

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 3, 2018 9:25 AM
To: Geary, Vanessa PREM:EX
Subject: FW: who has satellite phones in your office?

Vanessa, who should have satellite phones? Geoff? Anyone else? Happy to discuss.

From: Nash, Amber PREM:EX
Sent: Friday, March 30, 2018 8:27 PM
To: Canitz, Shelley L PREM:EX
Subject: Re: who has satellite phones in your office?

Evan has one on him - there's one at VCO. (Vanessa has this one I believe). I'm not aware of another one in the PO though.

From: Canitz, Shelley L PREM:EX
Sent: Thursday, March 29, 2018 4:19 PM
To: Nash, Amber PREM:EX
Subject: who has satellite phones in your office?

I believe I should know this already by do not. I believe the Premier and Vanessa do – anyone else?

Not a rush – at your convenience - thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 3, 2018 10:10 AM
To: Denlinger, Becky EMBC:EX
Subject: have confirmed with OoP that Geoff Meggs will get a satellite phone

Becky – as discussed, please have a spare satellite phone assigned to Geoff. That will be the only extra satellite phone needed right now.

Once you have that assigned to Geoff, would you please send me a list of assigned government numbers? I will make sure our phones here have the list in their carry bag.

Many thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 3, 2018 4:27 PM
To: Wensink, Alison PREM:EX
Subject: FW: Declaration to Support Related Party Disclosures
Attachments: CRF CFOs Declaration Rel Party Discl_29Mar18.pdf

Alison, would you please have Okenge sign and then return the form to Steve Klak? Would you also please send to Pierrette?

Thank you.

Shelley

From: Klak, Steve M FIN:EX
Sent: Tuesday, April 3, 2018 10:16 AM
To: Canitz, Shelley L PREM:EX
Cc: Ngo, Dawn FIN:EX
Subject: FW: Declaration to Support Related Party Disclosures

Hi Shelley, can you please ask Don, Geoff, Okenge, and Pierrette to each sign a copy of the attached form in support of year-end reporting requirements. Thank you.

Steve Klak, CPA, CA
*Chief Financial Officer and Executive Director
Ministry of Finance and Office of the Premier
Province of British Columbia
(778) 698-8556*

From: Laird, Corinna A FIN:EX
Sent: Thursday, March 29, 2018 12:12 PM
To: Ackinclose, Tanya EBC:EX; Buljat, Dianne K RCY:EX; Butler, Jason HLTH:EX; Fraser, Brian CSNR:EX; Gingras, Leoni D OMBD:EX; Hall, Katrina OAG:EX; Hoadley, David JAG:EX; Jess, Katherine A MCF:EX; Klak, Steve M FIN:EX; Landry, Dara M MMHA:EX; Ma, Tiffany J EDUC:EX; Marsh, Patricia A TRAN:EX; Mortimer, David JTT:EX; Mosher, Chris FPB:EX; Parmar, Ranbir S CSNR:EX; Porter, Donna A AEST:EX; Sherwood, David CITZ:EX; Shewchuk, Jack VSA:EX; Skillings, Chris MAH:EX; Taylor, Adam CSNR:EX; Urquhart, Brian LASS:EX; Winter, Sandra PSA:EX; Wright, Nicole SDPR:EX
Cc: Cretelli, Alice FIN:EX; Gill, Amar FIN:EX; Lianga, Diane FIN:EX; Sihota, Raj S FIN:EX
Subject: Declaration to Support Related Party Disclosures

Sent on behalf of Diane Lianga, A/Executive Director, Financial Reporting and Advisory Services, Office of the Comptroller General, Ministry of Finance, Province of British Columbia:

Please note the due date of **April 30, 2018**.

Thank you,

Corinna Laird, CPA, CGA

Financial Accountant, Summary Financial Statements

Financial Reporting & Advisory Services

Office of the Comptroller General

Ministry of Finance

Phone: (778) 698-5431 Fax: (250) 356-8388

Corinna.Laird@gov.bc.ca

~ Peace for the World Always ~

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 5, 2018 9:52 AM
To: Cavanagh, Judy PREM:EX; Poldrugovac, Saija FIN:EX
Cc: Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX
Subject: RE: JV Costs

Approved

Shelley

From: Cavanagh, Judy PREM:EX
Sent: Thursday, April 5, 2018 9:48 AM
To: Poldrugovac, Saija FIN:EX; Canitz, Shelley L PREM:EX
Cc: Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX
Subject: RE: JV Costs

Hi Saija and Shelley,

By way of this email, I am asking Shelley Canitz to approve this transaction.

Thank you.

Judy

Judy Cavanagh | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | **E:** judy.cavanagh@gov.bc.ca

From: Poldrugovac, Saija FIN:EX
Sent: Thursday, April 5, 2018 9:45 AM
To: Cavanagh, Judy PREM:EX
Cc: Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX
Subject: FW: JV Costs
Importance: High

Hi Judy,

s.22 I'm hoping you can approve this transaction as it has increased since Jackie was involved.

s.15

Thanks!
~Saija

From: Li, Winnie PSSG:EX
Sent: Thursday, April 5, 2018 9:41 AM
To: Poldrugovac, Saija FIN:EX
Subject: RE: JV Costs

Hi Saija,

Ok, please go ahead with the new charge.

Thanks!

Winnie

From: Poldrugovac, Saija FIN:EX
Sent: Thursday, April 5, 2018 9:38 AM
To: Li, Winnie PSSG:EX
Cc: Hendry, Jackie PREM:EX; Wensink, Alison PREM:EX
Subject: RE: JV Costs
Importance: High

Hi Winnie,

s.15

I would appreciate a quick response as Alison will need to submit her JV by tomorrow for processing.

Thanks so much!
~Saija

s.15

From: Poldrugovac, Saija FIN:EX
Sent: Wednesday, March 28, 2018 9:09 AM
To: Hendry, Jackie PREM:EX
Subject: RE: JV Costs

You guys will need to do up the JV and sent it to CFFS Help with Winnie's approval. The backup should be the spreadsheet that shows all the charges being charged back.
~S

From: Hendry, Jackie PREM:EX
Sent: Wednesday, March 28, 2018 9:06 AM

To: Poldrugovac, Saija FIN:EX
Subject: FW: JV Costs

Hi Saija,

Please see below. Please let me know if you need anything further.

Thank you,
Jackie

From: Li, Winnie PSSG:EX
Sent: Friday, March 23, 2018 10:50 AM
To: Hendry, Jackie PREM:EX
Subject: RE: JV Costs

Hi Jackie,

Please go ahead the process the JV to coding: 010.15674.11640.1570.150000

Thank you!

Winnie

From: Hendry, Jackie PREM:EX
Sent: Friday, March 23, 2018 10:04 AM
To: Li, Winnie PSSG:EX
Subject: FW: JV Costs

The green highlighted lines are needed to be JVED.

Thank you,
Jackie

From: Li, Winnie PSSG:EX
Sent: Friday, March 23, 2018 9:28 AM
To: Hendry, Jackie PREM:EX
Subject: RE: JV Costs

Hi Jackie,

Are the one that are highlighted the costs to JV to us, I added those up, the total comes to "0". I don't think that's right, could you please have the summary just for the cost to our branch.

Thank you!

Winnie

From: Hendry, Jackie PREM:EX
Sent: Thursday, March 22, 2018 4:38 PM

To: Li, Winnie PSSG:EX
Subject: RE: JV Costs

Hi Winnie,

Is this spreadsheet sufficient to get your approval?

