



OFFICE OF THE  
**INTEGRITY  
COMMISSIONER**  
TORONTO

**Paul Muldoon**  
Integrity Commissioner  
375 University Ave., Suite 202  
Toronto, ON M5G 2J5  
416-397-7770 | [Paul.Muldoon@toronto.ca](mailto:Paul.Muldoon@toronto.ca)

December 12, 2024

Sent via Email (No Original to Follow): [Councillor\\_Carroll@toronto.ca](mailto:Councillor_Carroll@toronto.ca)

Shelley Carroll  
Councillor, Don Valley North  
Toronto City Hall  
100 Queen St. W., Suite A3  
Toronto, ON M5H 2N2

Dear Councillor Carroll:

**Re: Sponsored Travel provided by the International Economic Forum of the Americas for Your Trip to Montreal, Quebec, Canada; June 9 to 11, 2024**

Thank you for providing me with a Travel Declaration Form for the above-noted trip. In my view, the travel related benefits you have disclosed are in compliance with section (f) of Article 4 (Gifts and Benefits) of the *Code of Conduct for Members of Council* as travel was sponsored by the International Economic Forum of the Americas for an event that you attended in your official capacity as City Councillor.

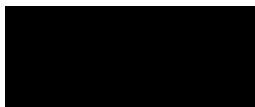
I form this view based on my review of:

1. the Travel Declaration Form dated June 6, 2024;
2. an invitation from Joseph Clark, President, dated May 17, 2024;
3. the agenda;
4. an Air Canada booking confirmation;
5. an email from Viktor Samonov outlining the hotel costs, dated June 5, 2024;
6. a search of the lobbyist registry confirming that the travel sponsor, International Economic Forum of the Americas, is not a registered lobbyist or a client of a registered lobbyist.

This letter, the Travel Declaration Form, and attached supporting material will be posted on the Integrity Commissioner's website, [toronto.ca/integrity](https://toronto.ca/integrity), in accordance with the *Code of Conduct for Members of Council*.

If you have any questions about the disclosure of gifts and benefits, please do not hesitate to contact this Office.

Yours truly,



Paul Muldoon  
Integrity Commissioner

Enclosures (3):      Travel Declaration Form dated June 6, 2024  
                             Remittance Receipts, Costs and flight confirmation (9 pages)  
                             Confirmation Package, Invitation and Agenda (12 pages)

Cc:                      Lesley Ruscica, Manager, Council & Support Services  
                             Mike Pacholok, Deputy City Clerk, Member Services & Program Support

This form is used in the declaration of travel costs provided by a third party for Council Members in the performance of their duties if the value exceeds \$300, or if total value received from any one source during a calendar year exceeds \$300.

**INFORMATION TO BE COMPLETED BY COUNCIL MEMBER**

<b>Council Member:</b>	Councillor Shelley Carroll
<b>Purpose of Trip:</b>	Attending IEFA Conference of Montreal 2024
<b>Travel Destination:</b>	Montreal, Quebec, Canada
<b>Travel Dates:</b>	June 9, 2024 - June 11, 2024
<b>Additional Information:</b>	Councillor attending for in-person meetings with high priority accounts, and participation in conference.
<b>Travel Expenses Covered by Third Party (please complete all that apply)</b>	
<b>Sponsor of Travel:</b>	Name: International Economic Forum of the Americas (IEFA) Type of Sponsor (check all that apply): <input type="checkbox"/> Government <input checked="" type="checkbox"/> Other organization <input checked="" type="checkbox"/> Conference Organizer
<b>Registration Fees:</b>	\$
<b>Travel:</b>	\$1189.06
<b>Accommodation:</b>	\$857.00
<b>Ground Transportation:</b>	\$
<b>Per Diem/Sundry Expenses:</b>	\$
<b>TOTAL:</b>	\$2046.06
<b>Expenses Paid from Council Business Travel Budget</b>	\$
<b>Expenses Paid from Constituency Services &amp; Office Budget or the annual operating budget for the Office of the Mayor</b>	\$300 (sundry expenses)
<b>Expenses paid from other City of Toronto sources</b>	\$ <b>Source:</b>

Please attach all pertinent information to this form including invitation letter from event organizer, copies of receipts, etc.)

Signed by Council Member: \_\_\_\_\_ Date: June 6, 2024

The personal information on this form is collected under the authority of the City of Toronto Act, 2006, ss. 157 and 159, and By-Laws 1076-2006, 154-2007 and 861-2008. The information is used to ensure compliance with the Code of Conduct for Members of Council and will be made public. The information will be provided to the Office of the City Clerk to report the donation as a Gift and Benefit. Questions about this collection can be directed to the Integrity Commissioner, 375 University Avenue, Suite 202, Toronto ON M5G 2J5, at 416-392-3826, or at [integrity@toronto.ca](mailto:integrity@toronto.ca).

### **Important Information**

This form will be publicly disclosed in accordance with Article IV of the Code of Conduct for Members of Council.

The Code of Conduct for Members of Council, Part IV, Gifts and Benefits, states that no Member shall accept a fee, advance, gift or personal benefit that is connected directly or indirectly with the performance of his or her duties of office, unless permitted by the exceptions listed. The following is listed as an exception:

- (f) food, lodging, transportation and entertainment provided by provincial, regional and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country, or by a conference, seminar or event organizer where the Member is either speaking or attending in an official capacity;

This form will serve as a disclosure statement required by the Code.

Upon receiving the Travel Declaration from the Council Member, the Integrity Commissioner shall review the form to determine whether the gift is permissible. In the event that the Integrity Commissioner makes that preliminary determination, he or she shall call upon the Member for clarification. Should the Integrity Commissioner determine that the gift was not permitted, he or she may direct the Member to reimburse the sponsor for the value.

Questions can be addressed to:

Integrity Commissioner  
416-392-3826  
[integrity@toronto.ca](mailto:integrity@toronto.ca)

Completed and signed form should be submitted to:

The Office of the Integrity Commissioner  
375 University Avenue, Suite 202  
Toronto, Ontario M5G 2J5

### **Authority & Guidelines**

Part IV of the Code of Conduct for Members of Council. Available at [www.toronto.ca/integrity](http://www.toronto.ca/integrity).

# The Conference of Montreal 2024 - 30th anniversary

## EVENT AGENDA

📅 June 10 - 12

📍 Canada-Montréal

🌐 <https://www.laconferencedemontreal.com>

### SESSION TYPES











👤 Welcome note

🎤 Keynote

📺 Presentation

👥 Reception

### Day 1 : Monday, June 10

TIME	SESSION DETAILS
08:00 AM 30m	<div>👤 ★ OPENING OF THE 30TH EDITION OF THE CONFERENCE OF MONTREAL</div> <div>📍 Studio Power Corporation du Canada</div> <div> Anita Anand  Nicholas Rémillard  Hélène Desmarais  Valérie Plante</div>
09:00 AM 1h	<div>👤 ★ LEADING IN AN ACCELERATING WORLD</div> <div>📍 Studio Power Corporation du Canada</div> <div> Martin Reeves  Rechie Valdez  BS Bernard Spitz  Jean Schmitt</div>
10:00 AM 1h	<div>👤 ★ SURMOUNTING SUPPLY CHAIN DISRUPTIONS</div> <div>📍 Studio Power Corporation du Canada</div> <div> Saskia Van Gendt  Chad Lesch</div>

## SESSION TYPES



Welcome note



Keynote



Presentation



Reception

## Day 1 : Monday, June 10

TIME	SESSION DETAILS
11:00 AM 30m	<p>★ SUCCEEDING IN A WORLD IN TRANSITION</p> <p>📍 Studio Power Corporation du Canada</p> <p> Geneviève Fortier</p>
12:30 PM 1h 45m	<p>★ OPENING LUNCHEON: SEIZING OPPORTUNITIES IN A CHANGING WORLD</p> <p>📍 Studio Power Corporation du Canada</p> <p>  Henry Kravis            Paul Desmarais Jr.            Eric Girard         </p>
02:15 PM 25m	<p>★ NAVIGATING GLOBAL MARKETS</p> <p>📍 Studio Power Corporation du Canada</p> <p> Mairead Lavery</p>
02:45 PM 30m	<p>★ WOMEN'S ECONOMIC EMPOWERMENT: BRIDGING THE GAP</p> <p>📍 Studio Power Corporation du Canada</p> <p>  Caroline St-Hilaire            Stéphane Pallage         </p>
02:45 PM 1h	<p>★ DECISION MAKING IN THE DIGITAL AGE</p> <p>📍 Studio Cogeco</p> <p>  Dr. Fatih Nayebe            Andrew Eppich            Michael Susong            Charles S. Morgan         </p>

## SESSION TYPES



Welcome note



Keynote



Presentation





Reception


## Day 1 : Monday, June 10


TIME	SESSION DETAILS
03:15 PM 5m	<b>★ SPECIAL ANNOUNCEMENT</b> 📍 Studio Power Corporation du Canada Jean Schmitt
03:20 PM 1h	<b>★ DECARBONIZATION FINANCE AT A TIPPING POINT</b> 📍 Studio Power Corporation du Canada Val Smith            Lori Kerr            Caroline Bergeron            Margaret Franklin Dany Pelletier
03:45 PM 1h	<b>★ FORTIFYING QUEBEC`S TRADE RELATIONS</b> 📍 Studio Cogeco Carl Viel            Harold Dumur            Dominic Gagnon            Ricardo Zubieta
04:30 PM 1h	<b>★ UNLOCKING THE POTENTIAL OF CARBON MARKETS</b> 📍 Studio Power Corporation du Canada Andrew Mckeen            John G. Williams            Ravina Advani            Harry Horner Pierre-Olivier Pineau

SESSION TYPES









 Welcome note

 Keynote

 Presentation

 Reception

Day 1 : Monday, June 10

TIME	SESSION DETAILS
<div>04:45 PM</div> <div>1h</div>	<div> <div></div> <div>MAINSTREAMING CARE ECONOMY SOLUTIONS</div> </div> <div> <div></div> <div>Studio Cogeco</div> </div> <div> <div></div> <div>Ron Nirenberg</div> <div></div> <div>Erin Tansey</div> <div></div> <div>Ana B. Moreno</div> <div></div> <div>Béatrice Vaugrante</div> </div>
<div>05:30 PM</div> <div>1h 30m</div>	<div> <div></div> <div>COCKTAIL RECEPTION</div> </div> <div> <div></div> <div>Studio Power Corporation du Canada</div> </div>

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# The Conference of Montreal 2024 - 30th anniversary

## EVENT AGENDA

📅 June 10 - 12

📍 Canada-Montréal

🌐 <https://www.laconferencedemontreal.com>

### SESSION TYPES








🍳 Breakfast

🎤 Keynote

📺 Presentation

👤 Reception

### Day 2 : Tuesday, June 11

TIME	SESSION DETAILS
08:00 AM 1h	<div>🌟 WORKING BREAKFAST: LEVERAGING INDIGENOUS GOVERNANCE FOR SUSTAINABLE FORESTRY</div> <div>📍 Studio Cogeco</div>
08:00 AM 1h	<div>🌟 WORKING BREAKFAST: TACKLING QUEBEC'S ENERGY CHALLENGE</div> <div>📍 Studio Power Corporation du Canada</div> <div><div> Simon Lafleur</div><div> Catherine Bérubé</div></div>
09:00 AM 1h	<div>🌟 TRIPLING RENEWABLES WHILE ENHANCING ENERGETIC SECURITY</div> <div>📍 Studio Power Corporation du Canada</div> <div><div> Tamara Lundgren</div><div> Michael Rucker</div><div> Camille Perreault</div><div> Blaine Higgs</div><div> Frank Des Rosiers</div></div>

## SESSION TYPES



Breakfast



Keynote



Presentation




Reception

## Day 2 : Tuesday, June 11

TIME	SESSION DETAILS
<b>10:00 AM</b> 1h	<div> <b>ADJUSTING TO ECONOMIC NATIONALISM</b> </div> <div>  Studio Power Corporation du Canada </div> <div>  Perrin Beatty  Jeff Nankivell  NA  Nicolás Albertoni  PS  Paul Slaby </div>
<b>11:00 AM</b> 1h	<div> <b>QUEBEC SMES AT THE HEART OF INNOVATION ZONES</b> </div> <div>  Studio Power Corporation du Canada </div> <div>  Frederick Steinmann  Clément Villemont  Maité Blanchette Vézina  JD  Jocelyn Douheret </div>
<b>11:00 AM</b> 1h	<div> <b>SUSTAINABLE AGRICULTURE TO MITIGATE CLIMATE CHANGE</b> </div> <div>  Studio Cogeco </div>
<b>12:00 PM</b> 30m	<div> <b>SECURING THE FUTURE: HARNESSING CRITICAL MINERALS FOR ECONOMIC SUSTAINABILITY</b> </div> <div>  Studio Cogeco </div> <div>  TG  Tom Gilman  JG  John Gallagher </div>
<b>12:30 PM</b> 2h	<div> <b>BUILDING THE FUTURE: BEST PRACTICES IN LOCAL AND GLOBAL INFRASTRUCTURE PROJECTS</b> </div> <div>  Studio Power Corporation du Canada </div> <div>  Claudine Bouchard </div>

## SESSION TYPES






















 Breakfast

 Keynote











 Presentation

 Reception

## Day 2 : Tuesday, June 11

TIME	SESSION DETAILS
<b>02:00 PM</b> 30m	 <b>★ FIRESIDE CHAT SESSION</b>  Studio Cogeco  Carlos Díaz-Rosillo
<b>02:30 PM</b> 30m	 <b>★ CRISIS-PROOF GOVERNANCE</b>  Studio Power Corporation du Canada  Frédéric Oudéa  Karl Weiss  RM Rachel Mears
<b>02:30 PM</b> 1h	 <b>★ MASTERCLASS: MAINSTREAMING DECARBONIZATION ACROSS SME OPERATIONS</b>  Studio Cogeco  Isabelle Dubé-Côté  Anne-Josée Laquerre
<b>03:00 PM</b> 30m	 <b>★ PINPOINTING THE RIGHT ENERGY MIX</b>  Studio Power Corporation du Canada  Jon McKenzie  Scott Brison
<b>03:30 PM</b> 1h	 <b>★ THE ROADMAP TO SCALING CARBON CAPTURE</b>  Studio Power Corporation du Canada  Michael Torrance  KD Kendall Dilling  OD Olivier Dufresne

Day 2 : Tuesday, June 11

TIME	SESSION DETAILS
04:30 PM 1h	<div> ★ ROUNDTABLE: CANADA'S SHARE IN THE GREEN TRANSITION</div> <div> Studio Cogeco</div> <div> Ariane Bourassa</div>
04:30 PM 1h	<div> ★ ROUNDTABLE: SOWING A SUSTAINABLE FUTURE</div> <div> Studio Power Corporation du Canada</div> <div> Jérôme Dupras</div> <div> Amr Addas</div> <div> Martin Caron</div> <div> Arama Kukutai</div>
05:30 PM 1h 30m	<div> ★ COCKTAIL RECEPTION</div>

# The Conference of Montreal 2024 - 30th anniversary

## EVENT AGENDA

📅 June 10 - 12

📍 Canada-Montréal

🌐 <https://www.laconferencedemontreal.com>








### SESSION TYPES

🎤 Keynote

📄 Presentation

👥 Reception

### Day 3 : Wednesday, June 12

TIME	SESSION DETAILS
07:45 AM 1h	<p>🎤 ★ BREAKFAST SESSION: ASSESSING THE THREAT OF ILLICIT TRADE</p> <p>📍 Studio Cogeco</p> <p> Karl Weiss</p>
07:45 AM 1h	<p>📄 ★ BREAKFAST SESSION: MOVING TOWARD A DECARBONIZED AVIATION</p> <p>📍 Studio Power Corporation du Canada</p> <p> Abha Dogra  Jean Paquin  Guillaume Côté  Patrick Germain</p> <p> Jean Thomassin</p>
08:45 AM 30m	<p>🎤 ELEVATING CANADA-US RELATIONS TO A NEXT LEVEL</p> <p>📍 Studio Power Corporation du Canada</p> <p> François-Philippe Champagne</p>

