

Office of the Information and Privacy Commissioner of Alberta  
 Cara-Lynn Stelmack, Assistant Commissioner- Operations and Compliance  
 Expenses Processed Dec 1, 2025 - Jan 31, 2026

**Travel Expenses**

Date Expenses Incurred	Destination	Description/Rationale	Transportation <sup>1</sup>	Accommodation	Per Diems <sup>2</sup> (no receipts)	Per Diems <sup>3</sup> meal rates	Other <sup>4</sup>	Total
Dec 03 to 05	Edmonton, AB	Attended Budget meeting	\$ 122.83	\$ 352.24	\$ 14.00	\$ 60.95	\$ 32.33	\$ 582.35
<b>Total</b>			<b>\$ 122.83</b>	<b>\$ 352.24</b>	<b>\$ 14.00</b>	<b>\$ 60.95</b>	<b>\$ 32.33</b>	<b>\$ 582.35</b>

<sup>1</sup>Transportation includes: airfare, mileage, rental vehicle, Red Arrow

<sup>2</sup>Government of Alberta approved per diem daily incidental rates are claimed

<sup>3</sup>Government of Alberta approved per diem meal rates are claimed.

<sup>4</sup>"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
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses</b>				<b><u>\$ 582.35</u></b>

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**Transaction details**

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Transaction: BXMSWDC3  
Customer: Cara-lynn Stelmack  
Status: Cancelled  
Subtotal: \$ -95.03  
Taxes: \$ -4.75  
Total: \$ -99.78  
Created: 12/02/2025 09:46  
Updated: 12/02/2025 09:46

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**Transaction summary**

Type	ID	Status	Price	Discounts	Fees	Tr Fees	Taxes	Total
Refund	R-VLJCZG	Refunded	\$ -79.50	\$ 0.00	\$ -15.53	\$ 0.00	\$ -4.75	\$ -99.78

**Payments**

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Type: Online Credit Card  
Amount: \$ -99.78  
Auth. Code: 365325  
Card type: M

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Bus -95.03  
GST - 4.75  

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- \$ 99.78



E4USU9

Passenger

Cara-lynn Stelmack

Travel Date / Time

Wed 03 Dec, 2025 08:20

From

CALGARY - 304 35 AVE NE

RED ARROW AB

To

EDMONTON DOWNTOWN TICKET OFFICE - 10014 104 ST

Arrival date/time: : Wed 03 Dec, 2025 11:45

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

ADULT - STANDARD - ROUND TRIP

Ages 18

Fare:	\$	79.50	CAD
Fees:	\$	15.53	CAD
Taxes:	\$	4.75	CAD
Total:	\$	99.78	CAD
Payments:	creditCard		

Section: Single 10A  
Row: 10    Seat: A

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 event any and all liability of Red Arrow/Ebus or their affiliated entities shall be expressly limited to a refund of the purchase price paid for this ticket. For trips that commenced and had to be turned around or could not be completed due to road closures that are out of our control, a voucher or penalty-free rebooking will be offered.

IDENTIFICATION: We require all passengers 16 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# BN139981476

LUGGAGE ALLOWANCE:

LUGGAGE ALLOWANCE RED ARROW: One (1) carry-on bag and two (2) checked bags free of charge. Additional regular-sized bags incur a charge of 19.99 (incl GST) per item. Up to a maximum of 3 additional pieces (6 bags total, inclusive of carry-on)

LUGGAGE ALLOWANCE EBUS| BC BUS NORTH| : One (1) carry-on bag and one (1) checked bags free of charge. Additional regular-sized bags incur a charge of 19.99 (incl GST) per item. Up to a maximum of 4 additional pieces (6 bags total, inclusive of carry-on)

\*\*Carry-on Baggage includes Purses, laptop bags, Backpacks\*\* We reserve the right to perform carry-on baggage checks at any time.

OVER- SIZED LUGGAGE: incurs a cost of 31.50 (incl GST) per piece regardless of the amount of regular luggage. Over-sized items is any item heavier than 60 lbs with dimensions larger than 77 cm high and 52.5 cm wide

SPORTING EQUIPMENT: Skis, snowboards, Bicycles, Scooters (not including mobility scooters) etc. Incur a cost of 31.50 (incl GST) per piece. All sporting equipment must be properly boxed or wrapped (ie, skis and snowboards in zippered bags, bicycles/ scooters boxed or wrapped in cloth material)

LIABILITY: We will not be responsible for the loss of or damage to checked or carry-on luggage in excess of the stated maximum liability.

