From: Farmer, Susan PREM:EX

Sent: November 29, 2018 2:37 PM
To: Hostad, Gary PREM:EX

Subject: FW: INVITATION: Family Christmas Party

Hi Gary – just sending this one to you 😂

Santa wants to be sure that all Members and staff are aware of the Children's Party. Please share.

Click here to register.

From: Farmer, Susan PREM:EX

Sent: November 29, 2018 2:34 PM

To: LP PO Correspondence Branch

Subject: Dec 4 - Chanukah Celebration

Attachments: Chanukah 2018.jpg

Hi everyone – please see the attached invitation that came from the Speaker's Office.

From: Farmer, Susan PREM:EX

Sent: November 23, 2018 11:10 AM

To: LP PO Correspondence Branch

Subject: Dec 5 - Speaker's Christmas Party Invitation **Attachments:** Speaker's Christmas Party Invitation.jpg

Hi everyone – pls see the attached invitation for Dec 5 (Wed) @ 3:00-5:00.

From: Farmer, Susan PREM:EX
Sent: November 20, 2018 1:51 PM
To: Henry, David A FIN:EX

Subject: PO Correspondence Branch - Printers

Hi David – as discussed yesterday, we're hoping you can provide some options for consideration for upgrading our current equipment (my understanding is that these machines have been in use since 2015, at least).

Here are features we'd like for each machine:

MAIN NETWORKED MACHINE (mail room)

- Scanning/photocopying in colour (currently able to colour scan)
- Printing in colour
- Printing on 11 x 17... even if it's only through the manual feed it's not something we have to do often, but we've had to send to other offices when we've needed to do so
- Printing envelopes (currently able to do via the manual feed)

SECOND NETWORKED MACHINE (admin room)

- Printing in colour (currently able to do)

ADDITIONAL PRINTER?

- If this could be incorporated in the main machine, that'd be great, but I suspect that would up the costs significantly vs having an separate printer for this purpose...
- We would like the ability to be able to print photos on proper photo paper. We are currently able to only print 8
 1/2 x 11 size on paper that refers to itself as photo paper, but it looks like it's just a matte paper, more of a light cardstock thickness. Glossy would be nice.
- If this can be networked / shared in some way that more than one user can access it, that'd be great.

Susan Farmer

Managing Director | Correspondence Branch | Office of the Premier P: 250-387-3570 E: susan.farmer@gov.bc.ca

From: Farmer, Susan PREM:EX

Sent: November 19, 2018 1:20 PM

To: Geary, Vanessa PREM:EX

Subject: BMO Reconciliation

Attachments: 2018-11 BMO Susan Farmer - Receipts.pdf; 2018-11 BMO Susan Farmer s.17 .xlsx

Hi Vanessa – pls see attached.

Thanks,

Susan Farmer

Managing Director | Correspondence Branch | Office of the Premier P: 250-387-3570 E: susan.farmer@gov.bc.ca

From: Farmer, Susan PREM:EX
Sent: November 15, 2018 10:17 AM

To: Grant, Lisa MAH:EX

Subject: RE: Congratulatory letter to Mayors

Hi Lisa – the last of the letters are going out in the mail this morning.

From: Grant, Lisa MAH:EX

Sent: November 9, 2018 3:42 PM

To: Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>

Subject: Congratulatory letter to Mayors

Good afternoon Susan,

The MAH correspondence team has requested that I follow up with you re congratulations letters to elected mayors from the Premier. We are sending congratulatory letters out from Minister Robinson and want to make sure the Premier's go out first.

Could you advise if these have already been sent on your end?

Thank you,

Lisa Grant
Administrative Assistant to the
Honourable Selina Robinson
Minister of Municipal Affairs and Housing Room 310, Parliament Buildings
Office: 250-387-2283

From: Farmer, Susan PREM:EX

Sent: November 8, 2018 11:29 AM

To: LP PO Correspondence Branch

Subject: FW: November 9th Remembrance Day Service

Hi everyone – sharing as an FYI. If anyone is wanting to attend, pls let me know.

From: Office of the Speaker < Officeofthe Speaker@leg.bc.ca>

Sent: November 8, 2018 11:26 AM

Subject: November 9th Remembrance Day Service

This is a reminder for Buildings staff that there will be a Public Remembrance Day service in the second floor rotunda at 11:00 tomorrow morning. Staff wishing to honour the veterans by participating in the service should be in place prior to 11:00 a.m. If you could ensure your staff is aware of the service it would be appreciated.



From: Farmer, Susan PREM:EX
Sent: November 2, 2018 1:25 PM
To: LP PO Correspondence Branch

Subject: FYI - announcement just made - "X" gender identity

...sharing it as it was not made by the Premier & therefore may not be seen by everyone here, and it's a good one (a): https://news.gov.bc.ca/releases/2018HLTH0079-
002116?fbclid=lwAR1eUUi0WkkQ3C2tKG5rCW6IFzkH0vUvh9c7VYhS wqwwLRBVLnfEIohJAs

Susan Farmer

Managing Director | Correspondence Branch | Office of the Premier P: 250-387-3570 E: susan.farmer@gov.bc.ca

From: Farmer, Susan PREM:EX

Sent: November 1, 2018 10:10 AM

To: LP PO Correspondence Branch

Subject: FW: Steam Shut-Off

FYI – the heat will be off for 3 hrs tomorrow (11-2) – just in case you want to have a sweater handy (3)

And, it sounds like some space heaters may be needed if you have extra concerns.

From: Dhanota, Surjit <Surjit.Dhanota@leg.bc.ca>

of Interest COI:EX <ConflictofInterest@coibc.ca>

Sent: November 1, 2018 10:04 AM

To: Security, Legislative E LASS:EX <Security@leg.bc.ca>; Hendry, Jackie PREM:EX <Jackie.Hendry@gov.bc.ca>; Bowen, Bev LASS:EX <Bev.Bowen@leg.bc.ca>; Olson, Marissa LASS:EX <Marissa.Olson@leg.bc.ca>; Chalmers, Jennifer LASS:EX <Jennifer.Chalmers@leg.bc.ca>; Horvath, Jennifer LASS:EX <Jennifer.Horvath@leg.bc.ca>; Armstrong, Karen LASS:EX <Karen.Armstrong@leg.bc.ca>; Scott, Heidi LASS:EX <Heidi.Scott@leg.bc.ca>; Boutin, Dominique LASS:EX <Dominique.Boutin@leg.bc.ca>; Aitken, Karen LASS:EX <Karen.Aitken@leg.bc.ca>; Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>; Privett, Don PREM:EX <Don.Privett@gov.bc.ca>; Higgins, Keira PREM:EX <Keira.Higgins@gov.bc.ca>; Urquhart, Brian LASS:EX <Brian.Urquhart@leg.bc.ca>; Soltau, Tucker LASS:EX <Tucker.Soltau@leg.bc.ca>; Smith, Paul LASS:EX <Paul.Smith@leg.bc.ca>; Lisun, Luba LASS:EX <Luba.Lisun@leg.bc.ca>; Simmonds, Tyrone LASS:EX <Tyrone.Simmonds@leg.bc.ca>; Fletcher, Gary LASS:EX <Gary.Fletcher@leg.bc.ca>; Conflict

Cc: James, Craig H LASS:EX <Craig.James@leg.bc.ca>; Lenz, Gary LASS:EX <Gary.Lenz@leg.bc.ca>; Ryan-Lloyd, Kate LASS:EX <Kate.Ryan-Lloyd@leg.bc.ca>; Schneider, Ellice LASS:EX <Ellice.Schneider@leg.bc.ca>; Woodward, Hilary LASS:EX <Hilary.Woodward@leg.bc.ca>; Sutherland, Robert LASS:EX <Robert.Sutherland@leg.bc.ca>; Gourlay, Peter LASS:EX <Peter.Gourlay@leg.bc.ca>; Brown, Graeme W LASS:EX <Graeme.Brown@leg.bc.ca>

Subject: Steam Shut-Off

Good morning,

Please be advised that LFS will be shutting off the steam service to the entire precinct from approximately 11:00 am until 2:00 pm on Friday, November 2nd. The shut-off is necessary in order to perform some repair work. Steam service will be restored as quickly as possible. Please share this email with your staff that are not included on this notice

LFS has a supply of under-desk heaters. Please call the LFS office to request one if you get chilly during the shut off and a heater will be provided to you.

Thank you for your understanding as we complete these needed repairs.

Regards

Surjit Dhanota,

Facility Manager, Legislative Facility Services | Legislative Assembly of British Columbia Room 002, Parliament Buildings | Victoria, BC V8V 1X4 | Tel: 250-952-8137 | Follow us on Facebook and Twitter



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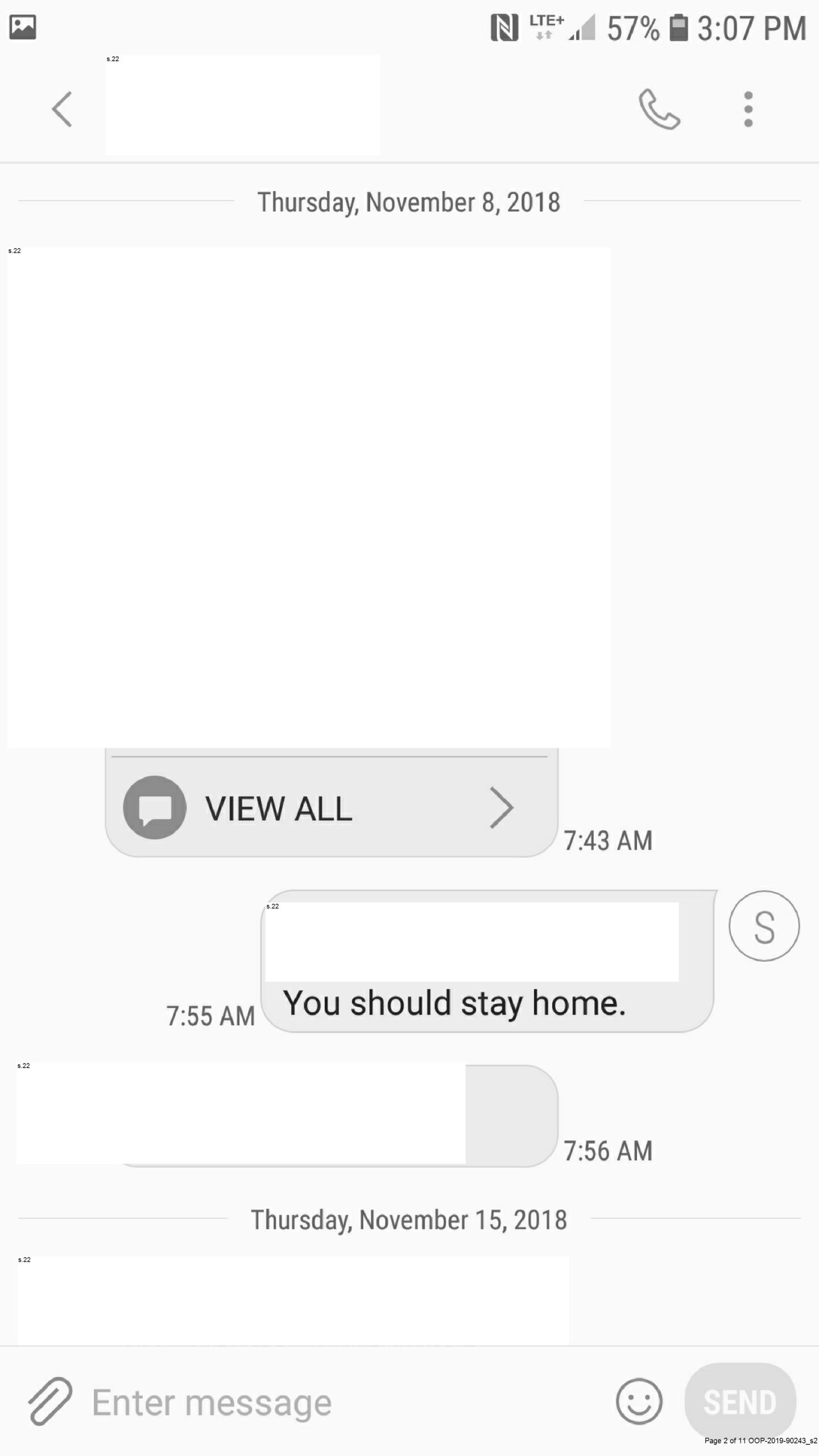
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Page 01

