



Maria St. Pierre <maria.stpierre@rdcrs.ca>

### Irwin's Mountain Inn Confirmation

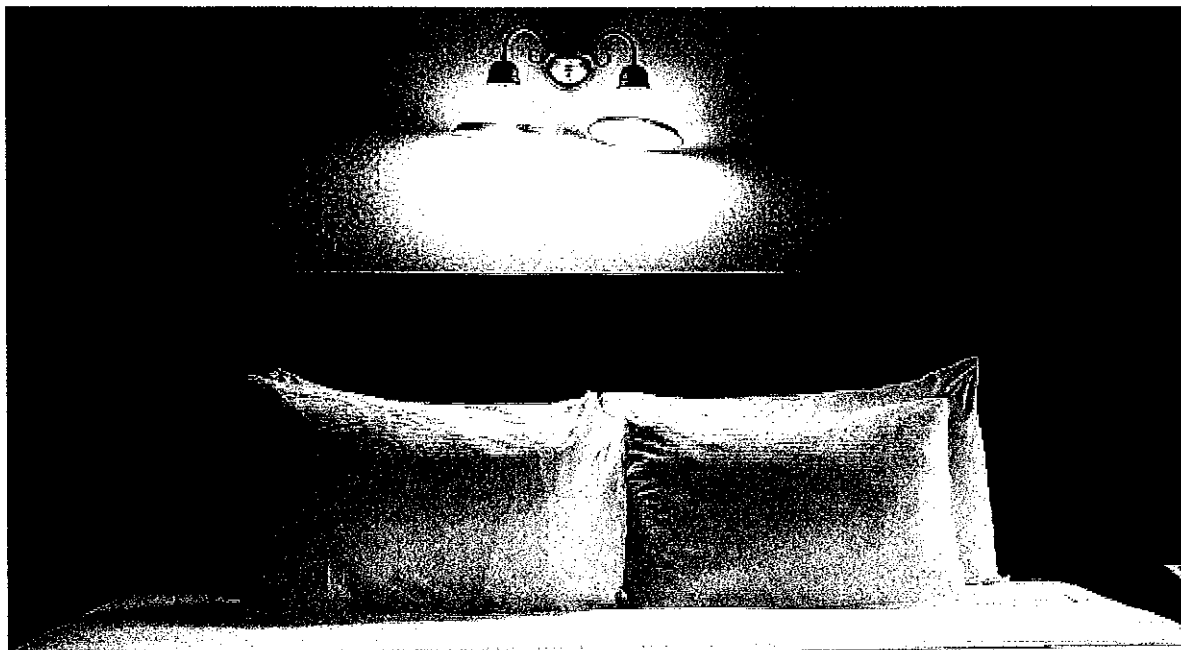
4 messages

*Doraine Consdale*

reservations@bestofbanff.com <reservations@bestofbanff.com>

Wed, Sep 14, 2022 at 10:58 AM

To: maria.stpierre@rdcrs.ca



## RESERVATION CONFIRMATION

Dear Maria St Pierre,

Thank you for choosing Irwin's Mountain Inn for your upcoming visit to Banff. Please review your reservation information carefully and contact us if we can be of further assistance.

We look forward to welcoming you and wish you a most enjoyable stay.

Sincerely,

Reservation Department

#### RESERVATION DETAILS

<b>Reservation #:</b>	3646974	<b>Number of Guest(s):</b>	1 Adult(s) 0 Children
<b>Guest Name:</b>	Maria St Pierre	<b>Average Daily Rate:</b>	\$347.65
<b>Arrival Date:</b>	July 2, 2023	<b>Total Room Charges:</b>	\$1042.95
<b>Departure Date:</b>	July 5, 2023	<b>Total Taxes:</b>	\$116.58
<b>Number of Night(s):</b>	3	<b>Grand Total:</b>	\$1159.53

*Deposit*

#### ROOM DETAILS

**Room Reserved:** Standard 2 Queen Room - 1 room(s)

- Two Queen Beds
- Coffee Maker and Mini Fridge
- Full Bathroom with shower/tub combination
- Air Conditioning

**Rate Reserved:** Stay 3 Nts Or More & Save!

ENHANCEMENT DETAILS

ACTIVITIES & SERVICES

RESORT INFORMATION

**Cancellation Policy:** You may cancel your reservation for no charge until 4:00 P.M. hotel time 3 days prior to your date of scheduled arrival. Please note that we will charge the first night room rate plus taxes if you must cancel after this deadline.

**Modification Policy:** Please note that a change in the length or dates of your reservation may result in a rate change or additional fees.

**Taxes:** Taxes equal to 11.18% will be applied to your base room rate and room upgrades. All other enhancements, activities and services are subject to 5% GST.

**Check-in time:** 4:00 P.M.

**Check-out:** 11:00 A.M.

**Pets Policy:** Pets with reservations are welcome in pet-friendly rooms at Irwin's Mountain Inn. There is a fee of \$25 per pet, per night and reservations must be made in advance.



Irwin's Mountain Inn  
 425 Banff Avenue  
 Banff, Alberta T1L 1B2  
 1(866) 379-0028  
 1 (403) 762-2638  
 reservations@banfflodgingco.com



reservations@bestofbanff.com <reservations@bestofbanff.com>  
To: maria.stpierre@rdcrs.ca

Wed, Sep 14, 2022 at 11:00 AM

# 2022-2023 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



LOCATION/DEPARTMENT: Montfort / Trustee

PAYABLE TO: Dorraine Lonsdale

DATE: Oct 04, 2022

Claim Totals		Office Use
Unit Total (A+B)	<u>685.92</u> <del>\$721.54</del>	Purchase Order #
GST/HST Total (A+B)	<u>34.30</u> <del>\$36.08</del>	
Adjusted Unit Amount	\$733.09	Authorization
68% of GST/HST	\$24.53	

Claim Total (Reimbursement): \$757.62 720.22

Applicant Signature

Admin/Approval Signature

X

X

no receipts entered

Date	From	To	Comment	Distance (km)
Aug 31, 2022	Home	St. Joseph	Opening Day Mass	87
Aug 31, 2022	St. Joseph	Home	Return from St. Joseph	87
Sep 01, 2022	Home	Notre Dame	Gr. 10 BBQ Lunch Helper	90
Sep 01, 2022	Notre Dame	Home	Return from NDHS	90
Sep 12, 2022	Home	North YMCA	Meeting w/ Minister LaGrange	83
Sep 12, 2022	North YMCA	Home	Return fr North YMCA Red Deer	83
Sep 13, 2022	Home	OLR	School Council Meeting OLR	68
Sep 13, 2022	OLR	Home	Return from OLR	68
Sep 14, 2022	Home	Mother Teresa	Opening Mass EMTS	64
Sep 14, 2022	Mother Teresa	Home	Return from EMTS	64
Sep 16, 2022	Home	OLAssumption	OLR Opening Mass at Church	63
Sep 16, 2022	OLAssumption	Home	Return from OLAssumption	63
Sep 27, 2022	Home	Montfort	Regular Board Meeting	83
Sep 27, 2022	Montfort	Home	Return from Montfort	83

Date	From	To	Comment	Distance (km)
Aug 30, 2022	Home	Montfort	Regular Board Meeting	83
Aug 30, 2022	Montfort	Home	Return from Montfort	83

Distance Total (km) 1242

Distance Total Year (km) 1076

Rate (\$/km after tax) \$0.61

GST Total \$36.08 34.30

Unit Total \$721.54 685.92

Mileage Total \$757.62

720.22

$340 \text{ Kms} @ .50 = 170.00$

$902 \text{ Kms} @ .61 = 550.22$

$\underline{\hspace{1cm}}$   
720.22

1242



**22/23 CELL PHONE SUBSIDY**

Location: **BOARD OF TRUSTEES**

Cheque Payable to: **DORRAINE LONSDALE 06512**  
(Teacher / Staff name)

DATE: **November 2/22**

Date	Description	TOTAL (includes GST)	GST	Unit Amount
Nov 2/22	22/23 PHONE PLAN REIMBURSEMENT 12 months X \$47.25 Sept/22-Aug 31/23	\$ 567.00	\$ 27.00	\$ 540.00
<b>Total :</b>		<b>\$ 567.00</b>	<b>\$ 27.00</b>	<b>\$ 540.00</b>

