



**Name:** Patricia Johnston

**Position:** Executive Vice President and General Counsel

**Reporting Period:** April 1 - May 31, 2015

Date Expense Incurred	Expense Type	Location	Description/Rationale	Amount	Receipt
16-Mar-15	Lunch	Calgary	Working lunch meeting with two internal staff members and one outside counsel member	\$ 64.80	Receipt
29-Mar-15	Airfare Change Fee	Edmonton	Board of Directors meeting	\$ 134.40	Receipt
29-Mar-15	Hotel	Edmonton	Board of Directors meeting	\$ 178.51	Receipt
29-Mar-15	Dinner	Edmonton	Board of Directors meeting	\$ 15.12	Receipt
29-Mar-15	Taxi	Edmonton	Board of Directors meeting	\$ 60.50	Receipt
30-Mar-15	Airfare (return)	Calgary to Edmonton	Board of Directors meeting	\$ 279.56	Receipt
30-Mar-15	Hotel	Edmonton	Board of Directors meeting	\$ 178.51	Receipt
30-Mar-15	Dinner	Edmonton	Board of Directors meeting	\$ 26.46	Receipt
30-Mar-15	Taxi	Edmonton	Board of Directors meeting	\$ 18.40	Receipt
31-Mar-15	Taxi	Edmonton	Board of Directors meeting	\$ 57.60	Receipt
31-Mar-15	Baggage fee	Calgary	Board of Directors meeting	\$ 26.25	Receipt
31-Mar-15	Taxi	Edmonton	Board of Directors meeting	\$ 84.00	Receipt
7-May-15	Airfare (return)	Calgary to Medicine Hat	Board of Directors meeting	\$ 468.56	Receipt
<b>Total</b>				<b>\$ 1,592.67</b>	

CHACHI'S SANDWICH BAR  
#212-400 4TH AVE SW  
CALGARY, AB T2P 0J4

Merchant ID: 000000003036149  
Term ID: 04522382  
25045160019

### Purchase

VISA CREDIT

AID: A0000000031010

Entry Method: Chip

Batch#: 000547

03/16/15

11:49:42

Ref: [REDACTED]

Inv #: 021379 Appr Code: 015094

Amount: \$ 58.80

Tip: \$ 6.00

Total: \$ 64.80

Customer Copy

Lunch Mtg.  
P. Johnston, [REDACTED]

CHACHI'S  
sandwich bar

Tbl:0

Ref:85982

Chk:85982

3/16/2015 10:20 am

2 Vedge	18.00
gluten free	2.00
Turkey	10.00
Ham and Cheese	8.00
4 mac n cheese sm	18.00

SubTotal	56.00
GST	2.80

Total 58.80

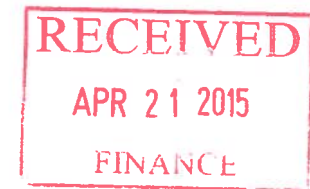
Total Due 58.80

Chachi's Sandwich Bar  
Shell Centre  
#212 - 400 4th Avenue SW  
Calgary AB T2P 0J4  
www.chachis.ca  
Catering??? Call 403.263.2275

Calgary Head Office  
Suite 1000, 250 – 5 Street SW  
Calgary, Alberta T2P 0R4  
Canada

[www.aer.ca](http://www.aer.ca)

### Missing Itemized Receipt Details and Follow-up



**Employee Name:** Patricia M. Johnston

**Submission Date:** 21 April 2015

**Position:** EVP Law General Counsel

**Branch:** Law


Expense Type	Date Expense Incurred	Amount	Description/Rationale	Names of guests (where applicable)	The reason why a receipt cannot be provided.
Airfare	3/29/2015	134.4	change fee	Patricia Johnston	made changes over phone no receipt sent
<b>Total Amount</b>					

The expenses above were incurred and are related to AER business. These expenses have not been claimed previously and do not include the purchase of any alcoholic beverages.

