

INVOICE

1

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 635-110-01

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety Management
 PO Box 2100, Station M, #8020
 Calgary AL T2P 2M5

RECEIVED

Date October 31, 2007

OCT 30 2007

Page 1

Enviro & Safety Mgmt.


RE: Calgary GHG Planning - Phase 1
 COVERING PERIOD: September 28 - October 31, 2007

PO# 265503P

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander			
Row, Jesse			
			\$2,699.97
Expenses			
5% Communications, Disbursements & GHG Offsets			\$134.99
			\$134.99

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$2,834.96

GST \$170.10

TOTAL NOW DUE AND PAYABLE: \$3,005.06

BN 12780-9036RT

Terms 14 days or ASAP

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

2

INVOICE# 635-110-02

To: **The City of Calgary**
Attn: Stan Nowakowski
Environmental and Safety Management
PO Box 2100, Station M, #8020
Calgary AL T2P 2M5

Date November 30, 2007
Page 1

PO 265503 P

RE: Calgary GHG Planning - Phase 1
PO #265503
COVERING PERIOD: November 1 - 30, 2007

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Laufenberg, Katie	SEC 17(1) & 17(4)(d)		
Row, Jesse			
		SEC 16(1)	\$5,151.55
Expenses			
5% Communications, Disbursements & GHG Offsets			\$257.57
			\$257.57

RECEIVED

JAN 07 2008

Enviro & Safety Mgmt.

APPROVED FOR PAYMENT
<i>Stan Nowakowski</i> SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.

BN 12780-9036RT

Terms 14 days or ASAP

Sub-total \$5,409.12
GST \$324.55

TOTAL NOW DUE AND PAYABLE: \$5,733.67

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 635-110-03

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety Management
 PO Box 2100, Station M, #8020
 Calgary AL T2P 2M5

RECEIVED

JAN 11 2008


Enviro & Safety Mgmt.

Date December 31, 2007

Page 1

RE: Calgary GHG Planning - Phase 1
 PO #265503 P
 COVERING PERIOD: December 1 - 31, 2007

Employee	Rate	Hours	Amount
Project	Calgary GHG Planning - Phase 1		
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)		
		SEC 16(1)	\$1,586.62
Expenses			
5% Communications, Disbursements & GHG Offsets			\$79.33
			\$79.33

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$1,665.95

GST \$99.96

TOTAL NOW DUE AND PAYABLE: \$1,765.91

BN 12780-9036RT

Terms 14 days or ASAP

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INVOICE

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-01

To: The City of Calgary
Attn: Shelley Alexander
Environmental and Safety Management
PO Box 2100, Stn. M
Calgary, AB T2P 2M5

Date March 31, 2010
Page 1

RE: Calgary GHG Reduction Plan
PO #: 0000378486P
COVERING PERIOD: January 1 - March 31, 2010

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Bailic, Alison			
Haines, Graham			
Row, Jesse			
Welk, Erin			
			\$31,000.02
Expenses			
7% Communications & Disbursements			\$2,170.00
			\$2,170.00

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR
PAYMENT

[Signature]

SEC 17(1)

EMPLOYEE NUMBER
U.E.P.

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$33,170.02
GST \$1,658.50

TOTAL NOW DUE AND PAYABLE: \$34,828.52

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Sustainable Energy Solutions

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

5

To: The City of Calgary
 Attn: Shelley Alexander
 Environmental and Safety Management
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5

INVOICE# 335-112-03

Date August 31, 2010

Page 1

RE: Calgary GHG Reduction Plan
 PO #: 0000378486P
 COVERING PERIOD: July 1 - August 31, 2010

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Baillie, Alison			
Cobb, Paul			
Franchuk, Roberta		SEC 17(1) & 17(4)(d)	
Haines, Graham			
Lempfers, Nathan			
Row, Jesse			
Welk, Erin			
		SEC 16(1)	\$39,003.80
Expenses			
7% Communications & Disbursements			\$2,730.27
GHG Offsets - for trip to Edmonton			\$5.37
Row, Jesse			\$39.95
Welk, Erin			
			\$2,775.99

APPROVED FOR PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$41,779.39

GST \$2,088.97

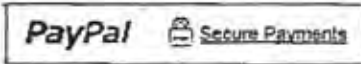
TOTAL NOW DUE AND PAYABLE: \$43,868.36

BN 12780-9036RT

Terms 14 days or ASAP

BOMA Canada

Receipt



Ship To
No Shipping Address

Seller Information
BOMA Canada
dheinrichs@bomacanada.ca

Receipt ID: 4694-8803-3638-5966

Placed on Aug 9, 2010

Payment For	Quantity	Price
BOMA BEST Energy and Environmental Report	1	\$39.95 CAD
Item Total:		\$39.95 CAD
Total Amount:		\$39.95 CAD

This Payment will appear on your credit card statement as "BOMA CANADA"

Print

Done

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INVOICE

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-02

To: The City of Calgary
Attn: Shelley Alexander
Environmental and Safety Management
PO Box 2100, Stn. M
Calgary, AB T2P 2M5

Date June 30, 2010
Page 1

RE: Calgary GHG Reduction Plan
PO #: 0000378486P
COVERING PERIOD: April 1 - June 30, 2010

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Bailie, Alison			
Bramley, Matthew			
Cobb, Paul			
Haines, Graham			
Home, Matt			
Lemphers, Nathan			
Partington, PJ			
Row, Jesse			
Welk, Erin			
			\$45,100.40
Expenses			
7% Communications & Disbursements			\$3,157.03
			\$3,157.03

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR PAYMENT

[Signature]

SIGNATURE
SEC 17(1)

EMPLOYEE NUMBER
U.E.P.

Sub-total \$48,257.43
GST \$2,412.87

BN 12780-9036RT
Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$50,670.30

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INVOICE

7

Sustainable Energy Solutions

Box 7558
 Drayton Valley AB
 T7A 1S7

Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-04

To: The City of Calgary
 Attn: Shelley Alexander
 Environmental and Safety Management
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5

Date September 30, 2010
 Page 1

RE: Calgary GHG Reduction Plan
PO #: 0000378486P
COVERING PERIOD: September 1 - 30, 2010

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Bailie, Alison			
Cobb, Paul			
Franchuk, Roberta			
Haines, Graham			
Lempfers, Nathan			
Row, Jesse			
Welk, Erin			
		SEC 17(1) & 17(4)(d)	
		SEC 16(1)	\$17,383.27
Expenses			
7% Communications & Disbursements			\$1,216.83
			\$1,216.83

APPROVED FOR PAYMENT

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

BN 12780-9036RT

Terms 14 days or ASAP

Sub-total \$18,600.10
 GST \$930.01

TOTAL NOW DUE AND PAYABLE: \$19,530.11

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

INVOICE# 335-112-06

To: **The City of Calgary**
Attn: Shelley Alexander
Environmental and Safety Management
PO Box 2100, Stn. M
Calgary, AB T2P 2M5

Date November 30, 2010
Page 1

RE: **Calgary GHG Reduction Plan**
PO #: 0000378486P
COVERING PERIOD: November 1 - 30, 2010

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta			
Haines, Graham			
Row, Jesse			
Welk, Erin			
			\$5,569.93
Expenses			
	7% Communications & Disbursements		\$389.90
	Parking for meetings		\$17.62
Row, Jesse			\$407.52

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR
PAYMENT
[Signature]
SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.

