

Shortt, Amanda PREM:EX

From: Lawless, Peter AG:EX
Sent: Friday, July 13, 2018 10:33 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: British Columbia v. Philip Morris International, Inc. - SCC Cases (Lexum)

I think the very best synopsis is that found as part pf the Headnote to the case (it's the Court's own synopsis):

Copyright

This communication (both the message and any attachments) may be confidential and protected by solicitor-client privilege. It is intended only for the use of the person or persons to whom it is addressed. Any distribution, copying, or other use by anyone else is strictly prohibited. If you have received this communication in error, please destroy the email message and any attachments immediately and notify me by telephone or by email.

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 9:56 AM
To: Lawless, Peter AG:EX
Subject: RE: British Columbia v. Philip Morris International, Inc. - SCC Cases (Lexum)

If you have a synopsis/main points let me know

From: Lawless, Peter AG:EX
Sent: Friday, July 13, 2018 6:47 AM
To: Canitz, Shelley L PREM:EX
Subject: British Columbia v. Philip Morris International, Inc. - SCC Cases (Lexum)

We won!

<https://scc-csc.lexum.com/scc-csc/scc-csc/en/item/17185/index.do>

Supreme Court Judgments

British Columbia v. Philip Morris International, Inc.

Supreme Court Judgments

2018-07-13

2018 SCC 36

37524

Abella, Rosalie Silberman; Moldaver, Michael J.; Karakatsanis, Andromache; Gascon, Clément; Brown, Russell; Rowe, Malcolm; Martin, Sheilah
British Columbia



SUPREME COURT OF CANADA

Citation: British Columbia v. Philip Morris International, Inc., 2018 SCC 36

Appeal Heard: January 17, 2018

Judgment Rendered: July 13, 2018

Docket: 37524

Between:

Her Majesty The Queen in Right of British Columbia

Appellant

and

Philip Morris International, Inc.

Respondent

- and -

Attorney General of Ontario, Samuelson-Glushko Canadian Internet Policy and Public Interest Clinic and Information and Privacy Commissioner for British Columbia

Interveners

Coram: Abella, Moldaver, Karakatsanis, Gascon, Brown, Rowe and Martin JJ.

Reasons for Judgment:

(paras. 1 to 37)

Brown J. (Abella, Moldaver, Karakatsanis, Gascon, Rowe and Martin JJ. concurring)

Note: This document is subject to editorial revision before its reproduction in final form in the *Canada Supreme Court Reports*.

british columbia v. philip morris international, inc.

Her Majesty The Queen in Right of British Columbia *Appellant*

v.

Philip Morris International, Inc. *Respondent*

and

Attorney General of Ontario,

Samuelson-Glushko Canadian Internet Policy and

Public Interest Clinic and

Information and Privacy Commissioner for British Columbia *Interveners*

Indexed as: British Columbia v. Philip Morris International, Inc.

2018 SCC 36

File No.: 37524.

2018: January 17; 2018: July 13.

Present: Abella, Moldaver, Karakatsanis, Gascon, Brown, Rowe and Martin JJ.

on appeal from the court of appeal for british columbia

Civil procedure — Production of documents — Health care databases — Province bringing action pursuant to provincial legislation against tobacco manufacturers to recover tobacco-related health care costs on aggregate basis — Legislation barring compellability in such action of “health care records and documents of particular individual insured persons” and of “documents relating to provision of health care benefits for particular individual insured persons” — Tobacco manufacturer seeking production of databases of health care information to be used by province to prove causation and damages in action — Whether databases, once anonymized, are compellable — Tobacco Damages and Health Care Costs Recovery Act, S.B.C. 2000, c. 30, s. 2(5)(b).

Page 05 of 87 to/à Page 17 of 87

Withheld pursuant to/removed as

Copyright

PETER R. LAWLESS

Barrister & Solicitor
Legal Services Branch
Ministry of Attorney General
1001 Douglas Street
Victoria, BC V8W 2C5
(250) 356-8432 (phone)
(250) 356-6730 (fax)

Notes:

1. This document, and any attachments or appendices, may contain information that is protected by solicitor-client privilege. Prior to any disclosure of this document outside of government, including in response to a

request under the Freedom of Information and Protection of Privacy Act, the Ministry in possession of this document must consult with the lawyer responsible for the matter to determine whether information contained in this document is subject to solicitor client privilege.

2. This communication (both the message and any attachments) may be confidential and protected by solicitor-client privilege. It is intended only for the use of the person or persons to whom it is addressed. Any distribution, copying, or other use by anyone else is strictly prohibited. If you have received this communication in error, please destroy the email message and any attachments immediately and notify me by telephone or by email.

Page 20 of 87 to/à Page 30 of 87

Withheld pursuant to/removed as

s.14

Shortt, Amanda PREM:EX

From: Hendry, Jackie PREM:EX
Sent: Tuesday, July 3, 2018 10:37 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: is this us?

Yes. Our upgrade will be happening in December. I had a meeting with the “leads” as well as David Henry and Gordon McLean on June 13 and so far this is what has been arranged:

- I am the contact for the DMO, Kate for Exec and will be the initial contact for the Minister’s offices, and Danny for VCO.
- There will be Techs coming through our office around mid to late August to take inventory of our current equipment and devices.
- I have set up a board room from September 25 to 27 for the team to set up the UC and Workstation devices for people to view and ask questions to better enable them to make decisions on what is suitable for their needs.
- During the three days in September, the team will also have two “formal” training/ information sessions available for people to sign up for if they wish. I suggested this to allow for people to make a choice to have it better suit their schedule. These sessions are not imperative, as there will be a lot of information sharing during the three days, but just wanted to have the option of something more formal.

Jackie

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 3, 2018 10:21 AM
To: Hendry, Jackie PREM:EX <Jackie.Hendry@gov.bc.ca>
Subject: is this us?

<https://gww.gov.bc.ca/news/2018/0703/workstation-refresh>

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 3, 2018 2:53 PM
To: Geary, Vanessa PREM:EX
Subject: Re: Information request on Three Mile Gap work

Do not know

Shelley

On Jul 3, 2018, at 1:40 PM, Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca> wrote:

Thanks for this – would it have been communicated to the Premier?

From: Canitz, Shelley L PREM:EX
Sent: Friday, June 29, 2018 1:56 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Information request on Three Mile Gap work

FYI only – in case anyone wants to know if TRAN connected with MLA Clovechok re Three Mile Gap

From: Canitz, Shelley L PREM:EX
Sent: Friday, June 29, 2018 1:14 PM
To: Richter, Kevin J TRAN:EX; Main, Grant TRAN:EX
Cc: Lewthwaite, Jennifer TRAN:EX
Subject: RE: Information request on Three Mile Gap work

Sounds good. Many thanks, Kevin, for that quick response.

From: Richter, Kevin J TRAN:EX
Sent: Friday, June 29, 2018 1:08 PM
To: Main, Grant TRAN:EX; Canitz, Shelley L PREM:EX
Cc: Lewthwaite, Jennifer TRAN:EX
Subject: RE: Information request on Three Mile Gap work

Good afternoon,
Yes, MLA Clovechok's office was contacted to arrange a meeting.
The meeting was originally scheduled for June 25 but was rescheduled for July 9.
The July 9 meeting will be in Golden and I will be there in person.

In the interim, staff have provided Three Valley Gap information and have responded to questions from MLA Clovechok and his office.

Is there any other way that I can assist?

From: Main, Grant TRAN:EX
Sent: Friday, June 29, 2018 12:51 PM
To: Canitz, Shelley L PREM:EX
Cc: Richter, Kevin J TRAN:EX; Lewthwaite, Jennifer TRAN:EX
Subject: RE: Information request on Three Mile Gap work

Thanks Shelley, by way of cc will get Kevin or Jenn to get back to as this was intended to be handled through the scheduling of a direct briefing with the MLA – will see if that has happened, or if there was a change of plans.

