



Greater St. Albert Catholic Schools

Trustee Schell Expense Summary

2017-2018 School Year



FTE: 0.83

Note: Elected October 16, 2017

Type	Description	Current Budget	Year To Date Expenses	Variance to Budget
Remuneration				
	Trustees Honorarium	\$9,762	\$9,762	0
	Per Diem (Trustee Budget)	\$3,120	\$3,120	0
Remuneration Total		\$12,882	\$12,882	0

Benefits				
	Life, AD&D, Ext Health, Dental, CPP, EI	\$4,584	\$4,512	72
Benefits Total		\$4,584	\$4,512	72

Allowances				
	General Expenses	\$1,454	\$1,450	4
	Position - N/A	\$0	\$0	0
Allowances Total		\$1,454	\$1,450	4

Expenses				
	Cell Phone Costs	\$0	\$0	0
	Dues,Fees, Memberships	\$2,997	\$2,985	12
	Meals And Hospitality	\$230	\$227	3
	Supplies/Other	\$75	\$53	22
	Travel to/from Board Meetings	\$23	\$11	12
	Travel (Trustee Budget)	\$2,773	\$2,766	7
	Budget Transfer Between Trustees	\$0	-	-
	Flexible Funds	\$48	-	-
Expenses Total		\$6,145	\$6,042	103

Trustee Budget Totals	\$25,066	\$24,886	\$180
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Per Diems Charged to General Trustee Budget	\$0
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Travel Charged to General Trustee Budget	\$0
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v 4.3



Greater St. Albans
Catholic School

Spg: 02

Secretary Treasurer's Signature

Trustee Expense Claim Form for 2017-2018

v 4.3

TR- 01140


 Trustee: **Schell, Greg** **\$61.75**
Dates Covered by Claim: From: **Nov 01, 17**To: **Nov 30, 17**

Spg: 02

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Nov 22, 17	Accomm from Claim TR-01137 REVERSED	Workshops	Westin - Edmonton	Trustee				(\$190.86)	(\$8.76)	Westin Hotel - extra night
Nov 22, 17	Hotel Bill adjusted to correct amount	Workshops	Westin - Edmonton	Trustee				\$252.61	\$11.59	(hotel amt - confirmed/attached)
TOTALS	Number of Events: 2				0	0.0	\$0.00	\$61.75	\$2.83	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	0	0	
Number of Per Diems	0	0	
Per Diem Claim Amount: \$80 each	\$0.00	\$0.00	\$0.00
Non-Taxable Mileage in KM	n/a	0.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$61.75	\$61.75
Total Expenses	\$0.00	\$61.75	\$61.75

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

Finance Dept Only				AP Processing Vendor ID#: EM14173			
TR- 01140				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.00
				Other			
Payroll Processing 14173				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	0 x \$80	\$0.00	Non-Taxable Mileage	1-462-07-01-02-000-08	\$0.00	\$0.00
				Taxable Mileage	1-462-07-01-02-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-02-000-08	0 x \$80	\$0.00	Parking	1-462-07-01-02-000-08	\$0.00	\$0.00
				Other	1-462-07-01-02-000-08	\$61.75	\$2.83
PAYROLL Total				Other			
				AP Total		\$61.75	\$2.83

Trustee Account ONLY - Authorization Not Required

Board Chair/Vice-Chair Authorization for General Account Expenses

DAS - authorized for payment & posting

Secretary Treasurer's Signature

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01150

Trustee: **Schell, Greg** **Total Reimbursement** **\$269.02**

Dates Covered by Claim: From: **Nov 01, 17**

To: **Nov 30, 17**

Spg: 02



Account to Charge:				General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Date	Event Description	Category	Location							
Nov 09, 17	Expulsion hearing	Board Meeting	DO	General	3	7.0				
Nov 14, 17	EMP School Council	School Council	EMP	Trustee	1	9.0				
Nov 15, 17	ATA Liaison Meeting (Alternate)	Other	DO	General	3	4.5				
Nov 15, 17	RSF School Council	School Council	RSF	Trustee	1	3.8				
Nov 15, 17	J.J. Nearing School Council	School Council	JJN	Trustee	1	14.5				
Nov 17, 17	ACSTA New Trustee Orientation	Other	Westin Edmonton	Trustee		17.0				Per Diem Claimed on TR01137
TOTALS	Number of Events: 6				9	55.8	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$3.64

