

Stacey Leclaire

LRO Staffing
1210-340 Albert Street
Ottawa, Ontario
K1R 7Y6

Phone (613) 566-7048

Invoice # 721
Invoice Date 23-Oct-16

Total Fees \$3,220.00
HST \$418.60
Amount Due **\$3,638.60**

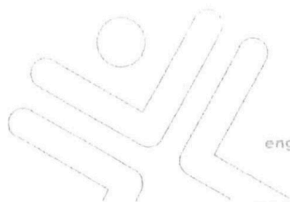
GST # 86546 5306 RT0001

Invoices are payable upon receipt.

Please make cheques payable to AdvisorOnTrack Inc.

Invoice Details

Category	Description	Consultant	Hourly Fee	Hours Charged	Total Charge (before HST)
Process Improvement	The Ottawa Hospital Oct 10 - 21 2016	Deirdre Moore, CFA	\$46.00	70.00	\$3,220.00



engineering financial success

Mr. Jason Levesque
Division Manager
The AIM Group Inc.
126-130 Albert Street
Ottawa, Ontario
K1P 5G4

Phone

Invoice # 722
Invoice Date 22-Nov-16
Total Fees \$13,350.00
HST \$1,735.50
Amount Due **\$15,085.50**

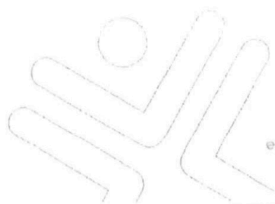
GST # 86546 5306 RT0001

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Invoice Details

Category	Description	Consultant	Hourly Fee	Hours Charged	Total Charge (before HST)
Indigenous and Northern Affairs Canada	Financial Management Advisor 2016-10-17 to 2016-11-13	John Kiska, MBA, CMA	\$100.00	133.50	\$13,350.00



engineering financial success

KISKA

STRENGTHENING BOTTOM-LINE PERFORMANCE

STRATEGIC MANAGEMENT CONSULTANTS - A Division of AdvisorOnTrack Inc.

Mr. Andy Oliver
President and Managing Partner
Breckenhill Inc.
Breckenridge Crescent
Kanata, Ontario
K2W 1J3

Invoice # 697
Invoice Date 10-Jan-16

Total Charges \$15,300.00
HST \$1,989.00
Amount Due **\$17,289.00**

HST # 86546 5306 RT0001

Invoices are payable upon receipt.

Please make cheques payable to **AdvisorOnTrack Inc.**

Invoice Details

Category	Description	Consultant	Hourly Fee	Hours Charged	Total Fees (before HST)
CNSC Professional Services	Senior Financial Advisor 01-Dec-15 to 31-Dec-15	John Kiska, MBA, CMA	\$120.00	127.50	\$15,300.00

KISKA Strategic Management Consultants 1244 Lampman Crescent, Ottawa, ON K2C 1P8

(613)723-0010 Phone (613)723-0020 Fax jk@johnkiska.com Email

KISKA

STRENGTHENING BOTTOM-LINE PERFORMANCE

STRATEGIC MANAGEMENT CONSULTANTS - A Division of AdvisorOnTrack Inc.

Mr. Andy Oliver
President and Managing Partner
Breckenhill Inc.
Breckenridge Crescent
Kanata, Ontario
K2W 1J3

Invoice # 696
Invoice Date 10-Jan-16

Total Charges \$11,400.00
HST \$1,482.00
Amount Due **\$12,882.00**

HST # 86546 5306 RT0001

Invoices are payable upon receipt.

Please make cheques payable to **AdvisorOnTrack Inc.**

Invoice Details

Category	Description	Consultant	Hourly Fee	Hours Charged	Total Fees (before HST)
CNSC Professional Services	Senior Financial Advisor 01-Nov-15 to 30-Nov-15	John Kiska, MBA, CMA	\$120.00	95.00	\$11,400.00

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Mr. Andy Oliver
President and Managing Partner
Breckenhill Inc.
Breckenridge Crescent
Kanata, Ontario
K2W 1J3

Invoice # 695
Invoice Date 10-Jan-16
Total Charges \$15,180.00
HST \$1,973.40
Amount Due **\$17,153.40**

HST # 86546 5306 RT0001

Invoices are payable upon receipt.

Please make cheques payable to **AdvisorOnTrack Inc.**

*Also,
Sep Invoice
waived
Jan 13/16*

Invoice Details

Category	Description	Consultant	Hourly Fee	Hours Charged	Total Fees (before HST)
CNSC Professional Services	Senior Financial Advisor 01-Oct-15 to 31-Oct-15	John Kiska, MBA, CMA	\$120.00	126.50	\$15,180.00

deirdre_cfa@icloud.com

copy for Smart-Tyn
letter

From: John Kiska <jk@johnkiska.com>
Sent: January 22, 2017 11:25 AM
To: 'Deirdre Moore'
Subject: RE: Third request: Fwd: 2016 year end
Attachments: AIM_November 2016_Invoice.pdf; AIM_December 2016_Invoice.pdf; Invoice_October 2016_DARE.pdf

These were the 3 invoices I've prepared.

From: Deirdre Moore [mailto:Deirdre@cceh.ca]
Sent: January 21, 2017 12:30 PM
To: jk@johnkiska.com
Subject: Re: Third request: Fwd: 2016 year end

If you have prepared 3 invoices, where are they? My December AOT work has already been invoiced and deposited into the AOT account.

Yes, I need your AOT receipts as already requested.

Sent from my iPhone

On Jan 20, 2017, at 5:08 PM, John Kiska <jk@johnkiska.com> wrote:

I think I've prepared 3 invoices.

Do you want all my AOT receipts?

From: Deirdre Moore [mailto:Deirdre@cceh.ca]
Sent: January 20, 2017 12:37 PM
To: John Kiska <jk@johnkiska.com>
Cc: Deirdre Moore <deirdre@cceh.ca>
Subject: Third request: Fwd: 2016 year end

Do you plan on sending to me info regarding outstanding 2016 AOT invoices/receipts any time soon?

Sent from my iPhone

Begin forwarded message:

From: Vernon Jones <vjones@ck-ca.com>
Date: January 19, 2017 at 9:12:01 AM EST
To: "Moore, Deirdre" <dmoore@advisorontrack.com>
Cc: "Kiska, John" <jk@johnkiska.com>
Subject: 2016 year end

Hi Deirdre,

Will you be wanting us to do the 2016 year end work for AdvisorOnTrack? If so, I have attached a listing of items we are likely to need in order to prepare the financial statements and tax return.

Please let me know when you may be able to get us the material. This will be helpful in planning our workload.

Thanks,
Vernon Jones, CPA, CGA

Connelly & Koshy Professional Corporation

Suite 295 - 1101 Prince of Wales Drive
Ottawa, ON K2C 3W7
Phone: 613-565-7151 ext. 232
Fax: 613-701-0605

Email: vjones@ck-ca.com
Website: www.ck-ca.com

[Click here](#) to upload large or secure files.

Our visitor parking is accessed off of Green Valley Crescent. Once you enter the parking lot, please follow the signs to 1101.

The information contained in this e-mail is confidential information intended only for the addressee(s). If you have received this communication in error, please immediately notify me by telephone at the above noted number and delete or destroy any copies of it. Any use or disclosure of the information by an unintended recipient is unauthorized and prohibited.

Any advice or opinions herein are based on the facts provided to us and on current legislation, rulings, administrative interpretations or professional pronouncements. These sources of information are subject to continual change, at times on a retroactive basis. Should the facts provided to us be incorrect or should the legislations, rulings, administrative interpretations or professional pronouncements change, our advice or opinions may be inappropriate. We are not responsible for updating our advice or opinions for changes in these sources of information after the date thereof.

re: letter
2016 AIR

KISKA

STRATEGIC MANAGEMENT CONSULTANTS A Division of AdvisorOnTrack Inc.

STRENGTHENING BOTTOM-LINE PERFORMANCE

Ms. Jocelyne Vitanza

DARE Human Resources Corporation

Invoice # 723
Invoice Date 27-Dec-16

Total Charges \$1,688.75
HST \$219.54
Amount Due \$1,908.29

HST# 86546 5306 RT0001

Invoices are payable upon receipt.

Please make cheques payable to **AdvisorOnTrack Inc.**

Invoice Details

Company	Description	Consultant	Daily Fee	Days Charged	Total Fees (before HST)
Canada Border Services Agency	Management Consulting Oct-16	John Kiska	\$875.00	1.93	\$1,688.75

?

KISKA Strategic Management Consultants 1244 Lampman Crescent, Ottawa, ON K2C 1P8
(613) 723-0010 jkiska@advisorontrack.com

re: letter
2016 A/R

KISKA

STRENGTHENING BOTTOM-LINE PERFORMANCE

STRATEGIC MANAGEMENT CONSULTANTS - A Division of AdvisorOnTrack Inc.

Mr. Jason Levesque
Divisional Manager
The AIM Group Inc.
126 - 130 Albert Street
Ottawa, Ontario
K1P 5G4

Invoice # 724
Invoice Date 04-Jan-17

Total Charges \$8,050.00
HST \$1,046.50
Amount Due \$9,096.50

HST# 86546 5306 RT0001

Invoices are payable upon receipt.

Please make cheques payable to **AdvisorOnTrack Inc.**

Invoice Details

Company	Description	Consultant	Hourly Fee	Hours Charged	Total Fees (before HST)
Indigenous and Northern Affairs Canada	Financial Management Advisor 2016-11-14 to 2016-11-30	John Kiska, MBA, CMA	\$100.00	80.5	\$8,050.00

Only 2 weeks
worked in November 2016
for AdvisorOnTrack?

