

Minister's Quarterly Travel Expense Summary

Name: Honourable Sheila Malcolmson

Quarter: 2021 Oct to Dec

Portfolio: Mental Health and Addictions

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 1,418.58

Other Travel in Province: \$ 2,094.57

Out of Country Travel: \$ -

Out of Province Travel: \$ -

Total travel expenses paid this quarter: \$ 3,513.15

Travel expenses fiscal year-to-date: \$ 3,726.47

Customer Information		
Account	HAS #	Government Financial Information Sheila Malcolmson
	Name	

Booking # <div>Personal Information</div>	
Wednesday, September 8, 2021 ✓	Invoice # <div>Personal Information</div>
	Air Transportation Charges
Flight #1118	Sked 1100 : (St) GO Flex \$93.56
08:00 Nanaimo Harbour / Map ✓	Taxes, Fees and Charges
08:20 Vancouver Harbour / Map ✓	All Skeds - Baggage : Checked Baggage Fee \$0.00
20 minutes	Sked 1100 : Carbon Offset \$0.50
KK - Confirmed	Sked 1100 : Port Fee \$1.75
1 Passenger(s) - GoFlex	Sked 1100 : VHFC Terminal Fee \$10.85
Sheila Malcolmson, Female ✓	+ Goods and Services Tax \$5.34
Add to Calendar	Billing \$106.66
Personal Information	Taxes \$5.34
	Grand Total \$112.00 ✓
GoFlex Fare Conditions:	
- Check in 25 minutes prior to departure time.	
- If not checked in at least 15 minutes prior to departure time, seat will be forfeited and a 100% No Show Fee will be charged.	
- Refundable up to 4 hrs* prior to departure.	
- Changeable up to 4 hrs* prior to departure (subject to difference in fare value).	
- As always, no fees will be applied in the event of weather disruptions.	
- 50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure.	
- Select Seating \$10 (space permitting).	
Required Travel Documents:	
- All passengers 18 years and above must present either one piece of government issued photo identification, or two pieces of government-issued ID without a photograph.	
- Physical I.D. is required. Sorry, we cannot accept copies or photos of I.D.	

**For flights departing on or before 11am, changes and cancellations must be made before 5pm the day prior to avoid the aforementioned fees.*

- As always, no fees will be applied in the event of weather disruptions.
- 50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure.
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- Physical I.D. is required. Sorry, we cannot accept copies or photos of I.D.

Guaranteed Baggage:

- 25 lbs. on all routes except listed below.
- 35 lbs. between Richmond (YVR South), Ganges & Maple Bay.
- 50 lbs between Richmond (YVR South), Victoria & Nanaimo.

Standby Baggage:

- 25 lbs. (space available) on all routes except listed below.
- 15 lbs. (space available) between Richmond (YVR South), Ganges & Maple Bay.
- 0 lbs. between Richmond (YVR South), Victoria & Nanaimo.

Luggage over 50 lbs. total (per passenger) is subject to \$1 per lb, and travels on space available basis.

Booking # <div>Personal Information</div>	
Saturday, September 11, 2021	Invoice # <div>Personal Information</div>
Flight #1151	Air Transportation Charges
17:50 Vancouver Harbour / Map	Sked 1100 : (Np) GO Flex \$90.70
18:10 Nanaimo Harbour / Map	Taxes, Fees and Charges
20 minutes	All Skeds - Baggage : Checked Baggage Fee \$0.00
KK - Confirmed	Sked 1100 : Carbon Offset \$0.50
	Sked 1100 : Port Fee \$1.75
	Sked 1100 : VHFC Terminal Fee \$10.85

1 Passenger(s) - GoFlex
Sheila Malcolmson, Female

[Add to Calendar](#)

Personal Information

+ Goods and Services Tax \$5.20

Billing \$103.80

Taxes \$5.20

Grand Total \$109.00

GoFlex Fare Conditions:

- Check in 25 minutes prior to departure time.
- If not checked in at least 15 minutes prior to departure time, seat will be forfeited and a 100% No Show Fee will be charged.
- Refundable up to 4 hrs* prior to departure.
- Changeable up to 4 hrs* prior to departure (subject to difference in fare value).
- Changes or cancellations within 4 hrs are subject to a \$20 fee*
- *For flights departing on or before 11am, changes and cancellations must be made before 5pm the day prior to avoid the aforementioned fees.*
- As always, no fees will be applied in the event of weather disruptions.
- 50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure.
- Select Seating \$10 (space permitting).

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- Physical I.D. is required. Sorry, we cannot accept copies or photos of I.D.

Guaranteed Baggage:

- 25 lbs. on all routes except listed below.
- 35 lbs. between Richmond (YVR South), Ganges & Maple Bay.
- 50 lbs between Richmond (YVR South), Victoria & Nanaimo.

Standby Baggage:

- 25 lbs. (space available) on all routes except listed below.
- 15 lbs. (space available) between Richmond (YVR South), Ganges & Maple Bay.
- 0 lbs. between Richmond (YVR South), Victoria & Nanaimo.

Luggage over 50 lbs. total (per passenger) is subject to \$1 per lb, and travels on space available basis.

Customer Information

Account

HAS #

Name

Government Financial Information

Sheila Malcolmson

Booking #

Tuesday, September 21, 2021

Flight #606

11:00 Nanaimo Harbour / Map

11:20 Richmond (YVR South) / Map

20 minutes

KK - Confirmed

1 Passenger(s) - GoFlex

Sheila Malcolmson, Female

Add to Calendar

Personal Information

Invoice #

Air Transportation Charges

Sked 600 : (Np) GO Flex

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee

Sked 600 : Carbon Offset

Sked 600 : Port Fee

+ Goods and Services Tax

Billing

Taxes

Grand Total

GoFlex Fare Conditions:

- Check in 30 minutes prior to departure time.

- If not checked in at least 15 minutes prior to departure time, seat will be forfeited and a 100% No Show Fee will be charged.

- Refundable up to 4 hrs* prior to departure.

- Changeable up to 4 hrs* prior to departure (subject to difference in fare value).

- Changes or cancellations within 4 hrs are subject to a \$20 fee*

*For flights departing on or before 11am, changes and

We appreciate your support and we look forward to welcoming you aboard!

See you soon,

The team at Harbour Air



Customer Information	
Account	<div>HAS #Government Financial Information</div> <div>NameSheila Malcolmson</div>

Booking #	Personal Information
Monday, September 27, 2021 ✓	Invoice #Personal Information
Flight #1130	Air Transportation Charges
11:25 Nanaimo Harbour / Map ✓	Sked 1100 : (Np) GO Flex\$90.70
11:45 Vancouver Harbour / Map ✓	Taxes, Fees and Charges
20 minutes	All Skeds - Baggage : Checked Baggage Fee\$0.00
KK - Confirmed	Sked 1100 : Carbon Offset\$0.50
1 Passenger(s) - GoFlex	Sked 1100 : Port Fee\$1.75
Sheila Malcolmson, Female ✓	Sked 1100 : VHFC Terminal Fee\$10.85
<u>Add to Calendar</u>	+ Goods and Services Tax\$5.20
	Billing\$103.80
	Taxes\$5.20
	Grand Total\$109.00 ✓
	GoFlex Fare Conditions:
	- Check in 30 minutes prior to departure time.
	- If not checked in at least 15 minutes prior to departure time, seat will be forfeited and a 100% No Show Fee will

Personal Information

- be charged.
- Refundable up to 4 hrs* prior to departure.
 - Changeable up to 4 hrs* prior to departure (subject to difference in fare value).
 - Changes or cancellations within 4 hrs are subject to a \$20 fee*
- *For flights departing on or before 11am, changes and cancellations must be made before 5pm the day prior to avoid the aforementioned fees.*
- As always, no fees will be applied in the event of weather disruptions.
 - 50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure.
 - Select Seating \$10 (space permitting).

- Required Travel Documents:**
- All passengers 18 years and above must present either one piece of government issued photo identification, or two pieces of government-issued identification without a photograph.
 - Physical identification is required. Sorry, we cannot accept copies or photos.



- Guaranteed Baggage:**
- 25 lbs. on all routes except listed below.
 - 35 lbs. between Richmond (YVR South), Ganges & Maple Bay.
 - 50 lbs between Richmond (YVR South), Victoria & Nanaimo.

- Standby Baggage:**
- 25 lbs. (space available) on all routes except listed below.
 - 15 lbs. (space available) between Richmond (YVR South), Ganges & Maple Bay.
 - 0 lbs. between Richmond (YVR South), Victoria & Nanaimo.

Luggage over 50 lbs. total (per passenger) is subject to \$1 per lb, and travels on space available basis.

Booking # Personal Information

Monday, September 27, 2021 ✓

Flight #1137
14:45 Vancouver Harbour / Map 
15:05 Nanaimo Harbour / Map  ✓

Invoice # Personal Information

Air Transportation Charges	
Sked 1100 : (Np) GO Flex	\$90.70
Taxes, Fees and Charges	

20 minutes

KK - Confirmed

1 Passenger(s) - GoFlex

Sheila Malcolmson, Female ✓

Add to Calendar

Personal Information

All Skeds - Baggage : Checked Baggage Fee	\$0.00
Sked 1100 : Carbon Offset	\$0.50
Sked 1100 : Port Fee	\$1.75
Sked 1100 : VHFC Terminal Fee	\$10.85
+ Goods and Services Tax	\$5.20
Billing	\$103.80
Taxes	\$5.20
Grand Total	\$109.00 ✓

GoFlex Fare Conditions:

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- If not checked in at least 15 minutes prior to departure time, seat will be forfeited and a 100% No Show Fee will be charged.
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- Physical identification is required. Sorry, we cannot accept copies or photos.

Guaranteed Baggage:

- 25 lbs. on all routes except listed below.
- 35 lbs. between Richmond (YVR South), Ganges & Maple Bay.
- 50 lbs between Richmond (YVR South), Victoria & Nanaimo.

Standby Baggage:

- 25 lbs. (space available) on all routes except listed below.
- 15 lbs. (space available) between Richmond (YVR



ETicket Receipt

Prepared For
MALCOLMSON/SHEILA MRS ✓

RESERVATION CODE	Personal Information
ISSUE DATE	08Oct21 Personal Information
TICKET NUMBER	
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
09Nov21	WESTJET WS 3284	✓ PRINCE GEORGE BC, CANADA	VANCOUVER BC, CANADA	Cabin ECONOMY Seat Number (CONFIRMED) Baggage Allowance 1 PIECE Booking Status OK TO FLY Fare Basis LAQD0LPW Not Valid After 22JUN22
	Operated by: WESTJET ENCORE	Time 13:55	Time 15:17 Terminal MAIN TERMINAL	Security Concern

Allowances

Baggage Allowance
YXS to YVR - 1 Piece WESTJET , each piece up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
Prices of additional baggage pieces:
1. 50.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARDFORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC
Carry On Allowances
YXS to YVR - 1 Piece (WS - WESTJET) carry on hand baggage
Carry On Charges
YXS to YVR - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment	CREDIT CARD - MASTERCARD : XXXXXXXXXXXXX Government Financial Information
Fare Calculation Line	YXS WS YVR189.00CAD189.00END
Fare	CAD 189.00
Taxes/Fees/Carrier-Imposed Charges	CAD 16.00 YQI (OTHER AIR TRANSPORTATION

		CHARGES)	
	✓	CAD 10.61 XG8 (GOODS AND SERVICES TAX (GST))	
		CAD 7.12 CA4 (AIR TRAVELLERS SECURITY CHARGE)	
		CAD 25.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))	
	✓	CAD 1.25 XG9 (GOODS AND SERVICES TAX (GST))	
Total		CAD 248.98	

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

Baggage fees are charged in CAD or USD by direction depending on point of departure. Guests departing the United States, Latin America and the Caribbean will pay baggage fees in USD. Please see <https://www.westjet.com/en-ca/travel-info/fares/service-fees> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

[Important Legal Notices](#)

Clancy, Siobhan MMHA:EX



From: Air Canada <confirmation@aircanada.ca>
Sent: October 8, 2021 4:40 PM
To: Clancy, Siobhan MMHA:EX Personal Information
Subject: Air Canada - 07 Nov 2021: Vancouver - Fort St. John Personal Information
Attachments: Air_Canada_Booking_Confirmation

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Booking Confirmation



Personal Information
Booking Reference Date of issue: 08 Oct, 2021

-  [Select Seats](#)
-  [eUpgrade](#)
-  [Check in](#)
-  [Manage my booking](#)

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

IMPORTANT: Your official Itinerary/Receipt is attached to this email. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on COVID-19 testing, entry requirements, flexible change and cancellation policies, and biosafety measures, please visit our Travel Ready hub Opens in a new window.

IMPORTANT: Entry requirements

- **Travelling (or returning) to Canada from another country:** travellers must register with ArriveCAN Opens in a new window , get a pre-departure COVID-19 test, and participate in the mandatory testing and quarantine requirements upon arrival. Fully vaccinated travellers will not be required to stay at a government-authorized hotel while awaiting their on-arrival test result if they meet all of the required criteria. For more information, visit our entry requirements page Opens in a new window.
- **Travelling (or returning) to U.S. or international destinations:** Make sure to review the government entry requirements Opens in a new window prior to travel.

Passengers



Kelly Newhook

Seats

AC8365

Security Concern

Ticket number

Personal Information



Sheila Malcolmson

Seats

AC8365

Security Concern

Ticket number

Personal Information



Depart

Economy - Comfort

Sunday
07 Nov, 2021

08:15

Vancouver

Vancouver Int. (YVR),
Terminal M

11:01

Fort St. John

(YXJ)
British Columbia



AC8365

1hr46

Operated by: Air Canada Express - Jazz | De Havilland Dash 8-400

Purchase summary

Government Financial Information

2 adults

Amount paid: \$514.50

Tax information

GST no. 10009-2237 RT0001

Personal Information

Full details can be found in
your attached
Itinerary/Receipt.



Air transportation charges

Personal Information



Taxes, fees and charges

CDN DOLLARS \$ 331.30 PER PASSENGER

GRAND TOTAL (US dollars) (CDN dollars) \$662.60

Baggage allowance

Clancy, Siobhan MMHA:EX

From: Klus, Arianna MMHA:EX
Sent: November 9, 2021 10:51 AM
To: Clancy, Siobhan MMHA:EX
Subject: FW: Flight Itinerary. Thanks for choosing Harbour Air!

From: reservation@harbourair.com <reservation@harbourair.com>
Sent: October 6, 2021 12:01 PM
To: Klus, Arianna MMHA:EX <Arianna.Klus@gov.bc.ca>
Subject: Flight Itinerary. Thanks for choosing Harbour Air!

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.



- Check Flight Status
- Manage Flight
- Deals & Specials
- High Flyer Rewards
- Locations

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air! To ensure your experience is as easy and enjoyable as possible, **please review the following booking information and fare conditions prior to arrival.**

The health and safety of our passengers, team and communities is, and always has been, our top priority. The enhanced measures we have implemented with our [Health First program](#) go above and beyond government travel guidelines. All Harbour Air terminals will be following B.C's provincial health officer's recommendations for physical distancing and indoor mask use. **Please note that Transport Canada requires all passengers to wear a face mask while aboard our aircraft and submit a [Health Declaration Form](#).**

Prefer to sit in a single seat? **We recommend reserving a [Select Seat](#).** Contact us to find out about options and availability on your flight.

Have a question or need to make a change to your booking? Either log into your account at [harbourair.com](#) or call one of our friendly customer service staff at 604.274.1277 or 1.800.665.0212 (toll free).



We appreciate your support and we look forward to welcoming you aboard!

See you soon,

The team at Harbour Air



Customer Information		
Account	HAS #	Government Financial Information
	Name	Sheila Malcolmson

Booking	
Personal Information	
Wednesday, October 13, 2021	
Flight #1118	Invoice Personal Information
08:00 Nanaimo Harbour / Map  ✓	Air Transportation Charges
08:20 Vancouver Harbour / Map 	Sked 1100 : (St) GO Flex \$93.56
20 minutes	Taxes, Fees and Charges
KK - Confirmed	All Skeds - Baggage : Checked Baggage Fee \$0.00
1 Passenger(s) - GoFlex	Sked 1100 : Carbon Offset \$0.50
Sheila Malcolmson, Female ✓	Sked 1100 : Port Fee \$1.75
Add to Calendar	Sked 1100 : VHFC Terminal Fee \$10.85
Personal Information	+ Goods and Services Tax ✓ \$5.34
	Billing \$106.66
	Taxes \$5.34
	Grand Total ✓ \$112.00
GoFlex Fare Conditions:	
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avoid the aforementioned fees.

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- 50 lbs between Richmond (YVR South), Victoria & Nanaimo.

Standby Baggage:

- 25 lbs. (space available) on all routes except listed below.
- 15 lbs. (space available) between Richmond (YVR South), Ganges & Maple Bay.
- 0 lbs. between Richmond (YVR South), Victoria & Nanaimo.

Luggage over 50 lbs. total (per passenger) is subject to \$1 per lb, and travels on space available basis.


Booking

Personal Information

Wednesday, October 13, 2021

Flight #1147


16:45 Vancouver Harbour / 

17:05 Nanaimo Harbour /  

20 minutes

KK - Confirmed

1 Passenger(s) - GoFlex

Sheila Malcolmson, Female 

Personal Information

Invoice

Air Transportation Charges

Sked 1100 : (St) GO Flex \$93.56

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 1100 : Carbon Offset \$0.50

Sked 1100 : Port Fee \$1.75

Sked 1100 : VHFC Terminal Fee \$10.85

+ Goods and Services Tax  \$5.34

[Add to Calendar](#)

Personal Information

Billing	\$106.66
Taxes	\$5.34
Grand Total	\$112.00

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Clancy, Siobhan MMHA:EX

From:

Sent:

To:

Subject:

Air Canada <confirmation@aircanada.ca>

October 15, 2021 3:05 PM

Clancy, Siobhan MMHA:EX

Air Canada - 07 Nov 2021: Vancouver - Fort St. John (Booking Reference: Your booking has been cancelled)

Personal Information

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.

Your booking has been cancelled.

Booking Reference


Date of issue: 08 Oct, 2021

Personal Information



KELLY NEWHOOK

Ticket number:



SHEILA MALCOLMSON

Ticket number:

Personal Information

Personal Information

Please allow a minimum of three weeks (unless otherwise stated by applicable law) for your \$514.5 refund to be processed and credited to the original form of payment. You will receive an email confirmation once your refund has been processed. Non-refundable travel options such as paid seat selection, Maple Leaf Lounge access and Air Canada Bistro snack and meal vouchers may be applied to future flights, subject to availability.

SUMMARY

2 adults

Personal Information



Air transportation charges



Taxes, fees and charges

Airport Improvement Fee - Canada

Goods and Services Tax - Canada - 100092287 RT0001

Total amount paid

Refund in (CDN funds) \$310 83 per person

Total amount paid

Personal Information

Clancy, Siobhan MMHA:EX

From: reservation@harbourair.com
Sent: November 10, 2021 8:50 AM
To: Clancy, Siobhan MMHA:EX
Subject: Flight Itinerary. Thanks for choosing Harbour Air!

EXTERNAL This email came from an external source. Only open attachments or links that you are expecting from a known sender.



Check Flight Status

Manage Flight

Deals & Specials

High Flyer Rewards

Locations

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air! To ensure your experience is as easy and enjoyable as possible, please review this email in full, along with the booking information and fare conditions prior to arrival.

IMPORTANT TRAVEL NOTICE

For flights on October 30th 2021 onwards, special COVID-19 travel restrictions will be in affect on all Harbour Air scheduled service, private and tour flights. No flights or routes will be exempt.

- 1. Fully vaccinated passengers must present proof of full vaccination, which will be scanned and/or verified at check-in. Please review acceptable proof of vaccination on the Government of Canada's [webpage](#).
- 2. Passengers who cannot provide proof of full vaccination will be required to provide a negative test result from a COVID-19 molecular test taken within 72 hours of travel. For a list of testing sites, please click [here](#).

Without one of the above, guests will be unable to travel.

Further, Transport Canada requires all passengers 6 and older to wear a face mask for the full duration of time spent on the aircraft, and submit a [Health Declaration Form](#) for each leg of their trip. Harbour Air terminals also continue following Provincial Health Officer's recommendations for physical distancing and indoor mask use.

