

Office of the Information and Privacy Commissioner of Alberta
 Cara-Lynn Stelmack, Assistant Commissioner- Operations and Compliance
 Expenses Processed October 1, 2023 - November 30, 2023

Travel Expenses

Date Expenses Incurred	Destination	Description/Rationale	Transportation ¹	Accommodation	Per Diems ² (no receipts)	Meals (without receipts)	Other ³	Total
Oct 01 - 08	Quebec City	Attended FPT conference in Quebec	\$ 1,000.64	\$ 693.91	\$ 21.00	\$ 107.67	\$ 87.78	\$ 1,911.00
Nov 28 - 30	Edmonton, AB	Attended meeting and budget presentation	87.40	530.25	14.00	41.86	26.45	699.96
Total			\$ 1,088.04	\$ 1,224.16	\$ 35.00	\$ 149.53	\$ 114.23	\$ 2,610.96

¹Transportation includes: airfare, mileage, rental vehicle, Red Arrow

² Where receipts are not provided, Government of Alberta approved per diem meal rates and daily incidental rates are claimed.

³ "Other" includes taxis, parking, telephone long distance, gas and other sundry travel costs supported by receipts.

Hospitality/Working Session Expenses

Date Expenses Incurred	Description/Rationale	Hospitality	Working Session	Total
Total		\$ -	\$ -	\$ -
Total Expenses				<u>\$ 2,610.96</u>

Caralynn Steimack

Seats
AC134 21E
AC1952 22B
AC8397 13C
AC151 16D

Ticket number
0142173126656
Air Canada - Aeroplan

Purchase summary

MasterCard
Amount paid: \$1106.11

Flights

Air transportation charges

Base fare - Depart Economy - Standard 335.00
Base fare - Return Economy - Standard 345.00
Carrier surcharges 60.00

Taxes, fees and charges

Air Travellers Security Charge - Canada 14.25
Goods and Services Tax - Canada - 100092287 RT0001 41.21
Harmonized Sales Tax - Canada - 100092287 RT0001 1.82
Quebec Sales Tax - Canada - 1000043172 TQ1991 3.49
Airport Improvement Fee - Canada 84.00
Total before options (per passenger) \$884.77

Seat selection

Caralynn Steimack
AC134: 21E - Standard seat (Middle) - 0144245475668 57.00
AC151: 16D - Preferred Seat (Aisle) - 0144245475671 65.00
AC1952: 22B - Standard seat (Middle) - 0144245475669 36.00
AC8397: 13C - Preferred Seat (Aisle) - 0144245475670 52.80
Goods and Services Tax - Canada - 100092287 RT0001 10.54
Total with options and seat selection fee: \$1106.11

GRAND TOTAL (Canadian dollars) \$884.77

REVIEWED
JUN 30 2023

GST
57.00 + 2.85
65.00 + 3.25
36.00 + 1.80
52.80 + 2.64
10.54
884.77



Check-in and boarding gate deadlines

Within Canada

PCard Holder Initials

PCard Run Date: 06/30/2023

EC: AO:

90 minutes

When to arrive at the airport

You should arrive no later than the time indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45 minutes

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

30 minutes

Boarding gate deadline

This is the latest you should be at the departure gate, ready for boarding.

15 minutes

Boarding gate closes

Arriving after this time will result in reassignment of any reserved seats, the cancellation of reservations and/or ineligibility for denied boarding compensation.

From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.

R1



HÔTEL CHÂTEAU LAURIER QUÉBEC

★★★★

VIEUX-QUÉBEC • GRANDE ALLÉE • PLAINES D'ABRAHAM

Tax Invoice

Hôtel Château Laurier Québec
1220, Place George-V Ouest
Québec, Québec G1R 5B8
CA

Invoice 39866
Invoice Date 2023/10/08
Date Printed 2023/10/08 07:32

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Madame Stelmack, Cara-Lynn

Tax Id
Currency CAD

Name Stelmack, Madame Cara-Lynn
Guests 1
Reference 18987816-1
Room 274

Arrival 2023/10/01
Departure 2023/10/08
Rate Plan TO
Loyalty

Date	Quantity	Description	Unit Net	Net	VAT	Amt / Pct	VAT Amount	Total
<i>cancel</i> 2023/10/01	1	Hébergement - Gouvernement groupe	209,00	209,00	Multi		39,72	248,72
2023/10/02	1	Hébergement - Gouvernement groupe	209,00	209,00	Multi		39,72	248,72
<i>\$</i> 2023/10/03	1	Hébergement - Gouvernement groupe	209,00	209,00	Multi		39,72	248,72
<i>cancel</i> 2023/10/08	1	Visa	0,00	0,00			0,00	(746,16)
TOTAL				627,00			119,16	0,00

CAD
Charges 746,15
Payments (746,15)
Balance 0,00

Tax Summary	Amt / Pct	Net	VAT Amount	Total
Taxe hébergement	3,50%	627,00	21,95	746,16
TPS hébergement	5,00%	-	32,45	-
TVO hébergement	9,93%	-	64,74	-
VAT 0%	0,00%	0,00	0,00	0,00
Total Tax		627,00	119,16	746,16

Cashier Name COUBIN

\$238,27
\$10,45

\$248,72

R2



HÔTEL CHÂTEAU LAURIER QUÉBEC

★ ★ ★ ★

VIEUX-QUÉBEC • GRANDE ALLÉE • PLAINES D'ABRAHAM

Tax Invoice

Hôtel Château Laurier Québec
1220, Place George-V Ouest
Québec, Québec G1R 5B8
CA

Invoice 39867
Invoice Date 2023/10/08
Date Printed 2023/10/08 07:33

Madame Stelmack, Cara-Lynn

Page 1 of 1

Tax Id
Currency CAD

Name Ste mack, Madame Cara-Lynn
Guests 1
Reference 15967816-1
Room 274

Arrival 2023/10/01
Departure 2023/10/08
Rate Plan TO
Loyalty

Date	Quantity	Description	Unit Net	Net	VAT	Amt / Pct	VAT Amount	Total
* 2023/10/04	1	Hébergement - Gouvernement groupe	209.00	209.00	Mult		39.72	248.72
* 2023/10/05	1	Hébergement - Gouvernement groupe	209.00	209.00	Mult		39.72	248.72
<i>Personnel</i> 2023/10/08	1	Hébergement - Gouvernement groupe	209.00	209.00	Mult		39.72	248.72
<i>2nd</i> 2023/10/07	1	Hébergement - Tounste	209.00	209.00	Mult		39.72	248.72
2023/10/08	1	Visa	0.00	0.00			0.00	(994.83)
TOTAL			836,00	836,00			158,88	0,00

*P not due
P not due*

CAD
Charges 994.83
Payments (994.83)
Balance 0.00

Tax Summary	Amt / Pct	Net	VAT Amount	Total
Taxe hébergement - %	3.50%	836.00	29.28	994.83
TPS hébergement	5.00%	-	43.23	-
TVG hébergement	9.92%	-	86.32	-
VAT 0%	0.00%	0.00	0.00	0.00
Total Tax		836,00	158,88	994,88

Cashier Name CDUBIN

*\$455.64
\$41.80

\$497.44*

R3

TAXI COOP QUEBEC
MAYOKU GULLA
496 2E AVE
QUEBEC QC G1L3B1
(418) 525 5181

SALE

MID: 8177046

REF# 00000066

Batch # 147

SEQ 147001001008

10/08/23

075608

APPR CODE 082588

VISA

AMOUNT	\$41.01
TIP	\$7.38
TOTAL	\$48.39

00 APPROVED - 001

SIGNATURE NOT REQUIRED

VISA CREDIT
AID A0000000031010
TTO B2 A0 J0 00

CARDHOLDER ACKNOWLEDGE RECEIPT
OF GOOD AND PROPER SERVICE AND
AMOUNT OF THE TOTAL DUES RECEIVED

MERCI BEAUCOUP
PLEASE COME AGAIN

MERCHANT COPY

\$46.53

\$1.86

\$48.39



Royal Bank

R4

RBC® Avion® Visa Infinite®
CARA-LYNN STELMACK

OCT 03 OCT 10 ASSOCIATED CAB/ALLIED CALGARY AB

\$42.90

\$41.25

\$1.65

\$42.90



NRRAXN

Passenger

Cara-lynn Stelmack

Travel Date / Time

Tue Nov 28, 2023 08:20

From

CALGARY - 304 35 AVE NE

To

EDMONTON - 10014 104 ST

Arrival date/time: Tue Nov 28, 2023 11:45

Journey: Calgary - 304 35 Ave NE / Edmonton - 10014 104 St

CT9922 - STANDARD - ROUND TRIP

GOA Info Privacy Calgary

Fare:	\$	76.18	CAD
Fees:	\$	11.22	CAD
Other fees:	\$	0.00	CAD
Taxes:	\$	4.37	CAD
Total:	\$	91.77	CAD
Payments:	Pay On Account		
SSR Codes:	BAGS-2		

**Section: Single 3A
Row: 3 Seat: A**



NRRAXN-634JFGSU
Issued: Mon Nov 20, 2023 11:56

CASH PAYMENT: PLEASE BE ADVISED THAT EFFECTIVE 1-JANUARY, 2024, CASH PAYMENTS WILL NO LONGER BE ACCEPTED

We reserve the right to cancel or postpone scheduled travel based on weather conditions, road conditions or for any other safety-related reason. In such eventuality and all liability of Red Arrow, Ebus/PWT or their affiliated entities shall be expressly limited to a refund of the purchase price paid for this ticket.

IDENTIFICATION: We require all passengers 19 and over to travel with Government issued photo I.D. or two (2) pieces of valid government-issued non-photo identification with matching names. Passengers without the correct forms of I.D. will be refused travel.