Yardie

KISKA Strategic Management Consultants 1244 Lampman Crescent, Ottawa, ON K2C 1P8
(613) 723-0010 jkiska@advisorontrack.com

per letter
2016 Accounts
Receivable

KISKA

STRATEGIC MANAGEMENT CONSULTANTS - A Division of AdvisorOnTrack Inc.

STRENGTHENING BOTTOM-LINE PERFORMANCE

Mr. Jason Levesque
Divisional Manager
The AIM Group Inc.
126 - 130 Albert Street
Ottawa, Ontario
K1P 5G4

Invoice # 725
Invoice Date 20-Jan-17

Total Charges \$10,875.00
HST \$1,413.75
Amount Due \$12,288.75

HST# 86546 5306 RT0001

Invoices are payable upon receipt.

Please make cheques payable to **AdvisorOnTrack Inc.**

Invoice Details

Company	Description	Consultant	Hourly Fee	Hours Charged	Total Fees (before HST)
Indigenous and Northern Affairs Canada	Financial Management Advisor 2016-12-1 to 2016-12-31	John Kiska, MBA, CMA	\$100.00	108.75	\$10,875.00

↑

Likely OK due
to Christmas

Zeidler

KISKA Strategic Management Consultants
(613) 723-0010

1244 Lampman Crescent, Ottawa, ON K2C 1P8
jkiska@advisorontrack.com



Consulting Services Time Sheet

The following information is agreed upon by the Service Provider and the Client to be an accurate record of the time spent on the stated project by the Service Provider and has been satisfactory in all respects.

Company Name:	The Ottawa Hospital
Project Name:	Trust Funds
Client Contact:	Deirdre Moore, Advisor On Track Inc
Consultant:	Terna Scobie

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			
Sunday			
Monday	07 11 16	7.75	7:30 - 3:15 NL
Tuesday	08 11 16	7.50	7:45 - 3:15 NL
Wednesday	09 11 16	6.50	8:45 - 3:15 NL
Thursday	10 11 16	12.75	7:30 - 8:15 NL
Friday	11 11 16	0	Remembrance Day
Saturday		34.5	
Sunday			
Monday	14 11 16	7.0	8:15 - 3:15 NL
Tuesday	15 11 16	7.0	8:15 - 3:15 NL
Wednesday	16 11 16	5.75	9:30 - 3:15 NL
Thursday	17 11 16	4.50	8:15 - 1:45 NL
Friday	18 11 16	7.5 / 31.75	9:00 - 4:30 NL PD Day
TOTAL		66.25	

SIGNATURES

Terna Scobie

Manager

Deirdre Moore

Consultant

*Please refer to PO on invoice

Please return promptly BY 4:00 PM FRIDAY

Fax: 613-566-7049

Email: ottawatimesheets@lrostaffing.com

LRO Staffing

- The Client will not use the services of the service provider for a period of at least one year from the date herein unless LRO Staffing duly compensated in accordance with LRO Staffing standard fee structure.
- The Client agrees that a copy of this time sheet will be sufficient for invoicing purposes.



Consulting Services Time Sheet

The following information is agreed upon by the Service Provider and the Client to be an accurate record of the time spent on the stated project by the Service Provider and has been satisfactory in all respects.

Company Name:	Ottawa Hospital
Project Name:	Trust Funds
Client Contact:	Tanya Scobie
Consultant:	Deirdre Moore - Advisor On Track Inc.

DAY	(dd/mm/yy)	# OF HOURS	ADDITIONAL INFORMATION
Saturday			
Sunday			
Monday	24 Oct 16	8.25	715 - 230 + 1.0, DADA balance
Tuesday	25 Oct 16	8.25	700 - 315 PPT, DADA balance
Wednesday	26 Oct 16	7.75	730 - 315 JT, 1st
Thursday	27 Oct 16	7.25	800 - 315 NC meeting, client, JT
Friday	28 Oct 16	6.25	900 - 315
Saturday		37.75	
Sunday			
Monday	31 Oct 16	8.25	700 - 315 JT 12/13 prep for NC
Tuesday	01 Nov 16	8.25	700 - 315 JT w/ 16/15, 16/17 parking
Wednesday	02 Nov 16	6.50	845 - 315 ST, Parking 1st
Thursday	03 Nov 16	8.50	645 - 315 Clients, Reporting
Friday	04 Nov 16	7.50	745 - 315
TOTAL		39.00 76.75	

SIGNATURES

Tanya Scobie

Manager

Deirdre Moore

Consultant

* Please refer to PO on invoice

Please return promptly BY 4:00 PM FRIDAY

Fax: 613-566-7049

Email: ottawatimesheets@lrostaffing.com

LRO Staffing

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