

WHEATLAND COUNTY - COUNCIL TIMESHEET - 2025

COUNCILLOR: Donna Biggar
October 2025

EMPLOYEE ID: 10048



DATES	DESCRIPTION	ASB KM	KM	FULL DAY PER DIEM	PARTIAL DAY PER DIEM	DESCRIPTION/RESOLUTION
01						
02	WADEMESA		64		1	
03	Central Zone - RMA - District 2		344	1		
04						
05						
06						
07	01- Council Meeting		64	0.5		
	ASB Conference		694	0.5		
08	ASB Conference			1		
09						
10						
11						
12						
13						
14	02 - MPC Meeting		32		0.25	
	03 - ASB Meeting		32		0.25	
15	WADEMESA		64		1	
16						
17						
18						
19						
20						
21						
22						
23						
24	Other Meeting - Approved by Policy		64		0.5	Swearing in Ceremony
	01- Council Meeting				0.5	Organizational Meeting
25						
26						
27	Other Meeting - Approved by Policy			1		Muni 101
28	Other Meeting - Approved by Policy		64	1		Council Orientation
29						
30						
31						
TOTALS		-	1,422.00	5.00	3.50	

DESCRIPTION	GL	QTY	RATE	TOTAL
AG SERVICE BOARD - PARTIAL	2-62-11-2153-00	0.25	136.57	34.14
AG. SERVICE BOARD - FULL	2-62-11-2153-00	1.50	273.14	409.71
COMMITTEES - PARTIAL	2-11-00-2155-00	2.50	136.57	341.43
COMMITTEES - FULL	2-11-00-2155-00	3.00	273.14	819.42
COUNCIL - PARTIAL	2-11-00-2155-00	0.50	136.57	68.29
COUNCIL - FULL	2-11-00-2155-00	0.50	273.14	136.57
MUNICIPAL PLANNING COMMISSION - PARTIAL	2-61-00-2153-00	0.25	136.57	34.14
MUNICIPAL PLANNING COMMISSION - FULL	2-61-00-2153-00	-	273.14	-
CONFERENCE, CONVENTION - PARTIAL	2-11-00-2155-00	-	136.57	-
CONFERENCE, CONVENTION - FULL	2-11-00-2155-00	-	273.14	-
COUNCIL HONORARIUM-REEVE	2-11-00-2151-00	-	3,416.50	-
COUNCIL HONORARIUM-DEPUTY REEVE	2-11-00-2151-00	-	2,862.13	-
COUNCIL HONORARIUM-COUNCIL	2-11-00-2151-00	1.00	2,856.22	2,856.22
TOTAL				4,699.92

Councillor Signature:

Approved by:

COUNCIL/BOARD MEMBER EXPENSE REPORT

DATE : October 2025
 EMPLOYEE: Donna Biggar
 DEPARTMENT: LEGISLATIVE

VENDOR # : _____
 CHEQUE # : _____

		Please fill in date of travel								
Reimbursable costs	GL						Total	GST	Net	
Travel/Flight	2-11-00-2211-00						-	-	-	
Lodging	2-11-00-2213-00						-	-	-	
Meals	2-11-00-2212-00						-	-	-	
Parking/Auto Rental/Taxi	2-11-00-2214-00						-	-	-	
Other <u>ASB Conf</u>	2-62-11-2236-00						-	-	-	
Total Travel and Other Costs- From Receipts							-	-	-	
Travel costs-flat rate	GL	Dates	Description	Rate	Days/KM	Total	GST	Net		
Lodging	2-11-00-2213-00			130.00		-	-	-		
Meals	2-11-00-2212-00			60.00		-	-	-		
Breakfast	2-11-00-2212-00			10.00		-	-	-		
Lunch	2-11-00-2212-00			20.00		-	-	-		
Dinner	2-11-00-2212-00			30.00		-	-	-		
Conference	2-11-00-2214-00			50.00		-	-	-		
ASB Milage	2-62-11-2211-00			0.72	-	-	-	-		
Other Milage	2-11-00-2211-00			0.72	1,422.00	1,023.84	48.75	975.09		
Total Per Diem and Mileage Costs						1,023.84	48.75	975.09		

EMPLOYEE SIGNATURE: 

SUPERVISOR SIGNATURE: 

TOTAL NET EXPENSES	975.09
GST	48.75
TOTAL REIMBURSEMENT	<u>1,023.84</u>

** A \$100 allowance per month for cellular phone has been added to each councilor's pay through payroll. **