

**LEGISLATIVE ASSEMBLY OF PRINCE EDWARD ISLAND**  
**Third Party Caucus Expense Report - 4th Quarter 21/22**  
**MEMBER EXPENSES\***

MEMBER	Mileage	Meals	Advertising	Community Support	Accom.	TOTAL
<b>Sonny Gallant</b>	\$829.89	\$35.01	\$0.00	\$356.14	\$0.00	\$1,221.04
<b>Hal Perry</b>	\$936.96	\$0.00	\$0.00	\$250.00	\$0.00	\$1,186.96
<b>Robert Henderson</b>	\$669.56	\$174.83	\$0.00	\$40.00	\$0.00	\$884.39
<b>Gordon McNeilly</b>	\$93.93	\$129.34	\$0.00	\$343.32	\$0.00	\$566.59

Note\*\*\*Includes all in-province and out-of-province travel. All expenses supported by travel logs and/or receipts

**CAUCUS EXPENSES**

Accommodations (Travel)	\$3,555.00
Advertising	\$2,405.36
Books & Subscriptions	\$229.25
Cellular Phones	\$6,144.92
Community Support	\$6,708.97
Equipment Rental	\$0.00
Office Equipment & Furniture	\$1,812.76
Internal Government Meetings	\$6,456.36
Internet	\$299.85
In-Province Mileage	\$2,475.83
Misc. Administration	\$310.36
Misc. Debt (HST)	\$3,722.64
Misc. Material, Supplies & Services	\$397.90
Office Supplies	\$3,124.24
Document Printing & Paper	\$3,013.54
Professional and Contract Services	\$2,200.00
Telephone & Teleconferencing	\$53.20
Travel	\$3,569.00
Utilities - Cable	\$253.11
<b>TOTAL</b>	<b>\$46,732.29</b>

Prepared By:

  
 Stacie Tiffitt-Wright

Approved By:

  
 Sonny Gallant

**Office of the Third Party  
Operational Expenses  
January 1, 2022 to March 31, 2022  
Unaudited**

Code		Amount	Sub-Total	Total
	<b>ACCOMODATIONS</b>			
3226	Accomodations	<u>3555.00</u>		
	<b>TOTAL</b>		<b>\$3,555.00</b>	
	<b>ADMINISTRATION</b>			
2601	Office Supplies	\$3,124.24		
2602	Telephone & Teleconferencing	\$53.20		
2613	Internet	\$299.85		
2616	Postage/Courier	\$0.00		
	<b>TOTAL</b>		<b>\$3,477.29</b>	
	<b>ADVERTISING &amp; PROMOTION</b>			
2906	Advertising & Promotion	\$1,090.00		
2906	Pins, Flags, Flowers & Wreaths	<u>\$1,315.36</u>		
	<b>TOTAL</b>		<b>\$2,405.36</b>	
2614	<b>CELL PHONE SERVICE</b>		<b>\$6,144.92</b>	
	<b>TOTAL</b>			
2999	<b>COMMUNITY SUPPORT</b>		<b>\$6,708.97</b>	
	<b>TOTAL</b>			
	<b>EQUIPMENT PURCHASES (Over \$200)</b>			
2801	Office Equipment & Furniture	\$1,812.76		
2899	Computer Software	\$0.00		
	<b>TOTAL</b>		<b>\$1,812.76</b>	
2606	<b>Internal Gov't Meeting Expenses</b>			
	Petty Cash	\$5,492.85		
	<b>TOTAL</b>	<u>\$963.51</u>		
	<b>MISCELLANEOUS ADMINISTRATION</b>			
2699	Miscellaneous Administration	\$277.86		
	Bank Fees	<u>\$32.50</u>		
	<b>TOTAL</b>		<b>\$310.36</b>	
	<b>OFFICESUPPLIES</b>			
2903	Utilities - Cable	\$253.11		
2907	Equipment Rental (Printers)	\$0.00		
2916	Books & Subscriptions	\$229.25		
2999	Miscellaneous	<u>\$397.90</u>		
	<b>TOTAL</b>		<b>\$880.26</b>	
2905	<b>PRINTING &amp; PAPER</b>		<b>\$3,013.54</b>	
	<b>TOTAL</b>			
	<b>PROFESSIONAL SERVICES</b>			
3001	Consultants	\$2,200.00		
3099	Miscellaneous	<u>\$0.00</u>		
	<b>TOTAL</b>		<b>\$2,200.00</b>	
	<b>TRAVEL &amp; TRAINING</b>			
3201	In-Province Mileage	\$2,475.83		
3207	In-Service Training			
3227	Travel - Airfare			
3228	Travel Meals			
3230	Travel - Incidentals			
3229	Travel - Ground Transportation			
3299	Miscellaneous			
	<b>TOTAL</b>		<b>\$6,044.83</b>	
	<b>HST</b>			
2799	Misc. Debt		<b>\$3,722.64</b>	
	<b>TOTAL</b>			
	<b>GRAND TOTAL</b>			<b>\$46,732.29</b>