Sub-total \$5,977.45
GST \$298.87

BN 12780-9036RT

Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$6,276.32

CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

Terminal: 784
Plate: SEC 17(1)

Zone: 9019
c SEC 17(1)

Valid through:
WEDNESDAY 18 AUG 10
9:34 AM

335-112

AMOUNT PAID: \$5.50

START TIME: 8/18/2010 8:21 AM

RECEIPT NO: 10513

CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

Terminal: 785
Plate: SEC 17(1)

Zone: 9019
SEC 17(1)

Valid through:
THURSDAY 06 JUL 10
6:00 PM

335-112

AMOUNT PAID: \$10.00

START TIME: 7/6/2010 9:16 AM

RECEIPT NO: 10995

CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

UNRECORDED

9



Sustainable Energy Solutions

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

INVOICE# 335-112-07

Date December 31, 2010

Page 1

To: The City of Calgary
Attn: Joelle Rekers
Environmental Specialist - Climate Change & Air Quality
PO Box 2100, Stn. M
Calgary, AB T2P 2M5

RE: Calgary GHG Reduction Plan
PO #: 0000378486P
COVERING PERIOD: December 1 - 31, 2010

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta		SEC 17(1) & 17(4)(d)	
Row, Jesse			
		SEC 16(1)	\$7,632.25
Expenses			
7% Communications & Disbursements			\$534.26
			\$534.26

APPROVED FOR PAYMENT

[Signature]

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

V.E.P.

BN 12780-9036RT

Terms 14 days or ASAP

Sub-total \$8,166.51

GST \$408.33

TOTAL NOW DUE AND PAYABLE: \$8,574.84

80411

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272

Fax: (780) 542-6464

*Received
Dec. 2, 2010*

INVOICE

10

INVOICE# 335-112-05

To: **The City of Calgary**
Attn: Shelley Alexander
Environmental and Safety Management
PO Box 2100, Stn. M
Calgary, AB T2P 2M5

Date October 31, 2010

Page 1

RE: **Calgary GHG Reduction Plan**
PO #: 0000378486P
COVERING PERIOD: October 1 - 31, 2010

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Bailie, Alison			
Cobb, Paul			
Franchuk, Roberta			
Haines, Graham			
Partington, PJ			
Row, Jesse			
Welk, Erin			
			\$9,153.36
Expenses			
7% Communications & Disbursements			\$640.74
			\$640.74
Contractor Expenses			
Casual Contractor Services - Remmer Energy - Dorothy Remmer			\$800.00
			\$800.00

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR PAYMENT

[Signature]

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Sub-total \$10,594.10

GST \$529.71

BN 12780-9036RT

Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$11,123.81

14



Sustainable Energy Solutions

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 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272

Fax: (780) 542-6464

INVOICE

11

CyBe
 01627567


INVOICE# 335-112-09

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5

Date February 28, 2011
 Page 1

RE: **Calgary GHG Reduction Plan**
 PO #: 0000378486P
 COVERING PERIOD: February 1 - 28, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta			
Gilchrist, Emma		SEC 17(1) & 17(4)(d)	
Row, Jesse			
			\$5,536.55
Expenses			
7% Communications & Disbursements			
		SEC 16(1)	
			\$387.56
			\$387.56
Contractor Expenses			
Casual Contractor Services – Uber Communications – Calgary GHG template/layout			
			\$1,050.00
			\$1,050.00

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$6,974.11
 GST \$348.71

BN 12780-9036RT
 Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$7,322.82



Sustainable Energy Solutions

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272

Fax: (780) 542-6464

INVOICE

CTYBE
0164538

12

INVOICE# 335-112-08

To: The City of Calgary
Attn: Joelle Rekers
Environmental Specialist - Climate Change & Air Quality
PO Box 2100, Stn. M
Calgary, AB T2P 2M5

Date January 31, 2011
Page 1

RE: Calgary GHG Reduction Plan
PO #: 0000378486P
COVERING PERIOD: January 1 - 31, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Cobb, Paul			
Franchuk, Roberta	SEC 17(1) & 17(4)(d)		
Row, Jesse			
Welk, Erin			
			\$14,269.66
Expenses			
7% Communications & Disbursements			\$998.88
			\$998.88

APPROVED FOR PAYMENT

 SIGNATURE
 EMPLOYEE NUMBER
 U.E.P.

APPROVED FOR PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

City of Calgary AP '11 03 22 1056

Sub-total \$15,268.54
GST \$763.43

BN 12780-9036RT
Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$16,031.97



Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

Cybe
 01669414

13

INVOICE# 335-112-11

To: The City of Calgary
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5

Date April 30, 2011
 Page 1

RE: Calgary GHG Reduction Plan
 PO #: 0000378486P
 COVERING PERIOD: April 1 - 30, 2011

Employee	Rate	Hours	Amount
Professional Fees			
Project Calgary GHG Plan			
Dodge, David			
Franchuk, Roberta			
Row, Jesse			
Welk, Erin			
SEC 17(1) & 17(4)(d)			
			\$9,053.33
Expenses			
7% Communications & Disbursements			\$633.73
			\$633.73

SEC 16(1)

AP 11 06 16 0959

Activity
 297785

APPROVED FOR PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$9,687.06
 GST \$484.35

BN 12780-9036RT
 Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$10,171.41



Sustainable Energy Solutions

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272

Fax: (780) 542-6464

INVOICE

City of Calgary
 01669412

14

INVOICE# 335-113-01

To: The City of Calgary
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5

Date April 30, 2011

Page 1

RE: Calgary GHG Governance Framework
 COVERING PERIOD: March 25 - April 30, 2011

PO 414630 as per Laura St. Louis

Employee	Rate	Hours	Amount
Project The City of Calgary - GHG Governance Framework			
Professional Fees			
Row, Jesse			
Welk, Erin			
		SEC 17(1) & 17(4)(d)	
		SEC 16(1)	\$2,716.64
Expenses			
5% Communications & Disbursements			\$135.83
			\$135.83

CoFC Corp AP 11 06 16 0933

APPROVED FOR PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Activity 2277850

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$2,852.47
 GST \$142.62

TOTAL NOW DUE AND PAYABLE: \$2,995.09

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-10

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5

Date March 31, 2011
 Page 1

RE: **Calgary GHG Reduction Plan**
 PO #: 0000378486P
 COVERING PERIOD: March 1 - 31, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta			
Row, Jesse		SEC 17(1) & 17(4)(d)	
Welk, Erin			
			\$6,913.21
Expenses			
7% Communications & Disbursements			\$483.92
Parking for Jan 5th meeting			\$6.67
Parking for media interview			\$2.86
Row, Jesse			
			\$493.45

APPROVED FOR
 PAYMENT

[Signature]
 SIGNATURE

SEC 17(1)
 EMPLOYEE NUMBER

U.E.P.

DEPT ID 11424
 ACTIVITY 22778.5

Sub-total \$7,406.66
 GST \$370.33

BN 12780-9036RT
 Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$7,776.99

CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY

335-112

Terminal: 783
Plate: SEC 17(1)

Zone: 9019
c SEC 17(1)

Valid through:
WEDNESDAY 05 JAN 11
3:15 PM

AMOUNT PAID: \$7.00
START TIME: 1/5/2011 1:42 PM

RECEIPT NO: 4157

CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY

LIVELINK

CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY

Terminal: 299
Plate: SEC 17(1)

Zone: 2658
c SEC 17(1)

Valid through:
TUESDAY 22 MAR 11
12:01 PM

AMOUNT PAID: \$3.00
START TIME: 3/22/2011 11:18 AM
CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY
RECEIPT NO: 9813

LINVELINK

16



INVOICE

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-113-02

To: **The City of Calgary**
Attn: Joelle Rekers
Environmental Specialist - Climate Change & Air Quality
PO Box 2100, Stn. M
Calgary, AB T2P 2M5

