

# COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSE REPORT

September 2024



LLOYDMINSTER

CITY OF LLOYDMINSTER  
 Finance Department  
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 Lloydminster, AB/SK T9V 0W2  
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**COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES**

Name: Gerald Aalbers

Date: September 30, 2024

MILEAGE				
Date	Location	Description	KM Travelled	Total
September 6, 2024	Cold Lake	Lloydminster to Cold Lake - Return-Chamber of Commerce Political Forum	330	\$ 231.00
September 27, 2024	Red Deer	Lloydminster to Red Deer - Return-Abmunis Convention	838	\$ 586.60
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 817.60</b>

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
September 24, 2024	Red Deer	Meals - Lunch & Dinner	Abmunis Convention	1	\$ 53.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
			<b>TOTAL</b>		<b>\$ 53.00</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
September 27, 2024	Red Deer	Abmunis Convention	4	\$ 68.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 68.00</b>

ACCOMMODATION				
Date	Location	Description	Quantity	Total
September 27, 2024	Red Deer	Abmunis Convention - Hotel	1	\$ 597.03
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 597.03</b>

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
September 24, 2024	Red Deer	Abmunis Convention - Registration & Reception	1	\$ 665.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 665.00</b>

**TOTAL: \$ 2,200.63**

Authorized Signature: 
 Signed by:



LLOYDMINSTER

COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name: Michael Diachuk

Date: September 30, 2024

MILEAGE table with columns: Date, Location, Description, KM Travelled, Total. Includes rows for September 19 and 27, 2024.

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided) table with columns: Date, Location, Type, Description, Quantity, Total. Includes rows for September 23 and 27, 2024.

INCIDENTALS PER DIEM table with columns: Date, Location, Description, Quantity, Total. Includes a note about claiming \$17 per diem.

ACCOMMODATION table with columns: Date, Location, Description, Quantity, Total. Includes a row for September 27, 2024.

OTHER table with columns: Date, Location, Description, Quantity, Total. Includes rows for September 24, 2024.

TOTAL: \$ 2,536.24

Authorized Signature: [Signature area with 'Signed by:' label]



### COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name:

Date:

<b>MILEAGE</b>				
Date	Location	Description	KM Travelled	Total
August 29, 2024	Frog Lake	Lloydminster to Frog Lake-return-CEDI Meeting	170	\$ 119.00
September 27, 2024	Red Deer	Lloydminster to Red Deer - return-Abmunis Convention	838	\$ 586.60
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL</b>				<b>\$ 705.60</b>

<b>MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)</b>					
Date	Location	Type	Description	Quantity	Total
September 23, 2024	Red Deer	Meals - Dinner	Abmunis Convention	1	\$ 32.00
September 24, 2024	Red Deer	Meals - Lunch & Dinner	Abmunis Convention	1	\$ 53.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>TOTAL</b>					<b>\$ 85.00</b>

<b>INCIDENTALS PER DIEM</b>				
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
September 27, 2024	Red Deer	Abmunis Convention - Red Deer	4	\$ 68.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL</b>				<b>\$ 68.00</b>

<b>ACCOMMODATION</b>				
Date	Location	Description	Quantity	Total
September 27, 2024	Red Deer	Abmunis Convention-Hotel	1	\$ 796.04
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL</b>				<b>\$ 796.04</b>

<b>OTHER</b>				
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
September 24, 2024	Red Deer	Abmunis Convention - Registration & Reception	1	\$ 665.00
September 24, 2024	Red Deer	Councils Role in Public Engagement Seminar - Registration	1	\$ 395.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL</b>				<b>\$ 1,060.00</b>

**TOTAL: \$ 2,714.64**

Authorized Signature:



### COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name:

Date:

MILEAGE				
Date	Location	Description	KM Travelled	Total
September 27, 2024	Red Deer	Lloydminster - Red Deer - Return - Abmunis Convention	838	\$ 586.60
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 586.60</b>

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
September 24, 2024	Red Deer	Meals - Dinner	Abmunis Convention	1	\$ 32.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
				<b>TOTAL</b>	<b>\$ 32.00</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	
September 27, 2024	Red Deer	Abmunis Convention	4	\$	68.00
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				<b>TOTAL</b>	<b>\$ 68.00</b>