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	6	3	
Number of Per Diems	2	1	
Per Diem Claim Amount: \$80 each	\$160.00	\$80.00	\$240.00
Non-Taxable Mileage in KM	n/a	48.8	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$25.38	\$25.38
Taxable Mileage in KM	n/a	7.0	
Taxable Mileage at \$0.52 / KM	n/a	\$3.64	\$3.64
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$160.00	\$109.02	\$269.02

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

DLA - authorized for payment & posting

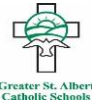
Secretary Treasurer's Signature

Finance Dept Only				AP Processing Vendor ID#: EM14173			
TR- 01150				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.00
				Other			
Payroll Processing 14173				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	2 x \$80	\$160.00	Non-Taxable Mileage	1-462-07-01-02-000-08	\$25.38	\$1.21
				Taxable Mileage	1-462-07-01-02-003-08	\$3.64	\$0.17
Per Diem: T	1-463-07-01-02-000-08	1 x \$80	\$80.00	Parking	1-462-07-01-02-000-08	\$0.00	\$0.00
				Other		\$0.00	\$0.00
PAYROLL Total				Other			
				AP Total		\$29.02	\$1.38

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01151



Trustee: **Schell, Greg** **Total Reimbursement \$180.80**

Dates Covered by Claim: From: **Dec 01, 17**

To: **Dec 31, 17**

Spg: 02

Account to Charge:				General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Date	Event Description	Category	Location							
Dec 11, 17	ATA Dinner	Other	Sorrentinos - St. Albert	General	3	9.0				
Dec 12, 17	School Council - Ecole Marie Poburan	School Council	EMP	Trustee	1	10.0				
Dec 19, 17	Christmas Basket Delivery	School Events	RSF, JJN and EMP	Trustee	2	21.0				
Dec 19, 17	Michael Cooper, MP - Christmas Open House	Other	MP Constituency Office							
TOTALS	Number of Events: 4				6	40.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	3	3	
Number of Per Diems	1	1	
Per Diem Claim Amount: \$80 each	\$80.00	\$80.00	\$160.00
Non-Taxable Mileage in KM	n/a	40.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$20.80	\$20.80
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$80.00	\$100.80	\$180.80

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

DLA - authorized for payment & posting

Secretary Treasurer's Signature

Finance Dept Only				AP Processing Vendor ID#: EM14173			
TR- 01151				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.00
				Other			
Payroll Processing 14173				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	1 x \$80	\$80.00	Non-Taxable Mileage	1-462-07-01-02-000-08	\$20.80	\$0.99
				Taxable Mileage	1-462-07-01-02-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-02-000-08	1 x \$80	\$80.00	Parking	1-462-07-01-02-000-08	\$0.00	\$0.00
				Other		\$0.00	\$0.00
PAYROLL Total				Other			
				AP Total		\$20.80	\$0.99

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01152

Trustee:	Schell, Greg	Total Reimbursement	\$180.80	Dates Covered by Claim: From:	Jan 01, 18	To:	Jan 31, 18	Spg:	02
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				Account to Charge:						
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jan 10, 18	School Council - Richard S. Fowler	School Council	RSF	Trustee	1	7.0				
Jan 16, 18	School Council - Ecole Marie Poburan	School Council	EMP	Trustee	1	10.0				
Jan 17, 18	School Council, J.J. Nearing	School Council	JJN	Trustee	1	15.0				
Jan 22, 18	Mental Health Talk - Andrew Butler	School Events	SACHS	Trustee	2	8.0				
Jan 25, 18	Open House/Learning Fair	School Events	EFJ	Trustee	1					
TOTALS	Number of Events: 5				6	40.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	0	6	
Number of Per Diems	0	2	
Per Diem Claim Amount: \$80 each	\$0.00	\$160.00	\$160.00
Non-Taxable Mileage in KM	n/a	40.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$20.80	\$20.80
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$0.00	\$180.80	\$180.80

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

Finance Dept Only				AP Processing Vendor ID#: EM14173			
TR- 01152				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.00
				Other			
Payroll Processing 14173				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	0 x \$80	\$0.00	Non-Taxable Mileage	1-462-07-01-02-000-08	\$20.80	\$0.99
				Taxable Mileage	1-462-07-01-02-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-02-000-08	2 x \$80	\$160.00	Parking	1-462-07-01-02-000-08	\$0.00	\$0.00
				Other		\$0.00	\$0.00
PAYROLL Total				Other			
				AP Total		\$20.80	\$0.99