Date May 31, 2011
Page 1

PO # 0000 414 630 P

RE: **Calgary GHG Governance Framework**
COVERING PERIOD: May 1 - 31, 2011

Employee	Rate	Hours	Amount
Project		The City of Calgary - GHG Governance Framework	
Professional Fees			
Anderson, Kristi			
Bailie, Alison			
Beckstead, Claire			
MacNab, Joshua			
Row, Jesse			
Thibault, Benjamin			
Welk, Erin			
			\$8,991.54
Expenses			
5% Communications & Disbursements			\$449.58
			\$449.58

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR PAYMENT

[Signature]

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$9,441.12
GST \$472.06

TOTAL NOW DUE AND PAYABLE: \$9,913.18

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INVOICE

17

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-14

Received August 22 2011

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5
 Joelle.Rekers@calgary.ca

Date July 31, 2011
 Page 1

RE: **Calgary GHG Reduction Plan**
 PO #: 0000378486P
 COVERING PERIOD: July 1 - 31, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta			
Row, Jesse	SEC 17(1) & 17(4)(d)		
Welk, Erin			
		SEC 16(1)	\$5,333.28
Expenses			
7% Communications & Disbursements			\$373.33
Project Materials and Supplies – Constant Contact site – meeting registration software			\$15.00
Project Materials and Supplies – Constant Contact site – meeting registration software			\$15.00
Holroyd, Peggy			
Meals			\$26.93
Bus to Edmonton round trip			\$138.00
GHG Offsets – for bus trip			\$0.99
Parking for presentation to EAC			\$7.62
Parking for meetings with City			\$10.00
Parking for meeting with UDI			\$4.05
Row, Jesse			\$590.92

APPROVED FOR PAYMENT

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Activity: 227705

Sub-total \$5,924.20
 GST \$296.21

BN 12780-9036RT
 Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$6,220.41

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Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5
 Joelle.Rekers@calgary.ca

INVOICE

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INVOICE# 335-113-04


Received Sept. 9 2011

Date July 31, 2011

Page 1

RE: Calgary GHG Governance Framework
 PO#: 000414630P
 COVERING PERIOD: July 1 - 31, 2011

Employee	Rate	Hours	Amount
Project			
The City of Calgary - GHG Governance Framework			
Professional Fees			
Beckstead, Claire			
Row, Jesse			
Thibault, Benjamin			
Welk, Erin			
SEC 17(1) & 17(4)(d)			
			\$12,799.86
Expenses			
5% Communications & Disbursements			
SEC 16(1)			
			\$639.99
			\$639.99

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Activity: 227785

Sub-total \$13,439.85
 GST \$671.99

BN 12780-9036RT
 Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$14,111.84

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19



Sustainable Energy Solutions

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

INVOICE# 335-113-03

To: The City of Calgary
Attn: Joelle Rekers
Environmental Specialist - Climate Change & Air Quality
PO Box 2100, Stn. M
Calgary, AB T2P 2M5
Joelle.Rekers@calgary.ca

Date July 21, 2011
Page 1

RE: Calgary GHG Governance Framework
PO#: 000414630P
COVERING PERIOD: June 1 - 30, 2011

Employee	Rate	Hours	Amount
Professional Fees			
Project: The City of Calgary - GHG Governance Framework			
Beckstead, Claire			
Row, Jesse			
Thibault, Benjamin			
Welk, Erin			
			\$13,566.43
Expenses			
5% Communications & Disbursements			
			\$678.32
			\$678.32

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR
PAYMENT

[Signature]
SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Activity: 227785

Sub-total \$14,244.75
GST \$712.24

BN 12780-9036RT
Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$14,956.99

25



Sustainable Energy Solutions

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

INVOICE# 335-112-13

To: The City of Calgary
Attn: Joelle Rekers
Environmental Specialist - Climate Change & Air Quality
PO Box 2100, Stn. M
Calgary, AB T2P 2M5
Joelle.Rekers@calgary.ca

Date July 21, 2011
Page 1

RE: Calgary GHG Reduction Plan
PO #: 0000378486P
COVERING PERIOD: June 1 - 30, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Dodge, David			
Franchuk, Roberta			
Row, Jesse			
Welk, Erin			
			\$7,949.91
Expenses			
7% Communications & Disbursements			\$556.49
			\$556.49

SEC 17(1) & 17(4)(d)

SEC 16(1)

APPROVED FOR PAYMENT

[Signature]
SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Activity: 227785

Sub-total \$8,506.40
GST \$425.32

BN 12780-9036RT
Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$8,931.72



INVOICE

21

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-15

Received Sept. 21 2011

Date August 31, 2011

Page 1

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5
 Joelle.Rekers@calgary.ca

RE: **Calgary GHG Reduction Plan**
 PO #: 0000378486P
 COVERING PERIOD: August 1 - 31, 2011

APPROVED FOR PAYMENT

J. Harvey
SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P. |

Activity: 227785

Employee	Rate	Hours	Amount
Project Calgary GHG Plan			
Professional Fees			
Franchuk, Roberta			
Kilpatrick, Julia			
Row, Jesse			
Welk, Erin			
		SEC 17(1) & 17(4)(d)	
			\$10,239.80
Expenses			
7% Communications & Disbursements			\$716.79
Driving to meeting with Airport Authority (40km round trip)			\$19.81
GHG Offsets - for mileage			\$0.33
Row, Jesse			
			\$736.93

Sub-total \$10,976.73

GST \$548.84

TOTAL NOW DUE AND PAYABLE: \$11,525.57

BN 12780-9036RT

Terms 14 days or ASAP

21



INVOICE

22

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-12

To: The City of Calgary
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5

Date May 31, 2011
Page 1

RE: Calgary GHG Reduction Plan
PO #: 000378486P
COVERING PERIOD: May 1 - 31, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Bailie, Alison			
Dodge, David		SEC 17(1) & 17(4)(d)	
Frappé-Sénéclauze, Tom-Pierre			
Row, Jesse			
		SEC 16(1)	\$5,205.30
Expenses			
7% Communications & Disbursements			\$364.37
			\$364.37

APPROVED FOR PAYMENT

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$5,569.67
GST \$278.48

TOTAL NOW DUE AND PAYABLE: \$5,848.15

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INVOICE

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-16
received Oct. 12
Date September 30, 2011
Page 1

To: The City of Calgary
Attn: Joelle Rekers
Environmental Specialist - Climate Change & Air Quality
PO Box 2100, Stn. M
Calgary, AB T2P 2M5
Joelle.Rekers@calgary.ca

RE: Calgary GHG Reduction Plan
PO #: 0000378486P
COVERING PERIOD: September 1 - 30, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta	SEC 17(1) & 17(4)(d)		
Row, Jesse			
		SEC 16(1)	\$2,903.26
Expenses			
7% Communications & Disbursements			\$203.23
			\$203.23
Contractor Expenses			
Casual Contractor Services – UBER Communications – Layout and Design for GHG Planning Process			\$200.00
			\$200.00

APPROVED FOR PAYMENT

[Signature]

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Activity: 22 77 85

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$3,306.49
 GST \$165.32
TOTAL NOW DUE AND PAYABLE: \$3,471.81

29

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE 335-112-18


To: **The City of Calgary**
Attn: Joelle Rekers
Environmental Specialist - Climate Change & Air Quality
PO Box 2100, Stn. M
Calgary, AB T2P 2M5
Joelle.Rekers@calgary.ca

Date November 30, 2011
Page 1

RE: **Calgary GHG Reduction Plan**
PO #: 0000378486P
COVERING PERIOD: November 1 - 30, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta			
Row, Jesse			
Welk, Erin			
		SEC 17(1) & 17(4)(d)	
		SEC 16(1)	\$6,250.00
Expenses			
7% Communications & Disbursements			\$437.50
Discounted to Contract Amount			\$-15.92
			\$421.58

