



**Name:** Mike Dalton

**Position:** Vice President, Finance and Chief Financial Officer

**Reporting Period:** October 1 - November 30, 2023

| Date Expense Incurred | Expense Type            | Location                | Description/Rationale         | Amount      | Receipt |
|-----------------------|-------------------------|-------------------------|-------------------------------|-------------|---------|
| 12-Sep-23             | Airfare                 | Charlottetown to Ottawa | 2023 ACPM national conference | \$ 241.64   | Receipt |
| 16-Sep-23             | Airfare                 | Toronto to Calgary      | 2023 ACPM national conference | \$ 253.26   | Receipt |
| 02-Sep-23             | Taxi                    | Calgary                 | 2023 ACPM national conference | \$ 52.00    | Receipt |
| 12-Sep-23             | Hotel                   | Ottawa                  | 2023 ACPM national conference | \$ 1,018.89 | Receipt |
| 12-Sep-23             | Lunch/Dinner (per diem) | Ottawa                  | 2023 ACPM national conference | \$ 32.35    | N/A     |
| 12-Sep-23             | Taxi                    | Ottawa                  | 2023 ACPM national conference | \$ 45.68    | Receipt |
| 13-Sep-23             | Personal Allowance      | Ottawa                  | 2023 ACPM national conference | \$ 22.05    | N/A     |
| 15-Sep-23             | Taxi                    | Ottawa                  | 2023 ACPM national conference | \$ 14.96    | Receipt |
| 16-Sep-23             | Taxi                    | Calgary                 | 2023 ACPM national conference | \$ 51.23    | Receipt |
| 16-Sep-23             | Lunch/Dinner (per diem) | Calgary                 | 2023 ACPM national conference | \$ 32.35    | N/A     |
| 03-Oct-23             | Taxi                    | Calgary                 | Board meeting                 | \$ 51.57    | Receipt |
| 03-Oct-23             | Hotel                   | Ft. McMurray            | Board meeting                 | \$ 357.02   | Receipt |
| 03-Oct-23             | Lunch/Dinner (per diem) | Ft. McMurray            | Board meeting                 | \$ 32.35    | N/A     |
| 03-Oct-23             | Taxi                    | Grande Prairie          | Board meeting                 | \$ 51.40    | Receipt |
| 04-Oct-23             | Personal Allowance      | Ft. McMurray            | Board meeting                 | \$ 7.35     | N/A     |
| 05-Oct-23             | Dinner (per diem)       | Ft. McMurray            | Board meeting                 | \$ 20.75    | N/A     |
| 05-Oct-23             | Taxi                    | Calgary                 | Board meeting                 | \$ 51.74    | Receipt |
| 05-Oct-23             | Lunch                   | Ft. McMurray            | Board meeting                 | \$ 23.32    | Receipt |



|           |              |         |  |                    |         |
|-----------|--------------|---------|--|--------------------|---------|
| 11-Oct-23 | Meal - other | Calgary | Leaders forum - Non-alcoholic drinks with ten internal staff members | \$ 62.57           | Receipt |
|           |              |         | <b>Total</b>   | <b>\$ 2,422.48</b> |         |





## Booking Receipt

Thank you for booking with Porter.  
Your payment has been received.

Booking date  
Jul 16, 2023

Confirmation number  
OBMPJN

**Michael G Dalton**

**\$241.64 CAD**

Flights

\$241.64

**PD 2360 | Charlottetown (YYG) to Ottawa (YOW) | Sep 12, 2023 at 9:30 AM | Basic Fare**

**\$155.00**

Taxes, Fees and Charges

\$86.64

NAV and Surcharges

\$23.00

Air Traveller Security Charge

\$7.12

Airport Improvement Fee

\$25.00

Harmonized Sales Tax (HST)

\$31.52

**Total cost**

**\$241.64 CAD**

### Payment summary

| Transaction Date | Method of Payment           | Payment Status     | Payment Amount |
|------------------|-----------------------------|--------------------|----------------|
| Jul 17, 2023     | Visa<br>xxxx-xxxx-xxxx-xxxx | Approved<br>07384I | \$241.64       |
| Total paid       |                             |                    | \$241.64 CAD   |
| Total owing      |                             |                    | \$0.00 CAD     |

GST/HST Number  
770758902RT0001

QST Number  
1229971740TQ0001



## eTicket Receipt

**Prepared For**  
DALTON/MICHAEL MR

|                       |             |
|-----------------------|-------------|
| RESERVATION CODE      | [REDACTED]  |
| ISSUE DATE            | 19 Aug 23   |
| TICKET NUMBER         | [REDACTED]  |
| ISSUING AIRLINE       | WESTJET     |
| ISSUING AGENT         | WestJet/SDX |
| FREQUENT FLYER NUMBER | [REDACTED]  |