Prefer to sit in a single seat? We recommend our goGOLD fare to pre-reserve a [Select Seat](#). Otherwise, reply to this email or call us at 1.800.665.0212 to find out about Select Seat options for your goFARE and availability.

Have a question or need to make a change to your booking? Either log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or 1.800.665.0212 (toll free).

We appreciate your support, and we look forward to welcoming you aboard!

The team at Harbour Air



Customer Information

Account

HAS #

Government Financial Information

Name

Sheila Malcolmson

Booking

Personal Information

Friday, October 29, 2021

Flight #216/Twin Otter

10:30 Victoria Harbour / Map

11:05 Vancouver Harbour / Map

35 minutes

KK - Confirmed

1 Passenger(s) - GoFlex

Sheila Malcolmson, Female

Add to Calendar

Personal Information

Invoice

Air Transportation Charges

Sked 200 : (Pk) GO Flex

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee

Sked 200 : Carbon Offset

Sked 200 : VHFC Terminal Fee

+ Goods and Services Tax

Billing

Taxes

Grand Total

Master Card

Date / Time

Summary

Expiration

Authorization

GoFlex Fare Conditions:

Personal Information

\$245.65

\$0.00

\$0.65

\$10.85

\$12.85

\$257.15

\$12.85

\$270.00

\$270.00

October 29, 2021 @ 10:00:09 AM

Government Financial Information

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Required Travel Documents:

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Guaranteed Baggage:

- 25 lbs. on all routes except:
- 35 lbs. between Richmond (YVR South), Ganges & Maple Bay.
- 50 lbs between Richmond (YVR South), Victoria & Nanaimo.

Standby Baggage:

- 25 lbs. (space available) on all routes except:
 - 15 lbs. (space available) between Richmond (YVR South), Ganges & Maple Bay.
- Luggage over 50 lbs. total (per passenger) is subject to \$1 per lb, and travels on space available basis.

IMPORTANT TRAVEL NOTICE:

For flights on October 30th 2021 onwards, special COVID-19 travel restrictions will be in affect.

1. Fully vaccinated passengers must present proof of full vaccination, which will be scanned and/or verified at check-in.
2. Passengers who cannot provide proof of full vaccination will be required to provide a negative test result from a COVID-19 molecular test taken within 72 hours of travel.

Without one of the above, guests will be unable to travel. If you've any questions, please contact us at 1.800.665.0212.

Booking

Personal Information

Friday, October 29, 2021




Invoice

Personal Information

Flight#237

Air Transportation Charges

15:30 Vancouver Harbour / Map 

16:05 Victoria Harbour / Map 

35 minutes

KK - Confirmed

1 Passenger(s) - GoFlex

Sheila Malcolmson, Female

[Add to Calendar](#)

Personal Information

Sked 200 : (St) GO Flex	\$219.93
Taxes, Fees and Charges	
All Skeds - Baggage : Checked Baggage Fee	\$0.00
Sked 200 : Carbon Offset	\$0.65
Sked 200 : VHFC Terminal Fee	\$10.85
+ Goods and Services Tax	\$11.57
Billing	\$231.43
Taxes	\$11.57
Grand Total	\$243.00

Master Card \$243.00

Date / Time October 29, 2021 @ 10:00:09 AM
Government Financial Information

Summary

Expiration

Authorization

GoFlex Fare Conditions:

- Check in 30 minutes prior to departure time.
- If not checked in at least 15 minutes prior to departure, seat will be forfeited and a 100% No Show Fee will be charged.
- Refundable up to 4 hrs* prior to departure.
- Changeable up to 4 hrs* prior to departure (subject to difference in fare value).
- Changes or cancellations within 4 hrs are subject to a \$20 fee*
- *For flights departing on or before 11am, changes and cancellations must be made before 5pm the day prior to avoid the aforementioned fees.*
- 50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure.

Required Travel Documents:

- All passengers 18 years and above must present either 1 piece of valid government-issued photo ID,
- or 2 pieces of valid government-issued ID without a photo. Physical identification is required.

Guaranteed Baggage:

- 25 lbs. on all routes except:
- 35 lbs. between Richmond (YVR South), Ganges & Maple Bay.
- 50 lbs between Richmond (YVR South), Victoria & Nanaimo.

Standby Baggage:

- 25 lbs. (space available) on all routes except:
- 15 lbs. (space available) between Richmond (YVR South), Ganges &



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133858

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Malcolmson, Sheila		Employee ID Personal Information	Phone Number (236) 478-3849
Client Organization Mental Health and Addictions		Job Title Minister	Travel Group Code 4
5. Date Completed 2021/08/03	6. Fiscal Year 2021	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Ministry Business		Headquarters Victoria
12. Mailing Address for Cheque			

16. Travel Dates	17. Places Travelled			18. 55 kms Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous						
	Destination	Start	End	Km	Cost		Cost		Cost	Describe					
2021	Gabriola/Nan/Vic	0700	2359	116	63.80		61.00	CCA							
03/01	Vic/Nan/Gabriola (Ferry)	0700	2130	116	63.80	19.90	61.00	----							
03/02	Gabriola/Nan/Vic	0700	2359	116	63.80		61.00	----							
03/08	Gabriola/Nan/Vic	0700	2359		0.00		61.00	----							
03/09	Victoria	0700	2359		0.00		61.00	----							
03/10	Victoria	0700	2359		0.00		61.00	----							
03/11	Vic/Nan/Gabriola (Ferry)	0700	2000	116	63.80	19.90	61.00	----							
03/15	Gabriola/Nan/Vic	0700	2300	116	63.80		61.00	----							
03/16	Victoria	0700	2300		0.00		61.00	----							
03/17	Victoria	0700	2300		0.00		61.00	----							
03/18	Gabriola/Nan/Vic (Ferry)	0700	2300	116	63.80	19.90	61.00	----							
TOTALS OF COLUMNS				36.	\$ 382.80	37.	\$ 59.70	38.	\$ 610.00	39.	\$ 0.00	40.	\$ 0.00	Claim Total	\$ 1052.50

48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount
027	66M02	44900	5750	66MHA00	Personal Information	\$ 610.00
027	66M02	44900	5702	66MTVNC		\$ 442.50
027						
027						

Less Travel Advance

027

AMOUNT DUE TO EMPLOYEE

54. \$ 1052.50

45. Employee Signature (See Audit Trail)

- Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.

Print Name

Date Signed

56. Spending Authority Signature (See Audit Trail)

- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.

Print Name

Date Signed

57. Payment Authority Signature (See Audit Trail)

- Requisition for payment pursuant to section 32 of the Financial Administration Act.

Print Name

Date Signed

Notes for Travel Voucher (Restricted Use) E133856 for Malcolmson, Sheila

2 note(s) returned.