Regards
Grant

From: Canitz, Shelley L PREM:EX
Sent: Friday, June 29, 2018 12:28 PM
To: Main, Grant TRAN:EX
Subject: Information request on Three Mile Gap work

Grant – during the May 31 Estimates debate for OoP, Doug Clovechok raised several issues related to the Ministry's plans to improve safety at the Three Mile Gap area. There were a few items that the Premier said he would ask the Minister to provide information on – do you know if those got compiled and/on sent along to the OoP or MLA Clovechok?

This is not a rush item – but if someone could get back to me next week, it would be appreciated.

Many thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, July 9, 2018 12:35 PM
To: Christensen, Suzanne PREM:EX; Kennedy, Christine PREM:EX
Subject: Greyhound ending routes

FYI – though you may have known already

<https://www.news1130.com/2018/07/09/greyhound-canada-end-routes-prairies-b-c-leaving-small-towns-lurch/>

Shortt, Amanda PREM:EX

From: Kennedy, Christine PREM:EX
Sent: Tuesday, July 10, 2018 1:23 PM
To: Canitz, Shelley L PREM:EX
Subject: RE: new TA from TB

I think she would start fairly soon (next few weeks). She is currently a director and I think would remain at her current salary.

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 10, 2018 12:35 PM
To: Kennedy, Christine PREM:EX
Subject: new TA from TB

Christine – what date might the new person from TB start and at what approx. salary? I need info for the budget *forecast* only – not for any HR purpose, so approximates are good enough.

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 10, 2018 1:43 PM
To: Higgins, Keira PREM:EX
Subject: RE: headset with a microphone for Allie Witter?

Yes, please check in with Allie and order one

From: Higgins, Keira PREM:EX
Sent: Tuesday, July 10, 2018 1:10 PM
To: Canitz, Shelley L PREM:EX
Subject: RE: headset with a microphone for Allie Witter?

Hi Shelley,

They are between \$360-600 depending on the model and can be here in a few days.

Thanks,

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

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 10, 2018 11:39 AM
To: Higgins, Keira PREM:EX
Subject: headset with a microphone for Allie Witter?

Keira – would you please see about ordering a headset with a microphone for Allison – cost? ETA? Etc?

thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 10, 2018 1:48 PM
To: DeLarge, Lorne CITZ:EX
Subject: question on temporary sound minimizing options?

Lorne – we've just today approved a space plan proposed by Ruth Dollinger. Until the new space is ready to go, are there some measures we could take to minimize the sound that comes to Allie? We've thought about a headset so we are taking steps to order one. Would there be cubicle walls that might block some sound? Anything else?

Many thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 9:21 AM
To: Manak, Nicky FIN:EX
Subject: RE: potenital hire in OoP

yes

From: Manak, Nicky FIN:EX
Sent: Wednesday, July 11, 2018 9:21 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: potenital hire in OoP

Oh ok so I can just adjust the salary and start date on one then

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 9:20 AM
To: Manak, Nicky FIN:EX
Subject: RE: potenital hire in OoP

This is one of the 3 vacancies

From: Manak, Nicky FIN:EX
Sent: Wednesday, July 11, 2018 9:07 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: potenital hire in OoP

Ok and this is on top of the 3 other vacancies currently forecasted there?

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 8:01 AM
To: Manak, Nicky FIN:EX
Subject: Re: potenital hire in OoP

DMO

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

On Jul 11, 2018, at 8:01 AM, Manak, Nicky FIN:EX <Nicky.Manak@gov.bc.ca> wrote:

Which area would you like this added under?

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 10, 2018 1:29 PM
To: Manak, Nicky FIN:EX
Subject: potenital hire in OoP

Nicky – would you add to the salary forecast a director level? Tentative start date Aug 1 and tentative salary \$100K - thanks

Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 9:21 AM
To: Higgins, Keira PREM:EX
Subject: FW: Summer staffing OICs - Jul 28 to Aug 20

Forgot to cc you

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 10, 2018 4:59 PM
To: Mandur, Tracy PSA:EX; Owens, Anita PSA:EX; Valley, Nancy PSA:EX; Redies, Janet PSA:EX
Subject: RE: Summer staffing OICs - Jul 28 to Aug 20

Just an FYI that ^{s.22} OICs that need to be signed should be to him by noon on July 19 (though earlier is preferred)

Shelley

From: Prisiak, Lisa PREM:EX
Sent: Tuesday, July 10, 2018 9:07 AM
To: Mandur, Tracy PSA:EX; Owens, Anita PSA:EX; Parte, Maura PSA:EX; Valley, Nancy PSA:EX; Redies, Janet PSA:EX; Dale, Raman GCPE:EX
Cc: Canitz, Shelley L PREM:EX
Subject: Summer staffing OICs - Jul 28 to Aug 20

Hello,

Cabinet Operations will be shutting down at the end of day on **Friday, July 27 returning Monday, Aug 20**. Byron Plant and Doris Dardengo in the OIC Office have kindly agreed to post orders and coordinating signatures ^{s.22}. I would like to give them a sense of how many staffing OICs will be expected over the three weeks.

Could you please consider and get back to me by Friday, July 13th.

Cheers

Lisa Prisiak
OIC Coordinator
Cabinet Operations

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 2:06 PM
To: OOP FOI PREM:EX; Higgins, Keira PREM:EX
Subject: RE: OOP-2018-84426 Harms Assessment Request, 3 Pages

s.13

From: OOP FOI PREM:EX
Sent: Wednesday, July 11, 2018 1:59 PM
To: Higgins, Keira PREM:EX; Canitz, Shelley L PREM:EX
Subject: FW: OOP-2018-84426 Harms Assessment Request, 3 Pages

Hi Keira and Shelley,

Can you let me know if you see any harms in the attached pages?

Thanks so much!

Alison

From: IAO CentralTeam CITZ:EX
Sent: Wednesday, July 11, 2018 1:25 PM
To: OOP FOI PREM:EX
Subject: OOP-2018-84426 Harms Assessment Request, 3 Pages

Hi Jackie,

Could you please provide a harms assessment for the attached records?

Thank you.

Rene Sorboe | FOI Analyst
Central Team, Information Access Operations
Rene.Sorboe@gov.bc.ca | 778-698-2394

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 12, 2018 9:34 AM
To: Prisiak, Lisa PREM:EX
Cc: Parte, Maura PSA:EX
Subject: RE: 2 more docs in sharepoint

Thanks for following up on that one, Lisa. Much appreciated.

From: Prisiak, Lisa PREM:EX
Sent: Thursday, July 12, 2018 9:33 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: 2 more docs in sharepoint

Good morning,
FYI, I was just looking at the staffing OICs and the Chang appointment has a few issues, the tag is missing and there is an error in the date. I have followed up with Leg co and they are getting me a revised one. I will move that one when I get it, you might not see until Monday. I will get the other one going.

Lisa Prisiak
OIC Coordinator
Cabinet Operations

250-387-5503

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 5:05 PM
To: Prisiak, Lisa PREM:EX
Subject: 2 more docs in sharepoint

They are to come into effect Monday, so hope this is enough time.

Thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 12, 2018 12:52 PM
To: Wright, Don J. PREM:EX
Subject: RE: Proposed Agenda for July 13 DMC

Don – if you would also mention the meeting Sept 7 at Govt House for DMs – a meeting and lunch – details to follow and hope their staff can affirm attendance soon.

