



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Detailed Hospitality Expenditures Report
From April 1, 2018 to December 31, 2018

The *Members' Expenditures Report* for the third quarter of 2018-2019 outlines Members' expenditures processed by the House Administration between April 1 and December 31, 2018. The expenditures incurred by Members in the discharge of their parliamentary functions are published within three months of the end of each quarter. These expenditures are subject to the policies of the Board of Internal Economy that are in effect when the expenses are incurred. The current policies are explained in the *Members' Allowances and Services Manual* available on ourcommons.ca.

The expenses reported in the *Members' Expenditures Report* are, to some extent, reflective of the characteristics of the constituency that each Member represents. Constituency size, population and location are factors that influence Members' expenditures.

The *Members' Expenditures Report* presents year-to-date expenditures by budget and expense category.

Each budget is presented in a separate **column**, as follows:

- **Member's Budgets:** This column presents two budgets to which Members may charge expenses.
 - **Member's Office Budget:** Members are provided with an annual office budget to pay for employee salaries, service contracts, hospitality and advertising expenses, other printing services, constituency office leases, office operating costs, transportation expenses (when no travel points are used), as well as other travel-related expenses. For more information, see the Member's Office Budget by Constituency appendix in the Budgets chapter of the *Members' Allowances and Services Manual*.
 - **Travel Status Expenses Account:** Members are provided with an annual allocation to pay for the per diem and accommodation expenses that they personally incur while in travel status, as well as expenses related to a declared secondary residence.
- **Resources Provided by the House:** This column presents the costs incurred by the House Administration to support Members in the discharge of their parliamentary functions, as well as the costs related to travel points and booked tickets for which a claim has not yet been processed by the House Administration.
- **Travel Points:** This column presents travel points used by Members and their authorized travellers in support of Members' parliamentary functions. Members are provided with travel points at the beginning of each fiscal year. A travel point is equivalent to one round trip and a trip means a direct trip, by any means, to one destination for a particular purpose.
 - **Regular:** The number of points used by Members and their authorized travellers when travelling between the constituency and Ottawa, within the constituency, and from Ottawa or the constituency to the provincial/territorial capital.
 - **Special:** The number of points used by Members and their authorized travellers when travelling within Canada, other than for regular trips.
 - **U.S.A.:** The number of points used by Members when travelling to Washington D.C. or New York City.

The *Detailed Travel Points Report* provides information about Members' and authorized travellers' trips processed between April 1 and December 31, 2018, for which travel points were used.

Members' expenditures are divided into eight categories, as follows:

- 1 **Employees' salaries:** This category includes the salaries of Members' employees.
- 2 **Service contracts:** This category includes the costs for professional, technical or administrative services provided to Members.
- 3 **Travel:** This category includes the travel costs of Members and their authorized travellers, and is sub-divided as follows:
 - **Member:** This sub-category includes Members' transportation expenses when travelling in support of their parliamentary functions.

- **Designated traveller:** This sub-category includes transportation expenses incurred by Members' designated travellers who, under specific conditions, may also be reimbursed per diem and accommodation expenses when representing a Member at an event. Each Member may designate one person, other than the Member's employees or another Member who is not the Member's spouse, as a designated traveller. For the list of current designated travellers, see the *Public Registry of Designated Travellers*.
- **Dependants:** This sub-category includes transportation expenses incurred by Members' dependants who, under specific conditions, may also be reimbursed per diem and accommodation expenses when representing a Member at an event. Dependants refer to the Members' children who are one of the following:
 - under the age of 21;
 - between the ages of 21 and 25 and in full-time attendance at a recognized educational institution; or
 - regardless of age, wholly dependent upon the Member by reason of physical or mental disability.
- **Employees:** This sub-category includes transportation, accommodation and per diem expenses incurred by Members' eligible employees when travelling in support of a Member's parliamentary functions.
- **Member's accommodation expenses:** This sub-category includes accommodation expenses incurred by Members when travelling in support of their parliamentary functions.
- **Member's per diem expenses:** This sub-category includes per diem expenses incurred by Members when travelling in support of their parliamentary functions.
- **Member's secondary residence expenses:** This sub-category includes:
 - rental and basic utility fees if the secondary residence is rented by the Member, or the accommodation rate for each day the residence is available for the Member's occupancy and is not rented to any other person if the Member owns the residence;
 - related relocation expenses;
 - costs associated with the Member's stay in a hotel or private accommodation if the Member does not own or rent a secondary residence.

4 **Hospitality:** This category includes the cost of food, beverages, catering services, equipment rentals and/or live entertainment for meetings, non-partisan events and other functions hosted by Members, as well as tickets for meals at community activities or events attended by Members.

The *Detailed Hospitality Expenditures Report* provides information about Members' hospitality expenditures processed between April 1 and December 31, 2018.

5 **Gifts:** This category includes the following:

- cost of gifts given as a matter of protocol to recognize the value and importance of a person, an event or an organization from a Member's constituency; and
- cost of gifts given to a civic leader or dignitary in the discharge of a Member's parliamentary functions.

6 **Advertising:** This category includes the cost of print and other media sent to a Member's constituents, as well as promotional items given to a Member's constituents, to advertise the Member's name and contact information, assistance and services provided, as well as constituency meetings, and to share congratulatory messages, seasonal greetings, partisan opinions or advocacy statements.

7 **Printing:** This category includes the cost of printing and photocopying services, and is sub-divided as follows:

- **Householders:** This sub-category includes the production costs of printed materials sent by Members to households located in their constituency to inform constituents about parliamentary activities and issues.

- **Ten percenters:** This sub-category includes the production costs of printed or photocopied materials used to communicate with constituents and reproduced in quantities not exceeding 10% of the total number of households in a Member's constituency.

- **Other printing-related expenses:** This sub-category includes the cost of all other printing services.

8 **Offices:** This category is sub-divided as follows:

- **Constituency office leases, insurance and utilities:** This sub-category includes the cost of office leases, liability insurance, utility fees (e.g. hydro and gas) and relocation expenses for Members' constituency offices.
- **Furniture, furnishing and equipment purchases:** This sub-category includes the cost of furniture and office equipment purchased by Members for their constituency offices.
- **Equipment rentals:** This sub-category includes the cost of rental agreements for equipment, such as photocopiers.
- **Informatics and telecommunication equipment purchases:** This sub-category includes the cost of computers, laptops, tablet devices, printers and other related equipment, as well as smartphones and related devices.
- **Telecommunication services:** This sub-category includes the cost of voice and data plans for various mobile devices, as well as the cost of Internet services in constituency offices.
- **Repairs and maintenance:** This sub-category includes the maintenance and repair costs of Members' offices and assets such as equipment maintenance and office renovations.
- **Postage and courier services:** This sub-category includes the cost of postage and courier services.
- **Materials and supplies:** This sub-category includes the cost of materials, paper and office supplies.
- **Training:** This sub-category includes training costs incurred by Members, their spouse and their employees, subject to certain conditions.

For more information about the *Members' Expenditures Report*, please refer to the Frequently Asked Questions. Any further inquiries about this report should be directed to the Board of Internal Economy spokespersons or to the Member in question.

Detailed Hospitality Expenditures Report

From April 1, 2018 to December 31, 2018

Member	Status	Constituency name	Constituency size	Number of electors
Quach, Anne Minh-Thu	Active	Salaberry—Suroît	2,271 km ²	92,604

Date of event	Type of event	Purpose of event	Location	Guests	Claim ID	Supplier	Total
2017-04-03	Hosting a staff event	To attend staff events including training	Salaberry-de-Valleyfield	5	M0162183	Dépanneur Académie	\$2.75
						Metro	\$4.29
						Metro	\$4.29
						Metro	\$17.99
					M0162200	Metro	\$2.99
						Metro	\$2.99
						Metro	\$3.99
						Metro	\$3.99
					M0170856	Metro	\$4.69
						Metro	\$2.80
Subtotal						\$50.77	
2017-10-28	Meal at a community activity or event	To meet constituents	Coteau-du-Lac	3	M0163590	Fondation Maison de soins palliatifs Vaudreuil-Soulanges	\$500.00
						Subtotal	
2017-12-19	Hosting a reception or open house	To meet constituents	Salaberry-de-Valleyfield	4	M0162200	Local du Gourmet	\$15.00
						Subtotal	
2018-02-19	Hosting a meeting	To discuss constituency issues with stakeholders	Les Coteaux	11	M0162180	Première Moisson	\$69.65
						Subtotal	
2018-04-01	Hosting a meeting	To meet visitors of Member's office	Salaberry-de-Valleyfield	0	M0158730	Café et Thé Steepbrew	\$20.00
						M0160138	Café et Thé Steepbrew
					M0160685		Dépanneur Académie
						M0160689	Café et Thé Steepbrew
					M0164557		Café et Thé Steepbrew
						M0165429	Metro
					M0167155		Café et Thé Steepbrew
						Café et Thé Steepbrew	\$20.00
						Depanneur des Iles	\$5.29
					M0170945	Metro	\$3.04
						Metro	\$3.49
						Metro	\$17.99
						Metro	\$2.99
						Metro	\$3.00
					IGA	IGA	\$4.49
						M0173799	Café et Thé Steepbrew
M0173812	Café et Thé Steepbrew	\$20.00					
	M0176209	Café et Thé Steepbrew	\$20.00				
M0178444		Café et Thé Steepbrew	\$20.00				