Created On	Author	Note
2021/08/03 13:08:02	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	Personal Information
2021/08/03 13:48:10	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	03/01 Gabriola/Nan/Vic (Full Day Per Diem) 03/02 Vic/Nan/Gabriola (Full Day Per Diem) Ferry to Gabriola 03/08 Gabriola/Nan/Vic (Full Day Per Diem) 03/09 Victoria(Full Day Per Diem) 03/10 Victoria(Full Day Per Diem) 03/11 Vic/Nan/Gabriola (Full Day Per Diem) Ferry to Gabriola 03/15 Gabriola/Nan/Vic (Full Day Per Diem) 03/16 Victoria(Full Day Per Diem) 03/17 Victoria(Full Day Per Diem) 03/18 Vic/Nan/Gabriola (Full Day Per Diem) Ferry to Gabriola

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Nanaimo Harbour
To
Gabriola Island



Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 00

RECEIPT - PLEASE RETAIN

PURCHASE 2021/03/02

20'	Undersize Vehi	22.90
1	Adult	9.70
	Fuel Rebate	0.35-
1	UH Savings	8.30-
1	Adult Savings	4.05-

Total	19.90
Personal Information	19.90

CHANGE DUE 0.00

Today's Savings 12.35

Personal Information

CARDHOLDER COPY
NAH 02 Mar 2021 21:02:15
Personal Information

Nanaimo Harbour
To
Gabriola Island



Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 00

RECEIPT - PLEASE RETAIN

PURCHASE 2021/03/11

20'	Undersize Vehi	22.90
1	Adult	9.70
	Fuel Rebate	0.35-
1	UH Savings	8.30-
1	Adult Savings	4.05-

Total	19.90
Personal Information	19.90

CHANGE DUE 0.00

Today's Savings 12.35

Personal Information

CARDHOLDER COPY
NAH 11 Mar 2021 19:28:41
Personal Information

Nanaimo Harbour
To
Gabriola Island



Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 03

RECEIPT - PLEASE RETAIN

PURCHASE 2021/03/18

20'	Undersize Vehi	22.90
1	Adult	9.70
	Fuel Rebate	0.35-
1	UH Savings	8.30-
1	Adult Savings	4.05-

Total	19.90
Personal Information	19.90

CHANGE DUE 0.00

Today's Savings 12.35

Personal Information

CARDHOLDER COPY
Personal Information

E133856

APPROVED

Minister Malcolmson's Signature

HE22EXEPAL06



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133885

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Name Malcolmson, Sheila		Employee ID Personal Information	Phone Number (236) 478-3849
Client Organization Mental Health and Addictions		Job Title Minister	Travel Group Code 4
5. Date Completed 2021/08/19	6. Fiscal Year 2021	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Minister Business		Headquarters Victoria
12. Mailing Address for Cheque			

16. Travel Dates	17. Places Travelled	18. .55 kms Personal Vehicle Use	19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous
	Destination Start End	Km Cost		Cost		Cost Describe
2021						
03/22	Gabriola/Nan/Vic (Ferry) 0600 2359	116 63.80		61.00 CCA		
03/23	Victoria 0600 2359	0.00		61.00		
03/24	Vic/Nan/Gabriola (Ferry) 0600 2300	116 63.80	19.90	61.00		
TOTALS OF COLUMNS		36. \$ 127.60	37. \$ 19.90	38. \$ 183.00	39. \$ 0.00	40. \$ 0.00
						Claim Total \$ 330.50

48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount
027	66M02	44900	5750	66MHA00 MTCCA	Personal Information	\$ 183.00 \$ 330.50
027	66M02	44900	5702	66MTVNC		\$ 147.50
027						
027						
Less Travel Advance						
027						

AMOUNT DUE TO EMPLOYEE

54. \$ 330.50

45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.	Print Name	Date Signed

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Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06

Audited by PL Dec 02-21

Notes for Travel Voucher (Restricted Use) E133885 for Malcolmson, Sheila

1 note(s) returned.

Created On	Author	Note
2021/08/19 12:35:34	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	03/22 Gabriola - Nanaimo - Vic 116km Full Day per Diem 03/23 Victoria Full Day per Diem 03/24 Victoria - Nanaimo - Gabriola 116km Full Day Per Diem BC Ferries to Gabriola

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Nanaimo Harbour
To
Gabriola Island



LANE 00

RECEIPT - PLEASE RETAIN

PURCHASE 2021/03/24 ✓

✓ 20'	Undersize Vehi	22.90
1	Adult	9.70
	Fuel Rebate	0.35-
1	UH Savings	8.30-
1	Adult Savings	4.05-

Total	19.90
Personal Information	19.90

 ✓

CHANGE DUE	0.00
------------	------

Today's Savings	12.35
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Personal Information

CARDHOLDER COPY
NAH 24 Mar 2021 22:49:58
Personal Information

E133885

APPROVED

Minister Malcolmson's Signature

HE22EXEPAL06



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133888

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Malcolmson, Sheila		Employee ID Personal Information	Phone Number (236) 478-3849
Client Organization Mental Health and Addictions		Job Title Minister	Travel Group Code 4
5. Date Completed 2021/08/19	6. Fiscal Year 2022	7. Special Cheque Issue	8. Cheque Stub Information
Type of Travel In Province	14. Reason for Travel Ministry Business		Headquarters Victoria

12. Mailing Address for Cheque

16. Travel Dates	17. Places Travelled			18. 55KMS Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous	
	Destination	Start	End	Km	Cost		Cost		Cost	Describe
2021										
04/13	Gabriola/Nan/Vic	0600	2359	116	63.80		61.00	CCA		
04/14	Vic/Nan/Gabriola	0600	2000	116	63.80	20. Per	61.00	---		
04/19	Gabriola/Nan/Vic	0600	2359	116	63.80	so	61.00	---		
04/20	Vic/Nan/Gabriola	0600	1930	116	63.80	20. 35	61.00	---		
04/25	Gabriola/Nan/Vic	1900	2359	116	63.80	l				
04/26	Vic/Nan/Gabriola	0600	2200	116	63.80	20. Per	61.00	---		
(Ferry to and from Victoria on all trips)										
						ra				
						lati				
						on				
						ma				

TOTALS OF COLUMNS

36. \$ 382.80	37. \$ 61.05	38. \$ 305.00	39. \$ 0.00	40. \$ 0.00	41. Claim Total
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code
027	66M02	44900	5750	66MHA00	Personal Information
027	66M02	44900	5702	66MTVNC	Amount
027					\$ 305.00
027					\$ 443.85

Less Travel Advance

027					
-----	--	--	--	--	--

AMOUNT DUE TO EMPLOYEE

45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.	Print Name	Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.	Print Name	Date Signed

54. \$ 748.85
Personal Information

FIN 10 (EFI-F0012 v2.6.1)

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Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06

Audited by PL Dec 02-21

Notes for Travel Voucher (Restricted Use) E133888 for Malcolmson, Sheila

1 note(s) returned.

Created On	Author	Note
2021/08/19 13:07:55	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	04/13 Gabriola-Nan-Vic 116km Full Day Per Diem 04/14 Vic-Nan-Gabriola 116km Full Day Per Diem BC Ferries to Gabriola 04/19 Gabriola-Nan-Vic 116km Full Day Per Diem 04/20 Vic-Nan-Gabriola 116km Full Day Per Diem BC Ferries to Gabriola 04/25 Gabriola-Nan-Vic 116km 04/26 Vic-Nan-Gabriola 116km Full Day Per Diem BC Ferries to Gabriola

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Nanaimo Harbour
To
Gabriola Island



LANE 00

RECEIPT - PLEASE RETAIN

PURCHASE 2021/04/14

20'	Undersize Vehi	23.45	
1	Adult	9.90	
	Fuel Rebate	35	
	UH Savings	50	
1	Adult Savings	4.15	
	Total	20.35	
	Personal Information	20.35	
	CHANGE DUE	0.00	
	Today's Savings		

Personal Information

CARDHOLDER COPY

NAH 14 Apr 2021 19:09:56
Personal Information

Nanaimo Harbour
To
Gabriola Island



LANE 04

RECEIPT - PLEASE RETAIN

PURCHASE 2021/04/20

20'	Undersize Vehi	23.45	
1	Adult	9.90	
	Fuel Rebate	0.35	
1	UH Savings	8.50	
1	Adult Savings	4.15	
	Total	20.35	
	Personal Information	20.35	
	CHANGE DUE	0.00	
	Today's Savings	12.65	

Personal Information

CARDHOLDER COPY

NAH 20 Apr 2021 18:53:41
Personal Information

Nanaimo Harbour
To
Gabriola Island



LANE 00

RECEIPT - PLEASE RETAIN

PURCHASE 2021/04/26

20'	Undersize Vehi	23.45	
1	Adult	9.90	
	Fuel Rebate	35	
	UH Savings	50	
1	Adult Savings	4.15	
	Total	20.35	
	Personal Information	20.35	
	CHANGE DUE	0.00	
	Today's Savings		

Personal Information

CARDHOLDER COPY

NAH 26 Apr 2021 20:56:25
Personal Information

E133888

APPROVED

HE22EXEPAL06

MINISTER MALCOLMSON'S SIGNATURE



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133914

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Name Malcolmson, Sheila		Employee ID Personal Information		Phone Number (236) 478-3849	
Client Organization Mental Health and Addictions		Job Title Minister		Travel Group Code 4	
5. Date Completed 2021/08/31		6. Fiscal Year 2022		7. Special Cheque Issue	
8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Ministry Business		Headquarters Victoria	
12. Mailing Address for Cheque					
16. Travel Dates 2021	17. Places Travelled			18. 55 KMS Personal Vehicle Use	19. Other Transport Costs
	Destination	Start	End	Km	Cost
05/07	Gabriola-Vic-Gab (Ferry)	0600	1400	232	127.60
05/17	Gabriola-Nan-Vic (Ferry)	0700	2359	116	63.80
05/18	Victoria	0600	2359		0.00
05/19	Vic-Nan-Gabriola (Ferry)	0600	2200	116	63.80
					20.35
					20.35
					61.00
					61.00
					61.00
					61.00
TOTALS OF COLUMNS				36. \$ 255.20	37. \$ 40.70
				38. \$ 222.50	39. \$ 0.00
				40. \$ 0.00	Claim Total \$ 518.40
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code
027	66M02	44900	5750	66MHA00-MTCCA	Personal Information
027	66M02	44900	5702	66MTVNC	
027					
027					
Less Travel Advance					54. \$ 518.40
027					
AMOUNT DUE TO EMPLOYEE					
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				Print Name	Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				Print Name	Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.				Print Name	Date Signed

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Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06

Audited by PL Dec 02-21

Notes for Travel Voucher (Restricted Use) E133914 for Malcolmson, Sheila

1 note(s) returned.

Created On	Author	Note
2021/08/31 11:07:14	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	05/07 Gabriola-Nan-Vic-Nan-Gabriola 232km B/L/I Per Diem BC Ferries to Gabriola 05/17 Gabriola-Nan-Vic 116km Full Day Per Diem 05/18 Victoria Full Day Per Diem 05/19 Vic-Nan-Gabriola 116km Full Day Per Diem BC Ferries to Gabriola

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Nanaimo Harbour
To
Gabriola Island



Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 00

RECEIPT - PLEASE RETAIN

PURCHASE 2021/05/07

20'	Undersize Vehi	23.45
1	Adult	9.90
	Fuel Rebate	0.35-
1	UH Savings	8.50-
1	Adult Savings	4.15-

Total	20.35
Personal Information	20.35

CHANGE DUE 0.00

Today's Savings 12.65

Personal Information

CARDHOLDER COPY

NAH 07 May 2021 12:59:38

Personal Information

Nanaimo Harbour
To
Gabriola Island



Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

LANE 05

RECEIPT - PLEASE RETAIN

PURCHASE 2021/05/19

20'	Undersize Vehi	23.45
1	Adult	9.90
	Fuel Rebate	0.35-
1	UH Savings	8.50-
1	Adult Savings	4.15-

Total	20.35
Personal Information	20.35

CHANGE DUE 0.00

Today's Savings 12.65

Personal Information

CARDHOLDER COPY

NAH 19 May 2021 20:45:35

Personal Information

E133914

APPROVED

MINISTER MALCOLMSON SIGNATURE

HE22EXEPAL06



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133915

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Malcolmson, Sheila		Employee ID Personal Information		Phone Number (236) 478-3849	
Client Organization Mental Health and Addictions		Job Title Minister		Travel Group Code 4	
5. Date Completed 2021/08/31	6. Fiscal Year 2022	7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Ministry Business		Headquarters Victoria	
12. Mailing Address for Cheque					
16. Travel Dates	17. Places Travelled		18. .55 KMS Personal Vehicle Use		19. Other Transport Costs
	Destination	Start	End	Km	Cost
2021					
06/01	Gabriola-Nan-Vic (Ferry)	0600	2359	116	63.80
06/02	Victoria	0600	2359		0.00
06/03	Vic-Nan-Gabriola (Ferry)	0600	2100	116	63.80
06/08	Gabriola-Nan-Vic	0600	2359	116	63.80
06/09	Victoria	0600	2359		0.00
06/10	Vic-Nan-Gabriola (Ferry)	0600	2200	116	63.80
06/12	Gab-Duncan-Gab (Ferry)	0930	1530	** 112	** 61.60
				36. \$ 316.80	37. \$ 61.09
				38. \$ 393.00	39. \$ 0.00
				40. \$ 0.00	Claim Total
				41. \$ 770.85	Personal Information
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code
027	66M02	44900	5750	66MHA00 MTCCA	Personal Information
027	66M02	44900	5702	66MTVNC	
027	66M02	44900	5702	66MHA00	
Less Travel Advance					54. \$ 770.85
027					Personal Information
AMOUNT DUE TO EMPLOYEE					
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.			Print Name		Date Signed
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.			Print Name		Date Signed
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.			Print Name		Date Signed

FIN 10 (EFI-F0012 v2.6.1)

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Ministry Spending Authority ARCS 1240-20
Ministry Payment Authority ARCS 1050-06

AUDITED BY PL DEC 02-21

Notes for Travel Voucher (Restricted Use) E133915 for Malcolmson, Sheila

1 note(s) returned.

Created On	Author	Note
2021/08/31 12:10:28	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	06/01 Gabriola-Nan-Vic 116km Full Day Per Diem 06/02 Victoria Full Day Per Diem 06/03 Vic-Nan-Gabriola 116km Full Day Per Diem BC Ferries to Gabriola 06/08 Gabriola-Nan-Vic 116km Full Day Per Diem 06/09 Victoria Full Day Per Diem 06/10 Vic-Nan-Gabriola 116km Full Day Per Diem BC Ferries to Gabriola 06/12 Gabriola-Duncan-Gabriola 112km L/I Per Diem BC Ferries to Gabriola (Tsow-Tun Le Lum Society Sacred Ceremony)

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5701MTVNC

Nanaimo Harbour
To
Gabriola Island



LANE 05

RECEIPT - PLEASE RETAIN

PURCHASE 2021/06/03

20'	Undersize Vehi	23.45
1	Adult	9.90
	Fuel Rebate	0.35-
1	UH Savings	8.50-
1	Adult Savings	4.15-

Total	20.35
Personal Information	20.35

CHANGE DUE	0.00
-------------------	-------------

Today's Savings	12.65
------------------------	--------------

Personal Information

CARDHOLDER COPY
NAH 03 Jun 2021 19:49:53
Personal Information

5701 MTVNC

Nanaimo Harbour
To
Gabriola Island



LANE 05

RECEIPT - PLEASE RETAIN

PURCHASE 2021/06/10

20'	Undersize Vehi	23.45
1	Adult	9.90
	Fuel Rebate	0.35-
1	UH Savings	8.50-
1	Adult Savings	4.15-

Total	20.35
Personal Information	20.35

CHANGE DUE	0.00
-------------------	-------------

Today's Savings	12.65
------------------------	--------------

Personal Information

CARDHOLDER COPY
NAH 10 Jun 2021 21:00:16
Personal Information

5702 5111111

Nanaimo Harbour
To
Gabriola Island



LANE 09

RECEIPT - PLEASE RETAIN

PURCHASE 2021/06/12

20'	Undersize Vehi	23.45
1	Adult	9.90
	Fuel Rebate	0.35-
1	UH Savings	8.50-
1	Adult Savings	4.15-

Total	20.35
Personal Information	20.35

CHANGE DUE	0.00
-------------------	-------------

Today's Savings	12.65
------------------------	--------------

Personal Information

CARDHOLDER COPY
NAH 12 Jun 2021 14:26:33
Personal Information

F133915

APPROVED: 
MINISTER MALCOLMSON'S SIGNATURE

HE22EXEPAL10



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133917

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Malcolmson, Sheila				Employee ID Personal Information		Phone Number (236) 478-3849	
Client Organization Mental Health and Addictions				Job Title Minister		Travel Group Code 4	
5. Date Completed 2021/08/31		6. Fiscal Year 2022		7. Special Cheque Issue		8. Cheque Stub Information	
Type of Travel In Province		14. Reason for Travel Ministry Business				Headquarters Victoria	
12. Mailing Address for Cheque							
16. Travel Dates	17. Places Travelled			18. 55 KMS Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals
	Destination	Start	End	Km	Cost		Cost
2021							
06/15	Gabriola-Nan-Vic	0600	2359	116	63.80		61.00 CCA
06/16	Victoria	0600	2359		0.00		61.00
06/17	Victoria	0600	2359		0.00		61.00
06/18	Vic-Nan-Gabriola	0600	2200	116	63.80	20.25	61.00
				36.	37.	38.	39.
TOTALS OF COLUMNS				\$ 127.60	\$ 20.25	\$ 244.00	\$ 0.00
				40.	Claim Total		
				\$ 0.00	\$ 391.85		
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project		45. Supplier Code	Amount
027	66M02	44900	5750	66MHA00 MTCCA		Personal Information	\$ 244.00 \$ 391.85
027	66M02	44900	5702	66MTVNC			\$ 147.85
027							
027							
Less Travel Advance							
027							
AMOUNT DUE TO EMPLOYEE						54.	\$ 391.85
45. Employee Signature (See Audit Trail)				Print Name		Date Signed	
- Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				APPROVED BY EMAIL			
56. Spending Authority Signature (See Audit Trail)				Print Name		Date Signed	
- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				APPROVED BY EMAIL			
57. Payment Authority Signature (See Audit Trail)				Print Name		Date Signed	
- Requisition for payment pursuant to section 32 of the Financial Administration Act.							

Notes for Travel Voucher (Restricted Use) E133917 for Malcolmson, Sheila

1 note(s) returned.

Created On	Author	Note
2021/08/31 15:25:30	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	06/15 Gabriola-Nan-Vic 116km Full Day Per Diem 06/16 Victoria Full Day Per Diem 06/17 Victoria Full Day Per Diem 06/18 Vic-Nan-Gabriola 116km Full Day Per Diem BC Ferries to Gabriola

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Nanaimo Harbour
To
Gabriola Island



LANE 00

RECEIPT - PLEASE RETAIN

PURCHASE 2021/06/18

20' Undersize Vehi	23.45	
1 Personal Adult	9.90	
Fuel Rebate	0.45 -	
UH Savings	8.50	
1 Personal Adult Savings	4.15	
Personal Information	Personal Information	Personal Information
Total		
Personal Information		\$ 20.25 claimed
CHANGE DUE	0.00	
Today's Savings	Personal Information	
Personal Information		

CARDHOLDER COPY
NAH 18 Jun 2021 21:09:43
Personal Information

E133917



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E133939

Freedom of Information and Protection of Privacy: The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