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 3:31 PM
To: Wright, Don J. PREM:EX
Subject: Proposed Agenda for July 13 DMC

July 13 DMC

1. Introduction - Don Wright
2. Cabinet Overview - Elizabeth MacMillan
3. Gender Based Analysis Plus - Melanie Stewart
4. FOI update - Jill Kot
5. Major Issues - All
6. PSA update - Lori Halls

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 12, 2018 4:41 PM
To: Gervais, Monica PREM:EX; Farmer, Leila PREM:EX
Subject: s.12;s.13

concur

From: Gervais, Monica PREM:EX
Sent: Thursday, July 12, 2018 4:36 PM
To: Canitz, Shelley L PREM:EX; Farmer, Leila PREM:EX
Subject: s.12;s.13

Hi Shelley and Leila,

s.12;s.13;s.14

Let me know if you agree.

Monica

Monica Gervais

A/Executive Director, Cabinet Operations, Office of the Premier
617 Government Street, Suite 049, Victoria, British Columbia
Tel: 250-387-5541 / Cell: 250-415-7064 / Fax: 250-387-7392

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: Canitz, Shelley L PREM:EX
Sent: Thursday, July 12, 2018 5:13 PM
To: Wright, Don J. PREM:EX; Meggs, Geoff PREM:EX; Hockin, Amber PREM:EX
Cc: Geary, Vanessa PREM:EX
Subject: PREM June forecast (3).xlsx
Attachments: PREM June forecast (3).xlsx

Hello, all – here is the spreadsheet for our 1:30 meeting tomorrow. Amber and Geoff, when you are in the office, please let me know and I will run hard copies down for you.

See you tomorrow,
Vanessa and Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 12, 2018 5:18 PM
To: Prisiak, Lisa PREM:EX
Cc: Parte, Maura PSA:EX
Subject: Urgent

Importance: High

Lisa - is this note too late? Can it be pulled back?

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

From: Parte, Maura PSA:EX
Sent: Thursday, July 12, 2018 5:17 PM
To: Canitz, Shelley L PREM:EX
Subject: s.22 OIC

Hi Shelley, I sent a staff order yesterday that I need to pull back if it hasn't been raised yet. It was for the appointment of s.22 . Thank you Maura

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 10:06 AM
To: Stewart, Melanie FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

I'm pleased we could sort it out and I appreciated the information – best wishes with this work!

Shelley Canitz

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

From: Stewart, Melanie FIN:EX
Sent: Friday, July 13, 2018 9:40 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Hi – just wanted to thank you for your support with the presentation today and for making sure all the technical issues were handled. Much appreciated.
Have a great weekend,
Melanie

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 12, 2018 4:43 PM
To: Knowles, Jessica D FIN:EX; Stewart, Melanie FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Jessica and Melanie – at least 2 DMs (or their subs) will be attending DMC via a video link from the Vancouver office. I will confirm numbers tomorrow so that you can send packages to their offices next week.

From: Knowles, Jessica D FIN:EX
Sent: Thursday, July 12, 2018 3:31 PM
To: Higgins, Keira PREM:EX
Cc: Canitz, Shelley L PREM:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Perfect, thank you!

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office
Ministry of Finance
(778) 698-7234*

From: Higgins, Keira PREM:EX
Sent: Thursday, July 12, 2018 3:30 PM
To: Knowles, Jessica D FIN:EX
Cc: Canitz, Shelley L PREM:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Hi Jessica,

I have them thanks.

Please ask her to wait in the Cabinet waiting area outside of Chambers and Shelley will come and get her when her item is up.

Thanks,

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

From: Knowles, Jessica D FIN:EX
Sent: Thursday, July 12, 2018 3:28 PM
To: Higgins, Keira PREM:EX
Subject: FW: Gender Equity Presentation - DMC - July 13

Good afternoon Keira,

I left the folders with Amanda earlier this afternoon. One last thing – could you tell me where Melanie should wait tomorrow until her agenda item is up?

Thanks so much and looking forward to hearing from you!

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office
Ministry of Finance
(778) 698-7234*

From: Knowles, Jessica D FIN:EX
Sent: Wednesday, July 11, 2018 3:28 PM
To: Canitz, Shelley L PREM:EX
Cc: Higgins, Keira PREM:EX; Stewart, Melanie FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Brilliant, thank you so much! I will pop over after lunch.

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office
Ministry of Finance
(778) 698-7234*

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 3:24 PM
To: Knowles, Jessica D FIN:EX
Cc: Higgins, Keira PREM:EX; Stewart, Melanie FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Jessica and Melanie – I will be at DMC and will be happy to assist in ensuring the presentation can play. I watched it on my computer and it worked – when I clicked on the video, it left PowerPoint and took me to YouTube. If that happens during the presentation, I will manually ensure the transition from PowerPoint to YouTube and back to PowerPoint – Melanie can focus on her presentation.

It will be great to have the materials tomorrow and I will make sure they are available to DMs for the start of the Friday's meeting.

From: Knowles, Jessica D FIN:EX
Sent: Wednesday, July 11, 2018 3:08 PM
To: Canitz, Shelley L PREM:EX
Cc: Higgins, Keira PREM:EX; Stewart, Melanie FIN:EX
Subject: Gender Equity Presentation - DMC - July 13

Good afternoon Shelley,

Attached is the Gender Equity presentation for Friday, approved by Lori Wanamaker. Please note that there is a youtube video embedded in the deck (slide 9). I recall that there was a problem accessing it previously, so I've included the link to it: <https://www.youtube.com/watch?v=p6w-d1mmjFU&feature=youtu.be>

Will there be someone in the room who can assist if there are issues playing the video?

Also, Melanie would like to provide each Deputy with a folder of additional resources. I have prepared 30 packages, and wonder if I may bring them over tomorrow afternoon, so that each attendee has a package prior to Melanie's arrival at the meeting?

Thanks so much and looking forward to hearing from you!

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office
Ministry of Finance
(778) 698-7234*

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 10:46 AM
To: Geary, Vanessa PREM:EX; Parte, Maura PSA:EX
Subject: RE: 2% increase

She may be referring to the increase that applies to public servants in the ML 1 to 6 range and gives an 'up to' 2% lift based on performance. It is not automatic or across the board. Staff need to have been in their position for a year (or close to it). It could apply to some staff in DMO but the issue is with Don right now and we've not taken further action in our office yet.

Shelley

From: Geary, Vanessa PREM:EX
Sent: Friday, July 13, 2018 10:42 AM
To: Parte, Maura PSA:EX; Canitz, Shelley L PREM:EX
Subject: 2% increase

s.22 just called me about the "2%" increase and asked if it applies to PO – do either of you have intel on this?

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | **M:** 604-619-0513
E: vanessa.geary@gov.bc.ca

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 11:43 AM
To: Stewart, Melanie FIN:EX
Subject: FW: Gender Equity Presentation - DMC - July 13

FYI

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 10:29 AM
To: Knowles, Jessica D FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Jessica – two DMs were in Vancouver Cabinet Office – Fazil Mihlar and Christina Zacharuk – neither of them got copies of the materials you provided so I hope you can send them copies. Thanks

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 12, 2018 4:43 PM
To: Knowles, Jessica D FIN:EX; Stewart, Melanie FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Jessica and Melanie – at least 2 DMs (or their subs) will be attending DMC via a video link from the Vancouver office. I will confirm numbers tomorrow so that you can send packages to their offices next week.

From: Knowles, Jessica D FIN:EX
Sent: Thursday, July 12, 2018 3:31 PM
To: Higgins, Keira PREM:EX
Cc: Canitz, Shelley L PREM:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Perfect, thank you!

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office*

Ministry of Finance
(778) 698-7234

From: Higgins, Keira PREM:EX
Sent: Thursday, July 12, 2018 3:30 PM
To: Knowles, Jessica D FIN:EX
Cc: Canitz, Shelley L PREM:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Hi Jessica,

I have them thanks.

Please ask her to wait in the Cabinet waiting area outside of Chambers and Shelley will come and get her when her item is up.

Thanks,

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

From: Knowles, Jessica D FIN:EX
Sent: Thursday, July 12, 2018 3:28 PM
To: Higgins, Keira PREM:EX
Subject: FW: Gender Equity Presentation - DMC - July 13

Good afternoon Keira,

I left the folders with Amanda earlier this afternoon. One last thing – could you tell me where Melanie should wait tomorrow until her agenda item is up?

Thanks so much and looking forward to hearing from you!

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office
Ministry of Finance
(778) 698-7234*

From: Knowles, Jessica D FIN:EX
Sent: Wednesday, July 11, 2018 3:28 PM
To: Canitz, Shelley L PREM:EX
Cc: Higgins, Keira PREM:EX; Stewart, Melanie FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Brilliant, thank you so much! I will pop over after lunch.

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office
Ministry of Finance
(778) 698-7234*

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 11, 2018 3:24 PM
To: Knowles, Jessica D FIN:EX
Cc: Higgins, Keira PREM:EX; Stewart, Melanie FIN:EX
Subject: RE: Gender Equity Presentation - DMC - July 13

Jessica and Melanie – I will be at DMC and will be happy to assist in ensuring the presentation can play. I watched it on my computer and it worked – when I clicked on the video, it left PowerPoint and took me to YouTube. If that happens during the presentation, I will manually ensure the transition from PowerPoint to YouTube and back to PowerPoint – Melanie can focus on her presentation.

It will be great to have the materials tomorrow and I will make sure they are available to DMs for the start of the Friday's meeting.

From: Knowles, Jessica D FIN:EX
Sent: Wednesday, July 11, 2018 3:08 PM
To: Canitz, Shelley L PREM:EX
Cc: Higgins, Keira PREM:EX; Stewart, Melanie FIN:EX
Subject: Gender Equity Presentation - DMC - July 13

Good afternoon Shelley,

Attached is the Gender Equity presentation for Friday, approved by Lori Wanamaker. Please note that there is a youtube video embedded in the deck (slide 9). I recall that there was a problem accessing it previously, so I've included the link to it: <https://www.youtube.com/watch?v=p6w-d1mmjFU&feature=youtu.be>

Will there be someone in the room who can assist if there are issues playing the video?

Also, Melanie would like to provide each Deputy with a folder of additional resources. I have prepared 30 packages, and wonder if I may bring them over tomorrow afternoon, so that each attendee has a package prior to Melanie's arrival at the meeting?

Thanks so much and looking forward to hearing from you!

Kind regards,

Jessica Knowles

*A/Executive Administrative Assistant
Gender Equity Office
Ministry of Finance
(778) 698-7234*

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 11:48 AM
To: 'Bank3, Lee (SSC/SPC)'
Subject: RE: Dates for Viper training - Gov of BC
Attachments: Canitz passport July 2018.pdf

In case you still need a copy of my passport

From: Bank3, Lee (SSC/SPC) [mailto:lee.bank3@canada.ca]
Sent: Thursday, July 12, 2018 12:18 PM
To: Higgins, Keira PREM:EX; Steenvoorden, Tom PSSG:EX; Simpas, Johanna PSSG:EX; Canitz, Shelley L PREM:EX
Cc: Deslauriers, Maxime (SSC/SPC)
Subject: RE: Dates for Viper training - Gov of BC
Importance: High

Good Afternoon,

I was going through our records in preparation for my visit on Monday and I have discovered that I do not have proof of citizenship or proof of security clearance for any of you. I require this information IOT renew your access to the Viper. I need these for every person who will have access to the viper.

For proof of Security clearance - a screen shot of your current security clearance and its expiry date from your unit security officer.

For proof of citizenship scan in a copy of your birth certificate or passport.

Sorry for the short notice. Please let me know soonest if anticipate any problems with gathering this information.

See you Monday,

Lee Bank

A/COMSEC Cust
SSC
613-859-9738

From: Higgins, Keira PREM:EX [mailto:Keira.Higgins@gov.bc.ca]
Sent: July-10-18 11:35 AM
To: Bank3, Lee (SSC/SPC) ; Steenvoorden, Tom PSSG:EX ; Simpas, Johanna PSSG:EX ; Canitz, Shelley L PREM:EX
Cc: Deslauriers, Maxime (SSC/SPC)
Subject: RE: Dates for Viper training - Gov of BC

Hi Lee,

It will just be the 3 of us.

Thanks,

Keira Higgins, Executive Administrative Coordinator

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

From: Bank3, Lee (SSC/SPC) [mailto:lee.bank3@canada.ca]
Sent: Tuesday, July 10, 2018 8:34 AM
To: Higgins, Keira PREM:EX; Steenvoorden, Tom PSSG:EX; Simpas, Johanna PSSG:EX; Canitz, Shelley L PREM:EX
Cc: Deslauriers, Maxime (SSC/SPC)
Subject: RE: Dates for Viper training - Gov of BC

Hello,

Thanks Tom and Keira, 8:30 will work just fine for me. Just need to hear from Shelley when she gets in.

Are there going to be any other users on this device, or just the three of you? If there will be others it would be very beneficial if they could attend as well. If they cannot be there it we can work around this.

Thanks again,

Lee Bank

A/COMSEC Cust

SSC

613-859-9738

From: Higgins, Keira PREM:EX [<mailto:Keira.Higgins@gov.bc.ca>]

Sent: July-10-18 11:25 AM

To: Bank3, Lee (SSC/SPC) <lee.bank3@canada.ca>; Steenvoorden, Tom PSSG:EX <Tom.Steenvoorden@gov.bc.ca>;
Simpas, Johanna PSSG:EX <Johanna.Simpas@gov.bc.ca>; Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>

Cc: Deslauriers, Maxime (SSC/SPC) <maxime.deslauriers@canada.ca>

Subject: RE: Dates for Viper training - Gov of BC

Hi Lee,

That works for me but it might be preferable for the others to start at 8:30 as they likely don't start until then.

Thanks,

Keira Higgins, Executive Administrative Coordinator

Office of the Premier, Deputy Minister

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

Ph: (250) 356-2206

From: Bank3, Lee (SSC/SPC) [<mailto:lee.bank3@canada.ca>]

Sent: Tuesday, July 10, 2018 5:46 AM

To: Steenvoorden, Tom PSSG:EX; Higgins, Keira PREM:EX; Simpas, Johanna PSSG:EX; Canitz, Shelley L PREM:EX

Cc: Deslauriers, Maxime (SSC/SPC)

Subject: RE: Dates for Viper training - Gov of BC

Good morning ladies and gentleman,

In order to fit everything in this trip I was wondering if I could meet you Monday am sometime between 8 and 10, instead of late in the afternoon. As soon as I know if we can make this work, I will be able to book flights and confirm a meeting time. Please let me know of your availability Monday morning.

Sorry for all of the changes, and thanks so much for your flexibility,

Lee Bank

A/COMSEC Cust

SSC

613-859-9738

From: Bank3, Lee (SSC/SPC)

Sent: July-09-18 12:31 PM

To: Higgins, Keira PREM:EX <Keira.Higgins@gov.bc.ca>; Steenvoorden, Tom PSSG:EX <Tom.Steenvoorden@gov.bc.ca>

Cc: Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>; Deslauriers, Maxime (SSC/SPC) <maxime.deslauriers@canada.ca>; Simpas, Johanna PSSG:EX <Johanna.Simpas@gov.bc.ca>

Subject: RE: Dates for Viper training - Gov of BC

Excellent. As soon as we can confirm our travel arrangements we will let you know.