Trustee Account ONLY - Authorization Not Required

Board Chair/Vice-Chair Authorization for General Account Expenses

DLA - authorized for payment & posting

Secretary Treasurer's Signature

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01157



Trustee: Schell, Greg

Total Reimbursement

\$339.76

Dates Covered by Claim: From: Feb 01, 18

To: Feb 28, 18

Spg: 02

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Feb 06, 18	Alberta Party Leadership Forum	Other	St. Albert Curling Club	Trustee	1	4.0				
Feb 08, 18	Debate - Public vs. Catholic School Systems	Other	University of Alberta	Trustee	2	10.0				
Feb 09, 18	ATA Partners Lunch	Other	Westin Edmonton	Trustee	2					
Feb 12, 18	Special Meeting - Land	School Boards Meeting	DO	Trustee	2					
Feb 12, 18	School Council - Richard S. Fowler	School Council	RSF	Trustee	1	7.0				
Feb 21, 18	School Council - J.J. Nearing	School Council	JUN	Trustee	2	15.0				
Feb 22, 18	DEHR/Teacher Engagement	School Events	Albert Lacombe School	Trustee	2	2.0				
TOTALS	Number of Events: 7				12	38.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	0	12	
Number of Per Diems	0	4	
Per Diem Claim Amount: \$80 each	\$0.00	\$320.00	\$320.00
Non-Taxable Mileage in KM	n/a	38.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$19.76	\$19.76
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$0.00	\$339.76	\$339.76

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

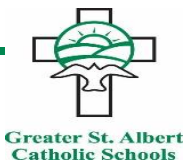
Finance Dept Only				AP Processing		Vendor ID#: EM14173	
TR- 01157				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.00
				Other			
Payroll Processing				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	0 x \$80	\$0.00	Non-Taxable Mileage	1-462-07-01-02-000-08	\$19.76	\$0.94
				Taxable Mileage	1-462-07-01-02-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-02-000-08	4 x \$80	\$320.00	Parking	1-462-07-01-02-000-08	\$0.00	\$0.00
				Other		\$0.00	\$0.00
PAYROLL Total				Other			
				AP Total		\$19.76	\$0.94

Trustee Account ONLY - Authorization Not Required

Board Chair/Vice-Chair Authorization for General Account Expenses

- authorized for payment & posting

Secretary Treasurer's Signature



Trustee: Schell, Greg

Total Reimbursement

\$465.00

Dates Covered by Claim: From: Mar 01, 18

To: Mar 31, 18

Spg: 02

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Mar 01, 18	Special Meeting - Expulsion	Board Meeting	DO	General	3	7.0				
Mar 07, 18	St. Kateri Open House	Community Conversations	Morinville	Trustee		48.0				
Mar 13, 18	School Council - Ecole Marie Poburan	School Council	EMP	Trustee	1	10.0				
Mar 13, 18	SAM Celebration	Government Meeting	St. Albert Curling Club	General	2	5.0				
Mar 14, 18	School Council - Richard S Fowler	School Council	RSF	Trustee	1	8.0				
Mar 14, 18	School Council - JJ Nearing	School Council	JJN	Trustee	1	11.0				
Mar 15, 18	Special Meeting - Expulsion	Board Meeting	DO	General	3	7.0				
Mar 15, 18	ASBA/MLA Advocacy Dinner	Government Meeting	Royal Glenora Club	General	4	29.0				
TOTALS	Number of Events: 8				15	125.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$7.28

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	12	3	
Number of Per Diems	4	1	
Per Diem Claim Amount: \$80 each	\$320.00	\$80.00	\$400.00
Non-Taxable Mileage in KM	n/a	111.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$57.72	\$57.72
Taxable Mileage in KM	n/a	14.0	
Taxable Mileage at \$0.52 / KM	n/a	\$7.28	\$7.28
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$320.00	\$145.00	\$465.00

Comments / Explanation:

Finance Dept Only				AP Processing		Vendor ID#: EM14173		
TR- 01162				General Acct:		Amount w/gst	GST in amt	
				Other		\$0.00	\$0.00	
				Other				
Payroll Processing				14173 <th colspan="3">Trustee Acct:</th>	Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	4 x \$80	\$320.00	Non-Taxable Mileage		1-462-07-01-02-000-08	\$57.72	\$2.75
				Taxable Mileage		1-462-07-01-02-003-08	\$7.28	\$0.35
Per Diem: T	1-463-07-01-02-000-08	1 x \$80	\$80.00	Parking		1-462-07-01-02-000-08	\$0.00	\$0.00
				Other			\$0.00	\$0.00
PAYROLL Total			\$400.00	Other				
				AP Total			\$65.00	\$3.10

I certify that this claim is correct

"submitted electronically via Trustee email"

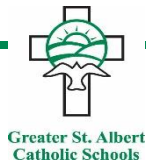
Trustee Signature

"reviewed by Chair & authorized by email"

**Board Chair/Vice-Chair Authorization for
General Account Expenses**

DLJ - authorized for payment & posting

Secretary Treasurer's Signature



Trustee:

Schell, Greg

Total Reimbursement
\$1,765.78

Dates Covered by Claim: From:

Jun 01, 18

To:

Jun 10, 18

Spg: 02

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jun 03, 18	Drive to Red Deer for ASBA SGM	ASBA Provincial	Sheraton Red Deer	Trustee		176.0				
Jun 03, 18	Dinner, Red Deer (ASBA SGM)	ASBA Provincial	The Keg, Red Deer	Trustee				\$43.30	\$1.80	Dinner
Jun 04, 18	ASBA SGM	ASBA Provincial	Sheraton Red Deer	Trustee	9					
Jun 05, 18	ASBA SGM	ASBA Provincial	Sheraton Red Deer	Trustee	5					
Jun 05, 18	Driving from Red Deer to Edmonton Int'l Airport	ASBA Provincial	Edmonton International Airport	Trustee		130.0				
Jun 07, 18	Hotel	ASBA Provincial	Sheraton Red Deer	Trustee				\$350.08	\$16.06	2 nights hotel
Jun 07, 18	Airport Parking	Conventions	Jetset Parking, Edmonton	Trustee			\$25.66		\$1.22	4 out of 6 days billed for CCSTA (Inv: \$38.50)
Jun 07, 18	Parking	Conventions	Kelowna	Trustee			\$10.00		\$0.48	Parking
Jun 07, 18	Dinner, Kelowna (CCSTA)	Conventions	BNA Brewing	Trustee				\$21.60	\$0.90	Dinner
Jun 07, 18	CCSTA	Conventions	Kelowna	Trustee	6					
Jun 08, 18	CCSTA	Conventions	Kelowna	Trustee	9					
Jun 09, 18	CCSTA	Conventions	Kelowna	Trustee	7					
Jun 10, 18	Lunch, Kelowna	Conventions	Triple O's, Kelowna	Trustee				\$7.34	\$0.35	Lunch prior to flight
Jun 10, 18	Dinner, Kelowna Airport	Conventions	White Spot, Kelowna	Trustee				\$15.11	\$0.62	
Jun 10, 18	Car Rental	Conventions	Avis, Kelowna Airport	Trustee				\$147.57	\$6.35	4 out of 6 days billed for CCSTA
Jun 10, 18	Driving from Airport to home	Conventions	Edmonton International Airport	Trustee		50.0				
TOTALS	Number of Events: 16				36	356.0	\$35.66	\$585.00	\$27.78	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	0	36	
Number of Per Diems	0	12	
Per Diem Claim Amount: \$80 each	\$0.00	\$960.00	\$960.00
Non-Taxable Mileage in KM	n/a	356.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$185.12	\$185.12
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$35.66	\$35.66
Other	\$0.00	\$585.00	\$585.00
Total Expenses	\$0.00	\$1,765.78	\$1,765.78

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

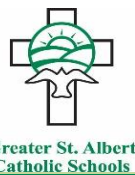
Finance Dept Only				AP Processing		
TR- 01182				Vendor ID#: EM14173		
				General Acct:	Amount w/gst	GST in amt
				Other	\$0.00	\$0.00
				Other		
Payroll Processing				14173	Trustee Acct:	
Per Diem: G	1-463-07-01-00-000-08	0 x \$80	\$0.00	Non-Taxable Mileage	1-462-07-01-02-000-08	\$185.12 \$8.82
				Taxable Mileage	1-462-07-01-02-003-08	\$0.00 \$0.00
Per Diem: T	1-463-07-01-02-000-08	12 x \$80	\$960.00	Parking	1-462-07-01-02-000-08	\$35.66 \$1.70
				Other	1-462-07-01-02-000-08	\$497.65 \$22.41
				Other	1-461-07-01-02-000-08	\$87.35 \$3.67
PAYROLL Total					AP Total	\$805.78 \$36.60

