

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 19, 2018 4:22 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Subject:** Fwd: Seeking your Invitations for the Premier's Lunar New Year Dim Sum

Anne Kang's office asked me to flag that they have sent an invite for PJH to attend an event with them for LNY on Feb 2. Forwarding along.

Sent from my Samsung Galaxy smartphone.

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

**From:** "Kang.MLA, Anne" <Anne.Kang.MLA@leg.bc.ca>  
**Date:** 2018-12-19 3:24 PM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** Re: Seeking your Invitations for the Premier's Lunar New Year Dim Sum

Hi there

Here is our poster for our celebration.



Sent from

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 19, 2018 11:57 AM  
**To:** Chang, Stephanie JTT:EX; Chow, George JTT:EX  
**Subject:** Fwd: PJH statements calendar  
**Attachments:** PJH\_Statements\_2018.pdf

Hi Stephanie and MGC,

Attached are the Premier's statements from 2018.

Sent from my Samsung Galaxy smartphone.

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

From: "Richards, Erin GCPE:EX" <Erin.Richards@gov.bc.ca>  
Date: 2018-12-19 11:23 AM (GMT-08:00)  
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
Subject: RE: PJH statements calendar

Why yes it does! I ran a report in Corp Cal for statements from January 1, 2018 – December 31, 2018 and attached it here. The only downside is it also includes statements that are not for Days of Observance, so George will need to sift through a bit. Also, because my “ministry” is GCPE HQ, there’s one item from there as well.

Hope that helps!

Erin Richards  
250-361-6901

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 19, 2018 10:57 AM  
**To:** Richards, Erin GCPE:EX <Erin.Richards@gov.bc.ca>  
**Subject:** Fwd: PJH statements calendar

Hey Erin,

Does MGC's request exist? See below for further details.

Sent from my Samsung Galaxy smartphone.

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

From: "Chow, George JTT:EX" <[George.Chow@gov.bc.ca](mailto:George.Chow@gov.bc.ca)>  
Date: 2018-12-19 10:51 AM (GMT-08:00)  
To: "Chang, Stephanie JTT:EX" <[Stephanie.Chang@gov.bc.ca](mailto:Stephanie.Chang@gov.bc.ca)>



Cc: "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>

Subject: Re: PJH statements calendar

Thanks for the quick response. What I need is a summary of the celebratory statements in the name of the premier for the period of Jan-Dec 2018, including the dates or just the months. Of course, if you have them for the entire 2019, that would be great. I need the info to finalize my constituency calendar this week before Christmas.

Thanks!

Geo.

Sent from my iPhone

On Dec 19, 2018, at 9:10 AM, Chang, Stephanie JTT:EX <[Stephanie.Chang@gov.bc.ca](mailto:Stephanie.Chang@gov.bc.ca)> wrote:

Sent from my Samsung Galaxy smartphone.

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

From: "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>

Date: 2018-12-19 8:59 AM (GMT-08:00)

To: "Richards, Erin GCPE:EX" <[Erin.Richards@gov.bc.ca](mailto:Erin.Richards@gov.bc.ca)>, "Chang, Stephanie JTT:EX" <[Stephanie.Chang@gov.bc.ca](mailto:Stephanie.Chang@gov.bc.ca)>

Cc: "Dalzell, Danielle GCPE:EX" <[Danielle.Dalzell@gov.bc.ca](mailto:Danielle.Dalzell@gov.bc.ca)>

Subject: Re: PJH statements calendar

Yes please! Looping in Stephanie Chang for the file.

Sent from my Samsung Galaxy smartphone.

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

From: "Richards, Erin GCPE:EX" <[Erin.Richards@gov.bc.ca](mailto:Erin.Richards@gov.bc.ca)>

Date: 2018-12-18 3:34 PM (GMT-08:00)

To: "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>

Cc: "Dalzell, Danielle GCPE:EX" <[Danielle.Dalzell@gov.bc.ca](mailto:Danielle.Dalzell@gov.bc.ca)>

Subject: RE: PJH statements calendar

Funny you should ask – I'm working on the January/February calendar right now! The process is that we create the calendar with proposed statements and then send it to Sage for approval. We do 1-2 months at a time. Do you want me to send you the approved January/February calendar when it's done?

Erin Richards  
250-361-6901

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**From:** Kingston, Charlotte PREM:EX

**Sent:** December 18, 2018 3:31 PM

**To:** Richards, Erin GCPE:EX <[Erin.Richards@gov.bc.ca](mailto:Erin.Richards@gov.bc.ca)>

**Cc:** Dalzell, Danielle GCPE:EX <[Danielle.Dalzell@gov.bc.ca](mailto:Danielle.Dalzell@gov.bc.ca)>

**Subject:** PJH statements calendar

Hi Erin,

Minister Chow is wondering if there is a statements calendar of significant holidays that PJH will issue statements for. He wants to include some of them in his constit calendar. Does such a thing exist?

Would it make sense to export it from the existing 'Statements Calendar' project? He'd love to get it today if that is at all possible (sorry, he just asked!)

Thanks,

Char

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 19, 2018 11:56 AM  
**To:** Richards, Erin GCPE:EX  
**Subject:** Re: PJH statements calendar

Thank you!!!

Sent from my Samsung Galaxy smartphone.

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

**From:** "Richards, Erin GCPE:EX" <Erin.Richards@gov.bc.ca>  
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Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 19, 2018 10:47 AM  
**To:** Richards, Erin GCPE:EX  
**Subject:** Re: PJH statements calendar

Sounds good Erin! Thanks. I won't share till it is all finalized.

Sent from my Samsung Galaxy smartphone.

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

**From:** "Richards, Erin GCPE:EX" <Erin.Richards@gov.bc.ca>  
**Date:** 2018-12-19 10:45 AM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: PJH statements calendar

Hey Charlotte,

I just sent you and your team the draft statements calendar for review. Please don't send that to Stephanie Chang, or anyone else, until it's been finalized. Makes for a more streamlined process that way.

Thank you!

Erin Richards  
250-361-6901

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Thanks,  
Char

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 19, 2018 10:40 AM  
**To:** Parte, Maura PSA:EX  
**Subject:** Call me?

Hi Maura

Gave you a call for our 1030. Feel free to call me back at 604-816-7207

Thanks,  
Charlotte

Sent from my Samsung Galaxy smartphone.



## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 19, 2018 9:44 AM  
**To:** Chen.MLA, Katrina LASS:EX  
**Cc:** Farmer, Susan PREM:EX  
**Subject:** RE: Invitation Letter from Tina(World Vision Canada)

Thanks Lynn, I'll send this over to our correspondence team for response. Susan, let me know if this is possible.

Thanks,  
Charlotte

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**From:** Chen.MLA, Katrina <Katrina.Chen.MLA@leg.bc.ca>  
**Sent:** Wednesday, December 19, 2018 9:38 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** FW: Invitation Letter from Tina(World Vision Canada)

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**From:** Chen.MLA, Katrina  
**Sent:** Wednesday, December 19, 2018 9:16 AM  
**To:** Sandra Bell ([peter.julian.c1@parl.gc.ca](mailto:peter.julian.c1@parl.gc.ca)) <[peter.julian.c1@parl.gc.ca](mailto:peter.julian.c1@parl.gc.ca)>  
**Subject:** FW: Invitation Letter from Tina(World Vision Canada)

Hello Charlotte,

MLA Katrina Chen has asked me to forward this to your office to see if the Premier would be willing to provide greetings for this event.

Best regards,

**Lynn Hardy | Constituency Assistant to**

Katrina Chen MLA

Burnaby-Lougheed

#3 – 8699 10<sup>th</sup> Avenue, Burnaby V3N 2S9 | Ph: 604-660-5058

E-mail: [Katrina.Chen.mla@leg.bc.ca](mailto:Katrina.Chen.mla@leg.bc.ca)

Website: [www.katrinachen.ca](http://www.katrinachen.ca)



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**From:** Tina Tsai  
**Sent:** Tuesday, December 11, 2018 11:17 PM

To: Chen.MLA, Katrina <[Katrina.Chen.MLA@leg.bc.ca](mailto:Katrina.Chen.MLA@leg.bc.ca)>

Subject: Re: Invitation Letter from Tina(World Vision Canada)

### **World Vision Canada-Global 6K for Water 2019**

Participants: 1000+ people

Location: Burnaby Premier Site-Swangard Stadium

Date:; June 1, 2019 Saturday at 10:00AM-12PM

Every year World Vision Canada hosts a Global 6k run/walk across the country in support of water projects in Africa. Our largest Global 6km for Water event will engage an expected **1,000+** participants on June 1st 2019 at Burnaby Premier Site(Swangard Stadium). Through our various social media platforms, there is an opportunity to connect with World Vision's **100,000+** followers and friends. The 6km represents the average distance a child in Africa must walk every day to find water! Water that makes them sick.

### **Why Support the Global 6K for Water Event?**

- Every day more than **1,000** children die from diarrhea caused by contaminated water and inadequate sanitation and hygiene. Ten percent of the world's population do not have access to clean water.
- Every step you take is one they won't have to. 6K is the average distance women and children walk for water in the developing world - water that is often contaminated with life-threatening diseases.
- When you walk or run the 6K you provide life changing clean water to one person in need and you'll walk or run with the picture of a child receiving clean water through World Vision's water projects.
- These projects will impact the lives of 13,834 people through three communities.

Every \$50 fundraised at the 2019 Global 6K For Water provides clean water that lasts for one person. **100%** of funds raised during this event goes to World Vision's Water Projects in the Democratic Republic of Congo (DRC). In the region of Menkao, only 55% of the population has access to potable water, and only 15% having access within 30 mins of their home. During the dry season, women and young girls have to walk for 3 hours to get water, increasing the risk of being raped. Only 8.4% of households has access to latrines and only 1.1% have positive waste management practices. World Vision has identified these issues and have since committed to allocate the 2019 Global 6K funds towards the following projects in the Menkao community:

- Construct 4 wells with water treatment and distribution system that will be built in Menkao center to reduce the waiting time and distance to collect water.
- Establish and train 4 Drinking Water Management Committees on maintenance, sustainability and financial management.
- Train 10 community members on manual and electric pumps repair.
- Construct latrines in schools: 3 VIP latrine blocks with disabled access and menstrual management rooms will be set up in 3 primary schools to enable them to reach the recommended ratio of 40 girls per latrine and 50 boys per latrine door.

- Construct hand-washing stations: a rainwater harvesting system will be built in each school and each latrine will be equipped with a hand-washing system with a tap.

Tina Tsai  
Event Organizer  
World Vision Canada  
[www.worldvision.ca](http://www.worldvision.ca)

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 19, 2018 9:15 AM  
**Subject:** Seeking your Invitations for the Premier's Lunar New Year Dim Sum  
**Attachments:** Invitation TEMPLATE.xlsx

Good afternoon everyone,

I hope you are all enjoying the holiday festivities that come with a very busy December. Today I am writing you about a different (but swiftly arriving) holiday- Lunar New Year!

The Premier will be hosting his second annual Lunar New Year Dim Sum on Monday, February 4 in the Metro Vancouver area from 11:30-1:30 (exact location to be confirmed). Formal invites for your elected officials will follow in January, but feel free to save the date!

**I would greatly value your suggestions on community leaders you are familiar with who should be invited.** If you have anyone in mind, please add the people into the attached excel template and return to me by Wednesday, January 9, 2019.

If you have any questions, please let me know. If you don't have any names to submit, please be in touch to let me know that so I don't wait on your additions.

Thanks,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 18, 2018 4:38 PM  
**To:** Oreck, Mira PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** Critical paths-  
**Attachments:** Critical Path\_Government Priorities Stakeholder Plans.docx; Critical Path\_Stakeholder Engagement Events.docx

Take a look and let me know what you think! Still a couple of unresolved pieces as per the comments in the docs.

-C

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 18, 2018 2:58 PM  
**To:** Henry, Molly FIN:EX  
**Subject:** Accepted: Budget lockup

When: Jan 9, 2019 1:00:00 PM  
Where: Telepresence

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 18, 2018 12:12 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Subject:** Accepted: Premier's Office Staff Retreat

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 18, 2018 12:12 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Subject:** Accepted: Premier's Office Staff Retreat



## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 18, 2018 11:55 AM  
**To:** Dixon, Olivia PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** RE: Accepted: Stakeholders and Budget

Yep, we were adding another person by audio only. There are complex instructions on the paper involving calling a 1888 number first. Would be good to know how to add in a long-distance outside caller. It is definitely possible. Such a shame to have great tech and then struggle with hearing someone over speaker phone.

---

**From:** Dixon, Olivia PREM:EX  
**Sent:** Tuesday, December 18, 2018 11:42 AM  
**To:** Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>  
**Cc:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Accepted: Stakeholders and Budget

Was this for a telepresence? You should just need to go to contacts and select the place you are connecting to. I'm not sure how to make it dial outside numbers.

**Olivia Dixon** | Administrative Assistant  
Vancouver Cabinet Office | Office of the Premier  
**O:** 604-398-5799 | **B:** 604-775-1600 | **E:** [Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** December 18, 2018 11:40 AM  
**To:** Dixon, Olivia PREM:EX <[Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)>  
**Cc:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** Re: Accepted: Stakeholders and Budget

It was fine but calling didn't work for some reason... but maybe we didn't do it properly? (I thought Rick and I were but it kept saying we weren't allowed to call a long distance number and then that it wasn't registered or something)

I don't know- Charlotte?

Sent from my iPhone

On Dec 18, 2018, at 11:24 AM, Dixon, Olivia PREM:EX <[Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)> wrote:

Sorry Chantille! I was out of the office. Did everything work out?

**Olivia Dixon** | Administrative Assistant  
Vancouver Cabinet Office | Office of the Premier  
**O:** 604-398-5799 | **B:** 604-775-1600 | **E:** [Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)

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**From:** Viaud, Chantille PREM:EX  
**Sent:** December 18, 2018 8:49 AM

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

**Subject:** Fwd: Accepted: Stakeholders and Budget

Do we call from the telepresence room or does Rob call in?

Sent from my iPhone

Begin forwarded message:

**From:** "Gillezeau, Rob FIN:EX" <[Rob.Gillezeau@gov.bc.ca](mailto:Rob.Gillezeau@gov.bc.ca)>

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

**Subject:** Accepted: Stakeholders and Budget

I'll be calling in from offsite so no telepresence on my end. I believe Molly is over in VAN as well.

Page 021 of 183 to/à Page 022 of 183

Withheld pursuant to/removed as

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 18, 2018 10:20 AM  
**To:** Inamdar, Madhavee TAC:EX  
**Cc:** Badger, Joleen GCPE:EX  
**Subject:** RE: Lunar New Year Celebrations

Hi Madhavee!

Thanks for all this liaising!

**Invitations:** Yes, we have lists from last year and will use those as the basis for this year. For privacy reasons I don't think we should share the list with committee members as it includes personal contact information, but they don't need to worry about sending duplicate names as we will sort through all the sources of invitees to build one master list. There is no minimum number of names that I need from CCCAC, but the more the merrier! We are anticipating an event of 300-400 people, so they can send as many names as they like.

**Venue/performers:** PJH has specifically asked that we explore new areas outside of Vancouver chinatown, so it won't be at Floata but we have had some other good suggestions. I am looping in Joleen Badger from the events team as she is working on venue and performers. I know the performers in particular get busy this time of year! Madhavee, first let me say I am so sorry for the snow ruining your big event last year!! I remember that happening and it must have been so disappointing after organizing something that looked so lovely :/ What are Silk Route like? I know we will need a Lion Dance performance for sure (the community leaders I have consulted said it is a MUST in the program), but it could be lovely to have a second performance as we did last year.

Thanks Madhavee!

Talk soon,  
Charlotte

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**From:** Inamdar, Madhavee TAC:EX  
**Sent:** Tuesday, December 18, 2018 8:31 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** Lunar New Year Celebrations

Hi Charlotte! Good Morning!

I am in touch with the CCCAC members and some of the questions so far are:

Is there any list of individuals that we already have who would be invited? Also do we have any number in mind as far as our expectations for list of invitees from the CCCAC members? Are there any last year's lists we would be using?

I would also suggest we try to book for the venue as well as the performers at our earliest as places and people both will get busy soon.

Performers: I had organized Silk Route for the Celebration book event which unfortunately got cancelled last Feb because of the heavy snowfall. (The group is great and gives about 15-20 minutes of performance)

As one of the options, I could check Silk Route availability and also wait for suggestions from CCCAC. What would you suggest?

Venue: Bill Yee has suggested Floata place in Vancouver which worked out well last year.

Please let me know your thoughts as we wait for responses from few more CCCAC members.

Cheers, Madhavee

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 18, 2018 8:21 AM  
**To:** Oreck, Mira PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** Re: Stakeholder Events Critical Path SA edits.docx

Yes, I spent some time with it yesterday and there are a few things to consider. Mostly, the planning process (decisions and timelines) looks quite different if we are leading an event vs supporting an announcement. I'll bring my notes.

Sent from my Samsung Galaxy smartphone.

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

From: "Oreck, Mira PREM:EX" <Mira.Oreck@gov.bc.ca>  
Date: 2018-12-17 8:21 PM (GMT-08:00)  
To: "Viaud, Chantille PREM:EX" <Chantille.Viaud@gov.bc.ca>, "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
Subject: Stakeholder Events Critical Path SA edits.docx

Hi folks:

I want this to be on our agenda for tomorrow. Some points I have are about being explicit about where decision-points are (are we deciding location, spokespeople etc?). I think clarifying this will go a long way. I welcome all feedback.

Thx!

Page 026 of 183 to/à Page 030 of 183

Withheld pursuant to/removed as

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 17, 2018 12:50 PM  
**To:** VCO Boardrooms, PREM PREM:EX  
**Subject:** Accepted: Conference Call w/ Charlotte Kingston, PS Kahlon, and PS MA



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 17, 2018 12:05 PM  
**To:** VCO Boardrooms, PREM PREM:EX  
**Subject:** Accepted: Conference Call w/ Charlotte Kingston & Minister Chen

When: Dec 17, 2018 4:00:00 PM

Where: Skype Meeting

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 17, 2018 12:05 PM  
**To:** Duguay, Ilene JTT:EX  
**Subject:** Accepted: 2:30pm Call Re: Lunar New Year; MO to Moderate

When: Dec 18, 2018 2:30:00 PM

Where: Dial In Participant Pin:

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 7:35 PM  
**To:** Dudley, Alison TAC:EX; Inamdar, Madhavee TAC:EX  
**Subject:** Re: Seeking CCCAC Advice- Invitations to Premier's Lunar New Year Dim Sum

Sounds great. Thanks Alison.

Sent from my Samsung Galaxy smartphone.

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

**From:** "Dudley, Alison TAC:EX" <Alison.Dudley@gov.bc.ca>  
**Date:** 2018-12-14 5:04 PM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>, "Inamdar, Madhavee TAC:EX" <Madhavee.Inamdar@gov.bc.ca>  
**Subject:** RE: Seeking CCCAC Advice- Invitations to Premier's Lunar New Year Dim Sum

Thanks for this Charlotte. I'd suggest Madhavee sends it out on your behalf through the CCCAC mailbox. That way she can help summarize the feedback for you and coordinate responses with the other stakeholder recommendations she's going to be helping you with. Is that ok?

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 2:26 PM  
**To:** Dudley, Alison TAC:EX; Inamdar, Madhavee TAC:EX  
**Subject:** Seeking CCCAC Advice- Invitations to Premier's Lunar New Year Dim Sum

*Hi Alison,*

*I'd like to pass along the following request to the CCCAC members. I have all their emails so could ask them directly, but as we've tended to send them emails through the secretariat I wanted to check with you if you'd like to pass the request along via the secretariat. If you think it best to come from the secretariat email address, please cc me, and pass along any feedback you receive.*

-----

Good afternoon everyone,

I hope you are all enjoying the holiday festivities that come with a very busy December. Today I am writing you about a different holiday- Lunar New Year!

The Premier will be hosting his second annual Lunar New Year Dim Sum on Monday, February 4 in the Metro Vancouver area from 11:30-1:30 (exact location to be confirmed). I hope you will all be able to make it. Formal invitations to follow in January, but please save the date.

**I would greatly value your suggestions on community leaders who should be invited.** If you have anyone in mind, please feel free to submit directly via email, or for your convenience, I have attached an excel file you can add names to

if you have lots of suggestions! If you could please let me know by Wednesday, January 9, 2019 that would be greatly appreciated.

If you have any other suggestions you'd like to share about performances, venue, program, or anything else, please do let me know!

Thank you for your consideration, and I look forward to seeing you in the New Year.

Warmly,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 3:22 PM  
**To:** Oreck, Mira PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** RE: Critical paths

Happy to take a crack at it. Do you want it back today or early next week?

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Friday, December 14, 2018 2:56 PM  
**To:** Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** FW: Critical paths

C & C –

Please see attached. This is close but not quite there – missing nuance on some of our work. I had a talk about it with Kate, Sage and Amber and want to get them an updated copy. Do either of you want to take a crack at this? Charlotte, I feel like you are the systems queen so I'd be glad to lean on you for this if you are keen. Let me know.

Tx!

---

**From:** Van Meer-Mass, Kate PREM:EX  
**Sent:** Friday, December 14, 2018 8:50 AM  
**To:** Hockin, Amber PREM:EX <[Amber.Hockin@gov.bc.ca](mailto:Amber.Hockin@gov.bc.ca)>; Aaron, Sage PREM:EX <[Sage.Aaron@gov.bc.ca](mailto:Sage.Aaron@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Subject:** Critical paths

Morning all,

For discussion and review at our meeting this afternoon.

Kate

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 3:15 PM  
**To:** Oreck, Mira PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** RE: Staff Assignment List

If you wanted it to include the previous items, those were:

- 16 Days of Activism
- Mid-autumn festival and ACSHN roundtable
- Museum MOU event
- Clean BC stakeholders
- Public Participation Act stakeholder engagement

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 3:11 PM  
**To:** Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>; Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>  
**Subject:** RE: Staff Assignment List

Hey Mira,

The tough thing about updating my responsibilities list right in this moment is I am finishing up my quarterly work plan, and I assumed we'd set new priorities on Tuesday but here is what I'm thinking:

- Lunar New Year Dim Sum (Feb 4)
- Chinese Canadian Community Advisory Committee yearly planning session (Feb 15)
- Chinese Heritage Museum Public Consultation (Dec 14- ongoing)
- Muslim Advisory Council creation
- Budget lockups/audience/post-budget engagement
- MA/EA workshops for 2019

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Friday, December 14, 2018 2:52 PM  
**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>; Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** FW: Staff Assignment List

Hi all –

Please see attached and send me updates. Much of what you shared with me didn't get included, so I've told Amber that I'll send her an update by Sunday. Even bullet points are great. Tx!

---

**From:** Robinson, Jon PREM:EX  
**Sent:** Friday, December 14, 2018 2:26 PM  
**To:** Hockin, Amber PREM:EX <[Amber.Hockin@gov.bc.ca](mailto:Amber.Hockin@gov.bc.ca)>; Van Meer-Mass, Kate PREM:EX <[Kate.VanMeer-Mass@gov.bc.ca](mailto:Kate.VanMeer-Mass@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>; Bain, Don PREM:EX <[Don.Bain@gov.bc.ca](mailto:Don.Bain@gov.bc.ca)>; Aaron, Sage PREM:EX <[Sage.Aaron@gov.bc.ca](mailto:Sage.Aaron@gov.bc.ca)>; Geary, Vanessa PREM:EX <[Vanessa.Geary@gov.bc.ca](mailto:Vanessa.Geary@gov.bc.ca)>  
**Subject:** RE: Staff Assignment List

Amber, I've updated my list in red in the attached.

Thanks,  
Jon

---

**From:** Hockin, Amber PREM:EX

**Sent:** Friday, December 14, 2018 1:05 PM

**To:** Van Meer-Mass, Kate PREM:EX <[Kate.VanMeer-Mass@gov.bc.ca](mailto:Kate.VanMeer-Mass@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>; Bain, Don PREM:EX <[Don.Bain@gov.bc.ca](mailto:Don.Bain@gov.bc.ca)>; Robinson, Jon PREM:EX <[Jon.Robinson@gov.bc.ca](mailto:Jon.Robinson@gov.bc.ca)>; Aaron, Sage PREM:EX <[Sage.Aaron@gov.bc.ca](mailto:Sage.Aaron@gov.bc.ca)>; Geary, Vanessa PREM:EX <[Vanessa.Geary@gov.bc.ca](mailto:Vanessa.Geary@gov.bc.ca)>

**Subject:** Staff Assignment List

Hi Folks: I have updated the list again in preparation for Geoff's return  
this version, please send along by Sunday. Thanks, Amber Hockin

If there are updates to

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 2:59 PM  
**To:** Inamdar, Madhavee TAC:EX  
**Subject:** Premier's Lunar New Year Dim Sum  
**Attachments:** Invitation TEMPLATE.xlsx

Hi Madhavee,

Looking forward to working with you again! This time for the Premier's Lunar New Year Dim Sum event which is happening on Monday, February 4, 2019 from 11:30-1:30 in Metro Vancouver (venue TBC). If the TAC Multiculturalism Branch has worked on any similar events in the past I'd love to know your thoughts on venue, performers, or program. Just so you know, I will also be consulting widely with staff and elected officials for their input. In addition, I believe you will have seen the request I put out to CCCAC for their invites.

Mostly, I'd love your help in bringing together some aspects of the invitation list. We are expecting between 300-400 people total. I'd love to invite the following people:

- Invitees to BC Chinese Heritage Museum MOU signing event
- Groups consulted with by TAC for the Chinese Heritage Museum
- Multiculturalism Advisory Committee (MAC)
- Anti-racism grant awardees

Could you please liaise with your fellow TAC staff to bring those lists together? Because we will be bringing names together from many different sources, it would be greatly appreciated if the TAC admin staff could try to bring the list together in a way that includes the columns outlined in the attached excel file. We are planning to send invites out in the first two weeks of January, so it would be great if I could please get that invite list by Wednesday, January 9. Does that sound possible? In one sense, it is several weeks away, but with the holidays that could seem very close!! Let me know if others will be around to facilitate the request.

Thanks,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207



## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 2:29 PM  
**To:** Hewitt, Justin GCPE:EX; Ross Allegro; Shelley Staples; Christine Trudeau; Pranav Sampat  
**Cc:** Viaud, Chantille PREM:EX; Hardin, Karl GCPE:EX; Scott Anderson (CANADA); John Sullivan  
**Subject:** RE: E-Introductions: Dynamics CRM

Hi everyone,

Justin, thanks very much for the introduction. Look forward to speaking with you all soon.

Warmly,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

---

**From:** Hewitt, Justin GCPE:EX  
**Sent:** Friday, December 14, 2018 1:38 PM  
**To:** Ross Allegro <Ross.Allegro@microsoft.com>; Shelley Staples <shstap@microsoft.com>; Christine Trudeau <Christine.trudeau@microsoft.com>; Pranav Sampat <prans@microsoft.com>  
**Cc:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Hardin, Karl GCPE:EX <Karl.Hardin@gov.bc.ca>; Scott Anderson (CANADA) <scanders@microsoft.com>; John Sullivan <John.Sullivan@microsoft.com>  
**Subject:** E-Introductions: Dynamics CRM

Hello Microsoft Dynamics Experts!

I'd like to introduce you to Charlotte Kingston, and Chantille Viaud. They both work in stakeholder relations with the Premier's Office. They are looking to connect with you on Microsoft Dynamics, focusing on contact management, and from what I can tell, relationship management in the CRM space. I'm pretty certain you will see the fit there. 😊

Can you please make some time for Charlotte and Chantille before end of fiscal for a quick phone call to discuss requirements? They are looking for a demo in January, but I figured you might be able to find some time for an introduction and overview of what they are trying to accomplish.

Charlotte and Chantille, there are a bunch of Microsoft gurus on the thread here. Most of my correspondence so far have been with Ros, Shelley, Christine and Pranav. Scott should be present as well from what I'm learning.

Cheers,  
J

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 2:24 PM  
**To:** Dudley, Alison TAC:EX; Chang, Stephanie JTT:EX; Inamdar, Madhavee TAC:EX  
**Subject:** RE: CCCAC - Committee models

Hi Alison,

Apologies for the delay. This slipped down in my inbox

- I am happy for you to retain the suggested facilitator. Thanks for finding one!
- I have consulted with PO, and in terms of setting the agenda for the committee going forward, our opinion is that we are looking more at Option1 (the CoV model) than the MACIW model. So I just want to be sure that the facilitator will engage with the group in a way that properly frames what is possible in the next year of their work. It seems to me that we could really use a list of upcoming government initiatives that may benefit from the feedback of the CCCAC, collecting this list might be one place that the MACIW secretariat could be of assistance as they likely undergo a similar process to surface initiatives that MACIW offers feedback on.
- Since the facilitator is proposing a 3hr meeting, how do you see this shaping the Feb 15 itinerary?

Thanks,  
Charlotte

---

**From:** Dudley, Alison TAC:EX  
**Sent:** Friday, December 7, 2018 1:27 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Chang, Stephanie JTT:EX <Stephanie.Chang@gov.bc.ca>; Inamdar, Madhavee TAC:EX <Madhavee.Inamdar@gov.bc.ca>  
**Subject:** RE: CCCAC - Committee models

Hi Charlotte:

Sorry we missed you just now. Stephanie, Madhavee and I had a brief chat and here's a summary:

- Stephanie received feedback from Minister Chow on the potential use of the planning consultant ([Helios Group](#)) at the next meeting with Minister Chow. He said he's fine with it if the committee members are ok with the approach. Have you had a chance to discuss within the PO yet? If you do and there's general agreement, we could then double check with the co-chairs before making the final recommendation for the Feb agenda.
- We agreed meeting will likely be on Feb 15<sup>th</sup>, although Stephanie is going to run the list of RSVPs for that day by Minister Chow to double check (Winnie Lee can't make that date, which is not ideal if we're doing the planning session on that day.)
- Minister Chow is also planning to speak to a JTT ADM about putting immigration/PNP on the agenda of the next meeting

Charlotte: let us know if you want to try for another meeting or if you're comfortable giving feedback over email.

I also want to flag you that

All the best,

Alison

---

**From:** Dudley, Alison TAC:EX  
**Sent:** Monday, December 3, 2018 9:38 AM  
**To:** Kingston, Charlotte PREM:EX  
**Cc:** Chang, Stephanie JTT:EX; Yung, Philip TAC:EX; Inamdar, Madhavee TAC:EX  
**Subject:** CCCAC - Committee models

Hi everyone:

Last week I reached out to several organizations who are on a pre-qualified list to provide meeting facilitation services to government.

I've received the attached proposal from Helios Group that has done work that sounds similar to what we're looking for with the CCCAC, particularly facilitating meetings to help provincial and municipal government committees, boards and councils develop simple action plans and/or more sophisticated strategic plans.

The owner of the company is Kyle Stamm. If we contract with him, he said that his recommended approach would be to involve both Bill and Winnie as co-facilitators. He would want to meet with them and Minister Chow ahead of time to agree on the approach but proposes a three hour meeting involving large group discussion and smaller table discussions that he would help Winnie and Bill facilitate. We discussed that the goal of the meeting would be to develop a 3-5 page summary document of key issues and a list of priorities for the year ahead.

Can you please take look and consult with others to see if you're comfortable with this approach? The cost of his services seems quite reasonable. We could afford this within our current CCCAC budget.

If everyone is comfortable with the idea, I can seek a formal ok within my ministry.

Cheers,

Alison

---

**From:** Dudley, Alison TAC:EX  
**Sent:** Tuesday, November 27, 2018 5:05 PM  
**To:** Kingston, Charlotte PREM:EX  
**Cc:** Chang, Stephanie JTT:EX; Yung, Philip TAC:EX; Inamdar, Madhavee TAC:EX  
**Subject:** RE: Committee models

This is great Charlotte. Thanks for doing this! Everything looks good to me. Madhavee, can you please book a follow up call with all of us next week? Thanks!

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, November 27, 2018 2:27 PM  
**To:** Dudley, Alison TAC:EX  
**Cc:** Chang, Stephanie JTT:EX; Yung, Philip TAC:EX; Inamdar, Madhavee TAC:EX  
**Subject:** RE: Committee models

Hi everyone,

My apologies, my phone dropped the call. I have to run off to another meeting, but here is what I understood from our call:

**1. Timing and content for next meeting:**

- a. TAC secretariat will continue to liaise with members in order to set a 3 hr meeting in February.
- b. TAC will look to engage a facilitator for the meeting.
- c. That meeting will include 1hr presentation and discussion by JTT on the provincial nominee program proposed changes and a 2hr 'work plan' planning session that will give the committee some say into what topics will be brought to them in 2019
  - i. To inform the list of topics they can choose to discuss, Charlotte will speak with the ministries about initiatives they have coming up in 2019 that would benefit from feedback from the CCCAC
  - ii. For the JTT presentation, Stephanie can you please connect with your ministry to get a sense of who should present?

**2. Renewal of term**

- a. Philip will send Stephanie the steps needed to renew the terms of the current members for another year. Stephanie will consult with MGC about the current compliment of members, and whether there are any changes needed in terms of additions or replacing those who can't serve another term.

**3. Vision for the committees output and resourcing**

- a. Charlotte and Stephanie will discuss with MGC and PO about whether the vision for the committee is expansive enough that it requires additional resourcing.

Does that sound about right for next steps? Please add anything I've missed or suggest changes! We should check-in again next week.

Thanks,  
Charlotte

---

**From:** Dudley, Alison TAC:EX

**Sent:** Friday, November 23, 2018 8:59 AM

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

**Cc:** Chang, Stephanie JTT:EX <[Stephanie.Chang@gov.bc.ca](mailto:Stephanie.Chang@gov.bc.ca)>; Yung, Philip TAC:EX <[Philip.Yung@gov.bc.ca](mailto:Philip.Yung@gov.bc.ca)>; Inamdar, Madhavee TAC:EX <[Madhavee.Inamdar@gov.bc.ca](mailto:Madhavee.Inamdar@gov.bc.ca)>

**Subject:** RE: Committee models

Hi again Charlotte and Stephanie:

Here is a brief overview of the two committee/council options we've looked at that could be used to inform the approach we take with the CCCAC:



Based on our existing resources and staff capacity, my first instinct is to

to Asha Bhat  
and Sandy Carrol would similar to the approach we spoke about on the follow-up call with Bill and Winnie soon after the meeting:

Please let me know if you'd like to schedule another call to discuss further or if you feel comfortable giving some advice over email on this.

Thanks!

Alison

**Alison Dudley**

Acting Executive Director | Multiculturalism Branch |  
Ministry of Tourism, Arts & Culture and  
Ministry Responsible for Sport & Multiculturalism |  
Suite 300 – 865 Hornby St., Vancouver, BC V6Z 1T9

*Traditional territories of the xʷməθkʷəy̓əm (Musqueam), skwxwú7mesh (Squamish), and sel̓ilwítulh (Tsleil Waututh) peoples*

Email: [Alison.Dudley@gov.bc.ca](mailto:Alison.Dudley@gov.bc.ca) Cell: 236-818-1150

---

**From:** Dudley, Alison TAC:EX  
**Sent:** Thursday, November 22, 2018 5:30 PM  
**To:** Kingston, Charlotte PREM:EX  
**Cc:** Chang, Stephanie JTT:EX  
**Subject:** RE: Committee models

Hi Charlotte: No problem about the call today. Yes, I will send you an email outlining some of the research we've done tomorrow – just running this by Asha Bhat, my Exec Lead, before I send it. I really do apologize for the length of time it's taken us to get to this stage. We did have some good conversations last week though with the City of Vancouver and the Minister's Advisory Council on Indigenous Women about how they manage their committees so am looking forward to sharing more. Will follow up again tomorrow.

Cheers,

Alison

**Alison Dudley**

Acting Executive Director | Multiculturalism Branch |  
Ministry of Tourism, Arts & Culture and  
Ministry Responsible for Sport & Multiculturalism |  
Suite 300 – 865 Hornby St., Vancouver, BC V6Z 1T9  
*Traditional territories of the xʷməθkʷəy̓əm (Musqueam), skwxwú7mesh (Squamish), and sel̓ilwítulh (Tsleil Waututh) peoples*  
Email: [Alison.Dudley@gov.bc.ca](mailto:Alison.Dudley@gov.bc.ca) Cell: 236-818-1150

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, November 22, 2018 11:46 AM  
**To:** Dudley, Alison TAC:EX  
**Cc:** Chang, Stephanie JTT:EX  
**Subject:** Committee models

Hi Alison,

Sorry we weren't all able to have our CCCAC follow up meeting today. Have you got some proposed models you could send our way for review so we can discuss them soon? We're about 2 months out from the last CCCAC meeting, and less than that until the next one.

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 1:14 PM  
**To:** Badger, Joleen GCPE:EX  
**Subject:** RE: Lunar New Year Venues- and performances

Thanks!

I've started the consultation with celebrants, electeds and staff. I've put the notes here for you to see.

I know we had some trouble securing one last year, so the most time pressing thing will be securing a Lion Dance team. So far, these are the suggestions:

- VPD Lion Dance team (performed in 2018) <http://shaolinhunggarkungfu.com/vpd.htm> Jarrett has the team lead's email contact as well
- Lion Dance Team (Van/Richmond) <http://www.vclda.com/>
- Kin Fung Athletic Group <http://www.kinfungkungfu.com/>

I'm leaving that in your court, but let me know if you need additional suggestions from the consultation meetings

---

**From:** Badger, Joleen GCPE:EX  
**Sent:** Monday, December 10, 2018 4:29 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Lunar New Year Venues

Hi Charlotte,

I'm still waiting to hear back from the venues I reached out to. I'll try to follow up with them this week in between events and flip them over to you.

Joleen

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 12:30 PM  
**To:** Badger, Joleen GCPE:EX  
**Subject:** Lunar New Year Venues

Hi Joleen,

Can you send me the options you dug up for potential LNY venues? I got your voicemail that you'd like to be involved in the consultation meetings. I'm happy to do that, but I need to include some potential options and quotes in the pitch doc in order to secure provisional approval. No point in having consultation meetings if the event isn't going ahead.

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 11:54 AM  
**To:** Rochon, Jake PREM:EX  
**Cc:** Farmer, Susan PREM:EX  
**Subject:** FW: Shane Pointe's email

Last of the emails for the speakers email for Clean BC . Thanks team!!!

---

**From:** Devereux, Rick GCPE:EX  
**Sent:** Friday, December 14, 2018 11:39 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Shane Pointe's email

Hi Charlotte,

Here it is:

Thanks  
Rick

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 11:17 AM  
**To:** Devereux, Rick GCPE:EX  
**Subject:** Shane Pointe's email

Hi Rick,

Can you pass along Shane's emails so we can send him a thank you?

Thanks,  
C

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 11:28 AM  
**To:** Farmer, Susan PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** RE: Holiday card list

Susan, I think that is probably it in terms of physical cards to mail from us, but we are interested in doing an e-card for the other tab of folks we just have emails for.

Would it be possible for you to take a photo of the inside and outside of the cards you're sending and send me those photos? I can mock them up into an ecard and we can decide if we like them.

---

**From:** Farmer, Susan PREM:EX  
**Sent:** Thursday, December 13, 2018 1:03 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** Re: Holiday card list

Thanks! We'll aim to get them out this afternoon.

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

From: "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
Date: 2018-12-13 12:25 PM (GMT-08:00)  
To: "Farmer, Susan PREM:EX" <[Susan.Farmer@gov.bc.ca](mailto:Susan.Farmer@gov.bc.ca)>  
Subject: Holiday card list

Susan, I'm so sorry. Looks like this got caught in my outbox. Did you receive this yesterday?? Go ahead and mail to the tab marked 'addresses'

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 11:18 AM  
**To:** Rochon, Jake PREM:EX  
**Subject:** Missing speakers emails for thank yous

[Brian.emerson@gov.bc.ca](mailto:Brian.emerson@gov.bc.ca)

Shane Pointe's incoming! Missing anyone else?

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 11:13 AM  
**To:** Viaud, Chantille PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Telephone town halls and surveys!

Look at those TTT #s! Fun.

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 11:11 AM  
**To:** Dixon, Olivia PREM:EX  
**Subject:** RE: Barry Perry

I expect that should work! Thanks Olivia.

---

**From:** Dixon, Olivia PREM:EX  
**Sent:** Friday, December 14, 2018 11:07 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Barry Perry

Haha our service rep is off in the next 30minutes so it would be best just to stick to Tuesday for the phone fix. Do you think I will be able to come by and borrow it from you around 9:30?

**Olivia Dixon** | Administrative Assistant  
Vancouver Cabinet Office | Office of the Premier  
**O:** 604-398-5799 | **B:** 604-775-1600 | **E:** [Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 14, 2018 9:55 AM  
**To:** Dixon, Olivia PREM:EX <[Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)>  
**Subject:** Re: Barry Perry

Yes :)

Sent from my Samsung Galaxy smartphone.

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

**From:** "Dixon, Olivia PREM:EX" <[Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)>  
**Date:** 2018-12-14 9:25 AM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** Barry Perry

Hi Charlotte,

Will you be in the office today? I have rescheduled with Telus to work on fixing the name displayed on your cellphone to Tuesday. Will a time between 9:30am – 10:30am work for you?

Warmest regards,

**Olivia Dixon** | Administrative Assistant  
Vancouver Cabinet Office | Office of the Premier

**O:** 604-398-5799 | **B:** 604-775-1600 | **E:** [Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 11:11 AM  
**To:** Oreck, Mira PREM:EX  
**Cc:** Viaud, Chantille PREM:EX  
**Subject:** Debrief- Clean BC Stakeholder Relations Team .docx  
**Attachments:** Debrief- Clean BC Stakeholder Relations Team .docx

Hi Mira,

Chantille and I put out debrief notes from CLEAN BC together here for your debrief meeting this afternoon.

-C

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 10:44 AM  
**To:** Loubert, Danny PREM:EX  
**Subject:** Accepted:

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 10:01 AM  
**To:** Rochon, Jake PREM:EX  
**Subject:** Fwd: Courtney Daly

Sent from my Samsung Galaxy smartphone.

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

**From:** "Oreck, Mira PREM:EX" <Mira.Oreck@gov.bc.ca>  
**Date:** 2018-12-14 9:56 AM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** FW: Courtney Daly

---

**From:** Nancy McHarg <nmcharg@hoggan.com>  
**Sent:** Friday, December 14, 2018 3:33 AM  
**To:** Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>  
**Subject:** Re: Courtney Daly

Hi Mira,

Here you go:

Talk soon!  
Nancy

Sent from my iPhone

On Dec 13, 2018, at 14:24, Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)> wrote:

Hi Nancy –

I'm wondering if you can share with me Courtney Daly's email? We want to send her a thank you note.

Thank you!

Mira Oreck, Director of Stakeholder Relations  
Office of the Premier  
#740 – 999 Canada Place  
Vancouver, BC  
604 839 1967



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 10:00 AM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Re: Courtney Daly

Thanks!

Sent from my Samsung Galaxy smartphone.

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

**From:** "Oreck, Mira PREM:EX" <Mira.Oreck@gov.bc.ca>  
**Date:** 2018-12-14 9:56 AM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** FW: Courtney Daly

---

**From:** Nancy McHarg <nmcharg@hoggan.com>  
**Sent:** Friday, December 14, 2018 3:33 AM  
**To:** Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>  
**Subject:** Re: Courtney Daly

Hi Mira,

Here you go:

Talk soon!  
Nancy

Sent from my iPhone

On Dec 13, 2018, at 14:24, Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)> wrote:

Hi Nancy –

I'm wondering if you can share with me Courtney Daly's email? We want to send her a thank you note.

Thank you!

Mira Oreck, Director of Stakeholder Relations  
Office of the Premier  
#740 – 999 Canada Place  
Vancouver, BC  
604 839 1967

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 14, 2018 8:50 AM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Accepted: Test new UC phone

When: Dec 14, 2018 9:30:00 AM  
Where: Skype Meeting

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 13, 2018 12:54 PM  
**To:** OOP FOI PREM:EX  
**Subject:** RE: Call for Records OOP-2018-87781 Records Due December 21, 2018

No records

---

**From:** OOP FOI PREM:EX  
**Sent:** Thursday, December 13, 2018 12:16 PM  
**To:** LP PO Deputy Minister <LPPODM@Victoria1.gov.bc.ca>; LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>; LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>  
**Subject:** Call for Records OOP-2018-87781 Records Due December 21, 2018

Hello,

Please see the below request and please let me know by **December 21<sup>st</sup>** whether or not you have any records:

**Canvassed: All Staff**

---

*Any records referring to Brilliant Circle Holdings International Ltd., a company involved in land development in B.C.*

*(Date Range for Record Search: From: **01/01/2014 To: 12/01/2018**) 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

Page 059 of 183

Withheld pursuant to/removed as

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 5:01 PM  
**To:** Van Meer-Mass, Kate PREM:EX; Nash, Amber PREM:EX; McConnell, Sheena PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Truong, Lele GCPE:EX  
**Subject:** RE: Possible dates for Lunar New Year Dim Sum (in relation to media tour)

Great. Can discuss/explain further at tomorrow's tour meeting.

---

**From:** Van Meer-Mass, Kate PREM:EX  
**Sent:** Wednesday, December 12, 2018 4:16 PM  
**To:** Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; McConnell, Sheena PREM:EX <Sheena.McConnell@gov.bc.ca>; Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Aaron, Sage PREM:EX <Sage.Aaron@gov.bc.ca>  
**Cc:** Truong, Lele GCPE:EX <Lele.Truong@gov.bc.ca>  
**Subject:** RE: Possible dates for Lunar New Year Dim Sum (in relation to media tour)

The 4<sup>th</sup> is really the only day that will work for dim sum

---

**From:** Nash, Amber PREM:EX  
**Sent:** Wednesday, December 12, 2018 4:14 PM  
**To:** McConnell, Sheena PREM:EX; Kingston, Charlotte PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Truong, Lele GCPE:EX; Van Meer-Mass, Kate PREM:EX  
**Subject:** RE: Possible dates for Lunar New Year Dim Sum (in relation to media tour)

There is an all-day caucus meeting confirmed for the 5<sup>th</sup> – so that date won't be possible & there is a cabinet meeting on the 6<sup>th</sup> from 9 -11:30pm.  
Feb 4<sup>th</sup> could work.

---

**From:** McConnell, Sheena PREM:EX  
**Sent:** December 12, 2018 4:10 PM  
**To:** Kingston, Charlotte PREM:EX; Aaron, Sage PREM:EX  
**Cc:** Truong, Lele GCPE:EX; Nash, Amber PREM:EX  
**Subject:** Re: Possible dates for Lunar New Year Dim Sum (in relation to media tour)

I've CC'd Lele since she will be recommending when we do LNY visits with media.

On Dec 12, 2018, at 3:51 PM, Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)> wrote:

Hi Sheena and Sage,

Are you planning for PJH to do the Fairchild LNY Countdown on Feb 4 and/or other significant media visits in Metro Van around LNY on Feb 5? I am just checking to see if we should coordinate timing with the Lunar New Year Dim Sum event and other community outreach ideas that are in the works.

Ideal day for the dim sum would be February 6, but Feb 4/5 are also possible. Let me know what you're thinking.

Thanks,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 4:43 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Clean BC speakers emails

Hi Mira,

We need emails for Brian Emerson, Courtney Daly and Shane Pointe. I imagine you have those or know who would?

Thanks,  
C

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 4:43 PM  
**To:** Rochon, Jake PREM:EX  
**Cc:** Viaud, Chantille PREM:EX; Farmer, Susan PREM:EX  
**Subject:** RE: thank you to speakers

I'll get those to you, Jake! Thanks!

---

**From:** Rochon, Jake PREM:EX  
**Sent:** Wednesday, December 12, 2018 4:14 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Cc:** Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>  
**Subject:** RE: thank you to speakers

Hi Charlotte!

The document Chantille sent me didn't actually have email information for Courtney Daly, Brian Emerson or Shane Pointe. Also Shane Pointe isn't in the 'speakers' photo so I probably shouldn't include that one? Thanks! All others have been sent.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 12, 2018 3:44 PM  
**To:** Rochon, Jake PREM:EX <[Jake.Rochon@gov.bc.ca](mailto:Jake.Rochon@gov.bc.ca)>  
**Cc:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>; Farmer, Susan PREM:EX <[Susan.Farmer@gov.bc.ca](mailto:Susan.Farmer@gov.bc.ca)>  
**Subject:** FW: thank you to speakers

Hi Jake,

Can you also please send individualized notes from the Premier's account to the following six speakers:

- Carmen Lansdowne
- Courtney Daly
- Karen Tam Wu
- Brian Emerson
- Merran Smith
- Shane Pointe

Text is below. Please attach to each email the photos that correspond with the recipient, and the group photo called 'speakers'.

Thanks!  
Charlotte

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:17 PM  
**To:** Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Subject:** RE: thank you to speakers

Dear Carmen,



I want to personally thank you for speaking at the launch of CleanBC last week. It was a momentous day for our province and I was grateful to share it with you.

CleanBC is about rising to the challenge of climate change, while coming together to create the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for joining us to help unveil this new plan.

While we were there together speaking, our government launched a website for CleanBC: <https://cleanbc.gov.bc.ca/> I've posted further thoughts about CleanBC [here](#).

I wanted to share this photo of you from the day (attached). You can find more photos from the event [here](#).

If you have difficulties clicking on the links above, please visit the following websites:

CleanBC: <https://cleanbc.gov.bc.ca/>

My Blog: <https://link.medium.com/x45QJs08AS>

Photos: <https://www.flickr.com/photos/bcgovphotos/31255900817/in/album-72157683691437844/>

Thank you, again for joining us. I look forward to seeing you again soon.

Sincerely,

John Horgan  
Premier

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:08 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** thank you to speakers

Will you re-send that email when you can?  
Thank you.

Mira Oreck, Director of Stakeholder Relations  
Office of the Premier  
#740 – 999 Canada Place  
Vancouver, BC  
604 839 1967

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 4:42 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Accepted: Stakeholders and Budget

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:56 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** RE: thank you to speakers

Done! Jake has the text, recipients, and photo attachments. Should be sent their way from PJH account momentarily.

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:17 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: thank you to speakers

Perfect. Send away. Thank you!!

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:17 PM  
**To:** Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Subject:** RE: thank you to speakers

Dear Carmen,

I want to personally thank you for speaking at the launch of CleanBC last week. It was a momentous day for our province and I was grateful to share it with you.

CleanBC is about rising to the challenge of climate change, while coming together to create the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for joining us to help unveil this new plan.

While we were there together speaking, our government launched a website for CleanBC: <https://cleanbc.gov.bc.ca/> I've posted further thoughts about CleanBC [here](#).

I wanted to share this photo of you from the day (attached). You can find more photos from the event [here](#).

If you have difficulties clicking on the links above, please visit the following websites:

CleanBC: <https://cleanbc.gov.bc.ca/>

My Blog: <https://link.medium.com/x45QJs08AS>

Photos: <https://www.flickr.com/photos/bcgovphotos/31255900817/in/album-72157683691437844/>

Thank you, again for joining us. I look forward to seeing you again soon.

Sincerely,

John Horgan  
Premier

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:08 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** thank you to speakers

Will you re-send that email when you can?  
Thank you.

Mira Oreck, Director of Stakeholder Relations  
Office of the Premier  
#740 – 999 Canada Place  
Vancouver, BC  
604 839 1967

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:56 PM  
**To:** Geary, Vanessa PREM:EX  
**Cc:** Oreck, Mira PREM:EX  
**Subject:** Estimated budget for LNY dim sum 2019  
**Attachments:** Proposed Budget for 2019 Lunar New Year Dim Sum.docx

Hi Vanessa,

PJH has just approved in principle the 2019 Premier's Lunar New Year Brunch. Attached is a proposed budget based on 2018 actuals and 3 quotes received from restaurants in 2018. What format would you like to receive proposed budgets in, or will the attached do the trick?

Thanks,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:12 PM  
**To:** Rochon, Jake PREM:EX  
**Subject:** RE: CleanBC

Just one small thing on the list, can you please remove the following people:  
*Carmen Lansdowne, Karen Tam Wu, Brian Emerson, Caitlyn, Merran Smith and Shane Pointe.*

*They will get a specific email for speakers*

---

**From:** Rochon, Jake PREM:EX  
**Sent:** Wednesday, December 12, 2018 2:42 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: CleanBC

No problem! I've got the sign in list and I will send out ASAP.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 12, 2018 2:32 PM  
**To:** Rochon, Jake PREM:EX <[Jake.Rochon@gov.bc.ca](mailto:Jake.Rochon@gov.bc.ca)>  
**Subject:** RE: CleanBC

That all looks and sounds fantastic, Jake! Thanks for your work on it. Got everything you need to send it?

---

**From:** Rochon, Jake PREM:EX  
**Sent:** Wednesday, December 12, 2018 2:29 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** CleanBC

Hi Charlotte!

We made one very minor tweak to the final message we were sent this morning (fourth paragraph). Chantille also mentioned she would like plain text links to be included somehow. In lieu of attaching a wholly separate file with the links, we've just included them in the message. We also noticed that the Flickr link is broken and only works properly if fully copy pasted. I worked out a new link which goes to the first photo in the Clean BC set and allows people to click through to the other ones. Feel free to give me a call if you need any clarification! Thank you.

*Updated version:*

Thank you for joining me at the launch of CleanBC last week. It was a momentous day for our province and I was grateful to share it with you.

CleanBC is about rising to the challenge of climate change, while coming together to create the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for joining us to help unveil this new plan.

Quotes from attendees at the announcement and others who have heard about this new initiative can be seen on the [CleanBC](#) website.

I've posted further thoughts about CleanBC on [here](#). You can find photos from the event [here](#).

If you have difficulties clicking on the links above, please visit the following websites:

CleanBC: <https://cleanbc.gov.bc.ca/>

My Blog: <https://link.medium.com/x45QJs08AS>

Photos: <https://www.flickr.com/photos/bcgovphotos/31255900817/in/album-72157683691437844/>

Thank you, again for joining us. I look forward to seeing you again soon.

Sincerely,

John Horgan  
Premier

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 3:04 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Accepted: Stakeholders and Budget



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 12, 2018 12:54 PM  
**To:** MacDonald, Alex MMHA:EX; Lindsay-Baugh, Anna MMHA:EX  
**Subject:** Anti-stigma campaign program person

Hi you two!

The good folks at Megaphone Magazine are launching a speakers bureau based on their popular 'How to Save a Life' naloxone training and storytelling workshops. They are hoping to talk with someone who designed the anti-stigma marketing campaigning that MMHA launched to hear about the research behind it (they thought it looked good). Is there someone appropriate they can connect with?

Talk soon,  
Char

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 11, 2018 2:09 PM  
**To:** Devereux, Rick GCPE:EX; Hagglund, Jarrett GCPE:EX  
**Cc:** Viaud, Chantille PREM:EX; Farmer, Susan PREM:EX; Rochon, Jake PREM:EX  
**Subject:** Clean BC RSVP list

Hi events team!

Can you please send Susan the RSVP list from the Clean BC launch last Wednesday? She needs the email list for those who RSVP'd to send the thank you note from the Premier's account.

Thanks,  
Char

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 11, 2018 1:47 PM  
**To:** Farmer, Susan PREM:EX  
**Cc:** Viaud, Chantille PREM:EX; Rochon, Jake PREM:EX  
**Subject:** RE: 2 things...

Hi Susan,

Looping us all in together! Below is the final text, approved by Sage and Mira. It should go to the RSVP list (not the invite list you've got) so I'll ask Rick to send that over.

On xmas cards, we've got about 100 that we have complete addresses. I am going to get Mira to quickly cast her eye over them, and then I'll send over the first batch. We have about 200 more that we don't yet have addresses for. I've given Mira two options for dealing with those, so I'll let you know what she decides.

Thanks!

Char

*CleanBC thank you note:*

Thank you for joining me at the launch of CleanBC last week. It was a momentous day for our province and I was grateful to share it with you.

CleanBC is about rising to the challenge of climate change, while coming together to create the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for joining us to help unveil this new plan.

Quotes from attendees at the announcement and others who have heard about this new initiative can be seen on the [CleanBC](#) website.

I've posted my thinking about CleanBC on here (link to blog). You can find photos from the event [here](#).

Thank you, again for joining us. I look forward to seeing you again soon.

---

**From:** Farmer, Susan PREM:EX  
**Sent:** Tuesday, December 11, 2018 9:11 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** 2 things...

Good morning 😊

Just checking in on a couple of things:

1. Is there an eta on when we'll get your list for the xmas cards? Or is there a possibility to get the list in stages as it's getting ready?

2. Any feedback on the revised draft for the email that Jake will be sending? And, pls confirm whether we'll use the invitation list (it sounded like that was most likely what we'd be doing).

**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)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 11, 2018 1:28 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Subject:** Accepted: Tour Planning

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 11, 2018 1:28 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** Accepted: Team Planning Meeting

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 11, 2018 11:35 AM  
**To:** Oreck, Mira PREM:EX; Viaud, Chantille PREM:EX  
**Subject:** FW: CCCAC - Committee models  
**Attachments:** CCAC v1.docx

Here is a brief overview of the two committee/council options we've looked at that could be used to inform the approach we take with the CCCAC:

Based on our existing resources and staff capacity, my first instinct is to

to Asha Bhat  
and Sandy Carrol would similar to the approach we spoke about on the follow-up call with Bill and Winnie soon after the meeting:

Please let me know if you'd like to schedule another call to discuss further or if you feel comfortable giving some advice over email on this.

Thanks!

Alison

**Alison Dudley**

Acting Executive Director | Multiculturalism Branch |

Ministry of Tourism, Arts & Culture and

Ministry Responsible for Sport & Multiculturalism |

Suite 300 – 865 Hornby St., Vancouver, BC V6Z 1T9

*Traditional territories of the xʷməθkʷəy̓əm (Musqueam), skwxwú7mesh (Squamish), and sel̓ilwítulh (Tsleil Waututh) peoples*

Email: [Alison.Dudley@gov.bc.ca](mailto:Alison.Dudley@gov.bc.ca) Cell: 236-818-1150

---

**From:** Dudley, Alison TAC:EX

**Sent:** Thursday, November 22, 2018 5:30 PM

**To:** Kingston, Charlotte PREM:EX

**Cc:** Chang, Stephanie JTT:EX

**Subject:** RE: Committee models

Hi Charlotte: No problem about the call today. Yes, I will send you an email outlining some of the research we've done tomorrow – just running this by Asha Bhat, my Exec Lead, before I send it. I really do apologize for the length of time it's taken us to get to this stage. We did have some good conversations last week though with the City of Vancouver and the Minister's Advisory Council on Indigenous Women about how they manage their committees so am looking forward to sharing more. Will follow up again tomorrow.

Cheers,

Alison

**Alison Dudley**

Acting Executive Director | Multiculturalism Branch |

Ministry of Tourism, Arts & Culture and

Ministry Responsible for Sport & Multiculturalism |

Suite 300 – 865 Hornby St., Vancouver, BC V6Z 1T9

*Traditional territories of the xʷməθkʷəy̓əm (Musqueam), skwxwú7mesh (Squamish), and sel̓ilwítulh (Tsleil Waututh) peoples*

Email: [Alison.Dudley@gov.bc.ca](mailto:Alison.Dudley@gov.bc.ca) Cell: 236-818-1150

---

**From:** Kingston, Charlotte PREM:EX

**Sent:** Thursday, November 22, 2018 11:46 AM

**To:** Dudley, Alison TAC:EX



**Cc:** Chang, Stephanie JTT:EX

**Subject:** Committee models

Hi Alison,

Sorry we weren't all able to have our CCCAC follow up meeting today. Have you got some proposed models you could send our way for review so we can discuss them soon? We're about 2 months out from the last CCCAC meeting, and less than that until the next one.

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 11, 2018 10:13 AM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Fwd: is this final text?

Sent from my Samsung Galaxy smartphone.

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

**From:** "Oreck, Mira PREM:EX" <Mira.Oreck@gov.bc.ca>  
**Date:** 2018-12-11 10:05 AM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: is this final text?

I don't think so – I'd rather do those asks directly.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 11, 2018 9:26 AM  
**To:** Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>  
**Subject:** Re: is this final text?

Looks good, but no request for additional quotes?

Sent from my Samsung Galaxy smartphone.

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

**From:** "Oreck, Mira PREM:EX" <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Date:** 2018-12-10 5:15 PM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** RE: is this final text?

Here's what I'm thinking below, but I'd like to run it by Sage first. It's different and probably a bit more formal.

Thank you for joining me at the launch of CleanBC last week. It was a momentous day for our province.

CleanBC is about rising to the challenge of climate change, while also coming together to create the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for joining us to help unveil this new plan.

Quotes from attendees at the announcement and others who have heard about this new initiative can be seen on the [CleanBC](#) website.

I've posted my thinking about CleanBC on here (link to blog). You can also find more photos from the event [here](#).

Thank you, again for joining us. I look forward to seeing you again soon.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 3:15 PM  
**To:** Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Subject:** RE: is this final text?

No, the text you just sent are Jake's revisions from last week. The most recent is the final text that Jake just sent around below (slightly different):

Thank you for joining me at the launch of CleanBC this past Wednesday. It was a momentous occasion for all of us. We had a room full of people who represented the diversity of this province: people from industry, labour and the environmental community. There were families, youth, seniors, and Indigenous people. We even had a baby in the crowd!

CleanBC is about rising to the challenge of climate change, but it's also about coming together to create opportunities and the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for joining us to help unveil this new plan.

Quotes from attendees at the announcement and others who have heard about this new initiative are being incorporated into the [CleanBC](#) website. If you would also like to share your thoughts, please email [my team](#).

I've posted more thoughts about CleanBC on my [blog](#) and have been enjoying reading your reactions [online](#). You can also find more photos from the event [here](#).

Thank you, again. I look forward to seeing you again soon.

---

**From:** Oreck, Mira PREM:EX  
**Sent:** Monday, December 10, 2018 3:13 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** is this final text?

Thank you for joining me at the launch of CleanBC this past Wednesday. It was a momentous occasion for all of us. We had a room full of people who reflected the diversity of this province: representatives from industry, labour, and the environmental community.

With CleanBC, British Columbia is rising to the challenge of climate change. We need to begin changing how we live, work and commute to put BC on a cleaner, more sustainable path. I want to sincerely thank you for joining us to help unveil this new plan.

Following our announcement, the government launched a website for [CleanBC](#). Here, people can learn more about this initiative and add their supportive voice and comments.

I've posted more thoughts about CleanBC on my blog ([link to blog post](#)) and have been enjoying reading your reactions [online](#).

Thank you, again. I look forward to seeing you again soon.

Mira Oreck, Director of Stakeholder Relations  
Office of the Premier  
#740 – 999 Canada Place  
Vancouver, BC  
604 839 1967

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 4:33 PM  
**To:** Parkinson, Elizabeth PREM:EX  
**Subject:** RE: Lunar NY costs

Hi Elizabeth,

Do you happen to have any further documentation from the Premier's Lunar New Year Dim Sum event in Vancouver Chinatown last year at Floata? I only have Judy's summary of the whole cost, but it would be great to know how many people that was for.

---

**From:** Cavanagh, Judy PREM:EX  
**Sent:** Monday, March 19, 2018 11:50 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Cc:** Parkinson, Elizabeth PREM:EX <Elizabeth.Parkinson@gov.bc.ca>  
**Subject:** Lunar NY costs

Hi Charlotte,

The costs:

Restaurant \$3,648.75  
GOH Ballet 341.25

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)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 4:28 PM  
**To:** Loubert, Danny PREM:EX  
**Subject:** RE: Pls cancel me for tomorrow

Thanks Danny!

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Monday, December 10, 2018 4:28 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Pls cancel me for tomorrow

Hi Charlotte,

As per your request I have cancelled your Travel.

Warmest Regards,

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

**\*NOTE NEW NUMBER\***

**P:** 604-398-5780 | **E:** [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 3:28 PM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** Pls cancel me for tomorrow

Hi Danny,

Please cancel my travel plans.

Thanks,  
Char

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 4:28 PM  
**To:** Richards, Erin GCPE:EX  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Sorry Erin. I have no info on this. I've tried emailing and msging Mira, hopefully she will respond soon as she is the only one who may know.

The statements look good, but she may wish to pass them by the Ismaili community. Only she can confirm, but I'll keep trying to get a quick answer.

---

**From:** Richards, Erin GCPE:EX  
**Sent:** Monday, December 10, 2018 4:20 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>  
**Cc:** Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Dalzell, Danielle GCPE:EX <Danielle.Dalzell@gov.bc.ca>  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Hi all,

Sage mentioned your team may be doing a letter for this. If so, we wouldn't want to duplicate our efforts. Can you confirm as soon as possible? In order for us to do this statement, we would need to send it to Sage, and then the translators, by tomorrow morning.

Thanks you!

Erin Richards  
250-361-6901

---

**From:** Richards, Erin GCPE:EX  
**Sent:** December 10, 2018 11:05 AM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>; Horlor, Shannon GCPE:EX <[Shannon.Horlor@gov.bc.ca](mailto:Shannon.Horlor@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Cc:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Here you go!

Erin Richards  
250-361-6901

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 10, 2018 11:04 AM  
**To:** Richards, Erin GCPE:EX <[Erin.Richards@gov.bc.ca](mailto:Erin.Richards@gov.bc.ca)>; Horlor, Shannon GCPE:EX <[Shannon.Horlor@gov.bc.ca](mailto:Shannon.Horlor@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Cc:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda



Erin/Shannon, can you forward the original attachments? I wasn't on the first email.

Thanks,  
Charlotte

---

**From:** Richards, Erin GCPE:EX  
**Sent:** Monday, December 10, 2018 9:34 AM  
**To:** Horlor, Shannon GCPE:EX <[Shannon.Horlor@gov.bc.ca](mailto:Shannon.Horlor@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Cc:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>; Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Hi Mira,

Just following up on this request from Sage. Can you, or someone from your team, have a look at the Aga Khan and Yalda statements?

Thanks!

Erin Richards  
250-361-6901

---

**From:** Horlor, Shannon GCPE:EX  
**Sent:** December 6, 2018 1:26 PM  
**To:** Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Cc:** Richards, Erin GCPE:EX <[Erin.Richards@gov.bc.ca](mailto:Erin.Richards@gov.bc.ca)>  
**Subject:** FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Hi Mira.

Sage has requested that your team review the follow two draft statements:

1. Statement on the birthday of His Highness the Aga Khan (Dec. 13)
2. Statement on Yalda (Dec. 20)

Any suggestions and edits you may have are most welcome, as usual.

Thanks in advance,  
Shannon

---

**Shannon Horlor**

Writer | Writing and Content Strategy | Cabinet Priorities  
Government Communications and Public Engagement  
p. 250.812.6623



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 4:15 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** FW: FOR REVIEW: Statements on Aga Khan's birthday and Yalda  
**Attachments:** 20181213\_STM\_PJH\_AgaKhan\_V1.docx; 20181220\_STM\_PJH\_Yalda\_V1.docx

These look good to me. Did you want to reach out to the Ismaili community to review or is it fine as is?

---

**From:** Richards, Erin GCPE:EX  
**Sent:** Monday, December 10, 2018 11:05 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Horlor, Shannon GCPE:EX <Shannon.Horlor@gov.bc.ca>; Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>  
**Cc:** Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Here you go!

Erin Richards  
250-361-6901

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 10, 2018 11:04 AM  
**To:** Richards, Erin GCPE:EX <[Erin.Richards@gov.bc.ca](mailto:Erin.Richards@gov.bc.ca)>; Horlor, Shannon GCPE:EX <[Shannon.Horlor@gov.bc.ca](mailto:Shannon.Horlor@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Cc:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda

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Thanks,  
Charlotte

---

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**Sent:** Monday, December 10, 2018 9:34 AM  
**To:** Horlor, Shannon GCPE:EX <[Shannon.Horlor@gov.bc.ca](mailto:Shannon.Horlor@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Cc:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>; Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** RE: FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Hi Mira,

Just following up on this request from Sage. Can you, or someone from your team, have a look at the Aga Khan and Yalda statements?

Thanks!

Erin Richards

---

**From:** Horlor, Shannon GCPE:EX  
**Sent:** December 6, 2018 1:26 PM  
**To:** Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Cc:** Richards, Erin GCPE:EX <[Erin.Richards@gov.bc.ca](mailto:Erin.Richards@gov.bc.ca)>  
**Subject:** FOR REVIEW: Statements on Aga Khan's birthday and Yalda

Hi Mira.

Sage has requested that your team review the follow two draft statements:

1. Statement on the birthday of His Highness the Aga Khan (Dec. 13)
2. Statement on Yalda (Dec. 20)

Any suggestions and edits you may have are most welcome, as usual.

Thanks in advance,  
Shannon

---

**Shannon Horlor**

Writer | Writing and Content Strategy | Cabinet Priorities  
Government Communications and Public Engagement  
p. 250.812.6623

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 3:29 PM  
**To:** Hume, David GCPE:EX  
**Cc:** Viaud, Chantille PREM:EX  
**Subject:** funding travel for participation in engagement activities

Hi David,

Just in case our conversation got lost in a very long to do list, I just wanted to follow up to see when your staff might be able to send some materials our way on this topic. Thanks!

Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 3:26 PM  
**To:** Lawson, Liam PSSG:EX  
**Subject:** RE: Projected Government Business

Hey Liam,

I've lost track. I understand one bill was left unfinished this session, is that correct and which one was it?

---

**From:** Lawson, Liam PSSG:EX  
**Sent:** Thursday, November 22, 2018 5:03 PM  
**To:** LP Ministerial Assistants <LPMAs@Victoria1.gov.bc.ca>; LP Senior Ministerial Assistants <SRMINAST@Victoria1.gov.bc.ca>; Aaron, Sage PREM:EX <Sage.Aaron@gov.bc.ca>; Moran, Roseanne LASS:EX <Roseanne.Moran@leg.bc.ca>; Gibbs, Robb GCPE:EX <Robb.Gibbs@gov.bc.ca>; Parte, Maura PSA:EX <Maura.Parte@gov.bc.ca>; Meggs, Geoff PREM:EX <Geoff.Meggs@gov.bc.ca>; Sanford, Donna L GCPE:EX <Donna.Sanford@gov.bc.ca>; Kristianson, Eric PREM:EX <Eric.Kristianson@gov.bc.ca>; Nash, Amber PREM:EX <Amber.Nash@gov.bc.ca>; Machell, Aileen GCPE:EX <Aileen.Machell@gov.bc.ca>; Canitz, Shelley L PREM:EX <Shelley.Canitz@gov.bc.ca>; Arora, Jasleen MCF:EX <Jasleen.Arora@gov.bc.ca>; May, Ed LASS:EX <Ed.May@leg.bc.ca>; Chandra Herbert.MLA, Spencer LASS:EX <s.chandraherbert.mla@leg.bc.ca>; Scambler, Teresa LASS:EX <Teresa.Scambler@leg.bc.ca>; Connor, Tamara LASS:EX <Tamara.Connor@leg.bc.ca>; Kang, Gurbrinder LASS:EX <Gurbrinder.Kang@leg.bc.ca>; Madevon, Solenn LASS:EX <Solenn.Madevon@leg.bc.ca>; Virk, Rajmeet LASS:EX <Rajmeet.Virk@leg.bc.ca>; Wall, Selina LASS:EX <Selina.Wall@leg.bc.ca>; Dewar, Bob PREM:EX <Bob.Dewar@gov.bc.ca>; Copage, Caitlin GCPE:EX <Caitlin.Copage@gov.bc.ca>; LP Administrative Coordinators <LPACS@Victoria1.gov.bc.ca>; Wright, Don J. PREM:EX <Don.J.Wright@gov.bc.ca>; Scott, Heidi LASS:EX <Heidi.Scott@leg.bc.ca>; Howlett, Tim GCPE:EX <Tim.Howlett@gov.bc.ca>; Machell, Aileen GCPE:EX <Aileen.Machell@gov.bc.ca>; Holmwood, Jen PREM:EX <Jen.Holmwood@gov.bc.ca>; Lowe, Mike GCPE:EX <Mike.Lowe@gov.bc.ca>; Geary, Vanessa PREM:EX <Vanessa.Geary@gov.bc.ca>; LP Support Staff <LPSUPPORT@Victoria1.gov.bc.ca>; Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>; Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Scott, Samantha AG:EX <Samantha.Scott@gov.bc.ca>; Giuliano, Angela LASS:EX <Angela.Giuliano@leg.bc.ca>; Scott, Samantha AG:EX <Samantha.Scott@gov.bc.ca>; Hockin, Amber PREM:EX <Amber.Hockin@gov.bc.ca>; Bain, Don PREM:EX <Don.Bain@gov.bc.ca>; Sherlock, Stephanie GCPE:EX <Stephanie.Sherlock@gov.bc.ca>; Tounsi, Marielle GCPE:EX <Marielle.Tounsi@gov.bc.ca>; Zaharia, Sarah GCPE:EX <Sarah.Zaharia@gov.bc.ca>; Zadravec, Don GCPE:EX <Don.Zadravec@gov.bc.ca>; LeGuilloux, Marg GCPE:EX <Marg.LeGuilloux@gov.bc.ca>; Hannah, Matt LASS:EX <Matt.Hannah@leg.bc.ca>  
**Subject:** Projected Government Business

Hi all,

Please see the attached projected government business for the week ahead. If you have questions or if there is anyone you think should be included on these emails in the future please let me know,

Liam Lawson  
Senior Ministerial Assistant  
Ministry of Public Safety and Solicitor General  
P: 250-356-2173 | C: 250-812-2547

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 2:54 PM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Cc:** Oreck, Mira PREM:EX  
**Subject:** LNY proposal for PJH  
**Attachments:** LNY Pitch- BN format.docx

Hi Kate,

Attached is the approved proposal for the 2019 Premier's Lunar New Year Dim Sum. Thanks and let me know if you need anything further.

-C

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 2:33 PM  
**To:** Loubert, Danny PREM:EX  
**Subject:** RE: Your Reservation Confirmation

Hi Danny,

While I wait to find out if there is space for me in the course, can you tell me what my cancellation options are? I won't be heading over if I can't get into the course.

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Sunday, December 9, 2018 9:47 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** Fwd: Your Reservation Confirmation

Hi Charlotte,

Here is your hotel confirmation for Tuesday.

Warmest Regards

Danny

Sent from my Samsung Galaxy smartphone.

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

**From:**  
**Date:** 2018-12-07 7:33 PM (GMT-08:00)  
**To:** "Loubert, Danny PREM:EX" <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** Your Reservation Confirmation

Thank you for choosing to stay with us! Can't see this email? [View it as a web page.](#)

Thank you for choosing to stay with us!

Dear Ms Kingston,

We look forward to welcoming you to Victoria during your upcoming visit. Below you will find the specifics regarding your reservation.

---

## Your Reservation

---

**CONFIRMATION NUMBER:**

**GUEST NAME:** Ms Charlotte Kingston

**ADULTS:** 1

**CHILDREN:** 0

**ROOM TYPE:** Victoria Room Two Queens

Bed types are not guaranteed and are subject to availability

**CHECK-IN:** Tuesday, December 11, 2018

**CHECK-OUT:** Wednesday, December 12, 2018

**NUMBER OF NIGHTS:** 1

**NIGHTLY RATE:** \$105.00 CAD plus applicable taxes and fees

**RATE DETAILS:**

Provincial Government Rate

- Must present valid proof of government employment at check-in to qualify for the rate

---

## Policies

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Page 095 of 183 to/à Page 096 of 183

Withheld pursuant to/removed as



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 2:26 PM  
**To:** Oreck, Mira PREM:EX  
**Subject:** LNY Pitch- BN format.docx  
**Attachments:** LNY Pitch- BN format.docx

With your edits, for review.

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 1:46 PM  
**To:** Oreck, Mira PREM:EX  
**Cc:** Viaud, Chantille PREM:EX  
**Subject:** Holiday card list- current state  
**Attachments:** ContactInformationRequest.docx

<Z:\Stakeholder Relations\Internal\Holiday Card 2018 List.XLSX>

Mira, attached is the form people would receive if we asked them to send their mailing addresses over. Otherwise, we could probably work with digital and/or correspondence on an e-card.

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 1:43 PM  
**To:** Duguay, Ilene JTT:EX  
**Subject:** Declined: 3:00pm TAC Meeting - (Stephanie to Moderate)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 12:35 PM  
**To:** Duguay, Ilene JTT:EX  
**Subject:** Declined: 1:00pm TAC Meeting - (Stephanie to Moderate)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 12:23 PM  
**To:** Rochon, Jake PREM:EX  
**Cc:** Farmer, Susan PREM:EX; Viaud, Chantille PREM:EX; Oreck, Mira PREM:EX  
**Subject:** RE: CleanBC blog

Hi everyone,

A few thoughts on the edits:

- 4) Blog post is now live here: <https://medium.com/@johnhorgan4bc/protecting-the-place-we-call-home-dc02f704cbdb>
- 5) It is always nice to include a link to photos: [https://www.flickr.com/search/?sort=date-taken-desc&safe\\_search=1&tags=cleanbc&user\\_id=45802067%40N03&view\\_all=1](https://www.flickr.com/search/?sort=date-taken-desc&safe_search=1&tags=cleanbc&user_id=45802067%40N03&view_all=1)

The original draft is below for reference:

*I would like to thank you for joining me at the launch of CleanBC this past Wednesday. It was a momentous and important moment for all of us. We had a room completely full of people who represented the diversity of this province: people from industry, labour and the environmental community. There were families, youth, seniors, and indigenous people. We even had a baby in the crowd!*

*CleanBC is about rising to the challenge of climate change, but it's also about coming together to create opportunities and the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for being one of the people who came together to help unveil this new plan.*

*While we were there, listening to stories from folks about why they are excited about this plan, we launched a website for CleanBC: <https://cleanbc.gov.bc.ca/> where people are adding their supportive voice. If you would like to share your thoughts to our site, please let us know.*

*I've posted more thoughts on my blog (link to blog post), and have been enjoying reading so many of your reactions online(link: <https://twitter.com/i/moments/1070760176938971136>)*

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Friday, December 7, 2018 11:44 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** Fwd: CleanBC blog

Thoughts on his edits?

Sent from my iPhone

Begin forwarded message:

**From:** "Rochon, Jake PREM:EX" <[Jake.Rochon@gov.bc.ca](mailto:Jake.Rochon@gov.bc.ca)>  
**Date:** December 7, 2018 at 10:35:35 AM PST  
**To:** "Viaud, Chantille PREM:EX" <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** FW: CleanBC blog

And here's the updated text for your approval! I'll add the blog link when available. Cheers!

Thank you for joining me at the launch of CleanBC this past Wednesday. It was a momentous occasion for all of us. We had a room full of people who reflected the diversity of this province: representatives from industry, labour, and the environmental community.

With CleanBC, British Columbia is rising to the challenge of climate change. We need to begin changing how we live, work and commute to put BC on a cleaner, more sustainable path. I want to sincerely thank you for joining us to help unveil this new plan.

Following our announcement, the government launched a website for [CleanBC](#). Here, people can learn more about this initiative and add their supportive voice and comments.

I've posted more thoughts about CleanBC on my blog (link to blog post) and have been enjoying reading your reactions [online](#).

Thank you, again. I look forward to seeing you again soon.

---

**From:** Rochon, Jake PREM:EX  
**Sent:** December 7, 2018 10:10 AM  
**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** CleanBC blog

Hi Chantille!

You mentioned wanting to include John's blog post on CleanBC to this 'thank you' message but I don't see anything up on Medium yet. Was it posted elsewhere? Thank you!

**Jake Rochon**

Correspondence Coordinator  
Office of the Premier  
(250) 356-1906

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 11:28 AM  
**To:** Newhook, Kelly TAC:EX; Ranjan, Ramesh TAC:EX  
**Subject:** Mailing addresses for MAC

Hey you two,

Can you ask staff to send me the mailing addresses for the MAC members? PO correspondence was going to send them all holiday cards.

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 11:17 AM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** RE: Workshops on building equity and inclusion - Dec. 10th & 11th 2018

I am not on any of these listservs. So fun.

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Monday, December 10, 2018 9:02 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** Fwd: Workshops on building equity and inclusion - Dec. 10th & 11th 2018

Original email

Sent from my iPhone

Begin forwarded message:

**From:** "Hockin, Amber PREM:EX" <[Amber.Hockin@gov.bc.ca](mailto:Amber.Hockin@gov.bc.ca)>  
**Date:** November 26, 2018 at 2:51:15 PM PST  
**To:** LP Ministerial Assistants <[LPMAs@Victoria1.gov.bc.ca](mailto:LPMAs@Victoria1.gov.bc.ca)>, LP Executive Assistants <[LPEAS@Victoria1.gov.bc.ca](mailto:LPEAS@Victoria1.gov.bc.ca)>, LP Support Staff <[LPSUPPORT@Victoria1.gov.bc.ca](mailto:LPSUPPORT@Victoria1.gov.bc.ca)>, LP Administrative Coordinators <[LPACS@Victoria1.gov.bc.ca](mailto:LPACS@Victoria1.gov.bc.ca)>, LP PO Executive Office <[LPPOEO@Victoria1.gov.bc.ca](mailto:LPPOEO@Victoria1.gov.bc.ca)>, LP PREM Directors <[PREMDIR@Victoria1.gov.bc.ca](mailto:PREMDIR@Victoria1.gov.bc.ca)>, LP Senior Ministerial Assistants <[SRMINAST@Victoria1.gov.bc.ca](mailto:SRMINAST@Victoria1.gov.bc.ca)>  
**Subject:** Workshops on building equity and inclusion - Dec. 10th & 11th 2018

To: All Staff, Ministers' Offices, Office of the Premier

I am pleased to announce we are holding a series of workshops on building equity and inclusion in our organization.

This is an important foundational step in our commitment to building a workplace in which all employees are treated fairly and respectfully, have equal access to opportunities and resources, and can contribute fully to the organization's success. I am strongly encouraging all staff to be part of this important and exciting opportunity.

A special thank you to BIPOC and our team of staff who have guided the workshop development so it is tailored to our team.

The **Building Inclusive Organizations** workshop is a full day commitment and one that will require your full attention so please arrange your work accordingly so you can engage in a meaningful way. The workshop is being offered twice in December: Monday, December 10 and Tuesday, December 11 and will run from 9:30AM to 4:30PM with time built in for lunch and breaks. The workshops will be held in downtown Victoria, more details will follow. Registration is currently capped at 25 per day but there will be further opportunities in the next year. Priority registration will be given to staff working outside of Victoria for the Tuesday session.

Registration is limited to staff in Ministers' Offices and the Office of the Premier.



**Registration:** To register send an email to Danny Loubert in the Premier's Office at [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca). Please note the day you wish to attend.

**About the Facilitator:** Natasha Tony – please see attached bio

**Building Inclusive Organizations**

Cultural competence is more than just being aware of differences; it refers to demonstrating attitudes and an approach that allows you to work effectively cross culturally. It implies valuing and adapting to diversity and being aware of your own identity and cultural biases.

This full day session is designed as an in-depth exploration into understanding the importance of equity & inclusion from both the individual and collective experience. The concepts and tools learned in this workshop will give participants the skills to continue to have effective conversations as the organization builds on incorporating an inclusive framework.

Thank you,

**Amber Hockin, Deputy Chief of Staff**

Office of the Premier

Cell: 778-584-0867

Email: [amber.hockin@gov.bc.ca](mailto:amber.hockin@gov.bc.ca)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 11:03 AM  
**To:** Geary, Vanessa PREM:EX; Loubert, Danny PREM:EX; Oreck, Mira PREM:EX  
**Subject:** RE: Workshops on building equity and inclusion - Dec. 10th & 11th 2018

No problem! Good chance to fix it. Hopefully I can squeeze in tomorrow anyway.

---

**From:** Geary, Vanessa PREM:EX  
**Sent:** Monday, December 10, 2018 11:02 AM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>; Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Subject:** RE: Workshops on building equity and inclusion - Dec. 10th & 11th 2018

Sorry about that Charlotte!

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Monday, December 10, 2018 10:53 AM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>; Geary, Vanessa PREM:EX <[Vanessa.Geary@gov.bc.ca](mailto:Vanessa.Geary@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Subject:** RE: Workshops on building equity and inclusion - Dec. 10th & 11th 2018

Hi Charlotte,

Will do, I believe they had missed the LP Premier's Vancouver Office (which we are all on) I'll have you added to the PO Exec as well.

Warmest Regards,

**Danny Loubert** | Administrative Coordinator, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier  
**\*NOTE NEW NUMBER\***  
**P:** 604-398-5780 | **E:** [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 10:50 AM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>; Geary, Vanessa PREM:EX <[Vanessa.Geary@gov.bc.ca](mailto:Vanessa.Geary@gov.bc.ca)>; Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>  
**Subject:** RE: Workshops on building equity and inclusion - Dec. 10th & 11th 2018

Hi Danny,

Thanks for sending along. I see what happened here...I am not on ANY of these listservs. Hence, I didn't know about the training or to sign up, or I would have. I think I should probably be in the LP PO Executive Office listserv (as this is where Chantille is), but when you expand the list you can see that I'm not in there. Could you please look into having me added? I hope I haven't missed out on anything else.

Thank you,

Charlotte

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Monday, December 10, 2018 10:22 AM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** FW: Workshops on building equity and inclusion - Dec. 10th & 11th 2018

Hi Charlotte,

here was the original email sent out about the workshop.

Warmest Regards,

**Danny Loubert** | Administrative Coordinator, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier  
**\*NOTE NEW NUMBER\***  
**P:** 604-398-5780 | **E:** [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)

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**From:** Hockin, Amber PREM:EX  
**Sent:** Monday, November 26, 2018 2:51 PM  
**To:** LP Ministerial Assistants <[LPMAs@Victoria1.gov.bc.ca](mailto:LPMAs@Victoria1.gov.bc.ca)>; LP Executive Assistants <[LPEAS@Victoria1.gov.bc.ca](mailto:LPEAS@Victoria1.gov.bc.ca)>; LP Support Staff <[LPSUPPORT@Victoria1.gov.bc.ca](mailto:LPSUPPORT@Victoria1.gov.bc.ca)>; LP Administrative Coordinators <[LPACS@Victoria1.gov.bc.ca](mailto:LPACS@Victoria1.gov.bc.ca)>; LP PO Executive Office <[LPPOEO@Victoria1.gov.bc.ca](mailto:LPPOEO@Victoria1.gov.bc.ca)>; LP PREM Directors <[PREMDIR@Victoria1.gov.bc.ca](mailto:PREMDIR@Victoria1.gov.bc.ca)>; LP Senior Ministerial Assistants <[SRMINAST@Victoria1.gov.bc.ca](mailto:SRMINAST@Victoria1.gov.bc.ca)>  
**Subject:** Workshops on building equity and inclusion - Dec. 10th & 11th 2018

To: All Staff, Ministers' Offices, Office of the Premier

I am pleased to announce we are holding a series of workshops on building equity and inclusion in our organization.

This is an important foundational step in our commitment to building a workplace in which all employees are treated fairly and respectfully, have equal access to opportunities and resources, and can contribute fully to the organization's success. I am strongly encouraging all staff to be part of this important and exciting opportunity.

A special thank you to BIPOC and our team of staff who have guided the workshop development so it is tailored to our team.

The **Building Inclusive Organizations** workshop is a full day commitment and one that will require your full attention so please arrange your work accordingly so you can engage in a meaningful way. The workshop is being offered twice in December: Monday, December 10 and Tuesday, December 11 and will run from 9:30AM to 4:30PM with time built in for lunch and breaks. The workshops will be held in downtown Victoria, more details will follow. Registration is currently capped at 25 per day but there will be further opportunities in the next year. Priority registration will be given to staff working outside of Victoria for the Tuesday session. Registration is limited to staff in Ministers' Offices and the Office of the Premier.

**Registration:** To register send an email to Danny Loubert in the Premier's Office at [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca). Please note the day you wish to attend.

**About the Facilitator:** Natasha Tony – please see attached bio

**Building Inclusive Organizations**

Cultural competence is more than just being aware of differences; it refers to demonstrating attitudes and an approach that allows you to work effectively cross culturally. It implies valuing and adapting to diversity and being aware of your own identity and cultural biases.

This full day session is designed as an in-depth exploration into understanding the importance of equity & inclusion from both the individual and collective experience. The concepts and tools learned in this workshop will give participants the skills to continue to have effective conversations as the organization builds on incorporating an inclusive framework.

Thank you,

**Amber Hockin, Deputy Chief of Staff**

Office of the Premier

Cell: 778-584-0867

Email: [amber.hockin@gov.bc.ca](mailto:amber.hockin@gov.bc.ca)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 11:03 AM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** JCC app?

If you've got this on file, please send my way! Thanks.

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 10:55 AM  
**To:** Berkhout, Juanita IRR:EX; Nash, Laurel IRR:EX; Sheldrake, Catherine IRR:EX  
**Subject:** RE: Invitation: Join Premier Horgan and PS Dean for a discussion on gender-based violence

Hi folks,

Could I trouble you for Chastity's mailing address? The Premier would like to send her a card to thank her for her participation in the roundtable.

---

**From:** Berkhout, Juanita IRR:EX  
**Sent:** Tuesday, November 13, 2018 12:44 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Nash, Laurel IRR:EX <Laurel.Nash@gov.bc.ca>; Sheldrake, Catherine IRR:EX <Catherine.Sheldrake@gov.bc.ca>  
**Subject:** RE: Invitation: Join Premier Horgan and PS Dean for a discussion on gender-based violence

Thanks Charlotte. Yes, we will circulate this to MACIW.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** November 13, 2018 11:09 AM  
**To:** Nash, Laurel IRR:EX <[Laurel.Nash@gov.bc.ca](mailto:Laurel.Nash@gov.bc.ca)>; Berkhout, Juanita IRR:EX <[Juanita.Berkhout@gov.bc.ca](mailto:Juanita.Berkhout@gov.bc.ca)>; Sheldrake, Catherine IRR:EX <[Catherine.Sheldrake@gov.bc.ca](mailto:Catherine.Sheldrake@gov.bc.ca)>  
**Subject:** Invitation: Join Premier Horgan and PS Dean for a discussion on gender-based violence

*Good morning Laurel, Juanita and Catherine,*

*Thank you so much for speaking with me last week and sending me all the background materials on MACIW. Below is the invitation for MACIW to send a representative to the meeting on November 26 with the Premier and PS Dean. Are you able to circulate this to the council?*  
*Thanks, Charlotte*

-----  
Dear Minister's Advisory Council on Indigenous Women

Please find attached an invitation from Premier John Horgan and Parliamentary Secretary for Gender Equity Mitzi Dean for a MACIW representative to join them for a meeting on Monday, November 26 to discuss gender-based violence.

The meeting will mark the beginning of the BC Government's participation in the 16 Days of Activism Against Gender-Based Violence campaign. The Premier and the Parliamentary Secretary are inviting a small group of community leaders for an intimate discussion on how communities experience gender-based violence, how your work aims to counteract it, and how the Government of BC can be an ally in the fight to end gender-based violence. The meeting will end with a brief press availability by the Premier and Parliamentary Secretary kicking off the government's public campaign to end gender-based violence.

If you are able to participate in the meeting with Premier Horgan and Parliamentary Secretary Dean from 12:00-1:00pm on Monday, November 26 please let me know as soon as possible.

I'd love to connect over the phone on Tuesday, November 13<sup>th</sup> or Friday, November 16 to discuss details for the meeting. Please let me know if there is a good time for you on either of those days to connect over the phone, and please provide the best number to reach you at.

Talk soon,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 10:39 AM  
**To:** Oreck, Mira PREM:EX  
**Cc:** Viaud, Chantille PREM:EX  
**Subject:** LNY proposal for review by PJH today  
**Attachments:** LNY Pitch- BN format.docx; Lunar New Year Luncheon pitch doc.docx  
  
**Importance:** High

Attached:

- Pitch doc (for discussion among stakeholder relations team)
- Proposal memo for PJH consideration this afternoon

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 2:16 PM  
**To:** Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>; Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>  
**Subject:** LNY pitch for discussion

Hi Mira and Chantille,

Attached is a pitch doc for the Premier's 2019 Lunar New Year Luncheon for discussion on Monday. It is very high level, but we do need to get provisional approval from PJH ASAP so we can look at dates as the week of Feb 5 is already filling up quick for him. If PJH is in favor of the idea, then we can start with the consultation so that venue and program can be locked in before the holidays. Take a look here for my [work back plan](#), calendar view gives us a sense of some of what needs to be accomplished quickly.

Hope you are both not reading this until Monday and getting lots of rest so you feel better!

Thanks,  
C

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207



## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 10:18 AM  
**To:** Loubert, Danny PREM:EX  
**Subject:** RE: Diversity training?

Are you able to send me the original link you sent out for registration? I could have sworn I would have registered immediately, and there is still a chance I did, I just can't find a confirmation anywhere

---

**From:** Loubert, Danny PREM:EX  
**Sent:** Monday, December 10, 2018 9:39 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Diversity training?

Hi Charlotte,

The workshop is in-person and at the moment the Tuesday session is overbooked but I can see if we can have you included.

Warmest Regards,

**Danny Loubert** | Administrative Coordinator, Operations and Strategic Initiatives  
Vancouver Cabinet Office | Office of the Premier  
**\*NOTE NEW NUMBER\***  
**P:** 604-398-5780 | **E:** [Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 10, 2018 9:36 AM  
**To:** Loubert, Danny PREM:EX <[Danny.Loubert@gov.bc.ca](mailto:Danny.Loubert@gov.bc.ca)>  
**Subject:** Diversity training?

Can you send me the link for tomorrow's diversity and inclusion training?

Sent from my Samsung Galaxy smartphone.

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 3:36 PM  
**To:** McLean, Gordon FIN:EX  
**Subject:** RE: Contact Request  
**Attachments:** ContactInformationRequest.docx

This is so great!! Thanks Gordon. I did clean up a couple of fields and just did some formatting for stakeholders, so the version I will send out is as attached. Everything seems to be working smoothly from the Sharepoint end!

---

**From:** McLean, Gordon FIN:EX  
**Sent:** Friday, December 7, 2018 2:22 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Contact Request

Hi Charlotte,

Ready for final cleanup. I wonder if two fields should be removed.

Regards,

Gordon

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 7, 2018 11:12 AM  
**To:** McLean, Gordon FIN:EX <[Gordon.x.McLean@gov.bc.ca](mailto:Gordon.x.McLean@gov.bc.ca)>  
**Subject:** RE: Contact Request

Hi Gordon,

So awesome! Thank you!! I think from a stakeholder perspective this will work really well. A couple of things:

- 1) The form:
  - a. There is just a small error in my email address that I can't correct because of the protected view
  - b. Can we mirror the data format of the attached excel file columns A-K?
- 2) I can't seem to get the Excel list to reflect the additional contact that I saved to step 2. I've refreshed and refreshed. I can see that it is definitely saved, but doesn't appear in the Excel view. Thoughts on what I may be doing wrong?

Thanks again, Gordon! I'm sure you're doing this off the side of a very full desk and I really appreciate it! We will be able to continue to use this going forward, and I don't know how we would have solved this problem without a user input option!

Talk soon,  
Charlotte

---

**From:** McLean, Gordon FIN:EX  
**Sent:** Friday, December 7, 2018 9:34 AM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** Contact Request

Good morning Charlotte,

Here is the bare bones request. We can add text and 'fluff' around this easily.

Please complete a copy and save to:

[https://fin.gov.bc.ca/cbm/CC/PREM\\_OFFICE/Outreach/MailingAddresses](https://fin.gov.bc.ca/cbm/CC/PREM_OFFICE/Outreach/MailingAddresses)

Once saved, go to:

[https://fin.gov.bc.ca/cbm/CC/PREM\\_OFFICE/Outreach/MailingAddresses/Forms/AllItems.aspx](https://fin.gov.bc.ca/cbm/CC/PREM_OFFICE/Outreach/MailingAddresses/Forms/AllItems.aspx)

(if already open, refresh)

I've also created the Excel view:

[\\fin.gov.bc.ca@SSL\\DavWWWRoot\\cbm\\CC\\PREM\\_OFFICE\\Outreach\\ExcelView\\Contacts.xlsx](\\fin.gov.bc.ca@SSL\\DavWWWRoot\\cbm\\CC\\PREM_OFFICE\\Outreach\\ExcelView\\Contacts.xlsx)

Open, click the Data ribbon and Refresh All to get updates.

This allows you to use it as a merge source.

Just be careful of overwriting files on SharePoint.

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



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 3:24 PM  
**To:** OOP FOI PREM:EX; McCartney, Angela PREM:EX  
**Subject:** RE: Consultation LBR-2018-87568 Due: December 19

No concerns. Thanks Alison.

---

**From:** OOP FOI PREM:EX  
**Sent:** Friday, December 7, 2018 2:27 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; McCartney, Angela PREM:EX <Angela.McCartney@gov.bc.ca>  
**Subject:** Consultation LBR-2018-87568 Due: December 19

Hello,

The Ministry of LBR received this FOI request from a Political Party:  
*Records of any and all emails, text messages, BBMs, slack messages, and WhatsApp messages sent from the Administrative Coordinator(s) - excluding attachments - where such a position existed and was staffed. (Date Range for Record Search: From 05/01/2018 To 05/31/2018)*

They identified the attached document as responsive records. Could you please review the below pages and please let me know if you have any concerns with the disclosure of the emails you authored?

Charlotte – pages 1, 3  
Angela – Dawn's email on page 2

Thank you so much!

Alison

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 3:23 PM  
**To:** OOP FOI PREM:EX  
**Subject:** RE: OVERDUE: Reminder: Call for Records OOP-2018-87399 Records Due December 3, 2018

Hi Amanda,

Thanks for checking. I only have 2 emails for that period

---

**From:** OOP FOI PREM:EX  
**Sent:** Friday, December 7, 2018 3:17 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: OVERDUE: Reminder: Call for Records OOP-2018-87399 Records Due December 3, 2018

Hi Charlotte,

Thanks for sending these. We noticed the first pdf labelled 07-02 has only 2 emails for August 2<sup>nd</sup>. Let us know if you have any emails from August 2-7 or if this is good to go.

Thanks,  
-Amanda

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 3:11 PM  
**To:** OOP FOI PREM:EX  
**Subject:** RE: OVERDUE: Reminder: Call for Records OOP-2018-87399 Records Due December 3, 2018

Hi Alison!

It's all in there now.

---

**From:** OOP FOI PREM:EX  
**Sent:** Friday, December 7, 2018 1:55 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** OVERDUE: Reminder: Call for Records OOP-2018-87399 Records Due December 3, 2018

Hi Charlotte,

Another reminder for this request.

Thanks so much!

Alison

---

**From:** OOP FOI PREM:EX  
**Sent:** Wednesday, December 5, 2018 12:55 PM

**To:** Kingston, Charlotte PREM:EX  
**Subject:** Reminder: Call for Records OOP-2018-87399 Records Due December 3, 2018

Hi Charlotte,

Just a reminder for this request.

Thanks so much,

Alison

---

**From:** OOP FOI PREM:EX  
**Sent:** Monday, November 19, 2018 3:46 PM  
**To:** Kingston, Charlotte PREM:EX  
**Subject:** Call for Records OOP-2018-87399 Records Due December 3, 2018

Hi Charlotte,

Please see the request below and please let me know by December 3<sup>rd</sup> whether or not you have any records. Please PDF records into this folder:

Z:\Government\FOI\OOP-2018-87399 - Charlotte all sent August\Records

Please let Alison know if you need any help with PDF'ing these records.

**To PDF records:**

- Shift and up arrow to select emails (batches of about 100-150 emails at a time)
- File, Print, change printer to Adobe PDF
- Save in LAN folder

---

**Records of any and all emails, text messages, BBMs, slack messages, and WhatsApp messages - excluding attachments - sent from Charlotte Kingston**

**(Date Range for Record Search: From 08/01/2018 To 08/31/2018) Date Format is MM/DD/YYYY**

---

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



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 2:18 PM  
**To:** Farmer, Susan PREM:EX; Van Meer-Mass, Kate PREM:EX  
**Subject:** RE: Timeline for Lunar New Year cards

I think Kate is on top of it

I'm sure she'll chime in with the answer next week.

It won't be 10,000...Maybe 500-1000.

---

**From:** Farmer, Susan PREM:EX  
**Sent:** Friday, December 7, 2018 2:06 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>; Van Meer-Mass, Kate PREM:EX <Kate.VanMeer-Mass@gov.bc.ca>  
**Subject:** RE: Timeline for Lunar New Year cards

Still having no concept of quantity, I feel like having the list 10 days prior to them going in the mail would be more than ample (unless, you're planning to send around 10,000 cards, or something...). It'd be great, but probably more time than would really be needed. But, that being said, I don't know if the plan is for these to be done through our office vs how they were done last year – we had nothing to do with them. Have cards been ordered? I assume Elizabeth took care of that last year, but I don't know...

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 7, 2018 1:53 PM  
**To:** Farmer, Susan PREM:EX <[Susan.Farmer@gov.bc.ca](mailto:Susan.Farmer@gov.bc.ca)>; Van Meer-Mass, Kate PREM:EX <[Kate.VanMeer-Mass@gov.bc.ca](mailto:Kate.VanMeer-Mass@gov.bc.ca)>  
**Subject:** RE: Timeline for Lunar New Year cards

Thanks Susan! So, projecting backwards, if they hit the mail on Jan 25, you will need a complete list by 10 days earlier? We can plan to bring the list together from Jan 7-Jan 15 if that works for you. (Fingers crossed we hit our benchmarks).

---

**From:** Farmer, Susan PREM:EX  
**Sent:** Friday, December 7, 2018 1:12 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>; Van Meer-Mass, Kate PREM:EX <[Kate.VanMeer-Mass@gov.bc.ca](mailto:Kate.VanMeer-Mass@gov.bc.ca)>  
**Subject:** RE: Timeline for Lunar New Year cards

I could be wrong, but I feel like last year's cards were either dealt with in the PO or possibly VCO. I don't remember that one being one we ended up dealing with in our office & I don't think I ever saw a mailing list for it (not to say that we won't be the ones doing it this time...)

I see that Feb 5 (Tues) is LNY, so the cards should probably be mailed out by Jan 25 (Fri), or early the following week if that's not doable.

(I'll also flag that

it would likely be Jake coordinating it if we're doing it.)

Depending on quantity & number of staff available to help with stuffing & labelling, you may need to count on a few days to get everything dealt with. With the holiday cards, we were able to get all of the return addresses on the envelopes prior to getting the cards, stuffing them, & putting on the outgoing addresses. So, with just dealing with the folding / stuffing / labelling / sealing, we've surpassed the 1000 mark with the cards done over yesterday & this morning – the number of people who've had time to focus on it has varied throughout both days – but, just to give you a sense as to how long that part of the process can take.

---

**From:** Kingston, Charlotte PREM:EX

**Sent:** December 7, 2018 12:53 PM

**To:** Farmer, Susan PREM:EX <[Susan.Farmer@gov.bc.ca](mailto:Susan.Farmer@gov.bc.ca)>; Van Meer-Mass, Kate PREM:EX <[Kate.VanMeer-Mass@gov.bc.ca](mailto:Kate.VanMeer-Mass@gov.bc.ca)>

**Subject:** Timeline for Lunar New Year cards

Hi Kate and Susan,

I am putting together a work back plan from Lunar New Year 2019 in Feb. Can you give me a timeline for the LNY card mailing? Will you just need a list from our team, and if so by when?

As we are currently experiencing, we don't have mailing addresses for the people we work with, so we will need to start collecting them EARLY to get this mailing running smoothly. What are the key dates?

Thanks,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 11:28 AM  
**To:** Lawson, Liam PSSG:EX  
**Subject:** FW: Stakeholder Relations Follow Up

### [Stakeholder resource library](#)

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Sunday, November 11, 2018 2:46 PM  
**To:** Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>  
**Cc:** Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>  
**Subject:** Stakeholder Relations Follow Up

*Hey Chantille, I was thinking of sending this sort of follow up from our meeting with EAs. Feedback/additions/deletions?  
Thanks!- C*

Good morning EAs,

Thank you for taking the time to meet with us on Thursday while you were all in Victoria. It was great to meet you all face to face and to give you a sense of some of the work of our shop.

### 5 Ways to Get Started

#### 1. Speak with your MAs about your role in stakeholder engagement

This will look very different depending on the composition of your MO and ministry staff team. Talk with your MAs about how you can best support the work of building meaningful two way relationships with key ministry stakeholders.

#### 2. Get to know your stakeholder list

- a. Every ministry should have a list of key stakeholders. Review this list, and if you think there are key groups or sectors missing, suggest additions. One key question to ask is “who is impacted by the work of our ministry, but has not traditionally had a seat at the table?”. Even if you don’t have new suggested additions, get to know the groups on the list and start listening for their work and responses to key government priorities and initiatives.

#### 3. Get acquainted with the resources in the stakeholder library

- a. Our library is [located in this Sharepoint site](#). If you have any difficulty accessing the folder, let Charlotte or Chantille know. Our library is nascent, and we are happy to expand it if you have particular questions you’d like to know more about. A few items to check out are the ‘stakeholder mapping worksheet’ and ‘10 Tactics for Outreach’.

#### 4. Get acquainted with your correspondence process

- a. Correspondence is one key way that the public interacts with government. Many correspondence teams produce a weekly summary report of the kind of correspondence your ministry has received, including issues that are frequently being raised and suggestions from the public. Great stakeholder relations includes being responsive to people’s requests, updating them when an initiative addresses their need, and even including them in future events or announcements that are relevant to them.

#### 5. When reviewing announcement and event plans, keep an eye out for the inclusion of stakeholders

- a. Depending on your ministry, communications shops may be more or less accustomed to engaging stakeholders around announcements. When an announcement plan is being reviewed, always ask yourself how stakeholders can be invited, involved, or notified. The stakeholder library can give you some ideas on tactics for including stakeholders, or our team is always happy to talk through your ideas.

Welcome and we look forward to working with you again soon!

Warmly,  
The PO stakeholder relations team

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Friday, December 7, 2018 10:26 AM  
**To:** 'Charlotte.Kingston@gov.bc.caailto:'  
**Subject:** test

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

Page 124 of 183

Withheld pursuant to/removal as

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 7:13 PM  
**To:** McLean, Gordon FIN:EX  
**Subject:** Re: Contact question

Hi Gordon!

It is a very interesting option, but unfortunately I don't think it will work for the broad range of stakeholders we work with. Many are not super knowledgeable when it comes to tech, and some are not English first language speakers so I think they may struggle with finding of creating a VCF.

Is the word doc into the sharepoint folder still an option? I think that would generate the most uptake.

Sent from my Samsung Galaxy smartphone.

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

From: "McLean, Gordon FIN:EX" <Gordon.x.McLean@gov.bc.ca>  
Date: 2018-12-04 3:28 PM (GMT-08:00)  
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
Subject: Contact question

Hi Charlotte,

I had an aha moment on the contact question. What do you think of this...

Most people now have .vcf cards (here is mine with an attachment). For all your contacts you can ask them to send the existing one to you. You can add them to a Business Year End Contacts group (or whatever you like).

Once complete, you use File, Open & Export to save as a CSV file OR you can create a merge process right from Outlook.

For anyone that does not have a VCF file, they can go to <http://bvcad.com/vCard-vcf-generator> and create one to send to you.

That gives you a form, a location to group the results and a way to use them as a merge file or list of any kind.



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



## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 4:45 PM  
**To:** Viaud, Chantille PREM:EX; Oreck, Mira PREM:EX  
**Subject:** Thank you email from PJH for speakers  
**Attachments:** 45282665705\_acc0300d26\_o.jpg; 45282666095\_00b8434822\_o.jpg

*Hey Mira and Chantille, I think we could send something like this from PJH to the speakers specifically. So it would go to Carmen, Karen, Brian, Caitlyn, Merran and perhaps Shane Pointe. I am not going to attach all photos because it makes this email too big...but they each have a nice one!*

-----  
Dear Carmen,

I would like to personally thank you for joining me as a speaker at the launch of CleanBC this past Wednesday. It was a momentous and important moment for all of us. We had a room completely full of people who represented the diversity of this province: people from industry, labour and the environmental community. There were families, youth, seniors, and indigenous people. We even had a baby in the crowd!

CleanBC is about rising to the challenge of climate change, but it's also about coming together to create opportunities and the kind of British Columbia that we want for our kids and our grandkids, now and into the future. I want to sincerely thank you for being one of the people who came together to help support the unveiling of this new plan.

While we were there together speaking, our government launched a website for CleanBC: <https://cleanbc.gov.bc.ca/> where people are adding their supportive voice. I hope you'll check it out. If you haven't already and you would like to share your thoughts to our site, please let us know.

I wanted to share with you this photo from the day, and my own thoughts through my blog (link to blog post). More photos from the day are available here and you can take a look at the reactions online here: (link: <https://twitter.com/i/moments/1070760176938971136>).

**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)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 3:25 PM  
**To:** Boden, Darren FIN:EX  
**Subject:** RE: Mailing addresses for holiday cards for the CCCAC

Thanks very much, Darren.

---

**From:** Boden, Darren FIN:EX  
**Sent:** Wednesday, December 5, 2018 9:12 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Mailing addresses for holiday cards for the CCCAC

Hi Charlotte,

We entered the addresses into Excel. This format should work for your correspondence team.

Darren

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 4, 2018 2:37 PM  
**To:** Boden, Darren FIN:EX <[Darren.Boden@gov.bc.ca](mailto:Darren.Boden@gov.bc.ca)>  
**Subject:** RE: Mailing addresses for holiday cards for the CCCAC

Darren, are you able to export these to a .csv or excel file? Our correspondence team is not able to use them in this format.

Thanks,  
Charlotte

---

**From:** Boden, Darren FIN:EX  
**Sent:** Tuesday, December 4, 2018 1:46 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** RE: Mailing addresses for holiday cards for the CCCAC

Here you go.



Page 129 of 183 to/à Page 136 of 183

Withheld pursuant to/removed as

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 3, 2018 1:56 PM  
**To:** Boden, Darren FIN:EX <[Darren.Boden@gov.bc.ca](mailto:Darren.Boden@gov.bc.ca)>  
**Subject:** Mailing addresses for holiday cards for the CCCAC

Hi Darren,

Philip Yung from TAC passed along your contact. I am looking for the mailing addresses of all the members of the Premier's Chinese Canadian Community Advisory Committee so that the Premier's correspondence department can send them holiday greetings. Are you the right person to get those from? If easier, I can connect you directly with the correspondence team.

Thanks for your help,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 3:25 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** RE: Contact question

Me too. A web form is the right answer...I know David Hume's team has them, but I just don't know how we can get one.

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Thursday, December 6, 2018 1:27 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Contact question

Do most people have a .vcf card (that they also know about and how to send?)

Hmmm. This is a good idea for sending out to a roundtable perhaps, or smaller group, but this is a huge group. I like sending out a simple form better to ask for the info.

C.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 1:07 PM  
**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>  
**Subject:** FW: Contact question

I feel like this will lead to less uptake...what do you think??

---

**From:** McLean, Gordon FIN:EX  
**Sent:** Tuesday, December 4, 2018 3:29 PM  
**To:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** Contact question

Hi Charlotte,

I had an aha moment on the contact question. What do you think of this...

Most people now have .vcf cards (here is mine with an attachment). For all your contacts you can ask them to send the existing one to you. You can add them to a Business Year End Contacts group (or whatever you like).

Once complete, you use File, Open & Export to save as a CSV file OR you can create a merge process right from Outlook.

For anyone that does not have a VCF file, they can go to <http://bvcad.com/vCard-vcf-generator> and create one to send to you.

That gives you a form, a location to group the results and a way to use them as a merge file or list of any kind.



**Gordon FIN:EX McLean**  
Finance  
Client Business Manager  
Corporate and Ministry Supp...  
250 953-3034 Work  
250 387-2186 Work  
250 216-1641 Mobile  
[Gordon.x.McLean@gov.bc.ca](mailto:Gordon.x.McLean@gov.bc.ca)  
3rd Floor - 617 Government S...  
Victoria, BC V8W 9V1

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

Corporate  
Services Division  
**Ministry of  
Finance**



## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 3:20 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Accepted: Database Presentation - notification calls!

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 3:20 PM  
**To:** Joshi, Shruti GCPE:EX  
**Subject:** RE: folder

Hi Shruti,

Just checked, yes! I have them, but only because I just went home to work from there for a few hours. Shall I bring them in tomorrow, or do you need them today?

---

**From:** Joshi, Shruti GCPE:EX  
**Sent:** Thursday, December 6, 2018 2:16 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** folder

Hi Charlotte,  
Did I leave a folder with NR's in your car yesterday?

Shruti Prakash-Joshi  
Media Relations Officer  
Government Communications & Public Engagement  
778-587-4521



Where ideas work



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 1:02 PM  
**To:** Dixon, Olivia PREM:EX  
**Subject:** RE: RSVP list

Olivia can you flip me a copy of the RSVP list? I can't seem to find the excel file

---

**From:** Dixon, Olivia PREM:EX  
**Sent:** Wednesday, December 5, 2018 8:53 AM  
**To:** Oreck, Mira PREM:EX <Mira.Oreck@gov.bc.ca>; Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>; Hagglund, Jarrett GCPE:EX <Jarrett.Hagglund@gov.bc.ca>  
**Cc:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: RSVP list

Good morning!

I can print a couple copies of each sort, I just need to know where to find the file 😊

Warmest regards,

**Olivia Dixon** | Administrative Assistant  
Vancouver Cabinet Office | Office of the Premier  
**O:** 604-398-5799 | **B:** 604-775-1600 | **E:** [Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)

This message and its contents are confidential. If you received this message in error, do not distribute, use, or rely upon it. Instead, please inform the sender and then delete it. Thank you.

---

**From:** Oreck, Mira PREM:EX  
**Sent:** December 4, 2018 11:10 PM  
**To:** Viaud, Chantille PREM:EX <[Chantille.Viaud@gov.bc.ca](mailto:Chantille.Viaud@gov.bc.ca)>; Devereux, Rick GCPE:EX <[Rick.Devereux@gov.bc.ca](mailto:Rick.Devereux@gov.bc.ca)>; Banfield, Elena GCPE:EX <[Elena.Banfield@gov.bc.ca](mailto:Elena.Banfield@gov.bc.ca)>; Hagglund, Jarrett GCPE:EX <[Jarrett.Hagglund@gov.bc.ca](mailto:Jarrett.Hagglund@gov.bc.ca)>  
**Cc:** Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>; Dixon, Olivia PREM:EX <[Olivia.Dixon@gov.bc.ca](mailto:Olivia.Dixon@gov.bc.ca)>  
**Subject:** RE: RSVP list

Amazing – thank you!

Olivia, can you please print as noted below?

Fly safe, Chantille!

---

**From:** Viaud, Chantille PREM:EX  
**Sent:** Tuesday, December 4, 2018 11:09 PM  
**To:** Devereux, Rick GCPE:EX <[Rick.Devereux@gov.bc.ca](mailto:Rick.Devereux@gov.bc.ca)>; Banfield, Elena GCPE:EX <[Elena.Banfield@gov.bc.ca](mailto:Elena.Banfield@gov.bc.ca)>; Hagglund, Jarrett GCPE:EX <[Jarrett.Hagglund@gov.bc.ca](mailto:Jarrett.Hagglund@gov.bc.ca)>  
**Cc:** Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)>; Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** RSVP list



Including staff and MLAs

This list can be sorted by last name, org etc. Can someone please print out a couple of copies of each sorting? (last name and org).

Thank you!!! And see you all tomorrow.

Page 145 of 183

Withheld pursuant to/removal as

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 12:39 PM  
**To:** OOP FOI PREM:EX  
**Subject:** RE: Call for Records OOP-2018-87466 Records Due December 12, 2018

No records

---

**From:** OOP FOI PREM:EX  
**Sent:** Wednesday, December 5, 2018 11:54 AM  
**To:** LP PO Deputy Minister <LPPODM@Victoria1.gov.bc.ca>; LP PO Executive Office <LPPOEO@Victoria1.gov.bc.ca>; LP Premiers Vancouver Office <LPPVO@Victoria1.gov.bc.ca>  
**Subject:** Call for Records OOP-2018-87466 Records Due December 12, 2018

Hello,

Please see the below request and please let me know by **December 12<sup>th</sup>** whether or not you have any records:

**Canvassed: All Staff**

---

*All correspondence regarding*

*(Date Range for Record Search: From 08/17/2018 To 11/23/2018) 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

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 12:05 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Accepted: Database Presentation - notification calls!

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Thursday, December 6, 2018 8:27 AM  
**To:** Ryckman, Scott GCPE:EX  
**Subject:** Re: Morning Report changes

Hi Scott,

For your tallies, I prefer the test version that is organized thematically.

Sent from my Samsung Galaxy smartphone.

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

From: "Ryckman, Scott GCPE:EX" <Scott.Ryckman@gov.bc.ca>  
Date: 2018-12-06 4:44 AM (GMT-08:00)  
To: "Ryckman, Scott GCPE:EX" <Scott.Ryckman@gov.bc.ca>  
Subject: Re: Morning Report changes

Good day,

I would like to thank everyone who provided feedback to our reformatting trial. Based on response, I am going to end the test period early.

As of today, we will be returning to our usual format.

Please feel free to continue to provide your thoughts on this, but as of this juncture all responses have been in favour of restoration.

Scott  
TNO

On 2018-11-28, at 12:19 PM, Scott Ryckman wrote:

> Good day,  
>  
> I am planning to test some possible formatting changes to the TNO Morning Report in the next week or two.  
>  
> The report is currently being broken down by source - Vancouver Sun, The Province, etc.  
>  
> Similar to the EoD, the new report format will break the content down by issue.  
>  
> We will test the format change for a couple of weeks in December and then survey clients. That resulting feedback will determine how we proceed.  
>  
> As indicated, the new format is inspired by the success of the EoD. As such, I will be adding select Morning Report receipts to the EoD distribution list.  
>  
> Please note, all Press Gallery clients will be omitted from the feedback portion of the test.  
>  
> Scott  
> TNO

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 5, 2018 3:17 PM  
**To:** Gillezeau, Rob FIN:EX  
**Subject:** Re: Chat on Friday?

Rob can we just push that by a few min? 245 or ideally 3? Apologies. Another meeting just moved.

Sent from my Samsung Galaxy smartphone.

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

**From:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Date:** 2018-12-05 2:46 PM (GMT-08:00)  
**To:** "Gillezeau, Rob FIN:EX" <Rob.Gillezeau@gov.bc.ca>  
**Subject:** Re: Chat on Friday?

Sounds good!

Sent from my Samsung Galaxy smartphone.

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

**From:** "Gillezeau, Rob FIN:EX" <Rob.Gillezeau@gov.bc.ca>  
**Date:** 2018-12-05 11:05 AM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Chat on Friday?

How does 2:30 work?

### **Rob Gillezeau**

Senior Ministerial Assistant  
Minister of Finance and Deputy Premier  
250-413-7048

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 4, 2018 2:19 PM  
**To:** Gillezeau, Rob FIN:EX <Rob.Gillezeau@gov.bc.ca>  
**Subject:** RE: Chat on Friday?

Thursday sounds good. I am broadly available except from 11-1230.

---

**From:** Gillezeau, Rob FIN:EX  
**Sent:** Tuesday, December 4, 2018 2:16 PM

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

**Subject:** Re: Chat on Friday?

Friday is busy on my end so tomorrow or Thursday would be ideal

Sent from my Samsung Galaxy smartphone.

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

From: "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>

Date: 2018-12-04 2:01 PM (GMT-08:00)

To: "Gillezeau, Rob FIN:EX" <[Rob.Gillezeau@gov.bc.ca](mailto:Rob.Gillezeau@gov.bc.ca)>

Subject: Chat on Friday?