## Itinerary Details

| TRAVEL DATE   | AIRLINE           | DEPARTURE   | ARRIVAL  | OTHER NOTES   |
|---|-------------------|---|--|---|
| 16 Sep 23   | WESTJET<br>WS 665 | TORONTO ON,<br>CANADA<br><br>Time<br>3:00pm<br>Terminal<br>TERMINAL 3 | CALGARY INTL AB,<br>CANADA<br><br>Time<br>5:16pm | Cabin ECONOMY<br>Seat Number CHECK-IN<br>REQUIRED<br>Baggage Allowance 0 PIECES<br>Booking Status OK TO FLY<br>Fare Basis LCQD0ZBJ<br>Not Valid Before 16 SEP 23<br>Not Valid After 16 SEP 23 |
| <div>[REDACTED]</div> <p><b>This is not a boarding pass</b></p> |                   |   |  |   |

## Allowances

### Baggage Allowance

YYZ to YYC - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters\*\*
- 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters\*\*\*\*bag fees apply at each check in location

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC


### Carry On Allowances

YYZ to YYC - 1 Piece (WS - WESTJET) carry on hand baggage

### Carry On Charges

YYZ to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier

## Payment/Fare Details

|                                    |  |
|------------------------------------|--|
| Form of Payment                    | CREDIT CARD - VISA : XXXXXXXXXXXX  |
| Fare Calculation Line              | YTO WS YYC182.00CAD182.00END   |
| Fare                               | CAD 182.00   |
| Taxes/Fees/Carrier-Imposed Charges | CAD 7.12 CA4 (AIR TRAVELLERS SECURITY CHARGE)  |
|                                    | CAD 35.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))   |
|                                    | CAD 24.59 RC (HARMONIZED SALES TAX (HST))  |
|                                    | CAD 4.55 RC2 (HARMONIZED SALES TAX (HST))  |
| Total                              | CAD 253.26   |

## Positive identification required for airport check in

### Notice:

**QST # 1202807956TQ0001 GST # 866112535**

\*\*Checked baggage dimensions can be within 158 total centimeters (62 total inches) and not weighing more than 23 kilograms (50 pounds). Baggage exceeding the size or weight allowance is subject to applicable oversized weight and size restrictions and fees.

Baggage fees are charged in Canadian (CAD) dollars; for flight departures outside Canada, baggage fees will be converted and charged in the local currency of the departure country. GST is charged on all itineraries that originate in Canada. Please

see <https://www.westjet.com/en-ca/flights/fees> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

**Data Protection Notice:** Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

[Important Legal Notices](#)

## Thanks for tipping, Mike

We hope you enjoyed your ride this evening.

---

|       |           |
|-------|-----------|
| Total | CA\$52.00 |
|-------|-----------|

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|           |           |
|-----------|-----------|
| Trip fare | CA\$35.61 |
|-----------|-----------|

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|                            |           |
|----------------------------|-----------|
| Subtotal                   | CA\$35.61 |
| Wait Time                  | CA\$0.01  |
| Booking Fee                | CA\$3.00  |
| Airport Recovery Surcharge | CA\$4.00  |
| TNC fee recovery surcharge | CA\$0.45  |
| Tips                       | CA\$6.78  |
| GST                        | CA\$2.15  |

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## Payments

|   |                |           |
|---|----------------|-----------|
|   | TD Visa ...    | CA\$45.21 |
|   | 9/2/23 5:45 AM |           |
|  | TD Visa ...    | CA\$6.79  |
|   | 9/2/23 5:45 AM |           |



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

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You rode with Tanuj

TNDL License Number:

UberX 31.20 kilometers | 25 min

|   |   |
|---|---|
|  | 4:15 AM   |
|  | 4:40 AM   2000 Airport Rd NE, Calgary, AB T2E 6W5, CA |

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

The Westin Ottawa  
11 Colonel By Drive  
Ottawa, ON K1N 9H4  
Canada  
Tel: 613-560-7000 Fax: 613-234-5396



MIKE DALTON  
[REDACTED]

Page Number : 1 Invoice Nbr : 1000370170  
Guest Number : 1815293  
Folio ID : A  
Arrive Date : 12-SEP-23 11:12  
Depart Date : 15-SEP-23 11:09  
No. Of Guest : 1  
Room Number : 908  
Marriott Bonvoy Number : 6885

