

# **COUNCIL & EXECUTIVE MANAGERS**

## TRAVEL EXPENSE REPORT

April 2025

## COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

**Name:** Gerald S. Aalbers

**Date:** April 2025

MILEAGE				
Date	Location	Description	KM Travelled	Total
April 3, 2025	Regina	Lloydminster-Regina-Return (April 1-3) SK CMC Meetings	1070	\$ 770.40
April 9, 2025	Regina	Lloydminster-Regina-Return (April 7-9) Food, Fuel, Fertilizer Conference	1070	\$ 770.40
April 16, 2025	Saskatoon	Lloydminster-Saskatoon-Lloydminster-SUMA Convention-expenses covered by SUMA		\$ -
April 25, 2025	Medicine Hat	Lloydminster- Medicine Hat-Return-EATC Conference	1008	\$ 725.76
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 2,266.56

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
April 1, 2025	Regina	Meals - Dinner	SK CMC Meeting	1	\$ 32.00
April 7, 2025	Regina	Meals - Dinner	Food, Fuel, Fertilizer Conference	1	\$ 32.00
April 8, 2025	Regina	Meals - Breakfast & Dinner	Food, Fuel, Fertilizer Conference	1	\$ 48.00
April 9, 2025	Regina	Meals - Daily	Food, Fuel, Fertilizer Conference	1	\$ 69.00
April 13, 2025	Saskatoon	Meals - Breakfast & Dinner	SUMA Convention	1	\$ 48.00
April 14, 2025	Saskatoon	Meals - Dinner	SUMA Convention	1	\$ 32.00
April 23, 2025	Medicine Hat	Meals - Breakfast & Lunch	EATC Conference	1	\$ 37.00
April 24, 2025	Medicine Hat	Meals - Dinner	EATC Conference	1	\$ 32.00
April 25, 2025	Medicine Hat	Meals - Lunch	EATC Conference	1	\$ 21.00
					\$ -
				<b>TOTAL</b>	<b>\$ 351.00</b>

INCIDENTALS PER DIEM				
An Incidental Per Diem of \$17 may be claimed daily without receipts for a full day of travel or overnight travel in accordance with Section 9 of the Travel Expense Reimbursement Policy.				
Date	Location	Description	Quantity	Total
April 3, 2025	Regina	SK CMC Meetings	3	\$ 51.00
April 9, 2025	Regina	Food, Fuel, Fertilizer Conference	2	\$ 34.00
April 25, 2025	Medicine Hat	EATC Conference	3	\$ 51.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 136.00

ACCOMMODATION				
Date	Location	Description	Quantity	Total
April 9, 2025	Regina	Hotel Room	1	\$ 386.42
April 8, 2025	Regina	Taxi Fare (2 way)	1	\$ 18.00
April 9, 2025	Regina	Taxi Fare (1 way)	1	\$ 9.50
April 25, 2025	Medicine Hat	Hotel Room	1	\$ 269.32
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 683.24</b>

<b>OTHER</b>				
<b>This section may be used for true meal expense(s) as per Section 8.6 of the Travel Expense Reimbursement Policy.</b>				
<b>Date</b>	<b>Location</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>
April 16, 2025	Saskatoon	Registration-SUMA Convention-N/A (covered by SUMA \$550.00)	1	\$ -
April 9, 2025	Regina	Registration-Food, Fuel & Fertilizer (paid March 21)	1	\$ 581.64
April 23, 2025	Medicine Hat	Registration - EATC Conference	1	\$ 183.75
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 765.39</b>

**TOTAL: \$ 4,202.19**

Authorized Signature:  Signed by: 







[accountspayable@lloydminster.ca](mailto:accountspayable@lloydminster.ca)

**Signed by:**



LLOYDMINSTER

CITY OF LLOYDMINSTER  
Finance Department  
4420-50 Avenue  
Lloydminster, AB/SK T9V 0W2  
Phone: 780-875-6184  
[accountspayable@lloydminster.ca](mailto:accountspayable@lloydminster.ca)

## COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

**Name:** Justin Vance

**Date:** April 2025

<b>MILEAGE</b>				
<b>Date</b>	<b>Location</b>	<b>Description</b>	<b>KM Travelled</b>	<b>Total</b>
April 16, 2025	Saskatoon	Lloydminster - Saskatoon - Lloydminster, SUMA Convention	550	\$ 396.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 396.00

[illegible]

INCIDENTALS PER DIEM				
An Incidental Per Diem of \$17 may be claimed daily without receipts for a full day of travel or overnight travel in accordance with Section 9 of the Travel Expense Reimbursement Policy.				
Date	Location	Description	Quantity	Total
April 16, 2025	Saskatoon	SUMA Convention - 4 Days	4	\$ 68.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 68.00

ACCOMMODATION				
Date	Location	Description	Quantity	Total
April 16, 2025	Saskatoon	Hotel - 3 nights	1	\$ 819.75
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 819.75

OTHER				
This section may be used for true meal expense(s) as per Section 8.6 of the Travel Expense Reimbursement Policy.				
Date	Location	Description	Quantity	Total
April 13, 2025	Saskatoon	Registration - SUMA Convention	1	\$ 550.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 550.00

**TOTAL: \$ 1,971.75**

**Authorized Signature:**

**Signed by:**





