

V062123

Legislative Assembly of BC Travel Expense Form

Claimant: Kate Ryan-Lloyd, Acting Clerk

Date Submitted: July 4/19

Signature: [Redacted]

I confirm the expenditure in this log are in compliance with

Reason for Travel: CPA Canadian Regional Conference (Parliamentary Officers), Halifax, NS

[Redacted Signature]

Executive Manager / Director, Financial Services

Dates: July 15 to July 20, 2019

I authorize the expenditure in this log (Branch Expense Authority)

[Redacted Authority Signature]

Date	Description		Notes	Balancing Total
15-May-19	Air Canada Ticket: Victoria to Halifax Rtn	\$2,617.56	CPA Canadian Regional Seminar, Halifax	\$2,617.56
15-May-19	Air Canada Credit Applied		December 2018 Travel Cancelled	(\$1,110.48)
15-May-19	Air Canada Change Fee	\$107.00	Apply AC Credit to New Ticket	\$107.00
15-May-19	Maritime Travel: Agency Fee	\$46.20		\$46.20
				\$0.00
				\$0.00
				\$0.00
	Note: This claim is for the advance purchase of airtravel only			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

[Redacted Total Label]

\$1,660.28
\$61.55
\$1,598.73

Originally Reimbursed.
Batch 190442
Nov 26/18



Form Updated: July 13, 2011



Parliamentary Committees Office

Out-of-Province Travel Authorization Form

Name and Title	Kate Ryan-Lloyd Acting Clerk of the Legislative Assembly
Purpose of Travel	CPA Canadian Regional Conference
Destination	Halifax, Nova Scotia
Travel Dates	July 15 to 20, 2019

Estimated Travel Costs

Transportation (airfare and ground transportation)	\$2,900*
Accommodation	\$1,350
Meals	\$125
Conference Fees	\$350
Miscellaneous	\$150
Total Estimated Travel Costs	\$4,875

**Air Canada credit in the amount of \$1,100 from December 2018 planned travel to be applied.*

Purpose of Travel

The 2019 Commonwealth Parliamentary Association Canadian Regional Conference, hosted by the Legislative Assembly Nova Scotia will bring together Clerks, Presiding Officers and Members from all Canadian jurisdictions to network and participate in various business sessions. Business sessions include a range of public policy issues of interest to parliamentarians.

Our office will support Members participation chairing a business session and planned presentations as follows: Chairing a session on “The advent and Impact of Negative Campaigning” – Deputy Speaker; presenting on “Carbon Tax and Climate Change” – Sonia Furstenau, MLA; and, presenting on “Parliamentary Dress Code” – Janet Routledge, MLA. I will attend all sessions and assist the CPA Canadian Regional Executive Committee meeting with Mr. Speaker in my capacity as Secretary of the British Columbia Branch. My office will prepare draft speaking notes, including draft questions to support discussion on the aforementioned topics.

British Columbia will host the CPA Canadian Regional Seminar in Victoria October 17 – 20, 2019, and the Halifax conference also provides an opportunity to promote the conference and liaise with colleagues regarding potential business sessions.

As always, my attendance at these professional development seminars will be beneficial to my professional development, and upon my return, I look forward to providing an update on the benefits of the conference.

I sincerely appreciate the opportunity to attend these valuable and unique events with your approval.

Authorization

Requested by: _____ June 27, 2019

Kate _____ Legislative Assembly Date

Approved by: _____ June 28/19

Hon. _____ Legislative Assembly Date

57th CANADIAN REGIONAL CONFERENCE
Commonwealth Parliamentary Association
Halifax, Nova Scotia July 14-20, 2019



57^e CONFÉRENCE RÉGIONALE CANADIENNE
de l'Association parlementaire du Commonwealth
Halifax, Nouvelle-Écosse – Du 14 au 20 juillet 2019

April 25, 2019

Dear Colleague:

On behalf of the Nova Scotia Branch of the Commonwealth Parliamentary Association (CPA), I am pleased to extend an invitation to you and your branch to attend the 57th CPA Canadian Regional Conference to be held July 14 – 20, 2019 in Halifax, Nova Scotia. We would be pleased if you could send up to six delegates and one parliamentary officer to participate in the conference.

The conference will commence with the Commonwealth Women Parliamentarians (CWP) Canada Region Steering Committee on Sunday, July 14, to be followed with the CWP Business sessions on Monday, July 15.

