

# TRAVEL AND HOSPITALITY DISCLOSURES

Reporting Period: December 1 - 31, 2023

January 26, 2024



**Marine Atlantic**  
**Marine Atlantique**

## Travel and Hospitality Disclosures

The Government of Canada implemented a series of measures to strengthen public sector management by enhancing transparency and oversight of public resources in the federal government.

As a federal Crown corporation, and in the spirit of these measures to promote openness, transparency and accountability, Marine Atlantic posts the travel and hospitality expenses of its Board of Directors and Executive Team through proactive disclosure on a monthly basis.

All expenses are inclusive of taxes. Please note there may be occasions whereby there is a delay in posting an expense due to timing of travel and processing of claims.

### Board of Directors – Travel Expenditures

<b>For:</b>	<i>O'Brien, Gary Joseph</i> - Chair of the Board of Directors; Member - Human Resources Committee; Member - Audit & Finance Committee; Member - Innovation & Infrastructure Committee; Chair - Governance, Risk & Strategy Committee					
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Meals &amp; Incidentals</b>	<b>Total</b>
November 29 - December 4	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 1,275.50	\$ 827.05	\$ 541.30	\$ 2,643.85

<b>For:</b>	<i>Arsenault, Carla</i> - Board Member; Chair - Innovation & Infrastructure Committee; Member - Governance, Risk & Strategy Committee					
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Meals &amp; Incidentals</b>	<b>Total</b>
November 29 - December 4	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 1,621.38	\$ 734.57	\$ 516.65	\$ 2,872.60

<b>For:</b>	<i>Drover, Randolph (Randy)</i> - Board Member; Member - Audit & Finance Committee; Member - Human Resources Committee					
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Meals &amp; Incidentals</b>	<b>Total</b>
November 30 - December 3	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 463.16	\$ 496.23	\$ 323.60	\$ 1,282.99

## Board of Directors – Travel Expenditures

<b>For:</b>	<i>Fitzgerald, Owen</i> - Board Member; Member - Audit & Finance Committee; Member - Innovation & Infrastructure Committee					
Date	Purpose	Location	Transportation	Accommodation	Meals & Incidentals	Total
November 29 - December 4	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 1,519.94	\$ 872.91	\$ 516.65	\$ 2,909.50

## Board of Directors – Hospitality Expenditures

Date	Description	Amount
November 30	Food and refreshments for Board Committee meeting in St. John's, NL (10 attendees including Board Members and Senior Management)	36.98
December 1	Lunch for Board of Directors Committee meetings including members of the Senior Management Team in St. John's, NL (10 attendees including Board Members and Senior Management)	165.07
December 1	Food and refreshments for two Board Committee meetings in St. John's, NL (13 attendees including Board Members, Senior Management, Employees and Representatives from the Office of the Auditor General of Canada)	72.46
December 2	Lunch and refreshments for Board of Directors Quarterly meeting in St. John's, NL (17 attendees including Board Members, Senior Management and other Employees)	1,440.39
December 2	Dinner for Board of Directors meeting including members of the Senior Management Team in St. John's, NL (16 attendees including Board Members, Senior Management, Employees and Outside Consultants)	1,251.26
December 3	Lunch and refreshments for Board of Directors Training Session including members of the Senior Management Team in St. John's, NL (21 attendees including Board Members, Senior Management, Employees and Outside Consultants)	1,889.93
	<b>Totals</b>	<b>\$ 4,856.09</b>

## Executive – Travel Expenditures

### President and CEO

The President and CEO is responsible for the overall functioning oversight of the Corporation and all locations and facilities, is a member of and has responsibilities in providing updates and reports to the Board of Directors.

<b>For:</b>	<i>Hupman, Murray C.</i> - Ex-officio member of the Board; Ex-officio member of Governance, Risk & Strategy Committee; Ex-officio member of Human Resources Committee; Ex-officio member of Innovation & Infrastructure Committee					
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Per Diem Allowance</b>	<b>Total</b>
November 28 - December 4	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 2,116.30	\$ 836.74	\$ 723.00	\$ 3,676.04
December 6-8	Attend Recruitment Interviews	Montreal, QC	\$ 1,280.55	\$ 691.39	\$ 288.00	\$ 2,259.94

### Vice President of Finance

The Vice President of Finance is responsible for Corporate Accounting, Purchasing and Materials Management, and oversees the treasury, accounting, budget, tax and audit activities, and the purchase of materials, supplies and services. This position has staff responsibilities in Port aux Basques, North Sydney and St. John's. This position is also responsible to provide reports and updates to the Human Resources Committee, the Audit & Finance Committee, and the Board of Directors.

