



REGIONAL MUNICIPALITY  
OF WOOD BUFFALO

## **Audit Committee**

Council Chamber  
9909 Franklin Avenue, Fort McMurray

Tuesday, February 14, 2017  
4:00 p.m.

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## **Agenda**

### **Call to Order**

1. Adoption of the Agenda

### **Minutes of Meeting**

2. Minutes of Audit Committee - September 20, 2016

### **New and Unfinished Business**

3. Appointment of Chair and Vice Chair
4. Expense Summary – Council and Office of the Chief Administrative Officer (CAO) – Period Ending December 31, 2016
5. Next Meeting Date

### **Adjournment**

**Unapproved Minutes of a Meeting of the Audit Committee held in the Council Chamber at the Municipal Offices in Fort McMurray, Alberta, on Tuesday, September 20, 2016 commencing at 4:00 p.m.**

**Present:** T. Ault, Chair  
S. Germain, Councillor  
J. Stroud, Councillor

**Administration:** M. Ulliac, Chief Administrative Officer  
A. Rogers, Senior Legislative Officer  
J. Wall, Legislative Coordinator

**Call to Order**

Councillor T. Ault called the meeting to order at 4:04 p.m.

**1. Adoption of the Agenda**

Moved by Councillor J. Stroud that the Agenda be adopted as presented.

CARRIED UNANIMOUSLY

**2. Minutes of the Audit Committee meeting – April 20, 2016**

Moved by Councillor J. Stroud that the Minutes from the Audit Committee meeting held on April 20, 2016 be approved as presented.

CARRIED UNANIMOUSLY

**New and Unfinished Business**

**3. Appointment of External Auditor – 2017 Year End**  
(4:05 p.m. – 4:09 p.m.)

**Linda Ollivier, Director of Finance**, provided a brief presentation on the appointment of an External Auditor for the 2017 year end.

Moved by Councillor J. Stroud that the following be recommended to Council for Approval:

1. THAT Deloitte LLP be reappointed as external auditor for the Regional Municipality of Wood Buffalo, Wood Buffalo Regional Library, Regional Recreation Corporation and Wood Buffalo Housing & Development Corporation for the December 31, 2017 year end audit.
2. THAT Administration be authorized to enter into a one year contract extension for the provision of external audit services for the December 31, 2017 year end by Deloitte LLP.
3. THAT Administration prepare and issue a Request for Proposal (RFP) for the provision of external auditing services commencing December 31, 2018.

CARRIED UNANIMOUSLY

**4. 2016 External Audit Service Plan – Deloitte LLP**  
(4:10 p.m. – 4:27 p.m.)

Arrival:

Councillor S. Germain joined the meeting at 4:16 p.m.

**Rachel Gosse and Sanjeev Rajani, Deloitte LLP**, provided a presentation on the 2016 External Audit Service Plan.

Moved by Councillor S. Germain that the 2016 External Audit Service Plan as provided by the external Auditors, Deloitte LLP, be approved.

CARRIED UNANIMOUSLY

**5. Expense Summary – Council and Office of the Chief Administrative Officer (CAO) – Period Ending June 30, 2016**  
(4:28 p.m. – 4:30 p.m.)

Moved by Councillor J. Stroud that the Expense Summary for Council and the Office of the Chief Administrative Officer (CAO) for the period January 1 - June 30, 2016 be received as information.

CARRIED UNANIMOUSLY

**6. Policy Log Update**  
(4:31 p.m. – 4:32 p.m.)

**Marcel Ulliac, Chief Administrative Officer**, provided a brief update on the Accountability, Integrity and Transparency Audit and the progress made to date.

**7. Next Meeting Date**  
(4:33 p.m. – 4:34 p.m.)

Moved by Councillor J. Stroud that the next Audit Committee meeting be held on Tuesday, February 14, 2017 at 4:00 p.m.

CARRIED UNANIMOUSLY

**Adjournment**

As all scheduled business matters had been concluded, Councillor T. Ault declared the meeting adjourned at 4:34 p.m.

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Chair

\_\_\_\_\_  
Chief Legislative Officer



**Subject: Expense Summary – Council and Office of the Chief  
Administrative Officer (CAO) – Period Ending December 31,  
2016**

**APPROVALS:**

Audrey Rogers, Chief Legislative Officer  
Annette Antoniak, Interim Chief Administrative Officer

**Administrative Recommendation:**

THAT the Expense Summary for Council and the Office of the Chief Administrative Officer (CAO) for the period January 1-December 31, 2016 be received as information.

**Summary:**

The current Elected Officials Compensation, Travel, Expense and Support Policy requires that reports on expenditures for each member of Council be presented for review at a public meeting on a quarterly basis.

**Background:**

The attached Expense Summary – January 1-December 31, 2016 reflects all expenses entered in the Municipality's financial system in the categories of business travel, conference travel (includes registration costs and training) and public relations (includes event tickets, hosting, sponsorships, etc.) for each Member of Council. In an effort to provide greater detail on each expense incurred, this summary provides a line-by-line account for every expense incurred by each individual for this reporting period.

Individual budgets are monitored on an ongoing basis, and budget adjustments are made, as needed. No adjustments were requested in 2016 as all Council Members remained within their respective total cumulative budget allocation.

In keeping with the established practice in 2014, expenses for the Office of the Chief Administrative Officer are also submitted for review. This provides a consistent reporting process for Council Members and the most senior member of municipal administration, while ensuring that the primary objectives of transparency and accountability are upheld.

**Strategic Plan Linkage:**

Pillar 1 – Building Responsible Government

**Attachments:**

1. Expense Summary – January 1-June 30, 2016

# Mayor

## Expense Summary - Details January 1, 2016 - December 31, 2016

Explanation	2016 Total Public Relations Budget Amount	\$15,000.00
Explanation		Amount
MacDonald Island - Enbridge Famous 5 Series Dinner/Grand Ballroom ticket		67.00
Chocolates and Candlelight - Donation basket for fundraiser		75.00
Ristorante Cosa Nostra - Lunch meeting		55.44
Role of Energy Resources - Connecting People with Interesting Ideas - Rex Murphy		900.00
Smitty's (Catering) - Meeting with Min. Larivee		360.42
Safeway (Catering)- Meeting with Premier Rachel Notley		46.07
Tim Hortons (Catering)- Meeting with Premier Rachel Notley		45.10
Printing Unlimited - Display Board for Zero Waste Initiative		80.00
Moxie's - Lunch Meeting		41.74
Smitty's (Catering) - Premier's Visit March 4		379.37
Smitty's (Catering) - Minister Sohi Visit March 31		293.34
Printing Unlimited - Graduation Certificates		689.60
Fort McMurray Chamber of Commerce Luncheon - Mark Ward Speaking		70.00
Senior's Christmas Luncheon - Door Prize		100.00
The Chefs Table - Minister Larivee Visit (lunch with Council and Recovery)		566.60
Fort McMurray Construction Golf Tournament Registration		325.00
Senior Male and Female of the Year Gifts		100.00
Keyano College Foundation Gala Tickets		400.00
Dollar Store - Council Meeting Emotional Well Being Items		20.00
Municipal Merchandise - For Gifts and Events		295.00
Northern Lights Health Foundation Festival of Trees Tickets		300.00
Fort McMurray Construction Luncheon - State of the Region		36.00
CAO Interview Lunch for Mayor and Council		45.00
Senior's Christmas Luncheon Items for gift bag		353.05
Moxie's - Lunch Meeting		40.22
	<b>Public Relations TOTAL</b>	<b>\$5,683.95</b>
	<b>Remaining Budget</b>	<b>\$9,316.05</b>

**2016 Total Business Travel Budget Amount    \$10,000.00**

<b>Explanation</b>	<b>Amount</b>
WestJet Flight Change Fee - meeting with Min. Larivee and Min. Hoffman	75.00
Airport Taxi Service - Taxi from airport	76.19
Co-op Taxi - Taxi to airport	57.43
Sutton Place Hotel - Jan. 28 (meeting with Min. Larivee and Min. Hoffman)	150.96
Cab Fare - Associated Cab (Calgary - Speaker at Convention June 10, 2016)	38.76
Cab Fare - Checker Cabs (Calgary - Speaker at Convention June 10, 2016)	\$33.10
Hyatt Regency Calgary - Meal while at Convention June 10, 2016	\$32.01
C222 Diamond Parking - IBC Board of Directors Meeting Edmonton	\$8.00
Cab Fare - Co-op Taxi (Sutton Hotel to Airport - Fire Aid Benefit Concert)	\$52.38
Sutton Place Hotel - Fire Aid Benefit Concert June 29, 2016	\$127.17
Holiday Inn Express Mid Size Cities Mayor and CAO Caucus	\$135.19
Air Canada E Ticket Seat Selection - Energy Council of Canada Conference	\$10.00
Hyatt Regency Calgary - Pre Book for May 9th Energy Council of Canada Conference (did not attend)	\$288.26
Yellow Cab Ride to Council Meeting Edmonton May 25, 2016	\$36.38
Edmonton Epark	\$5.71
Edmonton Epark	\$5.71
Impark - Council Meeting May 31, 2016	\$38.10
Cab Fare - Associated Cab Albena Venture Luncheon - Keynote Speaker	\$36.24
Air Canada - Joint Meeting with Provincial/Federal Ministers - Recovery	\$478.25
Air Canada (Return)	-\$239.13
Air Canada (Return)	-\$232.00
Shell Flying J Grassland - Rental Vehicle Fuel (Flight was cancelled drove to YMM)	\$15.45
Avis Rent a Car - Flight Cancelled - Joint Meeting with Provincial/Federal Ministers - Recovery	\$343.35
Internation - Westjet Ticket Fee NAMRC October 7, 2016	\$10.00
Air Canada - Northern Alberta Mayor and Reeve's Meeting Edmonton	\$658.25
Sutton Place Hotel - Meeting with Minister of Municipal Affairs and Council October 7, 2016	\$526.50
Chili's - Dinner at Airport (Minister Larivee Meeting October 7, 2016)	\$17.66
Hertz Canada - Meeting with Minister and Northern Alberta Mayor and Reeve's - Edmonton	\$74.62
7 Eleven - Fuel Rental Car Meeting with Minister and Northern Alberta Mayor and Reeve's - Edmonton	\$5.10
Sutton Place Hotel (Minister Larivee Meeting October 7, 2016)	\$207.27
<b>Business Travel TOTAL</b>	<b>\$3,071.91</b>

**Remaining Budget \$6,928.09**

**2016 Total Conference Travel and Registration Budget Amount \$7,500.00**

<b>Explanation</b>	<b>Amount</b>
Seat Selection for FCM (Flight Cancelled)	\$10.00
Seat Selection for FCM (Flight Cancelled)	\$10.00
<b>Conference Registration/Conference Travel TOTAL</b>	<b>\$20.00</b>

**Remaining Budget \$7,480.00**

**Councillor Tyran Ault**  
Expense Summary - Details January 1, 2016 - December 31, 2016

	<b>2016 Total Public Relations Budget Amount</b>	<b>\$10,000.00</b>
<b>Explanation</b>		<b>Amount</b>
	<b>Public Relations TOTAL</b>	<b>\$0.00</b>

**Remaining Budget      \$10,000.00**

	<b>2016 Total Business Travel Budget Amount</b>	<b>\$1,000.00</b>
<b>Explanation</b>		<b>Amount</b>
	<b>Business Travel TOTAL</b>	<b>\$0.00</b>

**Remaining Budget      \$1,000.00**

	<b>2016 Total Conference Travel and Registration Budget Amount</b>	<b>\$10,000.00</b>
<b>Explanation</b>		<b>Amount</b>
FCM Conference Registration		\$815.00
FCM Conference Registration Refund		-\$815.00
	<b>Business/Conference Travel TOTAL</b>	<b>\$0.00</b>

**Remaining Budget      \$10,000.00**

## Councillor Lance Bussieres

### Expense Summary - Details January 1, 2016 - December 31, 2016

<b>2016 Total Public Relations Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Printing Unlimited - Curling sponsorship sign	80.00	
Sponsorship - Fort McMurray Oilsands Curling Club	1,000.00	
Donation - Gift cards for Golden Years Society Senior's Luncheon	250.00	
8 tickets for Annual KAOS 91.1 Auction & Banquet	600.00	
Rental for Councillors Corner - Fort McMurray Golden Years Society	\$108.33	
Wood Buffalo Seniors Resource Luncheon June 1, 2016	1,200.00	
	<b>Public Relations TOTAL</b>	<b>\$3,238.33</b>

<b>Remaining Budget</b>	<b>\$6,761.67</b>
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<b>2016 Total Business Travel Budget Amount</b>		<b>\$1,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
	<b>Business Travel TOTAL</b>	<b>\$0.00</b>

<b>Remaining Budget</b>	<b>\$1,000.00</b>
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<b>2016 Total Conference Travel and Registration Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
	<b>Business/Conference Travel TOTAL</b>	<b>\$0.00</b>

<b>Remaining Budget</b>	<b>\$10,000.00</b>
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## Councillor Julia Cardinal

### Expense Summary - Details January 1, 2016 - December 31, 2016

**2016 Total Public Relations Budget Amount      \$10,000.00**

Explanation	Amount
Promotional items (Echo Promotions) accrued from 2015 - blankets	-4565.80
Promotional items (Echo Promotions) accrued from 2015	-\$1,688.84
Promotional items (Echo Promotions) Travel mugs	\$1,688.84
Promotional items (Echo Promotions) accrued from 2015 - blankets	\$4,565.80
Hosting - Valentine dinner - Gail Bourque, Bunny Bourque, Louise Castor, Billy Castor, Marlene Decoine, Margaret Shortman, Mary Rose McKay, Happy Cardinal	\$320.00
<b>Public Relations TOTAL</b>	<b><u>\$320.00</u></b>

**Remaining Budget      \$9,680.00**

**2016 Total Business Travel Budget Amount      \$32,200.00**

Explanation	Amount
McMurray Aviation - YPY to YMM - Jan. 12	123.81
Nomad Hotel - Jan. 12	186.16
McMurray Aviation - YMM to YPY - Jan. 13	142.86
McMurray Aviation - YPY to YMM - Jan. 19 (open ticket - used on Feb. 2)	123.81
McMurray Aviation - YMM to YPY - Jan. 20 (open ticket - used on Feb. 10)	123.81
Nomad Hotel - Jan. 26-28	464.88
Nomad Hotel - Jan. 29	154.96
Nomad Hotel - Feb. 2	154.96
January expenses	560.00
Nov. 9-Dec. 31 expenses	318.29
McMurray Aviation - YPY to YMM - Feb. 9	123.81
Nomad Hotel - Feb. 9	154.96
McMurray Aviation - YPY to YMM - Feb. 17	123.81
McMurray Aviation - YMM to YPY - Feb. 17 (no show)	123.81
Nomad Hotel - Feb 17	154.96
McMurray Aviation - Charter ticket - YPY to YMM - Feb. 18	133.33
McMurray Aviation - YMM to YPY - Feb. 19	133.33
Nomad Hotel - Feb. 23	154.96
McMurray Aviation - YPY to YMM - Feb. 23	123.81
McMurray Aviation - YPY to YMM - Feb. 24 (credit memo provided for future flight)	123.81
McMurray Aviation - YMM to YPY - Feb. 25 (no show)	123.81
Northwestern Air - Return flight - Mar. 14-16	431.00
Nomad Hotel - Feb. 29-Mar. 1	309.92
Nomad Hotel - Mar. 7-8	309.92
February expenses	545.23
Shipping charge for mail to be recoded 80002/521500	9.52
Nomad Hotel - Mar. 21-22	309.92
McMurray Aviation March 21	247.47
McMurray Aviation - YPY to YMM - Mar. 29	123.81
Nomad Hotel Mar 29-31	464.88

Northwestern Air - Flight to YMM - Mar 21	213
AAMDC - Flight to Edmonton - Mar 14-16	966
Northwestern Air - Mar 7-9	431
Nomad Hotel Apr 12	154.96
McMurray Aviation - Apr 19	123.81
Nomad Hotel - Apr 19-20	154.96
McMurray Aviation - YMM to YPY - Apr 20	123.81
McMurray Aviation - YPY to YMM - Apr 26	123.81
Nomad Hotel - Apr 27	154.96
March Expenses	452.38
McMurray Aviation - YMM to YPY - Jun 22	123.81
McMurray Aviation - YPY to YMM - Jun 27	123.81
McMurray Aviation - YMM to YPY - June 29	123.81
McMurray Aviation - YPY to YMM - July 4	123.81
McMurray Aviation - YPY to YEG return May 18-19	285.71
Westin Hotel May 30-June 1	275.87
McMurray Aviation - YPY to YEG return May 24-27	285.71
McMurray Aviation - YPY to YEG return May 30 and June 1	285.71
Westin Hotel May 18	138.19
McMurray Aviation - YPY to YEG May 16	476.19
McMurray Aviation - YPY to YEG return June 8	285.71
Fantasyland Hotel stay - Council Meeting Edmonton May 11	515.44
McMurray Aviation - YPY to YEG return May 23 Credit for Cancellation	-274.29
McMurray Aviation - YMM to YPY - July 13	123.81
McMurray Aviation - YPY to YMM - July 12	123.81
McMurray Aviation YPY to YMM July 4	123.81
Expenses - attending Council meeting Edmonton/Fort McMurray	77.29
Misc taxi receipts for travel to / from airport	240.86
McMurray Aviation YMM to YPY July 6 return	123.81
Northwestern YPY to YEG May 11 Council mtg Edmonton	966
McMurray Aviation -YMM to YPY - July 20	123.81
Clearwater Hotel - June 21 (Double Booking Mistake By Hotel - Credited Below)	185.82
Vantage Inn Hotel - June 14-15, 2016 Cardinal	161.2
Clearwater Hotel - June 21	186.16
Westin Hotel (Edmonton) - June 7-9	321.81
Clearwater Hotel - Credit for Double Booking Mistake (June 21)	-185.82
McMurray Aviation - YPY to YMM - July 12	123.81
McMurray Aviation - YMM to YPY - July 13	123.81
Nomad Hotel July 12	309.92
Nomad Hotel - July 26-27	309.92
Nomad Hotel - Aug. 11	154.96
Expenses - Council Business (Taxi's and Meals) June 21 - July 27	558.49
P-Card Purchase - Nomad Hotel - July 12	154.96
P-Card Purchase - Nomad Hotel - July 19	154.96
P-Card Purchase - Clearwater Hotel - July 4-5	372.32
Nomad Hotel - Aug. 15-16	309.92
McMurray Aviation - YPY to YMM - July 19	123.81

Nomad Hotel - July 19	154.96
McMurray Aviation - YMM to YPY - July 20	123.81
McMurray Aviation - YPY to YMM - July 26	123.81
Nomad Hotel - Sept. 27-28	309.92
Nomad Hotel - credit - cancellation for Sept. 27-28	-309.92
McMurray Aviation - YPY to YMM - Aug. 12	123.81
McMurray Aviation - YMM to YPY - Aug. 17	123.81
Expenses - Council Business (Taxi's and Meals) July 4 - Sept. 23	652.38
McMurray Aviation - Roundtrip YPY to YMM/YMM to YPY - Oct. 11 and 14	247.62
Nomad Hotel - Sept. 6/2016	154.68
McMurray Aviation - Roundtrip YPY to YMM/YMM to YPY - Oct. 18 and 19	247.62
Nomad Hotel - Oct. 11	154.96
Nomad Hotel - Oct. 24-25	309.92
McMurray Aviation - Roundtrip YPY to YMM/YMM to YPY - Oct. 23 and 26	247.62
McMurray Aviation - Roundtrip YPY to YMM/YMM to YPY - Nov. 3 and 6	247.62
Nomad Hotel - Nov. 7-8	309.92
Nomad Hotel - Nov. 22	154.96
Expenses - Council Business (expenses related to Council meetings, RRC meetings, etc...) September 9 to Nov. 9	877.71
P-Card Purchase - McMurray Aviation - Roundtrip YPY to YMM/YMM to YPY - Nov. 7 and 9	247.62
P-Card Purchase - McMurray Aviation - Roundtrip YPY to YMM/YMM to YPY - Nov. 22 and 23	247.62
P-Card Purchase - McMurray Aviation - YPY to YMM Nov. 20	142.86
P-Card Credit - McMurray Aviation credit for Billing on Nov. 20 (error)	-133.34
<b>Business Travel TOTAL</b>	<b>\$22,277.00</b>

**Remaining Budget \$9,923.00**

**2016 Total Conference Travel and Registration Budget Amount \$10,000.00**

Explanation	Amount
AAMDC Convention March 14-16, 2016 registration fee	460.00
Westin Hotels - Advance deposit for booking (AAMDC Spring Conference)	288.53
Expenses for AAMDC Conference in Edmonton (March 14-16, 2016)	928.55
WestJet Flight - FCM	\$335.75
WestJet Flight - FCM credit	-\$335.75
WestJet Flight - FCM in Winnipeg	\$293.54
McMurray Aviation - YPY to YMM return flight June 2 and June 5 for connecting flights to FCM	\$260.00
IATA Canada - Travel Agency Costs Marlin Travel booking fees McMurray Aviation June 2 flight	\$25.00
Federation of Canadian Municipalities (FCM) Registration	\$815.00
FCM Credit	-\$815.00
Westjet credit FCM	-\$360.25
Westin Hotel AAMDC Fall Convention	\$305.37
Westin Hotel credit AAMDC Fall Convention	-\$305.37
AAMDC Fall convention registration	\$565.00
<b>Business/Conference Travel TOTAL</b>	<b>\$2,460.37</b>

**Remaining Budget \$7,539.63**

## Councillor Sheldon Germain

### Expense Summary - Details January 1, 2016 - December 31, 2016

<b>2016 Total Public Relations Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
RMWB Lanyards for Pee wee Provincials	300.00	
MALANKA 2016 tickets	107.40	
Star News Publishing - advertisement Family Day ad	125.00	
Printing Unlimited - Curling sponsorship sign	80.00	
Sponsorship - Fort McMurray Oilsands Curling Club	1,000.00	
Norfort Gymnastics Association sponsorship	500.00	
Rental for Councillors Corner - Fort McMurray Golden Years Society	108.34	
Wood Buffalo Seniors Resources Committee-Pam Burns	600.00	
Municipal Merchandise (Municipal Flag for School)	65.00	
Sponsorship - Northern Elite Football	500.00	
Sponsorship - Indigenous Women Leaders in WB	250.00	
Sponsorship - Community Christmas Day Dinner (c/o St. Johns Church)	250.00	
Sponsorship - After School Sport Play	500.00	
Sponsorship - 3 on 3 Hockey Tournament (Regional Recreation Corporation)	2000.00	
	<b>Public Relations TOTAL</b>	<b>\$6,385.74</b>

**Remaining Budget**      **\$3,614.26**

<b>2016 Total Business Travel Budget Amount</b>		<b>\$1,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Expenses - Attended Government Strategic Plan Recovery Meeting (Edmonton)	520.32	
Expenses - Business Lunches (June 8 - August 22, 2016)	107.55	
	<b>Business Travel TOTAL</b>	<b>\$627.87</b>

**Remaining Budget**      **\$372.13**

<b>2016 Total Conference Travel and Registration Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Federation of Canadian Municipalities (FCM) Conference registration fee	815.00	
Cancellation of FCM Conference Fee Registration (50% credited back)	-407.50	
Alberta Urban Municipalities Association (AUMA) Conference registration fee	875.00	
Expenses - AUMA Conference	\$926.64	
	<b>Business/Conference Travel TOTAL</b>	<b>\$2,209.14</b>

**Remaining Budget**      **\$7,790.86**

## Councillor Keith McGrath

### Expense Summary - Details January 1, 2016 - December 31, 2016

<b>2016 Total Public Relations Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Star News Publishing - advertisement Family Day Ad	125.00	
Ticket for Leadership Evening with Royal Canadian Legion	50.00	
EB Networking Luncheon - Sawridge Inn	36.50	
Rental for Councillors Corner - Fort McMurray Gold Years Society	108.33	
Accolade Promotion	6959.99	
APG Invoice 01373893 2015 Accurals	-6510.79	
P-Card Purchase - Townhall Fort McMurray	58.07	
Municipal Merchandise	80.00	
Expenses - Attended Legislature to honor first responders (Edmonton)	727.14	
Expenses - D. Terpening Guest of Council/Community Identification Committee	149.10	
Expenses - Tim Hortons (P. Wells - Community Identification Committee)	23.68	
	<b>Public Relations TOTAL</b>	<b>\$1,807.02</b>

**Remaining Budget**      **\$8,192.98**

<b>2016 Total Business Travel Budget Amount</b>		<b>\$1,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
P-Card Purchase - Westin Hotel	683.25	
P-Card Purchase - Westin Hotel	122.02	
P-Card Purchase - Westin Hotel	214.68	
P-Card Purchase - Cheaprooms.com	267.58	
P-Card Purchase - Westin Hotel	218.75	
Expenses - Attending various Council business in Edmonton	100.88	
Expenses - Attended meeting in Edmonton with Alberta Government Strategic Plan	652.61	
P-Card Reimbursement - Westin Hotel	-218.75	
Expenses - Michelle's Yig (P. Wells - Community Identification Committee)	17.99	
	<b>Business Travel TOTAL</b>	<b>\$2,059.01</b>

**Remaining Budget**      **-\$1,059.01**

<b>2016 Total Conference Travel and Registration Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Alberta Urban Municipalities Association (AUMA) Conference registration fee	735.00	
Expenses - AUMA Conference	640.67	
Expenses - AUMA Conference (Parking) CE24 Diamond Parking	5.25	
Expenses - Sutton Place Edmonton	743.49	
	<b>Business/Conference Travel TOTAL</b>	<b>\$2,124.41</b>

**Remaining Budget**      **\$7,875.59**

**Councillor Phil Meagher**  
Expense Summary - Details January 1, 2016 - December 31, 2016

**2016 Total Public Relations Budget Amount      \$10,000.00**

Explanation	Amount
Municipal Representative for 2016 Alberta Winter Games in Medicine Hat	995.90

**Public Relations TOTAL      \$995.90**

**Remaining Budget      \$9,004.10**

**2016 Total Business Travel Budget Amount      \$1,000.00**

Explanation	Amount
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**Business Travel TOTAL      \$0.00**

**Remaining Budget      \$1,000.00**

**2016 Total Conference Travel and Registration Budget Amount      \$10,000.00**

Explanation	Amount
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**Business/Conference Travel TOTAL      \$0.00**