Thank you,
Jackie

From: Li, Winnie PSSG:EX
Sent: Wednesday, March 21, 2018 11:33 AM
To: Hendry, Jackie PREM:EX
Subject: FW: JV Costs

Hi Jackie,

That's what Michelle Leamy provided us before.

Thanks!

Winnie

From: Leamy, Michelle T PREM:EX
Sent: Thursday, December 1, 2016 10:31 AM
To: Li, Winnie PSSG:EX
Subject: JV Costs

Hi Winnie:

Here are the invoices that have been processed April - November. Can you please review and provide your approval and coding to me and we will process the JV.

Thanks.

m

Date	Destination	Document #	Amount	
March 30, 2016	Vancouver-Kelowna rtn	06802C	\$ 644.75	1 p
March 31, 2016	Van-WL-Quesnel-Van	06839C	\$ 1,004.68	1 p
April 8, 2016	Vancouver-Kelowna rtn	06878C	\$ 592.85	1 p
April 13, 2016	Vic-Van	09640C	\$ 242.25	1 p
April 20, 2016	Vancouver-FST rtn	06960C	\$ 1,484.57	1 p
			\$ 674.85	1 p
May 13, 2016	Vancouver-Princeton rtn	06959C	\$ 437.67	1 p
June 3, 2016	Vancouver-Terrace rtn	07016C	\$ 1,731.03	1st 2nd
June 19, 2016	Vancouver-Dawson Creek rtn	07121C	\$ 1,727.22	1 p

June 21-23, 2016	Van-Vic-Cranbrook-Van	07114C	\$ 2,050.83	1-2 3rd
August 12, 2016	Qualicum-Tofino-Vancouver	691	\$ 705.57	1 p
September 10, 2016	Van-Hope	781	\$ 403.13	1 p
September 24, 2016	Vic-Van	755	\$ 275.68	1 p
			\$ 11,975.08	

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 5, 2018 12:12 PM
To: Rothe, Karen J EMBC:EX
Subject: FW: excel sheet with staff locations in need to move
Attachments: BCP Premier's Office Staffing Worksheet January 2018.xlsx

Karen – one of the issues I was working on with Rian was a plan in case of a local area event – either the West Annex or the Vancouver Cabinet Office becomes unavailable. Here was one component of it – who could work from home and who needs to be together in a central place.

From: Canitz, Shelley L PREM:EX
Sent: Friday, January 26, 2018 2:57 PM
To: Jones, Rian EMBC:EX
Subject: excel sheet with staff locations in need to move

Rian – here is the proposed list of who works where should the West Annex become unavailable to use as a workplace. Please review and see if this is how you wanted the information provided.

I think Romeo Tello is getting back to you with the Vancouver Cabinet Office staff list (maybe he has already done this!)

Let me know what else is needed.

Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 5, 2018 12:16 PM
To: Rothe, Karen J EMBC:EX
Subject: FW: Premier's Briefing Materials
Attachments: Premier's Office Continuity Plan Project Charter.pub; Premier Horgan v5.pptx

The Project Charter for our office

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, December 20, 2017 12:00 PM
To: Cavanagh, Judy PREM:EX
Subject: FW: Premier's Briefing Materials

Judy – very good materials and an outline of next steps in Business Continuity for government

From: Jones, Rian EMBC:EX
Sent: Friday, December 15, 2017 3:09 PM
To: Canitz, Shelley L PREM:EX
Subject: Premier's Briefing Materials

Hi Shelley,

Attached are:

- The presentation with speaking notes
- A one paged project charter

Please let me know whether the contents are acceptable. I'm happy to make any changes required.

Thanks very much,

Rian

PS I am sadly without a phone this afternoon but should be back in the world of the living by Monday.

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 5, 2018 12:41 PM
To: Rothe, Karen J EMBC:EX
Subject: Some key elements that I think Rian was working on - now a couple of month ago, I think

Karen – when I last spoke to Rian, she was going working on the analysis part of our plan. She was going to talk with the Sergeant at Arms and Cab Obs on security (e.g. if we had to move a Cabinet or Cabinet Committee meeting out of West Annex and into a ministry boardroom or hotel meeting room, what security do we need/have access to?).

She was also going to look at what options were in case we had to move out of West Annex for 1 to 3 days – was there a nearby ministry office we could use as a temporary location or would we need a hotel meeting room.

In the long term, she was working on ensuring 4000 Seymour was a good fit as a location for a longer-term use.

That's most of what I know for now.

Thanks
Shelley

Shelley Canitz

Executive Director | Corporate Initiatives
Office of the Deputy Minister to the Premier
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
250-356-1499

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Withheld pursuant to/removed as

s.22

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, April 6, 2018 3:01 PM
To: Nash, Amber PREM:EX
Subject: RE: Declaration to Support Related Party Disclosures

Sorry for the delay! I haven't seen it but it could have been sent directly to Steve Klak at Finance – you could check with him? The form was to get sent to him so maybe that has happened.

From: Nash, Amber PREM:EX
Sent: Friday, April 6, 2018 12:39 PM
To: Canitz, Shelley L PREM:EX
Subject: RE: Declaration to Support Related Party Disclosures

Hi Shelley,

Did this make its way back to you via Layne by chance? I left copy for Geoff to sign. He has indicated he did – but I don't see it here. He may have given it back to Layne and she to you?

Amber

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 3, 2018 4:34 PM
To: Nash, Amber PREM:EX
Subject: FW: Declaration to Support Related Party Disclosures

Amber – would you please have Geoff sign this form, then return the signed form to Steve Klak at Ministry of Finance?

Thank you.

Shelley

From: Klak, Steve M FIN:EX
Sent: Tuesday, April 3, 2018 10:16 AM
To: Canitz, Shelley L PREM:EX
Cc: Ngo, Dawn FIN:EX
Subject: FW: Declaration to Support Related Party Disclosures

Hi Shelley, can you please ask Don, Geoff, Okenge, and Pierrette to each sign a copy of the attached form in support of year-end reporting requirements. Thank you.

Steve Klak, CPA, CA
Chief Financial Officer and Executive Director
Ministry of Finance and Office of the Premier

From: Laird, Corinna A FIN:EX
Sent: Thursday, March 29, 2018 12:12 PM
To: Ackinclose, Tanya EBC:EX; Buljat, Dianne K RCY:EX; Butler, Jason HLTH:EX; Fraser, Brian CSNR:EX; Gingras, Leoni D OMBD:EX; Hall, Katrina OAG:EX; Hoadley, David JAG:EX; Jess, Katherine A MCF:EX; Klak, Steve M FIN:EX; Landry, Dara M MMHA:EX; Ma, Tiffany J EDUC:EX; Marsh, Patricia A TRAN:EX; Mortimer, David JTT:EX; Mosher, Chris FPB:EX; Parmar, Ranbir S CSNR:EX; Porter, Donna A AEST:EX; Sherwood, David CITZ:EX; Shewchuk, Jack VSA:EX; Skillings, Chris MAH:EX; Taylor, Adam CSNR:EX; Urquhart, Brian LASS:EX; Winter, Sandra PSA:EX; Wright, Nicole SDPR:EX
Cc: Cretelli, Alice FIN:EX; Gill, Amar FIN:EX; Lianga, Diane FIN:EX; Sihota, Raj S FIN:EX
Subject: Declaration to Support Related Party Disclosures

Sent on behalf of Diane Lianga, A/Executive Director, Financial Reporting and Advisory Services, Office of the Comptroller General, Ministry of Finance, Province of British Columbia:

Please note the due date of **April 30, 2018**.