**Employee Signature:** 

**Date:** 21 April 2015

21-Apr-15

**Approver Signature:** 

**Date:** May 14 / 2015

The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
Canada  
Tel: 780-426-3636 Fax: 780-428-1454

# WESTIN®

## HOTELS & RESORTS

Patty Johnston  
1000 250 5th St  
Calgary, AB T2P 0R4  
CA

Page Number	:	1	Invoice Nbr	:	
Guest Number	:				
Folio ID	:				
Arrive Date	:	29-MAR-15	20:08		
Depart Date	:	30-MAR-15	16:52		
No. Of Guest	:	1			
Room Number	:	708			
Club Account	:				

Copy Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 21-APR-15 09:59

Date	Reference	Description	Charges (CAD)	Credits (CAD)
29-MAR-15	RT708	Room Charge	159.00	
29-MAR-15	RT708	GST	8.19	
29-MAR-15	RT708	DMF	4.77	
29-MAR-15	RT708	Tourism Levy	6.55	
30-MAR-15	VI	Visa		-178.51
** Total			178.51	-178.51
*** Balance			0.00	

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As a Starwood Preferred Guest, you could have earned 318 Starpoints for this visit. Please provide your member number or enroll today.

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews)

Continued on the next page

\*\*\*\*\*

CHECK # 295941      DATE 3/29/15  
NAME [REDACTED] -TO GO      TIME 8:28PM

=====

--      BAR : BAR PM      --

SEAT#    ITEMS ORDERED      AMOUNT

1    1/2 MIX GREEN      7.00  
     \$Salad chicken      5.00

SUBTOTAL      12.00  
GST      0.60

-----  
12.60

TOTAL      12.60

\*\*\*\*\*

SUBTOTAL      12.00  
GST      0.60

-----  
TOTAL DUE      12.60  
-----

# OF GUESTS      0

Easter Sunday Brunch Buffet  
Sunday, April 5th  
\$25.95/person | \$10.95 kids 12 & under  
Ask your server for details  
or visit us online at  
CRAFTbeermarket.ca  
780.424.BEER(2337)

GST# 843991241 RT0001

CRAFT BEER MARKET  
10013 101A Avenue  
Edmonton, AB  
T6J 0C3  
780-424-7339

\*\* TRANSACTION RECORD \*\*

Tran. #: 6549  
Check #: 295941  
Employee #: [REDACTED]  
Employee Name: [REDACTED]  
Merch. ID: 000010196926  
Terminal #: 035  
Device ID: 09  
Retrieval #: 601000000000

PURCHASE

XXXXXXXXXXXX [REDACTED]  
Visa  
Entry Method: Chip

Amount      \$12.60

Tip      \$2.52

-----  
TOTAL CAD \$15.12

2015/03/29 20:36:46  
00-001 096010  
CRBEWS09/CRBEWC09

APPROVED [REDACTED]

APP Label: VISA CREDIT  
AID: A0000000031010  
TUR: 0000008000  
TSI: F800

Customer Copy

THANK YOU  
Come Again

24-7 TAXI  
200-10105-100 AVE  
EDMONTON, AB, T5H1A7  
MID: 07112250014  
GST#: 000000000000000

TID: 058

Operator# [REDACTED]

SALE

Visa

Exp: 11/11  
CHIP

03/29/2015 20:05:05

Inv# [REDACTED]

Record#: 230015 Batch#: 080002

Retrieval#: 00000001

40000000031010

TVR 0000000000

VISA CREDIT  
TSI F800

Amount:

\$55.00

Tip:

\$5.50

Total:

\$60.50

Auth Code: 052150  
APPROVED

Customer copy

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## Itinerary confirmation

Thank you for choosing WestJet. You can find details about your booking below.

Your reservation code is: [REDACTED]

### Guest details

Ms Patricia M Johnston

Flight

Calgary (YYC)-Edmonton (YEG), Edmonton (YEG)-Calgary (YYC)

Ticket number

Seat

YYC-YEG YEG-YYC

### Air itinerary details

Calgary (YYC)  
Mon Mar 30 2015, 7:00 AM  
Dehavilland Dash 8-400 Turboprop

Edmonton (YEG)  
Mon Mar 30 2015, 8:03 AM

WS 3395  
Operated by WESTJET  
ENCORE

Fare type: Econo  
Non-stop

Edmonton (YEG)  
Tue Mar 31 2015, 4:40 PM  
Dehavilland Dash 8-400 Turboprop

Calgary (YYC)  
Tue Mar 31 2015, 5:37 PM

WS 3207  
Operated by WESTJET  
ENCORE

Fare type: Econo  
Non-stop

### Pricing breakdown

Guest type	Base fare per guest	Air transportation charges per guest	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
Adult	\$168.00	\$24.00	\$87.56	\$279.56	x 1	\$279.56 CAD

