

## Council Expense Claim Form

Name: Barry Turner

For the Month: November 16 - December 31

Date: December 12, 2018

### Expenditure Details

Function/Event: <u>Meeting with Mayor Deck</u>	Registration Expense: \$ <u>                    -</u>
Date(s) of Event: <u>19-Nov</u>	Lodging Expense: \$ <u>                    -</u>
Duration of Event: _____	Total Meal Expense: \$ <u>                    -</u>
Location of Event: <u>Fort Saskatchewan</u>	Mileage (\$) Expense: \$ <u>                  42.42</u>
Mileage Traveled (km): <u>84</u>	Incidental Expense: _____
Other: _____	
Per Diem: _____	

GL: <u>01-720-11-272069</u>	Expense: \$ <u>                  42.42</u>
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Function/Event: _____	Registration Expense: \$ _____
Date(s) of Event: _____	Lodging Expense: _____
Duration of Event: _____	Total Meal Expense: \$ _____
Location of Event: _____	Mileage (\$) Expense: \$ _____
Mileage Traveled (km): _____	Incidental Expense: _____
Other: _____	
Per Diem: _____	

GL: _____	Expense: \$ <u>                    -</u>
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Function/Event: _____	Registration Expense: _____
Date(s) of Event: _____	Lodging Expense: _____
Duration of Event: _____	Total Meal Expense: _____
Location of Event: _____	Mileage (\$) Expense: \$ _____
Mileage Traveled (km): _____	Incidental Expense: _____
Other: _____	
Per Diem: _____	


GL: _____	Expense: \$ <u>                    -</u>
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Function/Event: _____	Registration Expense: _____
Date(s) of Event: _____	Lodging Expense: _____
Duration of Event: _____	Total Meal Expense: \$ _____
Location of Event: _____	Mileage (\$) Expense: \$ _____
Mileage Traveled (km): _____	Incidental Expense: _____
Other: _____	
Per Diem: _____	

GL: _____	Expense: \$ <u>                    -</u>
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Meal Allowance <i>maximum \$41.55 daily</i> ):	Total Expenses: \$ <u>                  42.42</u>
<i>Breakfast \$9.20      Lunch \$11.60      Dinner \$20.75</i>	Total Per Diem: <u>                  0.00</u>
Mileage: <i>per Kilometre</i> \$0.505	
Per Diem: 0-2 Hours \$50.00	
2-4 Hours \$100.00	
4-8 Hours \$200.00	
8+ Hours \$300.00	
Conference Rate \$200.00	

*Note: Receipts must be attached / submitted with this Expense Claim. All expenses must be approved by the Mayor.*

Claimant's Signature: 

Reviewed: 

Deputy Mayor Approval: 

Cheque #: \_\_\_\_\_

Payroll: \_\_\_\_\_

A/P: 42.42

## Council Expense Claim Form

Name: Rebecca Balanko

For the Month: November / December 2018

Date: December 15, 2018

### Expenditure Details

Function/Event: <u>Edmonton Salutes</u>		Registration Expense: \$	-
Date(s) of Event: <u>11/16/2018</u>		Lodging Expense: \$	-
Duration of Event: <u>3hours</u>		Total Meal Expense: \$	-
Location of Event: <u>Edmonton City Centre</u>		Mileage (\$) Expense: \$	21.21
Mileage Traveled (km): <u>42</u>		Incidental Expense:	
Other:			
Per Diem: <u>100</u>			

GL: 01-720-11-272070 Expense: \$ 21.21

Function/Event: <u>SRWA</u>		Registration Expense: \$	-
Date(s) of Event: <u>12/5/2018</u>		Lodging Expense:	
Duration of Event: <u>4</u>		Total Meal Expense: \$	-
Location of Event: <u>Parkland County</u>		Mileage (\$) Expense: \$	59.59
Mileage Traveled (km): <u>118</u>		Incidental Expense:	
Other:			
Per Diem: <u>200</u>			

GL: 01-720-11-272070 Expense: \$ 59.59

Function/Event: <u>Library Board Meeting</u>		Registration Expense:	
Date(s) of Event: <u>12/12/2018</u>		Lodging Expense:	
Duration of Event: <u>3</u>		Total Meal Expense:	
Location of Event: <u>Morinville</u>		Mileage (\$) Expense: \$	-
Mileage Traveled (km): <u>0</u>		Incidental Expense:	
Other:			
Per Diem: <u>50</u>			

GL: 01-720-11-272070 Expense: \$ -

Function/Event: <u>NSWA</u>		Registration Expense:	
Date(s) of Event: <u>11/19/18</u>		Lodging Expense:	
Duration of Event: <u>3</u>		Total Meal Expense: \$	-
Location of Event: <u>St. Albert</u>		Mileage (\$) Expense: \$	22.22
Mileage Traveled (km): <u>44</u>		Incidental Expense:	
Other:			
Per Diem: <u>100</u>			

GL: 01-720-11-272070 Expense: \$ 22.22

Meal Allowance <i>maximum \$41.55 daily</i> ):		<b>Total Expenses: \$</b>	<b>103.02</b>
<i>Breakfast \$9.20</i>	<i>Lunch \$11.60</i>	<b>Total Per Diem:</b>	<b>450.00</b>
<i>Dinner \$20.75</i>			
Mileage: per kilometre	\$0.505		
Per Diem: 0-2 Hours	\$50.00		
2-4 Hours	\$100.00		
4-8 Hours	\$200.00		
8+ Hours	\$300.00		
Conference Rate	\$200.00		

Note: Receipts must be attached / submitted with this Expense Claim. All expenses must be approved by the Mayor.

Claimant's Signature: *Rebecca Balanko*

Reviewed: *JB*

Mayor Approval: *[Signature]*

Cheque #: \_\_\_\_\_

Payroll: 450

A/P: 103.02

# Council Expense Claim Form

Name: Nicole Boutestein

For the Month: Nov -Dec

Date: December 13, 2018

## Expenditure Details

<b>Function/Event:</b> Community Service Advisory Board		Registration Expense:	\$ -
<b>Date(s) of Event:</b>	<u>21-Nov</u>	Lodging Expense:	\$ -
<b>Duration of Event:</b>	<u>2 hours</u>	Total Meal Expense:	\$ -
<b>Location of Event:</b>	<u>MCCC</u>	Mileage (\$) Expense:	\$ -
<b>Mileage Traveled (km):</b>		Incidental Expense:	\$ -
<b>Other:</b>			
<b>Per Diem:</b>	<u>50</u>		

**GL:** \_\_\_\_\_ **Expense:** \$ -

<b>Function/Event:</b> left blank		Registration Expense:	\$ -
<b>Date(s) of Event:</b>		Lodging Expense:	\$ -
<b>Duration of Event:</b>		Total Meal Expense:	\$ -
<b>Location of Event:</b>		Mileage (\$) Expense:	\$ -
<b>Mileage Traveled (km):</b>		Incidental Expense:	\$ -
<b>Other:</b>			
<b>Per Diem:</b>			

**GL:** \_\_\_\_\_ **Expense:** \$ -

<b>Function/Event:</b> Chamber meetig		Registration Expense:	\$ -
<b>Date(s) of Event:</b>	<u>5-Dec</u>	Lodging Expense:	\$ -
<b>Duration of Event:</b>	<u>1 hour</u>	Total Meal Expense:	\$ -
<b>Location of Event:</b>	<u>Chamber office</u>	Mileage (\$) Expense:	\$ -
<b>Mileage Traveled (km):</b>		Incidental Expense:	\$ -
<b>Other:</b>			
<b>Per Diem:</b>	<u>50</u>		

**GL:** \_\_\_\_\_ **Expense:** \$ -

<b>Function/Event:</b> EMRB		Registration Expense:	\$ -
<b>Date(s) of Event:</b>	<u>13-Dec</u>	Lodging Expense:	\$ -
<b>Duration of Event:</b>	<u>5 hours</u>	Total Meal Expense:	\$ -
<b>Location of Event:</b>	<u>Chateau Louis</u>	Mileage (\$) Expense:	\$ 40.40
<b>Mileage Traveled (km):</b>	<u>80</u>	Incidental Expense:	\$ -
<b>Other:</b>			
<b>Per Diem:</b>	<u>200</u>		

**GL:** 01-720-11-272071 **Expense:** \$ 40.40

<i>Meal Allowance maximum \$41.55 daily:</i>		
Breakfast \$9.20	Lunch \$11.00	Dinner \$20.75
Mileage:	per kilometre	\$0.505
Per Diem:	0-2 Hours	\$50.00
	2-4 Hours	\$100.00
	4-8 Hours	\$200.00
	8+ Hours	\$300.00
	Conference Rate	\$200.00

<b>Total Expenses:</b>	<b>\$ 40.40</b>
<b>Total Per Diem:</b>	<b>300.00</b>

Note: Receipts must be attached / submitted with this Expense Claim. All expenses must be approved by the Mayor.

Claimant's Signature: 

Reviewed: 

Mayor Approval: 

Cheque #: \_\_\_\_\_

Payroll: 300

A/P: 40.40



## Council Expense Claim Form

Name: Stephen Dafoe

For the Month: Dec

Date: December 12, 2018

### Expenditure Details

Function/Event: <u>EMRB</u>		Registration Expense: \$ <u>-</u>
Date(s) of Event: <u>13-Dec</u>		Lodging Expense: \$ <u>-</u>
Duration of Event: <u>5</u>		Total Meal Expense: \$ <u>-</u>
Location of Event: <u>edmonton</u>		Mileage (\$) Expense: \$ <u>39.39</u>
Mileage Traveled (km): <u>78</u>		Incidental Expense: <u>          </u>
Other: <u>                          </u>		
Per Diem: <u>200</u>		

GL: 01-720-11-272072 Expense: \$ 39.39

Function/Event: <u>roserridge</u>		Registration Expense: \$ <u>-</u>
Date(s) of Event: <u>13-Dec</u>		Lodging Expense: <u>          </u>
Duration of Event: <u>4.5</u>		Total Meal Expense: \$ <u>-</u>
Location of Event: <u>                  </u>		Mileage (\$) Expense: \$ <u>18.18</u>
Mileage Traveled (km): <u>36</u>		Incidental Expense: \$ <u>          </u>
Other: <u>                          </u>		
Per Diem: <u>                          </u>		

GL: 01-720-11-272072 Expense: \$ 18.18

Function/Event: <u>                  </u>		Registration Expense: <u>          </u>
Date(s) of Event: <u>                  </u>		Lodging Expense: <u>          </u>
Duration of Event: <u>                  </u>		Total Meal Expense: <u>          </u>
Location of Event: <u>                  </u>		Mileage (\$) Expense: \$ <u>-</u>
Mileage Traveled (km): <u>                  </u>		Incidental Expense: <u>          </u>
Other: <u>                          </u>		
Per Diem: <u>                          </u>		


GL:                            Expense: \$ -

Function/Event: <u>                  </u>		Registration Expense: <u>          </u>
Date(s) of Event: <u>                  </u>		Lodging Expense: <u>          </u>
Duration of Event: <u>                  </u>		Total Meal Expense: \$ <u>-</u>
Location of Event: <u>                  </u>		Mileage (\$) Expense: \$ <u>-</u>
Mileage Traveled (km): <u>                  </u>		Incidental Expense: <u>          </u>
Other: <u>                          </u>		
Per Diem: <u>                          </u>		

GL:                            Expense: \$ -

Meal Allowance maximum \$41.55 daily):			<b>Total Expenses:</b> \$ <u>57.57</u>
Breakfast \$9.20	Lunch \$11.60	Dinner \$20.75	<b>Total Per Diem:</b> <u>200.00</u>
Mileage:	per Kilometre	\$0.505	
Per Diem:	0-2 Hours	\$50.00	
	2-4 Hours	\$100.00	
	4-8 Hours	\$200.00	
	8+ Hours	\$300.00	
	Conference Rate	\$200.00	

Note: Receipts must be attached / submitted with this Expense Claim. All expenses must be approved by the Mayor.

Claimant's Signature: 

Reviewed: 

Mayor Approval: 

Cheque #:                   

Payroll: 200

A/P: 57.57

# Council Activity Report

Name: Stephen Dafoe

Month:

Date	Function / Event	Comments	Duration
20-Nov	cow	committee of the whole	4
21-Nov	community tree event	attended community tree decorating event	2
22-Nov	resident concerns	dealt with three resident complaints and concerns	3
23-Nov	meeting fesitval society mem	concerns re craft show that weekend	0.75
24-Nov	resident concerns	2 resident concerns	2
26-Nov	budget open house	focus on spolit mill rate	2.5
27-Nov	council	regular council meeting	6
30-Nov	meeting roseridge manager	going over meeting agenda and updates	1
11-Dec	EMRB briefing		0.5
11-Dec	council	regular council meeting	4.5
12-Dec	meeting library	joint council board meeting	2.5
<b>Total:</b>			28.75