APPROVED FOR PAYMENT



SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

BN 12780-9036RT

Terms 14 days or ASAP

Sub-total \$6,671.58
GST \$333.58

TOTAL NOW DUE AND PAYABLE: \$7,005.16

YE Accrued
Dec 23 2011

30

INVOICE

25

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464


INVOICE 335-113-05

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5
 Joelle.Rekers@calgary.ca

Date November 30, 2011
 Page 1

RE: Calgary GHG Governance Framework
 PO#: 000414630P
 COVERING PERIOD: November 2011

Employee	Rate	Hours	Amount
Project The City of Calgary - GHG Governance Framework			
Professional Fees			
Bailie, Alison			
Welk, Erin			
		SEC 17(1) & 17(4)(d)	
		SEC 16(1)	\$2,299.95
Expenses			
5% Communications & Disbursements			\$115.00
Discounted to Contract Amount			\$-3.62
Parking for Nov 3			\$5.24
Parking for Aug 31			\$5.24
Row, Jesse			
			\$121.86

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT

Terms 14 days or ASAP

Sub-total \$2,421.81
 GST \$121.09

TOTAL NOW DUE AND PAYABLE: \$2,542.90

YE Acc'd
 Dec 22 11

PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

Terminal: 299 Zone: 2658
Plate: SEC 17(1) c SEC 17(1)

Valid through:
WEDNESDAY 31 AUG 11
4:10 PM

335-113

AMOUNT PAID: \$5.50 (GST incl.)
START TIME: 8/31/2011 2:55 PM RECEIPT NO: 13229

PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

Terminal: 299 Zone: 2658
Plate: SEC 17(1) c SEC 17(1)

Valid through:
THURSDAY 03 NOV 11
4:37 PM

335-113

AMOUNT PAID: \$5.50 (GST incl.)
START TIME: 11/3/2011 3:22 PM RECEIPT NO: L4614

PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY PARKING AUTHORITY CALGARY

UNRECORDED



INVOICE

26

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-112-17

To: **The City of Calgary**
 Attn: Joelle Rekers
 Environmental Specialist - Climate Change & Air Quality
 PO Box 2100, Stn. M
 Calgary, AB T2P 2M5
Joelle.Rekers@calgary.ca

Date October 31, 2011
 Page 1

Received NOV. 21st, 2011

RE: Calgary GHG Reduction Plan
 PO #: 0000378486P
 COVERING PERIOD: October 1 - 31, 2011

Employee	Rate	Hours	Amount
Project		Calgary GHG Plan	
Professional Fees			
Franchuk, Roberta			
Row, Jesse			
	SEC 17(1) & 17(4)(d)		
		SEC 16(1)	\$2,956.60
Expenses			
7% Communications & Disbursements			\$206.96
			\$206.96

APPROVED FOR PAYMENT

[Signature]

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Activity 227785

Sub-total \$3,163.56
GST \$158.18

BN 12780-9036RT

Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$3,321.74

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-110-04

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety Management
 PO Box 2100, Station M, #8020
 Calgary AL T2P 2M5

RECEIVED

FEB 28 2008

Date January 31, 2008
 Page 1

Enviro & Safety Mgmt.

RE: Calgary GHG Planning - Phase 1
 PO #265503
 COVERING PERIOD: January 1 - 31, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Demerse, Clare			
Griffiths, Mary			
Row, Jesse			
		SEC 17(1) & 17(4)(d)	\$3,626.59
Expenses			
5% Communications, Disbursements & GHG Offsets			\$181.32
		SEC 16(1)	\$181.32

APPROVED FOR
PAYMENT

[Signature]

SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

Sub-total \$3,807.91
GST \$190.40

TOTAL NOW DUE AND PAYABLE: \$3,998.31

BN 12780-9036RT
 Terms 14 days or ASAP

29

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

RECEIVED

INVOICE# 335-110-06

MAR 28 2008

Date February 29, 2008


Page 1

To: The City of Calgary
 Attn: Stan Nowakowski
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Enviro & Safety Mgmt.

RE: Calgary GHG Planning - Phase 1
 PO #265503
 COVERING PERIOD: February 11 - 29, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander	SEC 17(1) & 17(4)(d)		
Row, Jesse			
		SEC 16(1)	\$5,696.59
Expenses			
5% Communications, Disbursements & GHG Offsets			\$284.82
			\$284.82

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$5,981.41
 GST \$299.07

TOTAL NOW DUE AND PAYABLE: \$6,280.48

36

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

30

RECEIVED

APR 1 2008

Enviro & Safety Mgmt.


INVOICE# 335-110-07

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Date March 31, 2008
 Page 1

RE: Calgary GHG Planning - Phase 1
 PO #265503
 COVERING PERIOD: March 1 - 31, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander		SEC 17(1) & 17(4)(d)	
Row, Jesse			
			\$3,599.92
Expenses			
5% Communications, Disbursements & GHG Offsets			
		SEC 16(1)	\$179.99
			\$179.99

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$3,779.91
 GST \$189.00

TOTAL NOW DUE AND PAYABLE: \$3,968.91

INVOICE

31

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464


INVOICE# 335-110-08

To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Date April 30, 2008
 Page 1

RE: **Calgary GHG Planning - Phase 1**
 PO #265503
 COVERING PERIOD: April 1 - 30, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander			
Row, Jesse			
		SEC 17(1) & 17(4)(d)	
		SEC 16(1)	\$1,339.99
Expenses			
5% Communications, Disbursements & GHG Offsets			\$67.00
			\$67.00
Contractor Expenses			
Casual Contractor Services			\$577.50
			\$577.50

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$1,984.49
 GST \$99.23

TOTAL NOW DUE AND PAYABLE: \$2,083.72

BN 12780-9036RT
 Terms 14 days or ASAP

38

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

32

RECEIVED

INVOICE# 335-110-11

FEB 12 2009

Enviro & Safety Mgmt.

Date January 31, 2009

Page 1

To: **The City of Calgary**
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

RE: **Calgary GHG Planning - Phase 1**
PO #265503
COVERING PERIOD: January 1 - 31, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)	SEC 16(1)	\$1,501.63
Expenses			
5% Communications & Disbursements			\$75.08
			<u>\$75.08</u>

PO 265503P

APPROVED FOR PAYMENT
<i>L. Harvey</i>
SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$1,576.71
GST \$78.84

TOTAL NOW DUE AND PAYABLE: \$1,655.55

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

33

RECEIVED

JAN 12 2009

Enviro & Safety Mgmt.

INVOICE# 335-110-10

To: **The City of Calgary**
 Attn: Linda Harvey
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Date December 31, 2008
 Page 1

RE: Calgary GHG Planning - Phase 1
 PO #265503
 COVERING PERIOD: October 1 - December 31, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)	SEC 16(1)	\$1,303.32
Expenses			
5% Communications, Disbursements & GHG Offsets			\$65.16
			<u>\$65.16</u>

APPROVED FOR
 PAYMENT

 SIGNATURE
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$1,368.48
 GST \$68.42

TOTAL NOW DUE AND PAYABLE: \$1,436.90

41

INVOICE

34

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

RECEIVED

INVOICE# 335-110-12

MAR 26 2009

Date February 28, 2009

Enviro & Safety Mgmt.

Page 1

To: **The City of Calgary**
 Attn: Linda Harvey
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

RE: **Calgary GHG Planning - Phase 1**
 PO #265503
 COVERING PERIOD: February 1 - 28, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)	SEC 16(1)	\$1,444.97
Expenses			
5% Communications & Disbursements			\$72.24
			\$72.24

PO 265503.

APPROVED FOR
PAYMENT

[Signature]
SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$1,517.21
 GST \$75.86

TOTAL NOW DUE AND PAYABLE: \$1,593.07



NON-PO PAYMENT REQUEST

INSTRUCTIONS ON REVERSE
Shaded Areas for CAP Use Only

X 150 (R2005-12)

TO: Corporate Accounts Payable #8041		FROM: <input checked="" type="checkbox"/> City <input type="checkbox"/> Police	Business Unit ESM
Invoice Date 2010.02.28	Invoice Number 335-111-016	Invoice Amount 3,574.29	Currency <input checked="" type="checkbox"/> CAD \$ <input type="checkbox"/> Other (specify): _____
Vendor Name (Use the correct legal entity name, or individual surname and first name) The Pembina Institute for Appropriate Development			Vendor ID 1000002718-2
Address PO Box 7558 (5001 67 Street)			
City Drayton Valley	Province AB	Postal Code T7A 1S7	Country (if other than Canada)
Reason for Payment (required) & Other Comments GHG Planning Work - Vision, Goals + Objectives community 2nd invoice as per letter contract (copy attached).			
Optional Line Description (maximum 30 characters)			
Optional Cheque Remittance Message (maximum 70 characters)			Remittance Code

Cheque Attachment

Yes (describe):
 No

GL Bus Unit	Account	Fund	Dept ID	Activity	Reference / Open Item	Amount (excl. GST)	GST
CITYC	39955	20	11424			3407.10	167.19

For more lines, please use additional form(s).

Sub-totals	¹ 3407.10	² 167.19
TOTAL (1 + 2)	3574.29	

Prepared By (print name) Shelley Alexander	Phone 268-1775	Date YYYY MM DD 2010 05 13	CAP Audited By / Date
Dept ID Owner Approval (signature) <i>[Signature]</i>	Employee ID SEC 17(1)	Date YYYY MM DD 2010 05 13	CAP Supervisor Approval

INVOICE TO:

INVOICE #: 335-111-01b

The City of Calgary
Attention: Linda Harvey
Environmental and Safety Management
PO Box 2100, Stn. M, #8020
Calgary, AB
T2P 2M5

From: The Pembina Institute for Appropriate Development
PO Box 7558 (5001 67 Street)
Drayton Valley AB T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

Re: Calgary GHG Planning - Vision


Invoice Date: February 28, 2010

INVOICE #: 335-111-01b

Contract Amount (including GST)	\$	5,250.00
Amount Paid towards Invoice #335-111-01 (including GST)	\$	(1,675.71)
Amount Remaining in Contract to be Paid	\$	3,574.29
GST (already included)	\$	167.19
TOTAL NOW DUE AND PAYABLE: (Includes GST)	\$	3,574.29

BN: 12780-9036RT

Payable To: The Pembina Institute
Terms: Due Upon Receipt (Thank you)

APPROVED FOR PAYMENT
 SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.



CONFIDENTIAL
CITY OF CALGARY
LETTER CONTRACT FOR CONSULTING OR CONTRACT SERVICES
NOT TO EXCEED \$800.00 FOR A ONE-TIME PROJECT

CHEQUE TO BE MADE PAYABLE TO:

NAME: The Pembina Institute POSTAL CODE: T7A 1S7
ADDRESS: Box 753 B Drayton Valley, AB
PHONE: 780-342-6072
FAX: 780-342-6072

1. THE CITY OF CALGARY AGREES TO ENGAGE YOU ON A SHORT-TERM CONTRACT BASIS IN THE CAPACITY OF AND

UNDER THE FOLLOWING TERMS:

- (i) See Scope of Work Letter attached
- (ii)
- (iii)

COMMENCING ON THE DATE OF: November 1, 2009
AND TERMINATING ON THE DATE OF: February 28, 2010

ACCEPTANCE OF THIS OFFER SHALL BE VALID ONLY IF ONE ORIGINALLY SIGNED COPY IS RETURNED TO THE CITY OF CALGARY _____ BUSINESS UNIT PRIOR TO PERFORMANCE DATE.

2. PAYMENT SHALL BE IN THE FORM OF A CHEQUE IN THE AMOUNT OF: \$ 500.00 FIRM PRICE

G.S.T. APPLICABLE: YES/NO NO G.S.T. REGISTRATION NUMBER: BA1 12780-9036 RT NET PRICE

3. THIS CONTRACT DOES NOT CREATE AN EMPLOYEE-EMPLOYER RELATIONSHIP BETWEEN YOU AND THE CITY OF CALGARY. YOUR SERVICES SHALL BE PROVIDED ON A SHORT-TERM CONTRACT BASIS AND NO DEDUCTIONS WILL BE MADE FROM YOUR PAYMENT FOR INCLUDING BUT NOT LIMITED TO, DEDUCTIONS FOR INCOME TAX, CANADA PENSION OR UNEMPLOYMENT INSURANCE. IT IS YOUR RESPONSIBILITY TO DECLARE ALL INCOME AND TO FULFILL YOUR RESPONSIBILITIES UNDER ANY RELEVANT LEGISLATION INCLUDING, BUT NOT LIMITED TO, YOUR OBLIGATIONS UNDER THE WORKERS COMPENSATION ACT (INCLUDING YOUR OBLIGATION TO PAY PREMIUMS PURSUANT TO SECTION 425 OF THAT ACT).

4. WORK PERFORMED WILL BE AS AN INDEPENDENT CONTRACTOR AND YOU WILL NOT BE REQUIRED TO CONTRIBUTE TO ANY CITY BENEFIT PLANS, NOR WILL YOU RECEIVE ANY BENEFITS. YOU WILL NOT BE PAID FOR ANY SERVICES WHICH YOU FAIL TO PERFORM.

5. CURRENT CITY OF CALGARY EMPLOYEES, WHO INTEND TO ENTER INTO THIS CONTRACT TO PROVIDE SERVICES TO THE CITY OF CALGARY OUTSIDE OF THEIR NORMAL EMPLOYEE DUTIES, ARE ADVISED OF SECTION 218(4) - "CIVIC EMPLOYEES SPARE TIME EMPLOYMENT" OF THE ADMINISTRATION MANUAL.

6. NO CIVIC EMPLOYEE SHALL ENGAGE IN ANY OCCUPATION IN ANY OTHER CIVIC DEPARTMENT OUTSIDE NORMAL WORKING HOURS, EXCEPT ON SPECIAL ASSIGNMENTS OFFICIALLY APPROVED BY THE GENERAL MANAGER RESPONSIBLE FOR THAT BUSINESS UNIT, OR PROVIDING THAT QUALIFIED APPLICANTS OTHER THAN CITY EMPLOYEES HAVE BEEN GIVEN PREFERENCE OF EMPLOYMENT AND THAT ALL OTHER SOURCES HAVE BEEN EXHAUSTED.

7. YOU AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY FROM AND AGAINST ANY AND ALL LOSSES, ACTIONS, CLAIMS, DEMANDS, LIABILITIES, DAMAGES OR COSTS OF ANY KIND OR NATURE, WHATSOEVER, INCLUDING INJURY OR DEATH WHICH MAY OCCUR OR ARISE OUT OF THE PERFORMANCE OF YOUR SERVICES UNDER THE TERMS OF THIS CONTRACT.

8. THE CITY MAY TERMINATE THIS CONTRACT:

- (a) IF THERE IS INSUFFICIENT REGISTRATION FOR THE PROGRAM.
- (b) IF FACILITIES ARE NOT AVAILABLE.
- (c) IF CIRCUMSTANCES OCCUR WHICH THE CITY HAS NO CONTROL OVER (E.G. - STRIKES, ACTS OF GOD, etc.) AND, AS A RESULT OF WHICH, THE CITY DEEMS IT NECESSARY TO CHANGE THE PROGRAM.
- (d) AT ITS DISCRETION ON GIVING 48 HOURS WRITTEN NOTICE PRIOR TO THE COMMENCEMENT OF THE SERVICES.
- (e) IMMEDIATELY FOR CAUSE.