**Remaining Budget      \$10,000.00**

## Councillor Jane Stroud

### Expense Summary - Details January 1, 2016 - December 31, 2016

<b>2016 Total Public Relations Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Stationary supplies for Conklin Family Literacy Day	11.00	
Donation of gift cards for Conklin Family Literacy Day	200.00	
Donation of prizes for Janvier Community Christmas Party (carried over from 2015)	546.80	
Attended Conklin Graduation - Donation of Grad cards + Gift cards	\$1,037.68	
P-Card - Gift cards - Anzac School Graduation	\$741.65	
P-Card - Business lunch with Metis Local	\$79.54	
P-Card - Gift cards for Firefighters + Volunteers - Anzac & Gregoire Lake Estates	\$100.00	
P-Card - Gift cards for Firefighters + Volunteers - Anzac & Gregoire Lake Estates	\$142.86	
P-Card - Gift cards for Firefighters + Volunteers - Anzac & Gregoire Lake Estates	\$50.00	
P-Card - Gift cards for Firefighters + Volunteers - Anzac & Gregoire Lake Estates	\$150.00	
P-Card - Gift cards for Firefighters + Volunteers - Anzac & Gregoire Lake Estates	\$150.00	
P-Card - Gift cards for Firefighters + Volunteers - Anzac & Gregoire Lake Estates	\$600.00	
P-Card - Gift cards for Firefighters + Volunteers - Anzac & Gregoire Lake Estates	\$200.00	
Expense - Gift cards for Janvier Literacy Night	\$300.00	
P-Card - Wrapping paper for Janvier Literacy Night	\$5.00	
P-Card - Playstation doorprize Anzac Christmas Dinner	\$379.96	
P-Card - Gift cards Rural Senior Lunch	\$500.00	
P-Card - Gift cards Rural Senior Lunch	\$100.00	
P-Card - Gift cards Rural Senior Lunch	\$100.00	
	<b>Public Relations TOTAL</b>	<b>\$5,394.49</b>

**Remaining Budget**      **\$4,605.51**

<b>2016 Total Business Travel Budget Amount</b>		<b>\$16,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Travel costs related to Conklin Family Literacy Day and Mayor & Council Toast of Champions	397.69	
Ramada Hotel - Conklin RMWB Open House	228.80	
Mileage - Various locations in Fort McMurray-Anzac	561.40	
Mileage - Various locations in Fort McMurray-Anzac	2146.11	
Mileage - Hotel/Meals/Parking (Council Business - Conklin & Edmonton Meetings)	1217.51	
Attended Conklin Graduation	197.60	
P-Card - Air Canada to Medicine Hat MGA Review	1095.25	
P-Card - Air Canada Jazz in flight meal Medicine Hat MGA review	3.00	
P-Card - Avis Rent a Car Medicine Hat MGA review	200.59	
P-Card - Highway 3 gas Medicine Hat MGA review	29.80	
P-Card - Walmart personal care items (suitcase did not arrive) Medicine Hat MGA review	23.40	
P-Card - Deluxe Centre Taxi Medicine Hat MGA review	8.16	
P-Card - Clarion Hotel Medicine Hat MGA review	262.88	
P-Card - Chatters Salon personal care items (suitcase didn't arrive) Medicine Hat MGA review	47.99	
Repayment for expenses re: 2015 Brownlee LLP golf tournament (GL Adjustment)	-1141.90	

Expenses - Mileage Various Meetings/Council Business (June to October 2016)	2678.20
P-Card - Thai Together Restaurant (Municipal affairs mtg)	\$21.16
<b>Business Travel TOTAL</b>	<b>\$7,977.64</b>

**Remaining Budget      \$8,022.36**

<b>2016 Total Conference Travel and Registration Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Federation of Canadian Municipalities (FCM) Conference registration fee	815.00	
Federation of Canadian Municipalities (FCM) Conference registration fee	-\$815.00	
Alberta Association of Municipal Districts and Counties (AAMDC) Westin Hotel	\$305.37	
P-Card - AAMDC Westjet	\$388.75	
P-Card - AAMDC Expense - The Next Act restaurant food purchased	\$22.94	
P-Card - AAMDC Expense - Westjet luggage charge	\$25.00	
P-Card - AAMDC Expense - ATS Group taxi	\$62.00	
P-Card - AAMDC Expense - Cookies by George food purchased	\$5.85	
P-Card - Japenese Village restaurant food purchased at AAMDC conference	\$52.03	
P-Card - Westin Dining food purchased	\$22.00	
P-Card - Earls restaurant - food purchased evening prior to AAMDC	\$17.50	
P-Card - AAMDC Expense - Westin Hotel Accommodations	\$568.74	
P-Card - ATS Group taxi (AAMDC)	\$66.00	
P-Card - Westjet luggage fee	\$25.00	
AAMDC 2017 Fall Convention Registration	\$565.00	
<b>Business/Conference Travel TOTAL</b>	<b>\$2,126.18</b>	

**Remaining Budget      \$7,873.82**



## Councillor Colleen Tatum

### Expense Summary - Details January 1, 2016 - December 31, 2016

**2016 Total Public Relations Budget Amount      \$10,000.00**

Explanation	Amount
MALANKA 2016 tickets	150.00
Sponsorship - Community Christmas Day Dinner (c/o St. Johns Church)	200.00
Smart IVR Poll (Telephone Survey - Budget 2017)	3200.00
<b>Public Relations TOTAL</b>	<b>\$3,550.00</b>

**Remaining Budget      \$6,450.00**

**2016 Total Business Travel Budget Amount      \$1,000.00**

Explanation	Amount
Holiday Inn & Conference Centre (Hotel for May 11 Special Council Meeting in Edmonton)	187.77
<b>Business Travel TOTAL</b>	<b>\$187.77</b>

**Remaining Budget      \$812.23**

**2016 Total Conference Travel and Registration Budget Amount      \$10,000.00**

Explanation	Amount
Federation of Canadian Municipalities (FCM) Conference registration fee	815.00
Reimbursement - FCM Conference registration fee	-815.00
<b>Business/Conference Travel TOTAL</b>	<b>\$0.00</b>

**Remaining Budget      \$10,000.00**

## Councillor Allan Vinni

### Expense Summary - Details January 1, 2016 - December 31, 2016

<b>2016 Total Public Relations Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Hosting - Malanka 2016: Lori Vokey, Robert Woodward, Elizabeth West, Miles West, Kerrie Pothier, James Pothier, Hank Vokey, Aurora Vokey, Tamara Austin	750.00	
Radisson Hotel - Camp Yogi expense	134.16	
P-Card Purchase - Fuji Japanese Restaurant - Business Lunch with S. Garner, WBHDC	43.16	
P-Card Purchase - Fort McMurray Tourism - Entry to Tradeshow re: Recruitment for Boards & Committees Volunteers	7.62	
Expenses - D. Terpening Guest of Council/Community Identification Committee	149.11	
Expenses - Quiznos (P.Wells - Community Identification Committee)	59.99	
	<b>Public Relations TOTAL</b>	<b>\$1,144.04</b>

