

Reference #: FOIPP-2022-01-0047

April 8, 2022

James Wood
[REDACTED]

Dear Mr. Wood:

Re: Freedom of Information and Protection of Privacy Act

I am responding to your request of January 17, 2022, for access to information. Request as follows:

In regards to the 2019 city-covered travel, meeting expenses, and related expenses incurred by Councillor Terry MacLeod, please provide the total of all city-covered costs (including supporting records and detailed receipts) incurred by that person (include any expense or charge paid by staff for the individual and reimbursed by the city (whether paid by personal or City credit cards or paid directly by the city related to the travel, including the following details per cost: purpose of travel, date of cost, vendor, the amount paid, and the description of goods or services provided. Search through electronic records only, unless relevant records do not exist in that format. Remove duplicate emails and chains. Remove French versions if English exists. Final version of documents or last draft if final version is not available. Limit timeframe of records to April 1, 2019, to Dec. 31, 2019.

Time period of requested records: **April 1, 2019 – January 17, 2022**

A copy of all responsive records has been attached to this letter with redactions of credit card details and internal account coding. Our Public Body has relied on section 23(1)(b) of the *FOIPP Act* for these redactions. Section 23 states:

23. Disclosure harmful to economic and other interests of a public body

- (1) *The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to harm the economic interest of a public body or the Government of Prince Edward Island or the ability of the Government to manage the economy, including the following information:*
- (b) *financial, commercial, scientific, technical or other information in which a public body or the Government of Prince Edward Island has a proprietary interest or a right of use and that has, or is reasonably likely to have, monetary value;*

April 8, 2022

If you feel that your request has not been answered completely or that you require clarification, please contact me at cmatheson@charlottetown.ca or 902-629-4125.

Under section 60 of the *Freedom of Information and Protection of Privacy Act*, you may ask the Information and Privacy Commissioner to review the assessment of a fee or any other matter concerning this response to your request. You have 60 days from the date of this notice to request a review by writing to the Information and Privacy Commissioner at the J. Angus MacLean Building, P.O. Box 2000, Charlottetown, PE C1A 7N8.

If you wish to request a review, please provide the Commissioner with the following information:

- The reference number quoted at the top of this notice;
- A copy of this letter;
- A copy of your original request for information that you sent to the City of Charlottetown.

Sincerely,

Chantal Matheson

Chantal Matheson, Executive Resource & Privacy Coordinator I
City of Charlottetown


Peter Kelly, Chief Administrative Officer
Head of Public Body – Record(s) Disclosure Approval
City of Charlottetown

10

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	National Allocation Amounts	Regional Allocation Amounts	Source Currency Accounting Code	Currency Amount Allocation Comment
01/22/2019	* DELTA QUEBEC CITY	\$253.49	\$11.02	\$21.99	CAD	253.49
01/24/2019	QUEBEC CITY, QC	\$253.49	\$11.02	\$21.99	Section 230(DCB)	FCM Accommodations - Terry MacLeod

Cardholder Name: Peter Kelly

Supervisor Name: Peter Kelly
Chantal Matheson

Signature: JW Feb 7/19

Signature: Chantal Matheson

From: Gagnon, Isabelle [mailto:Isabelle.Gagnon@deltahotels.com]
Sent: Tuesday, January 29, 2019 3:19 PM
To: Stewart, Jill <jstewart@charlottetown.ca>
Subject: Confirmations of FCM Reservations

Greeting,

As agreed, here a recap of your reservations;

99268351 - Philip Brown - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99268352- Terry Bernard - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99268355- Julie McCabe - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99269301 – Greg Rivard - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99269315 – Alanna Jankov - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99269324 – Bob Doiron - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99266074 – Mike Duffy - May 30th to June 3rd - \$ 203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99266076 – Kevin Ramsay - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

99266078 Terry Macleod - May 30th to June 3rd - \$203 per night before taxes - First night with taxes non-refundable deposit of \$253.49

Let me know if there is anything else I can do for you!

Best regards,

Isabelle Gagnon

Equipe des réservations | Reservation team
Delta Québec
[1-844-860-3756](tel:1-844-860-3756) / [418-647-1717](tel:418-647-1717) | que.reservations.sm@deltahotels.com | www.deltahotels.com/fr

690 boulevard René-Lévesque est, Québec QC G1R 5A8

P32



Cardholder Activity

Name: PETER J KELLY

Account Number:

Cycle End Date: 03/25/2019

Trans Date
Posting Date

Merchant Name
City, State/Prov.

