

Expense Disclosure Reporting Form

Name: Ivana Niblett, Board Member

For the Period:

May-19

Travel, Seminars/Conference and Associated Expenditures

| Date of expense | Destination | Purpose | Airfare | Other Transportation | Accommodation | Meals (includes per diem allowances) | Seminar / Conference / Registration fees | Total |
|-----------------------|-------------|-------------|---|----------------------|---------------|--------------------------------------|--|-------------------|
| 1 | 15-Apr-19 | Edmonton | To attend Board Committee and Board of Directors Meetings | \$177.45 | \$71.42 | \$342.78 | \$43.00 | \$634.65 |
| 2 | 24-Apr-19 | Yellowknife | To attend AWCBC Governance Summit | \$537.86 | | | | \$537.86 |
| 3 | 17-May-19 | Edmonton | To attend Board Committee and Board of Directors Retreat & Meetings | \$545.21 | \$78.00 | \$179.63 | \$47.00 | \$849.84 |
| 4 | 29-May-19 | Edmonton | To attend Board of Directors Meeting | \$386.66 | | | | \$386.66 |
| 5 | | | | | | | | \$0.00 |
| 6 | | | | | | | | \$0.00 |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | | | | | | | | \$0.00 |
| 10 | | | | | | | | \$0.00 |
| Travel Related | | | | | | | | \$2,409.01 |

Notes

Non-travel related Expenditures (Business meals, etc...)

| Dates | Purpose | Total |
|---------------------------|---------|---------------|
| 1 | | \$0.00 |
| 2 | | \$0.00 |
| 3 | | \$0.00 |
| 4 | | \$0.00 |
| 5 | | \$0.00 |
| 6 | | \$0.00 |
| 7 | | \$0.00 |
| 8 | | \$0.00 |
| 9 | | \$0.00 |
| 10 | | \$0.00 |
| Non-Travel Related | | \$0.00 |

Notes

Total claimed for reporting period: \$2,409.01

Expense Disclosure Reporting Form

Mileage & Per Diem Allowances

| Employee Name | Expense Type | Submitted Date | Trip Info | Trip Start Date | Trip End Date | Expense Trans Date | Detail Description | Total Amount (Includes GST/HST) | Summary Item Reference |
|----------------|----------------|----------------|---|-----------------|---------------|--------------------|--|---------------------------------|------------------------|
| Niblett, Ivana | Meal Allowance | 5/10/2019 | 01. 04/28/2019 at 06:00 PM to 04/30/2019 at 05:45 PM - Edmonton ~ WCB Board Committee and Board of Directors Meetings | 4/28/2019 | 4/30/2019 | 4/28/2019 | April 29 breakfast and dinner, 1 per diem | \$43.00 | 1 |
| Niblett, Ivana | Meal Allowance | 5/27/2019 | 01. 05/21/2019 at 07:00 AM to 05/22/2019 at 03:00 PM - Edmonton ~ Board Meeting / Retreat May 21 & 22 2019 | 5/21/2019 | 5/22/2019 | 5/22/2019 | Travel Meal Allowance (1 per diem, 1 breakfast and 1 lunch on May 21, 1 lunch on May 22) | \$47.00 | 3 |



eTicket Receipt

Prepared For
NIBLETT/IVANA MS

| | |
|-----------------------|-------------|
| RESERVATION CODE | |
| ISSUE DATE | 15Apr19 |
| TICKET NUMBER | |
| ISSUING AIRLINE | WESTJET |
| ISSUING AGENT | WestJet/MEJ |
| FREQUENT FLYER NUMBER | |

Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|----------------|--|--|--|---|
| 28Apr19 | WESTJET WS 921 | CALGARY INTL AB, CANADA Time 20:15 | EDMONTON INTL AB, CANADA Time 21:02 | Fare Family Seat Number 10A - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis Not Valid Before 28APR19 Not Valid After 28APR19 |
| 30Apr19 | WESTJET WS 3352 Operated by: WESTJET ENCORE | EDMONTON INTL AB, CANADA Time 16:00 | CALGARY INTL AB, CANADA Time 16:55 | Seat Number 04D - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis Not Valid Before 30APR19 Not Valid After 30APR19 |

Payment/Fare Details

| | |
|---|---|
| Form of Payment | CREDIT CARD - |
| Fare Calculation Line | YYC WS YEA165.00WS YYC86.00CAD251.00END |
| Exchanged Ticket | |
| Fare | CAD 251.00 |
| Change Fee | CAD 100.00 |
| Tax on change fee | CAD 5.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES) |
| | CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE) |
| | CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE) |

| | |
|------------------------------------|---|
| | (AIF) |
| | CAD 14.46 XG8 (GOODS AND SERVICES TAX (GST)) |
| | CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST)) |
| Total Fare | CAD 366.71 Included in the February 2019 Expense Disclosure |
| Total Additional Collection | CAD 177.45 Fee of \$105.00 plus additional fare of \$72.45 for flight change |

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Baggage fees are charged in CAD or USD by direction depending on point of departure. Guests departing the United States, Latin America and the Caribbean will pay baggage fees in USD. Please see

<https://www.westjet.com/en-ca/travel-info/fares/service-fees> for more information.

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](#)



RENTAL RECORD



HERTZ CANADA LIMITED AS AGENT FOR
HERTZ CANADA VEHICLES PARTNERSHIP

RENTAL RECORD:
FORM# 9

IVANA NIBLETT

RENTAL: 04-28-19 2130 EDMONTON INT'L A/P
DUE: 04-30-19 0300 EDMONTON INT'L A/P

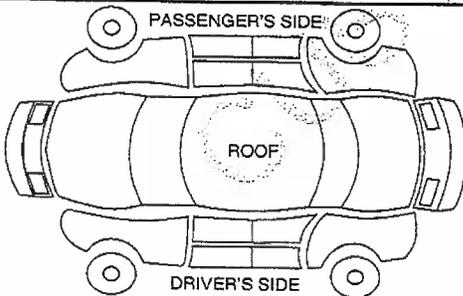
0812011
0812011

| | | |
|------------------------|------------------------|---------------|
| PAID BY: | AUTH: | DL: |
| CDP: | FT: | |
| OWN/VEH: 08193/2111995 | MODEL: 18 VW GOLF GOLF | LIC: |
| VEH CLASS: YB | LOT/ROW/STALL: // | RATE PLAN: |
| VIN#: | PO#: | RATE CLASS: B |
| | KMS OUT: 12990 | FUEL: 8/8 |
| | | TK CAP: 50.0 |

* THIS VEHICLE MUST BE RETURNED TO EDMONTON INT'L A/P ON 04-30-19 AT 2130 OR A HIGHER RATE AND/OR INTER CITY FEE WILL APPLY.
* OPTIONAL SERVICES OF:
-LDW DECLINED
-P&P DECLINED
-N/A DECLINED
- FUEL & SVC CHARGES APPLY
*NO ADDITIONAL AUTHORIZED OPERATORS WITHOUT HERTZ' PRIOR WRITTEN APPROVAL.
* VLCR INCL REG/PLATING COSTS

| CHARGE DESCRIPTION | | |
|-----------------------|-----------------------|-----|
| DAYS | \$ 34.30/DAY @ 2 DAYS | (G) |
| EX HOURS | \$ 11.66/HOUR | (G) |
| FUEL CHARGES | | |
| FUEL & SERVICE | \$ 3.690/LITRE | (G) |
| SERVICE CHARGES/TAXES | | |
| CFC | \$ 5.50/DAY | (G) |
| VLCR | \$.41/DAY | (G) |
| ENERGY SRC | \$.88/ITEM | (G) |
| ACSRG | \$ 1.00/DAY | (G) |
| CFR | 15.600% | (G) |
| GST | 5.000% | (N) |
| ADJUSTMENTS | | |
| VOUCHER VALUE | (71.42) | |
| | ↳ pre-paid | |

*TRANSFER EXCHANGE FROM: 812011 DATE: 04-29-19 TIME: 1346 RR#: VEHICLE #: 2078053
ORIGINAL RENT LOCATION: 812011 TR-X MILES DRIVEN: 83 TR-X FUEL & SVC (G) \$



ORIGINAL CAR EXCHANGED. THE TERMS AND CONDITIONS OF THIS RENTAL AGREEMENT ARE SUPERSEDED BY THE TERMS AND CONDITIONS OF THE ORIGINAL RENTAL AGREEMENT. PLEASE REFER TO YOUR COPY.

YOU ARE RESPONSIBLE FOR ALL TOLLS AND TAXES INCURRED AND WILL BE CHARGED FOR ANY UNPAID TOLL OCCURRENCE AND ANY TOLL/PARKING/TRAFFIC VIOLATION CHARGES /FINES/PENALTIES/TAXES INCURRED PLUS A CONVENIENCE FEE. IF YOU INCUR TOLLS ON A TOLL ROUTE THAT DOES NOT ACCEPT COINS OR CASH YOU WILL BE CHARGED A CONVENIENCE FEE OF \$14.00 PER RENTAL, PLUS INCURRED TOLLS AND ANY TAXES, ABOUT 1 MONTH AFTER YOUR RENTAL CLOSURE. NOTE SOME TOLL ROADS ARE CASHLESS AND DO NOT ACCEPT COINS OR CASH. YOU AUTHORIZE US TO RELEASE YOUR BILLING/RENTAL INFORMATION REGARDING YOUR RENTAL TO AMERICAN TRAFFIC SOLUTIONS, INC. TO PROCESS AND BILL ANY UNPAID TOLL OCCURRENCES AND ANY TOLL/PARKING/TRAFFIC VIOLATIONS, FINES, PENALTIES AND FEES AND TAXES.

EXCESSIVE MILEAGE ON A REPEAT BASIS MAY RESULT IN SUSPENSION OF FUTURE RENTING PRIVILEGES.

YOU ARE REQUIRED TO CONTACT US AT 1-800-654-4174 TO EXTEND THE RENTAL IF THE CAR WILL NOT BE RETURNED BY THE DUE DATE ON THE RENTAL RECORD. EARLY, LATE AND RETURN CHARGE FEES MAY APPLY.

CUSTOMER SIGNATURE

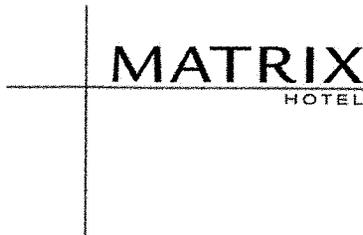
GST REGISTRANT NUMBER R102337847

PREPARED BY: F8320
05-03-19 1257 P2897 812011

ROAD SERVICE: 1-800-654-5060

CUSTOMER SERVICE: 1-800-654-4173
RENTAL EXTENSION: 1-800-654-4174

RENTAL LOCATION: 780-890-4436



Ivana Niblett
Canada

Room No.
Arrival
Departure Date : 04-30-19
Folio No. :
Conf. No. :
P.O. No. :

Company Name:
Group Name:

INFORMATION INVOICE

| Date | Description | Charges | Credits |
|----------|---------------------------|----------------------|-------------|
| 04-28-19 | Room Revenue | 160.00 | |
| 04-28-19 | Destination Marketing Fee | 4.80 | |
| 04-28-19 | Tourism Levy | 6.59 | |
| 04-29-19 | Room Revenue | 160.00 | |
| 04-29-19 | Destination Marketing Fee | 4.80 | |
| 04-29-19 | Tourism Levy | 6.59 | |
| 04-30-19 | | | 342.78 |
| | | Total Charges | 342.78 |
| | | Total Credits | 342.78 |
| | | Balance | 0.00 |



eTicket Receipt

Prepared For
NIBLETT/IVANA MS

| | |
|-----------------------|-------------|
| RESERVATION CODE | |
| ISSUE DATE | 24Apr19 |
| TICKET NUMBER | |
| ISSUING AIRLINE | WESTJET |
| ISSUING AGENT | WestJet/4MM |
| TOUR CODE | |
| FREQUENT FLYER NUMBER | |

Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|-------------|--|---|---|--|
| 10Jun19 | WESTJET WS 3197 Operated by: WESTJET ENCORE | CALGARY INTL AB, CANADA Time 16:05 | YELLOWKNIFE NT, CANADA Time 18:38 | Fare Family Seat Number 04C - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis Not Valid After 10JUN20 |
| 13Jun19 | WESTJET WS 3194 Operated by: WESTJET ENCORE | YELLOWKNIFE NT, CANADA Time 19:10 | CALGARY INTL AB, CANADA Time 21:47 | Fare Family Seat Number 04C - (CONFIRMED) Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis LCVF4FLK/CMP9 Not Valid Before 13JUN19 Not Valid After 13JUN19 |

Allowances

Baggage Allowance

YYC to YZF - 1 Piece WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

Prices of additional baggage pieces:

1. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YZF to YYC - 1 Piece WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

Prices of additional baggage pieces:

1. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

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

YYC to YZF , YZF to YYC - 1 Piece (WS - WESTJET)

Carry On Charges

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

Payment/Fare Details

| | |
|---|---|
| Form of Payment | CREDIT CARD - |
| Fare Calculation Line | YYC WS YZF246.00WS YYC156.00CAD402.00END |
| Fare | CAD 402.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 46.00 YQI (OTHER AIR TRANSPORTATION CHARGES) |
| | CAD 23.11 XG8 (GOODS AND SERVICES TAX (GST)) |
| | CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE) |
| | CAD 50.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) |
| | CAD 2.50 XG9 (GOODS AND SERVICES TAX (GST)) |
| Total Fare | CAD 537.86 |

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

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[Important Legal Notices](#)



eTicket Receipt

Prepared For
NIBLETT/VANA MS

| | |
|-----------------------|-------------|
| RESERVATION CODE | |
| ISSUE DATE | 14 May 19 |
| TICKET NUMBER | |
| ISSUING AIRLINE | WESTJET |
| ISSUING AGENT | WestJet/SDX |
| FREQUENT FLYER NUMBER | |

Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|-------------|--------------------------------|-----------------------------|-----------------------------|--|
| 21 May 19 | WESTJET WS 3351 | CALGARY INTL AB, CANADA | EDMONTON INTL AB, CANADA | Seat Number 06D - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis Not Valid Before 21MAY19 Not Valid After 21MAY19 |
| | Operated by: WESTJET ENCORE | Time 09:30 | Time 10:23 | |
| 22 May 19 | WESTJET WS 3350 | EDMONTON INTL AB, CANADA | CALGARY INTL AB, CANADA | Seat Number 05D - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis Not Valid Before 22MAY19 Not Valid After 22MAY19 |
| | Operated by: WESTJET ENCORE | Time 13:30 | Time 14:25 | |

Allowances

| |
|---|
| <p>Baggage Allowance</p> <p>YYC to YEG - 0 Pieces WESTJET</p> <p>Prices of additional baggage pieces:</p> <ol style="list-style-type: none">30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters <p>YEG to YYC - 0 Pieces WESTJET</p> <p>Prices of additional baggage pieces:</p> <ol style="list-style-type: none">30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters <p>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</p> <p>Carry On Allowances</p> <p>YYC to YEG , YEG to YYC - 1 Piece (WS - WESTJET)</p> <p>Carry On Charges</p> <p>YYC to YEG , YEG to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier</p> |
|---|

Payment/Fare Details

| | |
|------------------------------------|--|
| Form of Payment | CREDIT CARD |
| Fare Calculation Line | YYC WS YEA205.00WS YYC198.00CAD403.00END |
| Fare | CAD 403.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES) |
| | CAD 22.06 XG8 (GOODS AND SERVICES TAX (GST)) |
| | CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE) |
| | CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) |
| | CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST)) |
| <i>Total GST \$25.06</i> | |
| Total Fare | CAD 526.31 |

Other Charges

| | | |
|--|------------|-------------------|
| SEAT ASSIGNMENT # : QTY 1, YEG-YYC / QTY 1) | (YYC-YEG / | CAD 18.00 |
| Taxes | | CAD 0.90 |
| Form of Payment | | CREDIT CARD - |
| Total | | CAD 18.90 |
| Total Fare and Other Charges | | CAD 545.21 |

*GST 25.06
0.90

25.96*

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

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<https://www.westjet.com/en-ca/travel-info/fares/service-fees> for more information.

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.

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#49

SALE

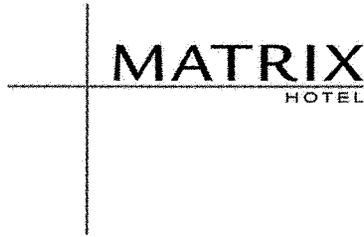
Batch #: 024 REF#: 00000012
05/22/19 SEQ: 024001001012
APPR CODE: [REDACTED] 14:55:54

AMOUNT \$70.50
TIP \$7.50
TOTAL \$78.00

00 - APPROVED - 001

[REDACTED]
TVR: 00 00 00 80 00
TSI: E8 00

THANK YOU
CUSTOMER COPY



Ivana Niblett
Canada

Room No. : 0816
Arrival : 05-21-19
Departure Date : 05-22-19
Folio No. : 7662423
Conf. No. :
P.O. No. :

Company Name:
Group Name:

INFORMATION INVOICE

| Date | Description | Charges | Credits |
|----------|---------------------------|----------------------|-------------|
| 05-21-19 | Room Revenue | 160.00 | |
| 05-21-19 | Destination Marketing Fee | 4.80 | |
| 05-21-19 | Room GST | 8.24 | |
| 05-21-19 | Tourism Levy | 6.59 | |
| 05-21-19 | Mastercard | | 179.63 |
| | | Total Charges | 179.63 |
| | | Total Credits | 179.63 |
| | | Balance | 0.00 |



eTicket Receipt

Prepared For
NIBLETT/IVANA MS

| | |
|-----------------------|-------------|
| RESERVATION CODE | |
| ISSUE DATE | 27May19 |
| TICKET NUMBER | |
| ISSUING AIRLINE | WESTJET |
| ISSUING AGENT | WestJet/SDX |
| FREQUENT FLYER NUMBER | |

Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|----------------|--|--|--|--|
| 25Jun19 | WESTJET WS 3395 Operated by: WESTJET ENCORE | CALGARY INTL AB, CANADA Time 07:00 | EDMONTON INTL AB, CANADA Time 07:53 | Seat Number 04C - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis Not Valid Before 25JUN19 Not Valid After 25JUN19 |
| 25Jun19 | WESTJET WS 3350 Operated by: WESTJET ENCORE | EDMONTON INTL AB, CANADA Time 13:30 | CALGARY INTL AB, CANADA Time 14:25 | Seat Number 04B - (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis Not Valid Before 25JUN19 Not Valid After 25JUN19 |

Allowances

| |
|--|
| <p>Baggage Allowance YYC to YEG - 0 Pieces WESTJET Prices of additional baggage pieces: 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters YEG to YYC - 0 Pieces WESTJET Prices of additional baggage pieces: 1. 30.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters 2. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters 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</p> <p>Carry On Allowances YYC to YEG , YEG to YYC - 1 Piece (WS - WESTJET)</p> <p>Carry On Charges YYC to YEG , YEG to YYC - (WS - WESTJET) - Carry-on fees unknown - contact carrier</p> |
|--|

Payment/Fare Details

| | |
|------------------------------------|--|
| Form of Payment | CREDIT CARD - |
| Fare Calculation Line | YYC WS YEA126.00WS YYC126.00CAD252.00END |
| Fare | CAD 252.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES) |
| | CAD 14.51 XG8 (GOODS AND SERVICES TAX (GST)) |
| | CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE) |
| | CAD 60.00 SQ (AIRPORT IMPROVEMENT FEE (AIF)) |
| | CAD 3.00 XG9 (GOODS AND SERVICES TAX (GST)) |
| Total Fare | CAD 367.76 |

Other Charges

| | | |
|--|------------|---------------|
| SEAT ASSIGNMENT QTY 1, YEG-YYC / QTY 1) | (YYC-YEG / | CAD 18.00 |
| Taxes | | CAD 0.90 |
| Form of Payment | | CREDIT CARD - |
| Total | | CAD 18.90 |
| Total Fare and Other Charges | | CAD 386.66 |

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

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