Trustee Account ONLY - Authorization Not Required

Board Chair/Vice-Chair Authorization for General Account Expenses

DLG - authorized for payment & posting

Secretary Treasurer's Signature



Trustee: Schell, Greg

Total Reimbursement

\$272.23

Dates Covered by Claim: From: Jun 15, 18

To: Aug 31, 18

Spg: 02

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jun 19, 18	PAC Meeting	Committee Meeting	DO	General	3	7.0				
Jun 29, 18	Closing Mass	Other	St. Albert Parish	Trustee		7.0				
Jul 26, 18	Candy for Legal Parade	Community Conversations	Costco	General				\$104.95		
Jul 28, 18	Fete au Village Parade	Community Conversations	Legal	General	3					
Aug 31, 18	Opening Mass and Blueprints	Other	Morinville	Trustee						
TOTALS	Number of Events: 5				6	14.0	\$0.00	\$104.95	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$0.00

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	6	0	
Number of Per Diems	2	0	
Per Diem Claim Amount: \$80 each	\$160.00	\$0.00	\$160.00
Non-Taxable Mileage in KM	n/a	14.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$7.28	\$7.28
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$0.00	\$0.00
Other	\$104.95	\$0.00	\$104.95
Total Expenses	\$264.95	\$7.28	\$272.23

Comments / Explanation:

Finance Dept Only				AP Processing		Vendor ID#: EM14173		
TR- 01185				General Acct:		Amount w/gst	GST in amt	
				Other		1-445-07-01-00-000-08	\$104.95	\$0.00
				Other				
Payroll Processing				14173 <th colspan="3">Trustee Acct:</th>	Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	2 x \$80	\$160.00	Non-Taxable Mileage		1-462-07-01-02-000-08	\$7.28	\$0.35
				Taxable Mileage		1-462-07-01-02-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-02-000-08	0 x \$80	\$0.00	Parking		1-462-07-01-02-000-08	\$0.00	\$0.00
				Other			\$0.00	\$0.00
PAYROLL Total			\$160.00	Other				
				AP Total		\$112.23	\$0.35	

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

DLJ - authorized for payment & posting

Secretary Treasurer's Signature



Trustee: Schell, Greg

Total Reimbursement

\$43.68

Dates Covered by Claim: From: Jun 15, 18

To: Aug 31, 18

Spg: 02

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jul 28, 18	Fete au Village Parade	Community Conversations	Legal	General				\$43.68		84 km - charged to Trustee
										Proulx; acting on her behalf
										Per Diem - paid on TR-01185
TOTALS	Number of Events: 1				0	0.0	\$0.00	\$43.68	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$0.00

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	0	0	
Number of Per Diems	0	0	
Per Diem Claim Amount: \$80 each	\$0.00	\$0.00	\$0.00
Non-Taxable Mileage in KM	n/a	0.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$0.00	\$0.00
Other	\$43.68	\$0.00	\$43.68
Total Expenses	\$43.68	\$0.00	\$43.68

Comments / Explanation:

Finance Dept Only				AP Processing		Vendor ID#: EM14173		
TR- 01187				General Acct:		Amount w/gst	GST in amt	
				Other		1-462-07-01-05-000-08	\$43.68	\$0.00
				Other				
Payroll Processing				14173	Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	0 x \$80	\$0.00	Non-Taxable Mileage		1-462-07-01-02-000-08	\$0.00	\$0.00
				Taxable Mileage		1-462-07-01-02-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-02-000-08	0 x \$80	\$0.00	Parking		1-462-07-01-02-000-08	\$0.00	\$0.00
				Other			\$0.00	\$0.00
PAYROLL Total			\$0.00	Other				
				AP Total		\$43.68	\$0.00	

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Chair & authorized by email"

**Board Chair/Vice-Chair Authorization for
General Account Expenses**

DLJ - authorized for payment & posting

Secretary Treasurer's Signature