Tax Invoice

Tax ID : 811719848RT0001

The Westin Ott YOWWI SEP-15-2023 11:20 AKUZM787

| Date      | Reference | Description                   | Charges (CAD) | Credits (CAD) |
|-----------|-----------|-------------------------------|---------------|---------------|
| 12-SEP-23 | RT908     | Room Chrg - Grp - Association | 289.00        |               |
| 12-SEP-23 | RT908     | Tax Other                     | 37.57         |               |
| 12-SEP-23 | RT908     | Municipal Accommodation Tax   | 11.56         |               |
| 12-SEP-23 | RT908     | Municipal Accom Tax HST       | 1.50          |               |
| 13-SEP-23 | RT908     | Room Chrg - Grp - Association | 289.00        |               |
| 13-SEP-23 | RT908     | Tax Other                     | 37.57         |               |
| 13-SEP-23 | RT908     | Municipal Accommodation Tax   | 11.56         |               |
| 13-SEP-23 | RT908     | Municipal Accom Tax HST       | 1.50          |               |
| 14-SEP-23 | RT908     | Room Chrg - Grp - Association | 289.00        |               |
| 14-SEP-23 | RT908     | Tax Other                     | 37.57         |               |
| 14-SEP-23 | RT908     | Municipal Accommodation Tax   | 11.56         |               |
| 14-SEP-23 | RT908     | Municipal Accom Tax HST       | 1.50          |               |
| 15-SEP-23 | VI        | Visa [REDACTED]               |               | -1,018.89     |

Approve EMV Receipt for VI - 0266: PIN Verified  
TC:A83BF22E743FAE50 IAD:06141203642000 TVR:8080008000  
AID:A0000000031010 Application Label:VISA CREDIT

Continued on the next page

BLUELINE

**BlueLine Taxi Ottawa**  
455 COVENTRY RD  
OTTAWA, ON K1K 2C5  
8665658294  
HTTP://WWW.BLUELINETAXI.COM

Cashier: 51083

Transaction 23900614

**Total** CA\$40.68  
**Tip** CA\$5.00  
CREDIT CARD SALE CA\$45.68  
VISA 0266

Retain this copy for statement  
validation

12-Sep.-2023 10:49:27a.m.  
CA\$45.68 | Method: EMV  
VISA CREDIT  
XXXXXXXXXXXX [REDACTED]  
MIKE DALTON  
Reference ID: 325500823080  
Auth ID: 078281  
MID: \*\*\*\*\*5092  
AID: A0000000031010  
AthNtwkNm: VISA  
PIN VERIFIED

Online: <https://clover.com/p/5R1B2DB526GV8>



5R1B2DB526GV8

*Travel  
To/From  
Ottawa  
Hotel*

BLUELINE

**BlueLine Taxi Ottawa**  
455 COVENTRY RD  
OTTAWA, ON K1K 2C5  
8665658294  
HTTP://WWW.BLUELINETAXI.COM

Cashier: 56122

Transaction 25100569

**Total** CA\$14.96  
CREDIT CARD SALE CA\$14.96  
VISA 0266

Retain this copy for statement  
validation

15 Sep.-2023 11:21:39a.m.  
CA\$14.96 | Method: EMV  
VISA CREDIT  
XXXXXXXXXXXX [REDACTED]  
MIKE DALTON  
Reference ID: 325800902676  
Auth ID: 041791  
MID: \*\*\*\*\*5092  
AID: A0000000031010  
AthNtwkNm: VISA  
PIN VERIFIED

Online: <https://clover.com/p/TFZYFC78EZ7QW>



TFZYFC78EZ7QW

## Thanks for tipping, Mike

We hope you enjoyed your ride this evening.

|       |           |
|-------|-----------|
| Total | CA\$51.23 |
|-------|-----------|

|           |           |
|-----------|-----------|
| Trip fare | CA\$36.08 |
|-----------|-----------|

|                            |           |
|----------------------------|-----------|
| Subtotal                   | CA\$36.08 |
| Booking Fee                | CA\$3.00  |
| TNC fee recovery surcharge | CA\$0.45  |
| Airport Recovery Surcharge | CA\$4.50  |
| Tips                       | CA\$5.00  |
| GST                        | CA\$2.20  |

### Payments

|  |           |
|--|-----------|
|  TD Visa ••• [REDACTED]   | CA\$46.23 |
| 9/17/23 5:04 AM  |           |
|  TD Visa ••• [REDACTED] | CA\$5.00  |
| 9/17/23 1:49 PM  |           |

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

You rode with Shabbir

TNDL License Number:

UberX 31.43 kilometers | 27 min

6:09 PM | 1921 Airport Rd NE, Calgary, AB T2E, CA

6:36 PM | [REDACTED]

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

## Thanks for tipping, Mike

We hope you enjoyed your ride this evening.

|       |           |
|-------|-----------|
| Total | CA\$51.57 |
|-------|-----------|

|           |           |
|-----------|-----------|
| Trip fare | CA\$36.90 |
|-----------|-----------|

|                            |           |
|----------------------------|-----------|
| Subtotal                   | CA\$36.90 |
| Booking Fee                | CA\$3.00  |
| Airport Recovery Surcharge | CA\$4.00  |
| TNC fee recovery surcharge | CA\$0.45  |
| Tips                       | CA\$5.00  |
| GST                        | CA\$2.22  |

### Payments



|  |           |
|--|-----------|
|  TD Visa ••• [REDACTED]   | CA\$46.57 |
| 10/3/23 10:32 AM   |           |
|  TD Visa ••• [REDACTED] | CA\$5.00  |
| 10/3/23 10:41 AM   |           |

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

You rode with Sunny

TNDL License Number:

UberX 26.92 kilometers | 38 min

|   |   |
|---|---|
|  | 8:27 AM   [REDACTED]                                  |
|  | 9:05 AM   2000 Airport Rd NE, Calgary, AB T2E 6W5, CA |

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



## Pomeroy Hotel Fort McMurray

10108 Manning Avenue  
Fort McMurray, Alberta T9H 2C3

Phone: 1-780-788-0504  
Fax: 1-780.742-0012  
E-mail: gm@pomeroyfortmac.com  
Website: www.pomeroyhotel.com



**POMEROY**HOTEL

### Guest Charges

Folio #: 60459      **Guest : Dalton, Mike**      Conf #: 59824  
Room #: 222      CRS #: TC 812229607  
Payment Method : Credit Card      Billing Reference :  
Rate :      Company : ALBERTA ENERGY REGULATORS      Arrival: 10/3/2023  
10/3/2023      \$159.00      Departure: 10/5/2023  
Calgary, AB T3E7T1

| Date           | Department | Reference                    | Voucher | Room | Charge   | Credit   | Balance       |
|----------------|------------|------------------------------|---------|------|----------|----------|---------------|
| 10/3/2023      | ROOM       | Auto Posted Rate:<br>POMCORP |         | 222  | \$159.00 |          | \$159.00      |
| 10/3/2023      | GST        | Auto Posted Rate:<br>POMCORP |         | 222  | \$7.95   |          | \$166.95      |
| 10/3/2023      | HT         | Auto Posted Rate:<br>POMCORP |         | 222  | \$6.36   |          | \$173.31      |
| 10/3/2023      | DMF        | Auto Posted Rate:<br>POMCORP |         | 222  | \$4.77   |          | \$178.08      |
| 10/3/2023      | RGST       | Auto Posted Rate:<br>POMCORP |         | 222  | \$0.24   |          | \$178.32      |
| 10/3/2023      | HT         | Auto Posted Rate:<br>POMCORP |         | 222  | \$0.19   |          | \$178.51      |
| 10/4/2023      | ROOM       | Auto Posted Rate:<br>POMCORP |         | 222  | \$159.00 |          | \$337.51      |
| 10/4/2023      | GST        | Auto Posted Rate:<br>POMCORP |         | 222  | \$7.95   |          | \$345.46      |
| 10/4/2023      | HT         | Auto Posted Rate:<br>POMCORP |         | 222  | \$6.36   |          | \$351.82      |
| 10/4/2023      | DMF        | Auto Posted Rate:<br>POMCORP |         | 222  | \$4.77   |          | \$356.59      |
| 10/4/2023      | RGST       | Auto Posted Rate:<br>POMCORP |         | 222  | \$0.24   |          | \$356.83      |
| 10/4/2023      | HT         | Auto Posted Rate:<br>POMCORP |         | 222  | \$0.19   |          | \$357.02      |
| 10/5/2023      | VS         | V [REDACTED]                 |         | 222  |          | \$357.02 | \$0.00        |
| <b>Balance</b> |            |                              |         |      |          |          | <b>\$0.00</b> |

### Credit Card Payment

Payment Type:  
Account:  
Account Holder:

Credit Card  
[REDACTED]

Amount Paid: \$357.02  
Approval Code: \_045227\_  
Approval Amount: (\$357.02)

I agree that my liability for all charges is not waived.  
GST # 13687 2629 RT0001

Taxi  
to Fort McMurray  
Hotel

braire

104-9815 92 Ave  
Grande Prairie, AB  
T8V0H5

October 3, 2023  
1:56 p.m.

