

### Expense Disclosure Reporting Form

Name: **Bob Normand, Chair, Board of Directors**

For the Period: **Jul-14**

#### 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 June 10-12, 2014	Edmonton (from Montreal)	to attend the ITF meeting on Jun 11 and Annual General meeting on Jun 12.	\$402.48	\$171.50		\$84.56		\$658.54
2 June 14-16, 2014	Yellowknife, NWT	to attend AWCBC Board of Directors' meeting/congress	\$712.16	\$172.32	\$336.00	\$156.66		\$1,377.14
3								\$0.00
4								\$0.00
5								\$0.00
6								\$0.00
7								\$0.00
8								\$0.00
9								\$0.00
10								\$0.00
<b>Travel Related</b>								<b>\$2,035.68</b>

Notes

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

Dates	Purpose	Expense Category	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
<b>Non-Travel Related</b>			<b>\$0.00</b>

Notes

**Total claimed for reporting period: \$2,035.68**

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
Bob Normand	Travel Meal Allowance	7/25/2014	01. 06/10/2014 at 03:30 PM to 06/12/2014 at 01:30 PM - Edmonton ~ to attend ITF meeting and Annual General Meeting	6/10/2014	6/12/2014	6/10/2014	Meals June 10 (lunch and dinner)	\$35.00	1
Bob Normand	Mileage	7/25/2014	01. 06/10/2014 at 03:30 PM to 06/12/2014 at 01:30 PM - Edmonton ~ to attend ITF meeting and Annual General Meeting	6/10/2014	6/12/2014	6/10/2014	Mileage (80 km) for pickup at Edmonton airport	\$39.20	1
Bob Normand	Mileage	7/25/2014	01. 06/10/2014 at 03:30 PM to 06/12/2014 at 01:30 PM - Edmonton ~ to attend ITF meeting and Annual General Meeting	6/10/2014	6/12/2014	6/10/2014	Mileage (200km) from St. Anicet to Dorval Airport	\$98.00	1
Bob Normand	Mileage	7/25/2014	01. 06/10/2014 at 03:30 PM to 06/12/2014 at 01:30 PM - Edmonton ~ to attend ITF meeting and Annual General Meeting	6/10/2014	6/12/2014	6/11/2014	Mileage (40 km) for attendance at ITF meeting	\$19.60	1
Bob Normand	Mileage	7/25/2014	01. 06/10/2014 at 03:30 PM to 06/12/2014 at 01:30 PM - Edmonton ~ to attend ITF meeting and Annual General Meeting	6/10/2014	6/12/2014	6/12/2014	Mileage (30 km) for attendance at AGM	\$14.70	1
Bob Normand	Travel Meal Allowance	7/25/2014	02. 06/14/2014 at 07:00 AM to 06/16/2014 at 06:00 PM - Yellowknife NWT [OoP] Northwest Territories ~ to attend AWCBC Board of Directors' meeting	41804	41806	6/16/2014	Meals on Jun 16 (breakfast/lunch/dinner), return travel to Montreal	\$44.00	2
Bob Normand	Mileage	7/25/2014	02. 06/14/2014 at 07:00 AM to 06/16/2014 at 06:00 PM - Yellowknife NWT [OoP] Northwest Territories ~ to attend AWCBC Board of Directors' meeting	41804	41806	6/16/2014	Mileage (200km) for pick up at Dorval airport	\$98.00	2

**Booking Information**

<p><b>Booking Reference:</b> [REDACTED]</p> <p><b>Electronic Ticketing confirmed. This is your official itinerary/receipt.</b></p> <p><b>Main Contact:</b> Mr Robert J Normand</p>	<p><b>Customer Care</b> Air Canada 1-888-247-2262 <b>Flight Arrivals and Departures</b> 1-888-422-7533</p>
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**Online Services**

**Manage** my booking online (view/change my booking; select seats\*).

**Select Seats**

**Maple Leaf Lounge | Meal Vouchers | On My Way**

**Alert me** of flight status changes directly to my mobile phone or email.

**Flight Arrivals & Departures** - check online if my flight is on time.

**Check-in online** and print my boarding pass.

\* Can my booking be changed online?

**Flight Itinerary**

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8149 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Tue 03-Jun 2014 15:00	Calgary (YYC) Tue 03-Jun 2014 15:51	0	6hr36	DH3	Tango, L	
AC186	Calgary (YYC) Tue 03-Jun 2014 17:30	Montreal, Trudeau (YUL) Tue 03-Jun 2014 23:36	0		E90	Tango, L	<input checked="" type="checkbox"/> F
AC8527 <sup>1</sup>	Montreal, Trudeau (YUL) Wed 11-Jun 2014 15:40	Ottawa, Ottawa Int'l (YOW) Wed 11-Jun 2014 16:20	0	6hr57	CRA	Tango, L	
AC143	Ottawa, Ottawa Int'l (YOW) Wed 11-Jun 2014 18:15	Edmonton, Edmonton Int'l (YEG) Wed 11-Jun 2014 20:37	0		E90	Tango, L	<input checked="" type="checkbox"/> F

Personal travel.

Business travel to Edmonton

F: Food for purchase on board All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit cards.

Operated by:  
<sup>1</sup> Air Canada Express - Jazz

**Passenger Information**

**1: Mr Robert J Normand : Adult (16+), Ticket Number:** [REDACTED]

Air Canada - Aeroplan :		Meal Preference :	None
Payment Card:	XXXX-XXXX-XXXX	Special Needs:	None
Seat Selection:	None		

**Purchase Summary**

**Fare Summary**

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - <u>Tango</u>	219.00
Return Flight - <u>Tango</u>	219.00
Surcharges	46.00
<b>Taxes, Fees and Charges</b>	
Canada Airport Improvement Fee	50.00
Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)	2.49
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	27.41/2
Air Travellers Security Charge (ATSC)	14.25
Total airfare and taxes before options (per passenger)	<u>578.15</u> 13.71
Number of passengers	1
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<u>\$578.15</u> / 2 = \$ 289.08 (13.71 GST.)

**Payment Information**

Credit/Debit Card xxxx-xxxx-xxxx Amount paid: **\$578.15**  
 The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$578.15 (Airfare - per ticket)

Airfare - one way.  
289.08

Ticket number(s)

**enRoute City Guide**

**Montreal**

Montreal has been dubbed the city of contrasts: French and English, Europe and North America, old and new. It's a playground for local and international artists and a natural venue for cultural exchange...



**Read the complete guide**

What do you think of our new City Guide feature?

**myenRoute**  
ENROUTE.AIRCANADA.COM

**Fare Rules**

**Departing Flight** Edmonton (YEG) To Montreal (YUL) - **Tango**  
**Return Flight** Montreal (YUL) To Edmonton (YEG) - **Tango**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.

AC8149 <sup>1</sup>	<b>Edmonton, Edmonton Int'l (YEG)</b> Tue 03-Jun 2014 15:00	<b>Calgary (YYC)</b> Tue 03-Jun 2014 15:51	0	6hr36	DH3	Tango, L	
AC186	<b>Calgary (YYC)</b> Tue 03-Jun 2014 17:30	<b>Montreal, Trudeau (YUL)</b> Tue 03-Jun 2014 23:36	0		E90	Tango, L	<input checked="" type="checkbox"/>
AC8527 <sup>1</sup>	<b>Montreal, Trudeau (YUL)</b> Tue 10-Jun 2014 15:40	<b>Ottawa, Ottawa Int'l (YOW)</b> Tue 10-Jun 2014 16:20	0	6hr57	CRA	Tango, T	
AC143	<b>Ottawa, Ottawa Int'l (YOW)</b> Tue 10-Jun 2014 18:15	<b>Edmonton, Edmonton Int'l (YEG)</b> Tue 10-Jun 2014 20:37	0		E90	Tango, T	<input checked="" type="checkbox"/>

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Operated by:  
<sup>1</sup> Air Canada Express - Jazz

*Change date from June 11 to June 10*

**Passenger Information**

<b>1: Mr Robert Normand : Adult (16+), Ticket Number</b>	
Air Canada - Aeroplan :	Meal Preference : <b>Regular</b>
Payment Card: <b>xxxx-xxxx-xxx</b>	Special Needs: <b>None</b>
Seat Selection: <b>None</b>	

**Additional charges and/or refund summary**

	<b>Additional charges</b>
	<b>Adult</b>
<b>Passenger Type</b>	
<b>Air Transportation Charges</b>	
Airfare (includes <u>Surcharges</u> )	<b>33.00</b>
<b>Taxes, Fees and Charges</b>	
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.65
Total Additional Fare	<b>34.65</b>
<b>Extra Charges (Change Fee)</b>	
Change Fee	75.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	3.75
Total Extra Charge (Change Fee)	<b>78.75</b>
Number of passengers	1
<b>Grand Total - Canadian dollars</b>	<b>\$113.40</b>

*5.40 GST*

**Payment Information**

**Credit/Debit Card** xxxx-xxxx-xxx Amount paid: **\$113.40**  
The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$34.65 (Airfare)  
Air Canada: \$78.75 (Change Fee per ticket)

Ticket number(s):

*Fare*  
289.08  
113.40  

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402.48  
*plus change fee*  
*112 GST* (19.11)

Bob Normand Trp #1

Lunch with board members after Annual General Meeting - June 12/14

ROYAL MAYFAIR GOLF CLU  
9450 Groat Road T6G2T5  
EDMONTON AB  
22638692  
GH2263869201

****	<b>PURCHASE</b>	****	
06-12-2014		12:58:24	3
Acct # *****		C	
Exp Date	Card Type		58pm
Name: NORMAND/ROBERT J			
			00
			00
Trace # 878			00
Inv. # 895			00
Auth =	RRN 001389001		00
			--
Purchase	\$42.00		00
Tip	\$7.56		00
<b>Total</b>	<b>\$49.56</b>		--
			0
			=

Retain this copy for your records  
Customer copy

Join us for Friday Night Socials  
June 20, July 4, July 18  
in the Spike Bar  
Live Entertainment at 7:30pm

----- End of Chit -----

Bob Normand  
Trip #2

*PAID*  
Paid \$19.10  
Jun 14 - 2014  
TAXI Fare

**Aurora Taxi**  
873-5050



- 24 Hour Service • Personalized Service
- Pre-Arranged Time Calls • Boosts and Deliveries
- Airport Service

Car #15

Taxi fare to  
notch in Yellowknife

Edmonton  
790-462-4747

Term ID: 450412476285  
Icon #: 1274

Card No: 7879993000

AID: A0000300041613

APPROVED

AMOUNT	CAD\$50.20
TIP	CAD\$5.02
TOTAL	CAD\$55.22

Ref. #: C  
Auth. #: 014726  
Resp. Code: 00  
TUR: 4000000000  
TSI: E800

GST 2.37

BOOK ON LINE AT EDMTAXI.COM  
THANK YOU FOR BEING OUR GUEST

GST 100403070

Date: 2014/06/14 Time: 06:11:00  
Revenue: AUTH 014726

\*\*\*CUSTOMER COPY\*\*\*

Bob Normand  
Trip # 2

### Booking Information

Booking Reference: [REDACTED]

**Customer Care**  
Air Canada  
1-888-247-2262  
**Flight Arrivals and Departures**  
1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:  
Mr Robert J Normand

### Online Services

**Manage** my booking online (view/change my booking; select seats\*).

**Request an upgrade**

**Select Seats**

**Maple Leaf Lounge | Meal Vouchers | On My Way**

**Alert me** of flight status changes directly to my mobile phone or email.

**Flight Arrivals & Departures** - check online if my flight is on time.

**Check-in online** and print my boarding pass.

\* Can my booking be changed online?

### Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8133 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Sat 14-Jun 2014 07:00	Calgary (YYC) Sat 14-Jun 2014 07:49	0	3hr42	DH4	Tango, A	
AC8233 <sup>1</sup>	Calgary (YYC) Sat 14-Jun 2014 08:40	Yellowknife (YZF) Sat 14-Jun 2014 10:42	0		CRJ	Tango, A	
AC8226 <sup>1</sup>	Yellowknife (YZF) Mon 16-Jun 2014 06:50	Calgary (YYC) Mon 16-Jun 2014 09:46	1 /YEA <sup>2</sup>	9hr20	CRJ	Flex, W	<input type="checkbox"/>
AC144	Calgary (YYC) Mon 16-Jun 2014 12:10	Montreal, Trudeau (YUL) Mon 16-Jun 2014 18:10	0		320	Flex, W	<input type="checkbox"/>

F: Food for purchase on board All Onboard Café purchases made on board Air Canada flights are payable only with Visa, MasterCard and American Express credit cards.