**Remaining Budget**      **\$8,855.96**

<b>2016 Total Business Travel Budget Amount</b>		<b>\$5,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
P-Card Purchase - Smitty's Restaurant (WBHDC Meeting)	55.00	
	<b>Business Travel TOTAL</b>	<b>\$55.00</b>

**Remaining Budget**      **\$4,945.00**

<b>2016 Total Conference Travel and Registration Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Federation of Canadian Municipalities (FCM) Conference registration fee	865.00	
P-Card Purchase - Air Canada Flight re FCM Meeting in Oakville, ON (September 14-16) - to be recoded to Council code as Councillor sits on FCM Board	604.28	
P-Card Purchase - Air Canada Meal Expense re FCM Meeting in Oakville, ON - to be recoded to Council code as Councillor sits on FCM Board	13.38	
Expenses - 2015 Expense Claim from FCM Conference in Winnipeg	1380.03	
	<b>Business/Conference Travel TOTAL</b>	<b>\$2,862.69</b>

**Remaining Budget**      **\$7,137.31**

## Councillor Claris Voyageur

### Expense Summary - Details January 1, 2016 - December 31, 2016

<b>2016 Total Public Relations Budget Amount</b>		<b>\$10,000.00</b>
<b>Explanation</b>	<b>Amount</b>	
Municipal Merchandise ( vest + coat with logo)	\$115.00	
Catering Athabasca Delta Community School	\$1,800.00	
	<b>Public Relations TOTAL</b>	<b>\$1,915.00</b>
<b>Remaining Budget</b>		<b>\$8,085.00</b>

<b>2016 Total Business Travel Budget Amount</b>		<b>\$32,200.00</b>
<b>Explanation</b>	<b>Amount</b>	
Nomad Hotel - Feb 25/2016	154.96	
Nomad Hotel - Mar 1-2/2016	154.96	
Nomad Hotel - Mar 8-9/2016	154.96	
Nomad Hotel - Mar 15-16/2016	154.96	
Nomad Hotel - Mar 22/2016	154.96	
McMurray Aviation - Apr 12/2016	123.81	
Nomad Hotel Apr 5/2016	154.96	
Nomad Hotel Apr 12/2016	154.96	
McMurray Aviation - YPY to YMM Apr 5/2016	123.81	
Nomad Hotel Apr 21/2016	154.96	
McMurray Aviation - YPY to YMM Apr 19/2016	123.81	
McMurray Aviation - YMM to YPY Apr 20/2016	123.81	
Nomad Hotel Apr 26/2016	154.96	
McMurray Aviation - Apr 26/2016	123.81	
McMurray Aviation YPY to YMM May 3	123.81	
McMurray Aviation June 12 YPY to YEG to pick up her vehicle and drive back to YMM	476.19	
McMurray Aviation June 15	142.86	
McMurray Aviation - YPY to YEG June 20/2016	476.19	
McMurray Aviation - YMM to YPY June 23/2016	142.86	
McMurray Aviation July 7/2016	476.19	
Vantage Inn June 28/2016	161.20	
Vantage Inn June 29/2016	161.20	
Nomad Hotel July 12/2016	154.96	
Westin Hotel July 18/2016	138.19	
McMurray Aviation - YMM to YPY July 13/2016	123.81	
McMurray Aviation - YPY to YMM July 19/2016	123.81	
Northwestern Air July 21/2016	966.00	
Nomad Hotel Aug 9	154.96	
Clearwater Hotel July 5, 2016	186.16	
Nomad Hotel Aug 15, 2016	154.96	
Nomad Hotel Aug 16, 2016	154.96	
Nomad Hotel Aug 19/2016	154.96	
McMurray Aviation Pcard Adjustments return YPY to YMM special mtg Aug 30	247.62	

McMurray Aviation Pcard Adjustments return YPY to YMM Sept 6	247.62
McMurray Aviation Pcard Adjustments return YPY to YMM Sept 20	247.62
McMurray Aviation Sept 13 return YPY to YMM	247.62
Parking Mileage Incidentals Meals for September 21/2016	476.52
Nomad Hotel - Sept 20	154.96
McMurray Aviation YPY to YMM Sept 27	247.62
McMurray Aviation YMM to YPY Sept 28	247.62
Nomad Hotel Sept 27	154.96
McMurray Aviation Oct 4 YPY to YMM	123.81
McMurray Aviation Oct 10 YMM to YPY	123.81
McMurray Aviation October 10 (passenger seat service -one way + return Oct 12 )	-38.10
McMurray Aviation YPY to YMM October 11 return Oct 12	266.67
McMurray Aviation October 10 (passenger seat service -one way)	19.05
McMurray Aviation October 2016	142.86
McMurray Aviation Nov 1 YMM to YPY	142.86
Nomad Hotel Nov 2 - mtg with Community Services	154.96
McMurray Aviation Nov 6 YMM to YPY	123.81
Nomad Hotel Nov 7	154.96
Nomad Hotel Nov 8	154.96
McMurray Aviation Dec 8 & Dec 9 (Marcel/Kevin Cake & Coffee Event)	247.62
Nomad Hotel Dec 8	154.96
Nomad Hotel Dec 13	154.96
Travel for Council Meetings - Feb and Mar 2016	1466.67
Travel for Council Meetings - Feb and Mar 2016	-1466.67
Travel from YPY to YMM for Council Meetings	1440.00
McMurray Aviation - YPY to YMM Nov 18 Bo Cooper Funeral	123.81

**Business Travel TOTAL** \$12,250.12

**Remaining Budget** **\$19,949.88**

**2016 Total Conference Travel and Registration Budget Amount** **\$10,000.00**

Explanation	Amount
WESTIN (WESTIN HOTEL/DARLENE THEBERGE	-274.79
WESTIN (WESTIN HOTEL/DARLENE THEBERGE	-\$274.79
WESTIN (WESTIN HOTEL/DARLENE THEBERGE Advance deposit for AAMDC March 14-16	\$288.53
WESTIN (WESTIN HOTEL/DARLENE THEBERGE Advance deposit for AAMDC March 14-16	\$288.53
WESTIN (WESTIN HOTEL/DARLENE THEBERGE	\$274.79
FCM registration - Winnipeg June 3-5/2016	\$815.00
McMurray Aviation - Return Flight YPY to YMM	\$247.62
Flight Agency Service	\$25.00
WestJet flight for FCM	\$335.75
WestJet flight FCM credit July 7/ 2016	-\$335.75
FCM - Cancellation Wildfire June 3-5/2016 Winnipeg	-\$815.00
AUMA Conference Oct 5-7/2016	\$758.00
AUMA expense + mileage Conference Claris Voyageur	\$537.83
City Centre Inn AUMA accommodations	\$343.17

Westin Hotel for AAMDC conference Nov 15 -17 in Edmonton	\$305.37
Westin Hotel for AAMDC conference Nov 15 -17 in Edmonton Cancellation/Refund	-\$305.37
AAMDC Fall Conference registration	\$565.00
AAMDC Fall Conference banquet ticket	\$65.00
<b>Business/Conference Travel TOTAL</b>	<b><u>\$2,569.10</u></b>

