



Guideline A1.09: Appendix C: Expense Disclosure Report- For Executive

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Disclosure of Claims for the period : January 1, 2015 to February 28, 2015

			Travel Method/ Description Code A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV - College Vehicle		Meals for Travel, Hospitality & Working Session <u>Meal Recipient Codes</u> S- Self GO – Government Official BA – Business or Industry Partner ST – Student CE - College Employee/ Board member also on travel status CER – College Employee recognition event FRA – Fundraising event attendees BOG – Other Board Members			Lodging  PA - Private Accommodations		D: Other Expenses Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc.	
Date Expense Occurred	Location	Purpose	Travel Code/ Expense Amount		Recipient Code (s) (see above)	Meal Receipts	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount
Trent Keough, President and CEO											
Jan14/15	Edmonton	Meeting with Ministers	CV	\$ 51.87							
Jan 18-23/15	Toronto	Strategic HR Management Program - Toronto	CV	\$ 84.56	S	\$ 299.54		\$ 996.28		Taxi	\$ 166.00
			A	\$ 600.76					Laundry	\$ 153.50	
									Parking	\$ 173.03	
									Per Diem	\$ 48.00	
Jan 28/15	Edmonton	Council President Meeting	CV	\$ 49.62							
Feb 4/15	Cold Lake	GOA Speaker Tour	CV	\$ 56.20	S/CE	\$ 4.71					
Feb 9/15	Bonnyville	NLSD Strategic Planning Committee	CV	\$ 43.93							
Feb 26/15	Edmonton	Meeting with Minister Klimchuk & ARDN	CV	\$ 54.21	S		\$ 19.00				
Mardere Birkill, Vice President Academics											
Jan 15/15	Lac La Biche	Dean's Planning Day	PV	\$ 197.80	S/CE	\$ 85.87		\$ 212.10			
Feb 5-6/15	Edmonton	SAO Meeting			S	\$ 66.99		\$ 334.20		Parking	\$ 78.00
										Per Diem	\$ 16.00

Feb 18/15	Cold Lake	Meeting with ESSO	CV	\$ 45.18	S/CE	\$ 7.57					
Feb 18-20/15	Calgary	Meeting with MEG Energy	A	\$ 466.46	S/CE	\$ 140.20		\$ 185.25		Per Diem	\$ 16.00
			CV	\$ 55.10							

<b>Bev Moghrabi, Associate Vice-President Student Services/Registrar</b>											
Jan 26/15	Cold Lake	Monthly visit		CV	\$ 33.55						

<b>Stuart Leitch, Director CiTi</b>											
14-Jan-15	Edmonton	Meeting with Minister			S/CE	\$ 92.76					
15-Jan-15	Boyle	Instructor lunch on Program Development			S/CE	\$ 36.55					
15-Jan-15	Bonnyville	NEAAI Steering Committee	PV	\$ 117.82	S		\$ 11.00				
16-Jan-15	Edmonton	ACSA meeting	PV	\$ 82.13	S		\$ 11.00				
22-Jan-15	Boyle	Road Builders project	PV	\$ 55.04							
23-Jan-15	Boyle	Lunch Meeting			S/BA	\$ 71.72					
27-Jan-15		Western Aboriginal Consultation & Negotiation								Conference Fee	\$ 2,409.75
28-Jan-15	Buffalo Lake	Meeting	CV	\$ 12.30							
30-Jan-15	Boyle	Lunch Meeting				\$ 83.85					
6-Feb-15	Edmonton	Industry Partner Meeting			S/BA	\$ 56.15					
13-Feb-15	Boyle	Program Development Meeting			S/CE/BA	\$ 107.05					
26-Feb-15	Boyle	Program Development Meeting			S/BA	\$ 51.85					

<b>Carrie Froehler, Director Human Resources</b>											
5-Jan-15	Cold Lake	Meeting	CV	\$ 33.20	S/CE	\$ 43.17					
12-Jan-15	St. Paul	Meeting	CV	\$ 20.51							
Jan 22-23/15	Edmonton	Pension Meeting	PV	\$ 189.20	S		\$ 19.00	\$ 181.73			
Feb 5-6/15	Edmonton	Benefits Consortium Meeting & Pension meeting	PV	\$ 189.20	S		\$ 19.00	\$ 179.63		Parking	\$ 11.50
					S/CE	\$ 38.59					
Feb 25-26/15	Edmonton	RFP Benefits Consortium	PV	\$ 189.20	S		\$ 19.00				
					S/CE	\$ 21.72					



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Disclosure of Claims for the period : November 1, 2014 to December 31, 2014

			Travel Method/ Description Code A - Airfare RC - Rental Charges PVM - Personal Vehicle Mileage CV - College Vehicle		Meals for Travel, Hospitality & Working Session <u>Meal Recipient Codes</u> S- Self GO – Government Official BA – Business or Industry Partner ST – Student CE - College Employee/ Board member also on travel status CER – College Employee recognition event FRA – Fundraising event attendees BOG – Other Board Members			Lodging  PA - Private Accommodations		D: Other Expenses  Incidentals, phone, internet, faxes, parking, per diem, baggage, public transport, laundry, membership etc.	
Date Expense Occurred	Location	Purpose	Travel Code/ Expense Amount		Recipient Code (s) (see above)	Meal Receipts	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount
Trent Keough, President and CEO											
Nov 6/14	Cold Lake	Meeting with City of Cold Lake	CV	87.05							
Nov 26/14	Edmonton	Meeting with Minister Dorward	CV	41.03						Parking	\$ 10.00
Dec 1-2/14	Ottawa	Colleges and Institutes Canada on Parliament Hill 2014	A	\$ 753.90	S	\$ 49.87				Conference fee	\$ 850.00
										Baggage charge	\$ 78.75
										Parking	\$ 292.14
Dec 3/14	Edmonton	Regular Board Meeting			S/CE/ BOG	\$ 1,362.34		\$315.00			
Dec 4-5/14	Edmonton	Board Retreat	CV	\$ 58.90	S	\$ 175.61				Laundry	\$ 175.09
					S/CE/BO G	\$ 2,705.71					
					Meeting Room						
Dec 11/14	Edmonton	NADC Meeting Northern Colleges	CV	\$92.04							
Dec 12.14	St. Paul	Hosted NADC Member	CV	\$45.61	S/BA	\$ 30.00				Car Wash	\$ 14.00
Dec 19/14	Lac La Biche	Executive Staff Lunch			S/CE	\$ 127.20					
Dec 23/14	Lac La Biche	Working Lunch			S/CE	\$ 31.24					

Mardere Birkill, Vice President Academics											
Nov 15/14	Edmonton	RAP & CTS Scholarship Celebration	PVM	\$ 206.40	S		\$ 39.00	\$ 412.02		Per Diem	\$ 8.00
Nov 26/14	Edmonton	Meeting with Ministry AIT	PVM	\$ 206.40	S		\$ 30.00			Parking	\$ 10.00
Nov 27/14	St. Paul	Alberta Innovates	PVM	\$ 129.00	S		\$ 11.00				
Dec 1-3/14	Edmonton	Public Sector Transformation HR Measurement & Scorecarding Training	PVM	\$ 215.00	S	\$ 6.30	\$100.00	\$ 572.58		Per Diem	\$ 40.00
Dec 12/14	St. Paul		PVM	\$ 129.00							
Dec 17-19/14	Edmonton	SAO Meeting	PMV	\$ 225.32	S		\$ 48.00	\$ 492.45		Parking	\$ 50.00
										Per Diem	\$ 16.00

Tracy Boyde, Vice President Infrastructure and Technology											
Nov 7/14	Boyle	Tour & Information Meeting with Athabasca County			S/CE/BA	\$ 75.13					
Nov 13/14	St. Paul	Meeting	CV	\$ 23.01						Car Wash	\$ 10.00
Nov 14/14	Edmonton	viewing simulation labs at Grant MacEwan	PMV	\$ 123.51	S	\$ 11.66				Parking	\$ 9.50
Nov 24-25/14	Edmonton	Meeting with GHMA								Parking	\$ 12.00
Nov 24-25/14	Calgary	AAHEIT Meeting			S/CE	\$ 60.26		\$ 260.96		Parking	\$ 26.19
					S	\$ 9.49					
Dec 8/14	St. Paul	Meeting for St. Paul Campus	CV	\$ 29.00	S/CE/BA	\$ 54.09				Car Wash	\$ 10.00

Bev Moghrabi, Associate Vice-President Student Services/Registrar											
Nov 3/14	Edmonton	Metis Partnership Meeting	PMV	\$ 189.20			\$ 30.00				
Nov 6/14	Cold Lake	Monthly Visit	PMV	\$ 127.28			\$ 11.00				
Nov 12/14	Edmonton	Metis Recognition Dinner	PMV	\$ 189.20			\$ 11.00			Parking	\$ 15.00
Dec 2/14	Cold Lake	Monthly Visit	PMV	\$ 127.28							
Dec 4/14	Edmonton	Board of Governors Retreat	PMV	\$ 189.20	S	\$ 22.80					
Dale Mountain, Chief Financial Officer											
Dec 3-5/14	Edmonton	Board Retreat	CV	\$ 37.92	S	\$ 12.55				Car Wash	\$ 99.70
										Car Care	\$ 5.24
Dec 8/14	Edmonton	PSI Committee Meeting	CV	\$ 76.74	S	\$ 10.06				Parking	\$ 12.50
										Washer fluid	\$ 10.48

**Stuart Leitch, Director CiTi**

Nov 3-4, 2014	Calgary	Canadian Heavy Oil Conference	A	\$ 395.06				\$ 469.98		Cabs	\$ 77.00
Nov 10/14	Athabasca							\$ 158.05			
Dec 8/14	Boyle	Boyle Community Steering Committee			S/CE	\$ 37.18					
Dec 14/14	Edmonton	RB Sale & Metis Dinner	PMV	\$ 235.64			\$ 11.00				
Dec 15/14	Bonnyville	Con. Ed Lab Space Meeting	PMV	\$ 117.82			\$ 11.00				

**Carrie Froehler, Director Human Resources**

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**Disclosure of Claims for the period : July 1, 2014 to August 31, 2014**

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Trent Keough, President and CEO											
30/09/2014	Buffalo Lake	Meeting	CV	63.17							
Oct 5 - 8/14	Houston	VTEC Global Conference	A	\$ 766.44	S/CE	\$ 366.35		656.24		per diem	\$ 38.00
			CV	\$ 144.19						toll charge	\$ 2.50
										luggage cart	\$ 5.78
										baggage charge	\$ 70.20
										seat change	\$ 95.00
										Valet/Dry Clean	50.75
										parking	108.52
09-Oct-14	Edmonton	ARDN AGM	CV	\$44.20	S/BOG	\$ 202.58		\$151.51			
12-Oct-14	Cold Lake	Small Business					\$ 19.00				
19-Oct-14	Edmonton	Council of Presidents & Campus Alberta Strategic Directions Committee	CV	\$81.09	S	\$ 27.05		\$157.01		per diem	\$ 8.00
23-Oct-14	Cold Lake	Minister of Innovation and Advanced Ed	PMV	\$127.28							
Oct 24-25/14	Edmonton	Story World Quest - NAIT	CV	\$72.38	S/CE	\$ 214.83		\$170.34		parking	\$ 19.00
										per diem	\$ 8.00

Mardere Birkill, Vice President Academics											
Oct 1-2, 2014	Cold Lake	Meeting with Lakeland Catholic School Division	CV	\$ 55.00	S/CE	\$ 40.41		\$ 203.05			
23-Oct-14	Cold Lake	Meeting with Minister of Innovation and Advanced Ed	PVM	\$ 129.00							
31-Oct-14	St. Paul	Department Meeting	PVM	\$ 120.40							

Tracy Boyde, Vice President Infrastructure and Technology											
23-Oct-14	Cold Lake	Meeting with Minister of Innovation and Advanced Ed	CV	\$ 36.02						Car wash	\$ 9.00

Bev Moghrabi, Associate Vice-President Student Services/Registrar											
8-Sep-14	Cold Lake	Monthly visit	PMV	\$ 127.28							
30-Sep-14	St. Paul	Alberta Supports meeting	PMV	\$ 117.82							
Oct 13-16/14	Calgary	ACAT/AER/LERS Meetings	CV	\$ 105.02	S/CE	\$ 74.92		\$ 361.50		Cabs	\$ 167.40
30-Oct-14	St. Paul	Monthly visit	PMV	\$ 117.82							

Dale Mountain, Chief Financial Officer											
Oct 2-3, 2014	Calgary	SBO Conference	CV	\$ 94.93	S	\$ 9.01		\$ 392.38		Car wash	\$ 14.00

Stuart Leitch, Director CiTi											
17-Sep-14	Edmonton	Tribal Chiefs Employment and Training Services	PMV	\$ 155.23			\$ 19.00				
22-Sep-14	Edmonton	WINN Session	PMV	\$ 150.07							
24-Sep-14	Bonnyville	Bonnyville Campus Space meeting	PMV	101.91	S/BA	\$ 31.00					
2-Oct-14	Calgary	Workforce Joint Initiative Pilot Project for Process Operators	A	443.36	S/CE	\$ 31.05				parking	\$ 25.00
			PMV	257.14						cab fare	\$ 85.00
Oct 5-8/14	Houston	VTEC Global Conference	A	766.44	S/CE	\$ 36.25		\$ 652.05		seat change	\$ 89.00





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Trent Keough, President and CEO										
03-Jul-14	Lac La Biche	Working Lunch			S/CE	\$ 40.85				
04-Jul-14	Sherwood Park	ARDN & BOG Chair	PVM	\$ 197.80			\$ 20.00			
19-Aug-14	Lac La Biche	Working Lunch			S/CE	\$ 50.70				
20-Aug-14	St. Paul	Lunch meeting	CV	\$41.62	S/CE	\$ 55.86				
27-Aug-14	St Paul & Cold Lake	St. Paul & Cold Lake Orientation day	CV	\$45.19						
29-Aug-14	Frog Lake	Frog Lake Orientation	PVM	\$ 195.22						

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<b>Tracy Boyde, Vice President Infrastructure and Technology</b>											
6-Aug-14	Calgary	Cisco meeting							Parking	\$	21.00

