

File No. 04-1000-20-2016-102

May 5, 2016

s.22(1)

Dear s.22(1) :

Re: Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")

I am responding to your request of April 1, 2016 for:

For the period of March 9 to April 1, 2016, copies of all purchase orders and invoices regarding the Mayor's discretionary fund, for goods and services delivered or goods and services ordered for future delivery, for the following categories: Advertising, Consultant Services, Disposal of Refuse, Transportation Expenses, Events Expenses, Meeting Expenses, Office Supplies and Services, Misc. Supplies and Services, Special Events, Food Purchases and Travel and Training.

All responsive records are attached. Some information in the records has been severed, (blacked out), under s.17(1)(b) and s.22(1) of the Act. You can read or download this section here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00

Under section 52 of the Act you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your request. The Act allows you 30 business days from the date you receive this notice to request a review by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number assigned to your request (#04-1000-20-2016-102); 2) a copy of this letter; 3) a copy of your original request for information sent to the City of Vancouver; and 4) detailed reasons or grounds on which you are seeking the review.

Please do not hesitate to contact the Freedom of Information Office at foi@vancouver.ca if you have any questions.

Yours truly,

A handwritten signature in black ink, consisting of a stylized 'B' followed by a horizontal line that tapers to the right.

Barbara J. Van Fraassen, BA
Director, Access to Information
City Clerk's Department, City of Vancouver
Email: Barbara.vanfraassen@vancouver.ca

Encl.
:jb

Invoice

Date 3/15/2016
Invoice # 032

Catherine Chan

s.22(1)



TO Dana Bertrand
Office Manager
Office of the Mayor
City of Vancouver
453 West 12th Ave.,
Vancouver, BC
V5Y 1V4

Qty	Description	Line Total
1	Strategic Community Relations & Outreach Support Feb 16, 2016 - Mar 15, 2016 Due Upon Receipt. Thank you!	\$2,500.00
Total		\$ 2,500.00

DIGITAL HANDLOOM

428 - 4550 Fraser Street, Vancouver, BC V5V 4G8 // 604.715.7374/ naveen@digitalhandloom.com

Naveen Girm
Consultant
Digital Handloom
428 - 4550 Fraser Street
Vancouver, BC V5V 4G8
604.715.7374/ naveen@digitalhandlom.com

Invoice No. 080
Date: March 31, 2016
GST No: 80088 5683 RT0001

To: Dana Bertrand
City of Vancouver
453 West 12th Avenue
Vancouver BC V5Y1V4

Service	Subtotal	GST	Total
Services as per contract March 2016	4015.00	200.75	4215.75
TOTAL DUE			4215.75

Due Upon Receipt

5% interest will be charged on invoices outstanding after 30 days.





Phone: 604 688-3551 / 800-663-0208
 oraleeh@uniglobeone.com
 Direct Line: 778-370-2481

Passenger(s): Magee/Michael Mr
Ref: MAYR-16-004

Trip Record MRKDLZ
Locator:

Invoice No.: 1510385

• WITH UNIGLOBE YOUR AIR CANADA CORPORATE DISCOUNT SAVINGS IS 61.16

AIR - Tuesday April 19 2016

Air Canada Flight AC166 Economy Class

Check In Confirmation:
MCZ2NE

Depart: 09:20, Tuesday, April 19
 Vancouver Intl Airport-Terminal Main
 Vancouver, British Columbia, Canada

Arrive: 17:01, Tuesday, April 19
 Ottawa Intl. Airport
 Ottawa, Ontario, Canada

Booking Code: V (Economy)

HOTEL - Tuesday April 19 2016

WESTIN Westin Ottawa

Check In Confirmation:
G131729422

Check In: Tuesday, April 19
Address: 11 Colonel by Drive
 Ottawa ON K1N 9H4

Check Out: Friday, April 22

Phone: +1 (613) 560-7000

Fax: +1 (613) 234-5396

Rate: CAD259.00 p/night plus taxes and/or additional fees

AIR - Friday April 22 2016

Air Canada Flight AC455 Economy Class

Check In Confirmation:
MCZ2NE

Depart: 14:00, Friday, April 22
 Ottawa Intl. Airport
 Ottawa, Ontario, Canada

Arrive: 15:07, Friday, April 22
 Pearson Intl. Airport-Terminal 1
 Toronto, Ontario, Canada

Booking Code: W (Economy)

Remarks: You are booked in Flex class

AIR - Saturday April 23 2016

Air Canada Flight AC137 Economy Class

Check In Confirmation:
MCZ2NE

Depart: 18:00, Saturday, April 23
 Pearson Intl. Airport-Terminal 1
 Toronto, Ontario, Canada

Arrive: 19:55, Saturday, April 23
 Vancouver Intl Airport-Terminal Main
 Vancouver, British Columbia, Canada

Booking Code: W (Economy)

Remarks: You are booked in Flex class

AIR CANADA - Tuesday, March 7

Details

Departs: Vancouver

Details: SEAT SELECTION

Invoice Details

Transaction / Document	Base	Tax	GST/HST	Total
Processing Fee	25.00		1.25	26.25
Form of Payment:	s.17(1)(b)			
Air Canada / 014 2161256745	1223.22	82.25	69.11	1374.58
Form of Payment:	s.17(1)(b)			
Air Canada Seat Charge	25.90		1.30	27.20
Form of Payment:	s.17(1)(b)			
Totals:	1274.12	82.25	71.66	CAD 1428.03

Total Charged to Credit Card: CAD 1428.03
Balance Due: CAD 0.00

TCW MAYR-16-005

The Westin Ottawa
11 Colonel By Drive
Ottawa, ON K1N 9H4
Canada
Tel: 613-560-7000 Fax: 613-234-5396



Michael Magee
705 23RD AVE W
VANCOUVER, BC V5Z 2A7
Canada

Page Number : 1 Invoice Nbr : 222967
Guest Number : 1147656
Folio ID : A
Arrive Date : 21-MAR-16 17:43
Depart Date : 24-MAR-16 13:01
No. Of Guest : 1
Room Number : 1715
Club Account : SPG - Axxxxxxx9480
Voucher Number : EETEAS

Information Invoice

Tax ID : 811719848RT0001
The Westin Ottawa 24-MAR-16 05:10 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
21-MAR-16	3359	The Shore Club	88.02	
21-MAR-16	RT1715	Room	187.00	
21-MAR-16	RT1715	Tax-HST Rooms	24.31	
21-MAR-16	RT1715	Destination Marketing Program	5.61	
21-MAR-16	RT1715	Dest Marketing Program HST	0.73	
21-MAR-16	RT1715	Room Upgrade Fee	20.00	
21-MAR-16	RT1715	Tax-HST Rooms	2.60	
21-MAR-16	RT1715	Destination Marketing Program	0.60	
21-MAR-16	RT1715	HST DMP	0.08	
22-MAR-16	RT1715	Room	187.00	
22-MAR-16	RT1715	Tax-HST Rooms	24.31	
22-MAR-16	RT1715	Destination Marketing Program	5.61	
22-MAR-16	RT1715	Dest Marketing Program HST	0.73	
22-MAR-16	RT1715	Room Upgrade Fee	20.00	
22-MAR-16	RT1715	Tax-HST Rooms	2.60	
22-MAR-16	RT1715	Destination Marketing Program	0.60	
22-MAR-16	RT1715	HST DMP	0.08	

HOSTING

Continued on the next page

The Westin Ottawa
 11 Colonel By Drive
 Ottawa, ON K1N 9H4
 Canada
 Tel: 613-560-7000 Fax: 613-234-5396

WESTIN®

HOTELS & RESORTS

Michael Magee

s.22(1)

