.Loubert@gov.bc.ca

From: s.15
Sent: Friday, June 1, 2018 9:00 AM
To: Loubert, Danny PREM:EX <Danny.Loubert@gov.bc.ca>
Subject: Room Folio

Good morning ☺

Please see attached for a copy of your most recent stay. Please let me know if I can help with anything else.

Hope to see you again!

Kind regards,

s.15