<b>For:</b>	<i>Leamon, Shawn</i> - Vice President Finance					
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Per Diem Allowance</b>	<b>Total</b>
November 28 - December 4	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 1,046.78	\$ 992.46	\$ 651.30	\$ 2,690.54
December 13-14	Attend Professional Development Training	Corner Brook, NL	\$ 250.64	\$ 143.75	\$ 140.70	\$ 535.09

### Corporate Counsel/Corporate Secretary

The Corporate Counsel is responsible for providing legal advice and guidance to the senior management of Marine Atlantic and is the Corporate Secretary to the Corporation and the Board of Directors. This position is accountable for overall legal affairs, corporate insurance program, contract administration, and is an integral part of labour relations. This position is also responsible to provide reports and updates to the Human Resources Committee, the Governance, Risk & Strategy Committee, and the Board of Directors.

<b>For:</b>	<i>Penney, Jacqueline</i> - Corporate Counsel/Corporate Secretary					
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Per Diem Allowance</b>	<b>Total</b>
<i>No expense claims this period</i>			\$ -	\$ -	\$ -	\$ -

### Vice President of Operations

The Vice President of Operations is accountable for the overall effectiveness of the Operations Division and is responsible for the planning, operations, capitalization and maintenance of the fleet, terminals and other related assets. This position has staff responsibilities in Port aux Basques, North Sydney, Argentia and the vessel fleet. This position is also responsible to provide reports and updates to the Innovation & Infrastructure Committee and the Board of Directors.

<b>For:</b>	<i>Gallant, Darrell</i> - Vice President Operations					
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Per Diem Allowance</b>	<b>Total</b>
November 30 - December 3	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 1,236.04	\$ 496.23	\$ 363.30	\$ 2,095.57

### Chief Information Officer / Vice President of Customer Experience (acting)

The Chief Information Officer / Vice President of Customer Experience (acting) position has dual areas of responsibility. The Chief Information Officer role is responsible for the Information Technology and Information Management (IT/IM) Division within the company. This role has responsibilities for the IT budgets, IT infrastructure and Records Management in all locations across the company, and has staff in Port aux Basques, North Sydney and St. John's. The Vice President of Customer Experience (acting) role is responsible for all activities that contribute to meeting the needs of Marine Atlantic customers including reservations and ticketing, marketing and customer relations, revenue generation, pricing, and the sailing schedule. This role has staff responsibilities at all locations. The Chief Information Officer / Vice President of Customer Experience (acting) is also responsible to provide reports and updates to the Innovation & Infrastructure Committee and the Board of Directors.

<b>For:</b> <i>Tibbo, Colin</i> - Chief Information Officer						
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Per Diem Allowance</b>	<b>Total</b>
November 14-16	Attend Union Management Meetings	North Sydney, NS	\$ 1,047.64	\$ 841.54	\$ 240.20	\$ 2,129.38
December 13-16	Attend Business Meetings	Ottawa, ON	\$ 1,471.05	\$ 537.07	\$ 287.70	\$ 2,295.82

### Vice President of Human Resources

The Vice President of Human Resources is responsible for Human Resources. This position has staff responsibilities in North Sydney and Port aux Basques. This position is also responsible to provide reports and updates to the Human Resources Committee and the Board of Directors.

<b>For:</b> <i>Patti Merrigan</i> - Vice President Human Resources						
<b>Date</b>	<b>Purpose</b>	<b>Location</b>	<b>Transportation</b>	<b>Accommodation</b>	<b>Per Diem Allowance</b>	<b>Total</b>
November 29 - December 3	Attend Quarterly Meeting of Board of Directors and Committee Meetings	St. John's, NL	\$ 1,024.12	\$ 661.64	\$ 446.10	\$ 2,131.86
December 6-8	Attend Recruitment Interviews	Montreal, QC	\$ 1,111.58	\$ 330.82	\$ 346.60	\$ 1,789.00

## **Executive – Hospitality Expenditures**

*Nothing to report for this period*