9. THIS CONTRACT IS PERSONAL TO YOU AND MAY NOT BE ASSIGNED BY YOU.

DATE: Dec 21/09

ACCEPTED AND AGREED TO:

BY: BEV BROKS

NAME (Please print)

SIGNATURE

ON BEHALF OF THE CITY OF CALGARY:

BY: LINDA HARVEY

NAME (Please print)

SIGNATURE

*Forward a copy of this completed document to: Strategic Procurement and Consulting, Supply Management, Location 0141

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

36

INVOICE# 335-110-13

To: **The City of Calgary**
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

RECEIVED

MAY 26 2009

Enviro & Safety Mgmt

Date April 30, 2009

Page 1

RE: Calgary GHG Planning - Phase 1
PO #265503
COVERING PERIOD: March 1 - April 30, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)	SEC 16(1)	\$935.00
Expenses			
5% Communications & Disbursements			\$46.75
			<u>\$46.75</u>

PO 265503P
APPROVED FOR PAYMENT
L. Harvey
SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$981.75
GST \$49.09

TOTAL NOW DUE AND PAYABLE: \$1,030.84



NON-PO PAYMENT REQUEST

Please Complete, **PRINT** Sign and Submit to Accounts Payable

X 150ef (R2011-08)

ISC: Confidential

TO: Corporate Accounts Payable #8041			Business Unit	Mail Code	
FROM:	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Police	<input type="checkbox"/> CPA	ESM	8020

Invoice Date	Invoice Number	Invoice Amount	Currency
2012 6 5	111-JR-06-01-12	787.50	<input checked="" type="checkbox"/> CAD \$ <input type="checkbox"/> Other (specify):

Vendor Name (Use the correct legal entity name, or individual surname and first name)	Vendor ID (for CAP use only)
The Pembina Institute	1-2718 (2)

Address
PO Box 7558 (5001 67 Street)

City	Province	Postal Code	Country (if other than Canada)
Drayton Valley	AB	T7A 1S7	

Reason for Payment (required) & Other Comments
Vendor provided data & analyses for Community GHG emissions.

Optional Line Description (maximum 30 characters)
Community BAU Calculations

Optional Cheque Remittance Message (maximum 70 characters)

Cheque Attachment
 Yes (describe):
 No

GL Bus Unit	Account	Fund	Dept ID	Activity	Reference / Open Item	Amount (excl. GST)	GST
CITYC	39955	20	11424	227785	R	\$750.00	\$37.50
					O		
					R		
					O		
					R		
					O		
					R		
					O		
					R		
					O		

CoC Corp AP 12 06 29 1533

For more lines, please use additional form(s).	Sub-totals	1	\$750.00	2	\$37.50
	TOTAL (1 + 2)				\$787.50

Reset

Prepared By (print name) Jessica Lajoie	Phone (403) 268-2628	Date 2012 6 15	CAP Audited By / Date
Dept ID Owner Approval (signature) <i>J. Lajoie</i>	Employee ID SEC 17(1)	Date 2012 06 19	CAP Supervisor Approval



Sustainable Energy Solutions

INVOICE TO:

INVOICE #: 111-JR-06-01-12

City of Calgary
Utilities & Environmental Protection
Attn: Jessica Lajoie, B.Sc.
Jessica.Lajoie@calgary.ca

From: **The Pembina Institute for Appropriate Development**
PO Box 7558 (5001 67 Street)
Drayton Valley AB T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

Re: Documenting Business-as-Usual Emissions Calculations for Calgary

Invoice Date: June 5, 2012

INVOICE #: 111-JR-06-01-12

Professional Fees:

For Jesse Row for Documenting Business-as-Usual Emission
Calculations for Calgary

\$ 750.00

Subtotal

\$ 750.00

GST

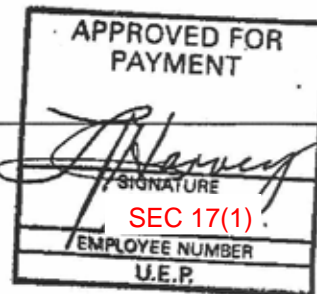
\$ 37.50

TOTAL NOW DUE AND PAYABLE:

\$ 787.50

BN: 12780-9036RT

Payable To: The Pembina Institute
Terms: Due Upon Receipt (Thank you)



Calgary • DRAYTON VALLEY • Edmonton • Ottawa • Toronto • Vancouver • Yellowknife
Box 7558 • Drayton Valley, Alberta, Canada, T7A 1S7 • P: 780-542-6272 • F: 780-542-6464 • www.pembina.org

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

RECEIVED

INVOICE# 335-110-09


To: **The City of Calgary**
 Attn: Stan Nowakowski
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

AUG 15 2008
 Enviro & Safety Mgmt.

Date July 31, 2008
 Page 1

RE: **Calgary GHG Planning - Phase 1**
 PO #265503
 COVERING PERIOD: June 1 - July 31, 2008

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Doukas, Alexander	SEC 17(1) & 17(4)(d)		
Row, Jesse			
		SEC 16(1)	\$719.98
Expenses			
5% Communications, Disbursements & GHG Offsets			\$36.00
			\$36.00

APPROVED FOR
 PAYMENT

 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

BN 12780-9036RT
 Terms 14 days or ASAP

Sub-total \$755.98
 GST \$37.80

TOTAL NOW DUE AND PAYABLE: \$793.78



Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

To: The City of Calgary
 Attn: Linda Harvey
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

RE: Calgary GHG Planning - Phase 1
 PO #265503
 COVERING PERIOD: June 1 - 30, 2009

INVOICE RECEIVED

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AUG 05 2009
 Enviro & Safety Mgmt.

INVOICE# 335-110-15

Date June 30, 2009

Page 1

Employee	Rate	Hours	Amount
Project Calgary GHG Planning - Phase 1			
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)	SEC 16(1)	\$424.99
Expenses			
5% Communications & Disbursements			\$21.25
			\$21.25

APPROVED FOR PAYMENT

 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$446.24
 GST \$22.31

TOTAL NOW DUE AND PAYABLE: \$468.55

BN 12780-9036RT

Terms 14 days or ASAP

INVOICE

40

Box 7558
 Drayton Valley AB
 T7A 1S7
 Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-110-14

To: The City of Calgary
 Attn: Linda Harvey
 Environmental and Safety management
 PO Box 2100, Station M, #8020
 Calgary AB T2P 2M5

Date May 31, 2009

Page 1

RE: Calgary GHG Planning - Phase 1
 PO #265503
 COVERING PERIOD: May 1 - 31, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)		\$736.66
		SEC 16(1)	
Expenses			
5% Communications & Disbursements			\$36.83
			\$36.83

PO 265503P
 APPROVED FOR
 PAYMENT
 [Signature]
 SEC 17(1)
 EMPLOYEE NUMBER
 U.E.P.

Sub-total \$773.49

GST \$38.67

TOTAL NOW DUE AND PAYABLE: \$812.16

BN 12780-9036RT

Terms 14 days or ASAP

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

To: The City of Calgary
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

8027

INVOICE

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RECEIVED

OCT 26 2009

Enviro & Safety Mgmt.

INVOICE# 335-110-18

Date September 30, 2009
Page 1

RE: Calgary GHG Planning - Phase 1
PO #265503
COVERING PERIOD: September 1 - 30, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)		\$481.66
Expenses			
5% Communications & Disbursements		SEC 16(1)	\$24.08
			\$24.08

APPROVED FOR PAYMENT
[Signature]
SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.