Transaction Total

National

Regional

Source Currency

Currency Amount

Allocation Amounts

Accounting Code

Allocation Comment

03/22/2019 FCM - FED.OF CDN

03/25/2019 ~~FCM~~ MUN OTTAWA, ON

\$9,991.30

\$9,991.30

\$442.09

\$442.09

\$707.35

\$707.35

9,991.30

FCM Registrations for Council

Section 23(1)(b)

Section 23(1)(b)

Cardholder Name:

Supervisor Name:

Peter Kelly

Peter Kelly

Matheson

Signature:

Signature:

SW Apr 2/19



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

**FCM Annual Conference
2019**
Congrès annuel de la FCM

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613-241-5221
F. 613-241-7440

City of Charlottetown
199 Queen Street PO Box 98
Charlottetown, PE, C1A 7K2

INVOICE / FACTURE: INV-17748-C9X0T6
DATE: 03/22/2019
ACCOUNT / COMPTE: 22
DUE DATE / DATE LIMIT: 04/21/2019

ITEM/DESCRIPTION	RATE/TAUX	SUB-TOTAL / SOUS-TOTAL	GST / TPS	QST / TVQ	TOTAL
Alanna Jankov - 00013380					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Bob Dolron - 00013381					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Greg Rivard - 00013379					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Julie Maccabe - 00013378					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Kevin Ramsay - 00013383					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Mike Duffy - 00013382					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Mitchell Tweel - 00013386					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Phillip Brown - 00013230					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Terence H. Bernard - 00013377					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
Terry MacLeod - 00013385					
Delegate/ Délégué	\$869.00	\$869.00	\$43.45	\$86.68	\$999.13
TOTAL		\$8,690.00	\$434.50	\$866.80	\$9,991.30

PAID AMOUNT / MONTANT PAYÉ: \$9,991.30
BALANCE DUE / MONTANT DÛ: \$0.00

Payment Type / Type de paiement:
Card Number / No de carte:

VISA

Section 23(1)(b)

3.

Cycle End Date: 01/27/2020

BS

Stay Details

STAY DATES

Thu Jun 4, 2020 – Mon Jun 8, 2020



Delta Hotels Toronto

75 Lower Simcoe Street Toronto Ontario M5J 3A6 Canada

Phone: +1 416-849-1200

Room 1 - #88914165 Room 2 - #88914168 Room 3 - #88914172

Alanna Janilov

Kevin Ramsay

Terry Macleod

Jill Stewart, thank you for your reservation. Your reservation is guaranteed to your Visa card. An email with this information has been sent to jstewart@charlottetown.ca. We look forward to greeting you soon.

Your receipt for hotel stays may be automatically sent to the email address associated with your reservation. If you prefer, you may request a paper copy at the front desk when you check in. Learn how to change your email address.

No room preferences were selected.

Summary of Charges

Room Type: Guest room, 2 Queen, City view

FCM'S 2020

3 room(s) for 4 night(s)

Prices in CAD

Thursday, June 4, 2020 309.00

Friday, June 5, 2020 309.00

Saturday, June 6, 2020 309.00

Sunday, June 7, 2020 309.00

Total cash rate 1,236.00

Estimated government taxes and fees 216.55

Total per room 1,452.55 CAD

Total Stay 4,357.65 CAD

Pgb



197

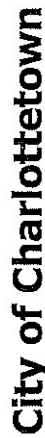
Cardholder Activity

Name: PETER J KELLY

Account Number:

Cycle End Date: 04/27/2020

Trans Date Posting Date	Merchant Name City, State/Prov.	Transaction Total	National Allocation Amounts	Regional Accounting Code	Source Currency	Currency Amount Allocation Comment
03/30/2020	INTERCONTINENTAL TORONTO	(\$412.50)	(\$18.25)	(\$29.20)		(412.50)
03/31/2020	TORONTO, ON	(\$412.50)	(\$18.25)	(\$29.20)		FCM Hotel Deposit Refund



Charlottetown, PE C1A 7K2

ask #2)

5/19

1115

Travel Advance & Expense Claim Form

Departure Date

30-May-19

Purpose of Travel FCM

FCM

Destination Quebec City

TRANSPORTATION TYPE: (Check Appropriate box)AIR 

TRAIN

AUTO (Personal)

AUTO (Rental)

OTHER

HOTEL or MOTEL ROOM

<u>Days Stay</u>	<u>Rate</u>
1	100
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3	100
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<u>Days Stay</u>	<u>Rate</u>
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MEALS and TIPS

Sid Tips

Sid Tips

PER DIEM :

<u>Days Stay</u>	<u>Rate</u>
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<u>Days Stay</u>	<u>Rate</u>
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100	100

OTHER: (Please specify)

TOTAL =

**** Note: Final expenses must be submitted with receipts for reimbursement ****

Charlal Matheson May 28/19



City of Charlottetown

P.O. Box 98

Charlottetown, PE C1A 7K2

Travel Advance & Expense Claim Form

690

General Travel Information			
Name		Departure Date	
Terry Mackled		May 30, 2019	
Purpose of Travel		Return Date	
Fem		June 3, 2019	
Destination		ENTERED	
Quebec City		MAY 13 2019	
Travel Details		Advances	Final Expenses
TRANSPORTATION TYPE: (Check Appropriate box)		#1	#2
AIR <input checked="" type="checkbox"/> # of KMS Rate			
TRAIN <input type="checkbox"/>			
AUTO (Personal) <input type="checkbox"/>			
AUTO (Rental) <input type="checkbox"/>			
OTHER <input type="checkbox"/>			
TAXIS			
HOTEL or MOTEL ROOM			
MEALS and TIPS			
PER DIEM :			
OTHER : (Please specify)			
Total Final Expenses		\$2285.92	
Advances			
#1			
#2			
Amount due to traveller/City (if negative traveller owes City)		\$2285.92	
Accounting & Authorization			
G/L Account code		30-110-23015 (6)	
P.O. #			
Traveller's Signature & Date		Terry Mackled	
Authorizing Signature & Date		J. Stewart May 7, 2019	
TOTAL =		\$2285.92	

** Note: Final expenses must be submitted with receipts for reimbursement **



YOUR BOOKING IS CONFIRMED



Booking Reference : SLXTIV

Booking date: 05 May 2019
Date of Issue: 06 May 2019

Passengers

Mr. Terry Macleod

Ticket Number
0142112470627

Seats

AC1689	17E
AC8728	4F
AC8727	8D
AC1686	18D

Depart

Economy - Latitude

Thursday
30 May, 2019

16:55
Charlottetown
(YYG), Canada



17:37
Montréal
Montréal-Trudeau Int. (YUL), Canada

 **1 hr 42**
AC1689 Economy (B)
Operated by Air Canada Rouge A319-100 | Wi-Fi

20:05
Montréal
Montréal-Trudeau Int. (YUL),
Canada



21:00
Quebec City
Jean Lesage Int. (YQB), Canada

B10



AC8728

0 hr 55

Economy (B)

Operated by Air Canada Express - Jazz Dash 8-300



AC1689: This flight is operated by Air Canada Rouge. You'll want to learn more [here](#) about Air Canada Rouge's in-flight services and amenities, as these differ from those of Air Canada.

Return

Economy - Flex

Monday
03 Jun, 2019

18:40

Quebec City

Jean Lesage Int. (YQB), Canada



19:34

Montréal

Montréal-Trudeau Int. (YUL), Canada



AC8727

0 hr 54

Economy (M)

Operated by Air Canada Express - Jazz Dash 8-300

20:55

Montréal

Montréal-Trudeau Int. (YUL),
Canada

23:25

Charlottetown

(YYG), Canada



AC1686

1 hr 30

Economy (M)

Operated by Air Canada Rouge A321-200 | Wi-Fi



AC1686: This flight is operated by Air Canada Rouge. You'll want to learn more [here](#) about Air Canada Rouge's in-flight services and amenities, as these differ from those of Air Canada.

Purchase summary

Additional Charges

1 Adult

Air Transportation Charges

Base Fare	678.00
Quebec Sales Tax - Canada no. 1000043172 TQ1991	0.50
Goods and Services Tax - Canada no. 100092287 RT0001	0.25

B11

Harmonized Sales Tax - Canada (GST/HST #10009-2287 RT0001)

101.70

Airport Improvement Fee - Canada

5.00

Change Fee

Change Fee

100.00

Harmonized Sales Tax - Canada (GST/HST #10009-2287 RT0001)

15.00

GRAND TOTAL - Canadian dollars

\$900.45

Baggage allowance

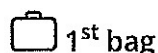
Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.

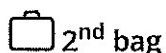
Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Charlottetown(YYG) > Quebec City(YQB)



Complimentary

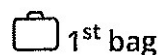


Complimentary

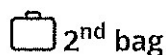
Max. weight per bag:
23 kg (50 lb)

Max. Dimensions per bag:
158 cm (62 in)

Quebec City(YQB) > Charlottetown(YYG)



Complimentary



\$ 57.50 CAD
Including taxes

Max. weight per bag:
23 kg (50 lb)

Max. Dimensions per bag:
158 cm (62 in)

* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from

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South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.


Note: If you exceed your baggage allowance (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View Air Canada's additional checked baggage policy.
- View the additional checked baggage policy of Air Canada's codeshare and interline partners.



CANADA, U.S.: 1 (888) 247-2262

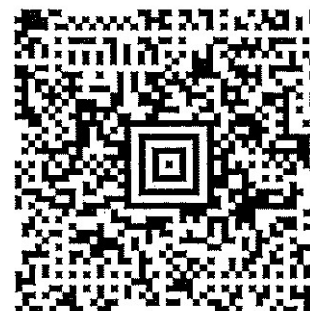


A STAR ALLIANCE MEMBER 

PS13



YOUR BOOKING IS CONFIRMED



Booking Reference : SLXTIV

Travel booked/ticket issued on: 06 May 2019

Passengers

Mr. Terry Macleod

Seats

Ticket Number
0142112464615

AC1689	16E
AC1688	17E

Depart

Economy - Flex

Thursday
30 May, 2019

16:55
Charlottetown
(YYG), Canada



17:37
Montréal
Montréal-Trudeau Int. (YUL), Canada

 **1 hr 42**
AC1689 Economy (T)
Operated by Air Canada Rouge A319-100 | Wi-Fi

! **AC1689:** This flight is operated by Air Canada Rouge. You'll want to learn more [\[2\]](#) about Air Canada Rouge's in-flight services and amenities, as these differ from those of Air Canada.

B314



Monday
03 Jun, 2019

13:35
Montréal
Montréal-Trudeau Int. (YUL),
Canada



16:05
Charlottetown
(YYG), Canada

 **1 hr 30**
AC1688 Economy (T)
Operated by Air Canada Rouge A319-100 |  Wi-Fi

 **AC1688:** This flight is operated by Air Canada Rouge. You'll want to learn more  about Air Canada Rouge's in-flight services and amenities, as these differ from those of Air Canada.

Purchase summary

1 Adult



Air Transportation Charges

Base Fare - Departing Flight - Economy - Flex	220.00
Base Fare - Return Flight - Economy - Flex	250.00
Surcharges	36.00



Taxes, fees and charges

Quebec Sales Tax - Canada <small>no. 1000043172 TQ1991</small>	2.99
Goods and Services Tax - Canada <small>no. 100092287 RT0001</small>	1.50
Harmonized Sales Tax - Canada <small>(GST/HST #10009-2287 RT0001)</small>	81.04
Air Travellers Security Charge - Canada	14.25
Airport Improvement Fee - Canada	50.00
GRAND TOTAL - Canadian dollars	\$655.78

Baggage allowance

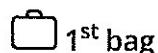
Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.

Checked Baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Charlottetown(YYG) > Montréal(YUL)



1st bag

Complimentary



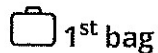
2nd bag

\$ 57.50 CAD
Including taxes

Max. weight per bag:
23 kg (50 lb)

Max. Dimensions per bag:
158 cm (62 in)

Montréal(YUL) > Charlottetown(YYG)



1st bag

Complimentary



2nd bag

\$ 57.50 CAD
Including taxes

Max. weight per bag:
23 kg (50 lb)

Max. Dimensions per bag:
158 cm (62 in)

* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

Note: If you exceed your baggage allowance (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View Air Canada's additional checked baggage policy.
- View the additional checked baggage policy of Air Canada's codeshare and interline partners.