#### YYC-YEG: Econo fare type benefits

First checked bag fee of \$25-29.50 CAD for flights within Canada or to/from the U.S.<sup>1</sup>

Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible piece<sup>1</sup>

<sup>1</sup> Not applicable on flights operated by our airline partners

#### YEG-YYC: Econo fare type benefits

First checked bag fee of \$25-29.50 CAD for flights within Canada or to/from the U.S.<sup>1</sup>

Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible piece<sup>1</sup>

<sup>1</sup> Not applicable on flights operated by our airline partners

Total airfare: **\$279.56 CAD**

### Earn WestJet dollars. Pay when you pick up your car. Book now.

Reserve now and pay when you pick up your vehicle.

All displayed quotes include taxes and fees. Click on the arrows to see other options.

Pick-up from: Edmonton (YEG) Mon Mar 30 2015, 8:33 AM

Drop-off to: Edmonton (YEG) Tue Mar 31 2015, 3:40 PM

Intermediate 5 Door,  
Automatic, AC



Full-Size 4 Door,  
Automatic, AC







Economy 2 Door,  
Automatic, AC



Compact 2 Door,  
Automatic, AC



 Total price <b>\$235.31 CAD</b> (includes taxes and fees) <b>\$117.66 CAD/day</b> <b>SELECT</b> Rate details	 Total price <b>\$286.71 CAD</b> (includes taxes and fees) <b>\$143.36 CAD/day</b> <b>SELECT</b> Rate details	 Total price <b>\$223.55 CAD</b> (includes taxes and fees) <b>\$111.78 CAD/day</b> <b>SELECT</b> Rate details	 Total price <b>\$232.23 CAD</b> (includes taxes and fees) <b>\$116.12 CAD/day</b> <b>SELECT</b> Rate details
--	--	--	--

WestJet Rewards members earn 1% back in WestJet dollars on car rentals booked at westjet.com.\*

\* WestJet dollars will be awarded on the cost of your rental before taxes, fees and charges.

Charged to VISA ...  \$279.56 CAD

### Important details

WestJet permits one piece of carry-on baggage and one personal item on board. If you are on a flight operated by one of our partners, your allowance may be different - [learn more](#). All carry-on baggage must pass through security. Make sure your carry-on complies and avoid having to surrender your personal items. Review what you can - and can't - take on your flight by visiting our [restricted items](#) info page or [catsa.gc.ca](#).



Your checked baggage allowance depends on the aircraft you are travelling on, the fare option purchased and the destination you are travelling to or from. You may be permitted additional items, or items that are overweight or oversized in checked baggage. For more details, please see [Checked and excess baggage](#).



Use [web check in](#) to print your boarding pass and select your seat for free. This service is available as early as 24 hours (and up to 60 minutes) before your scheduled flight. Selecting some seats requires a fee.



Identification and travel documents required vary based on where you are travelling and may change based on your nationality. Visit our [ID requirements](#) section for more information.



Do you have a special need? For information on travelling with oxygen, assistive devices, or a service animal see [Guests with special needs](#).



We know how valuable your time is. To ensure we are able to depart and arrive as scheduled, please be sure you are through security and at your departure gate 30 minutes prior to your flight's scheduled departure time. If you arrive at the gate less than 10 minutes prior to departure and the aircraft is already boarded you will be denied boarding.

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The Westin Edmonton  
10135 100 St  
Edmonton, AB T5J 0N7  
Canada  
Tel: 780-426-3636 Fax: 780-428-1454

# WESTIN®

## HOTELS & RESORTS

Patty Johnston  
1000 250 5th St  
Calgary, AB T2P 0R4  
Canada

Page Number : 1 Invoice Nbr :   
Guest Number :   
Folio ID :   
Arrive Date : 30-MAR-15 16:52  
Depart Date : 31-MAR-15 06:51  
No. Of Guest : 1  
Room Number : 708  
Club Account :

### Information Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 31-MAR-15 07:00

Date	Reference	Description	Charges (CAD)	Credits (CAD)
30-MAR-15	DEPOSIT	Deposit Applied		-178.51
30-MAR-15	RT708	Room Charge	159.00	
30-MAR-15	RT708	GST	8.19	
30-MAR-15	RT708	DMF	4.77	
30-MAR-15	RT708	Tourism Levy	6.55	
** Total			178.51	-178.51
*** Balance			0.00	

KIDS EAT WELL AT WESTIN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Superchefs(TM) to make kids and parents happy. Learn more at [westin.com/eatwell](http://westin.com/eatwell)

As a Starwood Preferred Guest, you could have earned 318 Starpoints for this visit. Please provide your member number or enroll today.

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Continued on the next page

SORRENTINO'S DOWNTOWN  
10162-100 STREET

EDMONTON, AB T5J-0P5  
TEL 780-424-7500

TERM ID: Y4652053  
EMPLOYEE ID: [REDACTED]  
CLERK NAME: [REDACTED]

BATCH#: 117  
SHIFT#: 003

**Sale**

INV#: 000000010

VISA

Chip

SEON:117001001010

Application Label: VISA CREDIT

AID: A0000000031010

TVR: 00 00 00 00 00

TSI: F8 00

XXXXXXXXXX [REDACTED]

Amount: \$ 22.05  
Tip: \$ 4.41

**Total: CAD\$ 26.46**

APPROVED [REDACTED]  
001/00

30-Mar-15

18:39:25

CUSTOMER COPY  
THANK YOU



GST#R889541298  
Sorrentino's Downtown  
10162 - 101 Street  
(780) 424-7500

Tbl 25/1 Chk 172 Gst 1  
Mar30'15 06:28PM  
\*\*\* Reprint \*\*\*

1 CARBONARA 21.00  
Subtotal 21.00  
GST 1.05  
Amount Due 22.05

SAVE THE DATE  
APRIL 18th  
AND JOIN US AT THE SHAW  
CONCERCE CENTRE FOR THE  
GARLIC STOMP!

YELLOW CAB  
10175 31 AVENUE NW  
EDMONTON AB T6N 1C7  
462-3456

Term: 10/15/2014 12:24

Time: 12:24

UTS: 10/15/2014

PURCHASE

Op Id: [REDACTED]

Card #: XXXXXXXXXX [REDACTED]

Atb: 0000000000000000

APPROVED

10/15/2014

CAD\$16.00

1.14

CAD\$2.40

1.14

CAD\$18.40

Ref. # C

Auth. # [REDACTED]

Resp. Code: 00

TOP: 4000000000

TS: 10/15/2014

BOOK ONLINE AT EDMTAXI.COM  
THANK YOU FOR BEING OUR GUEST

GST 105401070

Date: 2015/01/10 Time: 12:00:24  
Response: AUTH 010020

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

AIRPORT TAXI SERVICE  
4608 101 ST. (7808907070)  
EDMONTON, AB  
T6E-5G9

Term ID: 05275597

## Purchase

XXXXXXXXXX

VISA

Entry Method: C

Invoice #:

Amount: \$ 48.00

Tip: \$ 9.60

Total: \$ 57.60

2015/03/31

13:52:59

Seq #: 0010420010

Appr Code:

Resp Code: 01/027

VISA CREDIT

A0000000031010

E4 E7 02 B7 9C 36 57 51

00 00 00 00 00

F8 00

9E 7F 6D 52 BB 5B 15 29

**APPROVED**  
**Thank You**

Customer Copy

- IMPORTANT -  
retain this copy for your records

GST823449855

**WESTJET**

**PAYMENT RECEIPT/RECU DE PAIEMENT**

Name/Nom

**JOHNSTON/PATRICIA**

POS

Date

**31MAR15**

Time/Heure

**1:55PM**

Description

Fee/Frais  
(CAD)

GST/TPS

Total  
(CAD)

Total (CAD)

FIRST BAG

8382605030620

**\$25.00**

1.25

**26.25**

**JOHNSTON/PATRICIAM**

**\$25.00 \$1.25**

*Westjet Bag Check Fee*

**\$25.00**

1.25

**26.25**

RECEIPT/RECU 1/1

VI XXXXXXXXXXXX

AUTH

GST/TPS No. 1202807956

GST/TVQ No. 866112535

KIOSK ID

**YEGSS074**

ALLIED LIMO ASSOCIATED  
307 41 AVENUE NE T2E2N4  
CALGARY AB  
21640631

||||

PURCHASE

||||

03-31-2015 20:02:40  
Acct # [REDACTED] C  
Exp Date 11/11 Card Type VI  
Name: PATRICIA JOHNSTON  
40000000031010 VISA CREDIT

Trace # 670017  
FV2164063103

Inv # [REDACTED]  
Auth # [REDACTED] RRN 001003719

Purchase	570.00
Tip	\$14.00
Total	\$584.00

( 00 ) APPROVED-THANK YOU

Retain this copy for your  
records  
Customer copy

Your booking is confirmed. Booking reference: [REDACTED]

An email booking confirmation has been sent to: [patricia.johnston@ aer.ca](mailto:patricia.johnston@ aer.ca).

Use your booking reference to retrieve your official Itinerary/Receipt at [aircanada.com](http://aircanada.com).

**Passengers** Mrs Patricia Johnston

Flight	From	To	Departure	Arrival
AC7231	Calgary (YYC)	Medicine Hat (YXH)	14:50 Thu 07-May 2015	15:43 Thu 07-May 2015
AC7234	Medicine Hat (YXH)	Calgary (YYC)	16:05 Fri 08-May 2015	17:03 Fri 08-May 2015

Air Transp. Charges	402.00
Options	0.00
Taxes, fees and charges	66.56
Travel Insurance	Purchase travel insurance
<b>Grand Total</b> Canadian dollars	<b>\$468.56</b>

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

**Booking Information**

AIR CANADA 

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:**  
Mrs Patricia Johnston  
[patricia.johnston@ aer.ca](mailto:patricia.johnston@ aer.ca)  
Mobile: [REDACTED]  
Work: 1-403-2974439

**Flight Itinerary**

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC7231 <sup>1</sup>	Calgary (YYC) Thu 07-May 2015 14:50	Medicine Hat (YXH) Thu 07-May 2015 15:43	0	0hr53	BEH	Flex, G	
AC7234 <sup>1</sup>	Medicine Hat (YXH) Fri 08-May 2015 16:05	Calgary (YYC) Fri 08-May 2015 17:03	0	0hr58	BEH	Flex, G	

Operated by:

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

**Passenger Information**

1: Mrs Patricia Johnston : Adult (16+), Ticket Number: [REDACTED]

Frequent Flyer Prog: None

Meal Preference: None

Payment Card: xxxx-xxxx-xxxx [REDACTED]

Special Needs: None

Seat Selection: AC7231 4A , AC7234 4A

**Purchase Summary**

**Fare Summary**

Passenger Type	Adult
<b>Air Transportation Charges</b>	
Departing Flight - Flex	189.00
Return Flight - Flex	189.00
Surcharges	24.00

**Taxes, Fees and Charges**

Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10005 7 RT0001)	22.31
Air Travellers Security Charge (ATSC)	14.25
Total before options (per passenger)	<b>468.56</b>
Number of passengers	x 1
Total with options	<b>468.56</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$468.56</b>

#### Payment Information

**Credit/Debit Card xxxx-xxxx-xxxx-5785** - Amount paid: **\$468.56**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

- Air Canada: \$468.56 (Air Transp. Charges - per ticket)

Ticket number(s): 0142147057018

#### Fare Rules

**Departing Flight** Calgary (YYC) To Medicine Hat (YXH) - **Flex**

**Return Flight** Medicine Hat (YXH) To Calgary (YYC) - **Flex**

##### • Changes:

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 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 permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- Same-day standby** is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) or Newark (EWR) airports (connecting flights excluded).
- 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.
- Complimentary advance standard seat selection** 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.
- Flights operated by Air Canada: earn 100% Aeroplan Miles (Altitude Qualifying Miles)
- Read complete fare rules applicable to this fare.

#### Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide .

#### Carry-on Baggage

On your Air Canada, Air Canada Express, or Air Canada rouge-operated flight, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details.

#### Checked Baggage

Please see below for details on the bags you plan to check in at the baggage counter.

**Departing Flight** : Calgary (YYC) To Medicine Hat (YXH) - **Flex**

**Return Flight** : Medicine Hat (YXH) To Calgary (YYC) - **Flex**

Regular Baggage  
Allowance

**1st bag:**  
**Complimentary**

**2nd bag:**  
**\$25.00 CAD**  
+ taxes\* per direction

Max. weight per bag: 23 kg (50 lb)  
Max. linear dimensions per bag: 158 cm (62 in)

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and