Sub-total \$505.74
GST \$25.29

TOTAL NOW DUE AND PAYABLE: \$531.03

BN 12780-9036RT
Terms 14 days or ASAP

52

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

42

RECEIVED

DEC 22 2009

Enviro & Safety Mgmt

INVOICE# 335-110-19

Date November 30, 2009

Page 1

To: The City of Calgary
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

RE: Calgary GHG Planning - Phase 1
PO #265503

COVERING PERIOD: October 1 - November 30, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse	SEC 17(1) & 17(4)(d)		
		SEC 16(1)	\$1,926.64
Expenses			
5% Communications & Disbursements			\$96.33
			\$96.33

APPROVED FOR
PAYMENT

L. Harvey
SIGNATURE
SEC 17(1)

EMPLOYEE NUMBER
U.E.P.

Sub-total \$2,022.97

GST \$101.15

TOTAL NOW DUE AND PAYABLE: \$2,124.12

BN 12780-9036RT

Terms 14 days or ASAP

53

43



INVOICE

Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE# 335-110-17

To: **The City of Calgary**
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

RECEIVED
SEP 23 2009
Enviro & Safety Mgmt

Date August 31, 2009
Page 1

RE: Calgary GHG Planning - Phase 1
PO #265503
COVERING PERIOD: August 1 - 31, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse		SEC 17(1) & 17(4)(d)	
		SEC 16(1)	\$1,643.30
Expenses			
5% Communications & Disbursements			\$82.17
			<u>\$82.17</u>

APPROVED FOR PAYMENT

L. Harvey
SIGNATURE

SEC 17(1)

EMPLOYEE NUMBER

U.E.P.

BN 12780-9036RT
Terms 14 days or ASAP

Sub-total \$1,725.47
GST \$86.27

TOTAL NOW DUE AND PAYABLE: \$1,811.74

54

44



Sustainable Energy Solutions
Box 7558
Drayton Valley AB
T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

INVOICE

RECEIVED
THE CITY OF CALGARY
SEP 01 2009
ENVIRONMENTAL & SAFETY
MANAGEMENT

INVOICE# 335-110-16a
Date July 31, 2009
Page 1

To: The City of Calgary
Attn: Linda Harvey
Environmental and Safety management
PO Box 2100, Station M, #8020
Calgary AB T2P 2M5

RE: Calgary GHG Planning - Phase 1
PO #265503
COVERING PERIOD: July 1 - 31, 2009

Employee	Rate	Hours	Amount
Project		Calgary GHG Planning - Phase 1	
Professional Fees			
Row, Jesse		SEC 17(1) & 17(4)(d)	
		SEC 16(1)	\$1,813.29
Expenses			
5% Communications & Disbursements			\$90.66
			\$90.66

APPROVED FOR PAYMENT
L. Harvey
SIGNATURE
SEC 17(1)
EMPLOYEE NUMBER
U.E.P.

Sub-total \$1,903.95
GST \$95.20

BN 12780-9036RT
Terms 14 days or ASAP

TOTAL NOW DUE AND PAYABLE: \$1,999.15

55

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NON-PO PAYMENT REQUEST

Please Complete, **PRINT**, Sign and Submit to Accounts Payable

X 150ef (R2008-09)

ISC: Confidential

TO: Corporate Accounts Payable #8041	FROM: <input checked="" type="checkbox"/> City <input type="checkbox"/> Police	Business Unit Roads	Mail Code 4003
--------------------------------------	---	------------------------	-------------------

Invoice Date 2008 9 26	Invoice Number 16994	Invoice Amount \$3,494.31	Currency <input checked="" type="checkbox"/> CAD \$ <input type="checkbox"/> Other (specify):
---------------------------	-------------------------	------------------------------	---

Vendor Name (Use the correct legal entity name, or individual surname and first name) The Pembina Institute	Vendor ID (for CAP use only) 1000002718-3
--	--

Address
200, 608 - 7 St SW

City Calgary	Province Ab	Postal Code T2P 1Z2	Country (if other than Canada)
-----------------	----------------	------------------------	--------------------------------

Reason for Payment (required) & Other Comments
Refund balance of Development Permit Security Deposit. Work completed under the Driveway Contract - Application #16994

Optional Line Description (maximum 30 characters)

Optional Cheque Remittance Message (maximum 70 characters)

Cheque Attachment
 Yes (describe):
 No

GL Bus Unit	Account	Fund	Dept ID	Activity	Reference / Open Item	Amount (incl GST)	GST
CITYCL	35,00	20	10,6,77	22,47,65	R, R, Y, 16, 9, 9, 4	\$3,494.31	
					O		
					R		
					O		
					R		
					C		
					R		
					O		

VENDOR UPDATED
OCT 16 2009
CITY OF CALGARY
ACCOUNTS PAYABLE

For more lines, please use additional form(s).

Sub-totals	¹ \$3,494.31	²
TOTAL (1 + 2)	\$3,494.31	

Reset

Prepared By (print name) Jeff Urquhart	Phone (403) 268-5013	Date 2009 9 26	CAP Audited By / Date
Dept ID Owner Approval (signature) <i>Jeff Urquhart</i>	Employee ID SEC 17(1)	Date 09/09/30	CAP Supervisor Approval



THE CITY OF
CALGARY

ROADS #4003

2009 September 28

The Pembina Institute
200, 608 – 7 St SW
Calgary, Alberta T2P 1Z2

Attention: Dana Silver

Dear Sir/Madam:

Re: Driveway Application Number: 16994
Location: 221 – 19 St NW (DP2008-1519)
Our File: 16994

Construction of the driveway crossing closure at the above location cost less than the original Development Permit security deposit.

Therefore, by copy of this letter, I am advising our Accounting Division to refund \$3,494.31 as the balance of the security deposit.

A cheque in the noted amount will be forwarded to you within 4 to 6 weeks.

Yours truly,


J. A. Urquhart, R.E.T.
Driveway Crossing Coordinator
Development & Projects Division, Roads
T 403.268.5013 | F 403.268.2682 | Mail Code #4003

JAU/krm

c. Dale Gustafson, Process Accountant, Finance and Supply (#4006)

ISC: Protected

46



NON-PO PAYMENT REQUEST

INSTRUCTIONS ON REVERSE
Shaded Areas for CAP Use Only

X 150 (R2005-12)

TO: Corporate Accounts Payable #8041 FROM: City Police Business Unit: **ESM**

Invoice Date: 2009.12.21 Invoice Number: 335-111-01A Invoice Amount: 1675.71 Currency: CAD \$ Other (specify):

Vendor Name (Use the correct legal entity name, or individual surname and first name): **The Pembina Institute** Vendor ID:

Address: **Box 7558 ~~Drayton Valley~~** 1000002718-2

City: **Drayton Valley** Province: **AB** Postal Code: **T7A 1S7** Country (if other than Canada):

Reason for Payment (required) & Other Comments:
Payment of 2009 Portion of work done, as per Wade Pridham's instructions

Optional Line Description (maximum 30 characters):

Optional Cheque Remittance Message (maximum 70 characters): Remittance Code:

Cheque Attachment: Yes (describe): No

GL Bus Unit	Account	Fund	Dept ID	Activity	Reference / Open Item	Amount (excl. GST)	GST
CITYC	39955	20	11424			1595.91	79.80
						.	.
						.	.
						.	.
						.	.

For more lines, please use additional form(s).

