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COURT OF QUEEN'S BENCH OF ALBERTA

JUDICIAL CENTRE

EDMONTON

PLAINTIFF

ROYAL BANK OF CANADA

DEFENDANT

DOWLAND CONTRACTING LTD.,
DOWLAND INDUSTRIAL WORKS LTD.,
DOWLAND CONSTRUCTION, INC., AND
6070 N.W.T. LIMITED



DOCUMENT

**EIGHTH REPORT OF ALVAREZ & MARSAL CANADA
INC., IN ITS CAPACITY AS COURT APPOINTED
RECEIVER AND MANAGER OVER THE PROPERTY**

June 10, 2019

ADDRESS FOR SERVICE AND
CONTACT INFORMATION OF
PARTY FILING THIS
DOCUMENT

RECEIVER

ALVAREZ & MARSAL CANADA INC.
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COUNSEL

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Rick T.G. Reeson, Q.C.
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File# : 182818.1

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Appendix A – Receiver and Manager's Statement of Cash Receipts and Disbursements for the period May 21, 2013 to May 31, 2019 re: Dowland Contracting Ltd.

Appendix B – Receiver and Manager's Statement of Cash Receipts and Disbursements for the period May 21, 2013 to May 31, 2019 re: 0849809 B.C. Ltd. (formerly Dowland Industrial Works Ltd.)

Appendix C – Summary of the Receiver's Fees and Disbursements for the period July 1, 2015 to September 30, 2015 and accompanying statements of account.

1.0 INTRODUCTION AND PURPOSE OF REPORT

- 1.1 Effective May 21, 2013, pursuant to the order of the Honourable Justice J.D. Rooke (the “**Receivership Order**”), Alvarez & Marsal Canada Inc. was appointed Receiver and Manager (the “**Receiver**” or “**A&M**”) without security of all the current and future assets, undertakings and properties of every nature and kind whatsoever, and wherever situate including all proceeds thereof (the “**Property**”) of Dowland Contracting Ltd. (“**Contracting**”), 0849809 B.C. Ltd. (formerly, Dowland Industrial Works Ltd.) (“**084**”) and 6070 N.W.T. Limited (collectively, the “**Dowland Group**” or the “**Company**”) pursuant to section 13(2) of the *Judicature Act*, R.S.A. 2002, c. J-2 and section 243(1) of the *Bankruptcy and Insolvency Act*, R.S.C. 1985, c. B-3, as amended, and 65(7) of the *Personal Property Security Act*, R.S.A. 2000, c. P-7 in the within action (the “**Receivership Proceeding**”).
- 1.2 On August 16, 2013, this Honourable Court granted among other things, orders Approving Sales and Vesting Orders approving the marketing and sales activities of the Receiver in respect of select parcels of the Property (primarily equipment and real property owned by Contracting) and a settlement transaction referred to as the “**KIA Settlement**”.
- 1.3 Subsequently, on October 4, 2013, this Honourable Court granted a Sale Approval and Vesting Order approving the marketing and sale activities of the Receiver and the sale of select parcels of personal property of 084 including among other things, all the right, title and interest in the former corporate name of 084, “Dowland Industrial Works Ltd.”
- 1.4 Effective February 28, 2014, the Receiver agreed to accept, subject to this Honourable Court’s approval (which was granted March 18, 2014), an offer of settlement dated February 14, 2014 from the Diocese of the Arctic - Anglican Church of Canada (the “**Diocese**”) which, among other things, provides for a full and final settlement of certain outstanding indebtedness of the Diocese to Contracting in consideration of a payment by the Diocese of \$2.65 million to the Receiver.
- 1.5 On November 28, 2014, this Honourable Court granted orders Approving Sales and Vesting Orders approving a second sales process undertaken by the Receiver on select remaining real properties situated at Inuvik, Tuktoyaktuk and Paulatuk, NWT.
- 1.6 Pursuant to an order granted by this Honourable Court on October 20, 2015, the Receiver was authorized and directed to make distributions to Dowland Group’s primary secured creditors including Royal Bank of Canada (“**RBC**” or the “**Bank**”), Intact Insurance Company (“**Intact**”) and Continental Casualty Company (“**CAN**”) and to date, has made distributions totalling \$11.7 million. In accordance with the terms as outlined at paragraph 12 of the October 20, 2015 Order,

this Order was to be held in trust by the Receiver's legal counsel, and was not to be filed or used in any manner whatsoever unless, by November 10, 2015, legal counsel for CAN, Intact and RBC provided their written consent. The Receiver is advised by its legal counsel that the necessary consents were provided by each of counsel for CAN, Intact and RBC. RBC was owed approximately \$21.3 million as at the date of the Receivership Order and is currently owed in excess of \$14 million.

- 1.7 The Receiver has instructed its legal counsel to file a notice of application on June 10, 2019 (the "Notice of Application") to be heard June 20, 2019 seeking, among other things:
- a) an order approving the activities of the Receiver as set out in the Receiver's Eighth Report (subsequently defined);
 - b) an order approving the passing of the accounts for the fees and disbursements of the Receiver and its legal counsel, Miller Thomson LLP;
 - c) an order authorizing the Receiver to provide select documentation to legal counsel to Intact relating to certain construction projects undertaken by Contracting; and
 - d) an Order discharging the Receiver.
- 1.8 The Receivership Order, with the Notice of Application and select motion material and other documents filed in the Receivership Proceedings, are posted on the Receiver's website at www.alvarezandmarsal.com/dowland.
- 1.9 This is the Receiver's eighth report (the "**Eighth Report**") in the Receivership Proceedings and it has been prepared as a special purpose report to provide this Honourable Court with the Receiver's comments and recommendation with respect to the orders sought including the discharge of the Receiver, as well as to provide the Court with information and documentation in support of the Receiver's activities and its fees and disbursements.
- 1.10 Capitalized words or terms not defined or otherwise ascribed meaning in this report are defined or ascribed a meaning in the Receiver's earlier reports to this Honourable Court and in the Receivership Order.
- 1.11 All references to dollars are in Canadian currency unless otherwise noted.

2.0 SUMMARY OF THE RECEIVER'S ACTIVITIES

October 13, 2015 to May 31, 2019

2.1 The activities undertaken by the Receiver since the date of the Receiver's Seventh Report dated October 12, 2015 are as follows:

- a) attend to the realization of a 33% share interest held by Contracting in MG Lodging Inuvik Ltd., which, had at one time, operated contract remote lodging for construction and resource companies;
- b) realization of a raw parcel of real property located in Inuvik, NWT;
- c) payment of vendor invoices, utility charges and insurance premiums relating to real estate properties formerly owned by the Dowland Group;
- d) attend to distributions to RBC and others secured creditors pursuant to the order granted on October 20, 2015 by this Honourable Court; and
- e) on-going and normal receivership administrative matters including resolution of statutory claims of Canada Revenue Agency ("CRA") for payroll withholdings, employee claims under the Wage Earners' Protection Program Act ("WEPPA") and numerous builders' lien claims, filing and accounting for GST and preparation of corporation tax returns, payment of professional fees and responding to various enquiries from RBC, legal counsel to other secured creditors, unsecured creditors and various other stakeholders.

2.2 Specific sales process and other activities undertaken by the Receiver during the pendency of the Receivership Proceedings including its realization efforts have been documented in the Receiver's First through Seventh Reports which have been filed with this Honourable Court.

Receiver's Realizations to May 31, 2019

2.3 Summarized in the table below are the net sales proceeds (excluding GST and HST exigible on the sales) realized by the Receiver in respect of the assets of Contracting and 084 up to and including May 31, 2019;

Dowland Contracting Ltd. et al. - In Receivership			
Summary of Asset Realizations (Note 1)			
For the Period from May 21, 2013 to May 31, 2019			
(S000's)	Contracting	0849809	Total
Asset Category:			
Project receivables	\$ 1,695	877	2,572
KIA Settlement	2,817	-	2,817
Equipment and intangibles	4,221	304	4,525
Real property	2,972	-	2,972
Diocese Promissory Note	2,650	-	2,650
Other receipts and interest	1,033	92	1,125
Net cash receipts (net of GST/HST)	\$ 15,388	1,273	16,661
Notes:			
(1) Does not include Receiver's borrowings of \$500,000 under Receiver's Certificate.			

- 2.4 As indicated above, the Receiver has realized approximately \$16.7 million (in aggregate) from the assets of Contracting and 084 of which approximately \$8.0 million relates to construction project related recoveries (project receivables, the KIA Settlement and the proceeds recovered from the Diocese). The balance of \$8.7 million relates to the proceeds realized through the sales processes conducted by the Receiver in respect of the Company's personal and real property interests as well as some recoveries from insurance claims and other miscellaneous receivables.

Receiver's Statements of Cash Receipts and Disbursements to May 31, 2019

- 2.5 Summarized in the table below are the Receiver's cash receipts and disbursements for Contracting and 084 for the period May 21, 2013 to May 31, 2019.

Dowland Contracting Ltd. et al. - In Receivership			
Summary of Cash Receipts and Disbursements			
For the Period from May 21, 2013 to May 31, 2019			
(S000's)	Contracting	0849809	Total
Receipts	\$ 16,399	1,314	17,713
Disbursements:			
Receiver's fees and disbursements	2,189	-	2,189
Receiver's legal counsel fees and disbursements	1,012	52	1,064
Other receivership costs (Note 1)	2,123	687	2,810
Secured lender distributions	11,075	575	11,650
	16,399	1,314	17,713
Net cash receipts May 31, 2019	\$ 0	0	0
Notes:			
(1) Other receivership costs include contract labour and payroll, office leases and utilities, security and storage charges and reserves to fund the Receiver's discharge and bankruptcy administration.			

- 2.6 Detailed statements of the Receiver's cash receipts and disbursements are attached hereto as Appendices "A" and "B" for Contracting and 084, respectively.
- 2.7 As at the date of this Eighth Report, approximately \$50,000 in aggregate has been set aside (reserved) to fund the costs associated with the Receiver's discharge (mainly legal fees which are estimated to be no more than approximately \$10,000), future file/documentation storage costs (approximately, \$10,000) and the balance to fund the administration of the bankruptcy estates of Contracting and 084 (approximately, \$30,000).
- 2.8 The Receiver is not aware of any remaining assets owned by Contracting and/or 084 that are available for realization in the Receivership estates except for potential refunds from outstanding GST returns once certain corporate tax returns of Contracting and 084 have been filed and assessed by CRA. To the extent any proceeds are recovered from outstanding GST returns after the Receiver's discharge (assuming same is granted), these funds will be forwarded to the primary secured creditor, RBC which is consistent and compliant with the October 20, 2015 order granted by this Honourable Court (refer to paragraph 1.5 above).
- 3.0 **RELEASE OF SELECT DOCUMENTATION TO INTACT**
- 3.1 By letter dated June 5, 2019, the Receiver's legal counsel received a request from legal counsel to Intact for assistance in providing access to or copies of select documentation in respect of three construction projects formerly undertaken by Contracting: Inuvik Schools, the Dawson City Hospital and the Watson Lake Hospital (collectively, the "Projects"). The Projects continue to be the subject of litigation between Intact and various subcontractors and suppliers and given that Contracting was the general contractor on the Projects prior to its insolvency, Contracting and by extension the Receiver, may be in possession of documentation that could aid in the referenced litigation matters.
- 3.2 The Receiver is of the view that Intact's request for information and documentation surrounding the Projects is reasonable and would be of assistance to Intact, who are a material stakeholder with significant financial exposure arising from the failure of Dowland Group to complete a large number of bonded construction projects.
- 3.3 Given the state of the Dowland Group's financial records at the date of the Receivership Order, the Receiver expects to be able to provide the requested documentation on a reasonable best efforts basis but without any assurance of completeness or accuracy of the records/documents released and would be prepared to do so conditional upon being granted an order from this Honourable Court that provides for reimbursement of reasonable costs to locate and copy the

requested information and will also be seeking a release for any liability related to the Receiver's efforts in this regard.

- 3.4 The Receiver has agreed, subject to approval of this Honourable Court, to provide Intact with Contracting's documentation or records relating to the Projects to the extent that they are readily accessible. Further, the Receiver has agreed to store the appropriate documentation currently in its possession for a period of 6 years from the date of the Receiver's date of discharge, on the understanding that any access to such records in the future are at accessing party's own costs and expense.