---

Receipt: 79yz  
Authorization: 084181

---

VISA CREDIT  
AID A0 00 00 00 03 10 10  
PIN Verified

---

|               |         |
|---------------|---------|
| Custom Amount | \$46.40 |
|---------------|---------|

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|           |         |
|-----------|---------|
| Subtotal  | \$46.40 |
| Sales Tax | \$0.00  |
| Tip       | \$5.00  |

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|                        |         |
|------------------------|---------|
| Total                  | \$51.40 |
| Visa [REDACTED] (Chip) | \$51.40 |
| Mike Dalton            |         |

APPROVED

## Thanks for tipping, Mike

We hope you enjoyed your ride this evening.

|       |           |
|-------|-----------|
| Total | CA\$51.74 |
|-------|-----------|

|           |           |
|-----------|-----------|
| Trip fare | CA\$36.56 |
|-----------|-----------|

|                            |           |
|----------------------------|-----------|
| Subtotal                   | CA\$36.56 |
| Booking Fee                | CA\$3.00  |
| TNC fee recovery surcharge | CA\$0.45  |
| Airport Recovery Surcharge | CA\$4.50  |
| Tips                       | CA\$5.00  |
| GST                        | CA\$2.23  |

## Payments

|   |           |
|---|-----------|
|  TD Visa •••••   | CA\$46.74 |
| 10/5/23 8:47 PM   |           |
|  TD Visa ••••• | CA\$5.00  |
| 10/5/23 8:47 PM   |           |

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

You rode with SIRAJ

TNDL License Number:

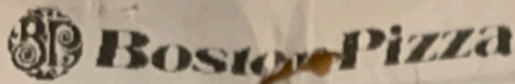
UberX 31.44 kilometers | 25 min

7:29 PM | 1921 Airport Rd NE, Calgary, AB T2E, CA

7:54 PM | [REDACTED]

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





BOSTON PIZZA #104

DOWNTOWN

0005 Table 997 #Party 0

DAY DELIVE SvrCk: 2 10:22 10/05/23

ADV: 10/05 11:40

DELIVERY CHARGE 5.00

WRAP GRL THAI, w/fries 17.29

GRL CKN PECAN 19.99

I-VEGETARIAN 13.99

BT/G.CHS SALAD 16.99

GRL CKN PECAN 19.99

GRL CKN BOWL 21.79

CHKN CAESAR SAL, w/ pln chkn 17.99

BK H.CARNIVORE, baked w/chs 25.98

GRL CKN BOWL 21.79

GRL CKN PECAN 19.99

CLUBHOUSE CHKN, w/caesar 19.49

CLUBHOUSE CHKN, w/fries 19.49

FIESTA SALAD 18.59

CHKN CAESAR SAL, w/ pln chkn 17.99

FIESTA SALAD 18.59

T.O. 6PK CAN POP, diet pepsi,

diet pepsi, diet pepsi,

diet pepsi, diet pepsi,

diet pepsi 9.59

T.O. 6PK CAN POP, iced tea,

iced tea, iced tea, pepsi, pepsi,

pepsi 9.59

NOT A GUEST RECEIPT

\*\*\*\*\* DO NOT PAY \*\*\*\*\*

Subtot: 314.12 GST: 15.71 TOTAL: 329.83

BOSTON PIZZA # 104

10202 MACDONALD AV TORONTO

FORT MC MURRAY AB

932109987210

BH2004155814

\*\*\*\*

PURCHASE

\*\*\*\*

10-05-2023

11:54:32

Acct # \*\*\*\*\* M

Card Type AM

Check # 5

Operator: 888

Trace # 12355

Inv. # 13009

Auth # 246813

RRN 001540002

CVD Resp Y

Purchase \$329.83

Tip \$20.00

Total \$349.83

(000) APPROVED-THANK YOU  
(000) APPROVED-THANK YOU

Retain this copy for your  
records

Customer copy

349.83/15 = 23.32



----- TRANSACTION RECORD -----

**BRIX + BARREL**

351 4 AVE SW

CALGARY AB

**Purchase**

Oct 11, 2023

19:39:49

VISA

\*\*\*\*\*

Entry: Chip (C)

Ref#: 040- 0S2E7AD3IPM09LO

Auth#: 084841

Response: 01-027

Order:

**MGO1697074788734**

Username:

daveg

**Amount**

**\$ 53.03**

Tip

\$ 9.54

**Total**

**\$ 62.57**

A0000000031010 Visa Credit

TVR 008000C000 TSI E800

**Approved**

Important: Retain this copy for your  
record