ACCOMMODATION				
Date	Location	Description	Quantity	Total
September 27, 2024	Red Deer	Abmunis Convention	1	\$ 597.03
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 597.03</b>

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
September 24, 2024	Red Deer	Abmunis Convention - Registration & Reception	1	\$ 665.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 665.00</b>

TOTAL: \$ 1,948.63

Authorized Signature:



LLOYDMINSTER

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### COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name: Jonathan Torresan

Date: September

<b>MILEAGE</b>				
Date	Location	Description	KM Travelled	Total
September 27, 2024	Red Deer	Travel from Lloydminster - Red Deer - Return - AB Munis Convention	838	\$ 586.60
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 586.60</b>

<b>MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)</b>					
Date	Location	Type	Description	Quantity	Total
September 24, 2024	Red Deer	Meals - Lunch & Dinner	AB Munis Convention	1	\$ 53.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
				<b>TOTAL</b>	<b>\$ 53.00</b>

<b>INCIDENTALS PER DIEM</b>					
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	
September 27, 2024	Red Deer	AB Munis Convention - 4 Days	4	\$ 68.00	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				<b>TOTAL</b>	<b>\$ 68.00</b>

<b>ACCOMMODATION</b>					
Date	Location	Description	Quantity	Total	
September 27, 2024	Red Deer	Hotel - AB Munis Convention	1	\$ 597.03	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				<b>TOTAL</b>	<b>\$ 597.03</b>

<b>OTHER</b>					
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	
	Red Deer	Abmunis Convention - Registration & Reception	1	\$ 665.00	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				<b>TOTAL</b>	<b>\$ 665.00</b>

TOTAL: \$ 1,969.63

Authorized Signature: \_\_\_\_\_  
 Signed by: \_\_\_\_\_



**COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES**

Name: Jason Whiting

Date: September 27, 2024

MILEAGE				
Date	Location	Description	KM Travelled	Total
September 27, 2024	Red Deer	Lloydminster - Red Deer - Return - Abmunis Convention	838	\$ 586.60
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 586.60</b>

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
September 24, 2024	Red Deer	Meals - Lunch & Dinner	Abmunis Convention	1	\$ 53.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
			<b>TOTAL</b>		<b>\$ 53.00</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
September 27, 2024	Red Deer	Abmunis Convention	4	\$ 68.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 68.00</b>

ACCOMMODATION				
Date	Location	Description	Quantity	Total
September 27, 2024	Red Deer	Abmunis Convention	1	\$ 628.53
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 628.53</b>

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
September 24, 2024	Red Deer	Abmunis Convention - Registration & Reception	1	\$ 665.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 665.00</b>

**TOTAL: \$ 2,001.13**

Authorized Signature:



**COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES**

Name:

Date:

<b>MILEAGE</b>				
Date	Location	Description	KM Travelled	Total
September 27, 2024	Red Deer	Lloydminster-Red Deer-Return - Abmunis Convention	838	\$ 586.60
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 586.60</b>

<b>MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)</b>					
Date	Location	Type	Description	Quantity	Total
September 24, 2024	Red Deer	Meals - Lunch	Abmunis Convention	1	\$ 21.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
			<b>TOTAL</b>		<b>\$ 21.00</b>

<b>INCIDENTALS PER DIEM</b>				
<small>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.</small>				
Date	Location	Description	Quantity	Total
September 27, 2024	Red Deer	Abmunis Convention	4	\$ 68.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 68.00</b>

<b>ACCOMMODATION</b>				
Date	Location	Description	Quantity	Total
September 27, 2024	Red Deer	Abmunis Convention - Hotel	1	\$ 597.03
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 597.03</b>

<b>OTHER</b>				
<small>This section may be used for true meal expense(s) as per Section 8.6 of the Travel Expense Reimbursement Policy.</small>				
Date	Location	Description	Quantity	Total
September 24, 2024	Red Deer	Registration-Abmunis Convention	1	\$ 665.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>TOTAL</b>	<b>\$ 665.00</b>

**TOTAL: \$ 1,937.63**

Authorized Signature: