Proactive Disclosure of Expenses



Jacqueline Lacasse, General Counsel (University Legal Counsel)

For the period April 1, 2024 to June 30, 2024

Overview

Travel Expenses					
Item #	Date	Description	Amount		
	May 29 - June 2, 2024.	Canceled travel to Montreal to attend Canadian Association of University Solicitors (CAUS) 2024 annual conference.	\$2,130.96		
2.	June 18, 2023	Travel to Edmonton to attend in person meeting with Ministry of Infrastructure information session for PSIs on impacts of Bill 13: Real Property Governance Act	\$317.38		

Non-Travel Expenses						
Item #	Date	Description	Amount			
3.	March 13 & 21, 2024	Parking fees while attending meetings and events on behalf of the	\$62.30			
		University.				

Proactive Disclosure of Expenses



Jacqueline Lacasse, General Counsel (University Legal Counsel)

For the period April 1, 2024 to June 30, 2024

Detail for Travel Expenses

Travel Expenses-Item 1 Detail							
For	Jacqueline Lacasse, General Counsel (University Legal Counsel)						
Description/	Canceled travel	to Montreal to atten	d Canadian A	Association of l	Jniversity Soli	citors (CAUS)	
Purpose	2024 annual conference.						
Date	May 29 - June 2	, 2024.					
Destination	Montreal, Queb	ec					
Type of Expense	Airfare*	Conference Fee**	Hotel	Meal	Other***	Total	
Amount	\$1,419.13	\$600.00			\$111.83	\$2,130.96	
Page Reference	pp 3-8	page 9			page 4 & 7		
	Airfare*: Booki	ng Ref.: PGW9LP, Tic	ket 0141000	844972 & 0141	L00955791. Tr	ip was	
	cano	elled. Airfare credit i	ssued for tic	ket 014100844	1972 was used	for	
	flight to Edmonton to attend Ministerial meeting. Airfare credit issued						
	for ti	cket 014100955791 t	o be used fo	r future travel.			
	Conference Fee	**: Trip was cancell	ed. Conferei	nce fee refunde	ed in August 2	024.	
	Other***: Trav	el agency fee.					

Maritime Travel Business Travel Management











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UNIVERSITY OF CALGARY ATTN: JACQUELINE LACASSE s. 17(1)

Tap to send itinerary to our App via phone:

Our iPhone App | Our Android App

View Itinerary On: ViewTrip | Send Itinerary To: TripIt

 MARITIME Ref #
 PGW9LP

 Invoice #
 235405735

 Date
 18 Apr 2024

 Your Counsellor
 WEI CHONG

 Account #
 s. 17(1)

 UCID
 s. 17(1)

 Team Name
 N/A

Faculty/Dept/Institute HUMAN RESOURCES
TRISHA MCPHERSON

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For

LACASSE/JACQUELINE s. 17(1) MS

Please make sure name(s) on your statement matches your passport. If name(s) doesn't match please contact your branch or our after hours team before midnight. If addressed after the initial booking date, costs may apply.

Your Itinerary and E-ticket which is required for travel:

Entry Guide Information

Some airports now offer the option to prebook your security screening time before your departure. Check your airport's website for more information.

Web Check-In and Airline Confirmation: WestJet - LNUBVP / Air Canada - 2RHN7I

Ouration 4:14	WestJet 212 Boeing 737 Cabin Class B-Flex CO ₂ 204kg/person	Origin Calgary, AB Calgary Intl Arpt (Calgary, AB)	Montreal, PQ Pierre Elliott Trudeau Intl Arpt (Montreal, PQ)	Depart Wed - May 29 9:45 AM	Arrive Wed - May 29 3:59 PM	Seat 11A
Ouration 4:16	Air Canada 321 Boeing 787-9 Cabin Class T-Economy CO ₂ 177kg/person	Origin Montreal, PQ Pierre Elliott Trudeau Intl Arpt (Montreal, PQ)	Destination Calgary, AB Calgary Intl Arpt (Calgary, AB)	Depart Sun - Jun 02 8:25 AM	Arrive Sun - Jun 02 10:41 AM	Seat 21A

Passenger Information

Airline Code AC

Passenger LACASSE/JACQUELINE s. 17(1) MS Ticket # 0141000844972

Airline Code WS

Passenger LACASSE/JACQUELINE s. 17(1) MS Ticket # 8381000844970

Booking Summary

Company WestJet Booking Reference LNUBVP
Company Air Canada Booking Reference 2RHN7I

Loyalty information

Not an Air Canada loyalty member? Sign up here for Aeroplan. Once you have received your Aeroplan number, please contact us so that we can add it to your booking.

Loyalty information

Not a WestJet Rewards member? Sign up here for Westjet Rewards. Once you have received your Westjet Rewards number, please contact us so that we can add it to your booking.

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

Purchase Summary

Amount due		Amount Paid	
WestJet AIRFARE - TKT 8381000844970	476.56	PYMT BY XXXX-XXXX.s. 17(1)	-463.49
TAX ON AIRFARE INCLUDES 27.43 GST		Apr 18 2024	
TAX ON AIRFARE INCLUDES 72.12 OTHER		PYMT BY XXXX-XXXX-s. 17(1)	-576.11
TAX ON AIRFARE	99.55	Apr 18 2024	
AIR CANADA AIRFARE - TKT 0141000844972	356.00	PYMT BY VI XXXXs. 17(1)	-74.55
TAX ON AIRFARE INCLUDES 20.16 GST		TOTAL PAID CAD	\$1,114.15
TAX ON AIRFARE INCLUDES 40.21 QST			
TAX ON AIRFARE INCLUDES 47.12 OTHER			
TAX ON AIRFARE	107.49		
MARTVL NONREF TICKET FEE 2 TICKETS	71.00		
TAX ON FEE R103524823	3.55		
TOTAL DUE CAD	<u>\$1,114.15</u>		

BALANCE CAD \$0.00

Baggage Information

For Air Canada Baggage Information click here.

For WestJet Baggage Information click here. Pre-pay for your bags and save.

Baggage charges may apply. Size/weight restrictions vary between airlines.

Passengers may carry travel sized toiletries or liquids 3.4 oz (100ml) or less through security check points. They must fit in a 1-quart sized clear plastic zip-top bag. Visitwww.Catsa-acsta.gc.ca.

Check-in information

We recommend that you reconfirm your flights prior to departure.

Valid government issued photo id required for check-in.

Non refundable/change fees may apply.

Check in 2 hours prior. Failure to respect check-in policies may result in the reassignment of any reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation. Please refer to the airline's website for further information.

Online Check-in – Many airlines offer online check-in, most within 24 hours of departure. We recommend you check-in online before you go to the airport.

Notice

This receipt may be required at check in and must be presented to customs and immigration if requested. Carriage and other services provided by the carrier are subject to condition of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier. If the passenger's journey involves an ultimate destination or stop in a country other than the country of the departure the Warsaw convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.

You have provided us your personal information in order to facilitate your current and future travel arrangements and allow us to provide travel services and products to you. We will remove your information from our records upon your request if you call, write, or email any of us individually or email us centrally at privacyfeedback@maritimetravel.ca.

If you are denied boarding or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website. https://rppa-appr.ca/eng

Invoice Information

Your Maritime Travel charges will show on your credit card statement similar to MT 235405735-0008449721234 MT = Maritime Travel 235405735 = invoice # 0008449721234 = ticket # HST/GST #: 10352 4823

Go Greener

QST #: 1022862835

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UNIVERSITY OF CALGARY ATTN: JACQUELINE LACASSE

s. 17(1)

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MARITIME Ref# ZCQ9KO Invoice # 235421718 Date 21 May 2024 **WEI CHONG** Your Counsellor Account # s. 17(1) UCID s. 17(1)

Team Name

Faculty/Dept/Institute **HUMAN RESOURCES** TRISHA MCPHERSON

N/A

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LACASSE/JACQUELINEs. 17(1) MS

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Your Itinerary and E-ticket which is required for travel:

Entry Guide Information

Some airports now offer the option to prebook your security screening time before your departure. Check your airport's website for more information.

Web Check-In and Airline Confirmation: Air Canada - 2CBQGH

Duration 4:07

Air Canada 326 Boeing 787-9 Cabin Class FLEX CO₂ 177kg/person

Origin

Calgary, AB Calgary Intl Arpt (Calgary, Arpt (Montreal, PQ)

Destination Depart Montreal, PQ Pierre Elliott Trudeau Intl

Thu - May 30 2:20 PM

Arrive Thu - May 30

8:27 PM

Seat

23C

Passenger Information

Airline Code AC

Passenger LACASSE/JACQUELINEs. 17(1) MS Ticket # 0141000955791

Booking Summary

Company Air Canada Booking Reference 2CBQGH

Loyalty information

Not an Air Canada loyalty member? Sign up here for Aeroplan. Once you have received your Aeroplan number, please contact us so that we can add it to your booking.

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

Purchase Summary

Amount due		Amount Paid	
AIR CANADA AIRFARE - TKT 0141000955791 TAX ON AIRFARE INCLUDES 18 07 GST	317.00	PYMT BY XXXX-XXXX.s. 17(1) May 21 2024	-379.53
TAX ON AIRFARE INCLUDES 44.46 OTHER		PYMT BY VI XXXXs. 17(1)	-37.28
TAX ON AIRFARE	62.53	TOTAL PAID CAD	\$416.81
MARTVL NONREF TICKET FEE	35.50		
TAX ON FEE R103524823	1.78		
TOTAL DUE CAD	<u>\$416.81</u>		

BALANCE CAD \$0.00

Baggage Information

For Air Canada Baggage Information click here.

Baggage charges may apply. Size/weight restrictions vary between airlines.

Passengers may carry travel sized toiletries or liquids 3.4 oz (100ml) or less through security check points. They must fit in a 1-quart sized clear plastic zip-top bag. Visitwww.Catsa-acsta.gc.ca.

Check-in information

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Online Check-in – Many airlines offer online check-in, most within 24 hours of departure. We recommend you check-in online before you go to the airport.

Notice

This receipt may be required at check in and must be presented to customs and immigration if requested. Carriage and other services provided by the carrier are subject to condition of carriage which are hereby incorporated by reference. These conditions may be obtained from the issuing carrier. If the passenger's journey involves an ultimate destination or stop in a country other than the country of the departure the Warsaw convention may be applicable and the convention governs and in most cases limits the liability of carriers for death or personal injury and in respect of loss of or damage to baggage.

You have provided us your personal information in order to facilitate your current and future travel arrangements and allow us to provide travel services and products to you. We will remove your information from our records upon your request if you call, write, or email any of us individually or email us centrally at privacyfeedback@maritimetravel.ca.

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Invoice Information

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HST/GST #: 10352 4823 QST #: 1022862835

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CAUS Home > My profile > Invoice # 02214

Back

Invoice #02214

Invoice details

Balance due \$0.00

Amount \$600.00

\$600.00 paid on 23 Apr 2024

Invoice # 02214

Date 23 Apr 2024

Origin Event registration

CAUS 2024 - Montreal (Montreal)

Invoiced to Jacqueline Lacasse, University of Calgary

jlacasse@ucalgary.ca

Registration for "CAUS 2024 - Montreal" (31 May 2024 8:00 AM - 1 Jun 2024 11:30 PM, Montreal), CAUS 2024 \$600.00 - Montreal Delegate Registration \$0.00 Companion Participation - n/a Invoice total \$600.00

Proactive Disclosure of Expenses



Jacqueline Lacasse, General Counsel (University Legal Counsel)

For the period April 1, 2024 to June 30, 2024

Detail for Travel Expenses

Travel Expenses-Item 2 Detail							
For	Jacqueline Laca	Jacqueline Lacasse, General Counsel (University Legal Counsel)					
Description/	Travel to Edmoi	nton to attend in pers	on meeting	with Ministry o	of Infrastructu	re	
Purpose	information ses	sion for PSIs on impa	cts of Bill 13:	Real Property	Governance A	Act	
Date	June 18, 2023						
Destination	Edmonton, Alberta						
Type of Expense	Airfare*	Airfare* Other Transport** Hotel Meal Other*** Total					
Amount	\$178.35	\$101.75			\$37.28	\$317.38	
Page Reference	pp 11-13	pp 14-21			page 12		
Notes	Airfare*: Booki	ng Ref.:V62RV0 Ticke	t 831001029	340 - Airfare c	redit was used	d on	
	cancelled ticket 0141000844972						
	Other Transport**: Ground transportation while in Edmonton.						
	Other*** Trave	l Agency Fee					
	Other***: Tra	vel agency fee.					