4.0 PROFESSIONAL FEES

- 4.1 Summarized in the table below are the professional fees incurred to in the Receivership Proceedings for the period from the date of the Receiver's Seventh Report (which included the Receiver's fees and disbursements up to and including June 30, 2015) and May 31, 2019:

Dowland Contracting Ltd. et al. - In Receivership						
Summary of Professional Fees						
For the Period from October 3, 2015 to May 31, 2019 (*)						
(S000's)	Fees	Disbursements		GST/HST	Total	
Contracting:						
Alvarez & Marsal Canada Inc.	\$ 34	-	34	1	35	
Miller Thompson LLP	84	1	84	4	89	
McLennan Ross LLP	4	-	4	-	4	
	121	1	122	6	127	
0849809:						
Lawson Lundell LLP	6	-	6	1	7	
Miller Thompson LLP	4	-	4	-	4	
MLT Aikans LLP	2	-	2	-	2	
	11	-	11	1	12	
\$	132	1	133	7	140	

(*) Note: The Receiver's professional fees have been paid up to September 30, 2015 and no further Receiver fees have or will be charged in the Receivership Proceedings.

- 4.2 Attached as Appendix "C" hereto is a summary of the Receiver's fees by staff classification, hourly rates and total fees. In addition, Appendix "C" includes the detailed statements of account of the Receiver for the period July 1, 2015 to September 30, 2015. Note that the Receiver has not charged any fees during the period October 1, 2015 to the effective date of this Eighth Report.
- 4.3 The Receiver has sworn an affidavit as of June 10, 2019 in support of the application to approve its fees and disbursements which has been filed with the Court.
- 4.4 With respect to the accounts of legal counsel to the Receiver, these have been reviewed and approved by the Receiver and it is the view of the Receiver that these fees are fair and reasonable

and necessary for the effective administration of the Receivership Proceedings while taking into account the services that were rendered.

4.5 As indicated above in the table at paragraph 2.5, the Receiver's total fees and its legal fees for the entirety of the Receivership Proceedings total approximately \$3.3 million or 18% of the total cash receipts of \$17.7 million realized from the Dowland Group's assets. As noted in the Receiver's Seventh Report, while total professional fees are significant, the cost of the Receivership Proceedings reflect two unique aspects of the Receivership Proceedings: (1) the number and remote locations of Dowland's operations, construction projects and assets (at the date of the commencement of the Receivership there were 30 on-going or incomplete civil construction projects being monitored by Contracting and 084); and (2) the complexity of the financial and legal issues surrounding the competing interests/claims of RBC, Intact and other interests (e.g. builders' liens and project sponsors) in respect of a number of Dowland Group's large and incomplete civil construction projects.

4.6 RBC, has been kept apprised of the quantum of the professional fees and disbursements incurred in the Receivership Proceedings and the Receiver has not been made aware of any concerns expressed by RBC (or any other stakeholder) regarding the Receiver's fees or those of its legal counsel.

5.0 **RECEIVER'S RECOMMENDATION**

5.1 Based on the foregoing, the Receiver respectfully recommends that this Honourable Court grant the following:

- a) an order approving the activities of the Receiver as set out in the Receiver's Eighth Report;
- b) an order approving the passing of the accounts for the fees and disbursements of the Receiver and its legal counsel, Miller Thomson LLP;
- c) an order authorizing the Receiver to release to legal counsel to Intact select documentation relating to the Projects; and
- d) an Order discharging the Receiver.

All of which is respectfully submitted to this Honourable Court this 10th day of June, 2019.

ALVAREZ & MARSAL CANADA INC.,
in its capacity as Receiver of Dowland Contracting Ltd.,
0849809 B.C. Ltd. and 6070 N.W.T. Limited
And not in its personal capacity



Per: Todd M. Martin
Senior Vice President

APPENDIX A

Dowland Contracting Ltd.
Statement of Receipts and Disbursements
For the Period from May 21, 2013 to May 31, 2019

	Total
Cash Receipts	
Receiver's borrowings	\$ 500,000
Accounts receivable collections	7,717,862
Sale of other assets	104,546
Sale of equipment	4,116,344
Sale of land and buildings	2,972,492
Rents received	276,545
Rental of equipment	22,381
Interest	140,098
GST refund	110
Other receipts	37,204
	<u>15,887,581</u>
GST collected	511,545
Total Receipts	<u>16,399,126</u>
Cash Disbursements	
Contractor services	252,069
Blue building costs	200,771
Storage fees	24,144
Lease for offices and yards	185,331
Utilities and services	149,801
Insurance	5,711
Security	9,044
Appraisal fees	8,373
Bank charges	1,185
Secured lender distributions	11,074,865
Legal and Receiver fees	3,201,147
Source deductions	207,226
WEPPA	116,788
Other disbursements	53,567
Receiver's borrowings repayment	511,734
Reserve for Receiver's discharge and funding of bankruptcy administration	28,351
	<u>16,030,108</u>
GST remitted	369,018
Total Disbursements	<u>16,399,126</u>
Cash Balance - May 31, 2019	<u><u>\$ -</u></u>

APPENDIX B

0849809 B.C. Ltd. (formerly Dowland Industrial Works Ltd.)
Statement of Receipts and Disbursements
For the Period from May 21, 2013 to May 31, 2019

	Total
Cash Receipts	
Accounts receivable collections	\$ 382,882
Sale of assets	299,857
Sale of equipment	4,464
Rocanville settlement receipts	494,238
GST refund	45,951
Interest	4,146
Other receipts	41,605
	<u>1,273,143</u>
GST collected	41,213
Total Receipts	<u>1,314,356</u>
Cash Disbursements	
Contractor services	10,237
Blue building Costs	961
Storage fees	6,817
Lease for offices	13,837
Utilities	17,161
Security	588
Bank charges	155
Potash Settlement	197,119
Secured lender distributions	575,000
Legal and Receiver fees	51,564
Source deductions	370,476
WEPPA	7,147
Other disbursements	3,974
Reserve for Receiver's discharge and funding of bankruptcy administration	21,773
	<u>1,276,810</u>
GST remitted	37,546
Total Disbursements	<u>1,314,356</u>
Cash Balance - May 31, 2019	<u><u>\$ -</u></u>

APPENDIX C



Alvarez & Marsal Canada Inc.
Bow Valley Square 1
Suite 570, 202 - 6th Avenue SW
Calgary, Alberta T2P 2R9
Phone: +1 403 538 7555
Fax: +1 403 538 7551

November 3, 2015

Dowland Contracting Ltd. et al.
c/o Suite 570, 202 - 6th Avenue SW
Calgary, AB T2P 2R9

Attention: Mr. Orest Konowalchuk

Re: Dowland Contracting Ltd. et al. (In Receivership)

For professional services rendered for the period July 1 – September 30, 2015, in connection with the appointment of Alvarez & Marsal Canada Inc. as Receiver of Dowland Contracting Ltd., Dowland Industrial Works Ltd. and 6070 N.W.T. Limited ("Dowland") pursuant to the May 21, 2013 order of the Court of the Queen's Bench of Alberta.

<u>A&M Personnel</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
T. Martin, Managing Director	17.00	600	\$10,200.00
C. Beveridge, Senior Director	6.20	475	2,945.00
O. Konowalchuk, Senior Director	22.40	475	10,640.00
M. Lee, Associate	30.75	300	9,225.00
M. Cheung, Executive Assistant	1.00	100	100.00
	<u>77.35</u>		<u>33,110.00</u>
Disbursements:			
Courier			<u>27.16</u>
			33,137.16
Add: GST (5%)			<u>1,656.86</u>
TOTAL INVOICE			<u>\$34,794.02</u>

Mail Instructions:

Alvarez & Marsal Canada ULC
Attn: Monica Cheung
Commerce Place
400 Burrard Street, Suite 1680
Vancouver, B.C. V6C 3A6

Wire Instructions:

Bank: TD Canada Trust
Account Name: Alvarez & Marsal Canada ULC
Swiftcode: TDOMCATTTOR
Bank Address: 55 King Street West
Toronto, ON M5K 1A2
Bank Transit #: 10202
Institution #: 0004
Account #: 5410790
Reference #: **89627A – Invoice #18**
GST: 83486 3367 RT0001