Name Malcolmson, Sheila				Employee ID Personal Information				Phone Number (236) 478-3849																																																	
Client Organization Mental Health and Addictions				Job Title Minister				Travel Group Code 4																																																	
5. Date Completed 2021/09/10			6. Fiscal Year 2022			7. Special Cheque Issue			8. Cheque Stub Information																																																
Type of Travel In Province			14. Reason for Travel Ministry Business						Headquarters Victoria																																																
12. Mailing Address for Cheque																																																									
<table border="1"> <tr> <td rowspan="2">16. Travel Dates 2021 07/15 07/20</td> <td colspan="3">17. Places Travelled</td> <td colspan="2">18. .55 KMS Personal Vehicle Use</td> <td>19. Other Transport Costs</td> <td>20. & 21. Meals</td> <td>22. Lodging Costs</td> <td colspan="2">20. & 21. Miscellaneous</td> </tr> <tr> <td>Destination</td> <td>Start</td> <td>End</td> <td>Km</td> <td>Cost</td> <td></td> <td>Cost</td> <td></td> <td>Cost</td> <td>Cost</td> <td>Describe</td> </tr> <tr> <td></td> <td>Gabriola-Vic-Gab (Ferry)</td> <td>0700</td> <td>1800</td> <td>232</td> <td>127.60</td> <td></td> <td>20.35</td> <td>61.00 CCA</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Gabriola-Vic-Gab (Ferry)</td> <td>0700</td> <td>1600</td> <td>232</td> <td>127.60</td> <td></td> <td>20.35</td> <td>61.00 ""</td> <td></td> <td></td> <td></td> </tr> </table>												16. Travel Dates 2021 07/15 07/20	17. Places Travelled			18. .55 KMS Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous		Destination	Start	End	Km	Cost		Cost		Cost	Cost	Describe		Gabriola-Vic-Gab (Ferry)	0700	1800	232	127.60		20.35	61.00 CCA					Gabriola-Vic-Gab (Ferry)	0700	1600	232	127.60		20.35	61.00 ""			
16. Travel Dates 2021 07/15 07/20	17. Places Travelled			18. .55 KMS Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous																																																
	Destination	Start	End	Km	Cost		Cost		Cost	Cost	Describe																																														
	Gabriola-Vic-Gab (Ferry)	0700	1800	232	127.60		20.35	61.00 CCA																																																	
	Gabriola-Vic-Gab (Ferry)	0700	1600	232	127.60		20.35	61.00 ""																																																	
TOTALS OF COLUMNS					36. \$ 255.20	37. \$ 40.70	38. \$ 122.00	39. \$ 0.00	40. \$ 0.00	Claim Total \$ 417.90																																															
48. Client Code 027 027 027 027		49. Resp. 66M02 66M02		50. Service Line 44900 44900		51. STOB 5750 5702		52. Project 66MHA00 MTCCA 66MTVNC		45. Supplier Code Personal Information																																															
										Amount \$ 122.00 \$ 295.90																																															
Less Travel Advance 027																																																									
										54. \$ 417.90																																															
45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.						Print Name			Date Signed																																																
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name			Date Signed																																																
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name			Date Signed																																																

Notes for Travel Voucher (Restricted Use) E133939 for Malcolmson, Sheila

1 note(s) returned.

Created On	Author	Note
2021/09/10 16:08:29	Reid, Nicole Security Concern Nicole.Reid@gov.bc.ca	07/15 Gabriola-Victoria-Gabriola 232km total Full day Per Diem Ferry Home 07/20 Gabriola-Victoria-Gabriola 232km total Full day Per Diem Ferry Home

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To
Gabriola Island



LANE 05

RECEIPT - PLEASE RETAIN

PURCHASE 2021/07/15

20'	Undersize Vehi	23.45
1	Adult	9.90
	Fuel Rebate	0.35-
1	UH Savings	8.50-
1	Adult Savings	4.15-
Total		20.35
Personal Information		20.35

CHANGE DUE 0.00

Today's Savings 12.65

Personal Information

CARDHOLDER COPY

NAH 15 Jul 2021 19:38:29
Personal Information

To
Gabriola Island



LANE 08

RECEIPT - PLEASE RETAIN

PURCHASE 2021/07/20

1	Adult	9.90
20'	Undersize Vehi	23.45
	Fuel Rebate	0.35-
1	UH Savings	8.50-
1	Adult Savings	4.15-
Total		20.35
Personal Information		20.35

CHANGE DUE 0.00

Today's Savings 12.65

Personal Information

CARDHOLDER COPY

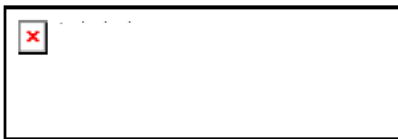
NAH 20 Jul 2021 17:54:20
Personal Information

E133939

Cheston, Lisa PREM:EX

From: passengerservices@helijet.com
Sent: November 3, 2021 9:04 AM
To: Malcolmson, Sheila MMHA:EX; Klus, Arianna MMHA:EX
Subject: Thank you for choosing to take off with Helijet!

[EXTERNAL] This email came from an external source. Only open attachments or links that you are expecting from a known sender.



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information

Account

Customer #

Government Financial
Information

Name

Sheila Malcolmson

Booking

Government Financial
Information

Tuesday, November 9, 2021

902

07:45 Nanaimo Harbour / [Map](#)

08:05 Vancouver Harbour / [Map](#)

20 minutes

Confirmed

1 Passengers - Off-Peak

• Sheila Malcolmson, Female

Government Financial
Information

FARE-ZNA-OffPeak

\$141.90

+ GST

\$7.10

Billing

\$141.90

Taxes

\$7.10

Grand Total

\$149.00

Helijet fares are fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only

[Add to Calendar](#)

Personal Information

changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

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)

COVID-19:

Effective October 30, 2021 - For flights departing up to and including November 30, 2021, there are two accepted options:

1. proof of Full Vaccination (two dose)
2. proof of Partial Vaccination (single dose) + Negative Molecular Test* taken within 72 hours of departure.

For flights departing after November 30, 2021, proof of Full Vaccination is required to board your flight.

Before you travel, visit travel.gc.ca for details on accepted vaccines and tests.

COVID-19 Safety Protocols including mandatory masks and health checks are in place.

Please read your confirmation for more information on COVID-19 protocols.

ACCESSIBILITY:

As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact a Helijet Agent, consult Helijet [Passenger Rights, Tariff & Travel Information](#) or visit [the Canadian Transportation Agency's](#) website.

GST#:
R102320165

COVID-19 Information:

Have a question or need to make a change to your booking? Either log into your account at harbourair.com or call one of our friendly customer service staff at 604.274.1277 or 1.800.665.0212 (toll free).

We appreciate your support, and we look forward to welcoming you aboard!

The team at Harbour Air



Customer Information

Account

HAS #

Government Financial
Information

Name

Kelly Newhook

Booking

Government Financial
Information

Tuesday, November 9, 2021

Flight #1143

15:50 Vancouver Harbour / [Map](#)

16:10 Nanaimo Harbour / [Map](#)

20 minutes

KK - Confirmed

1 Passenger(s) - GoFlex

Sheila Malcolmson, Female

[Add to Calendar](#)

Personal Information

Government
Financial Information

Invoice

Air Transportation Charges

Sked 1100 : (Pk) GO Flex \$110.70

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 1100 : Carbon Offset \$0.50

Sked 1100 : Port Fee \$1.75

Sked 1100 : VHFC Terminal Fee \$10.85

+ Goods and Services Tax \$6.20

Billing \$123.80

Taxes \$6.20

Grand Total \$130.00

GoFlex Fare Conditions:

- Check in 30 minutes prior to departure time.
- If not checked in at least 15 minutes prior to departure, seat will be forfeited and a 100% No Show Fee will be charged.
- Refundable up to 4 hrs* prior to departure.
- Changeable up to 4 hrs* prior to departure (subject to difference in fare value).