Thank you,

Corinna Laird, CPA, CGA
Financial Accountant, Summary Financial Statements
Financial Reporting & Advisory Services
Office of the Comptroller General
Ministry of Finance
Phone: (778) 698-5431 Fax: (250) 356-8388
Corinna.Laird@gov.bc.ca

~ Peace for the World Always ~

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, April 6, 2018 3:45 PM
To: Denlinger, Becky EMBC:EX
Subject: RE: Quick, easy one

Sorry for the delay – happy to talk with you at any time s.22 | You have met with Don already. I've checked with him and he's not expecting anything further from you. In addition, he said you met all your report-outs with him so nothing on that last triggers a hold-back. s.22 s.22

Shelley

From: Denlinger, Becky EMBC:EX
Sent: Friday, April 6, 2018 12:45 PM
To: Canitz, Shelley L PREM:EX
Subject: Re: Quick, easy one

Thanks and s.22 If you would spare a minute later this afternoon (around 2:15?), s.22 s.22

From: Shelley.Canitz@gov.bc.ca
Sent: April 6, 2018 11:24 AM
To: Becky.Denlinger@gov.bc.ca
Subject: RE: Quick, easy one

Becky – see attached

There were 3 areas of the holdbacks – succession planning (which you report to PSA on), financial (which Ministry of Finance assesses) and government priority issues. The attached email deals with the last item (government priorities) – Don does not require a written report on those issues and has discussed these with DMs in his annual meeting. s.22

From: Denlinger, Becky EMBC:EX
Sent: Friday, April 6, 2018 11:20 AM
To: Canitz, Shelley L PREM:EX
Subject: Quick, easy one

Shelley, I may have missed a signal somewhere - when are our holdback reports due to Don's office?

s.22
Becky

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, April 9, 2018 11:22 AM
To: Hodson, Georgina AGRI:EX
Subject: RE: Reporting out on DM performance measures 2017/18

Nothing further from our office – there was an element on succession planning that DMs were working with PSA on – you would report directly on that with Lori Halls' office

From: Hodson, Georgina AGRI:EX
Sent: Monday, April 9, 2018 10:44 AM
To: Canitz, Shelley L PREM:EX
Subject: Re: Reporting out on DM performance measures 2017/18

Hi Shelley,

I understand DM Shoemaker had his conversation with DM Wright, regarding performance targets, on April 4th. Please advise if anything further is required of the Agriculture DMO for reporting.

Thanks!
Georgina

From: "Canitz, Shelley L PREM:EX" <Shelley.Canitz@gov.bc.ca>
Date: Monday, March 26, 2018 at 4:44 PM
To: "Benn, Jennifer MCF:EX" <Jennifer.Benn@gov.bc.ca>, "Birnie, Kayla LBR:EX" <Kayla.Birnie@gov.bc.ca>, "Bracewell, Barb MMHA:EX" <Barb.Bracewell@gov.bc.ca>, "Bridges, Kelsey PSEC:EX" <Kelsey.Bridges@gov.bc.ca>, "Cameron, Tara D ENV:EX" <Tara.Cameron@gov.bc.ca>, "Casanova, Tamara MMHA:EX" <Tamara.Casanova@gov.bc.ca>, "Cochrane, Marlene EMPR:EX" <Marlene.Cochrane@gov.bc.ca>, "Cook, Jeannette CITZ:EX" <Jeannette.Cook@gov.bc.ca>, "Dakin, Ashley FLNR:EX" <Ashley.Dakin@gov.bc.ca>, "Dayman, Marlene JAG:EX" <Marlene.Dayman@gov.bc.ca>, "Duncan, Laurie ENV:EX" <Laurie.1.Duncan@gov.bc.ca>, "Duncan, Nikki PSSG:EX" <Nikki.Duncan@gov.bc.ca>, "Eckardt, Dana R FLNR:EX" <Dana.Eckardt@gov.bc.ca>, Erin Hansen <Susan.Fair@gov.bc.ca>, "Faust, Marnie L GCPE:EX" <Marnie.Faust@gov.bc.ca>, "Fraser, Agnes EMBC:EX" <Agnes.Fraser@gov.bc.ca>, Shawna French <shawna.french@gov.bc.ca>, "Gao, Christy PSSG:EX" <Christy.Gao@gov.bc.ca>, "Gedney, Vanessa R MAH:EX" <Vanessa.Gedney@gov.bc.ca>, "Gooderham, Coleen E ENV:EX" <Coleen.Gooderham@gov.bc.ca>, Erin Hansen <Erin.Hansen@gov.bc.ca>, "Hendry, Jackie PREM:EX" <Jackie.Hendry@gov.bc.ca>, "Higgins, Keira PREM:EX" <Keira.Higgins@gov.bc.ca>, Georgina Hodson <georgina.hodson@gov.bc.ca>, "Howie, Matthew IRR:EX" <Matthew.Howie@gov.bc.ca>, "Jang, Monica JTT:EX" <Monica.Jang@gov.bc.ca>, "Kennedy, Karla ENV:EX" <Karla.Kennedy@gov.bc.ca>, "Kiewiet, Nargis HLTH:EX" <Nargis.Kiewiet@gov.bc.ca>, "Kinnear, Lindsay PREM:EX" <Lindsay.Kinnear@gov.bc.ca>, "Klus, Arianna PREM:EX" <Arianna.Klus@gov.bc.ca>, "Kwan, Shirley JTT:EX" <Shirley.Kwan@gov.bc.ca>, "Lenz, Allison EMBC:EX" <Allison.Lenz@gov.bc.ca>, "Lewthwaite, Jennifer TRAN:EX" <Jennifer.Lewthwaite@gov.bc.ca>, "MacMillan, Karen SDPR:EX" <Karen.MacMillan@gov.bc.ca>, "Massy, Michelle E PREM:EX" <Michelle.Massy@gov.bc.ca>, "McCann, Meghan EMPR:EX" <[Meghan.McCann@gov.bc.ca](mailto: Meghan.McCann@gov.bc.ca)>, "Meadows, Jennifer L TAC:EX" <Jennifer.Meadows@gov.bc.ca>, "Michell, Jennifer FIN:EX" <Jennifer.Michell@gov.bc.ca>, "Molyneux, Jennifer CITZ:EX" <Jennifer.Molyneux@gov.bc.ca>, "Mulloy, Eleanor PREM:EX" <Eleanor.Mulloy@gov.bc.ca>, "Nicholson, Riley FIN:EX" <Riley.Nicholson@gov.bc.ca>, "Oliver, Chrissy PSA:EX" <Chrissy.Oliver@gov.bc.ca>, "Quigley, Shanna SDPR:EX" <Shanna.Quigley@gov.bc.ca>, "Richter, Connie JAG:EX" <Connie.Richter@gov.bc.ca>, "Ringma, Shalegh FIN:EX" <Shalegh.Ringma@gov.bc.ca>, Sandra Roe <Sandra.Roe@gov.bc.ca>, "Sampson, Laura EDUC:EX" <Laura.Sampson@gov.bc.ca>, "Shang, Cindy TAC:EX" <Cindy.Shang@gov.bc.ca>, "Stearn, Anne HLTH:EX" <Anne.Stearn@gov.bc.ca>, "Teng, Zita EDUC:EX"

<Zita.Teng@gov.bc.ca>, "Thomson, Lia MAH:EX" <Lia.Thomson@gov.bc.ca>, "Tupper, Linsey PSA:EX" <Linsey.Tupper@gov.bc.ca>, "Verwoord, Cindy TRAN:EX" <Cindy.Verwoord@gov.bc.ca>, "Wensink, Alison PREM:EX" <Alison.Wensink@gov.bc.ca>, "Whitford, Kelly M AEST:EX" <Kelly.Whitford@gov.bc.ca>, "Wolsey, Ashley AEST:EX" <Ashley.Wolsey@gov.bc.ca>, "Woodcock, Danielle EMBC:EX" <Danielle.Woodcock@gov.bc.ca>

Subject: RE: Reporting out on DM performance measures 2017/18

With regret, I have confused people. Let me try again.