Dowland Contracting Ltd. – 89627A

<u>Todd Martin</u>	<u>Description</u>	<u>Hrs.</u>
Jul 4	Review project receivable documentation on Yukon hospital projects including review of labour and material bind payments; email to R. reason on analysis and review of YHC and Selkirk projects; receipt and review of Qikitani hospital project;	4.0
Jul 7	Draft email to RBC regarding status of review and information flow from Intact;	0.2
Jul 8	Receipt and review of letter to Bennett Jones on Selkirk project and letter to Jane at Rose LLP; letter to Weiss at Blakes re: NCC Dowland reporting;	1.0
Jul 9	Receipt and review of letter from Jane Sidnell of Rose LLP;	0.1
Jul 10	Email to and from Gary Ivany at RBC regarding information from Intact on projects;	0.2
Jul 13	Telephone conversation with O. Konowalchuk regarding status of CRA audits on both Contracting and 0849809 B.C. Ltd.;	0.2
Jul 20	Review email from R. Reeson and letter from City of Whitehorse on Selkirk project;	0.2
Jul 22	Conference call with R. Reeson regarding EFRN materials; email to RBC;	0.8
Aug 4	Emails to RBC and Miller Thomson regarding status of settlement discussions with Intact;	0.2
Aug 5	Receipt and review of email from O. Konowalchuk regarding payroll withholding liability on Contracting;	0.2
Aug 13	Receipt and review of documentation regarding Ft. McMurray School project;	0.5
Aug 20	Review allocation schedules for updating; email to R. reason; internal meeting and discussion regarding updating of cash receipts and disbursements and allocation schedules;	1.2
Aug 28	Telephone conversation with Gary Ivany of RBC regarding status of potential settlement between Intact and RBC;	0.5
Aug 31	Review information on Ft. McMurray school project;	0.1
Sep 3	Email to Reeson regarding Jane Sidnell request regarding CRA liabilities;	0.2
Sep 4	Telephone conversation with O. Konowalchuk regarding CRA liabilities and status of audits; email to R. Reeson regarding CRA liabilities;	1.1



Dowland Contracting Ltd. – 89627A

Sep 14	Telephone conversation with Gary Ivany of RBC regarding CRA liabilities and review of documentation sent to Chief of Appeals at CRA;	0.6
Sep 16	Review of cash available for distribution; email to Gary Ivany at RBC; internal meeting and discussion regarding GST update on Contracting and 0849809 B.C. Ltd.; voicemail for R. Reeson on cash availability and potential distributions;	0.7
Sep 17	Review emails on dates for hearing and holdback amounts; receipt and review of documentation/information from O. Konowalchuk on CRA liabilities; consider form of order for interim distribution and other such matters;	0.5
Sep 18	Receipt and review of letter from Lesley Ask to CRA Appeals; receipt and review of draft interim distribution order;	1.0
Sep 21	Email to Ken Andersen at BLG regarding CNA agreement to interim distribution amounts; consideration of degree of disclosure of Intact losses and draft email to Intact;	1.5
Sep 22	Review letter to Intact regarding disclosures;	1.0
Sep 23	Consideration of issues surrounding proposed interim distribution and other matters.	1.0
TOTAL – T. Martin		17.0 hrs.



Dowland Contracting Ltd. – 89627A

<u>Callum Beveridge</u>	<u>Description</u>	<u>Hrs.</u>
Jul 6	Discharge of security;	0.2
Jul 13	Call from R. Rutman on discharge of security;	0.2
Jul 30	Call to Miller Thomson and McLennan Ross;	0.5
Aug 18	Call to Wildstone. Email to R. Rutman;	0.3
Aug 19	Allocation schedule updated;	1.5
Aug 20	Discussion with T. Martin on allocation schedule; Revised allocation schedule;	1.8
Aug 26	Follow up on properties; Email to G. Pemberton;	0.2
Sep 8	Assignment of lease;	0.5
Sep 22	Assignment and review and signing of CRA letter for GST and HST audit.	1.0
TOTAL – C. Beveridge		6.2 hrs.



Dowland Contracting Ltd. – 89627A

<u>Orest Konowalchuk</u>	<u>Description</u>	<u>Hrs.</u>
Jul 3	Call with counsel on CRA payroll matters; review of documentation on payroll;	1.0
Jul 7	GST returns and communication with M. Lee;	0.1
Jul 13	Internal call on outstanding matters; review payroll information and contact CRA re: timing of DCL re-audit and DIW matters on payroll; communication with counsel on payroll matters;	2.0
Jul 14	Review of invoices from contractors;	0.1
Jul 20	Receipt of emails from counsel and internal re: Drumheller contract;	0.2
Jul 21	receipt of emails from counsel and internal re: Drumheller contract;	0.3
Jul 29	Call with CRA re: DIW payroll audit matters;	1.0
Aug 5	Multiple calls with CRA re: re-audits of DCL and DIW; review of payroll records; update internally and with counsel; arrange for additional documents to be sent to Calgary;	2.0
Aug 6	Communication with counsel re: upcoming audits;	0.5
Aug 10	Review of emails from counsel on projects and cost summaries;	0.5
Aug 25	Call with CRA appeals group re: DIW payroll matters;	0.9
Aug 26	Call with CRA auditor on DCL matters for payroll;	0.6
Sep 2	Invoice review on catalyst and emails with Marianna on same;	0.2
Sep 4	Various emails with counsel on Intact email and request; internal discussion on recoveries; review of email on best case/worst case scenario on recoveries; call with counsel and review of DIW payroll matters and upcoming requirements of appeal;	1.2
Sep 11	Review of catalyst invoices; further review of DCL payroll and records for call with counsel and upcoming audit;	2.7
Sep 17	Draft memorandum on response to CRA appeals re: DIW payroll to counsel; review timelines and events; prepare for upcoming re: audit of DCL payroll with CRA held at A&M office;	2.7
Sep 18	Review draft letter and finalize with counsel to send to CRA re: DIW payroll appeals;	0.6
Sep 21	Review materials and pull information for Dowland CRA;	2.5



Dowland Contracting Ltd. – 89627A

Sep 22 Prepare for CRA auditor on GST review re: DCL; meeting with
auditor.

3.3

TOTAL – O. Konowalchuk

22.4 hrs.



Dowland Contracting Ltd. – 89627A

<u>Marianna Lee</u>	<u>Description</u>	<u>Hrs.</u>
Jul 3	Attend to accounts payable matters;	0.5
Jul 6	Attend to accounts payable matters;	0.75
Jul 7	Attend to accounts payable matters;	0.5
Jul 8	Attend to accounts payable matters and internal discussion re same;	0.5
Jul 22	Correspondence with CRA re GST matters;	0.5
Aug 4	Attend to accounts payable matter and correspondence re same;	0.5
Aug 7	Review invoices, prepare payments and attend to correspondence re same;	0.5
Aug 11	Review receipts and disbursements; file GST returns;	1.0
Aug 17	Attend to accounts payable matters;	0.25
Aug 18	Attend to accounts payable matters and update receipts and disbursements;	1.25
Aug 19	Update realization analysis and internal discussion re same;	6.0
Aug 20	Review realization analysis and internal discussion re same;	4.0
Aug 21	Update receipts and disbursements;	0.5
Aug 26	Attend to correspondence with the CRA re GST review;	0.25
Aug 31	Review invoices and prepare cheques;	0.5
Sep 2	Attend to correspondence re accounts payable matters;	0.5
Sep 11	Review receipts and disbursements; file GST returns;	1.0
Sep 14	File GST return and attend to correspondence re same;	0.5
Sep 15	Compile documentation for GST review by the Canada Revenue Agency and correspondence re same;	3.0
Sep 16	Compile documentation for GST review and reconcile GST filings;	2.5
Sep 17	Compile documentation for GST review, reconcile GST filings and correspondence with CRA re same;	2.5
Sep 22	Review GST documentation re GST review by CRA;	1.0



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Sep 23	Attend to GST review matters and correspondence with Telus re post-filing payables; correspondence with Municipality of Community Affairs of Northwest Territories re lease;	1.0
Sep 24	Correspondence with Municipality and Community Affairs of Northwest Territories re lease; review invoices and prepare payment;	1.0
Sep 25	Attend call with the Municipality and Community Affairs of Northwest Territories re GNWT lease arrears.	0.25
TOTAL – M. Lee		30.75 hrs.



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<u>Monica Cheung</u>	<u>Description</u>	<u>Hrs.</u>
Jul 6	Prepare for payment; update R&D;	0.5
Aug 18	Prepare for payment; updated R&D;	0.25
Aug 19	Prepare for payment; updated R&D;	0.25
TOTAL – M. Cheung		1.0 hrs.