Page Number : 2 Invoice Nbr : 222967
 Guest Number : 1147656
 Folio ID : A
 Arrive Date : 21-MAR-16 17:43
 Depart Date : 24-MAR-16 13:01
 No. Of Guest : 1
 Room Number : 1715
 Club Account : SPG - Axxxxxxx9480
 Voucher Number : EETEAS

Date	Reference	Description	Charges (CAD)	Credits (CAD)
23-MAR-16	1831	Daly's Restaurant	109.92	
23-MAR-16	RT1715	Room	187.00	
23-MAR-16	RT1715	Tax-HST Rooms	24.31	
23-MAR-16	RT1715	Destination Marketing Program	5.61	
23-MAR-16	RT1715	Dest Marketing Program HST	0.73	
23-MAR-16	RT1715	Room Upgrade Fee	20.00	
23-MAR-16	RT1715	Tax-HST Rooms	2.60	
23-MAR-16	RT1715	Destination Marketing Program	0.60	
23-MAR-16	RT1715	HST DMP	0.08	
24-MAR-16	MC	MasterCard		-920.73
		** Total	920.73	-920.73
		*** Balance	0.00	

Continued on the next page

<p><u>Accom</u></p> <p><u>722.79</u></p>	<p><u>HOSTING</u></p> <p>88.02</p> <p>109.92</p> <hr/> <p>197.94</p>
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Bertrand, Dana

From: Staples <bd.website@orders.staples.com>
Sent: Thursday, March 31, 2016 3:10 PM
To: Bertrand, Dana
Subject: Staples order #: 5410355938



Hello Dana Bertrand,

Thank you for choosing Staples. Below is a summary of your recent order. You can check the status of your order anytime by visiting My Account on staples.ca®.

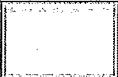
Order: 5410355938
Customer: 0159730480

[VIEW ORDER](#)

Order Date: March 31, 2016
Order Total: \$57.11

Deliver to: CITY OF VANCOUVER, 453 WEST 12TH AVENUE, VANCOUVER, BC V5Y1V4

Expected Delivery: **April 08, 2016**

Item Name	Price	Qty.	Subtotal
 D_SHIP DRY ERASE LARGE MO Item: 1713622	\$35.99	1	\$35.99

Payment Information

Billing Address :
DANA BERTRAND
CITY OF VANCOUVER
453 WEST 12TH AVENUE
VANCOUVER, BC V5Y1V4

Merchandise Total: \$35.99
Shipping: \$15.00
GST (or HST): \$2.55
PST: \$3.57

Total: \$57.11

Payment Methods

MC ending in 3340

Exclusive offers have been applied where applicable.

If you have any questions about your order, please visit our Help Centre.

YOU MIGHT ALSO LIKE:

Bertrand, Dana

From: Hootsuite <no-reply@hootsuite.com>
Sent: Thursday, March 24, 2016 9:10 AM
To: Bertrand, Dana
Cc: Van Mayor's Office
Subject: Hootsuite - Payment Invoice



Invoice

Vancouver Mayor's Office
vanmayorsoffice@vancouver.ca
[View and update your account details »](#)

Invoice Date:	3/24/2016
Account Number:	12430828
Invoice Number:	529163783
Amount Paid:	US\$171.22

This invoice has been generated for immediate settlement based on the account usage period from 3/24/2016 to 3/23/2017.

Billing Details:

Balance Forward	US\$0.00
Hootsuite Pro - Annual	US\$107.88
Team Member - Monthly (Hootsuite Recurring Service - 3 @ 15.00)	US\$45.00
Tax	US\$7.64
State Tax	US\$10.70
Electronic Payment 3/24/2016	US\$-171.22
Amount Paid:	US\$171.22¹

Need help? Check out our [Billing](#) or [Technical FAQs](#)



Submit a [Ticket](#) or Start a chat with a Hootsuite Customer Advocate



Follow Us!