Operated by:

<sup>1</sup> Air Canada Express - Jazz

Stopover:

<sup>2</sup> Edmonton (YEA)

### Passenger Information

**1: Mr Robert J Normand : Adult (16+), Ticket Number** [REDACTED]

Air Canada -  
Aeroplan :

Meal Preference : **None**

Payment Card: **XXXX-XXXX-XXXX**

Special Needs: **None**

Seat Selection:



## Purchase Summary

Bob Normand  
Trip # 2

### Fare Summary

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Flight 1 - Airfare ( <u>Tango</u> )	<b>119.00</b>
Flight 2 - Airfare ( <u>Flex</u> )	<b>479.00</b>
<u>Surcharges</u>	41.00
<b>Taxes, Fees and Charges</b>	
<u>Canada Airport Improvement Fee</u>	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	33.91
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total airfare and taxes before options (per passenger)	<b>712.16</b>
Number of passengers	<b>1</b>
<b>Grand Total - Canadian dollars</b>	<b>\$712.16</b>

### Payment Information

Credit/Debit Card xxxx-xxxx-xx Amount paid: **\$712.16**  
The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$712.16 (Airfare - per ticket)

Ticket number(s)

### Fare Rules

**Flight 1:** Edmonton (YEG) To Yellowknife (YZF) - **Tango**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger.
  - **Same-day standby** is available **only** to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a new ticket, Air Canada will cancel your ticket and provide a full refund without penalty.

Lunch June 14/14

Bob Normand  
Trip # 2

Dinner (3) June 15/2014.

Chair, Board Member,  
and CEO

EXPLORER HOTEL  
4825 49 AVENUE  
YELLOWKNIFE NT

CARD \*\*\*\*\*  
CARD TYPE  
DATE 2014/06/14  
TIME 4226 12:34:06  
RECEIPT NUMBER 5/14/14  
CB2024261-001-077-010-0 11:59

PURCHASE 13.00  
AMOUNT \$16.80 3.00  
TIP \$3.00  
TOTAL 3.00  
13.00  
**\$19.80**

A0000000041010  
B72DE7A5754426B5  
0000008000-E800  
26E9AA601687DD47

APPROVED

AUTH# 014830 01-027  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

\*\*\*\*\*Gratuities Not Included\*\*\*\*\*  
PLEASE PAY YOUR SERVER  
Thank you for dining with us!

60478

POLAR BOWL LOUNGE  
5125 52ND AVE  
YELLOWKNIFE NT a

CARD \*\*\*\*\*  
CARD TYPE  
DATE 2014/06/15  
TIME 6172 23:22:56 06/15/14  
RECEIPT NUMBER 20:39  
C06006041-001-186-040-0

PURCHASE 19.90  
AMOUNT \$80.75 57.00  
TIP \$12.11 19.90  
TOTAL 19.90

**\$92.86**  
76.90  
3.85

A0000000041010  
46A02ACD1C6CEB76  
0000008000-E800  
14DFB33AFEF44500 nley

APPROVED

AUTH# 015024 01-027  
THANK YOU

CARDHOLDER COPY

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37175

Bob Normand  
Trip # 2

# The Explorer Hotel

4825 49Th Ave.  
Yellowknife, NT X1A 2R3  
P:867-873-3531/F:867-873-2789  
operations@explorerhotel.ca

TAX ID: GST 87517 2710

Bob Normand

Room	Folio	CheckIn	CheckOut	Balance
(318)	316158	06/14/2014	06/16/2014	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
06/14/2014	318	Room Taxable	160.00	0.00	160.00
06/14/2014	318	G S T - 5.000%	8.00	0.00	168.00
06/15/2014	318	Room Taxable	160.00	0.00	328.00
06/15/2014	318	G S T - 5.000%	8.00	0.00	336.00
06/16/2014	318		0.00	336.00	0.00
		<b>Balance Due</b>			<b>0.00</b>
		<b>Summary and Taxes</b>			
		Taxable Sales			320.00
		G S T 5.00%			16.00