## SESSION TYPES



## Day 3 : Wednesday, June 12

## TIME

## SESSION DETAILS

09:15 AM



## ★ TRUST IN THE DIGITAL AGE

45m

📍 Studio Power Corporation du Canada



Lambert Hogenhout



Stephen Toope



Sally Lehrman



Nadia Naffi

10:00 AM



## ★ DRIVING INNOVATION THROUGH SCIENTIFIC ENTREPRENEURSHIP

1h

📍 Studio Cogeco



Sophie Veilleux



Benoit Boulet



Simon Chouinard



Rémi Quirion

10:00 AM



## ★ EMBRACING A CIRCULAR ECOSYSTEM

1h

📍 Studio Power Corporation du Canada



Maya Colombani



Chedrak Chembessi



Roger Kearns



Jonathan Rodrigue



Apoorv Sinha

11:00 AM



## ★ ACCELERATING THE NET ZERO JOURNEY

30m

📍 Studio Power Corporation du Canada



Matthias Rebellius



Goldy Hyder

11:30 AM



## ★ PROPELLING AFRICAN ENTREPRENEURS

1h

📍 Studio Cogeco



Renato Rossi



Julie Gichuru



Matthew Davis



Hawa Keita

## SESSION TYPES



Keynote














Presentation



Reception

## Day 3 : Wednesday, June 12

TIME	SESSION DETAILS
<b>11:30 AM</b> 1h	<div>  ★ <b>THE DIGITALIZATION OF HEALTHCARE</b> </div> <div> 📍 Studio Power Corporation du Canada </div> <div>  Vincent Oliva  Roberto R. Pupo  Nathalie de Marcellis-Warin  JC Justin Cross </div> <div>  DC Daniel J. Caron </div>
<b>12:30 PM</b> 30m	<div>  ★ <b>FIRESIDE CHAT SESSION</b> </div> <div> 📍 Studio Cogeco </div> <div>  EG Emanuele Grimaldi  GP Guy Platten  BB Bruce Burrows </div>
<b>12:30 PM</b> 2h	<div>  ★ <b>LUNCHEON</b> </div> <div> 📍 Studio Power Corporation du Canada </div> <div>  Tim Walz  Grégoire Baillargeon </div>
<b>02:30 PM</b> 30m	<div>  ★ <b>OVERCOMING MARKET TURBULENCES</b> </div> <div> 📍 Studio Power Corporation du Canada </div> <div>  Jean-Guy Desjardins  Stephanie Hughes </div>
<b>03:00 PM</b> 30m	<div>  ★ <b>TRANSITIONING TO A LOW-CARBON ECONOMY</b> </div> <div> 📍 Studio Power Corporation du Canada </div> <div>  JB Pritzker  JR Jean Raby </div>

SESSION TYPES		 Keynote	 Presentation	 Reception
Day 3 : Wednesday, June 12				
TIME	SESSION DETAILS			
03:30 PM 1h		★ NAVIGATING THE GREAT INFLATION 📍 Studio Power Corporation du Canada <div>  François Villeroy de Galhau  Joachim Nagel  Tiff Macklem  Sonja Volpe </div>		
04:30 PM 15m		★ CLOSING SESSION OF THE 30TH EDITION OF THE CONFERENCE OF MONTREAL 📍 Studio Power Corporation du Canada <div>  Nicholas Rémillard </div>		
05:30 PM 1h		★ COCKTAIL RECEPTION		






# Booking Confirmation

Booking Reference: <b>4NVTBO</b>	Date of issue: 04 Jun, 2024
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This is your official itinerary/receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the **general conditions of carriage** and **applicable tariffs** that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.


**Data Protection Notice:** Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the **IATA Travel Centre website** or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view **Air Canada's Privacy Policy** directly.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on entry requirements, our flexible booking policy, or our health and safety measures visit our **Travel Ready hub**.





## Depart


Economy - Flex					
Sunday 09 Jun, 2024	09:55 <b>Toronto</b> Toronto-Pearson Int. (YYZ), Terminal 1		11:13 <b>Montréal</b> Montréal-Trudeau Int. (YUL), Quebec	 AC406	<b>1hr18</b> Cabin : Economy Class (Q) Operated by: Air Canada   <b>737 MAX 8</b>



## Return

Economy - Flex					
Tuesday 11 Jun, 2024	13:10 <b>Montréal</b> Montréal-Trudeau Int.(YUL), Quebec		14:36 <b>Toronto</b> Toronto-Pearson Int. (YYZ), Terminal 1	 AC413	<b>1hr26</b> Cabin : Economy Class (V) Operated by: Air Canada   <b>737 MAX 8</b>

## Passengers

 <b>Shelley Carroll</b>	<b>Seats</b>
<b>Ticket number</b> 0142197823611	<b>AC406</b> 31A
Air Canada - Aeroplan 383550472	<b>AC413</b> 31A



## Purchase summary

Visa

\*\*\*\*\*2012

Amount paid: \$1189.06

Promotion Code :  
**PBUN2MQ1 - REUNIONS D'AFFAIRES ET  
CONGRES**

1 adult

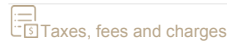


### Air transportation charges

Base fare - Depart Economy - Flex - Discount applied 488.75

Base fare - Return Economy - Flex - Discount applied 436.90

**Carrier surcharges** 32.00



Air Travellers Security Charge - Canada 18.92

Goods and Services Tax - Canada - 100092287 RT0001 2.00

Harmonized Sales Tax - Canada - 100092287 RT0001 131.50

Quebec Sales Tax - Canada - 1000043172 TQ1991 3.99

Airport Improvement Fee - Canada 75.00

Total before options (per passenger) **\$1189<sup>06</sup>**

**GRAND TOTAL (Canadian dollars) \$1189<sup>06</sup>**



## Check-in and boarding gate deadlines

Within Canada

**240**

minutes

### Check-in and baggage drop-off opens

Get a head start and drop your bags off as early as four hours before departure.

**45**

minutes<sup>1</sup>

### Check-in and baggage drop-off closes

Make sure you've checked in, have your boarding pass and have dropped off your bags before the end of the check-in period for your flight.

**30**

minutes

### Boarding gate deadline

This is the latest you should be at the departure gate, ready to board.

**15**

minutes

### Boarding gate closes

Arriving after this time will result in reassignment of reserved seats, cancellation of your reservations, or disqualification from denied boarding compensation.

<sup>1</sup>From Toronto Billy Bishop Airport (YTZ) – Check-in and baggage drop-off closes 30 minutes prior.





# Baggage allowance



## Carry-on baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. [See our complete carry-on baggage policy.](#)

## Checked baggage

Please see below for details on the bags you plan on checking at the baggage counter.

Toronto (YYZ) > Montréal (YUL)		
 <b>1<sup>st</sup> bag</b> Complimentary	 <b>2<sup>nd</sup> bag</b> \$ 56.50 CAD Including taxes	Max. weight per bag: 23 kg (50 lb)  Max. dimensions per bag: 158 cm (62 in)

Montréal (YUL) > Toronto (YYZ)		
 <b>1<sup>st</sup> bag</b> Complimentary	 <b>2<sup>nd</sup> bag</b> \$ 56.50 CAD Including taxes	Max. weight per bag: 23 kg (50 lb)  Max. dimensions per bag: 158 cm (62 in)

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

### Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

### Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

### Baggage Allowance for Aeroplan Elite Status and Star Alliance Members

The baggage allowance displayed below applies when you check your bags with Air Canada, Air Canada Express (flights operated by Jazz or PAL AIRLINES) or Air Canada Rouge. Please make sure your Aeroplan Elite Status level is valid at check-in.

	Economy Class	Premium Economy	Business Class
Aeroplan Super Elite, 75K, 50K and 35K	<b>3 bags</b> 32 kg (70 lb)	<b>3 bags</b> 32 kg (70 lb)	<b>3 bags</b> 32 kg (70 lb)
Aeroplan 25K	<b>2 bags</b> 23 kg (50 lb)	<b>2 bags</b> 23 kg (50 lb)	<b>2 bags</b> 32 kg (70 lb)
Star Alliance Gold	<b>1 extra bag</b> 23 kg (50 lb)	<b>1 extra bag</b> 23 kg (50 lb)	<b>1 extra bag</b> 32 kg (70 lb)

Note: If you **exceed your baggage allowance** (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

- View [Air Canada's additional checked baggage policy](#).
- View the [additional checked baggage policy of Air Canada's codeshare and interline partners](#).



# Fare Rules

## Economy - Flex

Changes	<b>Departing flight</b> <ul style="list-style-type: none"><li>• <b>Before departure of first flight</b><ul style="list-style-type: none"><li>- Ticket reissue is allowed but may be subject to certain restrictions. Please refer to the link above for complete fare rules.</li><li>- Changes are permitted without a fee, subject to availability. Any taxes and fare difference may apply.</li><li>- New travel dates must be prior to <b>Wednesday, 04 Jun, 2025</b></li><li>- The maximum change fee applied is <b>\$0 CAD</b> per direction, per passenger, plus any applicable taxes and fare difference. Child/Infant discounts may apply.</li></ul></li><li>• <b>After departure of first flight</b><ul style="list-style-type: none"><li>- Ticket reissue is not allowed.</li></ul></li><li>• Flights can only be used in sequence from the place of departure specified on the itinerary.</li><li>• Failure to show up for your flight (No Show) may result in a penalty. Please see the complete fare rules for details.</li></ul>
Cancellations	<ul style="list-style-type: none"><li>• Tickets are <b>non-refundable</b> and are <b>non-transferable</b>.</li><li>• <b>Partially used tickets</b> may be submitted for a refund assessment. The refund will be calculated as follows: Actual fare paid minus the value of the portion of the journey that has been flown and minus the applicable fee.</li><li>• <b>Flights can be cancelled</b> up to 45 minutes before departure by going to the 'My bookings' tab of our homepage. <b>Exception:</b> Aeroplan flight rewards must be cancelled no later than 2 hours before departure.</li><li>• Find out more about <a href="#">Air Canada's refund services</a>.</li></ul>
Minimum stay	<ul style="list-style-type: none"><li>• There is no maximum or minimum day stay associated with this fare.</li></ul>
Maximum stay	<ul style="list-style-type: none"><li>• There is no maximum or minimum day stay associated with this fare.</li></ul>
Aeroplan	<ul style="list-style-type: none"><li>• 100% Aeroplan points</li><li>• The equivalent in Status Qualifying Miles</li><li>• For all flights operated by Air Canada, Air Canada Express and Air Canada Rouge</li></ul>

## Economy - Flex

Changes	<b>Return flight</b> <ul style="list-style-type: none"><li>• <b>Before departure of first flight</b><ul style="list-style-type: none"><li>- Ticket reissue is allowed but may be subject to certain restrictions. Please refer to the link above for complete fare rules.</li><li>- Changes are permitted without a fee, subject to availability. Any taxes and fare difference may apply.</li><li>- New travel dates must be prior to <b>Wednesday, 04 Jun, 2025</b></li><li>- The maximum change fee applied is <b>\$0 CAD</b> per direction, per passenger, plus any applicable taxes and fare difference. Child/Infant discounts may apply.</li></ul></li><li>• <b>After departure of first flight</b><ul style="list-style-type: none"><li>- Ticket reissue is allowed but may be subject to certain restrictions. Please refer to the link above for complete fare rules.</li><li>- Changes are permitted without a fee, subject to availability. Any taxes and fare difference may apply.</li><li>- New travel dates must be prior to <b>Monday, 09 Jun, 2025</b></li><li>- The maximum change fee applied is <b>\$0 CAD</b> per direction, per passenger, plus any applicable taxes and fare difference. Child/Infant discounts may apply.</li></ul></li><li>• Flights can only be used in sequence from the place of departure specified on the itinerary.</li><li>• Failure to show up for your flight (No Show) may result in a penalty. Please see the complete fare rules for details.</li></ul>
Cancellations	<ul style="list-style-type: none"><li>• Tickets are <b>non-refundable</b> and are <b>non-transferable</b>.</li><li>• <b>Partially used tickets</b> may be submitted for a refund assessment. The refund will be calculated as follows: Actual fare paid minus the value of the portion of the journey that has been flown and minus the applicable fee.</li><li>• <b>Flights can be cancelled</b> up to 45 minutes before departure by going to the 'My bookings' tab of our homepage. <b>Exception:</b> Aeroplan flight rewards must be cancelled no later than 2 hours before departure.</li><li>• Find out more about <a href="#">Air Canada's refund services</a>.</li></ul>
Minimum stay	<ul style="list-style-type: none"><li>• There is no maximum or minimum day stay associated with this fare.</li></ul>
Maximum stay	<ul style="list-style-type: none"><li>• There is no maximum or minimum day stay associated with this fare.</li></ul>
Aeroplan	<ul style="list-style-type: none"><li>• 100% Aeroplan points</li><li>• The equivalent in Status Qualifying Miles</li><li>• For all flights operated by Air Canada, Air Canada Express and Air Canada Rouge</li></ul>

Please notify us immediately if you do not plan on taking your scheduled flight(s). If you are unable to change or cancel your booking online, you can reach Air Canada Reservations at 1-888-247-2262 (view [international and other numbers](#)). If you do not show up for your flight, the rest of your itinerary will automatically be cancelled.

Disclaimer: The fare rules displayed above are for adult passengers only. Different rules may apply for children and infant passengers.

## ! General conditions of carriage

1. You must obtain your boarding pass and check in any baggage by the check-in deadline. Additionally, you must be available for boarding at the boarding gate by the boarding gate deadline. Failure to respect check-in and boarding gate deadlines may result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.
2. Although reconfirmation of flights is not required, we strongly recommend that you check your flight status online at [aircanada.com](http://aircanada.com) or by calling our flight information system at 1-888-422-7533 prior to your departure.
3. Advance seat assignments are not guaranteed and may change without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable fees.
4. Any travel credit banked for unused tickets is non-transferable: when the credit is redeemed, it must be used by the same person whose name appears on the original ticket.
5. Air Canada will cancel any purchased ticket and provide a full refund without penalty up to 24 hours after purchase. Beyond 24 hours, voluntary changes to your itinerary may require the payment of additional fees and fare upgrades. If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
6. **Dangerous goods**  
  
For safety reasons, dangerous goods must not be packed in checked or carry-on baggage, except as specifically permitted. Dangerous goods include, but are not limited to: compressed gases, corrosives, explosives, flammable liquids and solids, radioactive materials, oxidizing materials, poisons, infectious substances, and briefcases with installed alarm devices. For security reasons, other restrictions may apply. Please refer to the Restricted and Prohibited Items page on our website for more information.
7. Subject to the provisions of the Montreal Convention and the Warsaw Convention, as well as the provisions of its applicable tariffs, Air Canada may refuse carriage of property in checked luggage that is not suitable for transportation, such as fragile or perishable items and may refuse to carry valuable items (a valuable is deemed to be any item whose value is \$ 1,000 CAD or more, per Kilogram or \$1 CAD per gram). Air Canada may refuse claims based on the inherent nature of an item (e.g. its perishable nature), or for loss or delay of unsuitably or inadequately packed items, to the extent that the destruction, loss or damages resulted from the inherent defect, quality or vice of the baggage, or, in the case of delay, that the carrier, its agents, and servants took all measures that could reasonably be required to avoid the damage, or that it was impossible to take such measures.
8. **International travel**  
  
Governments may require your carrier to provide information on or permit access to passenger data. You cannot travel if you do not have all required travel documents, such as a passport and visa (where applicable), to enter in or transit through each country/region on your itinerary. Please refer to the [Travel Documents](#) page on our website for more information.
9. **In-flight health**  
  
Most people are fit to travel by air, but special attention is required for passengers whose health problems may be exacerbated by altitude, travel stress, hypoxia and other travel related difficulties. Our website offers important health tips and information for customers with special needs who may require medical approval before flying.  
  
Please also note that aircraft disinsection is carried out on certain routes, in compliance with the requirements of the World Health Organization (WHO), the International Civil Aviation Organization, Transport Canada and applicable foreign regulatory authorities. More information is available on our website.
10. **Schedules and timetables**  
  
Time and aircraft type shown in timetables or elsewhere are approximate and not guaranteed, and form no part of the contract. Schedules are subject to change without notice and carrier assumes no responsibility for passenger making connections not included as part of the itinerary set out in the ticket. Carrier is not responsible for changes, errors or omissions either in timetables or other representations of schedules.
11. **Overbooking notice**  
  
Airline flights may be overbooked, and there is a slight chance that a seat will not be available on a flight for which a person has a confirmed reservation. If the flight is overbooked, no one will be denied a seat until airline personnel first ask for volunteers willing to give up their reservation in exchange for a payment of the airline's choosing. If there are not enough volunteers, the airline will deny boarding to other persons in accordance with its particular boarding priority. With few exceptions, persons denied boarding involuntarily are entitled to compensation. The complete rules for the payment of compensation and boarding priorities are available at all airport ticket counters and boarding locations.

NOTICE - SOLD SUBJECT TO APPLICABLE TARIFFS

## ! Air Passenger Protection Regulations Notice:

If you are denied boarding, your flight is cancelled or delayed for at least three hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the *Air Passenger Protection Regulation*. For more information about your passenger rights please contact your air carrier or visit the Canadian Transportation Agency's website.