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Ok - let me know how things are going tomorrow. There is a lot to get done, but obviously we'll figure things out

9:31 PM

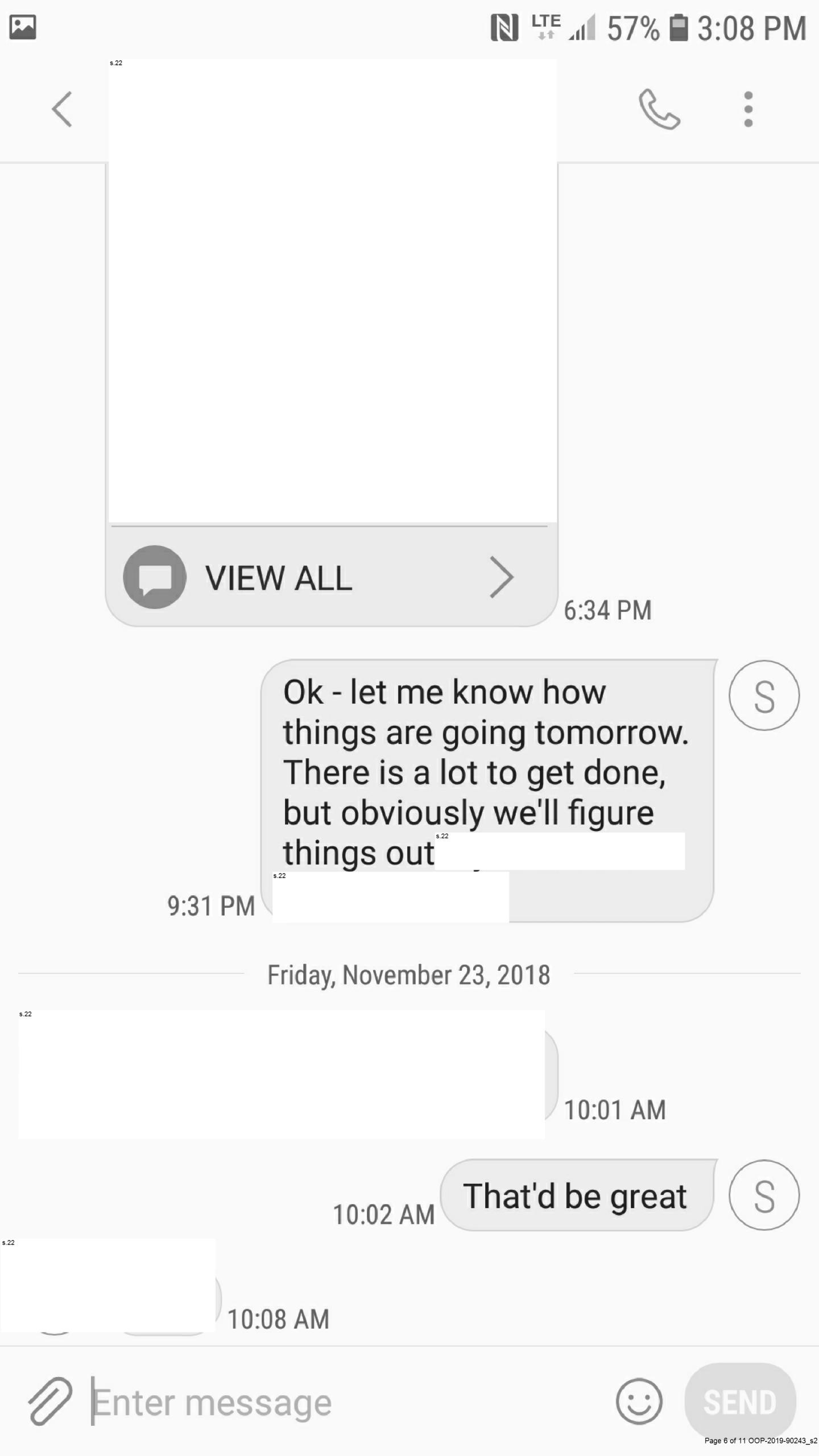
Friday, November 23, 2018

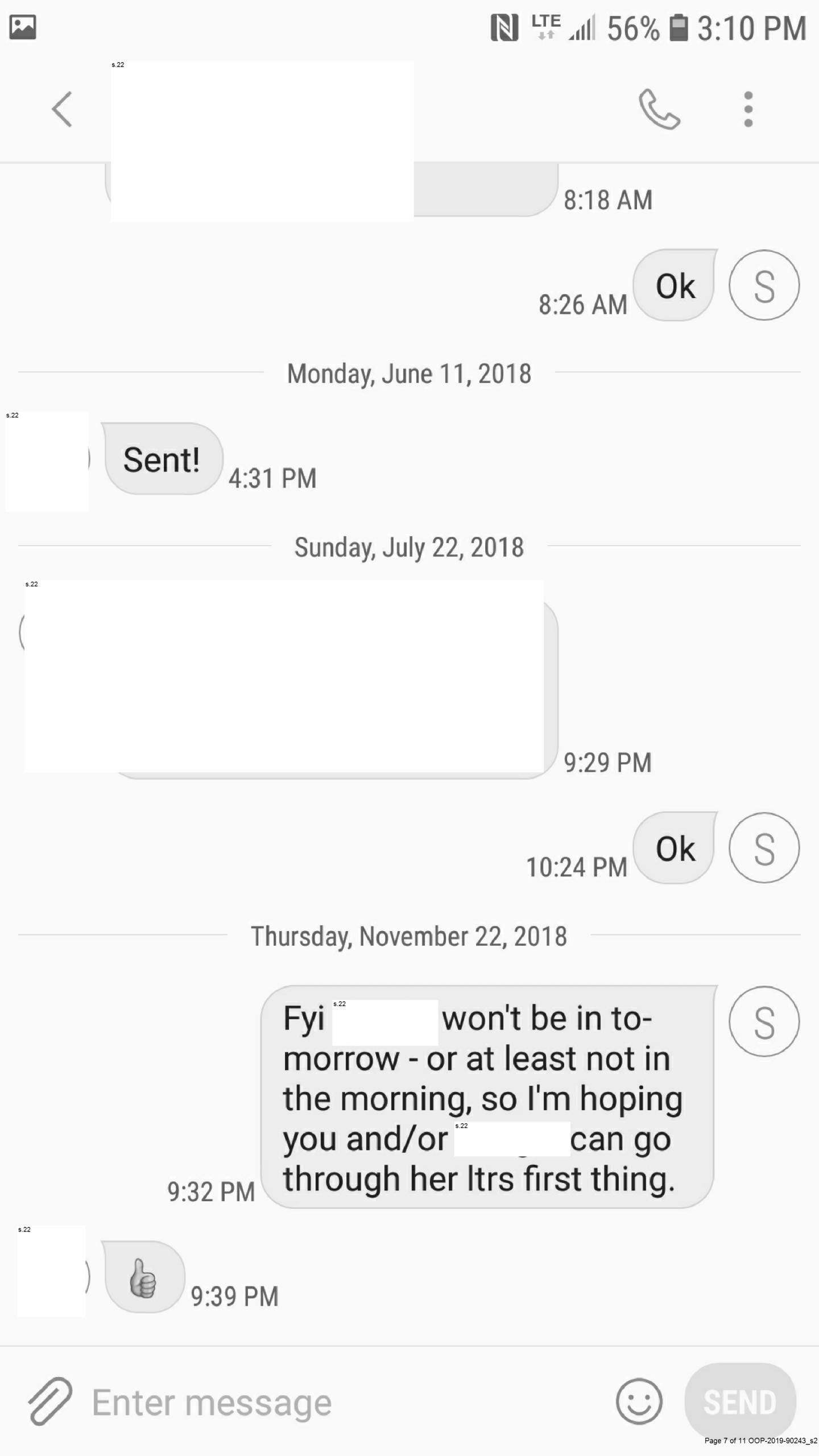
10:01 AM

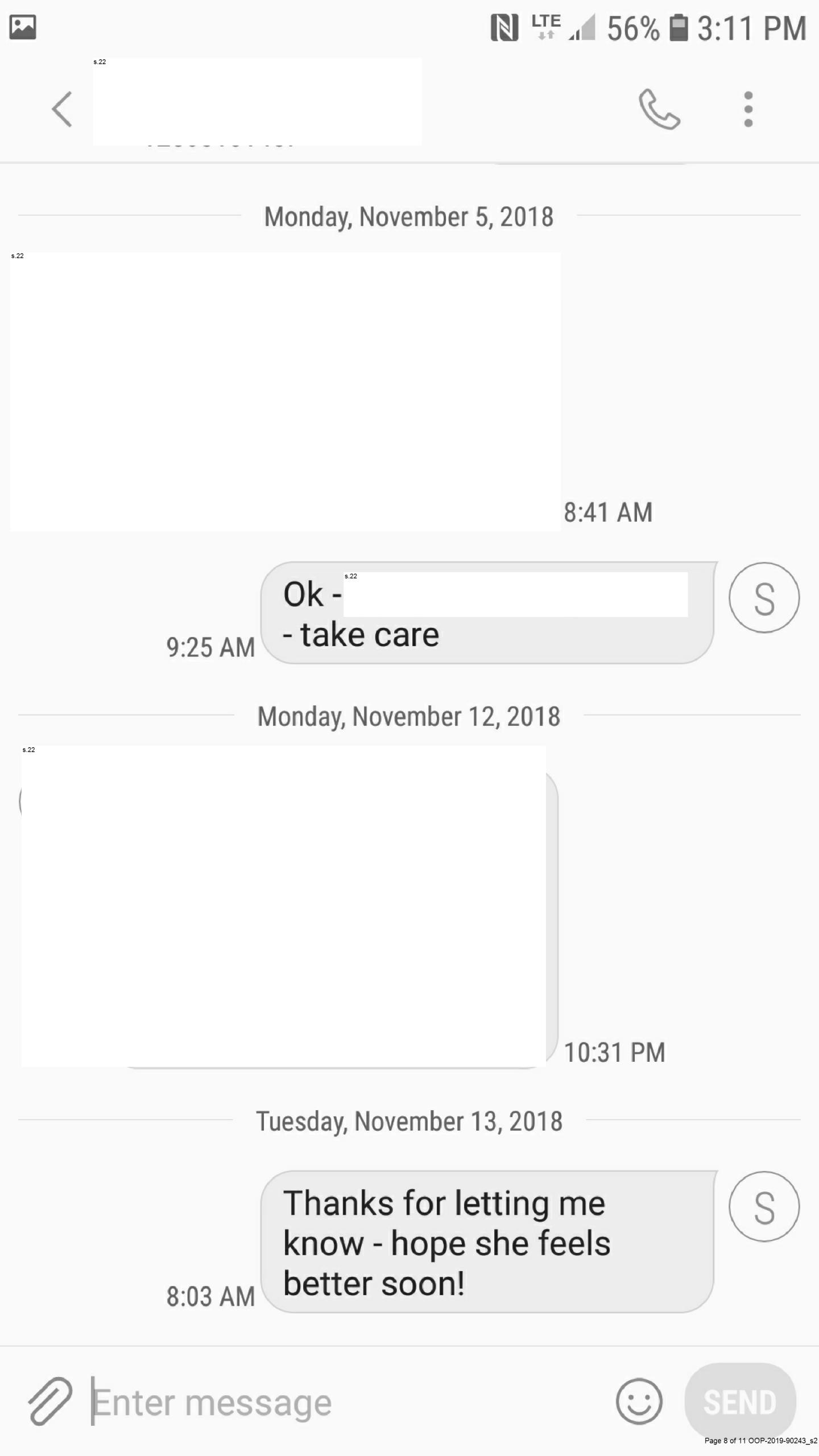














Wednesday, November 14, 2018

8:39 AM

Sure - take care & hope to see you tomorrow:) 8:47 AM

8:50 AM

Thanks, I appreciate it!

Thursday, November 15, 2018

Hi - just confirming that I got your vm. If you manage to make it in later, that'd be great. If not, hope to see you tomorrow.

7:56 AM

Thanks Susan, I'll definitely keep you posted

7:58 AM