UNIT Total:	\$	540.00
GST/HST Total :	\$	27.00

**TOTAL CLAIM REIMBURSEMENT: \$ 567.00**

\_\_\_\_\_  
Accounts Payable Representative

\_\_\_\_\_  
Admin Approval / Signature

Accounts Payable Use

Inv#: 22/23 Cell Phone  
Posting Desc: 22/23-cell 12X\$47.25

**6510-41-000000-06512-80**  
GL Code

copy

## 2022-2023 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



Red Deer Catholic  
Regional Schools

LOCATION/DEPARTMENT: Montfort / Trustee

PAYABLE TO: Dorraine Lonsdale

DATE: Nov 03, 2022

Claim Totals		Office Use
Unit Total (A+B)	\$1,040.93	Purchase Order #
GST/HST Total (A+B)	\$51.74	
Adjusted Unit Amount	\$1,057.49	Authorization
68% of GST/HST	\$35.18	

**Claim Total (Reimbursement): \$1,092.67**

Applicant Signature

Admin/Approval Signature

X

X

**A: RECEIPTS**

Date	Vendor	Description	Receipt Total	GST & HST	Unit Amount
Oct 31, 2022	Matrix Hotel	Accommodation & Parking	\$193.53	\$8.92	\$184.61

**Receipts Total** \$193.53

**GST/HST Total** \$8.92

**Unit Total** \$184.61





Doraine Lonsdale

**INFORMATION INVOICE**

Room No. : 0902  
 Arrival : 10-30-22  
 Departure : 10-31-22  
 Page No. : 1 of 1  
 Folio No. : 95328  
 Conf. No. : 263951008  
 Cashier No. : 1001  
 Custom Ref. :

Company Name :  
 Group Name :  
 Guest Name :

Date	Description	Charges	Credits
10-30-22	Room Revenue	149.00	
10-30-22	Destination Marketing Fee	4.47	
10-30-22	Room GST	7.67	
10-30-22	Tourism Levy	6.14	
10-30-22	Parking	25.00	
10-30-22	GST	1.25	
10-31-22	Mastercard XXXXXXXXXXXX9099 XX/XX		193.53
<b>Total Charges</b>		193.53	
<b>Total Credits</b>			193.53
<b>Balance</b>			0.00

<b>Merchant ID</b>		<b>Credit Card #</b>	XXXXXXXXXXXX9099
<b>Transaction ID</b>	23338939	<b>Credit Card Expiry</b>	XX/XX
<b>Approval Code</b>	00056J	<b>Capture Method</b>	Manual
<b>Approval Amount</b>	193.53	<b>Transaction Amount</b>	193.53

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Matrix Hotel | 10640 100 Ave NW | Edmonton, AB T5J 3N8  
 Reservations: (866) 465-8150 | Telephone: (780) 429-2861 | Fax: (780) 420-4962  
 Email: info@matrixedmonton.com  
 www.matrixedmonton.com

Date	From	To	Comment	Distance (km)
Oct 04, 2022	Home	Little Red Barn	Superintendent Celebration	92
Oct 04, 2022	Little Red Barn	Home	Return Home	92
Oct 17, 2022	Home	YMCA Red Deer	Meeting with City of Red Deer	83
Oct 17, 2022	YMCA Red Deer	Home	Return Home	83
Oct 19, 2022	Home	Montfort	Audit Committee Meeting	83
Oct 19, 2022	Montfort	Home	Return Home	83
Oct 24, 2022	Home	Montfort	ASBA Zone 4 Meeting	83
Oct 24, 2022	Montfort	Home	Return Home	83
Oct 27, 2022	Home	The Crossing Cochrane	Board Retreat	180
Oct 28, 2022	The Crossing Cochrane	Home	Return Home from Cochrane	180
Oct 30, 2022	Home	Edmonton	Attend P. Mason Hearing	216
Oct 31, 2022	Edmonton	Home	Return Home	216
<b>Distance Total (km)</b>				1474
<b>Distance Total Year (km)</b>				2550
<b>Rate (\$/km after tax)</b>				\$0.61
<b>GST Total</b>				\$42.82
<b>Unit Total</b>				\$856.32

Mileage Total

\$899.14



**22/23 CELL PHONE SUBSIDY**

Location: **BOARD OF TRUSTEES**

Cheque Payable to: **DORRAINE LONSDALE 06512**  
(Teacher / Staff name)

DATE: **November 30/22**

Date	Description	TOTAL (includes GST)	GST	Unit Amount
Nov 30/22	22/23 Communications allowance	\$ 900.00	\$ -	\$ 900.00
Nov 2/22	Less Nov 2/22 payment already applied	\$ (567.00)	\$ -	\$ (567.00)
<b>Total :</b>		<b>\$ 333.00</b>	<b>\$ -</b>	<b>\$ 333.00</b>

UNIT Total:	\$	333.00
GST/HST Total :	\$	-

**TOTAL CLAIM REIMBURSEMENT: \$ 333.00**

\_\_\_\_\_  
Accounts Payable Representative  
\_\_\_\_\_  
Accounts Payable Use

\_\_\_\_\_  
Admin Approval / Signature  
\_\_\_\_\_

**6510-41-000000-06512-80**  
GL Code

Copy

## 2022-2023 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



Red Deer Catholic  
Regional Schools

LOCATION/DEPARTMENT: Montfort / Trustee

PAYABLE TO: Dorraine Lonsdale

DATE: Dec 16, 2022

Claim Totals		Office Use
Unit Total (A+B)	\$824.90	Purchase Order #
GST/HST Total (A+B)	\$40.01	
Adjusted Unit Amount	\$837.71	Authorization
68% of GST/HST	\$27.21	

**Claim Total (Reimbursement): \$864.92**

Applicant Signature

Admin/Approval Signature

X

X

**A: RECEIPTS**

Date	Vendor	Description	Receipt Total	GST & HST	Unit Amount
Nov 20, 2022	Chateau Lacombe	Accommodation Nov 18 & 19 ACSTA	\$255.98	\$11.74 ✓	\$244.24 ✓
Nov 22, 2022	Wyndham Edmonton	Accommodayion Nov 20 & 21 ASBA	\$244.16	\$10.90	\$233.26

**Receipts Total** \$500.14

**GST/HST Total** \$22.64

**Unit Total** \$477.50



CHATEAU  
LACOMBE  
HOTEL

Ms. Dorraine Lonsdale

INFORMATION INVOICE

Room No. : 1606  
 Arrival : 11-18-22  
 Departure : 11-20-22  
 Page No. : 1 of 1  
 Folio No. : 18761  
 Conf. No. : 188059339  
 Cashier No. : 29  
 Custom Ref. :

Company Name :  
 Group Name : AB Catholic School Trustees Association  
 Guest Name :

Date	Description	Charges	Credits
11-18-22	Accommodation	114.00	
11-18-22	ERDMF 3%	3.42	
11-18-22	Tourism LEVY 4%	4.70	
11-18-22	Room / GST 5%	5.87	
11-19-22	Accommodation	114.00	
11-19-22	ERDMF 3%	3.42	
11-19-22	Tourism LEVY 4%	4.70	
11-19-22	Room / GST 5%	5.87	
11-20-22	MasterCard XXXXXXXXXXXX9099 XX/XX		255.98
<b>Total Charges</b>		255.98	
<b>Total Credits</b>			255.98
<b>Balance</b>			0.00

<b>Merchant ID</b>		<b>Credit Card #</b>	XXXXXXXXXXXX9099
<b>Transaction ID</b>	9540044	<b>Credit Card Expiry</b>	XX/XX
<b>Approval Code</b>	03433J	<b>Capture Method</b>	Manual
<b>Approval Amount</b>	255.98	<b>Transaction Amount</b>	255.98

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer. (Hotel GST#816322242RT0001)

# Invoice

Invoice #: 00001065



**Wyndham Edmonton Hotel & Conference Centre**  
4440 Gateway Blvd., Edmonton, AB, T6H 5C2  
Phone: 1-780-437-6010  
Fax: 1-780-431-5804  
Email: info@wyndhamedmonton.com  
Website: www.wyndhamedmonton.com

**Billed to:**  
Lonsdale, Dorraine  
Email: dorraine.lonsdale@rdcrs.ca

**Booking ID:**  
8495199927  
Room: 339  
Room type: 1 King Bed  
Check-in Date: 2022-11-20  
Check-out Date: 2022-11-22

## Charges

Date	Description	Paying Customer	Charge Type	Amount	Tax	Total
2022-11-20 To 2022-11-21	Daily Room Charge		Room Charge	109.00/day for 2 days	26.16	244.16

Subtotal: 218.00

Taxes: Destination

Marketing Fee

6.54

GST 10.90

Tourism Levy

8.72

Charge Total: 244.16

## Payments

Date	Description	Paid by	Payment Type	Status	Amount
2022-11-20		Lonsdale, Dorraine	Mastercard		244.16