Last summer/fall, each DM completed a list of performance measures (#3 in the holdback measures: "delivering on the key priorities of government"). Deputies do not have to submit a written update on those measures – Don is discussing their status with each deputy.

Did that clarify at all?

From: Canitz, Shelley L PREM:EX

Sent: Monday, March 26, 2018 4:26 PM

To: Benn, Jennifer MCF:EX; Birnie, Kayla LBR:EX; Bracewell, Barb MMHA:EX; Bridges, Kelsey PSEC:EX; Cameron, Tara D ENV:EX; Canitz, Shelley L PREM:EX; Casanova, Tamara MMHA:EX; Cochrane, Marlene EMPR:EX; Cook, Jeannette CITZ:EX; Dakin, Ashley FLNR:EX; Dayman, Marlene JAG:EX; Duncan, Laurie ENV:EX; Duncan, Nikki PSSG:EX; Eckardt, Dana R FLNR:EX; Fair, Susan P AGRI:EX; Faust, Marnie L GCPE:EX; Fraser, Agnes EMBC:EX; French, Shawna IRR:EX; Gao, Christy PSSG:EX; Gedney, Vanessa R MAH:EX; Gooderham, Coleen E ENV:EX; Hansen, Erin AGRI:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Hodson, Georgina AGRI:EX; Howie, Matthew IRR:EX; Jang, Monica JTT:EX; Kennedy, Karla ENV:EX; Kiewiet, Nargis HLTH:EX; Kinnear, Lindsay PREM:EX; Klus, Arianna PREM:EX; Kwan, Shirley JTT:EX; Lenz, Allison EMBC:EX; Lewthwaite, Jennifer TRAN:EX; MacMillan, Karen SDPR:EX; Massy, Michelle E PREM:EX; McCann, Meghan EMPR:EX; Meadows, Jennifer L TAC:EX; Michell, Jennifer FIN:EX; Molyneux, Jennifer CITZ:EX; Mulloy, Eleanor PREM:EX; Nicholson, Riley FIN:EX; Oliver, Chrissy PSA:EX; Quigley, Shanna SDPR:EX; Richter, Connie JAG:EX; Ringma, Shalegh FIN:EX; Roe, Sandra PSA:EX; Sampson, Laura EDUC:EX; Shang, Cindy TAC:EX; Stearn, Anne HLTH:EX; Teng, Zita EDUC:EX; Thomson, Lia MAH:EX; Tupper, Linsey PSA:EX; Verwoord, Cindy TRAN:EX; Wensink, Alison PREM:EX; Whitford, Kelly M AEST:EX; Wolsey, Ashley AEST:EX; Woodcock, Danielle EMBC:EX

Subject: Reporting out on DM performance measures 2017/18

Hello, all – many of you have been asking about the process for reporting out this year on the Deputy Minister performance measures. I have confirmed with Don that he is discussing a deputy's performance measures with that deputy during his one-to-one review meetings. Therefore, a written follow-up will not be needed - hope this clarifies the process for this year.

Please let me know if you have any further questions.

Shelley

Shelley Canitz

Executive Director | Corporate Initiatives

Office of the Deputy Minister to the Premier

272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4

250-356-1499

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 10, 2018 9:14 AM
To: Geary, Vanessa PREM:EX; Cavanagh, Judy PREM:EX
Subject: FW: salary info

FYI – as you may recall from the last staffing spreadsheets from Ministry of Finance, they highlighted some automatic staff pay increases for BCGEU members. We only have one or two ahead of us under this current contract, and Finance will build them into future forecasts.

Shelley

From: Dicks, Erin L FIN:EX
Sent: Friday, April 6, 2018 11:26 AM
To: Canitz, Shelley L PREM:EX
Cc: Tsang, Diana FIN:EX
Subject: FW: salary info

Hi Shelley... FYI, here is a table of the Economic Stability Mandate (ESM) and Economic Stability Dividend (ESD) increases:

Date	ESM	ESD
April 01, 2015	1.0%	-
February 01, 2016	-	\$0.1301 per hour BCGEU 0.45% PFA
April 01, 2016	0.5%	
February 01, 2017	1.0%	\$0.1024 per hour BCGEU 0.35% PEA
April 01, 2017	0.5%	
February 01, 2018	1.0%	\$0.1212 per hour BCGEU 0.4% PEA
April 01, 2018	0.5%	
February 01, 2019	1.0%	TBD

As you can see, BCGEU / Schedule A staff received a 0.5% increase on April 1st, and are due for an additional 1% increase in February. They may also get an ESD increase at that time. The ESD increases are based on how the economy does and are usually determined in November.

From: Tsang, Diana FIN:EX
Sent: Friday, April 6, 2018 9:30 AM
To: Canitz, Shelley L PREM:EX
Cc: Dicks, Erin L FIN:EX
Subject: RE: salary info

Hi Shelley,

They are unionized employees and covered under the 2014 Economic Stability Mandate. These also include Schedule A employees.

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 5, 2018 3:27 PM
To: Tsang, Diana FIN:EX
Cc: Dicks, Erin L FIN:EX
Subject: RE: salary info

Diana and Erin – I note that some of the staff in the attachment get the ESM – what are the criteria for who gets it?

From: Tsang, Diana FIN:EX
Sent: Tuesday, March 27, 2018 6:31 PM
To: Canitz, Shelley L PREM:EX
Cc: Dicks, Erin L FIN:EX
Subject: RE: salary info

Hi Shelley,

Please find attached the revised Salary Analysis document. We've updated the forecast to include STOB 50 TO 54 projected expenditures. This should now be comparable to the total Salary & Benefit budgets. Please let us know if you have any questions.

From: Canitz, Shelley L PREM:EX
Sent: Monday, March 26, 2018 12:01 PM
To: Tsang, Diana FIN:EX
Cc: Dicks, Erin L FIN:EX
Subject: FW: salary info

Diana – I forgot to add that I would like it updated so I can see what 18/19 look like with salaries and potential hiring. Thanks

From: Canitz, Shelley L PREM:EX
Sent: Monday, March 26, 2018 12:00 PM
To: Tsang, Diana FIN:EX
Subject: FW: salary info

Diana – would you have the ability to update this chart to reflect the salaries and benefits that are in the chart you just sent me?

From: Manak, Nicky FIN:EX
Sent: Thursday, March 15, 2018 9:09 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: salary info

IGRS has been added to the summary tab.

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, March 14, 2018 3:29 PM
To: Manak, Nicky FIN:EX
Subject: RE: salary info

Nicky – could this be updated with IGRS included so the numbers match up with the forecast numbers from today's spread sheet?

From: Manak, Nicky FIN:EX
Sent: Friday, March 2, 2018 12:02 PM
To: Canitz, Shelley L PREM:EX
Cc: Cavanagh, Judy PREM:EX; Tsang, Diana FIN:EX
Subject: RE: salary info

Revised copy for your info.

