



**Defence Construction Canada**  
**Construction de Défense Canada**

**Q3 2018-19**

**Travel and Hospitality Expenses**

December 31, 2018



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



## Travel Expenses

### *Board of Directors*

#### **Moreen Miller, Board Chair**

##### Travel Expenses

##### **Q3 - 2018-2019 / October 1 to December 31, 2018**

**For:** Moreen Miller, Board Chair  
**Destination(s):** Ottawa, ON  
**Purpose:** CSPS Orientation Session  
**Date(s):** 2018-11-22 to 2018-11-23  
**Transportation:** \$539.20  
**Accommodation:** \$50.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$589.20

**For:** Moreen Miller, Board Chair  
**Destination(s):** Ottawa, ON  
**Purpose:** Board and Committee Meetings  
**Date(s):** 2018-12-03 to 2018-12-05  
**Transportation:** \$646.78  
**Accommodation:** \$100.00  
**Meals/Incidentals:** \$21.19  
**Other:** \$0.00  
**TOTAL:** \$767.97

#### **Stephen Burbridge, Board Member**

##### Travel Expenses

##### **Q3 - 2018-2019 / October 1 to December 31, 2018**

**For:** Stephen Burbridge, Board member  
**Destination(s):** Ottawa, ON  
**Purpose:** CSPS Orientation Session  
**Date(s):** 2018-11-22 to 2018-11-24  
**Transportation:** \$1,294.52  
**Accommodation:** \$385.46  
**Meals/Incidentals:** \$129.47  
**Other:** \$0.00  
**TOTAL:** \$1,809.45



## Cynthia Ene, Board Member

### Travel Expenses

#### Q3 - 2018-2019 / October 1 to December 31, 2018

**For:** Cynthia Ene, Board member  
**Destination(s):** Ottawa, ON  
**Purpose:** CSPS Orientation Session  
**Date(s):** 2018-11-21 to 2018-11-25  
**Transportation:** \$3,427.75  
**Accommodation:** \$617.57  
**Meals/Incidentals:** \$111.28  
**Other:** \$0.00  
**TOTAL:** \$4,156.60

**For:** Cynthia Ene, Board member  
**Destination(s):** Ottawa, ON  
**Purpose:** Board and Committee Meeting  
**Date(s):** 2018-12-02 to 2018-12-05  
**Transportation:** \$3,255.52  
**Accommodation:** \$801.62  
**Meals/Incidentals:** \$29.69  
**Other:** \$0.00  
**TOTAL:** \$4,086.83

## Claude Lloyd, Board Member

### Travel Expenses

#### Q3 - 2018-2019 / October 1 to December 31, 2018

**For:** Claude Lloyd, Board member  
**Destination(s):** Ottawa, ON  
**Purpose:** CSPS Orientation Session  
**Date(s):** 2018-11-23  
**Transportation:** \$76.71  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$76.71

**For:** Claude Lloyd, Board member  
**Destination(s):** Ottawa, ON  
**Purpose:** Board and Committee Meetings  
**Date(s):** 2018-12-03 to 2018-12-04  
**Transportation:** \$145.66  
**Accommodation:** \$0.00



Meals/Incidentals: \$0.00  
Other: \$0.00  
TOTAL: \$145.66

### **Angus Watt, Board Member**

#### **Travel Expenses**

##### **Q3 - 2018-2019 / October 1 to December 31, 2018**

For: Angus Watt, Board member  
Destination(s): Ottawa, ON  
Purpose: CSPS Orientation Session  
Date(s): 2018-11-23  
Transportation: \$39.06  
Accommodation: \$0.00  
Meals/Incidentals: \$0.00  
Other: \$0.00  
TOTAL: \$39.06

For: Angus Watt, Board member  
Destination(s): Ottawa, ON  
Purpose: Board and Committee Meetings  
Date(s): 2018-12-03 to 2018-12-04  
Transportation: \$59.54  
Accommodation: \$0.00  
Meals/Incidentals: \$0.00  
Other: \$0.00  
TOTAL: \$54.54

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

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

#### **Travel Expenses**

##### **Q3 - 2018-2019 / October 1 to December 31, 2018**

For: James Paul, President and CEO  
Destination(s): Kingston, ON  
Purpose: Site Visit – Corporate Presentation, DND and Employee Meetings  
Date(s): 2018-10-04 to 2018-10-05  
Transportation: \$213.13  
Accommodation: \$174.50  
Meals/Incidentals: \$174.70  
Other: \$0.00  
TOTAL: \$562.33



**For:** James Paul, President and CEO  
**Destination(s):** London, ON  
**Purpose:** Site Visit – Corporate Presentation and Employee Meeting  
**Date(s):** 2018-10-16 to 2018-10-17  
**Transportation:** \$791.00  
**Accommodation:** \$192.73  
**Meals/Incidentals:** \$154.85  
**Other:** \$0.00  
**TOTAL:** \$1,138.58

**For:** James Paul, President and CEO  
**Destination(s):** Toronto, ON  
**Purpose:** 26<sup>th</sup> Annual CCPPP Conference  
**Date(s):** 2018-11-04 to 2018-11-06  
**Transportation:** \$1,001.46  
**Accommodation:** \$561,74  
**Meals/Incidentals:** \$101.90  
**Other:** \$1,118.70  
**TOTAL:** \$2,783.80

**For:** James Paul, President and CEO  
**Destination(s):** Yellowknife, YK  
**Purpose:** Site Visit – Corporate Presentation, DND and Employee Meetings  
**Date(s):** 2018-11-20 to 2018-11-23  
**Transportation:** \$1,587.77  
**Accommodation:** \$342.25  
**Meals/Incidentals:** \$384.30  
**Other:** \$0.00  
**TOTAL:** \$2,314.32

**For:** James Paul, President and CEO  
**Destination(s):** Halifax and Greenwood, NS  
**Purpose:** Site Visits (2) – Corporate Presentations, DND and Employee Meetings and EPC Announcement  
**Date(s):** 2018-12-05 to 2018-12-07  
**Transportation:** \$1,248.26  
**Accommodation:** \$364.17  
**Meals/Incidentals:** \$262.25  
**Other:** \$0.00  
**TOTAL:** \$1,874.68



**For:** James Paul, President and CEO  
**Destination(s):** Ottawa, ON  
**Purpose:** Parking, mileage and/or taxis for miscellaneous events (4)  
**Date(s):** 2018-10-01 to 2018-12-31  
**Transportation:** \$72.50  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$72.50

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

#### **Karl McQuillan, Vice-President, Operations – Service Delivery**

##### **Travel Expenses**

##### **Q3 - 2018-2019 / October 1 to December 31, 2018**

**For:** Karl McQuillan, Vice-President - Operations  
**Destination(s):** Montreal, QC  
**Purpose:** CM Service Line Meeting  
**Date(s):** 2018-10-09 to 2018-10-11  
**Transportation:** \$317.74  
**Accommodation:** \$402.24  
**Meals/Incidentals:** \$134.60  
**Other:** \$0.00  
**TOTAL:** \$854.58

**For:** Karl McQuillan, Vice-President - Operations  
**Destination(s):** Edmonton, AB and Regina and Saskatoon, SK  
**Purpose:** Site Visits (3) – Corporate Presentations and Fall Site Managers Forum  
**Date(s):** 2018-11-05 to 2018-11-10  
**Transportation:** \$1,802.34  
**Accommodation:** \$662.80  
**Meals/Incidentals:** \$396.85  
**Other:** \$0.00  
**TOTAL:** \$2,861.99

**For:** Karl McQuillan, Vice-President - Operations  
**Destination(s):** Ottawa, ON  
**Purpose:** Parking, mileage and/or taxis for miscellaneous event  
**Date(s):** 2018-10-01 to 2018-12-31  
**Transportation:** \$8.25  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00





**Other:** \$0.00  
**TOTAL:** \$8.25

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

### Travel Expenses

#### Q3 - 2018-2019 / October 1 to December 31, 2018

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Goose Bay, Gander and St. John's, NFLD  
**Purpose:** Site Visits (3) – Corporate Presentations  
**Date(s):** 2018-07-31 to 2018-08-03  
**Transportation:** \$2,774.34  
**Accommodation:** \$506.61  
**Meals/Incidentals:** \$368.85  
**Other:** \$0.00  
**TOTAL:** \$3,649.80

