



Defence Construction Canada  
Construction de Défense Canada

**Q3 2017-18**

**Travel and Hospitality Expenses**

December 31, 2017



## Contents

Travel Expenses.....	4
Board of Directors.....	4
Robert Presser, Board Chair.....	4
John Boyd, Board Member .....	4
Paul Cataford, Board Member .....	4
Shirley McClellan, Board Member .....	5
Lori O’Neill, Board Member .....	5
Marc Ouellet, Board Member.....	5
President and Chief Executive Officer .....	6
James Paul, President and Chief Executive Officer.....	6
Executive Management Group .....	7
Daniel Benjamin, Vice-President, Operations – Service Delivery and Corporate Planning .....	7
Melinda Nycholat, Vice-President, Operations – Procurement .....	8
Ross Welsman, Vice-President, Operations – Business Management .....	10
Juliet Woodfield, Vice-President – Finance & Human Resources and Chief Financial Officer .....	11
Hospitality.....	11
Board of Directors.....	12
Robert Presser, Board Chair.....	12
John Boyd, Board Member .....	12
Paul Cataford, Board Member .....	12
Shirley McClellan, Board Member .....	12
Lori O’Neill, Board Member .....	12
Marc Ouellet, Board Member.....	12
President and Chief Executive Officer .....	12



James Paul, President and Chief Executive Officer .....	13
Executive Management Group .....	13
Daniel Benjamin, Vice-President, Operations – Service Delivery and Corporate Planning .....	13
Melinda Nycholat, Vice- President, Operations – Procurement.....	13
Ross Welsman, Vice-President, Operations – Business Management .....	14
Juliet Woodfield, Vice-President – Finance & Human Resources and Chief Financial Officer .....	14
Hospitality - Corporate Events/DCC Meetings.....	14
Hospitality - Board Meetings .....	14

- Note: 1. “Other” includes conference registration and other expenses.  
2. Amounts listed are unaudited.  
3. Report by date of event.



## Travel Expenses

### *Board of Directors*

#### **Robert Presser, Board Chair**

Travel Expenses

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Robert Presser, Board Chair  
**Destination(s):** Ottawa, ON  
**Purpose:** Appearance before PACP  
**Date(s):** 2017-11-02  
**Transportation:** \$233.24  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$233.24

#### **John Boyd, Board Member**

Travel Expenses

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** John Boyd, Board Member  
**Destination(s):** Ottawa, ON  
**Purpose:** Board Meeting  
**Date(s):** 2017-12-06 to 2017-12-07  
**Transportation:** \$887.38  
**Accommodation:** \$203.68  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$1,091.06

#### **Paul Cataford, Board Member**

Travel Expenses

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Paul Cataford, Board Member  
**Destination(s):** Ottawa, ON  
**Purpose:** Board Meeting  
**Date(s):** 2017-12-06 to 2017-12-07  
**Transportation:** \$782.85  
**Accommodation:** \$203.68  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$986.53



## **Shirley McClellan, Board Member**

Travel Expenses

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

No travel expenses to report for this period.

## **Lori O'Neill, Board Member**

Travel Expenses

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Lori O'Neill, Board Member  
**Destination(s):** Ottawa, ON  
**Purpose:** Committee Meeting  
**Date(s):** 2017-11-28  
**Transportation:** \$20.55  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$20.55

## **Marc Ouellet, Board Member**

Travel Expenses

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Marc Ouellet, Board Member  
**Destination(s):** Ottawa, ON  
**Purpose:** Committee Meeting  
**Date(s):** 2017-11-28  
**Transportation:** \$40.86  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$40.86

**For:** Marc Ouellet, Board Member  
**Destination(s):** Ottawa, ON  
**Purpose:** Board Meeting  
**Date(s):** 2017-12-06 to 2017-12-07  
**Transportation:** \$85.72  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$4.95  
**Other:** \$0.00  
**TOTAL:** \$90.67