From: Canitz, Shelley L PREM:EX
Sent: Friday, March 2, 2018 11:57 AM
To: Manak, Nicky FIN:EX
Subject: RE: salary info

Nicky – would I be able to get a revised copy this aft?

Shelley Canitz

Executive Director | Corporate Initiatives
Office of the Deputy Minister to the Premier
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
250-356-1499

From: Manak, Nicky FIN:EX
Sent: Friday, March 2, 2018 11:08 AM
To: Cavanagh, Judy PREM:EX
Cc: Tsang, Diana FIN:EX; Canitz, Shelley L PREM:EX
Subject: RE: salary info

I'll make those changes. Thank Judy.

From: Cavanagh, Judy PREM:EX
Sent: Friday, March 2, 2018 11:03 AM
To: Manak, Nicky FIN:EX
Cc: Tsang, Diana FIN:EX; Canitz, Shelley L PREM:EX
Subject: RE: salary info

Hi Nicky,

We've got the numbers right! I wasn't working with leave liability included at any point.

However, in the notes between 2 staff positions information needs to be corrected:

Romeo Tello – s.22 and that position is vacant (probably until April). The notes refer to Ex Co COS at 70,000. That note should be in line with Tamarra Wong's position.

The note attached to Tamarra Wong's position (Comm Asst @ \$44,868.10) should be in line with Romeo's position.

Thanks Nicky. This is a good base for all of us to be working from for 2018/2019.

Judy

Judy Cavanagh | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | E: judy.cavanagh@gov.bc.ca

From: Manak, Nicky FIN:EX
Sent: Friday, March 2, 2018 9:28 AM
To: Cavanagh, Judy PREM:EX
Cc: Tsang, Diana FIN:EX; Canitz, Shelley L PREM:EX
Subject: FW: salary info

Hi Judy,

Attached is my revised version which matches yours. The difference in our bottom line numbers is that mine includes the leave liability (81K) and on your spreadsheet you have the 17/18 budget amount. The 18/19 amount is 1,966,000 as noted on the summary sheet.

Also, Shelley had asked me for the remaining 17/18 forecast which is why I still have Romeo etc. If you look on the far right, I have put the information for the 'new' positions on those lines for the 18/19 calculations.

I think this should be the final version. Let me know if you have any question.

From: Cavanagh, Judy PREM:EX
Sent: Thursday, March 1, 2018 3:39 PM
To: Manak, Nicky FIN:EX
Cc: Tsang, Diana FIN:EX
Subject: RE: salary info

Oh darn, I forgot the attachment earlier, I'm sorry. Nicky this affects your latest documents.....Please call for any clarifications to speed up the process.

Thanks.
Judy

Judy Cavanagh | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | E: judy.cavanagh@gov.bc.ca

From: Cavanagh, Judy PREM:EX
Sent: Thursday, March 1, 2018 12:41 PM
To: Manak, Nicky FIN:EX
Cc: Tsang, Diana FIN:EX
Subject: RE: salary info

I got 2 out 3 of your requests. There will be 2 OICs out later today. There are 2 payroll adjustments.

Judy

Judy Cavanagh | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | **E:** judy.cavanagh@gov.bc.ca

From: Manak, Nicky FIN:EX
Sent: Thursday, March 1, 2018 10:38 AM
To: Cavanagh, Judy PREM:EX
Cc: Tsang, Diana FIN:EX
Subject: salary info

Hi Judy

When you send the updated salary info can you please include effective dates, increase amount and OIC's if possible.

Thanks very much,

Nicky Manak

Budget Analyst
Corporate Services Division
Ministry of Finance
(Hours: Wed 8-11:30; Thurs/Fri 8-3:30)

☎ 778 698 8593

*Providing services to the Ministry of Finance, Public Service Agency
and the Office of the Premier*



Please consider the environment before printing this email.

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 11, 2018 2:53 PM
To: Geary, Vanessa PREM:EX
Cc: Cavanagh, Judy PREM:EX
Subject: RE: Estimates Material

I am presuming they will update the docs – for example, 3b in the ToC says ‘2017/18 Budget Adjustments by Issue’. I am presuming in this year’s ToC, it will say ‘2018/19 Budget Adjustments by Issue’ and the correct info will be there.

Are there any topics in the list that we don’t need to have in? Could we survive without #9 – the hansard debates from Estimates 17/18 or should we keep on the safe side and have it in?

I haven’t shown it to Don yet – was going to wait til I got your views. Should we keep it as is, or is there something to take out? Anything you would like to add?

From: Geary, Vanessa PREM:EX
Sent: Wednesday, April 11, 2018 2:14 PM
To: Canitz, Shelley L PREM:EX
Cc: Cavanagh, Judy PREM:EX
Subject: Re: Estimates Material

Just to clarify - the ToC from 2017/2018 is going to be reused and is attached

Sent from my iPhone

On Apr 11, 2018, at 11:07 AM, Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca> wrote:

From: Klak, Steve M FIN:EX
Sent: Monday, April 9, 2018 1:35 PM
To: Canitz, Shelley L PREM:EX
Subject: Estimates Material

Hi Shelley, as discussed, let me know which sections from the last Estimates debate you would like to preserve for the 18/198 debate and if there is any new information you would like added. Thanks

<00. Table of Contents.doc>

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 12, 2018 12:32 PM
To: Manak, Nicky FIN:EX; Dicks, Erin L FIN:EX
Subject: RE: Salary comparisons

s.22

Thanks, Nicky.

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 12, 2018 11:09 AM
To: Manak, Nicky FIN:EX
Cc: Dicks, Erin L FIN:EX; Tsang, Diana FIN:EX
Subject: RE: Salary comparisons

Thanks, Erin – yes, let's use the information available next Tuesday.

From: Manak, Nicky FIN:EX
Sent: Thursday, April 12, 2018 10:55 AM
To: Canitz, Shelley L PREM:EX
Cc: Dicks, Erin L FIN:EX; Tsang, Diana FIN:EX
Subject: FW: Salary comparisons

Hi Shelley,

I would like to clarify when you say Apr 1, 2018, would you like us to use the information from the March 31st pay period end or from the April 14th pay period end? There could be differences if there were salary increases/ hiring during Apr1-14th.

The April 14th pay period information will be available next Tuesday if that is the info you would like us to use. Please let me know your preference.

Thanks
Nicky

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 11, 2018 4:35 PM
To: Dicks, Erin L FIN:EX
Subject: FW: Salary comparisons

Erin – would you be able to update this chart from the Fall 2017/18 estimate binder to reflect staffing as of April 1, 2018? The spread sheet would compare staffing as of July 1, 2017 with staffing on April 1, 2018.

Would it also be possible to have one that compares March 31, 2017 with April 1, 2018?

<< File: Copy of 14a. Staff Salary Comparison.xlsx >>

Thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, April 16, 2018 4:49 PM
To: Denlinger, Becky EMBC:EX
Cc: Van Meer-Mass, Kate PREM:EX
Subject: RE: Agenda for April 17 briefing of Premier

Becky – would you please invite Kate to the briefing? She will be the lead staff contact for the meeting and it would be great to send her in advance any materials that will be discussed. I still plan on attending as well.

From: Denlinger, Becky EMBC:EX
Sent: Monday, April 16, 2018 3:50 PM
To: Canitz, Shelley L PREM:EX
Subject: Fw: Agenda for April 17 briefing of Premier

Now scheduled for May 14.