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Quach, Anne Minh-Thu	Active	Salaberry—Suroît	2,271 km ²	92,604			
Date of event	Type of event	Purpose of event	Location	Guests	Claim ID	Supplier	Total
					M0179877	Café et Thé Steepbrew	\$20.00
					M0181330	Café et Thé Steepbrew	\$20.00
					M0183541	Café et Thé Steepbrew	\$25.00
Subtotal							\$316.83
2018-04-05	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	2	M0158379	Moisson Sud-Ouest	\$36.00
Subtotal							\$36.00
2018-04-09	Hosting a town hall or community event	To discuss constituency issues with stakeholders	Salaberry-de-Valleyfield	10	M0165429	Le Club Touriste	\$126.50
Subtotal							\$126.50
2018-04-10	Hosting a meeting	To discuss constituency issues with stakeholders	Montréal	7	M0160692	La CCHM	\$60.55
Subtotal							\$60.55
2018-04-17	Hosting a meeting	To meet constituents	Ottawa	15	M0179925	Food Services	\$415.65
Subtotal							\$415.65
2018-04-24	Hosting a meeting	To meet visitors of Member's office	Salaberry-de-Valleyfield	5	M0160685	Metro	\$5.29
Subtotal							\$5.29
2018-04-27	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	9	M0165441	Bébé Layette	\$120.00
Subtotal							\$120.00
2018-04-28	Meal at a gala, reception or ceremony	To meet constituents	Salaberry-de-Valleyfield	1	M0168992	Chambre de commerce et d'industrie Beauharnois-Valleyfield-Haut-Saint-Laurent (CCIBVHSL)	\$250.00
Subtotal							\$250.00
2018-05-03	Meal at a gala, reception or ceremony	To meet constituents	Vaudreuil-Dorion	0	M0168992	Chambre de commerce et d'industrie de Vaudreuil-Soulanges (CCIVS)	\$125.00
Subtotal							\$125.00
2018-05-06	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	0	M0168992	Au Moulin de la Source	\$125.00
Subtotal							\$125.00
2018-05-08	Hosting a meeting	To meet constituents	Salaberry-de-Valleyfield	4	M0170945	Metro	\$2.99
Subtotal							\$2.99
2018-05-11	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	3	M0164559	Société Saint-Jean-Baptiste	\$60.00
Subtotal							\$60.00
2018-05-11	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	3	M0164559	A.Q.D.R.	\$48.00
Subtotal							\$48.00
2018-05-14	Hosting a meeting	To meet constituents	Salaberry-de-Valleyfield	10	M0167708	Factrie, Café Culturel, La	\$159.00
Subtotal							\$159.00
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Date of event	Type of event	Purpose of event	Location	Guests	Claim ID	Supplier	Total
2018-05-16	Hosting a staff event	To attend staff events including training	Salaberry-de-Valleyfield	15	M0162956	Factrie, Café Culturel, La	\$100.00
					M0165433	Bisson, Lucie	\$375.00
					Subtotal		\$475.00
2018-05-23	Hosting a meeting	To meet constituents	Ottawa	10	M0181162	Food Services	\$137.00
							Subtotal
2018-06-08	Meal at a community activity or event	To meet constituents	Vaudreuil-Dorion	0	M0168973	Musée régional de Vaudreuil-Soulanges	\$50.00
							Subtotal
2018-06-12	Hosting a meeting	To meet constituents	Salaberry-de-Valleyfield	4	M0170945	Metro	\$2.99
							Subtotal
2018-06-15	Meal at a community activity or event	To meet constituents	Coteau-du-Lac	0	M0171294	OVPAC	\$60.00
							Subtotal
2018-07-04	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	1	M0173486	Les Pédaliers de l'Avenir	\$250.00
							Subtotal
2018-07-14	Meal at a gala, reception or ceremony	To meet constituents	Salaberry-de-Valleyfield	3	M0173482	Regate Kia Valleyfield	\$500.00