## Council Expense Claim Form

Name: Lawrence Giffin

For the Month: Nov 15 to Dec 15

Date: December 15, 2018

### Expenditure Details

Function/Event: <u>Edmonton Region Waste Advisory Committee Meeting</u>		Registration Expense: \$	-
Date(s) of Event: <u>22-Nov</u>		Lodging Expense: \$	-
Duration of Event: <u>3</u>		Total Meal Expense: \$	-
Location of Event: <u>Edmonton</u>		Mileage (\$) Expense: \$	40.91
Mileage Traveled (km): <u>81</u>		Incidental Expense:	
Other:			
Per Diem: <u>100</u>			

GL: 01-720-11-272073 Expense: \$ 40.91

Function/Event: <u>Traffic Advisory Committee</u>		Registration Expense: \$	-
Date(s) of Event: <u>27-Nov</u>		Lodging Expense: \$	-
Duration of Event: <u>1.5</u>		Total Meal Expense: \$	-
Location of Event: <u>Morinville</u>		Mileage (\$) Expense: \$	-
Mileage Traveled (km):		Incidental Expense:	
Other:			
Per Diem: <u>50</u>			

GL: Expense: \$ -

Function/Event: <u>Chamber of Commerce Meeting</u>		Registration Expense: \$	-
Date(s) of Event: <u>5-Dec</u>		Lodging Expense: \$	-
Duration of Event: <u>1.5</u>		Total Meal Expense: \$	-
Location of Event: <u>Morinville</u>		Mileage (\$) Expense: \$	-
Mileage Traveled (km):		Incidental Expense:	
Other:			
Per Diem: <u>50</u>			

GL: Expense: \$ -

Function/Event:		Registration Expense: \$	-
Date(s) of Event:		Lodging Expense: \$	-
Duration of Event:		Total Meal Expense: \$	-
Location of Event:		Mileage (\$) Expense: \$	-
Mileage Traveled (km):		Incidental Expense:	
Other:			
Per Diem:			

GL: Expense: \$ -

Meal Allowance <i>maximum \$41.55 daily</i> ):		<b>Total Expenses: \$ 40.91</b>
<i>Breakfast \$9.20</i>	<i>Lunch \$11.60</i>	<b>Total Per Diem: 200.00</b>
<i>Dinner \$20.75</i>		
Mileage: per kilometre	\$0.505	
Per Diem:		
0-2 Hours	\$50.00	
2-4 Hours	\$100.00	
4-8 Hours	\$200.00	
8+ Hours	\$300.00	
Conference Rate	\$200.00	

*Note: Receipts must be attached / submitted with this Expense Claim. All expenses must be approved by the Mayor.*

Claimant's Signature: 

Reviewed: 

Mayor Approval: 

Cheque #: \_\_\_\_\_

Payroll: 200

A/P: 40.91



## Council Expense Claim Form

Name: Sarah Hall

For the Month: December

Date: December 12, 2018

### Expenditure Details

Function/Event: <u>Fall board meeting and Deputy Ministers Dinner</u>		Registration Expense: \$	-
Date(s) of Event: <u>28-Nov</u>		Lodging Expense: \$	-
Duration of Event: <u>11.5 hours</u>		Total Meal Expense: \$	-
Location of Event: <u>Edmonton</u>		Mileage (\$) Expense: \$	39.39
Mileage Traveled (km): <u>78</u>		Incidental Expense:	
Other: _____			
Per Diem: <u>\$300</u>			

GL: 01-720-11-272074 Expense: \$ 39.39

Function/Event: _____		Registration Expense: \$	-
Date(s) of Event: _____		Lodging Expense:	
Duration of Event: _____		Total Meal Expense: \$	-
Location of Event: _____		Mileage (\$) Expense: \$	-
Mileage Traveled (km): _____		Incidental Expense: \$	
Other: _____			
Per Diem: _____			

GL: \_\_\_\_\_ Expense: \$ -

Function/Event: _____		Registration Expense:	
Date(s) of Event: _____		Lodging Expense:	
Duration of Event: _____		Total Meal Expense:	
Location of Event: _____		Mileage (\$) Expense: \$	-
Mileage Traveled (km): _____		Incidental Expense:	
Other: _____			
Per Diem: _____			

GL: \_\_\_\_\_ Expense: \$ -

Function/Event: _____		Registration Expense:	
Date(s) of Event: _____		Lodging Expense:	
Duration of Event: _____		Total Meal Expense: \$	-
Location of Event: _____		Mileage (\$) Expense: \$	-
Mileage Traveled (km): _____		Incidental Expense:	
Other: _____			
Per Diem: _____			


GL: \_\_\_\_\_ Expense: \$ -

Meal Allowance maximum \$41.55 daily ):	<b>Total Expenses: \$ 39.39</b>
Breakfast \$9.20      Lunch \$11.60      Dinner \$20.75	<b>Total Per Diem: 300.00</b>

Mileage: per kilometre	\$0.505
Per Diem: 0-2 Hours	\$50.00
2-4 Hours	\$100.00
4-8 Hours	\$200.00
8+ Hours	\$300.00
Conference Rate	\$200.00

*Note: Receipts must be attached / submitted with this Expense Claim. All expenses must be approved by the Mayor.*

Claimant's Signature: 

Reviewed: 

Mayor Approval: 

Cheque #: \_\_\_\_\_

Payroll: 300

A/P: 39.39

# Council Activity Report

Name: Sarah Hall

Month:

Date	Function / Event	Comments	Duration
19-Nov	C.O.W. Prep	Read agenda package and prepared for COW meeting	2
20-Nov	Committee of the Whole	Attended Committee of the Whole meeting	5
24-Nov	Light up the Night Parade	Commentated Parade	3
26-Nov	Tax Strategy Open House	Attended tax strategy open house	3
26-Nov	Meeting Prep	Read agenda and prepared for regular meeting of council	4
27-Nov	Council Meeting	Attended regular meeting of council	7
29-Nov	Fall board meeting & deputy ministers dinner	Attended meeting sessions and dinner with Deputy minister of aboriginal affairs	11.5
4-Dec	Admin Briefing Session	Attended Admonistration breifing session	3
9-Dec	Meeting prep	Read agendas and prepped for council meeting	4
11-Dec	Council Meeting	Attended Regular meeting of council	4.5
<b>Total:</b>			<b>47</b>



## Council Expense Claim Form

Name: Scott Richardson

For the Month: October

Date: October 11-12

### Expenditure Details

Function/Event: <u>Budget Retreat</u>		Registration Expense: \$	-
Date(s) of Event: <u>October 11-12</u>		Lodging Expense: \$	-
Duration of Event: <u>16hr</u>		Total Meal Expense: \$	-
Location of Event: <u>West River Edge</u>		Mileage (\$) Expense: \$	56.56
Mileage Traveled (km): <u>112</u>		Incidental Expense:	
Other: _____			
Per Diem: _____			

GL: <u>01-720-11-272075</u>	Expense: \$ <b>56.56</b>
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Function/Event: _____		Registration Expense: \$	-
Date(s) of Event: _____		Lodging Expense:	
Duration of Event: _____		Total Meal Expense: \$	-
Location of Event: _____		Mileage (\$) Expense: \$	-
Mileage Traveled (km): _____		Incidental Expense: \$	
Other: _____			
Per Diem: _____			

GL: _____	Expense: \$ -
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Function/Event: _____		Registration Expense:	
Date(s) of Event: _____		Lodging Expense:	
Duration of Event: _____		Total Meal Expense:	
Location of Event: _____		Mileage (\$) Expense: \$	-
Mileage Traveled (km): _____		Incidental Expense:	
Other: _____			
Per Diem: _____			

GL: _____	Expense: \$ -
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Function/Event: _____		Registration Expense:	
Date(s) of Event: _____		Lodging Expense:	
Duration of Event: _____		Total Meal Expense: \$	-
Location of Event: _____		Mileage (\$) Expense: \$	-
Mileage Traveled (km): _____		Incidental Expense:	
Other: _____			
Per Diem: _____			

GL: _____	Expense: \$ -
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Meal Allowance maximum \$41.55 daily ):	Total Expenses: \$ <b>56.56</b>
Breakfast \$9.20      Lunch \$11.60      Dinner \$20.75	Total Per Diem: <b>0.00</b>

Mileage: per Kilomètre \$0.505	Note: Receipts must be attached / submitted with this Expense Claim. All expenses must be approved by the Mayor.
Per Diem: 0-2 Hours \$50.00	
2-4 Hours \$100.00	
4-8 Hours \$200.00	
8+ Hours \$300.00	
Conference Rate \$200.00	

Claimant's Signature: 

Reviewed: 

Mayor Approval: 

Cheque #: \_\_\_\_\_

Payroll: \_\_\_\_\_

A/P: 56.56