From: Becky.Denlinger@gov.bc.ca
Sent: April 6, 2018 10:41 AM
To: Shelley.Canitz@gov.bc.ca
Subject: Re: Agenda for April 17 briefing of Premier

It's to follow up on the continuity of government briefing I delivered to him. He asked PS Rice to arrange that she (and she has added me) work with him to draft his personal and family plans for emergencies.

Basically, I'll bring the template in and we'll draft his household plan and discuss how to support it so that he can immediately turn his attention the priorities of government, confident that his family is looked after. I asked that he be part of implementing this as part of the continuity of government plan from now on: Premier Preparedness.

There will be numerous benefits from this, of course. Leadership for cabinet members' personal planning, and on down the chain - that's an obvious additional benefit.

I'll be using the planning materials available through PreparedBC as the foundation for this. Call if you'd like to discuss.

From: Shelley.Canitz@gov.bc.ca
Sent: April 6, 2018 10:28 AM
To: Becky.Denlinger@gov.bc.ca
Subject: Agenda for April 17 briefing of Premier

Becky – what topics will be discussed at this meeting with the Premier?

Thanks

Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, April 16, 2018 5:09 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Estimates Material

See below – we can discuss salary comparison after I get the revised chart

From: Klak, Steve M FIN:EX
Sent: Monday, April 16, 2018 5:05 PM
To: Canitz, Shelley L PREM:EX
Cc: Ngo, Dawn FIN:EX; Dicks, Erin L FIN:EX
Subject: RE: Estimates Material

Hi Shelley, we'll make the slight changes as noted in red below. Thanks

From: Canitz, Shelley L PREM:EX
Sent: Monday, April 16, 2018 4:58 PM
To: Klak, Steve M FIN:EX <Steve.Klak@gov.bc.ca>
Subject: RE: Estimates Material

Steve – throughout the proposed ToC, we have presumed that the fiscal years will be updated to 17/18 and 18/19 from 16/17 and 17/18 – please let me know if that was in error.

Here are some initial thoughts – happy to discuss further.

- 10b – can there be subtotals for each vendor? Yes
- 10c – could this be deleted? Don't know that there is a value, as often select employees make purchases for whole of office (same with 10f for previous year) To be deleted
- 12a – are there any relocation costs so far for 18/19? If no, do we just need costs for 17/18? Will add a note for YTD 18/19 costs or confirm there are none. Will include all relocation costs for 17/18
- 16a – just need for 17/18 ok
- 18c – we may not need this – if there is a value, please call and we can discuss. We'll delete

That's all for now.

Many thanks
Shelley

From: Klak, Steve M FIN:EX
Sent: Monday, April 9, 2018 1:35 PM
To: Canitz, Shelley L PREM:EX
Subject: Estimates Material

Hi Shelley, as discussed, let me know which sections from the last Estimates debate you would like to preserve for the 18/198 debate and if there is any new information you would like added. Thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 17, 2018 11:38 AM
To: Geary, Vanessa PREM:EX; Cavanagh, Judy PREM:EX
Subject: FW: Reports - Actuals

FYI - We won't see a 2018/19 forecast for a few weeks

From: Manak, Nicky FIN:EX
Sent: Tuesday, April 17, 2018 11:30 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: Reports - Actuals

I believe forecasts aren't required until May or June but I will do it anyways for April. We are still working madly on fiscal year end and the April period doesn't close until the 2nd week of May so sometime after that.

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 17, 2018 11:28 AM
To: Manak, Nicky FIN:EX
Subject: RE: Reports - Actuals

When will that be ready? Think you told me but can't remember

From: Manak, Nicky FIN:EX
Sent: Tuesday, April 17, 2018 11:28 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: Reports - Actuals

When I do the new year forecast it will only be current staff.

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 17, 2018 11:27 AM
To: Manak, Nicky FIN:EX
Subject: RE: Reports - Actuals

Nicky, when will the previous staff (e.g. Kim Henderson, Neil Sweeney, etc) come off our reports?

From: Manak, Nicky FIN:EX
Sent: Tuesday, April 17, 2018 9:55 AM
To: Cavanagh, Judy PREM:EX
Cc: Canitz, Shelley L PREM:EX; Geary, Vanessa PREM:EX
Subject: RE: Reports - Actuals

Hi,
Here is the March forecast updated to Apr 17th as per your request.

Nicky

From: Cavanagh, Judy PREM:EX
Sent: Wednesday, April 11, 2018 4:45 PM
To: Manak, Nicky FIN:EX
Cc: Canitz, Shelley L PREM:EX; Geary, Vanessa PREM:EX
Subject: Reports - Actuals

Hi Nicky,
When the actuals are finalized (after April 17th), could you please produce reports as soon as possible.

As well as the overall budget for the Premier's office, could we please have detailed actuals for:

STOB 57 (travel) and STOB 65 Office & Business Expenses

For travel, if there is a way of providing a total for each staff person that will be helpful. As well, a breakdown of the office and business expenses will help us anticipate expenditures this fiscal.

If you need clarification call me on my cell s.17

Thanks.

Judy

Judy Cavanagh | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1600 | **E:** judy.cavanagh@gov.bc.ca

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 17, 2018 12:24 PM
To: BCPSA Agency DMC Admin & Operational Support
Subject: DM Committees List April 2018
Attachments: DM Committees List April 2018.docx

Hello, all – as you know, I was attempting to get a list of all DM Committees – so here is my effort to date. Thank you to those offices who have DMs who chair committees – I appreciate your efforts in helping me get a list compiled. Even with your assistance, I may have erred so please send back any corrections.

As you can see, in some cases, DMs sent a membership list that included non-DMs (I used whatever list the DM's office sent) so there may be variety between committees.

Any questions? Please let me know

Thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 18, 2018 10:53 AM
To: Steffens, Margo D FIN:EX
Subject: question about indemnities

Margo – I have a question about indemnities and Jay Ng from Ministry of Finance suggested I contact you. Would you have time for a short call today?

Many thanks
Shelley

Shelley Canitz

Executive Director | Corporate Initiatives
Office of the Deputy Minister to the Premier
272 West Annex, Parliament Buildings | Victoria, BC | V8V 1X4
250-356-1499

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 18, 2018 11:04 AM
To: Steffens, Margo D FIN:EX
Subject: Please review schedule F
Attachments: 1034 Tokyo Resources Inc. (DAllen LCranston) GSA MOD 2 Sept 1 2017 - March 1 2018 fully executed.pdf

Margo – this contract has a Schedule F, but I don't think it deals with indemnification – would you please review and advise?

Thanks
Shelley

Page 41 to/à Page 42

Withheld pursuant to/removed as

s.13;s.17

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 18, 2018 2:03 PM
To: Geary, Vanessa PREM:EX; Cavanagh, Judy PREM:EX
Subject: FW: Salary comparisons

Vanessa and Judy – attached are two salary comparisons:

- July 2017 vs April 2018
- March 2017 vs April 2018

For your information

From: Manak, Nicky FIN:EX
Sent: Wednesday, April 18, 2018 12:08 PM
To: Canitz, Shelley L PREM:EX
Cc: Tsang, Diana FIN:EX; Dicks, Erin L FIN:EX
Subject: RE: Salary comparisons

Hi Shelley,
Here are the salary comparisons you asked for. Please let me know if you have any questions.