CHECK-IN: Please note that a paper ticket is not required for check-in. Please check in 15 minutes prior to departure.

PAYMENT TERMS: DUE UPON RECEIPT Corporate Billing Accounts: Payment due 30 days after completion of the trip. GST# BN1139931476

LUGGAGE ALLOWANCE: Please note that the luggage allowance per person included in your fare is 3 pieces including one carry-on bag and luggage stored underneath the coach. Carry-on items include purses, backpacks, and laptop bags. Additional luggage is \$15 per piece up to a maximum of 6 pieces total. We will not be responsible for the loss of or damage to checked or carry-on luggage in excess of stated maximum liability. For the full policy, please refer to our website:
Red Arrow: www.redarrow.ca
Ebus: www.myebus.ca
Thompson Valley Charters: tvcbus.ca

CHANGE AND CANCELLATION POLICY: If you wish to change time, change the date, or cancel for a full refund - you must provide us with the 24 hr notice prior to departure. Failure to provide proper notice makes the trip non-refundable & will result in an additional change fee. Red Arrow changes within the 24-hour period are permitted for a fee of \$25.00.

Please note that Ebus Alberta tickets are non-refundable and cannot be canceled. Changes are permitted for a fee of \$15.75. If you would like to request a change for a lower-priced ticket, we will not reimburse the price difference.

If you wish to change or cancel your booking, please contact a Passenger Experience Representative by phone:

Red Arrow: 1-800-232-1958
Ebus and Partners: 1-877-759-5337

NO SHOWS: Not showing up for your departure or failure to arrive on time will result in the forfeit of full fare.

We reserve the right to perform carry-on baggage checks at any time.

ZERO TOLERANCE DRUG AND ALCOHOL POLICY: For the comfort, safety, and positive experience for all passengers, we're pleased to have a Zero Tolerance policy when it comes to intoxication, so rest assured that any signs of intoxicated passengers will be handled appropriately and refused service.

Thank you for traveling with us. We appreciate your business!

Our Core Values: Safety | Customer Service | Resourcefulness | Integrity | Positive Attitude | Team Work | Loyalty | Accountability | Respect | Dedication

Standard

76.18
 11.22

 87.40
 =

Red Arrow/Ebus/PWT

MATRIX HOTEL

pd/oy office credit card

Miss cara Ivnn stalmark

calgary AB t2p3qw2
Canada

INFORMATION INVOICE

Room No. : 0704
 Arrival : 11-28-23
 Departure : 12-01-23
 Page No. : 1 of 2
 Folio No. :
 Conf. No. : 324064806
 Cashier No. : 1094
 Custom Ref. :

Company Name :
 Group Name :
 Guest Name :

Date	Description	Charges	Credits
11-28-23	Room Revenue	165.00	
11-28-23	Destination Marketing Fee	4.95	
11-28-23	Tourism Levy	6.80	
11-29-23	Room Revenue	165.00	
11-29-23	Destination Marketing Fee	4.95	
11-29-23	Tourism Levy	6.80	
11-30-23	Room Revenue	165.00	
11-30-23	Destination Marketing Fee	4.95	
11-30-23	Tourism Levy	6.80	
12-01-23	Mastercard XXXXXXXXXX		530.25
Total Charges		530.25	
Total Credits			530.25
Balance			0.00

Merchant ID		Credit Card #	XXXXXXXXXX.
Transaction ID		Credit Card Expiry	XX/XX
Approval Code	063869	Capture Method	Manual

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Matrix Hotel | 10640 100 Ave NW | Edmonton, AB T5J 3N8
 Reservations: (866) 465-8150 | Telephone: (780) 429-2861 | Fax: (780) 420-4962
 Email: info@matrixedmonton.com
 www.matrixedmonton.com

Here's your receipt for your ride, Cara

We hope you enjoyed your ride this evening

Total **CA\$27.77**

Trip fare	CA\$17.00
Subtotal	CA\$17.00
Reservation Fee	CA\$5.00
Booking Fee	CA\$3.00
TND fee recovery surcharge	CA\$2.45
GST	CA\$1.32

Payments



Mastercard

11 35 70 704 417

CA\$27.77

A temporary hold of CA\$27.77 was placed on your payment method and should disappear from your bank statement shortly.

This is not a charge and will be removed. It should

Visit the [trip page](#) for more information including invoices (where available)

You rode with Sukhdial

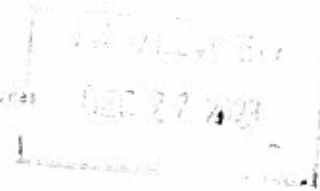
Driver's name

UberX 1.52 • 11/28/23 7:28 AM

7:28 AM

7:34 AM | 3047, E 35th Ave, Calgary, AB T2B 2H6, CA

Fare does not include fees that may be charged by your bank. Please contact your bank directly for inquiries.



$$\begin{array}{r} \$26.45 \\ + \$1.32 \\ \hline \$27.77 \end{array}$$