<b>Remaining Budget</b>	<b>\$7,430.90</b>
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## 2016 CAO's Expense Summary - Details January 1, 2016 - December 31, 2016

		2016 Total Public Relations Budget Amount	\$3,000.00
Date	Explanation	Amount	
Jan 13/2016	EB Networking luncheon & FMCA AGM		36.50
Mar 1/2016	EB Networking luncheon		36.50
Mar 23/ 2016	EB Networking luncheon - April 18 - Syncrude President Mark Ward		35.00
April 28/2016	Lunch with Cr. McGrath, MLA Tany Yao & Vaughn Jessome - April 28 - Royal Canadian Legion		63.32
Sept 15.2016	EB Newtworking luncheon - Insurance Bureau of Canada		35.00
Nov 30/2016	Municipal Merchandise for dignitary visit		155.00
		<b>Public Relations TOTAL</b>	<b>\$361.32</b>

**Remaining Budget \$2,638.68**

## 2016 CAO's Expense Summary - Details January 1, 2016 - December 31, 2016

		2016 Total Business Travel Budget Amount	\$7,000.00
Date	Explanation	Amount	
Jan 7/2016	Westjet flight - Meeting with Dep. Min. Barry Day and Dep. Min. Greg Bass		262.25
Jan 7/2016	IATA Canada - Marlin Travel Booking Fee		10.00
Jan 20/2016	IATA Canada - Marlin Travel Booking Fee		10.00
Jan 20/2016	Westjet flight - Mid-sized Cities Mayors' and CAOs' Caucus Meeting		351.25
Feb 3/2016	Westjet flight - Meeting with Dep. Min. Barry Day and Dep. Min. Greg Bass		202.05
Feb 5/2016	Belgian Beer Café - Business lunch with DCAO and ED of Planning & Reg. Development		54.98
Feb 5/2016	Airport Taxi Service - Taxi from airport		49.67
Feb 5/2016	Yellow Cab - Taxi to airport		50.67
Feb 20/2016	PetroCan - Fuel		30.42
Feb 20/2016	Courtyard by Marriott - Accommodation (Alberta Chamber of Resources AGM)		197.27
April 22/2016	Gas for rental - mid sized cities Mayors' & CAO's mtg.		13.60
April 22/2016	Avis car rental - mid-sized cities Mayors' & CAOs' mtg.		34.67
April 22/2016	Avis car rental - mid-sized cities Mayors' & CAOs' mtg.		196.00
April 20/2016	Baggage fee -mid-sized cities Mayors & CAOs' mtg.		25.00
April 21/2016	Meal cost - mid-sized cities Mayors' & CAOs' mtg.		21.95
April 22/2016	Meal cost - mid-sized cities Mayors' & CAOs' mtg.		25.49
April 23/2016	Holiday Inn - hotel cost for mid-sized Mayors' & CAOs' mtg.		135.19
May 11/ 2016	Airport Taxi Service - Council meeting in Edmonton		55.24
May 18/2016	Airport Taxi Service - Council meeting in Edmonton		59.05
May 16/2016	Co-op Taxi - Council meeting in Edmonton		19.81
May 16/2016	Meal with admin. staff - Council meeting in Edmonton		91.28
May 19/2016	Westin Hotel - Provincial briefing regarding re-entry process		476.19
May 23/2016	Meal cost - Council meeting in Edmonton		39.31
May24/2016	Meal cost - Council meeting in Edmonton		25.10
May 24/2016	Meal cost - Council meeting in Edmonton		56.50
May 24/2016	Parking - Council meeting in Edmonton		13.33
May 24/2016	Cab fare - Council meeting in Edmonton		26.89
May 24/2016	Cab fare - Council meeting in Edmonton		25.71
May 25/2016	Meal cost - Council meeting in Edmonton		5.99
May 25/2016	Meal cost - Council meeting in Edmonton		61.95

May 26/2017	Cab fare - Council workshop in Edmonton to airport	54.29
May 26/2016	Delta Edmonton - hotel stay for Council meeting and various mtg. re wildfire	553.82
May 27/ 2016	Meal cost - Council meeting in Edmonton	39.30
May 27/2016	Westjet Credit for FCM & CAMA Conventions cancellations	-389.90
May 30/2016	Airport Taxi Service - Labour discussion meeting in Edmonton	50.48
May 30/2016	Meal cost - Council meeting in Edmonton	78.50
May 30/2016	Cab fare - Labour discussion meeting in Edmonton	16.19
May 30/2016	Cab fare - Labour discussion meeting in Edmonton	57.14
May 30/2016	Cab fare - Labour discussion meeting in Edmonton	11.43
May 31/2016	Meal cost - special Council meeting in Edmonton	134.00
May 31/2016	Hotel cost - meetings in Edmonton	231.38
May 31/2016	Meal cost with admin. staff - Meetings in Edmonton	82.30
June 1/2016	Cab fare - Meeting with CUPE in Edmonton	11.43
June 1/2016	Cab fare - meeting with Red Cross in Edmonton	8.19
June 1/2016	Cab fare - meeting with Red Cross in Edmonton	11.43
June 2/2016	Chateau Lacombe - hotel stay for mtg. with Provincial Recovery Taskforce Edmonton	221.75
June 2/2016	Cab fare - mtg. with Provincial Recovery Taskforce	35.30
June 3/2016	Meal cost - mtg. with Provincial Recovery Taskforce in Edmonton	55.55
June 3/2016	Lunch meeting with Bill deSilva - Edmonton re micro hotel development	70.75
June 3/2016	Cab fare - to airport- mtg. with Provincial Recovery Taskforce	57.76
June 5/2016	Chateau Lacombe - hotel stay for mtgs. in Edmonton June 7-9	309.30
June 10/2016	Baggage fee - return flight from Edmonton for Council mtgs. & mtg. with ADM	25.00
June 10/2016	Cab fare from airport to residence	15.38
June 28/2016	Air Canada flight to Calgary Stampede	254.25
Jul 7/2016	Lunch meeting with Andre Perrone - property tax manager	36.38
Jul 7/2016	Westjet flight for Mid-sized Cities Mayors & CAO's Caucus Meeting - Sept. 29 & 30	362.88
Jul 7/2016	Associated Cab - cab ride to mtg. with Andre Perrone	34.10
Jul 7/2016	Westjet ticket charge	10.00
Jul 7/2016	Cab fare to hotel re Andre Perrone mtg.	32.00
Jul 7/2016	Cab fare from mtg. with Andre Perrone	7.81
Jul 7/2016	Cab fare re mtg. with G. Hooper of Volker Stevin Contracting	37.14
Jul 7/2016	Cab fare business mtg.	33.33
Jul 8/2016	Business lunch with A. Perrone re taxes	31.52
Jul 9/2016	Business dinner re RMWB at Calgary Stampede event	24.34
Jul 9/2016	Lunch re RMWB at Calgary Stampede event	23.94
Jul 9/2016	Allied Limousine - Cab ride from hotel to airport re Calgary Stampede event	64.76
Jul 20/2016	Business supper meeting with D. Mitchell and D. Wandzrura re CUPE matters	53.33
Jul 21/2016	Parking receipt re meeting with D. Mitchell (CUPE)	20.00
Jul 21/2016	Gas for rental - CUPE meeting in Edmonton	45.00
Jul 6/2016	Cab fare airport to hotel re meeting with Andre Perrone (taxes)	34.29
Jul 21/2016	Business lunch re recruitment for ED of Infrastructure & Engineering Division	24.76
Jul 22/2016	Lunch re Calgary Stampede Event	27.62
Jul 22/2015	Lunch meeting with D. Mitchell (CUPE)	48.57
Jul 27/2016	Parking Pass - Edmonton meetings	14.29
Jul 28/2016	Parking Pass - Edmonton meetings	15.24
Jul 28/2016	Chateau Lacombe - hotel stay for mtgs. with DMs Krips & Grant, B. Sweeney & J. Donner	167.28
Jul 29/2016	Lunch - mtgs. with DMs	22.86