Thanks
Nicky



Shelley L Canitz
Canitz, Shelley L
Canitz, Shelley L
Canitz, Shelley L

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 11, 2018 4:35 PM
To: Dicks, Erin L FIN:EX
Subject: FW: Salary comparisons

Erin – would you be able to update this chart from the Fall 2017/18 estimate binder to reflect staffing as of April 1, 2018? The spread sheet would compare staffing as of July 1, 2017 with staffing on April 1, 2018.

Would it also be possible to have one that compares March 31, 2017 with April 1, 2018?

<< File: Copy of 14a. Staff Salary Comparison.xlsx >>
Thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 18, 2018 8:22 PM
To: Mayhew, Neilane MMHA:EX
Subject: Re: has the MOU with MoH changed at all since the March 13 version?

Not a rush, Neilane - I was refreshing my mind in prep for the next version of the governance PPT. Glad to know I am not behind on things.

Shelley Canitz
Executive Director, Corporate Initiatives
Office of the Deputy Minister to the Premier

On Apr 18, 2018, at 4:40 PM, Mayhew, Neilane MMHA:EX <Neilane.Mayhew@gov.bc.ca> wrote:

You must have telepathically figured out that Doug and I were just talking about this today. Based on Suzanne and the Minister's feedback I am tracking some changes to the March 13th version and then we will be sending over to Health. I have to confess that with the other things on our plates the last few weeks and s.22 this shifted a bit down the list. I committed to Doug today that I would get the revised version done so he can send to Stephen mid next week.

So the short answer is no it hasn't changed yet.

Neilane

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 18, 2018 3:59 PM
To: Mayhew, Neilane MMHA:EX
Subject: has the MOU with MoH changed at all since the March 13 version?

thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 18, 2018 8:22 PM
To: Christensen, Suzanne PREM:EX; Farmer, Leila PREM:EX
Subject: Fwd: has the MOU with MoH changed at all since the March 13 version?

FYI

Shelley Canitz
Executive Director, Corporate Initiatives
Office of the Deputy Minister to the Premier

Begin forwarded message:

From: "Mayhew, Neilane MMHA:EX" <Neilane.Mayhew@gov.bc.ca>
Date: April 18, 2018 at 4:40:12 PM PDT
To: "Canitz, Shelley L PREM:EX" <Shelley.Canitz@gov.bc.ca>
Subject: RE: has the MOU with MoH changed at all since the March 13 version?

You must have telepathically figured out that Doug and I were just talking about this today. Based on Suzanne and the Minister's feedback I am tracking some changes to the March 13th version and then we will be sending over to Health. I have to confess that with the other things on our plates the last few weeks and s.22, this shifted a bit down the list. I committed to Doug today that I would get the revised version done so he can send to Stephen mid next week.

So the short answer is no it hasn't changed yet.

Neilane

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 18, 2018 3:59 PM
To: Mayhew, Neilane MMHA:EX
Subject: has the MOU with MoH changed at all since the March 13 version?

thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, April 23, 2018 1:35 PM
To: French, Shawna IRR:EX
Subject: RE: April 27 DMC

Not a problem – done.

From: French, Shawna IRR:EX
Sent: Monday, April 23, 2018 1:24 PM
To: Canitz, Shelley L PREM:EX
Cc: Howie, Matthew IRR:EX; Melles, Jennifer IRR:EX
Subject: FW: April 27 DMC

Hi Shelley,

Can we please change this to the May 4th meeting instead of April 27th.

Thanks,

Shawna French

Director, Executive Operations
Deputy Ministers Office
Ministry of Indigenous Relations & Reconciliation

5th Floor - 2957 Jutland
Victoria BC
Phone: 250 356-6330
Cell: 250-213-7671
[mailto: Shawna.French@gov.bc.ca](mailto:Shawna.French@gov.bc.ca)

From: Root, Danielle IRR:EX
Sent: Friday, April 13, 2018 4:53 PM
To: Canitz, Shelley L PREM:EX; French, Shawna IRR:EX
Cc: Howie, Matthew IRR:EX; Melles, Jennifer IRR:EX
Subject: RE: April 27 DMC

Thank you Shelley.

Matt – confirmed for the 27th Doug will have 5 minutes re: Principles. Jenn – FYI

Thank you,

Danielle Root

Manager of Executive Services
Deputy Minister's Office / Ministry of Indigenous Relation & Reconciliation
PH: 250-356-0213

From: Canitz, Shelley L PREM:EX
Sent: Friday, April 13, 2018 1:59 PM
To: French, Shawna IRR:EX; Root, Danielle IRR:EX
Subject: RE: April 27 DMC

Shawna and Danielle – yes, there is 5 minutes on the April 27 DMC agenda for Doug.

Thanks
Shelley

From: Higgins, Keira PREM:EX
Sent: Thursday, April 12, 2018 1:49 PM
To: Canitz, Shelley L PREM:EX
Cc: French, Shawna IRR:EX
Subject: FW: April 27 DMC

Hi Shelley,

Over to you.

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

From: French, Shawna IRR:EX
Sent: Thursday, April 12, 2018 1:49 PM
To: Higgins, Keira PREM:EX
Cc: Howie, Matthew IRR:EX; Williams, Karen IRR:EX; Melles, Jennifer IRR:EX
Subject: April 27 DMC

Hi Keira,

Can Doug please get 5 minutes on the DMC agenda to discuss the Principles.

Thanks,

Shawna French

Director, Executive Operations
Deputy Ministers Office
Ministry of Indigenous Relations & Reconciliation

5th Floor - 2957 Jutland
Victoria BC
Phone: 250 356-6330
Cell: 250-213-7671
[mailto: Shawna.French@gov.bc.ca](mailto:Shawna.French@gov.bc.ca)

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, April 23, 2018 1:46 PM
To: Christensen, Suzanne PREM:EX
Subject: FW: England's Mental Health Experiment: No-Cost Talk Therapy - The New York Times

FYI

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

From: Canitz, Shelley L PREM:EX
Sent: Friday, August 25, 2017 11:07 AM
To: Gibbs, Robb GCPE:EX; Kennedy, Christine PREM:EX
Subject: England's Mental Health Experiment: No-Cost Talk Therapy - The New York Times

<https://www.nytimes.com/2017/07/24/health/england-mental-health-treatment-therapy.html>

Sent from my iPad

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, April 23, 2018 4:17 PM
To: Dicks, Erin L FIN:EX
Cc: Vanessa Geary (vanessa.geary@gov.bc.ca)
Subject: OoP Budget Briefing

Erin – as you know, Vanessa Geary is taking over as the ED at VCO. She will be in Victoria on the afternoon of Monday, May 7. Would it be possible to set up an introductory briefing on the OoP budget, much like the one that Judy, Jackie and I had last summer? If so, I would like to attend as well (Jackie too, s.22). I found last year's briefing helpful in understanding how our budget is managed and planned.

Many thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, April 24, 2018 9:53 AM
To: Halls, Lori D PSA:EX
Cc: Wright, Don J. PREM:EX
Subject: All DMs have met their executive holdback priorities

Lori – I have confirmed with Don that all DMs met their priorities.

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 25, 2018 8:54 AM
To: Thomas, Gerald HLTH:EX
Subject: FW: CRD vaping/smoking by-laws

Gerald – FYI

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 25, 2018 8:52 AM
To: s.22 ; XT:HLTH Severs, Aaron
Subject: RE: CRD vaping/smoking by-laws

Hello, s.22 – I am no longer with the Ministry of Health but I have forwarded your email to them.