Sub-totals: ¹ 1595.91 ² 79.80
TOTAL (1 + 2): **1675.71**

Prepared By (print name): Shelley Alexander	Phone: 268-1775	Date: 2010 01 07	CAP Audited By / Date:
Dept ID Owner Approval (signature): <i>[Signature]</i>	Employee ID: SEC 17(1)	Date: 2010 01 07	CAP Supervisor Approval:



Sustainable Energy Solutions

INVOICE TO:

INVOICE #: 335-111-01A

The City of Calgary
Attention: Linda Harvey
Environmental and Safety Management
PO Box 2100, Stn. M, #8020
Calgary, AB
T2P 2M5

From: The Pembina Institute for Appropriate Development
PO Box 7558 (5001 67 Street)
Drayton Valley AB T7A 1S7
Phone: (780) 542-6272 Fax: (780) 542-6464

Re: Calgary GHG Planning - Vision

Invoice Date: December 21, 2009

INVOICE #: 335-111-01A

Professional Fees:

For Jesse Row SEC 17(1) & 17(4)(d)

\$ 4,750.00

7% Communications and Disbursements

\$ 332.50

Sub Total

\$ 5,082.50

Discounted to Contract Amount

\$ (82.50)

GST

\$ 250.00

TOTAL NOW DUE AND PAYABLE:

\$ 5,250.00

} \$5000.00

BN: 12780-9036RT

Interim Payment of → \$1,595.91
GST 79.80
\$1,675.71

Payable To: The Pembina Institute
Terms: Due Upon Receipt (Thank you)

Calgary • DRAYTON VALLEY • Edmonton • Ottawa-Gatineau • Vancouver
Box 7558 • Drayton Valley, Alberta, Canada, T7A 1S7 • P: (780) 542-6272 • F: (780) 542-6464 • www.pembina.org

Calgary GHG Planning - Vision

Employee	Month	# of Hours	# of Days	Rate/Day	7% Comm & Disb	Total
Jesse Row	December	SEC 17(1) & 17(4)(d)			\$104.41	\$1,595.91
Total Budget (GST Excluded)						\$5,000.00
Total Budget Remaining						\$3,404.10



CONFIDENTIAL
CITY OF CALGARY
LETTER CONTRACT FOR CONSULTING OR CONTRACT SERVICES
NOT TO EXCEED \$5000.00 FOR A ONE-TIME PROJECT

CHEQUE TO BE MADE PAYABLE TO:

NAME: The Rembing Institute
ADDRESS: Box 7538 Drayton Valley, AB
PHONE: 780-542-6272
FAX: 780-542-6464

POSTAL CODE: T7A 1S7

1. THE CITY OF CALGARY AGREES TO ENGAGE YOU ON A SHORT-TERM CONTRACT BASIS IN THE CAPACITY OF AND

UNDER THE FOLLOWING TERMS:

- (a) See Scope of Work Letter attached
(b)
(c)

COMMENCING ON THE DATE OF: November 1, 2009
AND TERMINATING ON THE DATE OF: February 28, 2010

ACCEPTANCE OF THIS OFFER SHALL BE VALID ONLY IF ONE ORIGINALLY SIGNED COPY IS RETURNED TO THE CITY OF CALGARY BUSINESS UNIT PRIOR TO PERFORMANCE DATE

2. PAYMENT SHALL BE IN THE FORM OF A CHEQUE IN THE AMOUNT OF \$ 5000.00 FIRM PRICE
\$ _____ EST. PRICE

G.S.T. APPLICABLE? YES NO G.S.T. REGISTRATION NUMBER BN 12780-9036RT

3. THIS CONTRACT DOES NOT CREATE AN EMPLOYEE-EMPLOYER RELATIONSHIP BETWEEN YOU AND THE CITY OF CALGARY. YOUR SERVICES SHALL BE PROVIDED ON A SHORT-TERM CONTRACT BASIS AND NO DEDUCTIONS WILL BE MADE FROM YOUR PAYMENT FOR, INCLUDING BUT NOT LIMITED TO, DEDUCTIONS FOR INCOME TAX, CANADA PENSION OR UNEMPLOYMENT INSURANCE. IT IS YOUR RESPONSIBILITY TO DECLARE ALL INCOME AND TO FULFILL YOUR RESPONSIBILITIES UNDER ANY RELEVANT LEGISLATION INCLUDING, BUT NOT LIMITED TO, YOUR OBLIGATIONS UNDER THE WORKERS' COMPENSATION ACT (INCLUDING YOUR OBLIGATION TO PAY PREMIUMS PURSUANT TO SECTION 126 OF THAT ACT).

4. WORK PERFORMED WILL BE AS AN INDEPENDENT CONTRACTOR AND YOU WILL NOT BE REQUIRED TO CONTRIBUTE TO ANY CITY BENEFIT PLANS, NOR WILL YOU RECEIVE ANY BENEFITS. YOU WILL NOT BE PAID FOR ANY SERVICES WHICH YOU FAIL TO PERFORM.

5. CURRENT CITY OF CALGARY EMPLOYEES, WHO INTEND TO ENTER INTO THIS CONTRACT TO PROVIDE SERVICES TO THE CITY OF CALGARY OUTSIDE OF THEIR NORMAL EMPLOYEE DUTIES, ARE ADVISED OF SECTION 3106.04 - "CIVIC EMPLOYEES SPARE TIME EMPLOYMENT" OF THE ADMINISTRATION MANUAL:

"NO CIVIC EMPLOYEE SHALL ENGAGE IN ANY OCCUPATION IN ANY OTHER CIVIC DEPARTMENT OUTSIDE NORMAL WORKING HOURS, EXCEPT ON SPECIAL ASSIGNMENTS OFFICIALLY APPROVED BY THE GENERAL MANAGER RESPONSIBLE FOR THAT BUSINESS UNIT, OR PROVIDING THAT QUALIFIED APPLICANTS OTHER THAN CITY EMPLOYEES HAVE BEEN GIVEN PREFERENCE OF EMPLOYMENT AND THAT ALL OTHER SOURCES HAVE BEEN EXHAUSTED."

6. YOU AGREE TO INDEMNIFY AND HOLD HARMLESS THE CITY FROM AND AGAINST ANY AND ALL LOSSES, ACTIONS, CLAIMS, DEMANDS, LIABILITIES, DAMAGES OR COSTS OF ANY KIND OR NATURE WHATSOEVER, INCLUDING INJURY OR DEATH WHICH MAY OCCUR OR ARISE OUT OF THE PERFORMANCE OF YOUR SERVICES UNDER THE TERMS OF THIS CONTRACT.

7. THE CITY MAY TERMINATE THIS CONTRACT.

- (a) IF THERE IS INSUFFICIENT REGISTRATION FOR THE PROGRAM.
(b) IF FACILITIES ARE NOT AVAILABLE.
(c) IF CIRCUMSTANCES OCCUR WHICH THE CITY HAS NO CONTROL OVER (i.e. - STRIKES, ACTS OF GOD, etc.) AND, AS A RESULT OF WHICH, THE CITY DEEMS IT NECESSARY TO CANCEL THE PROGRAM.
(d) AT ITS DISCRETION ON GIVING 48 HOURS WRITTEN NOTICE PRIOR TO THE COMMENCEMENT OF THE SERVICES.
(e) IMMEDIATELY FOR CAUSE.

8. THIS CONTRACT IS PERSONAL TO YOU AND MAY NOT BE ASSIGNED BY YOU.

DATE: Dec. 21/09

ACCEPTED AND AGREED TO:

BY: BEV BROKS
NAME (Please print)

B. Broks
SIGNATURE

ON BEHALF OF THE CITY OF CALGARY:
BY: LINDA HARVEY
NAME (Please print)

L. Harvey
SIGNATURE

*Forward a copy of this completed document to: Strategic Procurement and Consulting, Supply Management, Location #140