Lee Bank

A/COMSEC Cust

SSC

613-859-9738

From: Higgins, Keira PREM:EX [<mailto:Keira.Higgins@gov.bc.ca>]

Sent: July-09-18 12:10 PM

To: Steenvoorden, Tom PSSG:EX <Tom.Steenvoorden@gov.bc.ca>; Bank3, Lee (SSC/SPC) <lee.bank3@canada.ca>

Cc: Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>; Deslauriers, Maxime (SSC/SPC) <maxime.deslauriers@canada.ca>; Simpas, Johanna PSSG:EX <Johanna.Simpas@gov.bc.ca>

Subject: RE: Dates for Viper training - Gov of BC

Hi Lee,

That works for Shelley and I.

Thanks,

Keira Higgins, Executive Administrative Coordinator

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

From: Steenvoorden, Tom PSSG:EX

Sent: Monday, July 9, 2018 8:42 AM

To: 'Bank3, Lee (SSC/SPC)'

Cc: Higgins, Keira PREM:EX; Canitz, Shelley L PREM:EX; Deslauriers, Maxime (SSC/SPC); Simpas, Johanna PSSG:EX

Subject: RE: Dates for Viper training - Gov of BC

That should work for me, thanks.

Tom

From: Bank3, Lee (SSC/SPC) [<mailto:lee.bank3@canada.ca>]

Sent: Monday, July 9, 2018 8:32 AM

To: Steenvoorden, Tom PSSG:EX

Cc: Higgins, Keira PREM:EX; Canitz, Shelley L PREM:EX; Deslauriers, Maxime (SSC/SPC)

Subject: RE: Dates for Viper training - Gov of BC

Importance: High

Hello again,

We can fly from Ottawa on Monday morning and that will put us in Victoria in the early afternoon. The earliest we could meet on the Monday would be 2 or 2:30 pm. We will need up to two hours with the three of you so that will have us finishing around 4 or 4:30 pm. Will this work for every one? If not we will need to try to arrange something for the Wednesday morning.

Please advise,

Thank you and looking forward to meeting with all of you.

Lee Bank

A/COMSEC Cust

SSC

613-859-9738

From: Steenvoorden, Tom PSSG:EX [<mailto:Tom.Steenvoorden@gov.bc.ca>]

Sent: July-09-18 10:48 AM

To: Bank3, Lee (SSC/SPC) <lee.bank3@canada.ca>

Cc: Higgins, Keira PREM:EX <Keira.Higgins@gov.bc.ca>; Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>;

Deslauriers, Maxime (SSC/SPC) <maxime.deslauriers@canada.ca>

Subject: RE: Dates for Viper training - Gov of BC

Good Morning Lee,

I will be unavailable on July 17, 2018, as I will be in Vancouver for the day. Both the 16th and morning of the 18th are available.

Regards,

Tom

Tom Steenvoorden

Director – Public Safety Initiatives

Policing and Security Branch

Ministry of Public Safety and Solicitor General

Office 250.387.0076

Cell 250.217.6847

From: Bank3, Lee (SSC/SPC) [<mailto:lee.bank3@canada.ca>]

Sent: Monday, July 9, 2018 7:32 AM

To: Steenvoorden, Tom PSSG:EX

Cc: Higgins, Keira PREM:EX; Canitz, Shelley L PREM:EX; Deslauriers, Maxime (SSC/SPC)

Subject: RE: Dates for Viper training - Gov of BC

Importance: High

Good morning Tom,

As per the previous email we are hoping to visit Victoria next week to conduct the viper training, along with some annual maintenance/inspection on the Viper. We are planning on meeting with you, Keira, and Shelly Tuesday morning the 17th of July if all goes according to plan. To make this visit work, and for the necessary travel arrangements we need to know your availability soonest. If these timings will not work for you please let us know when you are available and we will attempt to accomodate.

Thank you for your consideration in this matter,

Lee Bank

A/COMSEC Cust

SSC

613-859-9738

From: Bank3, Lee (SSC/SPC)

Sent: July-05-18 10:33 AM

To: 'Steenvoorden, Tom PSSG:EX' <Tom.Steenvoorden@gov.bc.ca>; Higgins, Keira PREM:EX <Keira.Higgins@gov.bc.ca>; Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>

Cc: Deslauriers, Maxime (SSC/SPC) <maxime.deslauriers@canada.ca>

Subject: RE: Dates for Viper training - Gov of BC

Good Morning,

We are looking to travel to Victoria between July 16th and the July 18th. Please confirm if those three dates are still good for the three of you. We will also be visiting Vancouver during the same time frame so please let us know soonest of you availability.

Best regards,

Lee Bank

A/COMSEC Cust

SSC

613-859-9738

From: Steenvoorden, Tom PSSG:EX [<mailto:Tom.Steenvoorden@gov.bc.ca>]

Sent: June-25-18 1:38 PM

To: Bank3, Lee (SSC/SPC) <lee.bank3@canada.ca>; Higgins, Keira PREM:EX <Keira.Higgins@gov.bc.ca>; Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>

Cc: Gendron, Luc (SSC/SPC) <luc.gendron@canada.ca>; Wiens2, Jordan (SSC/SPC) <jordan.wiens2@canada.ca>;

Deslauriers, Maxime (SSC/SPC) <maxime.deslauriers@canada.ca>; Decary, Marc (SSC/SPC) <marc.decary@canada.ca>

Subject: RE: Dates for Viper training - Gov of BC

Hello,

If you are looking for dates within July and August, ^{s.22}
_{s.22}

Regards,

Tom Steenvoorden

Director – Public Safety Initiatives

Policing and Security Branch

Ministry of Public Safety and Solicitor General

Office 250.387.0076

Cell 250.217.6847

From: Bank3, Lee (SSC/SPC) [<mailto:lee.bank3@canada.ca>]

Sent: Monday, June 25, 2018 10:35 AM

To: Higgins, Keira PREM:EX; Steenvoorden, Tom PSSG:EX; Canitz, Shelley L PREM:EX

Cc: Gendron, Luc (SSC/SPC); Wiens2, Jordan (SSC/SPC); Deslauriers, Maxime (SSC/SPC); Decary, Marc (SSC/SPC)

Subject: RE: Dates for Viper training - Gov of BC

Good day Keira,

Thanks for the quick reply.

We will make travel arrangements to visit you within the time frames that you have provided, once Tom Steenvoorden gets back to us with his availability.

We will need about an hour with access to the secure phone prior to all the loan holders/users being present to change all of the passwords and combinations and verify phone settings. After which we will need 1 to 2 hours with all the users and Loan holders, to train and brief everyone on the phones usage and security requirements.

Prior to our visit we will need proof of security clearance and citizenship of all of the intended users and Loan Holders. If they could be scanned in and sent to us it will be greatly appreciated.

Looking forward to meeting and thank you for all your assistance,

Lee Bank

Enterprise Alternate Comsec Custodian

Secret Infrastructure Program, Cyber and IT Security Branch

Shared Services Canada | Government of Canada

99 Metcalfe, room 9-042, Ottawa, Ontario

lee.bank3@canada.ca

BB: 613-859-9738 / Secure Fax: 613-960-3342 / Unclass Fax: 613-960-0791

Lee Bank

Gardien Suppléant Comsec Entreprise

Programme des infrastructures classifiées, Direction de la cybersécurité et de la sécurité des TI

Services partagés Canada / Gouvernement du Canada

99 Metcalfe, pièce 9-042, Ottawa, Ontario

lee.bank3@canada.ca

BB: 613-859-9738 / Fax Sécurisé: 613-960-3342 / Non-classifié Fax: 613-960-0791

From: Higgins, Keira PREM:EX [<mailto:Keira.Higgins@gov.bc.ca>]

Sent: June-25-18 12:57 PM

To: Bank3, Lee (SSC/SPC) <lee.bank3@canada.ca>

Cc: Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>; Steenvoorden, Tom PSSG:EX <Tom.Steenvoorden@gov.bc.ca>

Subject: Dates for Viper training

Hi Lee,

The dates that work for Shelley Canitz and I for Viper training are as follows. I will leave it to Tom to check the dates against his availability and let us know if any do not work.