Government Members' Office  
 Year End Operational Expenses  
 April 1, 2021 to March 31, 2022  
*Unaudited*

Code	Amount	Total
<b>ACCOMODATIONS</b>		
3226 Accomodations	<u>4228.62</u>	
<b>TOTAL</b>		<b>\$4,228.62</b>
<b>ADMINISTRATION</b>		
2601 Office Supplies	\$3,246.92	
2613 Teleconferencing & Telephone	\$64.35	
2616 Internet	\$1,088.45	
2616 Postage/Courier	\$0.00	
<b>TOTAL</b>		<b>\$4,399.72</b>
<b>ADVERTISING &amp; PROMOTION</b>		
2906 Advertising & Promotion	\$2,264.02	
2906 Pins, Flags, Flowers & Wreaths	<u>\$2,090.36</u>	
<b>TOTAL</b>		<b>\$4,354.38</b>
2614 <b>CELL PHONE SERVICE</b>		
<b>TOTAL</b>	<u>\$8,013.62</u>	<b>\$8,013.62</b>
2999 <b>COMMUNITY SUPPORT</b>		
<b>TOTAL</b>	<u>\$13,714.71</u>	<b>\$13,714.71</b>
<b>EQUIPMENT PURCHASES (Over \$200)</b>		
2801 Office Equipment & Furniture	\$1,812.76	
2899 Computer Software	<u>\$149.99</u>	
<b>TOTAL</b>		<b>\$1,962.75</b>
2606 <b>Internal Gov't Meeting Expenses</b>		
Petty Cash	\$14,521.45	
<b>TOTAL</b>	<u>\$2,607.18</u>	<b>\$17,128.63</b>
2699 <b>MISCELLANEOUS ADMINISTRATION</b>		
Miscellaneous Administration	\$795.34	
Bank Fees	<u>\$131.00</u>	
<b>TOTAL</b>		<b>\$926.34</b>
<b>OFFICE SUPPLIES</b>		
2903 Utilities - Cable	\$919.27	
2907 Equipment Rental (Printers)	\$0.00	
2916 Books & Subscriptions	\$950.63	
2999 Miscellaneous	<u>\$498.29</u>	
<b>TOTAL</b>		<b>\$2,368.19</b>
2905 <b>PRINTING &amp; PAPER</b>		
<b>TOTAL</b>	<u>\$4,429.44</u>	<b>\$4,429.44</b>
<b>PROFESSIONAL SERVICES</b>		
3001 Consultants	\$43,973.70	
3099 Miscellaneous	<u>\$0.00</u>	
<b>TOTAL</b>		<b>\$43,973.70</b>
<b>TRAVEL &amp; TRAINING</b>		
3201 In-Province Mileage	\$11,788.90	
3207 In-Service Training	\$0.00	
3227 Travel - Airfare	\$3,569.00	
3228 Travel Meals	\$0.00	
3230 Travel - Incidentals	\$0.00	
3229 Travel - Ground Transportation	\$0.00	
3299 Miscellaneous	<u>\$0.00</u>	
<b>TOTAL</b>		<b>\$15,357.90</b>
<b>HST</b>		
2799 Misc. Debt		
<b>TOTAL</b>		<b>\$12,076.70</b>
<b>GRAND TOTAL</b>		<b>\$132,934.70</b>

  
 Stacie Wright

Prepared by:

  
 Sonny Gallant

Approved by:

**Worksheet**  
**Operational Expenses**  
**Year End 2021/22**  
*Unaudited*

Code	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YEAR TOTALS	
<b>ACCOMMODATIONS</b>						
3226	Accommodations	\$0.00	\$0.00	\$673.62	\$3,555.00	\$4,228.62
<b>ADMINISTRATION</b>						
2601	Office Supplies	\$34.77	\$63.96	\$23.95	\$3,124.24	\$3,246.92
2613	Telephone & Teleconferencing	\$0.00	\$11.15	\$0.00	\$53.20	\$64.35
2616	Internet	\$99.95	\$388.80	\$299.85	\$299.85	\$1,088.45
	Postage/Courier	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>ADVERTISING &amp; PROMOTION</b>						
2906	Advertising & Promotion	\$592.02	\$450.00	\$132.00	\$1,090.00	\$2,264.02
2906	Pins, Flags, Flowers & Wreaths	\$290.00	\$107.00	\$378.00	\$1,315.36	\$2,090.36
2614	<b>CELL PHONE SERVICE</b>					
	Cell Phone Service	\$577.59	\$693.93	\$597.18	\$6,144.92	\$8,013.62
2999	<b>COMMUNITY SUPPORT</b>					
	Community Support	\$1,523.96	\$3,678.50	\$1,803.28	\$6,708.97	\$13,714.71
<b>EQUIPMENT PURCHASES (Over \$200)</b>						
2801	Office Equipment & Furniture	\$0.00	\$0.00	\$0.00	\$1,812.76	\$1,812.76
2899	Computer Software	\$149.99	\$0.00	\$0.00	\$0.00	\$149.99
2606	<b>Internal Gov't Meeting Expenses</b>					
	Petty Cash	\$3,142.25	\$1,349.69	\$4,536.66	\$5,492.85	\$14,521.45
		\$377.96	\$626.88	\$638.83	\$963.51	\$2,607.18
2699	<b>MISCELLANEOUS ADMINISTRATION</b>					
	Miscellaneous Administration	\$386.61	\$0.00	\$130.87	\$277.86	\$795.34
	Bank Fees	\$56.50	\$10.50	\$31.50	\$32.50	\$131.00
2903	<b>OFFICE SUPPLIES</b>					
	Utilities - Cable	\$107.18	\$313.87	\$245.11	\$253.11	\$919.27
2907	Equipment Rental (Printers)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2916	Books & Subscriptions	\$89.72	\$245.36	\$386.30	\$229.25	\$950.63
2999	Miscellaneous	\$0.00	\$0.00	\$100.39	<u>\$397.90</u>	\$498.29
2905	<b>PRINTING &amp; PAPER</b>					
	Printing and Paper	\$0.00	\$22.51	\$1,393.39	\$3,013.54	\$4,429.44
<b>PROFESSIONAL SERVICES</b>						
3001	Consultants	\$17,993.70	\$15,000.00	\$8,780.00	\$2,200.00	\$43,973.70
3099	Miscellaneous	\$0.00	\$0.00	<u>\$0.00</u>	<u>\$0.00</u>	\$0.00
<b>TRAVEL &amp; TRAINING</b>						
3201	In-Province Mileage	\$3,214.53	\$3,366.30	\$2,732.24	\$2,475.83	\$11,788.90
3207	In-Service Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3227	Travel - Airfare	\$0.00	\$0.00	\$0.00	\$3,569.00	\$3,569.00
3228	Travel Meals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3230	Travel - Incidentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3229	Travel - Ground Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3299	Miscellaneous	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	\$0.00
<b>HST</b>						
2799	Misc. Debt TOTAL	\$3,108.77	\$2,821.90	\$2,423.39	\$3,722.64	\$12,076.70
<b>GRAND TOTAL</b>		\$31,745.50	\$29,150.35	\$25,306.56	\$46,732.29	\$132,934.70

Appendix 1

Determination of HST Amount Eligible as Revenue  
April 1, 2021 to March 31, 2022  
*Unaudited*

HST rebate revenue received (based on HST payments in  
previous fiscal year) \$18,380.84

Eligible HST Revenue \$18,380.84

Prepared By:   
Stacie Tiffn-Wright

Approved By:   
Sonny Gallant

Annual Operations Grant Account Statement

Third Party Office

April 1, 2021 to March 31, 2022

**CIBC Balance March 31/22**

Uncashed Cheques \$25,166.54  
Balance March 31/21 \$26,664.93  
Deposit of Installment (not on statement) \$15,000.00  
Balance in Account \$16,498.39

**Revenues:**

Apr.21/21 Grant Installment \$25,000.00  
Jun.21/21 Grant Installment \$25,000.00  
Aug.24/21 Grant Installment \$25,000.00  
Dec.14/21 Grant Installment \$30,000.00  
Mar.22/22 Grant Installment \$10,000.00  
Mar.31/22 Grant Installment \$15,000.00  
\$130,000.00

**Misc. Income**

EDA Special Project #1141 Reimbursement \$0.00  
Stale-dated cheques \$6,595.20 (went to payroll not TPO account)  
\$1,052.25

**Eligible HST Rebates (See Appendix 1)**

\$18,380.84  
\$149,433.09

**Total Revenue**

\$149,433.09

**Expenditures:**

Operating Expenses (See Appendix 2) \$132,934.70  
Funds Returned to Crown \$16,498.39  
**Total Expenditures year end** \$149,433.09

**Revenue Less Expenditures**

\$0.00

**Closing Balance (Funds Returned to Crown)**

\$16,498.39

Prepared By:

  
Stacie Tiffin-Wright

Approved By:

  
Sonny Gallant