Aug 3/2016	Flight for meeting with Suncor Executives in Calgary	516.67
Aug. 10/2016	Lunch re mtgs. with Suncor Executives	43.80
Aug 10/2016	Cab fare to mtg. with Suncor Executive staff in Calgary	37.24
Aug 10/2016	Cab fare to airport re mtg. with Suncor Executive staff in Calgary	34.45
Aug 15/2016	Parking pass - Calgary meetings	9.52
Sept 15/2016	Airfare for Mid-sized cities Mayors & CAO meeting - Chestermere	278.67
Sept 15/2016	Westjet Ticket fee - Mid-sized Cities Mayors & CAO meeting - Chestermere	10.00
Sept 28/2016	Westjet baggage fee - Mid-sized Cities Mayors & CAO meeting - Chestermere	35.00
Sept 30/2016	Hotel cost - Mid-sized Cities Mayors & CAO meeting - Chestermere	243.34
Sept 30/2016	Lunch Calgary Airport - Mid-sized Cities Mayors & CAO meeting	16.41
Sept 30/2016	Rental car - Mid-sized Cities Mayors & CAO's mtg. - Chestermere	244.50
Oct 5/2016	Westjet baggage fee - AUMA Conference	35.00
Oct 6/2016	Lunch mtg. with Crs. McGrath/Germain - AUMA Conference	155.68
Oct 5/2016	Cab fare from hotel to Mtg. with Minister Larivee	10.55
Oct 5/2016	Cab fare from hotel to Reynolds/Richards/Farmer Reception - AUMA	6.74
Oct 5/2016	Cab fare from airport to hotel - AUMA Conference	52.52
Oct 7/2016	Lunch at airport re mtg. with Minister Larivee	37.33
Oct 13/2016	Hotel reservation re Pacific Investments Questioning	316.95
Oct 13/2016	Air Canada Flight Ticket Service Fee	10.00
Oct 13/2016	Flight to Calgary re Pacific Investments Questioning	424.25
Oct 20/2016	Hotel credit - Pacific Investments Questioning Cancellation	-316.95
Nov 09/2016	Flight to Calgary re Pacific Investments Questioning Nov. 24/25	175.00
Nov 24/2016	Supper re Pacific Investments Questioning Nov. 24/25	18.75
Nov 24/2016	Business lunch with K. Collette (ATCO)	47.01
Nov 24/2016	Cab fare from airport to hotel re Pacific Investments Questioning	50.02
Nov. 25/2016	Supper re Pacific Investments Questioning Nov. 24/25	45.00
Nov 26/2016	Cab fare from hotel to airport re Pacific Investments Questioning	61.38
Nov 26/2016	Breakfast re Pacific Investments Questioning	6.13
Nov. 26/2016	Baggage fee re Pacific Investments Questioning	35.00
Nov 26/2016	Baggage fee re Pacific Investments Questioning	25.00
Nov 26/2016	Hotel for Pacific Investments Questioning Nov. 24 & 25	265.66
	<b>Business Travel TOTAL</b>	<b>\$8,723.89</b>

**Remaining Budget - \$1,723.89**

## 2016 CAO's Expense Summary - Details January 1, 2016 - December 31, 2016

2016 Total Conference Travel and Registration Budget Amount		\$9,000.00
Date	Explanation	Amount
Jan 7/2016	Westjet flight - AAMDC Convention	242.25
Jan 7/2016	IATA Canada - Marlin Travel Booking Fee	10.00
Jan 7/2016	AAMDC 2016 Spring Convention registration fee	460.00
Mar 2/2016	IATA Canada - Marlin Travel Booking Fee	10.00
Mar 2/2016	Westjet flight - CAMA and Federal Canadian Municipalities	371.33
Mar 3/2016	CAMA registration fee	723.00
Mar 3/2016	Federation of Canadian Municipalities (FCM) Conference registration fee	815.00
Mar 15/2016	Westin Hotel - Accommodation (AAMDC Convention)	288.53



Mar 14/2016	Baggage fee - 2016 AAMDC Convention - Mar 14-16	25.00
Mar 14/2016	Airport Taxi Service from Hotel - AAMDC Convention Mar 14-16	57.38
Mar 15/2016	Meal cost - AAMDC Convention Mar 14-16	53.19
Mar 15/2016	Meal cost - AAMDC Convention Mar 14-16	64.10
Mar 16/2016	Meal cost - AAMDC Convention Mar 14-16	29.69
Mar 16/2016	Meal cost - AAMDC Convention Mar 14-16	24.00
Mar 16/2016	Baggage fee - 2016 AAMDC Convention - Mar 14-16	25.00
Mar 16/2016	Yellow cab service from hotel to airport - 2016 AAMDC Convention	57.38
Mar 17/2016	Westin Hotel - Accommodation (AAMDC Convention)	294.21
Mar 19/2016	Westin Hotel Credit - Changed to Convention rate	-107.12
May 19/2016	Credit for FCM Cancellation	-721.24
Mar 21/16	CAMA Golf Tournament (reimbursed by personal cheque)	120.75
Sept 15/16	AUMA Conference Registration Fee	898.00
Oct. 5/2016	Co-op Taxi from airport to hotel re AUMA Conference	55.38
Oct. 5/2016	Yellow cab to Reynolds/Mirth Richards/Farmer Reception (AUMA Conference)	7.94
Oct 8/2015	Courtyard Marriott - AUMA Conference	512.04
	<b>Conference Travel/Registration TOTAL</b>	<b>\$4,315.81</b>

	<b>Remaining Budget</b>	<b>\$4,684.19</b>
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