Hi Rob,

Can we set up a time to chat briefly about year-end funding? About 30 min should be fine. Anytime after tomorrow works for me. Friday would be ideal, but whenever works for you would be great.

Thanks,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Wednesday, December 5, 2018 2:32 PM  
**To:** Lawson, Liam PSSG:EX  
**Subject:** Accepted: PSSG stakeholder relations

When: Dec 7, 2018 11:00:00 AM  
Where: VCO



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 2:15 PM  
**To:** Boden, Darren FIN:EX  
**Subject:** RE: Mailing addresses for holiday cards for the CCCAC

Thanks very much Darren

---

**From:** Boden, Darren FIN:EX  
**Sent:** Tuesday, December 4, 2018 1:46 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Mailing addresses for holiday cards for the CCCAC

Here you go.

Page 153 of 183 to/à Page 160 of 183

Withheld pursuant to/removed as

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 3, 2018 1:56 PM  
**To:** Boden, Darren FIN:EX <[Darren.Boden@gov.bc.ca](mailto:Darren.Boden@gov.bc.ca)>  
**Subject:** Mailing addresses for holiday cards for the CCCAC

Hi Darren,

Philip Yung from TAC passed along your contact. I am looking for the mailing addresses of all the members of the Premier's Chinese Canadian Community Advisory Committee so that the Premier's correspondence department can send them holiday greetings. Are you the right person to get those from? If easier, I can connect you directly with the correspondence team.

Thanks for your help,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 1:58 PM  
**To:** Lawson, Liam PSSG:EX  
**Cc:** Takkar, Nimmi PSSG:EX  
**Subject:** RE: Friday availability

Hi Liam and Nimmi,

I've got lots of time on Friday. We can meet between 11:00-12:30 or after 1:45. Just let me know what works for you!

---

**From:** Lawson, Liam PSSG:EX  
**Sent:** Tuesday, December 4, 2018 1:37 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Cc:** Takkar, Nimmi PSSG:EX <Nimmi.Takkar@gov.bc.ca>  
**Subject:** Friday availability

Hey Charlotte,

Nimmi and I will both be in Vancouver on Friday and were wondering if you were available to meet in the morning sometime to chat about stakeholder relations for PSSG?

Liam Lawson  
Senior Ministerial Assistant  
Ministry of Public Safety and Solicitor General  
P: 250-356-2173 | C: 250-812-2547

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 1:56 PM  
**To:** Inamdar, Madhavee TAC:EX  
**Subject:** Accepted: Rescheduling the Follow-Up Call CCCAC

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 1:55 PM  
**To:** Newhook, Kelly TAC:EX; Ranjan, Ramesh TAC:EX  
**Subject:** Multiculturalism staff

Hi you two,

Hope you're having a good week! Would it be possible for you to connect me with someone in your multiculturalism team who has worked on events for cultural communities? I'm looking to work with someone on the Premier's Lunar New Year luncheon in February. Would that be Asha?

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 9:58 AM  
**To:** Van Meer-Mass, Kate PREM:EX  
**Subject:** Declined: Tour Planning

## Kingston, Charlotte PREM:EX

---

**Subject:** Fwd: Stakeholder debrief  
**Location:** Conference # -- Participant  
**Start:** Tue 2018-12-04 9:30 AM  
**End:** Tue 2018-12-04 10:00 AM  
**Show Time As:** Tentative  
**Recurrence:** (none)  
**Organizer:** Farmer, Leila GCPE:EX

Sent from my Samsung Galaxy smartphone.

When: Dec 4, 2018 9:30:00 AM Where: Conference -- Participant  
Hi all,

As discussed with many of you on Friday, I'm setting up a time for us to debrief from the stakeholder briefings.

For folks who attended the technical briefings today, we're hoping you can provide an overview of the key points of discussion and what will be important to build into our materials for Wednesday.

Hoping this time works for most – recognizing that tomorrow will be a busy day for everyone.

Conference line as follows:

Conference :

Participant #

Issues Management team to moderate

Thanks,  
Leila



## Kingston, Charlotte PREM:EX

---

**Subject:** Fwd: Stakeholder debrief  
**Location:** Conference # -- Participant  
**Start:** Tue 2018-12-04 9:30 AM  
**End:** Tue 2018-12-04 10:00 AM  
**Show Time As:** Tentative  
**Recurrence:** (none)  
**Organizer:** Farmer, Leila GCPE:EX

Sent from my Samsung Galaxy smartphone.

When: Dec 4, 2018 9:30:00 AM Where: Conference ; -- Participant  
Hi all,

As discussed with many of you on Friday, I'm setting up a time for us to debrief from the stakeholder briefings.

For folks who attended the technical briefings today, we're hoping you can provide an overview of the key points of discussion and what will be important to build into our materials for Wednesday.

Hoping this time works for most – recognizing that tomorrow will be a busy day for everyone.

Conference line as follows:

**Conference**

**Participant :**

Issues Management team to moderate

Thanks,  
Leila

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 9:16 AM  
**To:** Devereux, Rick GCPE:EX; Viaud, Chantille PREM:EX  
**Subject:** Itinerary for tomorrow

Hi Rick,  
Can you flip us the itinerary for tomorrow? I don't have it.

Sent from my Samsung Galaxy smartphone.

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 9:11 AM  
**To:** Inamdar, Madhavee TAC:EX  
**Cc:** Chang, Stephanie JTT:EX; Dudley, Alison TAC:EX; Yung, Philip TAC:EX  
**Subject:** Re: Follow-Up Call CCCAC

Thanks Madhavee!

Sent from my Samsung Galaxy smartphone.

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

From: "Inamdar, Madhavee TAC:EX" <Madhavee.Inamdar@gov.bc.ca>  
Date: 2018-12-03 7:21 PM (GMT-08:00)  
To: "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
Cc: "Chang, Stephanie JTT:EX" <Stephanie.Chang@gov.bc.ca>, "Dudley, Alison TAC:EX" <Alison.Dudley@gov.bc.ca>, "Yung, Philip TAC:EX" <Philip.Yung@gov.bc.ca>  
Subject: Re: Follow-Up Call CCCAC

Ok. I will check for everyone's availability for Friday and send the invite tomorrow for rescheduling this. Cheers!  
Madhavee

On Dec 3, 2018, at 6:45 PM, Kingston, Charlotte PREM:EX <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)> wrote:

Hi folks, I wont be able to make this due to the climate announcement. Could we reschedule for Friday?

Sent from my Samsung Galaxy smartphone.

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 7:59 AM  
**To:** McLean, Gordon FIN:EX  
**Subject:** Accepted: Your email

When: Dec 4, 2018 10:30:00 AM  
Where: Skype Meeting

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Tuesday, December 4, 2018 7:59 AM  
**To:** Farmer, Leila GCPE:EX  
**Subject:** Accepted: Stakeholder debrief

When: Dec 4, 2018 9:30:00 AM

Where: Conference -- Participant

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 6:47 PM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Fwd: Holiday card list

Ugh. We have basically 0 mailing addresses. Not sure what the best plan. I emailed to see if we could get a web form set up we could email all the people and ask them to send their mailing address?

Sent from my Samsung Galaxy smartphone.

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

**From:** "Farmer, Susan PREM:EX" <Susan.Farmer@gov.bc.ca>  
**Date:** 2018-12-03 2:14 PM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Holiday card list

The preference is for you to send over the list complete as we're already having to track down a number of mailing addresses & we are also currently short staffed in the office. From speaking with Chantille, my understanding was that the hope was for Olivia & Danny to assist with gathering mailing addresses.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 3, 2018 2:10 PM  
**To:** Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>  
**Subject:** Holiday card list

Hey Susan,

For the holiday card list, if we don't have all the mailing addresses how do you want us to proceed? Will your team check for physical mailing addresses or do you need them sent over complete? Is there any value to you in including email addresses in the list? Perhaps as a mechanism for collecting the mailing addresses?

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

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**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 6:44 PM  
**To:** Farmer, Leila GCPE:EX  
**Subject:** Accepted: Stakeholder debrief

When: Dec 4, 2018 9:30:00 AM

Where: Conference call (details TBC)

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 2:59 PM  
**To:** McLean, Gordon FIN:EX  
**Subject:** Web forms and DoodlePolls

Hi Gordon!  
Long time no talk. Hope you are well :)

I am looking for two tools:

1) I would like to pursue getting Doodle Polls approved for use as they allow our team to schedule with outside stakeholders who do not use Outlook calendars. Can you let me know if this has been approved for use, or what I should do to pursue that?

2) our team temporarily needs a web form so people we have worked with over the past year can submit their mailing addresses to our correspondence team

It is for sending holiday cards, but it does involve collecting mailing addresses for some people who are business contacts and some who are private individuals who have taken part in roundtables. I know GCPE has used forms for registering large number of stakeholders for engagement activities, I imagine we would need something similar. Do you happen to know how we best get one set up ASAP?

Thanks for any insights and assistance!

Talk soon,  
Charlotte

Sent from my Samsung Galaxy smartphone.



## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 2:34 PM  
**To:** Farmer, Susan PREM:EX  
**Subject:** Re: Holiday card list

Alright we will do what we can!

Sent from my Samsung Galaxy smartphone.

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

**From:** "Farmer, Susan PREM:EX" <Susan.Farmer@gov.bc.ca>  
**Date:** 2018-12-03 2:14 PM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: Holiday card list

The preference is for you to send over the list complete as we're already having to track down a number of mailing addresses & we are also currently short staffed in the office. From speaking with Chantille, my understanding was that the hope was for Olivia & Danny to assist with gathering mailing addresses.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** December 3, 2018 2:10 PM  
**To:** Farmer, Susan PREM:EX <Susan.Farmer@gov.bc.ca>  
**Subject:** Holiday card list

Hey Susan,

For the holiday card list, if we don't have all the mailing addresses how do you want us to proceed? Will your team check for physical mailing addresses or do you need them sent over complete? Is there any value to you in including email addresses in the list? Perhaps as a mechanism for collecting the mailing addresses?

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 1:37 PM  
**To:** Yung, Philip TAC:EX  
**Subject:** RE: CCCAC mailing addresses

Thanks Philip, do you have a contact in CARBO I could connect the correspondence team with?

---

**From:** Yung, Philip TAC:EX  
**Sent:** Monday, December 3, 2018 12:17 PM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** RE: CCCAC mailing addresses

I would think CARBO would have the mailing address from their original declaration forms that went to them.

Please let me know if they don't.

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 12:12 PM  
**To:** Yung, Philip TAC:EX  
**Subject:** Re: CCCAC mailing addresses

Thanks Philip. Would someone have their mailing addresses?

Sent from my Samsung Galaxy smartphone.

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

**From:** "Yung, Philip TAC:EX" <[Philip.Yung@gov.bc.ca](mailto:Philip.Yung@gov.bc.ca)>  
**Date:** 2018-12-03 11:46 AM (GMT-08:00)  
**To:** "Kingston, Charlotte PREM:EX" <[Charlotte.Kingston@gov.bc.ca](mailto:Charlotte.Kingston@gov.bc.ca)>  
**Subject:** RE: CCCAC mailing addresses

Hi Charlotte,

Here is the Word format copy.

Philip

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 11:40 AM  
**To:** Yung, Philip TAC:EX  
**Subject:** CCCAC mailing addresses

Hi Philip,

Could you please flip over the contact list for CCCAC members (with mailing addresses if you've got them handy). The Premier wants to send them holiday cards, so I will pass the list along to the correspondence department.

Thanks,  
Charlotte

Charlotte Kingston,  
Manager of Stakeholder Relations  
Office of the Premier  
Mobile: 604-816-7207

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 11:45 AM  
**To:** Hagglund, Jarrett GCPE:EX  
**Cc:** Viaud, Chantille PREM:EX; Devereux, Rick GCPE:EX; Banfield, Elena GCPE:EX  
**Subject:** RE: Chat at 11:45

Rick, what's your conference line #?/ is that what we're using?

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

**From:** Hagglund, Jarrett GCPE:EX  
**Sent:** Monday, December 3, 2018 11:42 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Cc:** Viaud, Chantille PREM:EX <Chantille.Viaud@gov.bc.ca>; Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Banfield, Elena GCPE:EX <Elena.Banfield@gov.bc.ca>  
**Subject:** Re: Chat at 11:45

Will be at the office at 4:50. I'll find Elena and Charlotte and hope in with them then

Sent from my iPhone

> On Dec 3, 2018, at 10:13 AM, Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca> wrote:  
>  
> Works for me, and I am at VCO  
>  
> -----Original Message-----  
> **From:** Viaud, Chantille PREM:EX  
> **Sent:** Monday, December 3, 2018 10:11 AM  
> **To:** Devereux, Rick GCPE:EX <Rick.Devereux@gov.bc.ca>; Kingston, Charlotte PREM:EX  
> <Charlotte.Kingston@gov.bc.ca>; Hagglund, Jarrett GCPE:EX <Jarrett.Hagglund@gov.bc.ca>; Banfield, Elena GCPE:EX  
> <Elena.Banfield@gov.bc.ca>  
> **Subject:** Re: Chat at 11:45  
>  
> I'm in Victoria- but need to call in- or someone can conference me in on their phone?  
>  
> \_\_\_\_\_  
> **From:** Devereux, Rick GCPE:EX  
> **Sent:** December-03-18 10:08 AM  
> **To:** Viaud, Chantille PREM:EX; Kingston, Charlotte PREM:EX; Hagglund, Jarrett GCPE:EX; Banfield, Elena GCPE:EX  
> **Subject:** RE: Chat at 11:45  
>  
> Are you all at the VCO? Perhaps you can gather and call me? If that doesn't work we can use our conference line, let me know  
>  
>  
>  
> -----Original Message-----  
> **From:** Viaud, Chantille PREM:EX  
> **Sent:** Monday, December 3, 2018 10:06 AM  
> **To:** Devereux, Rick GCPE:EX; Kingston, Charlotte PREM:EX; Hagglund, Jarrett GCPE:EX; Banfield, Elena GCPE:EX

> Subject: Re: Chat at 11:45  
>  
> Sounds good.  
> \_\_\_\_\_  
> From: Devereux, Rick GCPE:EX  
> Sent: December-03-18 9:57 AM  
> To: Viaud, Chantille PREM:EX; Kingston, Charlotte PREM:EX; Hagglund, Jarrett GCPE:EX; Banfield, Elena GCPE:EX  
> Subject: Chat at 11:45  
>  
> Hi all  
>  
> Mira suggested I get in touch. Are you all available at 11:45 for a quick chat about guest list and other related concerns for Wednesday?  
>  
> Thanks  
> Rick

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 10:32 AM  
**To:** Ward, Allieren GCPE:EX  
**Subject:** RE: Release forms

Hi Allieren,  
We didn't have them complete any (and we don't possess any). I am happy to ask them to, or you can feel free!

---

**From:** Ward, Allieren GCPE:EX  
**Sent:** Monday, December 3, 2018 10:28 AM  
**To:** Kingston, Charlotte PREM:EX <Charlotte.Kingston@gov.bc.ca>  
**Subject:** Release forms

Hi Charlotte,

Do you know if the stakeholders from last weeks PJH roundtable signed consent and release forms?

Thank you,

Allieren Ward  
Online Communications Officer | Digital Communications  
Government Communications & Public Engagement  
250 208-1673

## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 9:36 AM  
**To:** Viaud, Chantille PREM:EX  
**Subject:** Accepted: Stakeholder Notification and database presentation





## Kingston, Charlotte PREM:EX

---

**From:** Kingston, Charlotte PREM:EX  
**Sent:** Monday, December 3, 2018 8:27 AM  
**To:** Truong, Lele GCPE:EX; Bain, Don PREM:EX  
**Cc:** Oreck, Mira PREM:EX; Geary, Vanessa PREM:EX; Joshi, Shruti GCPE:EX  
**Subject:** Re: climate announcement

I will be there

Sent from my Samsung Galaxy smartphone.

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

From: "Truong, Lele GCPE:EX" <Lele.Truong@gov.bc.ca>  
Date: 2018-12-01 6:38 PM (GMT-08:00)  
To: "Bain, Don PREM:EX" <Don.Bain@gov.bc.ca>  
Cc: "Oreck, Mira PREM:EX" <Mira.Oreck@gov.bc.ca>, "Kingston, Charlotte PREM:EX" <Charlotte.Kingston@gov.bc.ca>, "Geary, Vanessa PREM:EX" <Vanessa.Geary@gov.bc.ca>, "Joshi, Shruti GCPE:EX" <Shruti.Joshi@gov.bc.ca>  
Subject: Re: climate announcement

I will be there.

Lele

Sent from my iPhone

On Dec 1, 2018, at 5:32 PM, Bain, Don PREM:EX <[Don.Bain@gov.bc.ca](mailto:Don.Bain@gov.bc.ca)> wrote:

I will be there

Sent from my iPhone

On Dec 1, 2018, at 3:41 PM, Oreck, Mira PREM:EX <[Mira.Oreck@gov.bc.ca](mailto:Mira.Oreck@gov.bc.ca)> wrote:

Hi folks –

Will you let me know if you are planning to attending the climate announcement on Wednesday (noon, Vancouver Public Library). You are welcome and I hope you come – just wanting to collect numbers.

Tx!

Mira Oreck, Director of Stakeholder Relations  
Office of the Premier  
#740 – 999 Canada Place  
Vancouver, BC  
604 839 1967