General terms and conditions pertaining to flight delays, cancellations, denied boarding, seating of children and lost or damaged baggage can be found in Air Canada's [General Conditions of Carriage and Tariffs](#).

## Joshua Bowman

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**From:** Viktor Samonov <v.samonov@forum-americas.org>  
**Sent:** June 5, 2024 6:19 PM  
**To:** Joshua Bowman; Pedro Zaya  
**Cc:** Joseph Clark; Ali Ponte; Ève Cullen-Robitaille; Eric Buchlin; Francisca Insulza; Alain Dufour  
**Subject:** [External Sender] RE: Arrangements for Councillor Carroll - Montreal Conference  
**Attachments:** Air\_Canada\_Booking\_Confirmation\_4NVTBO.pdf

Hello Joshua,

Thank you for the details provided and for the inquiry.

The flight ticket was paid with the corporate credit card of IEFA, and I have only the confirmation where the ticket cost is shown (I attach it here for your reference).

For the stay of Councillor Carroll at the Bonaventure Hotel the discounted rates for her are as following:

- 9<sup>th</sup> of June is at 559.00 CAD plus taxes;
- 10<sup>th</sup> of June is at 298.00 CAD plus taxes.

At present, the method of payment is set to be a Master Account which means IEFA will pay for the room. As she is part of the bloc, it may take very long to produce the individual bill after her departure (I will double check if it could be done quicker, but this is the information I have at present moment).

Should you require the final bill produced immediately upon her departure – it could have been done if the method of payment instruction is changed to Individual Pays Own. In this case Councillor Carroll will have to provide her credit card at check in and the final bill will be sent to the email she will request, upon her check out. This will save a lot of time that the reimbursement process will very likely take otherwise.

Please let me know if this option suits you well.

Sincerely,  
Viktor



Viktor Samonov

Travel and Hospitality coordinator | Coordonnateur de voyages et conciergerie

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+ 1 514-559-29-36

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**From:** Joshua Bowman <Joshua.Bowman@toronto.ca>

**Sent:** June 5, 2024 4:55 PM

**To:** Viktor Samonov <v.samonov@forum-americas.org>; Pedro Zaya <p.zaya@forum-americas.org>

**Cc:** Joseph Clark <j.clark@forum-americas.org>; Ali Ponte <a.ponte@forum-americas.org>; Ève Cullen-Robitaille <e.cullenrobitaille@forum-americas.org>; Eric Buchlin <e.buchlin@forum-americas.org>; Francisca Insulza <f.insulza@forum-americas.org>; Ève Cullen-Robitaille <e.cullenrobitaille@forum-americas.org>; Alain Dufour <a.dufour@forum-americas.org>

**Subject:** RE: Arrangements for Councillor Carroll - Montreal Conference

Hello Viktor,

As a follow-up to my previous email, I am required to declare the cost of hotel accommodation in addition to any other costs that will be covered by IEFA.

If you could assist with that information, it would be greatly appreciated.

All the best,

**Joshua Bowman**

**Director, Policy & Stakeholder Relations**  
**Office of Councillor Shelley Carroll**  
**Ward 17 - Don Valley North**

100 Queen St. W., Ste A3

Toronto, ON M5H 2N2

Phone: 416-338-2656

Email: [Joshua.Bowman@toronto.ca](mailto:Joshua.Bowman@toronto.ca)

Website: [shelleycarroll.ca](http://shelleycarroll.ca)

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**From:** Joshua Bowman

**Sent:** June 5, 2024 4:47 PM

**To:** 'Viktor Samonov' <v.samonov@forum-americas.org>; Pedro Zaya <p.zaya@forum-americas.org>

**Cc:** Joseph Clark <j.clark@forum-americas.org>; Ali Ponte <a.ponte@forum-americas.org>; Ève Cullen-Robitaille <e.cullenrobitaille@forum-americas.org>; Eric Buchlin <e.buchlin@forum-americas.org>; Francisca Insulza <f.insulza@forum-americas.org>; Ève Cullen-Robitaille <e.cullenrobitaille@forum-americas.org>; Alain Dufour <a.dufour@forum-americas.org>

**Subject:** RE: Arrangements for Councillor Carroll - Montreal Conference

Hello Viktor,

Thank you for confirming the booking. Please find answers to your questions below:

**Will she be flying by herself, or will she be accompanied by someone? If so, will they all be on the same flight?**



She will be flying by herself.

Are there any allergies or dietary restrictions that we should be aware of?

She does not have any allergies or dietary restrictions.

Could your team provide an invoice for both the flight and hotel accommodation? This is required for our record keeping.

All the best,

**Joshua Bowman**

**Director, Policy & Stakeholder Relations**

**Office of Councillor Shelley Carroll**

**Ward 17 - Don Valley North**

100 Queen St. W., Ste A3

Toronto, ON M5H 2N2

Phone: 416-338-2656

Email: [Joshua.Bowman@toronto.ca](mailto:Joshua.Bowman@toronto.ca)

Website: [shelleycarroll.ca](http://shelleycarroll.ca)

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**From:** Viktor Samonov <[v.samonov@forum-americas.org](mailto:v.samonov@forum-americas.org)>

**Sent:** June 4, 2024 12:39 PM

**To:** Joshua Bowman <[Joshua.Bowman@toronto.ca](mailto:Joshua.Bowman@toronto.ca)>; Pedro Zaya <[p.zaya@forum-americas.org](mailto:p.zaya@forum-americas.org)>

**Cc:** Joseph Clark <[j.clark@forum-americas.org](mailto:j.clark@forum-americas.org)>; Ali Ponte <[a.ponte@forum-americas.org](mailto:a.ponte@forum-americas.org)>; Ève Cullen-Robitaille <[e.cullenrobitaille@forum-americas.org](mailto:e.cullenrobitaille@forum-americas.org)>; Eric Buchlin <[e.buchlin@forum-americas.org](mailto:e.buchlin@forum-americas.org)>; Francisca Insulza <[f.insulza@forum-americas.org](mailto:f.insulza@forum-americas.org)>; Ève Cullen-Robitaille <[e.cullenrobitaille@forum-americas.org](mailto:e.cullenrobitaille@forum-americas.org)>; Alain Dufour <[a.dufour@forum-americas.org](mailto:a.dufour@forum-americas.org)>

**Subject:** [External Sender] RE: Arrangements for Councillor Carroll - Montreal Conference

Hello Joshua,

Thank you for the follow-up.