							Subtotal
2018-07-21	Meal at a community activity or event	To meet constituents	Saint-Anicet	1	M0173812	Club optimiste de Saint-Anicet	\$40.00
							Subtotal
2018-08-08	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	0	M0180326	CCIBVHSL	\$48.75
							Subtotal
2018-08-11	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	0	M0173457	Ordre Loyal des Moose	\$15.00
							Subtotal
2018-08-11	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	0	M0175297	Musée de société des Deux-Rives	\$90.00
							Subtotal
2018-08-15	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	0	M0173326	Moisson Sud-Ouest	\$72.00
							Subtotal
2018-08-22	Meal at a community activity or event	To meet constituents	Notre-Dame-de-l'île-Perrot	1	M0173809	CHAMBRE DE COMMERCE ET D'INDUSTRIE DE VAUDREUIL-SOULANGE	\$165.26
							Subtotal
2018-08-29	Meal at a community activity or event	To meet constituents	Huntingdon	0	M0175297	Fondation du centre hospitalier du comté de Huntingdon	\$20.00
							Subtotal
2018-09-12	Meal at a community activity or event	To meet constituents	Notre-Dame-de-l'île-Perrot	0	M0179673	FONDATION DE L'HOPITAL DU SUROÏT	\$125.00
							Subtotal
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Date of event	Type of event	Purpose of event	Location	Guests	Claim ID	Supplier	Total
2018-09-15	Meal at a community activity or event	To meet constituents	Coteau-du-Lac	1	M0180326	Société St-Jean-Baptiste section Ste-Cécile	\$32.00
					M0180342	Société St-Jean-Baptiste	\$32.00
Subtotal							\$64.00
2018-10-04	Meal at a gala, reception or ceremony	To meet constituents	Mercier (Montréal)	0	M0179019	SCABRIC	\$75.00
Subtotal							\$75.00
2018-10-09	Hosting a meeting	To meet constituents	Salaberry-de-Valleyfield	5	M0179854	Metro	\$4.99
Subtotal							\$4.99
2018-10-09	Hosting a meeting	To meet constituents	Salaberry-de-Valleyfield	7	M0179885	La Factrie, café culturel	\$76.85
Subtotal							\$76.85
2018-10-16	Hosting a reception or open house	To meet constituents	Salaberry-de-Valleyfield	5	M0179854	Metro	\$7.98
Subtotal							\$7.98
2018-10-20	Meal at a community activity or event	To meet constituents	Vaudreuil-Dorion	1	M0179666	Maison de la Famille Vaudreuil-Soulages	\$120.00
Subtotal							\$120.00
2018-10-23	Hosting a reception or open house	To meet constituents	Salaberry-de-Valleyfield	5	M0179854	Metro	\$2.99
Subtotal							\$2.99
2018-10-30	Hosting a meeting	To meet constituents	Salaberry-de-Valleyfield	4	M0179854	Metro	\$8.98
Subtotal							\$8.98
2018-11-01	Hosting a town hall or community event	To meet constituents	Ottawa	80	M0181166	Pizza Hut	\$110.97
					M0183645	Food Services	\$411.70
Subtotal							\$522.67
2018-11-01	Meal at a community activity or event	To meet constituents	Sainte-Marthe	0	M0181166	Musée régional du Vaudreuil-Soulanges	\$125.00
Subtotal							\$125.00
2018-11-14	Meal at a community activity or event	To meet constituents	Beauharnois	1	M0181329	Club des Aînés de Beauharnois	\$28.00
Subtotal							\$28.00
2018-11-24	Meal at a community activity or event	To meet constituents	Salaberry-de-Valleyfield	1	M0182746	Garde Champlain Ind. Inc.	\$50.00
Subtotal							\$50.00
2018-12-02	Hosting a town hall or community event	To meet constituents	Salaberry-de-Valleyfield	90	M0183541	Maison 4:3	\$250.00
Subtotal							\$250.00
Total							\$5,873.69

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