

**Shortt, Amanda PREM:EX**

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 7:47 AM  
**To:** Loubert, Danny PREM:EX; Parkinson, Elizabeth PREM:EX; Farmer, Susan PREM:EX; Szabo, Maria PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** BEA 2018

Good morning

Please prepare the BEA for coffee supplies etc for 2018 and send to me for approval. Would be great to get this done by Friday

I will be in the office on Thursday and Friday.

Thanks and enjoy the day

Judy

Sent from my iPhone

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:16 PM  
**To:** Van Meer-Mass, Kate PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RE: ANASH BMO Reconciliation April

Approved. Over to you Eizabeth.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Van Meer-Mass, Kate PREM:EX  
**Sent:** Wednesday, April 4, 2018 10:44 AM  
**To:** Parkinson, Elizabeth PREM:EX; Cavanagh, Judy PREM:EX  
**Subject:** RE: ANASH BMO Reconciliation April

All good by me

---

**From:** Parkinson, Elizabeth PREM:EX  
**Sent:** Wednesday, April 4, 2018 10:11 AM  
**To:** Van Meer-Mass, Kate PREM:EX; Cavanagh, Judy PREM:EX  
**Subject:** ANASH BMO Reconciliation April

Hi Kate and Judy,

Can you please approve asap and I will send through to Finance.

Thanks,



*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](mailto:elizabeth.parkinson@gov.bc.ca)

**CONFIDENTIALITY NOTICE:** The above message contains confidential information intended for a specified individual and purpose. The information is private and protected by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:18 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81781 Due April 10, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 10:02 AM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP Premiers Vancouver Office; Wright, Don J. PREM:EX; Christensen, Suzanne PREM:EX; Kennedy, Christine PREM:EX; Canitz, Shelley L PREM:EX  
**Subject:** Call for Records OOP-2018-81781 Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Executive staff, all Vancouver staff, Don Wright, Suzanne Christensen, Christine Kennedy, Shelley Canitz**

---

*All analysis done on the impact of the new employer payroll tax.*

*(Date Range for Record Search: From 09/01/2017 To 03/07/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:20 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81889 Due April 9, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 3, 2018 11:09 AM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP PO Deputy Minister; LP Premiers Vancouver Office  
**Subject:** Call for Records OOP-2018-81889 Due April 9, 2018

Hello,

Please let me know by April 9<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Staff**

---

*All communication between Sonia Furstenau and the Premier or the staff of the Premier's Office.*

*(Date Range for Record Search: From 09/01/2017 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 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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:20 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81869 Records Due April 9, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 3, 2018 11:18 AM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office  
**Subject:** Call for Records OOP-2018-81869 Records Due April 9, 2018

Hello,

Please let me know by April 9<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Executive staff, all Vancouver staff**

---

*All briefing materials, and all communications sent and received by the Minister/Premier/ADM or their staff, regarding the application of the school tax on apartment buildings.*

---

*(Date Range for Record Search: From 02/20/2018 To 03/12/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:38 PM  
**To:** Holmwood, Jen PREM:EX  
**Cc:** Geary, Vanessa PREM:EX; Parte, Maura PSA:EX  
**Subject:** Correspondence Staff Salaries

Hi Jen,

First an apology – the Correspondence Unit reports to you so, you should have also been copied on the earlier email. This is an issue that was discovered late last year and surfaced again with the recent changes in some positions. Maura Parte, as you can see has done research and is making recommendations to Geoff. Vanessa and I both agree with the recommendations. However, Maura needs to talk to Geoff to seek his approval before moving forward.

I suggest that you talk to Vanessa or me for a discussion about this issue. If the recommendation proceeds, then you can talk to Susan.

If Geoff approves, the next steps are as follows:

1. Maura will contact Vanessa (budget adjustments) and you
2. You will inform Susan so she can let the affected staff know
3. I'm assuming that PSA will send a letter of some sort to the employees (I may be wrong)

Thanks Jen.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Parte, Maura PSA:EX  
**Sent:** Wednesday, March 28, 2018 1:13 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Correspondence Staff Salaries

Hi Judy,

Please find attached a memo regarding your question on salaries for correspondence staff.

Note that there has not been a decision taken yet on formalizing the practice of annual increases going forward and the budget implications this will have.

I was planning on making a recommendation to Geoff on this in the longer term but it may need to be moved up because of budget planning.

I'm available today and tomorrow morning to discuss and then after I return on Monday, April 9.

Thank you,  
Maura

**Maura Parte, Manager, Human Resources**

Office of the Deputy Minister | BC Public Service Agency  
810 Blanshard Street | Victoria, BC | V8W 9V1 | 250.213.6377  
[MyHR@gov.bc.ca](mailto:MyHR@gov.bc.ca) | 250.952.6000 | Toll Free 1.877.277.0772



Where ideas work

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 3:03 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** Re: BMO April 2018 EPARKINSON

Approved

Judy

Sent from my iPhone

On Apr 4, 2018, at 2:09 PM, Van Meer-Mass, Kate PREM:EX <[Kate.VanMeer-Mass@gov.bc.ca](mailto:Kate.VanMeer-Mass@gov.bc.ca)> wrote:

Good by me

---

**From:** Parkinson, Elizabeth PREM:EX  
**Sent:** Wednesday, April 4, 2018 1:14 PM  
**To:** Van Meer-Mass, Kate PREM:EX; Cavanagh, Judy PREM:EX  
**Subject:** BMO April 2018 EPARKINSON

Hi Kate and Judy,

Please find attached the April BMO reconciliation and receipts for the Eparkinson card. Please approve asap and I will forward to Saija.

Thanks,

<image001.png>

*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](mailto:elizabeth.parkinson@gov.bc.ca)

*CONFIDENTIALITY NOTICE: The above message contains confidential information intended for a specified individual and purpose. The information is private and protected by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.*

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 4, 2018 3:38 PM  
**To:** Headen, Lorri FIN:EX  
**Subject:** RE: CODING & EA RQ: Mar Legal Charges

Hi Lorri,

That is the correct coding. Approval to journal voucher.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Headen, Lorri FIN:EX  
**Sent:** Wednesday, April 4, 2018 2:03 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** CODING & EA RQ: Mar Legal Charges  
**Importance:** High

*Hello Judy!*

*The following legal charges for \$396.90 are showing under FIN - CSD and I have been advised that they are for PREM:*

<< OLE Object: Picture (Device Independent Bitmap) >>

*I would like to recover these costs and add it to the journal voucher allocating out other legal charges to other areas. Could you please confirm that the correct coding to be used is 004 / 36A10 / 36200 / 5901 / 3600000 and provide expense authority via email. Once received I will forward the completed journal voucher to Accounts for processing. 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](mailto:Lorri.Headen@gov.bc.ca)*

<< OLE Object: Picture (Device Independent Bitmap) >>

---

**From:** Banister, Lori FIN:EX  
**Sent:** Tuesday, March 20, 2018 5:17 PM  
**To:** Headen, Lorri FIN:EX  
**Subject:** RE: REVIEW & INFO RQ: Feb Legal Charges

Thanks, Lorri. Both charges were for the Premier's Office, Vancouver Cabinet Office (Judy Cavanagh). Lori

**Lori Banister**  
Procurement Specialist, CFFS  
B.C. Ministry of Finance  
778 698 3049  
[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)

---

**From:** Headen, Lorri FIN:EX  
**Sent:** Tuesday, March 20, 2018 4:50 PM  
**To:** Banister, Lori FIN:EX  
**Subject:** REVIEW & INFO RQ: Feb Legal Charges  
**Importance:** High

*Hello Lori!*

*We received the following legal charges in February which you were involved in:*

<< OLE Object: Picture (Device Independent Bitmap) >>

*Can you please advise on what these charges are for and who the charge should go to? For example is this for the Premier's Office or another Division and if so do you have a contact name. 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 (778) 698-8668, Cell (250) 208-7931, Fax (250) 387-1494*  
*email: [Lorri.Headen@gov.bc.ca](mailto:Lorri.Headen@gov.bc.ca)*

*For more info on CSD, please see our [CSD HANDBOOK](#)*

<< OLE Object: Picture (Device Independent Bitmap) >>

**Shortt, Amanda PREM:EX**

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 8:07 AM  
**To:** Loubert, Danny PREM:EX  
**Subject:** RE: DLOUBERT s.17 03APR18 Purchasing Card for Approval

Approved.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Wednesday, April 4, 2018 5:24 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** DLOUBERT s.17 03APR18 Purchasing Card for Approval

Hi Judy,

Please find my attached April Purchasing Card Register for Approval with attached receipts and BEA's for Support.

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](mailto:Danny.Loubert@gov.bc.ca)



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 8:19 AM  
**To:** Parkinson, Elizabeth PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** SIGNED BEA 2018 Refreshments - Victoria

Hi Elizabeth

Signed BEA for 2018.

Vanessa for file.

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](mailto:judy.cavanagh@gov.bc.ca)

**From:** s.15 [mailto:[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)]  
**Sent:** Thursday, April 5, 2018 7:59 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 9:04 AM  
**To:** Parkinson, Elizabeth PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Signed 2018 BEA

Ooops here it is.

**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](mailto:judy.cavanagh@gov.bc.ca)

**From:** s.15 [mailto:[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)]  
**Sent:** Thursday, April 5, 2018 7:59 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 9:41 AM  
**To:** Farmer, Susan PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Signed BEA 2018 - Correspondence

Hi Susan,

Signed BEA for 2018 expenses.

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](mailto:judy.cavanagh@gov.bc.ca)

**From:** s.15 [mailto:[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)]  
**Sent:** Thursday, April 5, 2018 9:22 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**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](mailto: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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 11:55 AM  
**To:** Farmer, Susan PREM:EX  
**Subject:** RE: March BMO Reconciliation & Receipts

Approved.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Farmer, Susan PREM:EX  
**Sent:** Thursday, April 5, 2018 10:33 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** March BMO Reconciliation & Receipts

Attached.

**Susan Farmer**  
Managing Director | Correspondence Branch | Office of the Premier  
P: 250-387-3570 E: [susan.farmer@gov.bc.ca](mailto:susan.farmer@gov.bc.ca)



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 12:51 PM  
**To:** Loubert, Danny PREM:EX; Szabo, Maria PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** BEA - VCO 2018

Signed BEA for office refreshments etc.

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](mailto:judy.cavanagh@gov.bc.ca)

**From:** s.15 [mailto:[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)]  
**Sent:** Thursday, April 5, 2018 12:10 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 12:52 PM  
**To:** Robertson, Glenda J IGRS:EX; Parkinson, Elizabeth PREM:EX  
**Cc:** Loubert, Danny PREM:EX; Szabo, Maria PREM:EX  
**Subject:** RE: PO Expenses for Estimates - request for information

Hi Glenda,

The only expenses that we incurred are for breakfast catering: \$118.60. Protocol picked up other catering expenses, such as lunch.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Robertson, Glenda J IGRS:EX  
**Sent:** Wednesday, April 4, 2018 4:42 PM  
**To:** Cavanagh, Judy PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** PO Expenses for Estimates - request for information

Hi from IGRS

I have been asked to obtain the costs for Washington Governor Jay Inslee's visit to B.C. in March, 2018 and for the Pacific Coast Collaborative event in Vancouver last month for IGRS Estimates notes.

You were kind enough to assist me with a similar request in October so I am hoping you'll be able to help out with this request.

Also, if costs were borne by any organization other than PO, please advise who else I ought approach for information.

Thanks much for your time,

Glenda

**Glenda Robertson**  
Research and Information Management Analyst  
Intergovernmental Relations Secretariat  
Tel: (250) 356-9418

*Note: 10 digit dialing in effect for all BC gov internal calls to IGRS*

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 1:25 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82042 Due April 10, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:29 PM  
**To:** LP PO Executive Office; LP PO Deputy Minister; LP Premiers Vancouver Office  
**Subject:** Call for Records OOP-2018-82042 Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [LP003@gov.bc.ca](mailto:LP003@gov.bc.ca)*

*Date Range: 06/30/2017 - 03/12/2018 (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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 1:26 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81936 Due April 10, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:31 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81936 Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [Lynne.Holt@gov.bc.ca](mailto:Lynne.Holt@gov.bc.ca).*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 1:30 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81997 Records Due April 10, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:34 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81997 Records Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [LP002@gov.bc.ca](mailto:LP002@gov.bc.ca)*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 1:35 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81965 Due April 11, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 5, 2018 9:16 AM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81965 Due April 11, 2018

Hello,

Please let me know by April 11<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [Susan.Vasilev@leg.bc.ca](mailto:Susan.Vasilev@leg.bc.ca).*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 1:35 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82022 Due April 11, 2018

I have no records

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 5, 2018 9:18 AM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82022 Due April 11, 2018

Hello,

Please let me know by April 11<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Premier's Office and [Ed.May@leg.bc.ca](mailto:Ed.May@leg.bc.ca)*

*(Date Range: 06/30/2017 - 03/12/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 1:36 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82098 Records Due April 11, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 5, 2018 9:21 AM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; Christensen, Suzanne PREM:EX; Kennedy, Christine PREM:EX; Canitz, Shelley L PREM:EX  
**Cc:** Mulloy, Eleanor PREM:EX  
**Subject:** Call for Records OOP-2018-82098 Records Due April 11, 2018

Hello,

Please let me know by April 11<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Executive staff, all Vancouver staff, Don Wright, Suzanne Christensen, Christine Kennedy, Shelley Canitz**

---

*A copy of the Business Case regarding the government helping low income families manage electricity costs as mentioned in 2018EMPR0004-000311.*

---

*(Date Range for Record Search: From 02/15/2018 To 03/01/2018) 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.

**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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 1:44 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81979 Due April 10, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 4, 2018 12:28 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81979 Due April 10, 2018

Hello,

Please let me know by April 10<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

*All emails between the Minister/Premier's Office and [Roseanne.Moran@leg.bc.ca](mailto:Roseanne.Moran@leg.bc.ca)*

*(Date Range for Record Search: From 06/30/2017 To 03/12/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 8:25 AM  
**To:** Hannah, Matt GCPE:EX  
**Cc:** Geary, Vanessa PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** FW: FOR APPROVAL: Quarterly Proactive Release of Premier's Travel Receipts  
  
**Importance:** High

Hi Matt,

Included in this release is the Premier's trip to Asia. Please let us know asap the information, if any, you anticipate needing for QP.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Poldrugovac, Saija FIN:EX  
**Sent:** Tuesday, April 10, 2018 3:31 PM  
**To:** Cavanagh, Judy PREM:EX; Geary, Vanessa PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** FOR APPROVAL: Quarterly Proactive Release of Premier's Travel Receipts  
**Importance:** High

To: Judy and Vanessa

Enclosed please find the Premier's Quarterly Travel receipts package which includes the Quarterly Report Summary that will be proactively released the last day of the month. The package requires your approval. **Please reply with your approval by the 22<sup>nd</sup> day of the month so we are able to remove the redacted data and submit to the Information Access Office for posting.**

Please share this package with your GCPE contact within 1 business day.

Note: the first two months have already been sent to your office for review. March's transactions begin on page 72.

Please advise asap if there are any items that require resolution/correction. Thank you and please give me a call if you have any questions.

Thanks,  
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](mailto:Saija.Poldrugovac@gov.bc.ca)

**Website:** <http://www.fin.gov.bc.ca/>

Serving all Ministers' Offices and the Office of the Premier

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 10:45 AM  
**To:** Poldrugovac, Saija FIN:EX; Geary, Vanessa PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** RE: FOR APPROVAL: Quarterly Proactive Release of Premier's Travel Receipts

Thanks Saija.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Poldrugovac, Saija FIN:EX  
**Sent:** Wednesday, April 11, 2018 10:44 AM  
**To:** Cavanagh, Judy PREM:EX; Geary, Vanessa PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** RE: FOR APPROVAL: Quarterly Proactive Release of Premier's Travel Receipts

Page 83 is a hotel receipt. It is in the package that was sent just the redlining was missed for some reason (probably my mistake ;) ) The hotel information has been redlined as security and the personal changes and folio total were also redlined.  
~S

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 10:42 AM  
**To:** Poldrugovac, Saija FIN:EX; Geary, Vanessa PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** RE: FOR APPROVAL: Quarterly Proactive Release of Premier's Travel Receipts

Hi,  
Can you give some indication of the particular receipt for this page.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Poldrugovac, Saija FIN:EX  
**Sent:** Wednesday, April 11, 2018 8:06 AM  
**To:** Cavanagh, Judy PREM:EX; Geary, Vanessa PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** RE: FOR APPROVAL: Quarterly Proactive Release of Premier's Travel Receipts

Hi Everyone,

Page 83 was missed. It has now been redlined in the final package. I won't resend it as I don't want to plug up your inbox. Please let me know if you would like to review that page separately.

Also, Cindy recommended creating an issues note on the Premier's hotel costs for his Asia trip. This is in preparation of any questions that might come up when the receipts are released.

~S

---

**From:** Poldrugovac, Saija FIN:EX  
**Sent:** Tuesday, April 10, 2018 3:31 PM  
**To:** Cavanagh, Judy PREM:EX; Geary, Vanessa PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** FOR APPROVAL: Quarterly Proactive Release of Premier's Travel Receipts  
**Importance:** High

To: Judy and Vanessa

Enclosed please find the Premier's Quarterly Travel receipts package which includes the Quarterly Report Summary that will be proactively released the last day of the month. The package requires your approval. **Please reply with your approval by the 22<sup>nd</sup> day of the month so we are able to remove the redacted data and submit to the Information Access Office for posting.**

Please share this package with your GCPE contact within 1 business day.

Note: the first two months have already been sent to your office for review. March's transactions begin on page 72.

Please advise asap if there are any items that require resolution/correction. Thank you and please give me a call if you have any questions.

Thanks,  
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](mailto:Saija.Poldrugovac@gov.bc.ca)

**Website:** <http://www.fin.gov.bc.ca/>

Serving all Ministers' Offices and the Office of the Premier

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 10:46 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82249 Due April 16, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 10, 2018 3:41 PM  
**To:** LP PO Executive Office; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82249 Due April 16, 2018

Hello,

Please let me know by April 16<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All staff**

---

All records to/from/referencing the Canadian Association of Petroleum Producers (CAPP), the Pembina Institute, and hydraulic fracturing – which relate to the scientific review on Hydraulic fracturing, as mentioned in <https://news.gov.bc.ca/releases/2018EMPR0006-000402>

---

(Date Range for Record Search: From 09/01/2017 To 03/15/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 10:53 AM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** Brown BEA signed

Signed for E. Brown.

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](mailto:judy.cavanagh@gov.bc.ca)

**From:** s.15 [mailto:[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)]  
**Sent:** Wednesday, April 11, 2018 10:34 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 11:13 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82297 Records Due April 17, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 11, 2018 11:01 AM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; Wade, Debbie MMHA:EX; LP Premiers Vancouver Office; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX; Christensen, Suzanne PREM:EX; Kennedy, Christine PREM:EX; Canitz, Shelley L PREM:EX  
**Cc:** Mulloy, Eleanor PREM:EX  
**Subject:** Call for Records OOP-2018-82297 Records Due April 17, 2018

Hello,

Please let me know by April 17<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: All Executive staff, all Vancouver staff. Don Wright, Okenge Yuma Morisho, Suzanne Christensen, Christine Kennedy, Shelley Canitz**

---

*All records, any internal and external communications with the Government of Canada and the State Government of China, regarding the purchase of BC public and private assets, commercial or residential real estate, businesses of any kind including retirement home businesses, by the Chinese company Anbang Insurance Group, including the previous government/Premier's communications and records, and the current government/Premier's records and communications, any meeting records, notes, briefing notes, backgrounders, advice, policy papers, etc., reasons for Anbang's asset purchases and approval of asset purchases in B.C., and response to the state takeover of Anbang in China, after these purchases.*

---

*(Date Range for Record Search: From 01/01/2016 To 03/22/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:01 PM  
**To:** Szabo, Maria PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: PROOF - Business Cards

Approved.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Szabo, Maria PREM:EX  
**Sent:** Wednesday, April 11, 2018 2:39 PM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** FW: PROOF - Business Cards

Hi Judy,

Can you also approve \$33.30 for 500 business cards for Vanessa? I will order them right away.

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](mailto:maria.szabo@gov.bc.ca)

---

**From:** Geary, Vanessa PREM:EX  
**Sent:** Wednesday, April 11, 2018 1:25 PM  
**To:** Szabo, Maria PREM:EX  
**Subject:** Re: PROOF - Business Cards

I think 500 will be sufficient thanks

Sent from my iPhone

On Apr 11, 2018, at 1:21 PM, Szabo, Maria PREM:EX <[Maria.Szabo@gov.bc.ca](mailto:Maria.Szabo@gov.bc.ca)> wrote:

Got it! Would you prefer I order 500 or 1000 cards?

---

**From:** Geary, Vanessa PREM:EX  
**Sent:** Wednesday, April 11, 2018 12:57 PM  
**To:** Szabo, Maria PREM:EX  
**Subject:** RE: PROOF - Business Cards

Thanks – I like this one better ... cheers V

---

**From:** Szabo, Maria PREM:EX  
**Sent:** Wednesday, April 11, 2018 10:55 AM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** RE: PROOF - Business Cards

I just took a look at Mira's cards and noticed the title is split up by line, so here's an alternative. Let me know which you prefer!

Maria

---

**From:** Szabo, Maria PREM:EX  
**Sent:** Wednesday, April 11, 2018 10:00 AM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** PROOF - Business Cards

Hi Vanessa,

Please see the proof for your business cards (created by Queen's Printer) attached. Let me know if this looks good to you.

Please also let me know if you'd like to order 500 cards for \$33.30 or 1000 for \$45.20. Danny ordered 500 for Judy last time but 1000 for Mira – but it all depends on how many you think you'll need in your work.

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](mailto:maria.szabo@gov.bc.ca)

**Shortt, Amanda PREM:EX**

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:05 PM  
**To:** Canitz, Shelley L PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Salary comparisons

Hi Shelley,

I think you may have requested the attached document. Can you have another one done that compares July 8<sup>th</sup>, 2017 with staffing for (let's say) May 1<sup>st</sup> or April 1st

This will be useful for Estimates as the increase in our budget was mainly for 10 new staff.

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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:07 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82184 Due April 17, 2018

I have no records.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Wensink, Alison PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:02 PM  
**To:** Nash, Amber PREM:EX; Meggs, Geoff PREM:EX; Wright, Don J. PREM:EX; Christensen, Suzanne PREM:EX; Papik, Stephanie PREM:EX; Farmer, Leila PREM:EX; Robinson, Jon PREM:EX; Cavanagh, Judy PREM:EX; Geary, Vanessa PREM:EX; Yuma Morisho, Okenge PREM:EX  
**Cc:** Mulloy, Eleanor PREM:EX  
**Subject:** Call for Records OOP-2018-82184 Due April 17, 2018

Hello,

Please let me know by April 17<sup>th</sup> whether or not you have any records responsive to the following request:

**Canvassed: Premier, Geoff Meggs, Don Wright, Suzanne Christensen, PAO office, Judy Cavanagh, Vanessa Geary, Okenge Yuma Morisho, Amber Nash**

---

*All correspondence received that involves the housing measures announced in Budget 2018.*

*(Date Range for Record Search: **From 02/20/2018 To 03/16/2018**) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:46 PM  
**To:** Szabo, Maria PREM:EX  
**Subject:** FW: Staples Business Advantage: Print view copy of order EW74349959

Sorry it just went to Vanessa. I forgot "reply all".

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](mailto:judy.cavanagh@gov.bc.ca)

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

From: Cavanagh, Judy PREM:EX  
Sent: Tuesday, April 10, 2018 4:40 PM  
To: Geary, Vanessa PREM:EX  
Subject: Re: Staples Business Advantage: Print view copy of order EW74349959

Approved with increased budget

Judy

Sent from my iPhone

> On Apr 10, 2018, at 2:35 PM, Geary, Vanessa PREM:EX <[Vanessa.Geary@gov.bc.ca](mailto:Vanessa.Geary@gov.bc.ca)> wrote:

>

> Judy - my request on the t-towels -s.22

> s.22 I would up the budget to \$50 so Maria can buy half a dozen t  
> towels. Thanks! Vanessa

>

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

> From: Szabo, Maria PREM:EX  
> Sent: Tuesday, April 10, 2018 1:00 PM  
> To: Cavanagh, Judy PREM:EX  
> Cc: Geary, Vanessa PREM:EX  
> Subject: FW: Staples Business Advantage: Print view copy of order  
> EW74349959

>

> Hi Judy,

>

> Please see the Staples order (hand sanitizers to replace the expired ones and paper towel) for your approval below.

>

> I would also like to request \$30.00 to purchase tea towels for the kitchen and a couple of boxes of dishwasher detergent.

>

> Thank you!  
>  
> 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](mailto:maria.szabo@gov.bc.ca)

>  
> -----Original Message-----  
> From: [easy@staples.com](mailto:easy@staples.com) [<mailto:easy@staples.com>]  
> Sent: Tuesday, April 10, 2018 12:56 PM  
> To: Szabo, Maria PREM:EX  
> Subject: Staples Business Advantage: Print view copy of order  
> EW74349959

>  
>  
>  
>  
>  
>  
>  
> Order # : EW74349959  
> Order Information

>  
> Account # ~~s~~.17

>  
> Customer Address  
> OFFICE OF THE PREMIER  
> VANCOUVER CABINET OPERATIONS  
> 740 -999 CANADA PLACE  
> VANCOUVER BC  
> V6C3E1

> Product	Description	Unit	Qty	Your Price	Total
> CCDK085	Cascades PRO Select Kitchen Roll Towels, 2 ply, 85 sheets, 30/Case	CT	1	\$41.99	

> Line Note :  
> Availability: In Stock

> -----  
> GOJ965212      Purell® Hand Sanitizer, Pump Bottle, 236ml EA      10    \$4.30      \$43.00

> Line Note :  
> Availability: In Stock

> -----  
> Product Total: \$84.99  
> GST: \$4.25  
> PST/HST: \$5.95  
> Total: \$95.19

>  
>  
> <https://www.eway.ca/Eway/>

>  
> Staples Business Advantage Customer Care: 1-877-272-2121

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:50 PM  
**To:** Parte, Maura PSA:EX  
**Cc:** Geary, Vanessa PREM:EX; Holmwood, Jen PREM:EX  
**Subject:** FW: Correspondence Staff Salaries  
**Attachments:** Memo Re Correspondence Staff Salaries March 2018.docx

Further to this email, it is ok to proceed with discussion with Geoff.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 9:33 AM  
**To:** Canitz, Shelley L PREM:EX  
**Cc:** Parte, Maura PSA:EX; Geary, Vanessa PREM:EX; Holmwood, Jen PREM:EX  
**Subject:** FW: Correspondence Staff Salaries

Hi Shelley,

As per our conversation regarding compensation.

Maura, please hold off on talking to Geoff until Shelley, Vanessa and I have had a chance to review a policy about OIC appointments, the budget etc. One of us will talk to you later next week.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Parte, Maura PSA:EX  
**Sent:** Wednesday, March 28, 2018 1:13 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Correspondence Staff Salaries

Hi Judy,



Please find attached a memo regarding your question on salaries for correspondence staff.

Note that there has not been a decision taken yet on formalizing the practice of annual increases going forward and the budget implications this will have.

I was planning on making a recommendation to Geoff on this in the longer term but it may need to be moved up because of budget planning.

I'm available today and tomorrow morning to discuss and then after I return on Monday, April 9.

Thank you,  
Maura

**Maura Parte, Manager, Human Resources**

Office of the Deputy Minister | BC Public Service Agency  
810 Blanshard Street | Victoria, BC | V8W 9V1 | 250.213.6377  
[MyHR@gov.bc.ca](mailto:MyHR@gov.bc.ca) | 250.952.6000 | Toll Free 1.877.277.0772



Where ideas work

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 5:08 PM  
**To:** Van Meer-Mass, Kate PREM:EX; Parkinson, Elizabeth PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: UBCM

Thanks to both of you. Can you refresh my memory

Dates:  
Hotel rate per night:  
Registration fee:

Vanessa and I are starting to do anticipated costing for 2018.

**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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Van Meer-Mass, Kate PREM:EX  
**Sent:** Wednesday, April 11, 2018 5:05 PM  
**To:** Cavanagh, Judy PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RE: UBCM

Yes, it was for hotel booking.

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 5:04 PM  
**To:** Parkinson, Elizabeth PREM:EX; Van Meer-Mass, Kate PREM:EX  
**Subject:** RE: UBCM

Thanks Elizabeth, I thought we were doing early bird a while back.....was that for the hotel booking?

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Parkinson, Elizabeth PREM:EX  
**Sent:** Wednesday, April 11, 2018 5:03 PM  
**To:** Cavanagh, Judy PREM:EX; Van Meer-Mass, Kate PREM:EX  
**Subject:** RE: UBCM

Hi Judy and Kate,

Currently, no one is registered for UBCM that I am aware of. I haven't actually seen a link for registration yet. But we do have staff booked in at s.15 in Whistler already, 10 people s.15

Elizabeth

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 4:59 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Cc:** Parkinson, Elizabeth PREM:EX  
**Subject:** UBCM

Hi Kate,

Who has been registered for UBCM? Is there anyone not registered but you anticipate attending?

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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 5:22 PM  
**To:** Manak, Nicky FIN:EX  
**Subject:** RE: Question on Feb. forecast

Thanks Nicky.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Manak, Nicky FIN:EX  
**Sent:** Tuesday, April 10, 2018 9:17 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: Question on Feb. forecast

Hi Judy,

I just check the actual for stob 61. Looks like it could have been reduced by 20K but the reason there is still a balance is I had Bob Dewar noted for 45K and there has been approx. 20K spent so far.

Fiscal 2017 doesn't finally close until around April 17<sup>th</sup> I believe.

Thanks  
Nicky

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 3:34 PM  
**To:** Manak, Nicky FIN:EX  
**Subject:** Question on Feb. forecast

Hi Nicky,

I was just reviewing the last forecast again, (Feb) and for the Premier's office STOB 61 actuals were \$45,544. How was the forecast to \$80, 684. Determined?

Do you also know when we'll have the final actuals for 2017. This will help us plan 2018 expenditures.

Thanks.

Judy

**Judy Cavanagh** | Executive Director, Operations and Strategic Initiatives



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 12, 2018 9:15 AM  
**To:** Parkinson, Elizabeth PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Re: Dewar Contract 2017

Excellent. Please go ahead.

Judy

Sent from my iPhone

On Apr 12, 2018, at 8:53 AM, Parkinson, Elizabeth PREM:EX <[Elizabeth.Parkinson@gov.bc.ca](mailto:Elizabeth.Parkinson@gov.bc.ca)> wrote:

Hi Judy,

I can have Robin come over and set this up today with the outline and then we can decide who has access if that works?

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 11, 2018 5:28 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: Dewar Contract 2017

Hi Elizabeth,

These look really good, thank you. Do you know how to set up a folder in J Drive and restrict access? Vanessa and I think there should be a folder for Finance that has sub folders – such as Contracts, Approvals, Budget, Travel (and no doubt more). All would be restricted to Vanessa, you, Danny, Maria --- perhaps with various people having access to various folders.

Let's think this through.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Parkinson, Elizabeth PREM:EX  
**Sent:** Monday, April 9, 2018 1:56 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: Dewar Contract 2017

Hi Judy,

Attached are the 2017 & 2018 spread sheets. Where would you like me to put them so that you and Vanessa have access to them in future?

Elizabeth

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 5, 2018 3:36 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** Dewar Contract 2017

Hi Elizabeth,

Do you have the final totals for Bob's 2017 contract? (on the spreadsheet that you developed?)

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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 10:46 AM  
**To:** Loubert, Danny PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: 60 x 30" Height Adjustable Desk

Approved to purchase.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Friday, April 13, 2018 10:43 AM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** FW: 60 x 30" Height Adjustable Desk

Hi Judy,

Just had a thought that if I replace Charlottes desk it would be best to have it match the existing desk size (60x30). With that in mind I submit the new cost for Charlottes desk to you for approval. As we are not changing out his existing desk We will leave Geoff's the same size (46x30).

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](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Magee, Tracey FIN:EX  
**Sent:** Friday, April 13, 2018 10:40 AM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** 60 x 30" Height Adjustable Desk

Hi Danny,

The cost of this desk would be \$896.93 which includes taxes and delivery/install.

*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:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 10:53 AM  
**To:** Loubert, Danny PREM:EX  
**Subject:** RE: height Adjustable Standing desks

Approved to purchase.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Friday, April 13, 2018 9:15 AM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** FW: height Adjustable Standing desks

Good Morning Judy,

Can we proceed with the ordering of the Migration height adjustable surface desk for both Geoff and Charlotte?

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](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Magee, Tracey FIN:EX  
**Sent:** Wednesday, February 21, 2018 2:30 PM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** RE: height Adjustable Standing desks

Hi Danny,

Graphic Office has a 46" wide x 30" depth, migration height adjustable surface for \$754.02. This is the brand we have been typically ordering. The lowest they go is 22.6" and the highest to 48.6".

They can also provide a 34" upscale surface for \$1069.90 for a 34". He can do the invoicing as a top and the mechanism separate to keep it below \$1000. However, I would suggest going with the migration desk.

*Tracey Magee*  
Facilities Project Manager  
Corporate, Financial and Facilities Services Branch  
Corporate Services Division  
Ministry of Finance

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Tuesday, February 20, 2018 1:08 PM  
**To:** Magee, Tracey FIN:EX  
**Subject:** RE: height Adjustable Standing desks

They are obtaining a doctors note yes.

**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](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Magee, Tracey FIN:EX  
**Sent:** Tuesday, February 20, 2018 12:38 PM  
**To:** Loubert, Danny PREM:EX  
**Subject:** RE: height Adjustable Standing desks

And these are medical accommodations that require going through the same process?

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Tuesday, February 20, 2018 9:07 AM  
**To:** Magee, Tracey FIN:EX  
**Subject:** RE: height Adjustable Standing desks

Looking into one for Geoff Meggs in Victoria and One in Vancouver for Charlotte Kingston, (we want to add it to our budget forecasting)

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](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Magee, Tracey FIN:EX  
**Sent:** Tuesday, February 20, 2018 7:52 AM  
**To:** Loubert, Danny PREM:EX  
**Subject:** RE: height Adjustable Standing desks

Hi Danny,

We don't typically acquire anything that small. I would have to find out the smallest size the vendor has. Why are you looking to get prices on these?

*Tracey Magee*  
Facilities Project Manager  
Corporate, Financial and Facilities Services Branch  
Corporate Services Division

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Monday, February 19, 2018 9:35 AM  
**To:** Magee, Tracey FIN:EX  
**Subject:** RE: height Adjustable Standing desks

Hi Tracey,

While we are working on the Medical accommodations, Is it possible to price out two Smaller Height adjustable desks?  
(34 wide x 29 deep)

Or would I need to contact the Suppliers under the CSA?

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](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Magee, Tracey FIN:EX  
**Sent:** Wednesday, January 17, 2018 10:39 AM  
**To:** Loubert, Danny PREM:EX  
**Subject:** FW: height Adjustable Standing desks

Hi Danny,

See below the email from our OHS advisor regarding the process for medical accommodations.

*Tracey Magee*  
Facilities Project Manager  
Corporate, Financial and Facilities Services Branch  
Corporate Services Division  
Ministry of Finance  
Ph: 250-812-8859

---

**From:** McDonnell, Clancy FIN:EX  
**Sent:** Tuesday, January 16, 2018 11:49 AM  
**To:** Magee, Tracey FIN:EX  
**Subject:** RE: height Adjustable Standing desks

Hi Tracey,

Danny should be able to access the FINtranet, where he can see the resources on [Ergonomics](#).

For the medical accommodation process, we look first to ensure that the employee's workstation is set up properly (e.g. the monitor is at the correct height, the keyboard is at the correct height, they can work using neutral postures for their

arms, shoulders etc.). This is normally done via an ergonomic assessment. It's also critical that all workers take proper micro-breaks. A micro-break is when you stand, stretch and perhaps take a short walk. It should be 30 seconds or so, and be done every 20-30 minutes.

If those factors are in place and an employee still has medical issues, we seek information from the employee's physician. The attached letter gets filled out by the supervisor (second page – detailing the employee's work tasks) and then sent to the physician. For height-adjustable desks we need to find out, in short, how long an employee can sit for and how long they can stand for. We review that letter once the doctor's portion is filled out (in consultation with the PSA), and then potentially make a recommendation for the employer to provide the accommodation.

Here's a summary :

- Micro-breaks taken and workstation is set up correctly to begin with
- Doctor's letter filled out
- OHS reviews letter and makes recommendation
- Facilities procures desk – any purchase requires STOB 65 checklist and Briefing Note signed by DM

Let me know if I can help any further.  
Clancy.

**Clancy McDonnell**

Senior Advisor, BCP and OHS  
Corporate Services Division  
Ministry of Finance  
1.778.679.0309

---

**From:** Magee, Tracey FIN:EX  
**Sent:** Tuesday, January 16, 2018 10:22 AM  
**To:** McDonnell, Clancy FIN:EX  
**Subject:** FW: height Adjustable Standing desks

As discussed, if you could provide the process.

Thanks

***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:** Tuesday, January 16, 2018 10:03 AM  
**To:** Magee, Tracey FIN:EX  
**Subject:** height Adjustable Standing desks

Hi Tracey,

We have a few requests for height adjustable desk for Medical reasons. I was hoping you might have some insight you can share with me on that.

What do we need and what are the steps if we wanted to go down that route?

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](mailto:Danny.Loubert@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 10:55 AM  
**To:** Manak, Nicky FIN:EX  
**Cc:** Canitz, Shelley L PREM:EX; Geary, Vanessa PREM:EX; Tsang, Diana FIN:EX; Dicks, Erin L FIN:EX  
**Subject:** RE: STOB 57 and 65 details

Thank you Nicky.

This will help us shape our budget.

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

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

From: Manak, Nicky FIN:EX  
Sent: Thursday, April 12, 2018 1:39 PM  
To: Cavanagh, Judy PREM:EX  
Cc: Canitz, Shelley L PREM:EX; Geary, Vanessa PREM:EX; Tsang, Diana FIN:EX; Dicks, Erin L FIN:EX  
Subject: STOB 57 and 65 details

Hi Judy,

Attached are the FY 17/18 Stob 57 and 65 details that you requested. There could be amounts that go through ADJ1/2 in the next little while but it is unlikely.

I will start on the forecast document next week if you want that done before the FY is final.

Please let me know if you have any questions,

Thanks  
Nicky

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 10:56 AM  
**To:** Manak, Nicky FIN:EX  
**Cc:** Canitz, Shelley L PREM:EX; Geary, Vanessa PREM:EX  
**Subject:** RE: Reports - Actuals

Yes, Nicky, please go ahead on the 17<sup>th</sup>.

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:** Manak, Nicky FIN:EX  
**Sent:** Thursday, April 12, 2018 10:51 AM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Canitz, Shelley L PREM:EX; Geary, Vanessa PREM:EX  
**Subject:** RE: Reports - Actuals

Hi Judy,

I was just talking to Erin. ADJ1 period closes on April 16<sup>th</sup> but ADJ2 period is open after that and some things can still go through with special approval. Erin believes that ADJ2 will close sometime in the beginning of May. Would you like me to do this information on the 17<sup>th</sup> anyways as there is a small likelihood that anything will be processed in ADJ2?

---

**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 17<sup>th</sup>), 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<sup>s.22</sup>

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](mailto:judy.cavanagh@gov.bc.ca)



Page 061 of 152

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 12:12 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82678 Records Due April 24, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 13, 2018 11:46 AM  
**To:** Aaron, Sage PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX; Farmer, Leila PREM:EX; Shortt, Amanda PREM:EX; Cavanagh, Judy PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Call for Records OOP-2018-82678 Records Due April 24, 2018

Hello,

Please see the second round of the below request, (please notice the new date range), and please let me know by April 24<sup>th</sup> whether or not you have any records:

**Canvassed: All staff**

---

Regarding any meetings or proposed meetings for the NDP and Green Party consultation committee: A copy of all agendas and minutes - draft and final, briefing notes, internal and external correspondence regarding the meetings, presentation materials, handwritten notes and post-meeting report summaries held by the Premier's office staff and any staff from the BC Green Party caucus, as referenced here: <http://www.timescolonist.com/news/local/b-c-s-grandexperiment-playing-out-at-legislature-1.22775182>

---

(Date Range for Record Search: From **09/01/2017 To 09/30/2017**) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 12:26 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82611 Records Due April 23, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 13, 2018 11:50 AM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP Premiers Vancouver Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82611 Records Due April 23, 2018

Hello,

Please see the below request and please let me know by April 23<sup>rd</sup> whether or not you have any records:

**Canvassed: All staff**

---

*Regarding the 2018 Juno Awards (all events): All correspondence and reports (including allotment forms, request forms, order forms and invoices) for tickets and suites for any event; A breakdown of all government staff, government MLAs, and third party individuals/groups that received tickets from the provincial government for any events, and the cost associated with each of those tickets.*

---

*(Date Range for Record Search: **From 07/18/2017 To 04/05/2018**) 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

Page 065 of 152 to/à Page 066 of 152

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 1:52 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** FW: Scan From <Device Name>

FOI – detail in Scan.

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:** s.15 [mailto:Judy.Cavanagh@gov.bc.ca]  
**Sent:** Friday, April 13, 2018 12:49 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## **Shortt, Amanda PREM:EX**

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 4:49 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** For Discussion

For Tuesday discussion.

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:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 4:50 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81861 Due April 19, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Friday, April 13, 2018 4:49 PM  
**To:** LP Premiers Vancouver Office; LP PO Executive Office; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-81861 Due April 19, 2018

Hello,

Please see the below request and please let me know by April 19<sup>th</sup> whether or not you have any records:

**Canvassed: All staff**

---

*From the level of the Deputy Minister's Office or higher: All correspondence, excluding public commentary, regarding the new employer payroll tax introduced in Budget 2018.*

---

*(Date Range for Record Search: From **02/20/2018 To 03/13/2018**) 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



Page 070 of 152 to/à Page 073 of 152

Withheld pursuant to/removed as

s.14

Page 074 of 152 to/à Page 075 of 152

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 8:19 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82781 Records Due April 27, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Monday, April 16, 2018 4:36 PM  
**To:** Parkinson, Elizabeth PREM:EX; Cavanagh, Judy PREM:EX; Geary, Vanessa PREM:EX  
**Subject:** Call for Records OOP-2018-82781 Records Due April 27, 2018

Hello,

*Please see the below request and please let me know by April 27<sup>th</sup> whether or not you have any records:*

*Canvassed: Elizabeth Parkinson, Judy Cavanagh, Vanessa Geary*

---

*Regarding the Composite Group or Composite Public Affairs: All Communications, all contracts awarded, and the value of those contracts.*

---

*(Date Range for Record Search: From 07/18/2017 To 04/06/2018) 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.*

**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:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 8:22 AM  
**To:** Banister, Lori FIN:EX  
**Cc:** Geary, Vanessa PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RE: Robert Dewar Consulting - Modification #2

Thanks Lori.

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:** Banister, Lori FIN:EX  
**Sent:** Monday, April 16, 2018 12:26 PM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** RE: Robert Dewar Consulting - Modification #2

Thanks Judy, look good. I'll send it to Bob for signature, with a cc to you, Vanessa and Elizabeth.

Best, Lori

**Lori Banister**  
Procurement Specialist, CFFS  
B.C. Ministry of Finance  
778 698 3049  
[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 13, 2018 2:51 PM  
**To:** Banister, Lori FIN:EX  
**Cc:** Geary, Vanessa PREM:EX; Parkinson, Elizabeth PREM:EX  
**Subject:** Robert Dewar Consulting - Modification #2

Hello Lori,

Attached is a signed by me, scanned copy of Modification #2 for the Dewar contract.

The purpose of the modification is to enable Bob Dewar to provide services out-of-province and out-of-country if requested to do so by the Premier. The modification addresses language and does not affect the overall value of the contract.

If these changes meet with your approval, please send the modification to Mr. Dewar for his approval and signature. s.22  
s.22 If you need further changes or clarifications please call me on my cell at s.22

Changes to Modification Agreement #1:

Background:

B. – renewal of first contract

C. – notice of additional changes

1. Replaces former 2.3.2 to
  - a. Add reference to travelling with the Premier, air travel will be at the same level or in the same class as the Premier
  - b. iii – Premier can request contractor to travel outside of BC or Canada

(Enables province paying for airfare and related expenses)

2. Services – Contractor can provide services in BC or elsewhere as required by the Premier (enables billing for services)
3. (a) ii – between Wpg and Victoria, when travelling with Premier contractor can bill travel expenses at same rate as Premier

(b) ii – all other travel more than 32km from Wpg or Victoria, when travelling with the Premier – same accommodation, expenses as Premier

Thanks Lori,

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](mailto:judy.cavanagh@gov.bc.ca)

**From:** s.15 [<mailto:Judy.Cavanagh@gov.bc.ca>]

**Sent:** Friday, April 13, 2018 2:14 PM

**To:** Cavanagh, Judy PREM:EX

**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 8:26 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82616 Records Due April 24, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Monday, April 16, 2018 11:57 AM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP Premiers Vancouver Office; Wright, Don J. PREM:EX; Christensen, Suzanne PREM:EX; Kennedy, Christine PREM:EX; Canitz, Shelley L PREM:EX  
**Cc:** Mulloy, Eleanor PREM:EX  
**Subject:** Call for Records OOP-2018-82616 Records Due April 24, 2018

Hello,

*Please see the below request and please let me know by April 24<sup>th</sup> whether or not you have any records:*

**Canvassed: All Executive staff, all Vancouver staff, Don Wright, Suzanne Christensen, Christine Kennedy, Shelley Canitz**

---

*Regarding the March 22, 2018 announcement on PST exemptions for LNG facilities: All draft and final briefing notes; All draft and final business cases for PST relief and impact/benefit to the province; Any modelling and economic analysis done on the PST relief.*

---

***(Date Range for Record Search: From 03/01/2018 To 04/05/2018) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 8:26 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82625 Records Due April 24, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Monday, April 16, 2018 11:52 AM  
**To:** LP Premiers Vancouver Office; Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP PO Deputy Minister  
**Subject:** Call for Records OOP-2018-82625 Records Due April 24, 2018

Hello,

Please see the below request and please let me know by April 24<sup>th</sup> whether or not you have any records:

**Canvassed: All staff**

---

*Regarding the Clean Growth Energy Incentive Program: All draft and final briefing notes; All records regarding any Cost/benefit analysis.*

***(Date Range: 01/01/2018 - 04/05/2018) 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

Page 081 of 152 to/à Page 082 of 152

Withheld pursuant to/removed as

s.22



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 9:50 AM  
**To:** Canitz, Shelley L PREM:EX  
**Subject:** RE: Time for a quick call today.

Just call me on my cell when you're ready --- it's not urgent s.22

**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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Tuesday, April 17, 2018 9:41 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Re: Time for a quick call today.

May be running late - check emails before you call

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

On Apr 17, 2018, at 9:01 AM, Cavanagh, Judy PREM:EX <[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)> wrote:

Yes, I'll call at 10. 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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Tuesday, April 17, 2018 8:54 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: Time for a quick call today.

Free from 10 to 1 - would that work?

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 8:25 AM  
**To:** Canitz, Shelley L PREM:EX  
**Subject:** Time for a quick call today.

If yes, what time. I'm flexible except 10:30 - 11

**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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 9:50 AM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** Dewar Airfare

Signed.

**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:** s.15 [mailto:Judy.Cavanagh@gov.bc.ca]  
**Sent:** Tuesday, April 17, 2018 9:26 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 9:54 AM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** Meggs Breakfast Mtg

Signed.

**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:** s.15 [mailto:Judy.Cavanagh@gov.bc.ca]  
**Sent:** Tuesday, April 17, 2018 9:36 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 1:09 PM  
**To:** Viaud, Chantille PREM:EX; Geary, Vanessa PREM:EX  
**Cc:** Oreck, Mira PREM:EX  
**Subject:** RE: Neighbourhood House Week Proclamation

Hi Chantille,

Please work with Danny, to get the necessary requests for QP and then Vanessa or I can approve. There are lots of frames here that you may want to consider. Danny knows where those are as well.

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:** Viaud, Chantille PREM:EX  
**Sent:** Tuesday, April 17, 2018 11:55 AM  
**To:** Geary, Vanessa PREM:EX; Cavanagh, Judy PREM:EX  
**Cc:** Oreck, Mira PREM:EX  
**Subject:** FW: Neighbourhood House Week Proclamation

Hello Vanessa and Judy-

We'd like to get copies of the proclamation made for each of the ED's (15 of them) at the Neighbourhood House Roundtable that the Premier is attending on April 30<sup>th</sup>. It'll be \$40 plus tax and shipping from Queens (quote below). SDPR is looking into getting one framed for photos.

Is this approved? Can someone help me fill out the requisition form that's attached? (I don't think I have all the key information here).

Thanks!  
Chantille

\*\*\*\*\*

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](mailto: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

---

**From:** Rogers, Jenna CITZ:EX

**Sent:** Friday, April 6, 2018 8:03 AM

**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>

**Cc:** Plant, Byron JAG:EX <[Byron.Plant@gov.bc.ca](mailto:Byron.Plant@gov.bc.ca)>

**Subject:** RE: Neighbourhood House Week Proclamation

Hi Chantille.

For reproductions you can go two ways.

Option 1) We can provide the reproductions in the 10 x 16" finish size as per originals and print on a cream cover. The 2D seal cannot be printed on this.

Option 2) We can provide the reproductions at 8.5 x 11" size, print on cream cover and include the 2D seal.

To proceed please send me a filled out requisition form with information specifying the option you would like to proceed with. We can provide a proof once the print is ordered.

Queen's Printer | Supply Services | Ministry of Citizens' Services

Ph: 250 893.7583 | e: [jenna.rogers@gov.bc.ca](mailto: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.

---

**From:** Plant, Byron JAG:EX

**Sent:** Wednesday, April 4, 2018 4:42 PM

**To:** Viaud, Chantille PREM:EX

**Cc:** Rogers, Jenna CITZ:EX

**Subject:** RE: Neighbourhood House Week Proclamation

Hi Chantille,

The contact at QP is Jenna Rogers (cc'd). She will be able to assist you with those extra copies. Please note that they won't be able to do that until I have this signed and sent to them. I anticipate that will happen late next week or early the following (April 16). The exact date depends on AG/LG schedules.

You'll receive the email with PDF scan from my office when it's done and ready for copying. We'll also mail the four originals to you at that time.

Thx,  
Byron

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Wednesday, April 4, 2018 4:35 PM  
**To:** Plant, Byron JAG:EX  
**Subject:** RE: Neighbourhood House Week Proclamation

Looks fantastic. And yes, Kiwassa Neighbourhood House was the origin of the request.

Amazing about the other things- if you can send over the Queen's Printer contact that would be great. I can ask them about getting extra copies made.

You can send the original to me here at the Vancouver Cabinet Office:  
740-999 Canada Place Vancouver, BC V6C 3E1

Thanks again!  
C.

---

**From:** Plant, Byron JAG:EX  
**Sent:** Wednesday, April 4, 2018 4:31 PM  
**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** RE: Neighbourhood House Week Proclamation

A couple final things:

I converted the text in the proc style and format (there also was a minor typo). See attached for the for print version.

Was this requested by Kiwassa Neighbourhood House? I need to know the origin of the request.

Thx,  
Byron

---

**From:** Plant, Byron JAG:EX  
**Sent:** Wednesday, April 4, 2018 4:27 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** RE: Neighbourhood House Week Proclamation

Hi Chantille,

No worries – I will move this on for signing at the next available opportunity in April. I will also loop in the ministry program folks contacts so they are aware that their minister has already approved.

Regarding the copies – I can only make up to four extra signed originals; any others above that will need to be requested by req through Queen's Printer. They can produce a version that looks close to the original, with facsimile 2D seal; the other option is to just print the extra copies on regular yellow paper from the PDF. I can provide a QP contact if you want to go the former route.

Otherwise, I just need the address to send the four copies to.

Byron

Byron Plant | Manager and Registrar, Official Documents  
Order in Council Administration Office | Office of Legislative Counsel | Legal Services Branch  
Phone: 250 387-0725 | Fax: 250-387-4349 | [byron.plant@gov.bc.ca](mailto:byron.plant@gov.bc.ca)

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Wednesday, April 4, 2018 4:09 PM  
**To:** Plant, Byron JAG:EX  
**Subject:** FW: Neighbourhood House Week Proclamation

Hello Byron!

I managed to track down the proclamation, I know there's a normal way to go through (I apologize this is not through the online system- it's a bit of a time crunch again). This one has been approved by MSS from SDPR – I checked in with them directly. We'd need them by April 25<sup>th</sup>.

There are 15 Neighbourhood Houses- I know it's an unusually large number, but would you be able get 15 of them signed?

Call me if it's easier😊

Thank you so much!!

-Chantille

**Chantille Viaud** | Manager, Stakeholder Relations  
Office of the Premier  
**P:** 604-838-3025 | **E:** [chantille.viaud@gov.bc.ca](mailto:chantille.viaud@gov.bc.ca)



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 1:11 PM  
**To:** Viaud, Chantille PREM:EX; Geary, Vanessa PREM:EX  
**Cc:** Oreck, Mira PREM:EX  
**Subject:** RE: Neighbourhood House Week Proclamation

One more thing. It also requires a BEA (business expense approval form) completed and signed.

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:** Viaud, Chantille PREM:EX  
**Sent:** Tuesday, April 17, 2018 11:55 AM  
**To:** Geary, Vanessa PREM:EX; Cavanagh, Judy PREM:EX  
**Cc:** Oreck, Mira PREM:EX  
**Subject:** FW: Neighbourhood House Week Proclamation

Hello Vanessa and Judy-

We'd like to get copies of the proclamation made for each of the ED's (15 of them) at the Neighbourhood House Roundtable that the Premier is attending on April 30<sup>th</sup>. It'll be \$40 plus tax and shipping from Queens (quote below). SDPR is looking into getting one framed for photos.

Is this approved? Can someone help me fill out the requisition form that's attached? (I don't think I have all the key information here).

Thanks!  
Chantille

\*\*\*\*\*

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](mailto: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

---

**From:** Rogers, Jenna CITZ:EX  
**Sent:** Friday, April 6, 2018 8:03 AM  
**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Cc:** Plant, Byron JAG:EX <[Byron.Plant@gov.bc.ca](mailto:Byron.Plant@gov.bc.ca)>  
**Subject:** RE: Neighbourhood House Week Proclamation

Hi Chantille.

For reproductions you can go two ways.

Option 1) We can provide the reproductions in the 10 x 16" finish size as per originals and print on a cream cover. The 2D seal cannot be printed on this.

Option 2) We can provide the reproductions at 8.5 x 11" size, print on cream cover and include the 2D seal.

To proceed please send me a filled out requisition form with information specifying the option you would like to proceed with. We can provide a proof once the print is ordered.

Queen's Printer | Supply Services | Ministry of Citizens' Services  
Ph: 250 893.7583 | e: [jenna.rogers@gov.bc.ca](mailto: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.

---

**From:** Plant, Byron JAG:EX  
**Sent:** Wednesday, April 4, 2018 4:42 PM  
**To:** Viaud, Chantille PREM:EX  
**Cc:** Rogers, Jenna CITZ:EX  
**Subject:** RE: Neighbourhood House Week Proclamation

Hi Chantille,

The contact at QP is Jenna Rogers (cc'd). She will be able to assist you with those extra copies. Please note that they won't be able to do that until I have this signed and sent to them. I anticipate that will happen late next week or early the following (April 16). The exact date depends on AG/LG schedules.

You'll receive the email with PDF scan from my office when it's done and ready for copying. We'll also mail the four originals to you at that time.

Thx,  
Byron

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Wednesday, April 4, 2018 4:35 PM  
**To:** Plant, Byron JAG:EX  
**Subject:** RE: Neighbourhood House Week Proclamation

Looks fantastic. And yes, Kiwassa Neighbourhood House was the origin of the request.

Amazing about the other things- if you can send over the Queen's Printer contact that would be great. I can ask them about getting extra copies made.

You can send the original to me here at the Vancouver Cabinet Office:  
740-999 Canada Place Vancouver, BC V6C 3E1

Thanks again!  
C.

---

**From:** Plant, Byron JAG:EX  
**Sent:** Wednesday, April 4, 2018 4:31 PM  
**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** RE: Neighbourhood House Week Proclamation

A couple final things:

I converted the text in the proc style and format (there also was a minor typo). See attached for the for print version.

Was this requested by Kiwassa Neighbourhood House? I need to know the origin of the request.

Thx,  
Byron

---

**From:** Plant, Byron JAG:EX  
**Sent:** Wednesday, April 4, 2018 4:27 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** RE: Neighbourhood House Week Proclamation

Hi Chantille,

No worries – I will move this on for signing at the next available opportunity in April. I will also loop in the ministry program folks contacts so they are aware that their minister has already approved.

Regarding the copies – I can only make up to four extra signed originals; any others above that will need to be requested by req through Queen's Printer. They can produce a version that looks close to the original, with facsimile 2D seal; the other option is to just print the extra copies on regular yellow paper from the PDF. I can provide a QP contact if you want to go the former route.

Otherwise, I just need the address to send the four copies to.

Byron

Byron Plant | Manager and Registrar, Official Documents  
Order in Council Administration Office | Office of Legislative Counsel | Legal Services Branch  
Phone: 250 387-0725 | Fax: 250-387-4349 | [byron.plant@gov.bc.ca](mailto:byron.plant@gov.bc.ca)

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Wednesday, April 4, 2018 4:09 PM  
**To:** Plant, Byron JAG:EX  
**Subject:** FW: Neighbourhood House Week Proclamation

Hello Byron!

I managed to track down the proclamation, I know there's a normal way to go through (I apologize this is not through the online system- it's a bit of a time crunch again). This one has been approved by MSS from SDPR – I checked in with them directly. We'd need them by April 25<sup>th</sup>.

There are 15 Neighbourhood Houses- I know it's an unusually large number, but would you be able get 15 of them signed?

Call me if it's easier😊

Thank you so much!!

-Chantille

**Chantille Viaud** | Manager, Stakeholder Relations  
Office of the Premier  
**P:** 604-838-3025 | **E:** [chantille.viaud@gov.bc.ca](mailto:chantille.viaud@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 1:21 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** DEWAR - April 14

Signed.

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:** s.15 [mailto:Judy.Cavanagh@gov.bc.ca]  
**Sent:** Tuesday, April 17, 2018 1:02 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 1:22 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** DEWAR - April 23

Signed.

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:** s.15 [mailto:Judy.Cavanagh@gov.bc.ca]  
**Sent:** Tuesday, April 17, 2018 1:02 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Scan From <Device Name>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 3:37 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Travel claim

Hi Elizabeth,

Vanessa and I are working through “approvals”. If you have a travel claim that can be processed tomorrow and of course if that person sends it to me, I’ll be able to show her the ropes. We’ll be sending out an email afterwards to ask people to direct their claims to Vanessa.

Other approvals BEAs etc. still send to me for tomorrow. Will let you know if when that changes.

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

Page 098 of 152

Withheld pursuant to/removed as

s.22



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 3:40 PM  
**To:** Khan, Perveen FIN:EX  
**Subject:** RE: Expense Authority

Thanks Perveen. That gives us plenty of time for cross training.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Khan, Perveen FIN:EX  
**Sent:** Tuesday, April 17, 2018 2:19 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: Expense Authority

Hi Judy

She can sign now if she likes as I have updated CAS <sup>s.22</sup>

thanks

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 10:31 AM  
**To:** Khan, Perveen FIN:EX  
**Subject:** RE: Expense Authority

<sup>s.22</sup> at that point she can sign or can she start on Thursday. I'd like to do some cross-over training.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Khan, Perveen FIN:EX  
**Sent:** Tuesday, April 17, 2018 10:02 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: Expense Authority

Hi Judy,

Yes she is setup. <sup>s.22</sup>

thanks

## Employee

Name	GEARY, VANESSA		
Employee Number	s.22		
Ministry Identifier	FS	Finance Supported Entities	
E-Mail Address	Vanessa.Geary@gov.bc.ca		
Business Group	BCGOV		

## Assignment

Approval Level	FS PREM Level A2
----------------	------------------

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 9:55 AM  
**To:** Khan, Perveen FIN:EX  
**Subject:** Expense Authority

Hi Perveen,

Is Vanessa now set up in the system to start signing off as expense authority? If not, can you let us know the anticipated date.

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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 3:40 PM  
**To:** Henry, David A FIN:EX  
**Cc:** Loubert, Danny PREM:EX  
**Subject:** RE: J Drive

Thanks David, I'll give it a whirl.

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:** Henry, David A FIN:EX  
**Sent:** Tuesday, April 17, 2018 1:52 PM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Loubert, Danny PREM:EX  
**Subject:** RE: J Drive

Hi Judy, first thing to try is double click on SmartDrive Mapper icon on main desktop.



That should take a minute or so to reconnect drives.

If that does not re-add your J: drive, try a reboot.  
Give me a call if that does not do it..

David  
250-888-8803

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 17, 2018 1:37 PM  
**To:** Henry, David A FIN:EX <[David.Henry@gov.bc.ca](mailto:David.Henry@gov.bc.ca)>  
**Cc:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** J Drive

Hi David,

It's weird, J drive has disappeared from my system. What do I do?

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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 3:46 PM  
**To:** de Sousa, Jacob FIN:EX  
**Subject:** RE: Emergency iStore Order 862044 - Transfer In Debbie Wade

Hi,

I just approved it.

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:** de Sousa, Jacob FIN:EX  
**Sent:** Wednesday, April 18, 2018 3:37 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Emergency iStore Order 862044 - Transfer In Debbie Wade  
**Importance:** High

Hi Judy,

I have been directed to call in iStore order 862044 as an emergency. When you have approved it would you please let me know?

Thank you,

Jacob de Sousa  
Acting Senior 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)

*Warning: This email is intended only for the use of the individual or organization to whom it is addressed. It may contain information that is privileged or confidential. Any distribution, disclosure, copying, or other use by anyone else is strictly prohibited. If you have received this in error, please telephone or e-mail the sender immediately and delete the message.*

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 3:48 PM  
**To:** Parkinson, Elizabeth PREM:EX; Loubert, Danny PREM:EX; Szabo, Maria PREM:EX; Farmer, Susan PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Approval Authorizations

Hi all,

Starting Thursday, April 19<sup>th</sup>, please direct all requests for signed approvals to Vanessa. This will enable us to have a short period of time for cross-over training.

I'll send another email about travel.

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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 4:04 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** RE: Travel claim approvals

Vanessa and I have been talking about “who” will do this, I’ll talk to her now and we’ll decide. We don’t want you to process any claims unless the travel form and receipts are with it.

Something coming out shortly.

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:** Parkinson, Elizabeth PREM:EX  
**Sent:** Wednesday, April 18, 2018 4:02 PM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: Travel claim approvals

Thank you Judy! Are you able to send a reminder to everyone that they need to fill in the Travel form and submit with receipts after travel?

Elizabeth

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 3:56 PM  
**To:** Aaron, Sage PREM:EX; Van Meer-Mass, Kate PREM:EX; Bain, Don PREM:EX; Oreck, Mira PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Clark, Layne PREM:EX; Kingston, Charlotte PREM:EX; Viaud, Chantille PREM:EX; Nash, Amber PREM:EX; Wade, Debbie MMHA:EX; Fogg, Bruce PREM:EX; Parkinson, Elizabeth PREM:EX; Loubert, Danny PREM:EX; Brown, Evan PREM:EX; McLaren, Chris PREM:EX; Szabo, Maria PREM:EX; Privett, Don PREM:EX; Farmer, Susan PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Travel claim approvals

Hi All,

Starting Thursday, April 19<sup>th</sup>, please forward your travel claim for approval to Vanessa.

In order to do this, at the bottom of the page, in the middle “next to action” click the drop-down and find Vanessa Geary in the directory then click OK. You should only need to do it this first time.

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](mailto:judy.cavanagh@gov.bc.ca)



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 4:24 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** For Estimates

Hi Vanessa,

Two documents – salaries and Decorum

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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 4:47 PM  
**To:** Banister, Lori FIN:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: Notice change of mailing address - DEWAR contract

Hi Lori,

Yes please

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Banister, Lori FIN:EX  
**Sent:** Wednesday, April 18, 2018 4:34 PM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: Notice change of mailing address - DEWAR contract

Hi Judy, I haven't but I will do so – should I send him Vanessa's phone number and office address as well?

Lori

**Lori Banister**  
Procurement Specialist, CFFS  
B.C. Ministry of Finance  
778 698 3049  
[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 4:29 PM  
**To:** Banister, Lori FIN:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Notice change of mailing address - DEWAR contract

Hi Lori,

Do you send out the "official" notice to Bob Dewar regarding a change of the address for emailing his invoices and reports. It should be changed to Vanessa Geary from me --- [Vanessa.geary@gov.bc.ca](mailto:Vanessa.geary@gov.bc.ca)

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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 19, 2018 11:20 AM  
**To:** Banister, Lori FIN:EX  
**Subject:** Re: Notice change of mailing address - DEWAR contract

Hi Lori.

s.22

Judy

Sent from my iPhone

On Apr 19, 2018, at 10:15 AM, Banister, Lori FIN:EX <[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)> wrote:

Hi Judy,

Vanessa has sent me all her contact details which I'll send to Bob Dewar as his new PREM contract contact. s.22

Thanks! Lori

---

**From:** Banister, Lori FIN:EX  
**Sent:** Wednesday, April 18, 2018 4:34 PM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: Notice change of mailing address - DEWAR contract

Hi Judy, I haven't but I will do so – should I send him Vanessa's phone number and office address as well?

Lori

**Lori Banister**  
Procurement Specialist, CFFS  
B.C. Ministry of Finance  
778 698 3049  
[Lori.Banister@gov.bc.ca](mailto:Lori.Banister@gov.bc.ca)

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 4:29 PM  
**To:** Banister, Lori FIN:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Notice change of mailing address - DEWAR contract

Hi Lori,

Do you send out the “official” notice to Bob Dewar regarding a change of the address for emailing his invoices and reports. It should be changed to Vanessa Geary from me --- [Vanessa.geary@gov.bc.ca](mailto:Vanessa.geary@gov.bc.ca)

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](mailto:judy.cavanagh@gov.bc.ca)

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 19, 2018 1:24 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** Fwd: Salary comparisons

Replaces ones Nicky sent on Wed

Sent from my iPhone

Begin forwarded message:

**From:** "Manak, Nicky FIN:EX" <[Nicky.Manak@gov.bc.ca](mailto:Nicky.Manak@gov.bc.ca)>  
**To:** "Canitz, Shelley L PREM:EX" <[Shelley.Canitz@gov.bc.ca](mailto:Shelley.Canitz@gov.bc.ca)>  
**Cc:** "Cavanagh, Judy PREM:EX" <[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)>  
**Subject:** RE: Salary comparisons

Here are the revised spreadsheets. First Aid allowance is not a stob 50 charge so won't show up on these spreadsheets. Those allowances are Stob 51 and are a very small amount.

Thanks  
Nicky

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Wednesday, April 18, 2018 3:44 PM  
**To:** Manak, Nicky FIN:EX  
**Subject:** FW: Salary comparisons

Nicky – see Judy's note – how does this get corrected?

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 18, 2018 3:43 PM  
**To:** Canitz, Shelley L PREM:EX; Geary, Vanessa PREM:EX  
**Subject:** RE: Salary comparisons

Hi Shelley,

Yes he is in the wrong list for the comparison.

He's in the right list on the forecast documents.

The Paylist is 004-0031 and he should be listed 2x for wages and the stipend for First Aid(\$44)

Thanks Shelley,

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Wednesday, April 18, 2018 2:53 PM  
**To:** Cavanagh, Judy PREM:EX; Geary, Vanessa PREM:EX  
**Subject:** RE: Salary comparisons

Vanessa or Judy – it looks like Danny may be in the wrong payroll – would you confirm?

---

**From:** Manak, Nicky FIN:EX  
**Sent:** Wednesday, April 18, 2018 2:37 PM  
**To:** Canitz, Shelley L PREM:EX  
**Subject:** RE: Salary comparisons

Is there going to be a payroll change in the payroll system? On the reports he is currently in DMO

---

**From:** Canitz, Shelley L PREM:EX  
**Sent:** Wednesday, April 18, 2018 2:20 PM  
**To:** Manak, Nicky FIN:EX  
**Subject:** RE: Salary comparisons

Nicky – Danny Loubert appears in the DMO component – can he be moved down to Geoff Meggs' area?

---

**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

<< File: Staff Salary Comparison July 8-17 to Apr 14-18.xlsx >> << File: Staff Salary Comparison March 31-17 to Apr 14-18.xlsx >>

**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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 19, 2018 4:03 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** Re: Call for Records OOP-2018-81633 Records Due ASAP

I have no records.

Judy

Sent from my iPhone

On Apr 19, 2018, at 3:53 PM, Wensink, Alison PREM:EX <[Alison.Wensink@gov.bc.ca](mailto:Alison.Wensink@gov.bc.ca)> wrote:

*Hello,*

*Please see the below request and please let me know by as soon as possible whether or not you have any records:*

**Canvassed: All staff**

---

*All drafts and correspondence from the level of the Deputy Minister's Office or higher, regarding the news release titled "Government will help low-income families manage electricity costs".*

*(Date Range for Record Search: From **03/02/2018 To 03/06/2018**) 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:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 19, 2018 4:42 PM  
**To:** Szabo, Maria PREM:EX  
**Cc:** VCO Boardrooms, PREM PREM:EX; Geary, Vanessa PREM:EX  
**Subject:** Re: Alyssa picking up certificates

Hi Maria

I will be in on Monday before 8:30am.

Judy

Sent from my iPhone

> On Apr 19, 2018, at 4:39 PM, Szabo, Maria PREM:EX <Maria.Szabo@gov.bc.ca> wrote:  
>  
> Hi Vanessa & Judy,  
>  
> Someone named Alyssa is picking up some signed certificates from our office at 8:30am on Monday morning. Will either of you be around to let her in and pass them off? They are in a manila envelope on the front desk with a sticky note.  
>  
> If not, I can certainly arrange to be in for 8:30 as Danny is away that day.  
>  
> Let me know!  
>  
> Thanks,  
>  
> Maria  
>  
> <meeting.ics>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Thursday, April 19, 2018 4:43 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** Re: Call for Records OOP-2018-82229 Records Due ASAP

I have no records

Judy

Sent from my iPhone

On Apr 19, 2018, at 4:34 PM, Wensink, Alison PREM:EX <[Alison.Wensink@gov.bc.ca](mailto:Alison.Wensink@gov.bc.ca)> wrote:

*Hello,*

*Please see the below request and please let me know by as soon as possible whether or not you have any records:*

**Canvassed: All Executive Staff**

---

*Meeting minutes, notes, attendant lists and communications regarding Teck Resources Limited lobbying a number of public office holders.*

---

*(Date Range for Record Search: From 01/01/2018 To 03/15/2018)*

---

*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

Page 118 of 152 to/à Page 120 of 152

Withheld pursuant to/removed as

s.14

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Friday, April 20, 2018 1:22 PM  
**To:** Loubert, Danny PREM:EX  
**Cc:** Szabo, Maria PREM:EX; Geary, Vanessa PREM:EX  
**Subject:** Re: COI Declaration - Potlatch Mask

I don't recall anything like that either

Judy

Sent from my iPhone

On Apr 20, 2018, at 12:28 PM, Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)> wrote:

Hi there,

I don't recall this coming from our office but I wanted to check with you to see if it had.

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](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Farmer, Susan PREM:EX  
**Sent:** Friday, April 20, 2018 12:08 PM  
**To:** Loubert, Danny PREM:EX; Nash, Amber PREM:EX  
**Subject:** COI Declaration - Potlatch Mask

Hi – just trying to track down who submitted this to the COI Office. I'm hoping one of you will be able to advise. (Dec 2017)

**Susan Farmer**  
Managing Director | Correspondence Branch | Office of the Premier  
P: 250-387-3570 E: [susan.farmer@gov.bc.ca](mailto:susan.farmer@gov.bc.ca)

Page 122 of 152 to/à Page 123 of 152

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Monday, April 23, 2018 8:16 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-81633 Records Due ASAP

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Thursday, April 19, 2018 3:53 PM  
**To:** LP Premiers Vancouver Office; LP PO Deputy Minister; LP PO Executive Office  
**Cc:** Hendry, Jackie PREM:EX; Shortt, Amanda PREM:EX  
**Subject:** Call for Records OOP-2018-81633 Records Due ASAP

Hello,

Please see the below request and please let me know by as soon as possible whether or not you have any records:

**Canvassed: All staff**

---

*All drafts and correspondence from the level of the Deputy Minister's Office or higher, regarding the news release titled "Government will help low-income families manage electricity costs".*

*(Date Range for Record Search: From **03/02/2018 To 03/06/2018**) 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

Page 125 of 152 to/à Page 130 of 152

Withheld pursuant to/removed as

s.22



Page 131 of 152

Withheld pursuant to/removed as

s.14

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Monday, April 23, 2018 2:34 PM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82629 and OOP-2018- 82353 Due April 27, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Monday, April 23, 2018 1:20 PM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; McLaren, Chris PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; LP Premiers Vancouver Office; Canitz, Shelley L PREM:EX; Christensen, Suzanne PREM:EX; Farmer, Leila PREM:EX; Hendry, Jackie PREM:EX; Higgins, Keira PREM:EX; Kennedy, Christine PREM:EX; Mulloy, Eleanor PREM:EX; Papik, Stephanie PREM:EX; Robinson, Jon PREM:EX; Wensink, Alison PREM:EX; Wright, Don J. PREM:EX; Yuma Morisho, Okenge PREM:EX  
**Subject:** Call for Records OOP-2018-82629 and OOP-2018- 82353 Due April 27, 2018

Hello,

*Please see the below request and please let me know by April 27<sup>th</sup> whether or not you have any record. **Please note this is two requests that were similarly worded and we have combined them for clarity. Therefore unfortunately we are not able to initiate a fee.** Please let me know if you have any questions! Thank you!*

**Canvassed: All staff**

---

### Regarding news release 2018EMPR0004-000311:

- A. All drafts and correspondence from the level of the Deputy Minister's Office or higher.
- B. Regarding a **specific paragraph**: *"In addition, starting in May, BC Hydro residential customers who find themselves in an emergency – such as loss of employment, unanticipated medical expenses or pending eviction for example – will be eligible for a grant toward their outstanding BC Hydro bill. The grant is up to \$600 and does not need to be repaid"*
  - Any advice provided to the Premier;
  - Any emails, text messages, slack, whatsapp, Signal, briefing notes, memoranda
    - Exchanged between any of the following: Premier's Office, GCPE, Energy and Mines and/ or Finance.
    - Exchanged between any of the following: BC Hydro, the Premier's Office, Minister/ Deputy Minister's office of EGM and/ or the Minister/ Deputy Minister's office of FIN.

---

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

*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:** Cavanagh, Judy PREM:EX  
**Sent:** Monday, April 23, 2018 3:17 PM  
**To:** Canitz, Shelley L PREM:EX  
**Subject:** FW: Draft February Forecast

**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:** Wednesday, March 14, 2018 8:50 AM  
**To:** Cavanagh, Judy PREM:EX; Hendry, Jackie PREM:EX; Canitz, Shelley L PREM:EX; MacMillan, Elizabeth PREM:EX  
**Cc:** Dicks, Erin L FIN:EX; Tsang, Diana FIN:EX; Massy, Michelle E PREM:EX  
**Subject:** RE: Draft February Forecast

Hi,  
Here is a revised Feb forecast with everything updated. We were forecasting more than required for contracts so that has helped the bottom line.

---

**From:** Manak, Nicky FIN:EX  
**Sent:** Friday, March 9, 2018 10:27 AM  
**To:** Cavanagh, Judy PREM:EX; Hendry, Jackie PREM:EX; Canitz, Shelley L PREM:EX; MacMillan, Elizabeth PREM:EX  
**Cc:** Dicks, Erin L FIN:EX; Tsang, Diana FIN:EX  
**Subject:** Draft February Forecast

Hi  
Attached is a draft February forecast. I am still waiting for some information before it is complete.

-I do not have IGRS update from them yet.  
-I am waiting for an estimate of Transition contract costs remaining (if any).  
-Also, need to know if 25K painting is going ahead in VCO.

Once I receive this information, I will send a revised forecast for your information. In the meantime, if you have any questions or concerns, please let me know.  
Thanks

***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:** Cavanagh, Judy PREM:EX  
**Sent:** Monday, April 23, 2018 5:02 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** STOB 50 and STOB 65

Hi,

This is a summary of the March actuals/forecast against the budget for these 2 stobs

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:** Cavanagh, Judy PREM:EX  
**Sent:** Monday, April 23, 2018 5:04 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** ESTIMATES - NOTES

Here's 2 BN for Estimates (background)

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:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 24, 2018 7:59 AM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** Budget 2018

Good morning

We have one other area to look at--the VCO budget.

Danny should bring information about costs past and wish list forecast.

See you Wed. Set the time for whatever works for you

Judy

Sent from my iPhone

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 24, 2018 12:04 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** Re: Break week travel

I will but it may take about 30min. Starting another step in the process.

Is that ok

Sent from my iPhone

On Apr 24, 2018, at 12:01 PM, Geary, Vanessa PREM:EX <[Vanessa.Geary@gov.bc.ca](mailto:Vanessa.Geary@gov.bc.ca)> wrote:

Can you give me a call about BCFL Exec Council ...

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 24, 2018 12:01 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** Re: Break week travel

About right 8-10 000 a week depending on travel locations and # of staff.

Sent from my iPhone

On Apr 24, 2018, at 9:25 AM, Geary, Vanessa PREM:EX <[Vanessa.Geary@gov.bc.ca](mailto:Vanessa.Geary@gov.bc.ca)> wrote:

Super, thank you

Sent from my iPhone

On Apr 24, 2018, at 9:22 AM, Parkinson, Elizabeth PREM:EX  
<[Elizabeth.Parkinson@gov.bc.ca](mailto:Elizabeth.Parkinson@gov.bc.ca)> wrote:

Hi Vanessa,

Attached are the costs for the 3 week break week travel.

Thanks,

<image001.png>

*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](mailto:elizabeth.parkinson@gov.bc.ca)

CONFIDENTIALITY NOTICE: The above message contains confidential information intended for a specified individual and purpose. The information is private and protected



*by law. Any copying or disclosure of this transmission by anyone other than the intended recipient is prohibited. If you are not the intended recipient, please notify the sender immediately and delete this message and any attachments from your system. Thank you.*

<Mar-16-Apl travel.xlsx>

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Tuesday, April 24, 2018 12:07 PM  
**To:** Yuma Morisho, Okenge PREM:EX  
**Subject:** Re: Western Canada Growth Strategy Scope

Thanks Okenge, s.22

Do take care and don't work too hard.

Judy

Sent from my iPhone

On Apr 23, 2018, at 5:27 PM, Yuma Morisho, Okenge PREM:EX <[Okenge.YumaMorisho@gov.bc.ca](mailto:Okenge.YumaMorisho@gov.bc.ca)> wrote:

Sorry Judi! I meant to send it to Judi Sigurson. Please ignore.

BUT most importantly, enjoy some well-deserve rest.

Thanks, oym

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Monday, April 23, 2018 4:56 PM  
**To:** Yuma Morisho, Okenge PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** FW: Western Canada Growth Strategy Scope

Hi Okenge,

I'm sending this along to Vanessa s.22  
She will follow up with you.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Yuma Morisho, Okenge PREM:EX  
**Sent:** Monday, April 23, 2018 3:47 PM  
**To:** Cavanagh, Judy PREM:EX; Smith, Grant H IGRS:EX

**Cc:** Maranda, Pierrette IGRS:EX  
**Subject:** Fw: Western Canada Growth Strategy Scope

Okenge Yuma Morisho  
Deputy Minister  
Intergovernmental Relations Secretariat  
Office of the Premier

---

**From:** Jones, Dylan (WD/DEO) <[dylan.jones@canada.ca](mailto:dylan.jones@canada.ca)>  
**Sent:** Monday, April 23, 2018 3:13 PM  
**To:** Tremblay, Christyne (NRCAN/RNCAN); '[jason.krips@gov.ab.ca](mailto:jason.krips@gov.ab.ca)'; Tremblay, Jean-Francois (AADNC/AANDC); 'Kent Campbell'; Laurendeau, Hélène (AADNC/AANDC); '[louise.levonian@hrsdc-rhdcc.gc.ca](mailto:louise.levonian@hrsdc-rhdcc.gc.ca)'; '[Michael.richards@leg.gov.mb.ca](mailto:Michael.richards@leg.gov.mb.ca)'; '[timothy.sargent@international.gc.ca](mailto:timothy.sargent@international.gc.ca)'; Forbes, Chris (AAFC/AAC); Yuma Morisho, Okenge PREM:EX  
**Cc:** Fraser, Andrew (WD/DEO)  
**Subject:** Western Canada Growth Strategy Scope

Thank you again for your feedback and frank comments as we develop the western growth strategy.

I have had the opportunity to talk with all four western provinces and other federal departments, and I am pleased with the high level of enthusiasm for this collaboration. In fact, a number of you have already identified areas of action that could be excellent starting points for enhanced collaboration.

The most immediate challenge with the strategy is the timing. Given the pipeline dispute, a mid-May launch could constrain the participation of some partners.

I will be engaging Minister Bains on the strategy's development, particularly the timing issue, and I will be in contact soon.

In the meantime, today Andrew Fraser will be providing a draft consultation framework document for feedback to the departmental contact whom you identified. Thank you for your helpful counsel as this evolves.

Best regards,

Dylan Jones  
Deputy Minister / Sous-ministre  
780 495 5772 <http://wd-deo.gc.ca>



Western Economic  
Diversification Canada

Diversification de l'économie  
de l'Ouest Canada

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 8:08 AM  
**To:** Wensink, Alison PREM:EX  
**Subject:** RE: Call for Records OOP-2018-82831 Due April 30, 2018

I have no records.

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:** Wensink, Alison PREM:EX  
**Sent:** Tuesday, April 24, 2018 4:37 PM  
**To:** Aaron, Sage PREM:EX; Brown, Evan PREM:EX; Clark, Layne PREM:EX; Dewar, Bob PREM:EX; Fogg, Bruce PREM:EX; Holmwood, Jen PREM:EX; McConnell, Sheena PREM:EX; Meggs, Geoff PREM:EX; Nash, Amber PREM:EX; Parkinson, Elizabeth PREM:EX; Privett, Don PREM:EX; Van Meer-Mass, Kate PREM:EX; Cavanagh, Judy PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Call for Records OOP-2018-82831 Due April 30, 2018

Hello,

Please see the below request and please let me know by April 30<sup>th</sup> whether or not you have any records:

**Canvassed: All Executive staff, all Vancouver staff**

---

*All communication between Andrew Weaver and the Premier or their staff.*

*Date Range: 10/01/2017 to 03/31/2018 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.*

*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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 9:44 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** RE: FOI

Thank you Jackie, and I thank you for your patience and wisdom in training me on all things FOI. It really was appreciated.

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:** Hendry, Jackie PREM:EX  
**Sent:** Wednesday, April 25, 2018 8:56 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** RE: FOI

Hi Judy,

Thank you for connecting. Alison will take you off the distribution list. If you could get Vanessa to get access to your Outlook and folders so she can do the search on your behalf. She can have that done by connecting with Prem Tech.

s.22

~Jackie

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 8:11 AM  
**To:** Hendry, Jackie PREM:EX  
**Subject:** FOI

Hi Jackie,

s.22                      my apologies if I asked before but what do I do about FOI. Should I let Alison know in order to take me off the distribution list? What else?

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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 10:05 AM  
**To:** Klak, Steve M FIN:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: Phone call

Yes Steve, 1:30 will work.

We will phone you.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** Klak, Steve M FIN:EX  
**Sent:** Wednesday, April 25, 2018 10:00 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** Re: Phone call

Hi Judy. Does this afternoon work for you, after 1:30

**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*

On Apr 25, 2018, at 9:49 AM, Cavanagh, Judy PREM:EX <[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)> wrote:

Hi Steve

Are you around for a phone call today – a quick question on budget 2018 and a chance to introduce you to my replacement, Vanessa Geary?

Thanks.

Judy

**Judy Cavanagh** | Executive Director, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier



## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 11:22 AM  
**To:** Loubert, Danny PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** FW: Access to my email

David's answer.

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:** Henry, David A FIN:EX  
**Sent:** Wednesday, April 25, 2018 10:16 AM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Re: Access to my email

s.22

We will ensure to get Vanessa setup.  
Any questions or issues don't hesitate to contact.

David

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

From: "Cavanagh, Judy PREM:EX" <Judy.Cavanagh@gov.bc.ca>  
Date: 2018-04-25 9:48 AM (GMT-08:00)  
To: "Henry, David A FIN:EX" <David.Henry@gov.bc.ca>  
Cc: "Geary, Vanessa PREM:EX" <Vanessa.Geary@gov.bc.ca>  
Subject: Access to my email

Hi David,

s.22 Vanessa Geary, my replacement, will need access to my email and documents for FOI purposes, effective April 26<sup>th</sup>.

Vanessa can be reached at 604-775-1662.

And, David a very big thank you to your team and you for the good service (and patient!) that is provided to VCO. It is really appreciated.

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:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 2:52 PM  
**To:** Geary, Vanessa PREM:EX  
**Subject:** FW: IStore order for Website Certificate Renewal

**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:** Barton, Kelly FIN:EX  
**Sent:** Wednesday, April 25, 2018 2:20 PM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** McLean, Gordon FIN:EX; Macedo, Jason FIN:EX  
**Subject:** IStore order for Website Certificate Renewal

Hello Judy

The website used by municipalities to register for the annual UBCM Conference requires that its certificate be renewed. The annual cost for website certificates is \$200.

The Min of Finance Service Desk will be submitting an iStore order to renew the certificate and you are listed as the EA so the order will come to you for approval. You should receive notification about the order within the next few days.

If you have any questions, please let me know.

Thanks...Kelly

Kelly Barton  
Sr Team Lead, Business Analysis  
Ministry of Finance, Corporate Services, Information Management Branch  
Supporting Ministry of Finance, Office of the Premier and various agencies, boards and commissions  
Phone: (778) 698-3491 | Cell: (778) 678-2496

Page 149 of 152

Withheld pursuant to/removed as

s.22

## Shortt, Amanda PREM:EX

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Wednesday, April 25, 2018 2:59 PM  
**To:** McLean, Gordon FIN:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** RE: UBCM

Thanks Gordon. Ah, that's why I have no recollection. Please have the order come to Vanessa Geary for approval.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** McLean, Gordon FIN:EX  
**Sent:** Wednesday, April 25, 2018 10:32 AM  
**To:** Cavanagh, Judy PREM:EX  
**Cc:** Geary, Vanessa PREM:EX  
**Subject:** Re: UBCM

Hi Judy,

This is about the security of the website that Finance maintains for Municipalities requesting meetings.

This request is an annual fee and would have been applied this time last year by the previous administration.

Regards,

Gordon McLean

On Apr 25, 2018, at 10:01 AM, Cavanagh, Judy PREM:EX <[Judy.Cavanagh@gov.bc.ca](mailto:Judy.Cavanagh@gov.bc.ca)> wrote:

Hi Gordon,

I'm trying to determine what this request is about. Is this for registration for meetings for the Premier and Ministers at UBCM?

Last year for UBCM, I don't remember the Premier's Office paying for a portal for UBCM. Perhaps this is a GCPE expense?

As well, though, the signing authority needs to be changed to Vanessa Geary, Executive Director, Operations and Strategic Initiatives<sup>s.22</sup>

For today, I can be reached at <sup>s.22</sup> as we try to sort this out.

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](mailto:judy.cavanagh@gov.bc.ca)

---

**From:** McLean, Gordon FIN:EX  
**Sent:** Wednesday, April 25, 2018 7:36 AM  
**To:** Cavanagh, Judy PREM:EX  
**Subject:** UBCM

Good morning Judy,

The Website security certificate for UBCM requires renewal. You will be receiving an Expense Authority request for this in the next day or so for \$200 to ensure that when we open the UBCM portal the requests are appropriately secure.

Regards,

Gordon

**Gordon McLean** - Client Business Manager  
Ministry of Finance, Corporate Services, Information Management Branch  
Supporting Finance, Office of the Premier and Government House  
Cell: 250-216-1641 FAX: 250-356-1494

<image001.jpg>

**Ministry of Finance PECSF Divisional Coordinator**

<image002.png>

Click the button to donate to PECSF today!

Page 152 of 152

Withheld pursuant to/removed as

s.22