Payment Total: 244.16

Amount Due: 0.00  
**PAID IN FULL**



Date	From	To	Comment	Distance (km)
Nov 16, 2022	Home	Montfort	Student Hearing Meeting	83
Nov 16, 2022	Montfort	Home	Return from Student Hearing	83
Nov 18, 2022	Home	Edmonton	ACSTA and ASBA Conferences	216
Nov 22, 2022	Edmonton	Home	Return from Conferences & TEBA	216

**Distance Total (km)** 598

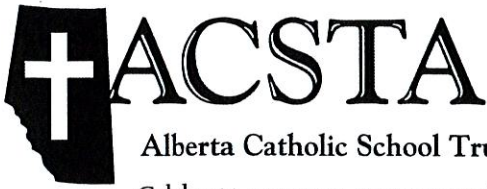
**Distance Total Year (km)** 3148

**Rate (\$/km after tax)** \$0.61

**GST Total** \$17.37

**Unit Total** \$347.40

**Mileage Total** \$364.78



Alberta Catholic School Trustees' Association

Celebrate, preserve, promote and enhance Catholic education

Suite 205, 9940 - 106 Street  
Edmonton, Alberta, Canada T5K 2N2

Phone: (780) 484-6209  
Internet: www.acsta.ab.ca e-mail: admin@acsta.ab.ca

Date: November 18, 2022

Invoice No.: 5130

Attention: Maria St. Pierre  
Red Deer CSSD

ACSTA AGM & Convention - *Walking Together in Catholic Education*  
November 18 - 20, 2022 – Chateau Lacombe Hotel

Registration Type	First Name:	Last Name:	Reg. Fee	Banq.	Banq. Comp.	Total Banq. Amount	Total
0093 Delegate	Dr. Kathleen	Finnigan	\$550.00	1		\$84.00	\$634.00
06502 Delegate	Sharla	Heistad	\$550.00	1		\$84.00	\$634.00
06193 Delegate	Monique	LaGrange	\$550.00	1		\$84.00	\$634.00
06513 Delegate	Cynthia	Leyson	\$550.00	1		\$84.00	\$634.00
06512 Delegate	Dorraine	Lonsdale	\$550.00	1		\$84.00	\$634.00
03964 Delegate	Anne Marie	Watson	\$550.00	1		\$84.00	\$634.00
<b>Total Due:</b>							<b>\$3,804.00</b>

\*GST exempt.

*Finnigan*



copy

# Invoice

Suite 1200, 9925 - 109 Street Edmonton, AB T5K 2J8  
Phone: 780.482.7311 Fax: 780.482.5659  
www.asba.ab.ca email: finance@asba.ab.ca

Date	Invoice #
11/30/2022	2022102

### INVOICE TO

Red Deer Catholic RD No. 39  
5210 - 61 Street  
Red Deer, AB T4N 6N8

Terms - Net 30 days

Business No. 10669 4268 RT0001

Quantity	Item	Description	Net	Amount
	000-51000-10	Registration as attached - ASBA Fall General Meeting	4,050.00	4,050.00
		GST on sales	5.00%	202.50

Electronic Funds Transfer (EFT) Option:  
Bank of Nova Scotia  
Beneficiary: Alberta School Boards Association  
Transit #: 12989  
Bank #: 002  
Account #: 0386014  
Send payment notifications to finance@asba.ab.ca

<b>Subtotal</b>	CAD 4,050.00
<b>GST 5%</b>	CAD 202.50
<b>Total</b>	CAD 4,252.50

Alberta School Boards Association  
 Fall General Meeting  
 November 20-22, 2022

School Board	Acctg Code	First Name	Last Name	Title	Reg Type	Reg Fee
06093 Red Deer Catholic Regional Schools	red01	Kathleen	Finnigan	Superintendent	In person	\$675.00 ✓
06502 Red Deer Catholic Regional Schools	red01	Sharla	Heistad	Trustee	In person	\$675.00 ✓
06193 Red Deer Catholic Regional Schools	red01	Monique	LaGrange	Trustee	Virtual	\$675.00 ✓
06513 Red Deer Catholic Regional Schools	red01	Cynthia	Leyson	Trustee	Virtual	\$675.00 ✓
06512 Red Deer Catholic Regional Schools	red01	Dorraine	Lonsdale	Trustee	In person	\$675.00 ✓
03964 Red Deer Catholic Regional Schools	red01	Anne Marie	Watson	Board Chair	In person	\$675.00 ✓
<b>Red Deer Catholic Total</b>						<b>\$4,050.00</b>