## ***President and Chief Executive Officer***

### **James Paul, President and Chief Executive Officer**

#### **Travel Expenses**

##### **Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** James Paul, President and CEO  
**Destination(s):** Ottawa, ON  
**Purpose:** Parking and mileage for miscellaneous events included (5)  
**Date(s):** 2017-10-01 to 2017-12-31  
**Transportation:** \$116.30  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$116.30

**For:** James Paul, President and CEO  
**Destination(s):** Bagotville, QC  
**Purpose:** Site Visit (1) - Corporate Presentation  
**Date(s):** 2017-10-04 to 2017-10-06  
**Transportation:** \$1,064.99  
**Accommodation:** \$235.64  
**Meals/Incidentals:** \$175.25  
**Other:** \$0.00  
**TOTAL:** \$1,475.88

**For:** James Paul, President and CEO  
**Destination(s):** Edmonton, Cold Lake and Wainwright, AB  
**Purpose:** Site Visits (3) - Corporate Presentations  
**Date(s):** 2017-10-15 to 2017-10-19  
**Transportation:** \$1,525.92  
**Accommodation:** \$587.78  
**Meals/Incidentals:** \$371.20  
**Other:** \$0.00  
**TOTAL:** \$2,484.90



**For:** James Paul, President and CEO  
**Destination(s):** Toronto, ON  
**Purpose:** Annual CCPPP Conference  
**Date(s):** 2017-11-05 to 2017-11-07  
**Transportation:** \$810.93  
**Accommodation:** \$452.40  
**Meals/Incidentals:** \$99.25  
**Other:** \$1,463.35  
**TOTAL:** \$2,825.93

**For:** James Paul, President and CEO  
**Destination(s):** Toronto, ON  
**Purpose:** BLG Forum Meetings  
**Date(s):** 2017-11-30 to 2017-12-01  
**Transportation:** \$911.14  
**Accommodation:** \$295.80  
**Meals/Incidentals:** \$148.40  
**Other:** \$0.00  
**TOTAL:** \$1,355.34

### ***Executive Management Group***

#### **Daniel Benjamin, Vice-President, Operations – Service Delivery and Corporate Planning**

##### **Travel Expenses**

##### **Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Daniel Benjamin, Vice-President - Operations  
**Destination(s):** Ottawa, ON  
**Purpose:** Parking and mileage for miscellaneous events included (1)  
**Date(s):** 2017-10-01 to 2017-12-31  
**Transportation:** \$15.00  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$15.00



**For:** Daniel Benjamin, Vice-President - Operations  
**Destination(s):** Orlando, FL, USA  
**Purpose:** Gartner IT Symposium  
**Date(s):** 2017-10-02 to 2017-10-05  
**Transportation:** \$589.33  
**Accommodation:** \$796.70  
**Meals/Incidentals:** \$406.83  
**Other:** \$0.00  
**TOTAL:** \$1,792.86

**For:** Daniel Benjamin, Vice-President - Operations  
**Destination(s):** Esquimalt, BC  
**Purpose:** Site Visit (1) – Corporate Presentation  
**Date(s):** 2017-12-11 to 2017-12-14  
**Transportation:** \$1,432.38  
**Accommodation:** \$418.29  
**Meals/Incidentals:** \$363.25  
**Other:** \$0.00  
**TOTAL:** \$2,213.92

### **Melinda Nycholat, Vice-President, Operations – Procurement**

#### **Travel Expenses**

#### **Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Ottawa, ON  
**Purpose:** Parking and mileage for miscellaneous events included (1)  
**Date(s):** 2017-01-01 to 2017-12-31  
**Transportation:** \$12.50  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$12.50

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Mont-Saint-Hilaire, QC  
**Purpose:** Quebec Region Service Line Annual Forum  
**Date(s):** 2017-10-16 to 2017-10-18  
**Transportation:** \$497.18  
**Accommodation:** \$316.54  
**Meals/Incidentals:** \$184.80  
**Other:** \$0.00  
**TOTAL:** \$998.52





**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Toronto, ON  
**Purpose:** OSPE Conference  
**Date(s):** 2017-10-28  
**Transportation:** \$543.21  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$19.10  
**Other:** \$0.00  
**TOTAL:** \$562.31

