



## COUNCIL TRAVEL EXPENSE SUMMARY REPORT

Council Member: TIM BENNETT  
Purpose of Travel: UBCM HOUSING SUMMIT  
Date(s) of Travel: April 3<sup>rd</sup> – 5<sup>th</sup>, 2023  
Place of Travel: Vancouver

### Summary of Council Related Activities:

Attended the UBCM Housing Summit in Vancouver. This summit brought together the Provincial Government, First Nations Government, Business and Nonprofits to discuss the housing crisis in British Columbia.

### Expense Summary:

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$ <u>785.36</u>
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to Vancouver	\$ <u>422.36</u>
- Hotel nights	\$
- Car Rental	\$ <u>0</u>
- Other – Specify: Registration Fee	\$ <u>367.50</u>
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$ <u>789.86</u>

Respectfully Submitted: \_\_\_\_\_

A handwritten signature in black ink, appearing to be "T. Bennett", written over a horizontal line.

**CITY OF PRINCE GEORGE**  
**TRAVEL CLAIM - ALL CITY STAFF**  
 (See Explanatory Notes on Reverse)  
 (EFFECTIVE April 1, 2013)

BATCH # \_\_\_\_\_

DOCUMENT # \_\_\_\_\_

Name Tim Bennett

EMPEXP # \_\_\_\_\_

Department Council

SUPPLIER # \_\_\_\_\_

Purpose of Travel UBCM Summit

TAX EXP CODE \_\_\_\_\_

Date (s) of Travel APRIL 3-5

TAX RATE/AREA \_\_\_\_\_

Places of Travel VAN COUVER

INV DATE \_\_\_\_\_

	TOTAL	(Accounts Payable Only)	
		GST PAID	GST CLAIMED
1) Mileage _____ KM @ _____ *** Rate as per Explanatory Notes - Transportation Policy	\$		
2) Equivalent Air Fare From Prince George to: _____	\$		
3) Per diem: _____ days @ \$75.00 Less Meals Not Taken (explain) <u>3(-B) 4(-B/L) 5(-BL)</u>	\$ 225 \$(85)		
4) Meals _____ breakfast @ \$15.00 _____ lunch @ \$20.00 _____ dinner @ \$25.00 (note: claim either in category 3 or 4, but <u>not</u> both)	\$ \$ \$		
5) Hotel (attach receipts)	\$ 576. <del>86</del> B.		
6) Car Rental (attach receipts)	\$		
7) Taxi/Bus Fares (attach receipts)	\$ 22		
8) Airport Parking (attach receipts)	\$ 45		
9) Other - Specify <u>License fee</u>	\$ 31.50		
10) Travel advance requested (claimant agrees to repay advance in full within 30 days) <u>12.1468</u>	\$		
<b>TOTAL</b>	\$ <u>785.36</u>	\$	\$
LESS ADVANCES RECEIVED			
AMOUNT DUE (REFUND)			

Business Unit \_\_\_\_\_

Certified Correct: \_\_\_\_\_

Approved: \_\_\_\_\_

(Signature - Claimant)

(Authorized Signatory)

Tim Bennett

\_\_\_\_\_  
(Printed Name - Authorized Signatory)

**Please print on yellow paper and double sided**  
**Attach all small piece(s) of back up/receipts to an 8 1/2 X 11 piece of paper**



## COUNCIL TRAVEL EXPENSE SUMMARY REPORT

Council Member: Garth Frizzell

Purpose of Travel: "Beyond Hope" Library Conference  
FCM Annual Conference

Date(s) of Travel: May 14-16, 2023 and May 25-28, 2023

Place of Travel: Prince George, BC and Toronto, ON

### Summary of Council Related Activities:

Attended "Beyond Hope" Library Conference as Council appointed trustee to PGPL  
.Attended Federation of Canadian Municipalities annual conference.

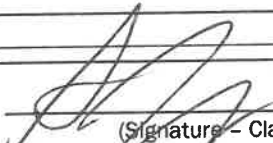
### Expense Summary:

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$ <u>2709.61+130</u>
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to <u>Toronto</u>	\$ <u>1263.06</u>
- Hotel <u>    </u> nights	\$ <u>1163.19</u>
- Car Rental	\$ <u>0</u>
- Other - Specify <u>    </u> registration, transp, meals	\$ <u>39.98+130+</u> <u>85+158.38</u>
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$

Respectfully Submitted: GARTH FRIZZELL \_\_\_\_\_

Appendix "A"

AMENDED BY BL9328

SCHEDULE "B" to BYLAW NO. 8414, 2012 TRAVEL CLAIM - COUNCIL MEMBERS (See Explanatory Notes)		BATCH # _____	
		DOCUMENT # _____	
Name <u>GARTH FRIZZELL</u>		EMPEXP # _____	
Purpose of Travel <u>FCM Annual Conference</u>		SUPPLIER # _____	
Date (s) of Travel <u>MAY 25-28, 2023</u>		TAX EXP CODE _____	
Places of Travel <u>TORONTO, ON</u>		TAX RATE/AREA _____	
		INV DATE _____	
		TOTAL	(Acct Payable Only) GST PAID      GST CLAIMED
1) Mileage <del>60</del> <u>58.8</u> KM @ <u>0.68/km</u> *** Rate as per Canada Revenue Agency Automobile Allowance Rate***		\$ 39.98	
2) Equivalent Air Fare From Prince George to: <u>Toronto</u>		\$ 1263.66	
3) Per diem (includes incidentals): <u>4</u> days @ \$75.00		\$ 300	
Less Meals Not Taken (explain)		\$(215)	
4) Meals _____ breakfast @ \$15.00 _____ lunch @ \$20.00 _____ dinner @ \$25.00 (note: claim either in category 2 or 3, but <u>not</u> both)		\$ \$ \$	
5) Hotel (attach receipts)		\$ 1163.19	
6) Car Rental (attach receipts)		\$	
7) Taxi/Bus Fares (attach receipts)		\$ 158.38	
8) Airport Parking (attach receipts)		\$	
9) Babysitting / Childminding		\$	
10) Other - Specify (attach receipts)		\$	
11) Travel advance requested (claimant agrees to repay advance in full within 30 days)      12.1468		\$	
TOTAL		\$ 2709.61	\$
LESS ADVANCES RECEIVED			
AMOUNT DUE (REFUND)		2709.61	
Business Unit _____			
Certified Correct: <u></u> (Signature - Claimant)		Approved: _____ (Authorized Signatory)	
<u>GARTH FRIZZELL</u> (Printed Name - Claimant)		_____ (Printed Name - Authorized Signatory)	

Appendix "A"

AMENDED BY BL9328

SCHEDULE "B" to BYLAW NO. 8414, 2012 TRAVEL CLAIM - COUNCIL MEMBERS (See Explanatory Notes)		BATCH # _____	
		DOCUMENT # _____	
Name <u>Garth Frizzell</u>		EMPEXP # _____	
Purpose of Travel <u>Library Conference</u>		SUPPLIER # _____	
Date (s) of Travel <u>May 14-16, 2023</u>		TAX EXP CODE _____	
Places of Travel <u>Prin George, BC</u>		TAX RATE/AREA _____	
		INV DATE _____	
		TOTAL	(Acct Payable Only)
			GST PAID      GST CLAIMED
1) Mileage _____ KM @ _____ *** Rate as per Canada Revenue Agency Automobile Allowance Rate***		\$ /	
2) Equivalent Air Fare From Prince George to: _____		\$ /	
3) Per diem (includes incidentals): _____ days @ \$75.00 Less Meals Not Taken (explain) _____		\$ / \$( /)	
4) Meals _____ breakfast @ \$15.00 _____ lunch @ \$20.00 _____ dinner @ \$25.00 (note: claim either in category 2 or 3, but <u>not</u> both)		\$ / \$ / \$ /	
5) Hotel (attach receipts)		\$ /	
6) Car Rental (attach receipts)		\$ /	
7) Taxi/Bus Fares (attach receipts)		\$ /	
8) Airport Parking (attach receipts)		\$ /	
9) Babysitting / Childminding		\$ /	
10) Other - Specify (attach receipts) <u>Conference Registration</u>		\$ <u>130<sup>00</sup></u>	
11) Travel advance requested (claimant agrees to repay advance in full within 30 days) <u>12.1468</u>		\$	
TOTAL		\$	\$
LESS ADVANCES RECEIVED			
AMOUNT DUE (REFUND)		<u>130<sup>00</sup></u>	
Business Unit _____			
Certified Correct: _____ (Signature - Claimant) <u>GARTH FRIZZELL</u> (Printed Name - Claimant)		Approved: _____ (Authorized Signatory) _____ (Printed Name - Authorized Signatory)	



## COUNCIL TRAVEL EXPENSE SUMMARY REPORT

Council Member: Trudy Klassen  
 Purpose of Travel: NCLGA and FCM  
 Date(s) of Travel: May 9-12 and 24 to 29<sup>th</sup>, 2023  
 Place of Travel: Dawson Creek, BC and Toronto, Ontario

### Summary of Council Related Activities:

Meet and learn from other municipal leaders from across the north and across the country. Attended seminars and went on two tours to see how Toronto is addressing some of their issues.

### Expense Summary:

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$ <u>3123.90</u>
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to _____	\$
- Hotel <u>9</u> nights	\$
- Car Rental	\$
- Other – Registration Fees: <u>NCLGA \$682.50, FCM \$1113.05</u>	\$ <u>1795.55</u>
<b>Total of Prepaid Items</b>	\$ <u>1795.55</u>
<b>TOTAL TRAVEL EXPENSE</b>	\$ <u>4919.45</u>

Respectfully Submitted:

**CITY OF PRINCE GEORGE**  
**TRAVEL CLAIM - ALL CITY STAFF**  
 (See Explanatory Notes on Reverse)  
 (EFFECTIVE April 1, 2013)

BATCH # \_\_\_\_\_

DOCUMENT # \_\_\_\_\_

Name Trudy Klassen

EMPEXP # \_\_\_\_\_

Department Council

SUPPLIER # \_\_\_\_\_

Purpose of Travel FCM Convention

TAX EXP CODE \_\_\_\_\_

Date (s) of Travel May 24 - May 29, 2023

TAX RATE/AREA \_\_\_\_\_

Places of Travel Toronto, Ontario

INV DATE \_\_\_\_\_

	TOTAL	(Accounts Payable Only)	
		GST PAID	GST CLAIMED
1) Mileage _____ KM @ _____ *** Rate as per Explanatory Notes - Transportation Policy	\$ /		
2) Equivalent Air Fare From Prince George to: _____ <u>Westjet</u>	\$ <u>602.36</u>		
3) Per diem: _____ days @ \$75.00 Less Meals Not Taken (explain)	\$ / \$( )		
4) Meals _____ breakfast @ \$15.00 _____ lunch @ \$20.00 _____ dinner @ \$25.00 (note: claim either in category 3 or 4, but <u>not</u> both)	\$ / \$ / \$ /		
5) Hotel (attach receipts) <u>Westin Harbour Castle</u>	\$ <u>1910.50</u>		
6) Car Rental (attach receipts)	\$ )		
7) Taxi/Bus Fares (attach receipts)	\$ )		
8) Airport Parking (attach receipts)	\$ )		
9) Other - Specify	\$ )		
10) Travel advance requested (claimant agrees to repay advance in full within 30 days) <u>12.1468</u>	\$ )		
<b>TOTAL</b>	\$ <u>2512.86</u>	\$	\$
<b>LESS ADVANCES RECEIVED</b>			
<b>AMOUNT DUE (REFUND)</b>	<u>2512.86</u>		

Business Unit \_\_\_\_\_

Certified Correct: Trudy Klassen  
 (Signature - Claimant)

Approved: \_\_\_\_\_  
 (Authorized Signatory)

Trudy Klassen  
 (Printed Name - Claimant)

\_\_\_\_\_  
 (Printed Name - Authorized Signatory)

**Please print on yellow paper and double sided**  
**Attach all small piece(s) of back up/receipts to an 8 1/2 X 11 piece of paper**

CITY OF PRINCE GEORGE TRAVEL CLAIM - ALL CITY STAFF (See Explanatory Notes on Reverse) (EFFECTIVE April 1, 2013)		BATCH # _____
Name <u>Trudy Klassen</u>		DOCUMENT # _____
Department <u>Council</u>		EMPEXP # _____
Purpose of Travel <u>NCLGA</u>		SUPPLIER # _____
Date (s) of Travel <u>May 9-12, 2023</u>		TAX EXP CODE _____
Places of Travel <u>Dawson Creek</u>		TAX RATE/AREA _____
		INV DATE _____
	TOTAL	(Accounts Payable Only) GST PAID      GST CLAIMED
1) Mileage _____ KM @ _____ *** Rate as per Explanatory Notes - Transportation Policy	\$	
2) Equivalent Air Fare From Prince George to: _____	\$	
3) Per diem: <u>N/A</u> days @ \$75.00 Less Meals Not Taken (explain)	\$ \$(_____)	
4) Meals _____ breakfast @ \$15.00 _____ lunch @ \$20.00 _____ dinner @ \$25.00 (note: claim either in category 3 or 4, but <u>not</u> both)	\$ \$ \$	
5) Hotel (attach receipts) <u>Pomeroy - 3 nights</u>	\$ <u>611.04</u>	
6) Car Rental (attach receipts)	\$	
7) Taxi/Bus Fares (attach receipts)	\$	
8) Airport Parking (attach receipts)	\$	
9) Other - Specify	\$	
10) Travel advance requested (claimant agrees to repay advance in full within 30 days) <u>12.1468</u>	\$	
<b>TOTAL</b>	\$ <u>611.04</u>	\$      \$
LESS ADVANCES RECEIVED		
AMOUNT DUE (REFUND)		
Business Unit _____		
Certified Correct: <u>Klassen</u> (Signature - Claimant)	Approved: _____ (Authorized Signatory)	
<u>Trudy Klassen</u> (Printed Name - Claimant)	_____ (Printed Name- Authorized Signatory)	

Please print on yellow paper and double sided  
Attach all small piece(s) of back up/receipts to an 8 1/2 X 11 piece of paper



Council Member: Ron Polillo

Purpose of Travel: NORTH CENTRAL LOCAL GOVERNMENT CONFERENCE.

Date(s) of Travel: MAY 9th - 12th

Place of Travel: DAWSON CREEK, B.C.

**Summary of Council Related Activities:**

**Expense Summary:**

<b>Reimbursable Amount</b> (amount due on attached Appendix "A" TRAVEL CLAIM - COUNCIL MEMBERS)	\$ 761.04
<b>Prepaid Items</b> (items booked and prepaid on City accounts)	
• Airfare from Prince George to _____	\$ <del>0</del>
• Hotel <u>3</u> nights	\$ 611.04
• Car Rental	\$ <del>0</del>
• Other - Specify <u>2 days Per DIEM</u>	\$ 150.00
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$ 761.04

Respectfully Submitted:






## COUNCIL TRAVEL EXPENSE SUMMARY REPORT

Council Member: CORI RAMSAY  
 Purpose of Travel: Conferences  
 Date(s) of Travel: April 3-5, May 9-12, June 20-24  
 Place of Travel: Click here to enter text.  
Vancouver, Dawson Creek, Ottawa

Summary of Council Related Activities:  
3 conferences in Q2: UBCM Housing Summit, NCLGA, and the Governor General's Canadian Leadership Conference

Expense Summary: Canadian Leadership Conference

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to <u>Vancouver/Ottawa</u>	\$ 1447.95
- Hotel <u>11</u> nights	\$ 3026.79
- Car Rental	\$
- Other - Specify _____	\$
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$ <u>4474.74</u>

Respectfully Submitted: 

Appendix "A"

AMENDED BY BL9328

SCHEDULE "B" to BYLAW NO. 8414, 2012 TRAVEL CLAIM - COUNCIL MEMBERS (See Explanatory Notes)		BATCH # _____	
Name <u>CORI RAMSAY</u>		DOCUMENT # _____	
Purpose of Travel <u>Conference.</u>		EMPEXP # _____	
Date (s) of Travel <u>June 20 - 24</u>		SUPPLIER # _____	
Places of Travel <u>OHAWA</u>		TAX EXP CODE _____	
		TAX RATE/AREA _____	
		INV DATE _____	
	TOTAL	(Acct Payable Only)	
		GST PAID	GST CLAIMED
1) Mileage _____ KM @ _____ *** Rate as per Canada Revenue Agency Automobile Allowance Rate***	\$		
2) Equivalent Air Fare From Prince George to: _____	\$		
3) Per diem (includes incidentals) : <u>4</u> days @ \$75.00	\$ <u>300</u>		
Less Meals Not Taken (explain)	\$( _____ )		
4) Meals _____ breakfast @ \$15.00	\$		
_____ lunch @ \$20.00	\$		
_____ dinner @ \$25.00 (note: claim either in category 2 or 3, but <u>not</u> both)	\$		
5) Hotel (attach receipts)	\$ <u>1538.92.</u>		
6) Car Rental (attach receipts)	\$		
7) Taxi/Bus Fares (attach receipts)	\$		
8) Airport Parking (attach receipts)	\$		
9) Babysitting / Childminding	\$		
10) Other - Specify (attach receipts)	\$		
11) Travel advance requested (claimant agrees to repay advance in full within 30 days) <u>12.1468</u>	\$		
TOTAL	\$ <u>1838.92.</u>	\$	\$
LESS ADVANCES RECEIVED			
AMOUNT DUE (REFUND)	<u>1838.92</u>		
Business Unit _____			
Certified Correct: _____ (Signature - Claimant)	Approved: _____ (Authorized Signatory)		
<u>CORI RAMSAY</u> (Printed Name - Claimant)	_____ (Printed Name - Authorized Signatory)		



## COUNCIL TRAVEL EXPENSE SUMMARY REPORT

Council Member: Councillor Kyle Sampson

Purpose of Travel: N/A

Date(s) of Travel: N/A

Place of Travel: [Click here to enter text.](#)

**Summary of Council Related Activities:**

No Travel in Q2

**Expense Summary:**

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to _____	\$
- Hotel ____ nights	\$
- Car Rental	\$
- Other – Specify _____	\$
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$

Respectfully Submitted:



CITY OF  
PRINCE GEORGE

# COUNCIL TRAVEL EXPENSE SUMMARY REPORT

Council Member: Susan Scott

Purpose of Travel:

Date(s) of Travel:

Place of Travel: [Click here to enter text.](#)

Summary of Council Related Activities:

*n/a*

Expense Summary:

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to _____	\$
- Hotel _____ nights	\$
- Car Rental	\$
- Other – Specify _____	\$
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$

Respectfully Submitted: 



## COUNCIL TRAVEL EXPENSE SUMMARY REPORT

**Council Member:** Brian Skakun  
**Purpose of Travel:** FCM Conference and tradeshow  
**Date(s) of Travel:** May22nd to May 28th  
**Place of Travel:** Toronto Click here to enter text.

**Summary of Council Related Activities:** I attended the FCM conference in Toronto with Mayor Yu, City Manager Walter Babicz, Councillor Frizzell and Councillor Klassen. The conference was a terrific opportunity to attend workshops and meetings to learn best practices from elected officials and municipal administrators. Some of the major themes of the conference were affordable housing to reconciliation  
 We also gave speeches from the national party leaders. These included Prime Minister Trudeau , Dept Conservative leader Mellisa Lantsman, Green Party Elizabeht May and Jagmeet Singh from the NDP. If you have any questions or need more information, please contact me and or visit the FCM website at FCM.ca

**Expense Summary:**

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$ __2592.91
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to _____	\$
- Hotel __1__ nights	\$ <u>382.10</u>
- Car Rental	\$
- Other - Specify _____	\$
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$ <u>2210.81</u>

Respectfully Submitted:  
Councillor

Brian Skakun



## COUNCIL TRAVEL EXPENSE SUMMARY REPORT

**Council Member:** Mayor Simon Yu

**Purpose of Travel:** NCLGA Conference; FCM Conference; CN Rail Meeting; Hydrogen Hub Meeting;  
National Remembrance to Commemorate the Centenary of the Chinese Exclusion Act

**Date(s) of Travel:** May 9-12; May 25-28; May 29; June 6; June 22-24

**Place of Travel:** Dawson Creek; Toronto; Montreal; Vancouver, Ottawa

**Summary of Council Related Activities:**

NCLGA Conference.  
FCM Conference.  
CN rail meeting in Montreal to discuss the hydrogen hub project.  
Economic development discussions regarding hydrogen hub.  
National Remembrance to Commemorate the Centenary of the Chinese Exclusion Act and meeting with Deputy Minister of Transportation in Ottawa to discuss the hydrogen hub project.

**Expense Summary:**

<b>Reimbursable Amount</b> <i>(amount due on attached Appendix "A" TRAVEL CLAIM – COUNCIL MEMBERS)</i>	\$ <a href="#">Click here</a>
<b>Prepaid Items</b> <i>(items booked and prepaid on City accounts)</i>	
- Airfare from Prince George to _____	\$ <u>3621.76</u>
- Hotel ____ nights	\$ <u>3383.00</u>
- Car Rental	\$
- Other - Specify _____ Registrations ____	\$ <u>1795.55</u>
<b>Total of Prepaid Items</b>	\$
<b>TOTAL TRAVEL EXPENSE</b>	\$ <u>8833.67</u>

Respectfully Submitted: \_\_\_\_\_

