

## Appendix B – Posting of Expenses

### Form or Template Form

**Name: BRAD HARRINGTON**

**Title: PRESIDENT & CEO**

**Reporting Period: APR/24 – SEP/24**

| Date         | Amount     | Expense Category | Description                                  |
|--------------|------------|------------------|----------------------------------------------|
| FEB 24, 2024 | \$65.25    | FUEL             | RESIDENCE SEARCH TRIP                        |
| FEB 24, 2024 | \$36.70    | MEAL             | RESIDENCE SEARCH TRIP                        |
| MAR 28, 2024 | \$40.00    | FUEL             | MEET & GREET SENIOR TEAM/<br>MARY WT         |
| APR 13, 2024 | \$67.00    | FUEL             | BOARD RETREAT                                |
| APR 13, 2024 | \$189.63   | ACCOMMODATION    | BOARD RETREAT                                |
| APR 26, 2024 | \$69.01    | FUEL             | MOVING EXPENSES                              |
| APR 26, 2024 | \$1,550.00 | MOVING TRUCK     | MOVING EXPENSES                              |
| MAY 1, 2024  | \$110.60   | MILEAGE          | OHA MEETING                                  |
| MAY 1, 2024  | \$26.00    | MEAL             | OHA MEETING                                  |
| MAY 1, 2024  | \$25.00    | PARKING          | OHA MEETING                                  |
| MAY 7, 2024  | \$15.00    | PARKING          | MISSISSIPPI MILLS<br>COMMUNITY NETWORK LUNCH |
| SEP 9, 2024  | \$522.20   | MILEAGE          | HEALTH CAPITAL BRANCH<br>MEETING             |
| SEP 9, 2024  | \$10.16    | MEAL             | HEALTH CAPITAL BRANCH<br>MEETING             |
| SEP 9, 2024  | \$20.00    | PARKING          | HEALTH CAPITAL BRANCH<br>MEETING             |

#### Definitions:

Date(s): - when expense(s) were incurred

Amount: - the value of the approved expense

Expense Category: - the type of expense incurred:

- Travel

- Vehicle rental or own use (mileage)
  - Train or air travel
  - Taxi or public transportation
  - Accommodation
  - Travel incidentals (insurance, parking, tolls)
- Meal
- Hospitality

Description: Notes explaining the context in which the expenses were incurred, or any other relevant details.

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### Form or Template Form

**Name:** SARAH COUSINEAU

**Title:** VICE-PRESIDENT, HUMAN RESOURCES AND OCCUPATIONAL HEALTH SAFETY

**Reporting Period:** APR/24 – SEP/24

| Date           | Amount  | Expense Category | Description |
|----------------|---------|------------------|-------------|
| MARCH 25, 2024 | \$15.00 | PARKING          | QCH MEETING |
|                |         |                  |             |
|                |         |                  |             |
|                |         |                  |             |
|                |         |                  |             |
|                |         |                  |             |
|                |         |                  |             |
|                |         |                  |             |

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- Meal
- Hospitality

Description: Notes explaining the context in which the expenses were incurred, or any other relevant details.

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### Form or Template Form

**Name:**

**Title: BOARD OF DIRECTORS**

**Reporting Period: APR/24 – SEP/24**

| Date           | Amount   | Expense Category | Description            |
|----------------|----------|------------------|------------------------|
| APRIL 12, 2024 | \$280.86 | MEAL             | BOARD RETREAT          |
| JUNE 25, 2024  | \$117.73 | MEAL             | ANNUAL GENERAL MEETING |

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  - Train or air travel
  - Taxi or public transportation
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- Meal
- Hospitality

Description: Notes explaining the context in which the expenses were incurred, or any other relevant details.