I am glad to confirm that the return flight ticket is purchased for Councillor Carroll (please see the attachment). The travelling times were chosen based on the information I had from you and from our team.

### **Transportation**

We have a **snapshot of the flight ticket**, so we made a note of the arrival date, time, airline, and flight number for pick up, and the departure reservation for drop off as well.

Upon Councillor Carroll arrival to the Montréal-Pierre Elliott Trudeau International Airport, she will be met by our **Protocol Service agent and the designated team of drivers** who will take her to The Bonaventure

Hotel. Please allow me to ask whether she would be comfortable sharing a vehicle with another CEO that may be arriving at the same time as she.

Will she be flying by herself, or will she be accompanied by someone? If so, will they all be on the same flight?

### Accommodation

The room at the Bonaventure Hotel is reserved for Councillor Carroll with a check-in date 9<sup>th</sup> June and the check out date 11<sup>th</sup> June. The Conference of Montréal will cover the cost of a two-night stay for her, which are **the day prior to her session and the day of her session**. Please keep us informed of her planned stay dates should they be different.

If she decides to extend her stay, please note that she will be responsible for the room, tax, and any other additional costs incurred during that time.

Are there any allergies or dietary restrictions that we should be aware of?

If you have any questions or concerns, please reach out to me as I will be your point of contact.

Thank you for providing the requested information.

Kind regards,

Viktor



Viktor Samonov

Travel and Hospitality coordinator | Coordonnateur de voyages et conciergerie

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**From:** Joshua Bowman <[Joshua.Bowman@toronto.ca](mailto:Joshua.Bowman@toronto.ca)>

**Sent:** June 4, 2024 9:07 AM

**To:** Viktor Samonov <[v.samonov@forum-americas.org](mailto:v.samonov@forum-americas.org)>; Pedro Zaya <[p.zaya@forum-americas.org](mailto:p.zaya@forum-americas.org)>

**Cc:** Joseph Clark <[j.clark@forum-americas.org](mailto:j.clark@forum-americas.org)>; Ali Ponte <[a.ponte@forum-americas.org](mailto:a.ponte@forum-americas.org)>

**Subject:** RE: Arrangements for Councillor Carroll - Montreal Conference

Some people who received this message don't often get email from [joshua.bowman@toronto.ca](mailto:joshua.bowman@toronto.ca). [Learn why this is important](#)

Hello Viktor,

## Joshua Bowman

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**From:** Tom Gleason  
**Sent:** May 17, 2024 6:22 PM  
**To:** Ève Cullen-Robitaille; Viktor Samonov; Pedro Zaya; Élodie Fortin; Joshua Bowman  
**Subject:** Re: Arrangements for Councillor Carroll - Montreal Conference

Thanks Joe (moving you to BCC for logistics follow-up)

I'm looping in Josh Bowman from our office, who can work with your team on the logistics and bookings from our end.

Have a great holiday weekend, all!

Best,  
Tom

**Tom Gleason**  
**Chief of Staff**  
**Office of Councillor Shelley Carroll**  
**Budget Chief**  
**Ward 17 - Don Valley North**

100 Queen St. W., Ste A3  
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**From:** Joseph Clark <[j.clark@forum-americas.org](mailto:j.clark@forum-americas.org)>  
**Sent:** Friday, May 17, 2024 4:41 PM  
**To:** Tom Gleason <[Tom.Gleason@toronto.ca](mailto:Tom.Gleason@toronto.ca)>; Councillor Carroll <[Councillor\\_Carroll@toronto.ca](mailto:Councillor_Carroll@toronto.ca)>  
**Cc:** Ève Cullen-Robitaille <[e.cullenrobitaille@forum-americas.org](mailto:e.cullenrobitaille@forum-americas.org)>; Viktor Samonov <[v.samonov@forum-americas.org](mailto:v.samonov@forum-americas.org)>; Pedro Zaya <[p.zaya@forum-americas.org](mailto:p.zaya@forum-americas.org)>; Élodie Fortin <[rsvp@forum-americas.org](mailto:rsvp@forum-americas.org)>  
**Subject:** [External Sender] Arrangements for Councillor Carroll - Montreal Conference

Good Afternoon Tom

I'm pleased to introduce you to the team that will be making the arrangements for Councillor Carroll to attend the Montreal Conference. It may seem to be a lot of people, but it's how we avoid any mistakes involving our VIP's. They are aware that Councillor Carroll will be arriving on Sunday and must depart Tuesday afternoon/evening.

- Eve will take care of the hotel room
- Victor will connect directly with you to make the necessary flight/transportation arrangements
- Pedro will ensure that Councillor Carroll is registered as a VIP

- Elodie will provide you with invitations to the various special events

As always, please reach out to me directly should you have any questions.

We are delighted that Councillor Carroll will be attending the conference and we all look forward to welcoming her

Best wishes for the holiday weekend

Joe



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