We reserve the right to perform carry-on baggage checks at any time. For the full policy, please contact your carrier for details: Red Arrow www.redarrow.ca || Ebus www.myebus.ca || Thompson Valley Charters https://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. || Please note that Ebus Alberta tickets are non-refundable and cannot be canceled. Changes are permitted for a fee. || If you would like to request a change for a lower-priced ticket, we will not reimburse the price difference.

|| Tickets are non-transferable. || If you wish to change or cancel your booking, please contact a Customer Service Representative by phone: Red Arrow: 1-800-232-1958 || Ebus and Partners: 1-877-769-3287

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

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

UNACCOMPANIED MINORS: Please note that passengers MUST be 16 years of age or older to travel on their own. They must be accompanied by a parent or guardian 16 years of age or above.

For security purposes, please be aware that cameras are in use on all our vehicles, and recordings are being made.

Ticket Prices are Subject to Change.

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

\$95.03  
GST 4.75  
\$99.78



VLJCZG

Passenger  
Cara-lynn Stelmack

Travel Date / Time  
Fri 05 Dec, 2025 16:30

From  
**EDMONTON DOWNTOWN TICKET  
OFFICE - 10014 104 ST**

RED ARROW AB

To  
**CALGARY - 304 35 AVE NE**

Arrival date/time: : Fri 05 Dec, 2025 19:35

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

**ADULT - STANDARD - ROUND TRIP**

Ages 18

Fare:	\$	79.50	CAD
Fees:	\$	15.53	CAD
Taxes:	\$	4.75	CAD
<b>Total:</b>	<b>\$</b>	<b>99.78</b>	<b>CAD</b>
Payments:		creditCard	

**Section: Single 6A**

**Row: 6      Seat: A**

*\$190.06 Bus*  
*# 9.50*  


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*\$199.56*

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*\$95.03*

*gst \$4.75*  
*99.78*

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Ticket Prices are Subject to Change.

**Ebus**

**D9JBC7**

Passenger  
Cara-lynn Stelmack

Travel Date / Time  
Fri Dec 05, 2025 14:30

From  
**EDMONTON DOWNTOWN TICKET  
OFFICE - 10014 104 ST**

EBUS AB

To  
**CALGARY - 304 35 AVE NE**

Arrival date/time: : Fri Dec 05, 2025 18:20

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

**ADULT - STANDARD - ONE WAY**

Ages 18

Fare:	\$	24.20	CAD
Fees:	\$	3.60	CAD
Other fees:	\$	0.00	CAD
Taxes:	\$	1.39	CAD
<b>Total:</b>	<b>\$</b>	<b>29.19</b>	<b>CAD</b>

Payments: creditCard  
SSR Codes: BAGS-2

**Section: Basic Left  
Row: 6     Seat: 24**

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Gst 1.39

\$27.80



# Thanks for tipping, Cara

We hope you enjoyed your ride this morning.

## Total

**\$22.33**  
Estimated fare: \$13.93



Your trip fare was higher than estimated because the trip duration or distance were longer than expected.

Base Fare

*6.21.83*

\$2.97

Distance

*121.50*

\$5.80

Time

\$2.92

Booking Fee ⓘ

\$1.42

GST

\$0.83

Reservation Fee

\$2.94

TNC fee recovery surcharge ⓘ

\$0.45

Tip

\$5.00

## Payments



Mastercard ·  
12/3/25 7:53 a.m.

\$17.33

# Thanks for riding, Cara

We hope you enjoyed your ride this evening.

## Total

**\$11.37** *2*

Trip fare		\$8.96
Booking Fee ⓘ		\$1.42
GST	<i>gst .54</i>	\$0.54
TNC fee recovery surcharge ⓘ		\$0.45

## Payments


 <b>Mastercard</b> •		\$11.37
	12/6/25 6:07 a.m.	

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

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

## Trip details

*\$10.83*

 <b>UberX</b>	
	4.21 kilometers, 10 minutes



Caralyn Stelmack  
 4109 925 109Th Street Northwest  
 Edmonton AB T5K2J8  
 Canada

INFORMATION INVOICE

Room No. : 0612  
 Arrival : 12-03-25  
 Departure : 12-05-25  
 Page No. : 1 of 2  
 Folio No. :  
 Conf. No. : 590266962  
 Cashier No. : 1094  
 Custom Ref. :

Company Name :  
 Group Name :  
 Guest Name :

Date	Description	Charges	Credits
12-03-25	Package Revenue	164.00	
12-03-25	Destination Marketing Fee	5.94	
12-03-25	Room GST	7.72	
12-03-25	Tourism Levy	6.18	
12-04-25	Package Revenue	164.00	
12-04-25	Destination Marketing Fee	5.94	
12-04-25	Room GST	7.72	
12-04-25	Tourism Levy	6.18	
12-05-25	Mastercard XXXXXXXXXXXX		367.68

*Handwritten:*  
 \$367.68  
 - 15.44 GST  
 \$352.24

Total Charges	367.68	
Total Credits		367.68
Balance		0.00

Merchant ID \_\_\_\_\_ Credit Card # \_\_\_\_\_ XXXXXXXXXX

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