The Canadian Regional Council Meeting will be held on Thursday, July 18 with the CPA Business Sessions concluding on Friday, July 19.

Conference participants are invited to register online using the conference website:

password: where further information can be obtained as more conference details are confirmed.

The conference website will contain all pertinent information including the accommodation at the Lord Nelson Hotel and Suites; conference participants are asked to make their reservations directly with the hotel.

The registration and accommodation deadline is May 29, 2019.

Please direct all inquiries to cpa2019@nslegislature.ca

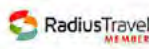
Sincerely,



Honourable Kevin Murphy
Speaker of the Nova Scotia House of Assembly

cc Chief Clerks

Maritime Travel Business Travel Management



CUSTOMIZED CARE.
CLICK HERE TO LEARN MORE ABOUT OUR ETC EMAIL CAPABILITY.

2187 OAK BAY AVENUE | UNIT 104 | VICTORIA, BC V8R 1G1 | (250) 598-5252

For Emergency Travel Services: For Canada & USA: please call 1-888-551-1181 or 902-423-3806. Outside Canada & USA: call collect 902-423-3806. Email: etc@maritimetravel.ca (For more immediate assistance please call)

PARLIAMENTARY COMMITTEES OFFICE
BC LEGISLATIVE ASSEM BLY

Tap to send itinerary to our App via phone:
[Our iPhone App](#) | [Our Android App](#)

View Itinerary On: [ViewTrip](#) | Send Itinerary To: [Triplt](#)

Our ref # P680B0
Invoice # 128009569
Date 16 May 2019
Your Counsellor [REDACTED]
Account # [REDACTED]
Department [REDACTED]

[Click here to learn more about our Corporate Travel Program](#)
BC Consumer Protection # 74441

For:
RYAN LLOYD/KATHLEEN [REDACTED] MS

Itinerary

This is your Itinerary and Invoice.

Web Check In: Air Canada - NK6RTZ

	Air Canada [REDACTED] (Operated by AIR CANADA EXPRESS - JAZZ) Cabin Class Y-Economy	Origin Victoria, BC Victoria Intl Arpt (Victoria, BC)	Destination Vancouver, BC Vancouver Intl Arpt (Vancouver, BC) Terminal M	Depart Mon - Jul 15 [REDACTED]	Arrive Mon - Jul 15 [REDACTED]	Seat [REDACTED]
Remarks TURBO PROPELLER PLANE USED ON THIS FLIGHT						
	Air Canada [REDACTED] Cabin Class B-Economy	Origin Vancouver, BC Vancouver Intl Arpt (Vancouver, BC) Terminal M	Destination Montreal, PQ Pierre Elliott Trudeau Intl Arpt (Montreal, PQ)	Depart Mon - Jul 15 [REDACTED]	Arrive Mon - Jul 15 [REDACTED]	Seat [REDACTED]
	Air Canada [REDACTED] (Operated by AIR CANADA EXPRESS - SKY REGIONAL) Cabin Class B-Economy	Origin Montreal, PQ Pierre Elliott Trudeau Intl Arpt (Montreal, PQ)	Destination Halifax, NS Halifax Intl (Halifax, NS)	Depart Mon - Jul 15 [REDACTED]	Arrive Mon - Jul 15 [REDACTED]	Seat [REDACTED]
	Air Canada [REDACTED] (Operated by AIR CANADA EXPRESS - SKY REGIONAL) Cabin Class V-Economy	Origin Halifax, NS Halifax Intl (Halifax, NS)	Destination Montreal, PQ Pierre Elliott Trudeau Intl Arpt (Montreal, PQ)	Depart Sat - Jul 20 [REDACTED]	Arrive Sat - Jul 20 [REDACTED]	Seat [REDACTED]

Air Canada Rouge is equipped with "Next Generation" inflight entertainment. Download the Air Canada entertainment App prior to Travel



Air Canada [REDACTED]
 (Operated by AIR CANADA ROUGE)
 Cabin Class V-Economy

Origin
Montreal, PQ
 Pierre Elliott Trudeau Intl
 Arpt (Montreal, PQ)

Destination
Victoria, BC
 Victoria Intl Arpt (Victoria,
 BC)

Depart
Sat - Jul 20
 [REDACTED]

Arrive
Sat - Jul 20
 [REDACTED]

Seat
 [REDACTED]

Duration 5:29

Remarks

TICKET IS NON REFUNDABLE..CHANGE FEE IS \$ 100 PLUS ANY HIGHER
 FARE IN EFFECT WILL BE CHARGED

Passenger Information

Passenger RYANLOYD/KATHLEEN [REDACTED] MS

Airline Code AC

Ticket # [REDACTED]
 exchanged from [REDACTED]

Booking Summary

Company Air Canada

Booking Reference [REDACTED]

Company Air Canada

Loyalty # [REDACTED]

Purchase Summary

Amount due		Amount Paid	
AIR CANADA COST TO CHANGE AIRFARE - TKT	1529.40	PYMT BY MC [REDACTED] XXXX [REDACTED]	-1614.08
[REDACTED] FROM [REDACTED]		May 15 2019	
TAX ON CHANGE AIRFARE INCLUDES 79.68	84.68	PYMT BY CA XXXX [REDACTED]	-46.20
GST/HST		TOTAL PAID CAD	\$1,660.28
MARTVL NON-REFUNDABLE FEE-DOMESTIC	44.00		
GST ON FEE [REDACTED]	2.20		
TOTAL DUE CAD	\$1,660.28		
		BALANCE CAD	\$0.00

Baggage Information

For Air Canada Baggage Information [click here](#).

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

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. Visit www.Catsa-acsta.gc.ca.

Reminders

Your Maritime Travel charges will show on your credit card statement similar to MT 128009569-6748209041234

MT = Maritime Travel
 128009569 = invoice #
 6748209041234 = ticket #

Important Travel Information

your reservation number with Air Canada is nk6rtz. Air Canada contact phone number is 1-888-247-2262. Non ref/change fees apply Check in 90 min prior.

Boarding may be denied if less than 45 mins. Valid government issued photo id required. We recommend that you reconfirm your flights prior to departure. Please check in 90 minutes prior to departure. Late checkin may result in the loss of seat/reservation check in cut off time is 45 minutes prior to departure. Government-issued picture id is required or two pieces of government-issued id which show name/ date of birth/gender.

This now includes passengers who appear to be between 12 and 17 years of age. For more information visit

Subject:

FW: Financial summary K RyanLloyd, Halifax trip

From [redacted]@maritimetravel.ca]

Sent: Thursday, May 16, 2019 10:20 AM

To: [redacted]@leg.bc.ca>

Subject: Financial summary K RyanLloyd, Halifax trip

Hello,

1156.68 Reimbursed Batch 190442

just to summarize:

Original ticket for Kathleen RyanLloyd purchased November 1, 2018 for travel Victoria to Ottawa r.t. for travel November 30 to December 2, 2018 \$1,110.48 including tax plus \$44 Maritime Fee and GST of \$2.20. Invoice # 128006533
Trip cancelled, Credit held. CPR Editorial Board Meeting

New ticket as issued Invoice # 128009569 May 16th for travel Victoria to Halifax r.t. July 15 to 20, 2019, total Value for new Ticket \$2,617.56 including tax. Less credit of old ticket - \$1,110.48; Additional charge of AC Change fee \$100 plus \$7 GST. Plus Maritime Fee \$44 plus GST of \$2.20
CPA Canadian Regional Conference

Sincerely,

[redacted]
Maritime Travel - Oak Bay,
(formerly Athlone Travel)
104 2187 Oak Bay Ave., Victoria B.C. Canada V8R 1G1
250 598 5252
[redacted]@maritimetravel.ca



\$ 2,617.56	AC New Ticket
- 1,110.48	AC Credit fr. Nov-Dec 2018 CPR Editorial Board mtg.
+ 107.00	AC Change fee
<hr/>	
1,614.08	Air Canada
+ 46.20	Maritime Travel
<hr/>	
\$ 1,660.28	
<hr/>	
<hr/>	

V062123

Legislative Assembly of BC
Travel Expense Form

Claimant: Kate Ryan-Lloyd, Acting Clerk and Clerk of Committees

Date Submitted: July 4/19

Signature: x. 

I confirm the expenditure in this log are in compliance with



Reason for Travel: Speaker's Forum


Financial Services

Dates: Saturday, June 1, Vancouver

I authorize the expenditure in this log (Branch Expense

Auth: 

x. Hon. Darryl Plecas, MLA, Speaker

Date	Description				Notes	Balancing Total
31-May-19	Helijet: Victoria-Vancouver Harbour	\$209.00				\$209.00
31-May-19		\$233.83				\$233.83
31-May-19	Per-Diem: Dinner Only	\$36.00				\$36.00
1-Jun-19	Helijet: Vancouver Harbour-Victoria	\$255.15				\$255.15
1-Jun-19	Mileage: Work-Helijet-Home (10 km)	\$5.50			May 31-June 1	\$5.50
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00



\$739.48
\$27.41
\$712.07



Speakers
Forum
June 1 - Van.

Booking Statement

Booking #
427915

Invoice #421653

Date
Friday, May 31, 2019

SALE - Seat Sale \$209	1 @	\$199.05
+ GST		\$9.95

Departure
Victoria Harbour
(Downtown)

Canadian Dollars **\$209.00**

Arrival
Vancouver Harbour
(Downtown)

Mastercard \$209.00
#**** *
[Redacted]

Duration
35 minutes

Fully Changeable / Refundable up to 5pm the day prior to departure.
Does not qualify for combination with Kids Fly Free promotions.

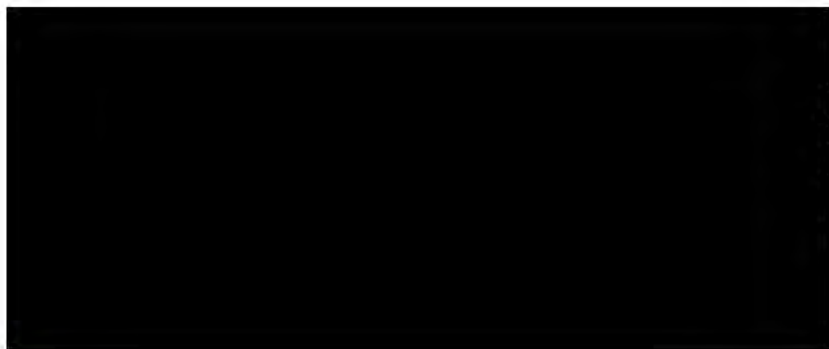
1 Passengers » Sale
Ryan-lloyd, Kate

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Status:
Confirmed

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations
(additional cancellation fees may apply)

Deakors'
Forum
June 1 - VAN.



Mrs Kathleen Ryan-Lloyd
Room 224 Parliament Buildings
Victoria BC V8V1X4
Canada

Room: [Redacted]
Folio: [Redacted]
Cashier: 101
Arrival: 05-31-19
Departure: 06-01-19
Reference:

Date	Description	Additional Information	Charges	Credits
05-31-19	Room Charge		199.00	
05-31-19	Destination Marketing Fee (DMF)		2.57	
05-31-19	Rooms - GST		10.08	
05-31-19	Municipal Room Tax (MRT)		6.05	
05-31-19	Rooms - Provincial Tax - PST		16.13	
06-01-19	Master Card	XXXXXXXXXXXX [Redacted] XX/XX		233.83

Registration No:	[Redacted]
Room	10.08
F&B	0.00
Other	0.00
Total	10.08

Room	16.13
F&B	0.00
Other	0.00
Total	16.13

Total	233.83	233.83
Balance Due	0.00	CDN



Speakers
Forum
June 1 - Van.

Booking Statement

Booking #

[REDACTED]

Invoice #421654

Date
Saturday, Jun 1, 2019

FARE-QT private fare-2018 1 @ \$243.00

+ GST \$12.15

Departure

[REDACTED]

Vancouver Harbour
(Downtown)

Canadian Dollars \$255.15

Arrival

[REDACTED]

Victoria Harbour
(Downtown)

Mastercard

\$255.15

#**** * [REDACTED]

Duration
35 minutes

Fully Changeable / Refundable up to 5pm the day prior to departure.

1 Passengers » Off-Peak

Ryan-Lloyd, Kate

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

Status:
Confirmed

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

MEMORANDUM

Date: July 26, 2019

To: Financial Services
614 Government Street
Victoria, B.C. V8V 1X4

From: [REDACTED]
Office of the Clerk
Room 221, Parliament Buildings
Victoria, B.C. V8V 1X4
Telephone: 250.387.3785

Please provide three separate cheques in the amount of \$300 each to cover registration fees for the individuals listed below attending the Association of Clerks-at-the-Table in Canada Annual Professional Development Seminar set for August 5-9, 2019 in Ottawa, Ontario.

- • Kate Ryan-Lloyd, Acting Clerk of the House

[REDACTED]
[REDACTED]

Please make the cheques payable to the "Receiver General for Canada." The notice of fees is attached for your reference. When ready, please return the cheques to the Clerk's office for distribution.

Thank you.

[REDACTED]

[REDACTED]

OFFICE OF THE CLERK
Room 221, Parliament Buildings
Victoria, BC V8V 1X4
P: 250 387 3785



THE ASSOCIATION OF CLERKS AT THE TABLE IN CANADA L'ASSOCIATION DES GREFFIERS PARLEMENTAIRES

Parking

Valet parking is available at a charge of \$35 per day (subject to change without notice) plus applicable tax. For more information on the hotel: <https://lordelginhotel.ca/>

Lord Elgin Hotel - 100 Elgin St, Ottawa, Ontario K1P 5K8

REGISTRATION AND REGISTRATION FEES

Delegates and accompanying persons can be registered using an online [form](#). Please complete your registration by **June 15, 2019**.

A welcome/registration desk will be set up in the main hall of the Lord Elgin Hotel on Monday, August 5th from 4:00 p.m. to 7:00 p.m. The official program and a name tag for all participants will be given to each delegate.

Registration fees are as follows:

- \$300.00 / delegate
- \$150.00 / accompanying person
- Free / child under 18

Please make your cheque payable to "Receiver General for Canada". You may also pay in cash when you register on site and we will give you a receipt. Credit and debit cards are not accepted.

PERSONAL EXPENSES

We wish to remind you that all participants are responsible for their travel expenses. This also applies to accommodation expenses, meals that are not included in the program and all personal expenses.

SIMULTANEOUS INTERPRETATION

Simultaneous interpretation services (French-English) will be provided during the working meetings.

BUSINESS SESSIONS

All business sessions will take place in the Parliamentary Precinct. Travel will be on foot, as the Lord Elgin Hotel is only a few minutes' walk away from Parliament buildings.

NETWORKING SUITE

A networking suite will be available for delegates and accompanying persons from Monday, August 5th to Thursday, August 8th (except Wednesday, August 7th - networking will take place at the dinner venue), from 9:00 p.m. to midnight. The St. Laurent Room is located within the restaurant area (Grill 41) of the Lord Elgin Hotel.



MEMORANDUM

Date: July 3, 2019

From: [REDACTED]

To: Financial Services
614 Government Street
Victoria, B.C. V8V 1X4

Office of the Clerk
Room 221, Parliament Buildings
Victoria, B.C. V8V 1X4
Telephone: 250.387.3785

Please provide five separate cheques in the amount of \$350 each to cover registration fees for the individuals listed below attending the CPA Canadian Regional Conference set for July 14-20, 2019 in Halifax, Nova Scotia.

Please make the cheques payable to the "Nova Scotia Minister of Finance." The notice of fees is attached for your reference. When ready, please return the cheques to the Clerk's office for distribution.

[REDACTED]
[REDACTED]
Kate Ryan-Lloyd, Acting Clerk of the House

Thank you.
[REDACTED]
[REDACTED]

V700474
X5
TO CLERK'S OFFICE

57th CANADIAN REGIONAL CONFERENCE
Commonwealth Parliamentary Association
Halifax, Nova Scotia July 14–20, 2019



57^e CONFÉRENCE RÉGIONALE CANADIENNE
de l'Association parlementaire du Commonwealth
Halifax, Nouvelle-Écosse – Du 14 au 20 juillet 2019

Welcome **Conference Registration**
Guest Program (PDF) **Contact**

Information Circular

Delegate Program (PDF)

Français

Information Circular

Accommodation

Commonwealth Women Parliamentarians Business Sessions

Guest Program

Arrivals and Departures

Airport Travel

Business Sessions

Car Seat Laws

Dress

Expenses

Networking Suite

ID Badge

Registration

Registration Fees

The registration fee is \$350 per delegate and \$200 per accompanying person age 19 and older.

Registration fees can be paid by cheque and made payable to the Nova Scotia Minister of Finance.

Cheques should be sent to the following address:

Attn: House of Assembly Operations
2nd Floor, Province House
PO Box 1617
Halifax, NS B3J 2Y3

Smoking Policy