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Toronto, ON  
**Purpose:** CCI Conference (Speaker)  
**Date(s):** 2017-11-02 to 2017-11-03  
**Transportation:** \$85.96  
**Accommodation:** \$288.85  
**Meals/Incidentals:** \$81.95  
**Other:** \$0.00  
**TOTAL:** \$456.76

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Toronto, ON  
**Purpose:** Annual CCPPP Conference  
**Date(s):** 2017-11-05 to 2017-11-07  
**Transportation:** \$664.07  
**Accommodation:** \$452.40  
**Meals/Incidentals:** \$99.25  
**Other:** \$1,463.35  
**TOTAL:** \$2,679.07

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Vancouver, BC  
**Purpose:** CCDC Meeting\*\*  
**Date(s):** 2017-11-11 to 2017-11-13  
**Transportation:** \$39.96  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$230.15  
**Other:** \$0.00  
**TOTAL:** \$270.11

\*\* A portion of this trip was paid directly by the organization



**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Oromocto, NB and Halifax, NS  
**Purpose:** Site Visit (1) – Corporate Presentation and Atlantic Region Annual Fall Managers Conference  
**Date(s):** 2017-11-26 to 2017-11-30  
**Transportation:** \$1,193.86  
**Accommodation:** \$614.04  
**Meals/Incidentals:** \$294.80  
**Other:** \$0.00  
**TOTAL:** \$2,102.70

### **Ross Welsman, Vice-President, Operations – Business Management**

#### **Travel Expenses**

#### **Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Ross Welsman, Vice-President - Operations  
**Destination(s):** Toronto, ON  
**Purpose:** CCI Annual Conference and CCI Board meeting  
**Date(s):** 2017-11-02 to 2017-11-03  
**Transportation:** \$389.65  
**Accommodation:** \$288.85  
**Meals/Incidentals:** \$34.60  
**Other:** \$367.25  
**TOTAL:** \$1,080.35

**For:** Ross Welsman, Vice-President - Operations  
**Destination(s):** Kingston, ON  
**Purpose:** Site Visit (1) – Corporate Presentation  
**Date(s):** 2017-12-12 to 2017-12-13  
**Transportation:** \$199.59  
**Accommodation:** \$177.02  
**Meals/Incidentals:** \$104.25  
**Other:** \$0.00  
**TOTAL:** \$480.86



## Juliet Woodfield, Vice-President – Finance & Human Resources and Chief Financial Officer

### Travel Expenses

#### Q3 - 2017-2018 / October 1, 2017 to December 31, 2017

**For:** Juliet Woodfield, Vice-President – Finance & HR and CFO  
**Destination(s):** Ottawa, ON  
**Purpose:** Parking and mileage for miscellaneous events included (1)  
**Date(s):** 2017-01-01 to 2017-12-31  
**Transportation:** \$33.00  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$33.00

**For:** Juliet Woodfield, Vice-President – Finance & HR and CFO  
**Destination(s):** Montréal, QC  
**Purpose:** Quebec Region Annual Leadership Forum  
**Date(s):** 2017-11-06 to 2017-11-08  
**Transportation:** \$351.31  
**Accommodation:** \$290.36  
**Meals/Incidentals:** \$165.50  
**Other:** \$0.00  
**TOTAL:** \$807.17

**For:** Juliet Woodfield, Vice-President – Finance & HR and CFO  
**Destination(s):** Edmonton, AB  
**Purpose:** Site Visit (1) – Corporate Presentation and Western Region Fall Business Management meetings  
**Date(s):** 2017-11-26 to 2017-11-29  
**Transportation:** \$746.26  
**Accommodation:** \$454.68  
**Meals/Incidentals:** \$250.65  
**Other:** \$0.00  
**TOTAL:** \$1,451.59

## Hospitality

### Legend

E: DCC employees

O: External advisors and representatives of other organizations



## ***Board of Directors***

### **Robert Presser, Board Chair**

#### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Robert Presser, Board Chair

**Date(s):** 2017-11-02

**Purpose:** Lunch meeting DCC President & CEO

**Vendor (Location):** Lift Restaurant (Ottawa, ON ) (2 people: 2E)

**Amount:** \$65.65

### **John Boyd, Board Member**

#### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

No hospitality expenses to report for this period.