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Toronto, ON  
**Purpose:** 26<sup>th</sup> Annual CCPPP Conference  
**Date(s):** 2018-11-04 to 2018-11-06  
**Transportation:** \$761.00  
**Accommodation:** \$561,74  
**Meals/Incidentals:** \$101.90  
**Other:** \$1,118.70  
**TOTAL:** \$2,783.80

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Esquimalt, BC  
**Purpose:** PCR Meetings  
**Date(s):** 2018-11-13 to 2018-11-16  
**Transportation:** \$2,004.23  
**Accommodation:** \$383.10  
**Meals/Incidentals:** \$339.50  
**Other:** \$0.00  
**TOTAL:** \$2,726.83

**For:** Melinda Nycholat, Vice-President - Operations  
**Destination(s):** Winnipeg and Shilo, MB  
**Purpose:** Site Visits (2) – Corporate Presentations  
**Date(s):** 2018-12-04 to 2018-12-07  
**Transportation:** \$727.42  
**Accommodation:** \$417.22



**Meals/Incidentals:** \$279.95

**Other:** \$0.00

**TOTAL:** \$1,424.59

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

**Destination(s):** Ottawa, ON

**Purpose:** Parking, mileage and/or taxis for miscellaneous events (2)

**Date(s):** 2018-10-01 to 2018-12-31

**Transportation:** \$14.00

**Accommodation:** \$0.00

**Meals/Incidentals:** \$0.00

**Other:** \$0.00

**TOTAL:** \$14.00

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

#### **Travel Expenses**

##### **Q3 - 2018-2019 / October 1 to December 31, 2018**

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

**Destination(s):** Kingston, ON

**Purpose:** Adaptive Insights Phase II and Site Managers Meeting

**Date(s):** 2018-11-05 to 2018-11-06

**Transportation:** \$269.74

**Accommodation:** \$145.72

**Meals/Incidentals:** \$0.00

**Other:** \$0.00

**TOTAL:** \$415.46

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

**Destination(s):** Montreal, QC

**Purpose:** Site Visits (2) – Corporate Presentations

**Date(s):** 2018-11-27 to 2018-11-29

**Transportation:** \$309.22

**Accommodation:** \$426.02

**Meals/Incidentals:** \$91.60

**Other:** \$0.00

**TOTAL:** \$826.84

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

#### **Travel Expenses**

##### **Q3 - 2018-2019 / October 1 to December 31, 2018**

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

**Destination(s):** Laguna Niguel, California, USA



**Purpose:** Fortune Most Powerful Women Summit  
**Date(s):** 2018-10-01 to 2018-10-03  
**Transportation:** \$1,653.94  
**Accommodation:** \$591.84  
**Meals/Incidentals:** \$170.78  
**Other:** \$0.00  
**TOTAL:** \$2,416.56

**For:** Juliet Woodfield, Vice-President – Finance & Human Resources, and Chief Financial Officer  
**Destination(s):** Toronto, ON  
**Purpose:** WIN webcast rehearsal  
**Date(s):** 2018-10-12  
**Transportation:** \$381.94  
**Accommodation:** \$0.00  
**Meals/Incidentals:** \$0.00  
**Other:** \$0.00  
**TOTAL:** \$381.94

**For:** Juliet Woodfield, Vice-President – Finance & Human Resources, and Chief Financial Officer  
**Destination(s):** Cold Lake, Wainwright, Edmonton, Western Regional Office, AB  
**Purpose:** Site Visits (4) – Corporate Presentations  
**Date(s):** 2018-10-15 to 2018-10-19  
**Transportation:** \$1,651.89  
**Accommodation:** \$261.20  
**Meals/Incidentals:** \$299.80  
**Other:** \$0.00  
**TOTAL:** \$2,212.89

**For:** Juliet Woodfield, Vice-President – Finance & Human Resources, and Chief Financial Officer  
**Destination(s):** Toronto, ON  
**Purpose:** WIN webcast  
**Date(s):** 2018-10-31 to 2018-11-01  
**Transportation:** \$550.90  
**Accommodation:** \$233.86  
**Meals/Incidentals:** \$124.70  
**Other:** \$0.00  
**TOTAL:** \$909.46