Maritime Travel Business Travel Management











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UNIVERSITY OF CALGARY ATTN: JACQUELINE LACASSE s. 17(1)

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 MARITIME Ref #
 V62RV0

 Invoice #
 111036109

 Date
 07 Jun 2024

 Your Counsellor
 MARCY MELNYK

Account # s. 17(1)
UCID s. 17(1)
Team Name N/A

Faculty/Dept/Institute HUMAN RESOURCES
TRISHA MCPHERSON

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For

LACASSE/JACQUELINE s. 17(1) MS

Please make sure name(s) on your statement matches your passport. If name(s) doesn't match please contact your branch or our after hours team before midnight. If addressed after the initial booking date, costs may apply.

Your Itinerary:

Entry Guide Information

Some airports now offer the option to prebook your security screening time before your departure. Check your airport's website for more information.

Web Check-In and Airline Confirmation: WestJet - MITTSO

A

WestJet 3317
(Operated by WESTJET ENCORE)

DHC8 Dash 8- Cabin Class B-Flex 400 CO₂ 27kg/person

Origin

Calgary, AB Calgary Intl Arpt (Calgary, AB) Destination
Edmonton, AB
Edmonton Intl Arpt

(Edmonton, AB)

Depart Mon - Jun 17 10:20 AM

Arrive Mon - Jun 17 11:14 AM Seat 06D

Duration 0:54



Remarks

TURBO PROPELLER PLANE USED ON THIS FLIGHT



Origin Edmonton, AB Edmonton Intl Arpt (Edmonton, AB)

Calgary, AB Mon - Ju Calgary Intl Arpt (Calgary, AB) 5:16 PM

Destination

Depart Mon - Jun 17 5:16 PM Arrive Mon - Jun 17 Seat 13A

6:13 PM

Duration 0:57



Edmonton Airport Departure Level Roadway rehabilitation construction:

Passengers encouraged to arrive 15 minutes earlier than usual. Please see link for passenger pickup and drop off details https://flyeia.com/feature/departures-construction/

Remarks

TURBO PROPELLER PLANE USED ON THIS FLIGHT

Passenger Information

Airline Code WS

Passenger LACASSE/JACQUELINE's. 17(1) MS Ticket # 8381001029340 exchanged from 8381000844970

Booking Summary

Company WestJet Booking Reference MITTSO

Loyalty information

Not a WestJet Rewards member? Sign up here for Westjet Rewards. Once you have received your Westjet Rewards number, please contact us so that we can add it to your booking.

TICKET CREDIT APPLIED FROM TKT 8381000844970

TICKET CREDIT APPLIED FROM TKT 8381000844970
-THANK YOU FOR BOOKING WITH MARITIME TRAVEL

Purchase Summary

Amount due		Amount Paid	
WS COST TO CHANGE AIRFARE - TKT 8381001029340 FROM 8381000844970	121.05	PYMT BY VI s. 17(1) Jun 7 2024	-178.35
TAX ON CHANGE AIRFARE INCLUDES 8.50 GST/HST	57.30	PYMT BY VI XXXXs. 17(1)	-37.28
MARTVL NONREF TICKET FEE	35.50	TOTAL PAID CAD	\$215.63
TAX ON FEE R103524823	1.78		
TOTAL DUE CAD	\$215.63		

BALANCE CAD \$0.00

Baggage Information

For WestJet Baggage Information click here. Pre-pay for your bags and save.

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You have provided us your personal information in order to facilitate your current and future travel arrangements and allow us to provide travel services and products to you. We will remove your information from our records upon your request if you call, write, or email any of us individually or email us centrally at privacyfeedback@maritimetravel.ca.

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MT = Maritime Travel

111036109 = invoice #

0010293401234 = ticket #

HST/GST #: 10352 4823

Go Greener

QST #: 1022862835

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Download our app today, to keep connected with us while you're on the go:





From: jacqueline Lacasse Trisha McPherson

Subject: Fwd: Your Monday morning trip with Uber

June 18, 2024 7:27:09 AM Date:

[EXTERNAL]

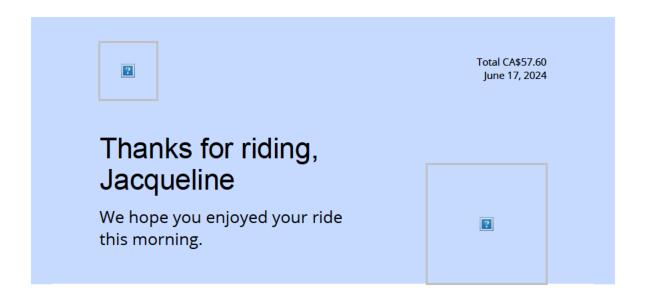
Jacqueline Sent from my iPhone

Begin forwarded message:

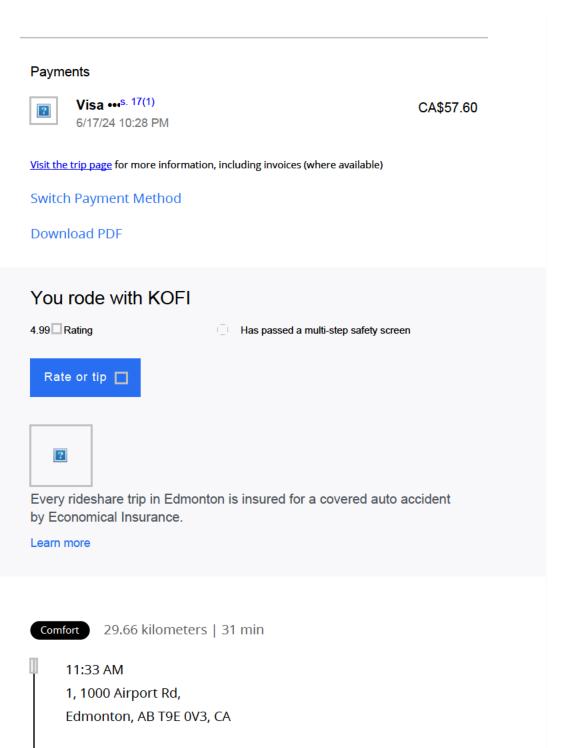
From: Uber Receipts <noreply@uber.com> Date: June 17, 2024 at 10:28:25 PM MDT

To: s. 17(1)

Subject: Your Monday morning trip with Uber



Total	CA\$57.60
Trip fare	CA\$46.11
Subtotal	CA\$46.11
Booking Fee	CA\$5.50
Airport drop-off fee / Airport pick-up fee	CA\$3.25
GST	CA\$2.74

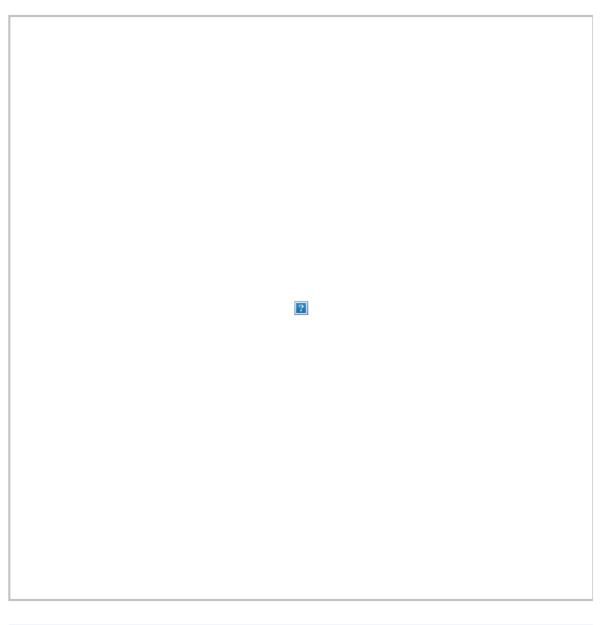


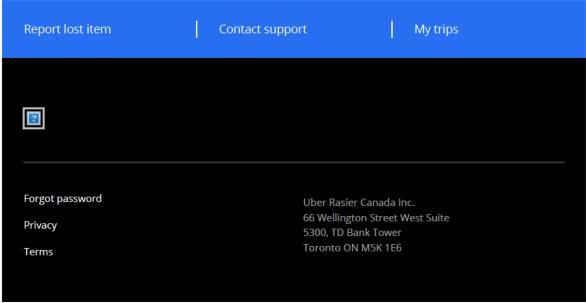
12:05 PM

AB T5K, CA

9820 107 St NW, Edmonton,

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









Visa ••••^{s. 17(1)}

CA\$44.15 6/18/24 2:07 AM

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

Switch Payment Method

Download PDF

You rode with GURMANDEEP

4.96 Rating

Has passed a multi-step safety screen

Rate or tip



Every rideshare trip in Edmonton is insured for a covered auto accident by Economical Insurance.

Learn more



30.78 kilometers | 37 min



9820 107 St, Edmonton, AB

T5K 1E7, CA



Main Terminal, Edmonton

International Airport (YEG),

Edmonton, AB T9E 0V3, CA

From: jacqueline Lacasse
To: <u>Trisha McPherson</u>

Subject: Fwd: Your Monday afternoon trip with Uber

Date: June 18, 2024 7:27:26 AM

[EXTERNAL]

Jacqueline Sent from my iPhone

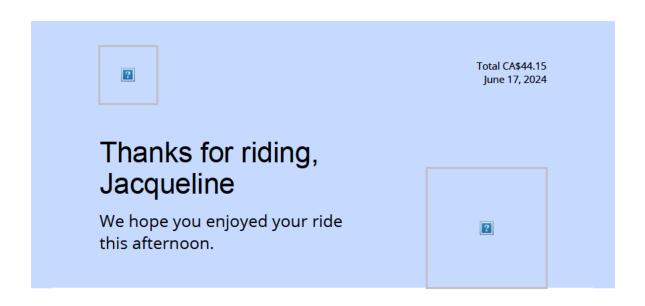
Begin forwarded message:

From: Uber Receipts <noreply@uber.com> Date: June 18, 2024 at 2:08:06 AM MDT

Total

To: S. 17(1)

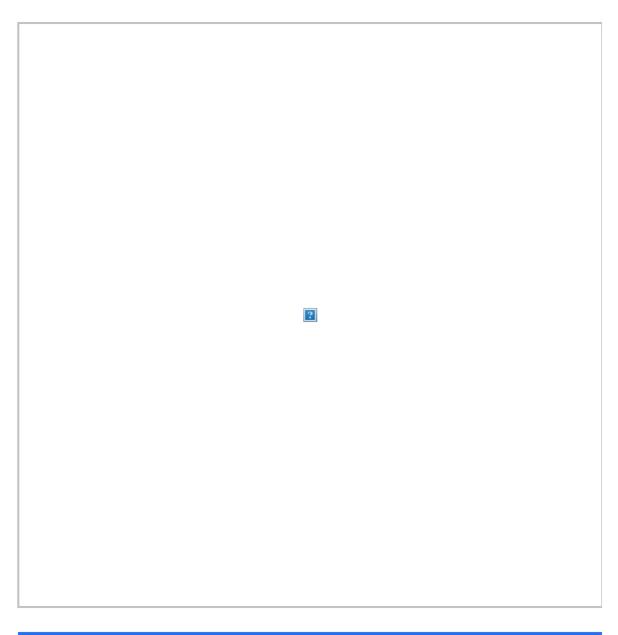
Subject: Your Monday afternoon trip with Uber

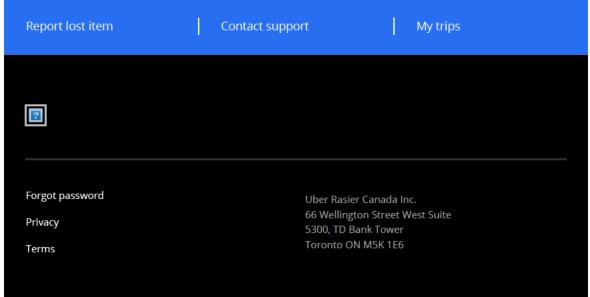


Total	C/ (\$44.15
Trip fare	CA\$38.50
Subtotal	CA\$38.50
Airport drop-off fee / Airport pick-up fee	CA\$3.25
Per-Trip Fee	CA\$0.30
GST	CA\$2.10

CA\$4415

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





Proactive Disclosure of Expenses



Jacqueline Lacasse, General Counsel (University Legal Counsel)

For the period April 1, 2024 to June 30, 2024

Detail for Non-Travel Expenses

Non-Travel Expenses-Item 3 Detail								
For	Jacqueline Lacasse,	Jacqueline Lacasse, General Counsel (University Legal Counsel)						
Description/Purpose	Parking fees while a	Parking fees while attending meetings and events on behalf of the University.						
Date	March 13 & 21, 202	March 13 & 21, 2024						
Destination	Calgary, Alberta	Calgary, Alberta						
Type of Expense	Meals	Parking	Other	Total				
Amount	\$0.00	\$62.30	\$0.00	\$62.30				
Page Reference		pp 23-25						
Notes								

RECEIPT

License Plate Number

#*Expiration Date/Time*#

02:33 PM MAR 13, 2024

Purchase Eate/Time: 11:33am Mar 13, 2024

Total Parking: \$36.00 Total Federal: \$1.80

Total Due: \$37.80

Rate: \$36 - 3 hrs

Pmt: Type: CC (Swipe)

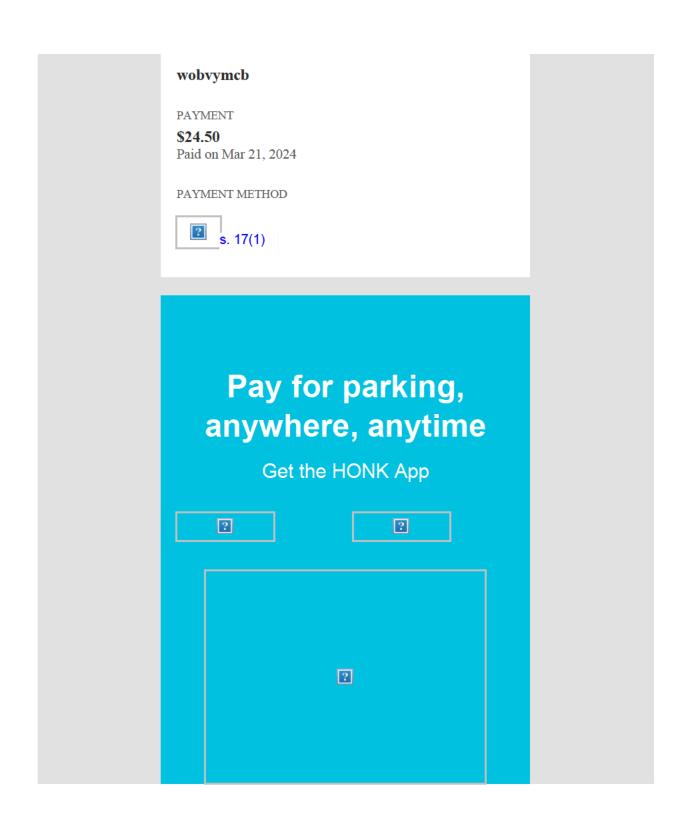
Ticket #: £ 1012202 S/N #: 500)12310709

Setting: Lo. 176

Mach Name Lot 176-1

#**** Visa

Auth #: 027534



From: Jacqueline Lacasse
To: Trisha McPherson
Subject: FW: HONK Parking Receipt
Date: March 21, 2024 2:47:39 PM

Expense pls

From: HONK <noreply@honkmobile.com>
Sent: Thursday, March 21, 2024 12:00 PM
To: Jacqueline Lacasse <jlacasse@ucalgary.ca>

Subject: HONK Parking Receipt

[△EXTERNAL]

