

COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSE REPORT

February 2023



COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name:

Date:

MILEAGE				
Date	Location	Description	KM Travelled	Total
February 9, 2023	Edmonton	Lloydminster to Edmonton return-RMRF Seminar	510	\$ 346.80
February 17, 2023	St Paul	Lloydminster to St Paul return - AB HUB	304	\$ 206.72
February 26, 2023	Regina	Lloydminster to Regina return - 2023 SK Winter Games Closing Ceremonies	1066	\$ 724.88
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 1,278.40

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
February 9, 2023	Edmonton	Meals - Dinner	RMRF Law Seminar	1	\$ 32.00
February 24, 2023	Regina	Meals - Dinner	2023 SK Winter Games Closing Ceremonies	1	\$ 32.00
February 25, 2023	Regina	Meals - Daily	2023 SK Winter Games Closing Ceremonies	1	\$ 69.00
February 26, 2023	Regina	Meals - Breakfast & Lunch	2023 SK Winter Games Closing Ceremonies	1	\$ 37.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL					\$ 170.00

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
February 9, 2023	Edmonton	RMRF Law Seminar	1	\$ 17.00
February 25, 2023	Regina	2023 SK Winter Games Closing Ceremonies	1	\$ 17.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 34.00

ACCOMMODATION				
Date	Location	Description	Quantity	Total
February 9, 2023	Edmonton	RMRF Law Seminar	1	\$ 167.28
January 24, 2023	Whistler	ICSC Conference in Whistler (January)	1	\$ 1,548.60
February 24, 2023	Regina	2023 SK Winter Games Closing Ceremonies	1	\$ 264.62
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 1,980.50

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
February 14, 2023	Edmonton	RMRF Law Seminar - (paid in January)	1	\$ 187.25
	Lloydminster	Lunch Meeting with new SK Provincial Judge Kirtzer	1	\$ 49.31
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 236.56

TOTAL: \$ 3,699.46

Authorized Signature:



COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name: Denise MacDonald

Date: February 01, 2023

MILEAGE				
Date	Location	Description	KM Travelled	Total
			0	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ -

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
February 9, 2023	Edmonton, AB	Meals - Dinner	RMRF Municipal Law Seminar	1	\$ 32.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
				TOTAL	\$ 32.00

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	
February 9, 2023	Edmonton, AB	Overnight Incidental - RMRF Municipal Law Seminar	1	\$ 17.00	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				TOTAL	\$ 17.00

ACCOMMODATION				
Date	Location	Description	Quantity	Total
February 9, 2023	Edmonton, AB	Delta Hotel - Edmonton South - RMRF Municipal Law Seminar	1	\$ 192.34
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 192.34

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
February 2, 2023	Edmonton, AB	RMRF Municipal Law Seminar Registration Fee	1	\$ 187.25
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL	\$ 187.25

TOTAL: \$ 428.59

Authorized Signature:



COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name:

Date:

MILEAGE				
Date	Location	Description	KM Travelled	Total
February 7, 2023	Lloydminster to Camrose	ALERT Board of Directors and CAC Meeting	224	\$ 152.32
February 10, 2023	Edmonton to Lloydminster	RMRF Municipal Law Seminar	249	\$ 169.32
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 321.64

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
February 7, 2023	Camrose	Meals - Dinner	ALERT Board of Directors and CAC Meeting	1	\$ 32.00
February 8, 2023	Camrose	Meals - Dinner	ALERT Board of Directors and CAC Meeting	1	\$ 32.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL					\$ 64.00

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
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ -

ACCOMMODATION				
Date	Location	Description	Quantity	Total
February 7, 2023	Camrose, AB	Two nights stay at Ramada Camrose (ALERT Board of Directors and CAC Meeting)	2	\$ 357.02
February 9, 2023	Edmonton, AB	One night stay Delta Hotel (RMRF Municipal Law Seminar)	1	\$ 167.28
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 524.30

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
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ -

TOTAL: \$ 909.94

Authorized Signature:



COUNCIL & EXECUTIVE MANAGERS TRAVEL EXPENSES

Name: Don Stang

Date: **February 01, 2023**

MILEAGE				
Date	Location	Description	KM Travelled	Total
February 6, 2023	Lloydminster-Edmonton	FCM Sustainable Communities Conference (Ottawa,ON)	295	\$ 200.60
February 10, 2023	Edmonton-Lloydminster	FCM Sustainable Communities Conference (Ottawa,ON)	295	\$ 200.60
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 401.20

MEALS PER DIEM (Please select a 'Type' of Meal from the drop-down list provided)					
Date	Location	Type	Description	Quantity	Total
February 6, 2023	Ottawa, ON	Meals - Dinner	FCM Sustainable Communities Conference	1	\$ 32.00
February 7, 2023	Ottawa, ON	Meals - Daily	FCM Sustainable Communities Conference	1	\$ 69.00
February 8, 2023	Ottawa, ON	Meals - Dinner	FCM Sustainable Communities Conference	1	\$ 32.00
February 9, 2023	Ottawa, ON	Meals - Dinner	FCM Sustainable Communities Conference	1	\$ 32.00
February 10, 2023	Ottawa, ON	Meals - Daily	FCM Sustainable Communities Conference	1	\$ 69.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
TOTAL					\$ 234.00

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	
February 6, 2023	Ottawa, ON	FCM Sustainable Communities Conference	1	\$ 17.00	
February 7, 2023	Ottawa, ON	FCM Sustainable Communities Conference	1	\$ 17.00	
February 8, 2023	Ottawa, ON	FCM Sustainable Communities Conference	1	\$ 17.00	
February 9, 2023	Ottawa, ON	FCM Sustainable Communities Conference	1	\$ 17.00	
February 10, 2023	Ottawa, ON	FCM Sustainable Communities Conference	1	\$ 17.00	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
TOTAL					\$ 85.00

ACCOMMODATION				
Date	Location	Description	Quantity	Total
February 6, 2023	Edmonton, AB	One night stay Coast Nisku Inn & Conference Centre (FCM Conference)	1	\$ 103.55
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 103.55

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
February 7, 2023	Ottawa, ON	Travel - Taxi from Ottawa Airport to Hotel	1	\$ 39.56
February 8, 2023	Ottawa, ON	Travel - Taxi from Hotel to FCM Sustainable Communities Conference	1	\$ 9.58
February 9, 2023	Ottawa, ON	Travel - Taxi from Hotel to FCM Sustainable Communities Conference	1	\$ 10.35
February 09, 2023	Ottawa, ON	Travel - Taxi from FCM Conference to Hotel	1	\$ 10.66
February 10, 2023	Ottawa, ON	Travel - Taxi from Hotel to Ottawa Airport	1	\$ 37.06
February 10, 2023	Edmonton, AB	Parking Edmonton International Airport - February 7, 2023 to February 10, 2023	1	\$ 47.80
January 20, 2023	Ottawa, ON	Registration - Speaker Delegate - FCM Sustainable Communities Conference	1	\$ 700.00
				\$ -
TOTAL				\$ 855.01

TOTAL: \$ 1,678.76

Authorized Signature: