



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Detailed Hospitality Expenditures Report
From April 1, 2019 to September 30, 2019

The *Members' Expenditures Report* for the second quarter of 2019-2020 outlines Members' expenditures processed by the House Administration between April 1 and September 30, 2019. 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 September 30, 2019, 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 September 30, 2019.

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.
- **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, 2019 to September 30, 2019

Member	Status	Constituency name	Constituency size	Number of electors			
Shanahan, Brenda	Active	Châteauguay—Lacolle	940 km ²	76,129			
Date of event	Type of event	Purpose of event	Location	Guests	Claim ID	Supplier	Total
2019-04-01	Hosting a meeting	To meet visitors of Member's office	Châteauguay	0	M0213283	iga	\$36.05
Subtotal							\$36.05
2019-04-05	Meal at a community activity or event	To meet constituents	Châteauguay	1	M0214165	Office Municipal de l'habitation de Chateauguay	\$50.00
Subtotal							\$50.00
2019-04-08	Meal at a gala, reception or ceremony	To celebrate a significant event	Brossard	1	M0200364	Fédération de l'UPA de la Montérégie	\$121.77
Subtotal							\$121.77
2019-04-12	Meal at a community activity or event	To meet constituents	Saint-Édouard (Les Jardins-de-Napierville)	2	M0199392	École Saint-Édouard	\$30.00
Subtotal							\$30.00
2019-04-12	Hosting a town hall or community event	To meet constituents	Châteauguay	20	M0199397	Tim Hortons	\$21.59
Subtotal							\$21.59
2019-04-16	Hosting a town hall or community event	To discuss constituency issues with stakeholders	Sainte-Martine	14	M0199312	Le Reggiano	\$428.02
Subtotal							\$428.02
2019-04-17	Hosting a town hall or community event	To discuss constituency issues with stakeholders	Châteauguay	31	M0199316	Restaurant Nobel82	\$372.87
Subtotal							\$372.87
2019-04-17	Hosting a meeting	To plan Member's priorities and activities	Châteauguay	2	M0201041	Restaurant Sun-K	\$49.54
Subtotal							\$49.54
2019-04-27	Meal at a community activity or event	To meet constituents	Châteauguay	1	M0200407	Club Fadoq St-Joachim de Châteauguay	\$150.00
Subtotal							\$150.00
2019-04-27	Meal at a community activity or event	To meet constituents	Châteauguay	1	M0201692	Chateauguay and Valley Irish Heritage Association	\$60.00
Subtotal							\$60.00
2019-05-03	Meal at a community activity or event	To meet constituents	Châteauguay	1	M0201706	Loisir et Sport Montérégie	\$65.00
Subtotal							\$65.00
2019-05-04	Meal at a gala, reception or ceremony	To meet constituents	Candiac	1	M0201338	L'Évêque Catholique Romain de Saint-Jean-Longueuil	\$120.00
Subtotal							\$120.00
2019-05-09	Hosting a meeting	To discuss business of the House, caucus and committees	Ottawa	27	M0203132	Food Services	\$137.50
Subtotal							\$137.50
2019-05-10	Meal at a community activity or event	To meet constituents	Sainte-Clotilde	1	M0202029	l'École Sainte-Clotilde	\$24.00
Subtotal							\$24.00
2019-05-11	Meal at a community activity or event	To meet constituents	Saint-Rémi	1	M0200385	Cercle de Fermières Saint-Rémi	\$70.00
Subtotal							\$70.00

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2019-05-18	Meal at a community activity or event	To meet constituents	Saint-Patrice-de-Sherrington	1	M0203151	SNQ Richelieu-Saint-Laurent	\$100.00
Subtotal							\$100.00
2019-05-19	Meal at a community activity or event	To meet constituents	Saint-Isidore (Roussillon)	1	M0203159	Les Coeurs Vaillant St-Isidore	\$56.00
Subtotal							\$56.00
2019-05-22	Meal at a community activity or event	To meet constituents	Châteauguay	1	M0200380	La Corporation Épiscopale C.R de Valleyfield	\$120.00
Subtotal							\$120.00
2019-06-02	Meal at a community activity or event	To meet constituents	Châteauguay	0	M0205587	Fabrique de la Paroisse de Saint-Joachim	\$30.00
Subtotal							\$30.00
2019-06-08	Meal at a community activity or event	To meet constituents	Mercier (Roussillon)	1	M0205269	C de C Mercier #7554	\$150.00
Subtotal							\$150.00
2019-06-08	Meal at a community activity or event	To meet constituents	Saint-Urbain-Premier	1	M0205588	L'association des pompiers de St-Urbain-Premiere	\$80.00
Subtotal							\$80.00
2019-06-13	Meal at a community activity or event	To meet constituents	Léry	1	M0206997	Vents d'espoir	\$180.00
Subtotal							\$180.00
2019-06-27	Hosting a town hall or community event	To meet constituents	Mercier (Roussillon)	60	M0208964	Touchette, Denis	\$730.68
					M0214451	Marché Famille Reid-Boursier	\$110.86
Subtotal							\$841.54
2019-06-29	Meal at a community activity or event	To meet constituents	Châteauguay	1	M0207767	Mouvement Action Découverte	\$30.00
Subtotal							\$30.00
2019-07-15	Hosting a meeting	To plan Member's priorities and activities	Napierville	2	M0211533	Le Douglas Napierville	\$45.26
Subtotal							\$45.26
2019-08-01	Hosting a town hall or community event	To discuss constituency issues with stakeholders	Napierville	27	M0211529	Le Douglas Napierville	\$227.63
Subtotal							\$227.63
2019-08-19	Hosting a meeting	To discuss constituency issues with stakeholders	Châteauguay	1	M0214820	Resto de la Place	\$13.53
Subtotal							\$13.53
2019-08-20	Meal at a community activity or event	To meet constituents	Léry	1	M0208771	La Fondation Anna-Laberge	\$250.00
Subtotal							\$250.00
2019-08-20	Hosting a meeting	To discuss constituency issues with stakeholders	Châteauguay	1	M0214850	Ye Olde Orchard	\$28.97
Subtotal							\$28.97
2019-08-23	Hosting a staff event	To plan Member's priorities and activities	Kahnawake	6	M0214170	Robbie's Smokehouse	\$190.10
Subtotal							\$190.10
2019-08-27	Hosting a meeting	To discuss constituency issues with stakeholders	Saint-Rémi	1	M0214825	Aux Trois Grelots	\$21.45

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Subtotal							\$21.45
2019-08-29	Meal at a community activity or event	To meet constituents	Mercier (Roussillon)	1	M0214350	GRENADIERS DE CHÂTEAUGUAY, LES	\$40.00
Subtotal							\$40.00
2019-08-29	Hosting a meeting	To discuss constituency issues with stakeholders	Châteauguay	1	M0214846	Ye Olde Orchard	\$41.17
Subtotal							\$41.17
Total							\$4,181.99

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