### **Paul Cataford, Board Member**

#### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

No hospitality expenses to report for this period.

### **Shirley McClellan, Board Member**

#### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

No hospitality expenses to report for this period.

### **Lori O'Neill, Board Member**

#### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

No hospitality expenses to report for this period.

### **Marc Ouellet, Board Member**

#### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

No hospitality expenses to report for this period.

## ***President and Chief Executive Officer***

#### **Legend**

E: DCC employees

O: External advisors and representatives of other organizations



## **James Paul, President and Chief Executive Officer**

### **Hospitality Expenses**

#### **Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** James Paul, President and CEO

**Date(s):** 2017-10-06

**Purpose:** Breakfast meeting with DCC Staff (2 people: 2E)

**Vendor (Location):** Auberge des 21 (Alouette, QC)

**Amount:** \$37.77

**For:** James Paul, President and CEO

**Date(s):** 2017-10-23

**Purpose:** Dinner meeting with ACEC Chair (1 person: 1E)

**Vendor (Location):** Milestones (Ottawa, ON)

**Amount:** \$44.83

## ***Executive Management Group***

Legend

E: DCC employees

O: External advisors and representatives of other organizations

## **Daniel Benjamin, Vice-President, Operations – Service Delivery and Corporate Planning**

### **Hospitality Expenses**

#### **Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Daniel Benjamin, Vice-President, Operations

**Date(s):** 2017-11-23

**Purpose:** NCR CME Annual Mess Dinner (1 person: 1E)

**Vendor (Location):** Ottawa, ON

**Amount:** \$66.00

## **Melinda Nycholat, Vice- President, Operations – Procurement**

### **Hospitality Expenses**

#### **Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Melinda Nycholat, Vice-President, Operations

**Date(s):** 2017-11-23

**Purpose:** NCR CME Annual Mess Dinner

**Vendor (Location):** Ottawa, ON (1 person: 1E)

**Amount:** \$66.00



## **Ross Welsman, Vice-President, Operations – Business Management**

### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Ross Welsman, Vice-President, Operations

**Date(s):** 2017-11-23

**Purpose:** NCR CME Annual Mess Dinner

**Vendor (Location):** Ottawa, ON (1 person: 1E)

**Amount:** \$66.00

## **Juliet Woodfield, Vice-President – Finance & Human Resources and Chief Financial Officer**

### **Hospitality Expenses**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Juliet Woodfield, Vice-President – Finance & HR and CFO

**Date(s):** 2017-11-23

**Purpose:** NCR CME Annual Mess Dinner

**Vendor (Location):** Ottawa, ON (1 person: 1E)

**Amount:** \$66.00

## **Hospitality - Corporate Events/DCC Meetings**

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Corporate Events

**Date(s):** 2017-10-30 to 2017-10-31

**Purpose:** DCC Semi-Annual MGM working meals (5) (19 people: 19E)

**Vendor (Location):** Harry's Deli – catering and Som Tum (Ottawa)

**Amount:** \$1,781.59

## **Hospitality - Board Meetings**

### **Legend**

E: DCC employees

O: External advisors and representatives of other organizations

**Q3 - 2017-2018 / October 1, 2017 to December 31, 2017**

**For:** Committee Meeting

**Date(s):** 2017-11-28

**Purpose:** Board working meal (1)

**Vendor (Location):** Rexall and Café Deluxe (Ottawa) (5 People: 5E)

**Amount:** \$169.48

**For:** Board Meeting

**Date(s):** 2017-12-06 to 2017-12-07

**Purpose:** Board working meals (4)



Defence Construction Canada  
Construction de Défense Canada

**Vendor (Location):** Lift; Festival Japan and Café Deluxe (Ottawa) (8 People: 8E)

**Amount:** \$784.85