**For:** Juliet Woodfield, Vice-President – Finance & Human Resources, and Chief Financial Officer  
**Destination(s):** Ottawa, ON  
**Purpose:** Parking, mileage and/or taxis for miscellaneous events (2)



<b>Date(s):</b>	2018-10-01 to 2018-12-31
<b>Transportation:</b>	\$34.00
<b>Accommodation:</b>	\$0.00
<b>Meals/Incidentals:</b>	\$0.00
<b>Other:</b>	\$0.00
<b>TOTAL:</b>	\$34.00

## Hospitality

Legend

E: DCC employees and Board members

O: External advisors and representatives of other organizations

### *Board of Directors*

#### **Moreen Miller, Board Chair**

##### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

**For:** Moreen Miller, Board Chair

**Date(s):** 2018-11-23

**Purpose:** Working lunch (5 people: 5E)

**Vendor (Location):** Earl of Sussex Pub (Ottawa)

**Amount:** \$83.20

#### **Stephen Burbridge, Board Member**

##### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

No hospitality expenses to report for this period.

#### **Cynthia Ene, Board Member**

##### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

No hospitality expenses to report for this period.

#### **Claude Lloyd, Board Member**

##### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

No hospitality expenses to report for this period.

#### **Angus Watt, Board Member**

##### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

No hospitality expenses to report for this period.



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

Legend

E: DCC employees and Board members

O: External advisors and representatives of other organizations

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

#### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

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

**Date(s):** 2018-10-17

**Purpose:** Working lunch (4 People: 4E)

**Vendor (Location):** Tim Horton's (London)

**Amount:** \$25.93

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

Legend

E: DCC employees and Board members

O: External advisors and representatives of other organizations

### **Karl McQuillan, Vice-President, Operations – Service Delivery**

#### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

**For:** Karl McQuillan, Vice-President - Operations

**Date(s):** 2018-10-03

**Purpose:** RPMSL Face to Face meeting (1 Person: 1E)

**Vendor (Location):** Madisons New York Grill & Bar (Ottawa)

**Amount:** \$50.00

**For:** Karl McQuillan, Vice-President - Operations

**Date(s):** 2018-10-19

**Purpose:** NCR CME Mess Dinner (1 Person: 1E)

**Vendor (Location):** Sala San Marco Banquet and Conference Centre (Ottawa)

**Amount:** \$50.00

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

#### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

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

**Date(s):** 2018-10-19

**Purpose:** NCR CME Mess Dinner(1 Person: 1E)

**Vendor (Location):** Sala San Marco Banquet and Conference Centre (Ottawa)

**Amount:** \$66.00



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

### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

No hospitality expenses to report for this period.

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

### **Hospitality Expenses**

**Q3 - 2018-2019 / October 1 to December 31, 2018**

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

**Date(s):** 2018-10-17

**Purpose:** Working dinner (4 People: 4E)

**Vendor (Location):** HoneyPot Eatery & Pub (Wainwright)

**Amount:** \$102.92

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

### **Legend**

E: DCC employees and Board members

O: External advisors and representatives of other organizations

**Q3 - 2018-2019 / October 1 to December 31, 2018**

**For:** Corporate Events

**Date(s):** 2018-10-25 to 2018-10-26

**Purpose:** DCC Semi-Annual Management Group Meetings (3) (21 people: 21E)

**Vendor (Location):** Harry's Deli - catering; Café Deluxe - catering; Mamma Teresa Ristorante (Ottawa)

**Amount:** \$2,770.56

## **Hospitality - Board Meetings**

### **Legend**

E: DCC employees and Board members

O: External advisors and representatives of other organizations

**Q3 - 2018-2019 / October 1 to December 31, 2018**

**For:** Board of Directors

**Date(s):** 2018-12-03 to 2018-12-04

**Purpose:** Board of Directors and Committee Meetings (3) (10 People: 10E)

**Vendor (Location):** Harry's Deli – catering; Beckta (Ottawa)

**Amount:** \$1,369.05