July – any time after July 15th with the exception of July 19 and 20th

August – any time until August 15th with the exception of August 11th

Thanks,

Keira Higgins, Executive Administrative Coordinator

Office of the Premier, Deputy Minister

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

Ph: (250) 356-2206

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 2:45 PM
To: Geary, Vanessa PREM:EX
Subject: FW: final copy of Estimates Note on staffing in the OOP
Attachments: Staff allocations in OoP May 2018 (final).docx

Shelley Canitz

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

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 1:53 PM
To: Higgins, Keira PREM:EX
Subject: FW: final copy of Estimates Note on staffing in the OOP

Would you please bring me 4 copies of the attachment?

From: Geary, Vanessa PREM:EX
Sent: Monday, May 28, 2018 3:48 PM
To: Canitz, Shelley L PREM:EX; Mulloy, Eleanor PREM:EX
Subject: final copy of Estimates Note on staffing in the OOP

Please add to binder. Thanks

Vanessa Geary | Executive Director, Operations and Strategic Initiatives
Vancouver Cabinet Office | Office of the Premier
P: 604-775-1662 | **M:** 604-619-0513
E: vanessa.geary@gov.bc.ca

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 13, 2018 4:30 PM
To: Geary, Vanessa PREM:EX
Subject: FW: Does our office have a staff training budget?

Info on training – think I sent already – but staff also have access to lots of training through MyLearning via PSA

From: Manak, Nicky FIN:EX
Sent: Tuesday, July 3, 2018 9:30 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: Does our office have a staff training budget?

The budget is put in at the 2 digit stob level so PO has 84K and EO has 169K in stob 65. Just keep in mind that stob 65 also has many other expenditures that go through there as well i.e. office expenses etc

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 3, 2018 9:21 AM
To: Manak, Nicky FIN:EX
Subject: RE: Does our office have a staff training budget?

And right now, is there anything in that STOB?

From: Manak, Nicky FIN:EX
Sent: Tuesday, July 3, 2018 7:56 AM
To: Canitz, Shelley L PREM:EX
Subject: RE: Does our office have a staff training budget?

Hi Shelley,

Here are the Stobs that are used for training:

6516	EMPL TRNG SUPPLIES and COURSE FEES	EMPLOYEE TRAINING SUPPLIES AND COURSE FEES
6520	PACIFIC LEADERS SCHOLARSHIPS	PACIFIC LEADERS SCHOLARSHIPS

Is this what you are looking for?

Nicky

From: Canitz, Shelley L PREM:EX
Sent: Friday, June 29, 2018 4:08 PM
To: Dicks, Erin L FIN:EX; Manak, Nicky FIN:EX
Subject: Does our office have a staff training budget?

Erin and Nicky – I think I may have asked this before, but does our budget have a STOB for staff training? I know when I was in a ministry, staff did have such a STOB – anything here (beyond the usual access to the Learning Centre modules/courses?

thanks

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 18, 2018 1:52 PM
To: Roe, Sandra PSA:EX
Subject: Update on Amy Miller

Sandra – Amy will report to Christine Kennedy, ADM. Her position title will be Director, Economic Projects

Would you please start the OIC? What date would her start date be?

Thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 19, 2018 6:20 PM
To: McCartney, Angela PREM:EX; Prisiak, Lisa PREM:EX
Cc: Wright, Don J. PREM:EX; Hendry, Jackie PREM:EX
Subject: s.12;s.14

Importance: High

Lisa and Angela – as you see below, Don has approved the ^{s.12} going forward. If you need anything further, please let me know.

Shelley

s.12;s.14

Page 67 of 87 to/à Page 68 of 87

Withheld pursuant to/removed as

s.12; s.14

Page 69 of 87

Withheld pursuant to/removed as

s.12; s.14; s.22

Page 70 of 87

Withheld pursuant to/removed as

s.12; s.14

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 20, 2018 8:48 AM
To: Kennedy, Christine PREM:EX
Subject: Re: Amy would like to stay in her current office

Thanks

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

> On Jul 20, 2018, at 5:49 AM, Kennedy, Christine PREM:EX <Christine.Kennedy@gov.bc.ca> wrote:

>

> I talked to Don about this. He's fine with it until the office is built. After that, ^{s.13} she will need to move.
We want her to be seen as a member of our office. Thanks Shelley.

>

> Christine

>

>> On Jul 19, 2018, at 2:05 PM, Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca> wrote:

>>

>> Christine - any problems with Amy staying in her current office instead of the joint workspace? Both she and Heather would prefer it - I don't think it is a problem administratively. Your views?

>>

>> Shelley

>>

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, July 23, 2018 11:16 AM
To: MacMillan, Elizabeth PREM:EX; Massy, Michelle E PREM:EX
Subject: RE: Update - another staff person may start Monday at 617 Govt

Amy Miller started today but will continue to work at her old desk (In TB) until the new workspace is ready.

From: MacMillan, Elizabeth PREM:EX
Sent: Wednesday, July 18, 2018 4:48 PM
To: Canitz, Shelley L PREM:EX; Massy, Michelle E PREM:EX
Subject: RE: Update - another staff person may start Monday at 617 Govt

Thank-you both! We'll look forward to meeting our new neighbour!

E

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 18, 2018 4:04 PM
To: Massy, Michelle E PREM:EX; MacMillan, Elizabeth PREM:EX
Subject: RE: Update - another staff person may start Monday at 617 Govt

Michelle – they said it would be about 6 weeks – so I am hoping for mid-August....

From: Massy, Michelle E PREM:EX
Sent: Wednesday, July 18, 2018 3:57 PM
To: Canitz, Shelley L PREM:EX; MacMillan, Elizabeth PREM:EX
Subject: RE: Update - another staff person may start Monday at 617 Govt

Hi Shelley,

Absolutely – no issues at all from our end. I assume PremTech is aware and is working with you to get the new employee set up with a computer / workstation?

I received the final floor plan for the new offices but has CITZ giving you an eta for when the new offices will be built?

Thank you
Michelle

From: Canitz, Shelley L PREM:EX
Sent: Wednesday, July 18, 2018 2:38 PM
To: MacMillan, Elizabeth PREM:EX <Elizabeth.MacMillan@gov.bc.ca>; Massy, Michelle E PREM:EX <Michelle.Massy@gov.bc.ca>
Subject: Update - another staff person may start Monday at 617 Govt

Elizabeth and Michelle – we have another staff person joining DMO – the proposed start date is this Monday, July 23. We hope to have her work in the same area as Allison. Are there any issues with this? I am happy to discuss.

Many thanks
Shelley

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, July 23, 2018 11:18 AM
To: Dollinger, Ruth CITZ:EX
Cc: Crowley, Paul CITZ:EX
Subject: RE: New Staff, Basement space 617 Govt.

Ruth and Paul – sorry for the delay in responding. We’ve come up with a Plan B – the new person is just going to work at her existing desk until the new workspace is ready, so no additional work is needed in the interim. Many thanks

Shelley

From: Dollinger, Ruth CITZ:EX
Sent: Wednesday, July 18, 2018 2:59 PM
To: Canitz, Shelley L PREM:EX
Subject: New Staff, Basement space 617 Govt.

Hi Shelley,

I saw your request through Lorne- is it an office space you are looking for or simply an open workstation? As Lorne mentioned, there are empty offices in the Cab Ops area which we could fit out if this is what you require, or if it simply a workstation in the same work space as Ally’s, we can help you with this as well.

Thanks,

RUTH DOLLINGER M.Arch | Workplace Planner | Workplace Strategies + Planning

Accommodation Management | Real Property Division | Ministry of Citizens’ Services

T 250.480.8362 | E ruth.dollinger@gov.bc.ca | PO Bo 9412, Stn Prov Gov, Victoria BC V8W 9V1

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, July 23, 2018 11:45 AM
To: Denlinger, Becky EMBC:EX
Cc: Kot, Jill CITZ:EX
Subject: RE: DMC agenda request

Becky and Jill – s.22
time for your July 31 timeline.

there won't be a DMC til early August – not in

If you still want to brief DMs on aspects of these matters, the next DMC dates are August 10 and 24. There is also the DMC agenda on Sept 7, which will be at Government House – this may be an interesting item for then as well.

If you would like any time on one of these agendas, please let me know.

Thanks
Shelley

From: Denlinger, Becky EMBC:EX
Sent: Friday, July 20, 2018 4:34 PM
To: Canitz, Shelley L PREM:EX
Cc: Kot, Jill CITZ:EX
Subject: DMC agenda request

Hi Shelley, I'd like to request some time on the next DMC agenda to raise two matters for the awareness and edification of the team. Jill Kot will join me in presenting the information:

- Implementation of the prioritized post-earthquake response (PPR) pilot project in 6 government buildings housing staff from 14 ministries:
 - Buildings involved are
 - 2261 Keating Cross Road
 - 400 Seymour Place
 - 1515 Blanshard Street
 - 1815 Blanshard Street
 - 940 Blanshard Street
 - 617 Government Street
 - Implementation will begin within the next few weeks
- Notice of and information related to a scheduled test of the new emergency conference line for senior officials. The test is schedule for July 31 and will involve a number of ADMS, DMs and some ministers.
 - Scheduled to occur on July 31st at 10 am and concluding within 30 minutes
 - Second test of the conference line and first test of a draft procedure to activate the line
 - This conference line is intended for use by senior officials as a common communication tool during events that require coordination of ministers, DMs, etc. in managing the consequences

Thanks for considering this and please let me know if it is possible to take this forward at the next DMC. If there is not a DMC scheduled for July 27th, I will use other, more laborious methods for getting this information out for now and welcome the chance to report back on them at a later meeting.

Thanks,
Becky

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Monday, July 23, 2018 1:31 PM
To: Wright, Don J. PREM:EX
Subject: RE: Executive OICs s.22

All good – thanks.

From: Wright, Don J. PREM:EX
Sent: Monday, July 23, 2018 1:29 PM
To: Canitz, Shelley L PREM:EX
Subject: Re: Executive OICs s.22

Hi Shelley,

Should have responded before now. I have asked Lori Wanamaker to act in my place on these matters.

Thanks.

Don

From: Shelley Canitz <Shelley.Canitz@gov.bc.ca>
Date: Wednesday, July 18, 2018 at 4:07 PM
To: "Wright, Don J. PREM:EX" <Don.J.Wright@gov.bc.ca>
Subject: Executive OICs s.22

Don – there may be some Executive OICs that come forward s.22 . Will you be reading email, or is there someone who can approve them on your behalf or would you like them held until your return?

S

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 24, 2018 10:56 AM
To: Farmer, Leila PREM:EX
Subject: RE: substance use

<https://www.csuch.ca/en/explore-the-data/>

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 24, 2018 10:55 AM
To: Farmer, Leila PREM:EX
Subject: substance use

<https://www.uvic.ca/research/centres/cisur/assets/docs/csuch-infographic.pdf>

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Thursday, July 26, 2018 11:59 AM
To: Wright, Don J. PREM:EX
Subject: FW: Thank you.

Please see below

From: Prisiak, Lisa AEST:EX
Sent: Thursday, July 26, 2018 11:55 AM
To: Canitz, Shelley L PREM:EX
Cc: MacMillan, Elizabeth PREM:EX
Subject: Thank you.

Hello Shelley,

I received a lovely note in the mail from Don yesterday. The phone call last week and the card are greatly appreciated. To you and your office, please know it was an honour to work in the Office of the Premier.

All the best,

Lisa Prisiak
Board Appointment Coordinator
Governance and Quality Assurance
Ministry of Advanced Education, Skills and Training

778-974-3570

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 27, 2018 10:38 AM
To: Parte, Maura PSA:EX; Hockin, Amber PREM:EX
Subject: FW: 2018 Diversity & Inclusion survey - exclusions

Maura and/or Amber – might we discuss?

Shelley Canitz

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

From: Westfall, Sandra FIN:EX
Sent: Friday, July 27, 2018 10:21 AM
To: Canitz, Shelley L PREM:EX
Cc: Clark, Heather L FIN:EX
Subject: FW: 2018 Diversity & Inclusion survey - exclusions

Good Morning Shelley, the following units under 004; PO Correspondence Branch, 004-0032, and PO Executive Branch, 004-0031 from the Office of the Premier are normally excluded from WES reporting because they are political appointments. With the upcoming launch of the Diversity and Inclusiveness Survey, BC Stats is needing to confirm if it still makes sense to exclude them or do we want them included for this survey? I will need to confirm by end of day, Wednesday August 1st.

Thank you Shelley!

Sandra

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 27, 2018 2:33 PM
To: Kennedy, Christine PREM:EX
Subject: FW: 617 Govt. Basement, new work space

Christine – FYI – the new work space will take longer to get ready, so if you wish, I can connect with Amy to see if she can stay in her TB space for another month or longer. I can also let Allie know that things will take longer.

From: Frisk, Melissa C CITZ:EX
Sent: Friday, July 27, 2018 2:09 PM
To: Canitz, Shelley L PREM:EX; Massy, Michelle E PREM:EX
Cc: DeLarge, Lorne CITZ:EX; Dollinger, Ruth CITZ:EX
Subject: RE: 617 Govt. Basement, new work space

Hi Shelley/Michelle... I've been advised that we'll need to order a few parts for the wall system. With that factored, in the estimated timeline for installation will be late September/early October. If there's anything else I can help with in the meantime, please let me know 😊

Melissa

From: Dollinger, Ruth CITZ:EX
Sent: Tuesday, July 10, 2018 1:00 PM
To: Canitz, Shelley L PREM:EX
Cc: Frisk, Melissa C CITZ:EX; DeLarge, Lorne CITZ:EX
Subject: Re: 617 Govt. Basement, new work space

Hi Shelley,
Sounds good- I will finalize the drawing according to what you have selected, and we can proceed with ordering the wall systems.
Cheers,

RUTH DOLLINGER M.Arch | Workplace Planner | Workplace Strategies + Planning

Accommodation Management | Real Property Division | Ministry of Citizens' Services

T 250.480.8362 | E ruth.dollinger@gov.bc.ca | PO Bo 9412, Stn Prov Gov, Victoria BC V8W 9V1

From: "Canitz, Shelley L PREM:EX" <Shelley.Canitz@gov.bc.ca>
Date: Tuesday, July 10, 2018 at 12:06 PM
To: Ruth Dollinger <ruth.dollinger@gov.bc.ca>
Subject: FW: 617 Govt. Basement, new work space

Ruth – can we go with this one?

From: Dollinger, Ruth CITZ:EX
Sent: Friday, June 22, 2018 4:02 PM
To: Canitz, Shelley L PREM:EX
Subject: Re: 617 Govt. Basement, new work space

Hi Shelley-

I wouldn't advise to make an office smaller than 10m2 which the offices are now (except the larger 13m2 office). Our office standard would be around 11m2, so the 10m2 is already a bit smaller than what we might normally plan.

However, we can definitely add additional workstations to both sides of the wall. The lateral files though, would need to be stored in the larger office.

See attached.

RUTH DOLLINGER M.Arch | Workplace Planner | Workplace Strategies + Planning

Accommodation Management | Real Property Division | Ministry of Citizens' Services

T 250.480.8362 | E ruth.dollinger@gov.bc.ca | PO Bo 9412, Stn Prov Gov, Victoria BC V8W 9V1

From: "Canitz, Shelley L PREM:EX" <Shelley.Canitz@gov.bc.ca>
Date: Friday, June 22, 2018 at 3:28 PM
To: Ruth Dollinger <ruth.dollinger@gov.bc.ca>
Subject: RE: 617 Govt. Basement, new work space

One the right hand office area – could the new offices be not so deep – giving more room in the foyer area of the smaller area – could squeeze in a small table there or desk if needed in the future?

From: Dollinger, Ruth CITZ:EX
Sent: Friday, June 22, 2018 3:26 PM
To: Canitz, Shelley L PREM:EX; Massy, Michelle E PREM:EX
Cc: Frisk, Melissa C CITZ:EX; Witter, Allison PREM:EX
Subject: Re: 617 Govt. Basement, new work space

Hi Shelley,

I'm attaching a version of the layout with the three offices- this is so you can see the size difference.

We will wait to hear back from you before we order any wall systems. Just to note, the installation is now approximately 6 weeks from time of order. I do not know your timelines, or if this is acceptable, but this will be the shortest turn around on the wall systems.

Thanks again,

RUTH DOLLINGER M.Arch | Workplace Planner | Workplace Strategies + Planning

Accommodation Management | Real Property Division | Ministry of Citizens' Services

T 250.480.8362 | E ruth.dollinger@gov.bc.ca | PO Bo 9412, Stn Prov Gov, Victoria BC V8W 9V1

From: "Canitz, Shelley L PREM:EX" <Shelley.Canitz@gov.bc.ca>
Date: Friday, June 22, 2018 at 3:21 PM

To: Ruth Dollinger <ruth.dollinger@gov.bc.ca>, "Massy, Michelle E PREM:EX" <Michelle.Massy@gov.bc.ca>
Cc: "Frisk, Melissa C CITZ:EX" <Melissa.Frisk@gov.bc.ca>, "Witter, Allison PREM:EX" <Allison.Witter@gov.bc.ca>
Subject: RE: 617 Govt. Basement, new work space

Ruth – I hope to get back to you next week on the sketch – many thanks for sending it along.

Shelley Canitz

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

From: Dollinger, Ruth CITZ:EX
Sent: Friday, June 22, 2018 3:00 PM
To: Massy, Michelle E PREM:EX
Cc: Frisk, Melissa C CITZ:EX; Witter, Allison PREM:EX; Canitz, Shelley L PREM:EX
Subject: Re: 617 Govt. Basement, new work space

Hi Michelle,

It is certainly possible to have the third office- I have not drawn it in though, since it would be quite a bit bigger than the other two.

We generally always try to keep office sizes standard/same for equality, and in this space, it is not possible due to window placement.

However, if this is not an issue and you would be alright with 1 office that is noticeably larger than the other two, then it would be easy enough to enclose that as well! Please confirm.

Thanks,

RUTH DOLLINGER M.Arch | Workplace Planner | Workplace Strategies + Planning

Accommodation Management | Real Property Division | Ministry of Citizens' Services

T 250.480.8362 | E ruth.dollinger@gov.bc.ca | PO Bo 9412, Stn Prov Gov, Victoria BC V8W 9V1

From: "Massy, Michelle E PREM:EX" <Michelle.Massy@gov.bc.ca>
Date: Friday, June 22, 2018 at 2:56 PM
To: Ruth Dollinger <ruth.dollinger@gov.bc.ca>
Cc: "Frisk, Melissa C CITZ:EX" <Melissa.Frisk@gov.bc.ca>, "Witter, Allison PREM:EX" <Allison.Witter@gov.bc.ca>, "Canitz, Shelley L PREM:EX" <Shelley.Canitz@gov.bc.ca>
Subject: RE: 617 Govt. Basement, new work space

Hi Ruth – the layout looks good. Is it possible for the three new offices to be enclosed? I see it looks like one is but it may be worth looking into whether all three of them could be so that there is an area to make private calls or join conference calls. Is this possible? We are not worried about having the one office (beside the existing office) that is remaining with CabOps enclosed.

I have also cc'd Ali on this email who will be one of the employees working in the new space. She will be having a stand up desk brought in so I am connecting her with you so that she can ensure the one she picks will work with her office.

Thanks!
Michelle

From: Dollinger, Ruth CITZ:EX
Sent: Friday, June 22, 2018 10:18 AM
To: Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>
Cc: Massy, Michelle E PREM:EX <Michelle.Massy@gov.bc.ca>; Frisk, Melissa C CITZ:EX <Melissa.Frisk@gov.bc.ca>
Subject: 617 Govt. Basement, new work space

Hello Shelly,

I am sending the layout plans for the basement space at 617 Government (Rm 033). Please take a look and let us know if this accommodation layout will work for your group. I can still make any changes on these plans that need to be made.

Thanks,

RUTH DOLLINGER M.Arch | Workplace Planner | Workplace Strategies + Planning

Accommodation Management | Real Property Division | Ministry of Citizens' Services

T 250.480.8362 | E ruth.dollinger@gov.bc.ca | PO Bo 9412, Stn Prov Gov, Victoria BC V8W 9V1

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 27, 2018 4:15 PM
To: Westfall, Sandra FIN:EX
Cc: Clark, Heather L FIN:EX
Subject: RE: 2018 Diversity & Inclusion survey - exclusions

Sandra – many thanks for that note – please continue with the exclusion for now. We can always revisit in the future, I'm sure.

Shelley

From: Westfall, Sandra FIN:EX
Sent: Friday, July 27, 2018 10:21 AM
To: Canitz, Shelley L PREM:EX
Cc: Clark, Heather L FIN:EX
Subject: FW: 2018 Diversity & Inclusion survey - exclusions

Good Morning Shelley, the following units under 004; PO Correspondence Branch, 004-0032, and PO Executive Branch, 004-0031 from the Office of the Premier are normally excluded from WES reporting because they are political appointments. With the upcoming launch of the Diversity and Inclusiveness Survey, BC Stats is needing to confirm if it still makes sense to exclude them or do we want them included for this survey? I will need to confirm by end of day, Wednesday August 1st.

Thank you Shelley!

Sandra

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Friday, July 27, 2018 4:22 PM
To: Klak, Steve M FIN:EX
Subject: RE: Strategic Reinvestment Review

Steve – sorry for the lateness of my reply – no changes, please – continue with your plan.

Shelley

From: Klak, Steve M FIN:EX
Sent: Thursday, July 26, 2018 3:10 PM
To: Canitz, Shelley L PREM:EX
Subject: Strategic Reinvestment Review

Hi Shelley, TBS have asked all ministries to complete various forms as part of a strategic reinvestment review and asked that the Premier's Office also complete the exercise. Unless the Premier's Office feels that it has programs/services that it would like to transfer elsewhere, we are proposing to simply list your core services and call it a day, as per the attachments. Please advise if you agree or would like to make changes by end of day tomorrow. Thanks Shelley

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*

Shortt, Amanda PREM:EX

From: Canitz, Shelley L PREM:EX
Sent: Tuesday, July 31, 2018 5:13 PM
To: Miller, Amy PREM:EX; Witter, Allison PREM:EX
Cc: Kennedy, Christine PREM:EX
Subject: completion of new workspace will be delayed

Amy and Allison – some bad news – new workspace has some delays and may not be completed until late September/early October. I will keep you posted as time progresses.

Shelley