Many thanks
Shelley

From: s.22
Sent: Wednesday, April 25, 2018 7:00 AM
To: XT:HLTH Severs, Aaron; Canitz, Shelley L PREM:EX
Subject: CRD vaping/smoking by-laws

Hello Aaron and Shelley,

I hope you are still involved in shaping public policy and regulation around smoking and vaping in public places. I corresponded with you 5 years ago (22 May 2013), as at that time I was pushing BC Transit to tighten up their rules on vaping (which they did).

I was reminded of these conversations by the following article (when I'm not reminded by open vaping/smoking on the street!):

https://articles.mercola.com/sites/articles/archive/2018/04/25/vaping-e-cigarettes-epidemic.aspx?utm_source=dnl&utm_medium=email&utm_content=art2&utm_campaign=20180425Z1_UCM&et_cid=DM202256&et_rid=285937332

I thought you might be interested in this. While I find Dr. Mercola's articles written in a somewhat "alarmist" tone, they are generally accurate and informative. Vaping is a scourge, and now we are facing a further surge in this modern "filthy habit" in society's headlong rush to normalize marijuana consumption. Smoking and vaping marijuana is getting just as prevalent as smoking/vaping tobacco, and the stink is worse.

The sooner society bans smoking and vaping of anything in all public places the better for our collective health, so I hope VIHA will support the pressing need for enhanced smoking/vaping regulation and compliance resourcing.

Sincerely,
s.22

Sent from [Mail](#) for Windows 10

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 25, 2018 12:24 PM
To: s.15,s.19 PSSG:EX
Subject: next key dates?

s.15
,s.1
9 – could you send me the dates of next key cannabis events? E.g. introduction in House, TB submission, public announcements, etc - thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 25, 2018 9:07 PM
To: MacMillan, Elizabeth PREM:EX
Subject: Re: follow-up on Exec Compo request

Thank you.

Shelley Canitz
Executive Director, Corporate Initiatives
Office of the Deputy Minister to the Premier

On Apr 25, 2018, at 5:30 PM, MacMillan, Elizabeth PREM:EX <Elizabeth.MacMillan@gov.bc.ca> wrote:

Hello Shelley – just tried to reach you by ph to follow-up on this request.

I've provided the information you were seeking to Lori Halls who will extract from it, as we discussed, the appropriate components necessary to advance the matter for decision.

Please call if any Qs or concerns.

Many thanks
E

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 26, 2018 11:20 AM
To: French, Shawna IRR:EX
Cc: Howie, Matthew IRR:EX
Subject: Re: Dmc

Done

On Apr 26, 2018, at 11:14 AM, French, Shawna IRR:EX <Shawna.French@gov.bc.ca> wrote:

Great! Can we have 15 mins please?

Thanks,

Shawna French

Director, Executive Operations
Deputy Ministers Office
Ministry of Indigenous Relations & Reconciliation

5th Floor - 2957 Jutland
Victoria BC
Phone: 250 356-6330
Cell: 250-213-7671
[mailto: Shawna.French@gov.bc.ca](mailto:Shawna.French@gov.bc.ca)

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, April 25, 2018 4:20 PM
To: French, Shawna IRR:EX
Subject: RE: Dmc

- a) Please send the material by May 2 for the May 4th meeting – please send to Keira Higgins and cc me
- b) Yes, indeed you can have more than 5 mins – how long would you want?

From: French, Shawna IRR:EX
Sent: Wednesday, April 25, 2018 4:18 PM
To: Canitz, Shelley L PREM:EX
Subject: Dmc

Hi Shelley,

When do you need our materials for the may 4th dmc? Are we able to have more than 5 mins?

Thx
Shawna

Sent from my Samsung Galaxy smartphone.

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 26, 2018 4:47 PM
To: Wright, Don J. PREM:EX
Subject: Friday DMC

Don – tomorrow at DMC, Christina wants to talk with DMs about issues around public sector negotiations – about 10 to 15 minutes.

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 26, 2018 5:30 PM
To: Cook, Jeannette CITZ:EX
Subject: RE: May 18 DMC

done

From: Cook, Jeannette CITZ:EX
Sent: Thursday, April 26, 2018 5:28 PM
To: Canitz, Shelley L PREM:EX
Cc: Molyneux, Jennifer CITZ:EX
Subject: RE: May 18 DMC

Thanks Shelley. Let's make it easy and condense these two items (the regular FOI Dashboard and the FOI Plan) into the May 18th meeting.

Thanks.
JC

From: Canitz, Shelley L PREM:EX
Sent: Thursday, April 26, 2018 10:44 AM
To: Cook, Jeannette CITZ:EX
Cc: Molyneux, Jennifer CITZ:EX
Subject: RE: May 18 DMC

Yes, Jill can have 30 minutes on the May 18 DMC agenda. Would you please send any slides to Keira Higgins by May 16th and cc me?

I also have Jill on the DMC for 10 minutes on May 4th. Is that still a go or will it be dealt with on the May 18th agenda?

From: Cook, Jeannette CITZ:EX
Sent: Thursday, April 26, 2018 10:20 AM
To: Canitz, Shelley L PREM:EX
Cc: Molyneux, Jennifer CITZ:EX
Subject: May 18 DMC

Hi Shelley,

In follow-up to Jill's meeting with Don yesterday, she would like to add the FOI Plan to the May 18 DMC meeting. 30 minutes would be ideal. Let me know if that's possible and the due date for materials.

Many thanks.

JC

Jeannette Cook | Director, Executive Operations
Deputy Minister's Office | Ministry of Citizens' Services
Ph: 250 387-8817 | *e:* jeannette.cook@gov.bc.ca

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, April 27, 2018 11:19 AM
To: Prisiak, Lisa PREM:EX
Subject: RE: Request for a corridor order

Lisa – Don has approved this going forward as a corridor order

From: Prisiak, Lisa PREM:EX
Sent: Thursday, April 26, 2018 3:25 PM
To: Canitz, Shelley L PREM:EX
Subject: Request for a corridor order

Hello,
For Don's consideration:
s.14

Elizabeth has suggested this might go as a corridor order as well with Don's permission. Please advise.

Cheers

Lisa Prisiak
OIC Coordinator
Cabinet Operations

250-387-5503

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, April 27, 2018 12:32 PM
To: BCPSA Agency DMC Admin & Operational Support
Subject: Deputy Ministers Committees April 2018
Attachments: Deputy Ministers Committees April 2018.docx

Hello – the last list I sent around had errors – hope all are corrected – if not, please let me know.

Thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, April 27, 2018 3:30 PM
To: Gervais, Monica PREM:EX; Farmer, Leila PREM:EX
Subject: RE: DRAFT Email

Some suggestions in green

From: Gervais, Monica PREM:EX
Sent: Friday, April 27, 2018 2:22 PM
To: Farmer, Leila PREM:EX; Canitz, Shelley L PREM:EX
Subject: DRAFT Email

Hi Shelley and Leila,

Please send me comments on the draft email below which I will send to Julie Turner and Tamara Casanova in Doug's office:

s.12,s.13

I hope these are helpful. Please give me a call if you'd like to discuss.

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: Canitz, Shelley L PREM:EX
Sent: Friday, April 27, 2018 4:09 PM
To: Klak, Steve M FIN:EX
Subject: copy of Estimates note from Fall 2017

Steve – could you please send me a copy of the note that was in the estimates binder last fall that showed how many staff were in each of the branches of OoP? Thanks

Shelley Canitz

Executive Director | Corporate Initiatives
Office of the Deputy Minister to the Premier
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250-356-1499