\$232.87 CA

Canada only: GST # 84250-7261 • Quebec only: QST # 1221199690 • EU only: VAT # EU826021784

Hootsuite Media Inc. 5 East 8th Avenue, Vancouver, CANADA, V5T 1R6
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To update your email subscription please visit our [email preference centre](#). Please note that you will continue to receive account notifications regardless of preference settings.
View our [privacy policy](#)

Bertrand, Dana

From: MailChimp Billing <billing@mailchimp.com>
Sent: Wednesday, March 23, 2016 11:12 PM
To: Bertrand, Dana
Subject: MailChimp Receipt

MailChimp

Your order has been processed.

Order MC07806277

Processed on Mar 23, 2016 11:11 pm Pacific Time.

Monthly plan

2601 - 2700 subscribers

\$40.00

Discounts

Save 10% on future purchases by enabling [Two Factor Authentication](#)

Paid via Mast card ending in 3340 on March 23, 2016

\$40.00

Issued to

Dana Bertrand
VanMayorsOffice
dana.bertrand@vancouver.ca
City of Vancouver
453 W 12th Avenue
Vancouver, BC V5Y1V4
Canada

Issued by

MailChimp
c/o The Rocket
Science Group, LLC
675 Ponce De Leon
Ave NE
Suite 5000
Atlanta, GA 30308
USA

\$54.51 CA

P: 604.273.3344 F: 604.273.3080

Progressive Messenger Ltd.
102 - 9900 River Drive
Richmond, BC
V6X 3S3

Invoice Number: **21163**
Account Code: **VAN118**
Invoice Date: **3/31/16**

GST/HST: R123283863

CP. MIC

Invoice Submitted To:
City of Van - Mayor's Office
Attn: Accounts Payable
453 W. 12th Avenue
Vancouver, BC
V5Y 1V4

PAYABLE UPON RECEIPT

Invoice Summary

Comments:

Total Shipments: 1
Base Charges: \$27.89
Order Discounts: \$0.00
Net Charges: \$27.89

GST \$1.39

Total Due: \$29.28 CAD

Invoice Details

Order No: 353537

Ship Date: 03/31/2016

Department:

Reference:

Service: **OVERNIGHT OUT OF TOWN**
Pcs: 1
Wt: 1.00 Lbs
Delivered: Mar 31 2016 2:51PM
POD: Jill
BOL #:

From: City of Van - Mayor's Office
453 W. 12th Avenue
Vancouver BC

To: Cook Roberts LLP
7th Floor - 1175 Douglas Street
Victoria BC

Base: \$27.89
Pcs: \$0.00
Wt: \$0.00
GST: \$1.39

Caller: CONNIE PAVONE

Total: \$29.28

Other: 2nd Attempt = \$0.00, Dangerous Goods = \$0.00, Re-Direct = \$0.00, Return = \$0.00



EdgeCeptional Catering

2450 - Yukon Street
Vancouver, BC V5Y 0A4

Invoice

Date: 4/1/2016
Invoice #: 17038

CP
M/C

Invoice To:
City of Vancouver Office of the Mayor 3rd - 453 W 12th Ave Vancouver BC V5Y 1V4

Ship To
April 6th 2016 Delivery 9:30am Connie Pavone 604-873-7624 connie.pavone@vancouver.ca email order

P.O. #	Terms
	Credit Card

Re: Jack Uppal Reception April 6/2016

Qty	Description	Rate	Amount
15	Mini pastries including croissants, danish and scones	2.50	37.50
2	Large Coffee Service - Serves 25 guests complete with all condiments. Includes Tea Service	75.00	150.00
15	Single Use Compostable Cutlery and Paper Service	0.50	7.50
	Delivery Service Charge (orders < \$200 before taxes)	15.00	15.00
	Thank you for your business and the opportunity to provide EDGECEPTIONAL CATERING		0.00
	GST On Sales	5.00%	10.50
Total			\$220.50
Payments/Credits			\$0.00
Balance Due			\$220.50

EdgeCeptional Catering
GST/HST No.
851767947

Phone #
604 876-7226

Fax #
604-876-7229

E-mail
info@edgecatering.ca

Web Site
www.edgecatering.ca