

Select From List

Do not enter in
"Grey" cells

Name:

Councillor MacKay

Date Submitted

12-02-20

Month

January Year

2020

General Council R	lelated Business	In-Region Milea	ge Claim based on Chart	One Way /Return	Mileage Claim km's (From Chart)		nge Claim (or In-Region, c mileage)		Mileage Claim km's- Specific	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total		GL	Coding CAT 2
Pate (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1221	1222	1222		ACCT	Cost Ctr	Project CAT4
1/09/2020	Fair Deal Panel	St. Albert	Fort Sask	Return	72.00					36.36							36.36	6140	1010	516109
01/15/2020	Realtors Association of Edmonton 2020 Housing Economic Forecast	St. Albert	Edmonton- Downtown	Return	30.00					15.15	25.00						40.15	6140	1010	516109
1/16/2020	Strategic Planning Retreat	St. Albert	Edmonton-West	Return	40.00					20.20							20.20	6140	1010	516109
01/17/2020	Strategic Planning Retreat	St. Albert	Edmonton-West	Return	40.00					20.20							20.20	6140	1010	516109
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Professional Deve	lopment	In-Region Mil	eage Claim based on Chart	One M Way C	Mileage Claim (From O	Out-of-Region Milea specific	ge Claim (or In-Region,	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	OI R	conference Course egistration eyent Ticket	Seneral xpenses * To	otal		GL Coding CAT 2
ate (DD/MM/YY)	Nature of Event/Meeting	From	То		Fro	mom	То	CAT7_		1221	122	1 1222	1226	1227	1225	1224		ACCT	Cost Ctr Project CAT4
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Sub-Total

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"Grey" cells

Name:

Councillor MacKay

Date Submitted

Month

12-02-20

January Yea

2020

NUMA or FCM Convention or Board Ex	xpenses	In-Region Miles	age Claim based on Chart	One Way /Return		Out-of-Region M	leage Claim (or In-Region, cific mileage)	One Way	Mileage Claim- Specific	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*		Conference or Course Registration /Event Ticket	General Expenses • To	ital		GL Coding
Date (DD/MM/YY) Nature of Event/Mee	eting	From	То		,	From	То	CAT7_		122	1 1221	1222	1226	122	7 1225	1224		ACCT	CAT 2 Cost Ctr Project CAT4
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Sub-Total

\$ -

Office of the Mayor (Official Events & Duties)	In-Region Mil	eage Cl <mark>a</mark> im based on	One Way Chart /Return	Mileage Claim (Fron Chart)	Out-of-Region S	Mileage Claim (or In-Region, pecific mileage)	One Way /Return	Mileage Claim- Specific		Other Transportation & Parking *	Accommodations *	Airfare*		Registration /Event Ticket	General Expenses • To	otal		GL Coding
Date (DD/MMYY) Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1221	1 1222	1222		ACCT	Cost Ctr CAT3 CAT4
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Sub-Total



Select From List Do not enter in "Grey" cells

Name:

Councillor MacKay

Date Submitted 12-02-20 Month January Year 2020

perating Suppl	Mobile Device (Max \$55/Month) Home Internet (Max \$70/Month), Sponsorship (Max \$1,000/Year see policy C-CC-21 Council Sponsorship)	Total		GL	Coding	
te (DD/MM/YY)	Detailed Description		ACCT	Cost Ctr	CAT 2 Project CAT7	Expense Type
1/2019	Home Office Internet	70.00		6404 1010	516109 N/A	Mobile Devic
						Office/Open

Sub-Total \$ 70.00

BMO MasterCard E	expenses	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total
Date (DD/MMYY)								
07-01-20	Taste of Africa Ticket					11.62		11.62
20-01-20	FCM Registration					1,024.91		1,024.91
16-01-20	WestJet			472.43				472.43
20-01-20	FCM Hotel Accomodation Deposit		327.88					327.88
								-

Sub-Total

\$ 1,836.84

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"Grey" cell

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Councillor MacKay

Date Submitted 12-02-20

Expenses Paid Directly by the City (eg. Petty Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total
Date (DD/MM/YY)							
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<u>Claim Reminders:</u>
** See Council Policy C-CC-03 Council Remuneration and Expense Reimbursement for detailed provisions of allowable expenses**

- 1. Detailed receipts must be provided for all expenses. Credit Card slips are NOT an acceptable form of receipt.
- 2. Meter parking may be claimed without a receipt up to \$15. Clearly indicate (Meter) in the nature of event/meeting section.
- 3. A standard mileage chart is available for use. All kilometers are based on St. Albert Place (SAP) as the base location
- 4. For meal expenses, the event/description section should clearly indicate the nature of the meeting and indicate the # of people in attendance. The full names of the participants should be listed on the back of the receipt.
- 5. It is recommended to claim mileage based on the standard mileage chart. If you choose to claim specific mileage you must provide a Google map printout with the detailed to and from locations identified (i.e. Street Address)
- 6. Expense claims must be submitted within 10 days of the following month
- 7. Incomplete expense claims will not be processed

Grand Total Expenses 2,023.75 Less: BMO MasterCard 1,836.84 Less: Expenses Paid Net to be paid to Councillor MacKay 186.91

Sub-Total

Training and Dev	velopment Activities	
Activity Name	Description of Activity Content and any learning	ng/information worth sharing
01/09/2020	Fair Deal Panel	
01/27/2020	Priority Based Budget Workshop	
		Council appointed and other approved committees)
	ee, Agency meetings attended (Includes both Name of Meeting	Council appointed and other approved committees) Updates
		To the second se
Date of Meeting	Name of Meeting	To the second se
Date of Meeting 01/07/2020	Name of Meeting Agenda Planning	To the second se

SENIBERT Calterage Life	Council Member Monthly Expense Claim Form Select From List Do not enter in "Grey" cells
Name: Councillor MacKay	Date Submitted 12-02-20 Month January Year 2020



Select
From List

Do not
enter in
"Grey" cells

Name:

Councillor MacKay

Date Submitted 12-02-20 Month January Year 2020

Authorizations & Approvals		Councillor MacKay	January	2020
reparer	nd date below by the Council Member at the time of submission.			
with all information provided				
	04/02/20 Date (DD/MMYY)			
reparer s Signature	Date (DDINNV11)			
Council Member				
certify that the expenditures claimed on this form were incurred while conducting	business on behalf of the City of St. Albert. I understand that submitting a fraudulent claim is a very serious matter. I under	rstand that I am solely responsible for the details of the claim even if the form		
	04/02/30			
Council Member's Signature	Date (DD/MMYY)			
Accounts Payable nd documentation support.				
	D. Parsons FEB 0 5 2020	i i		
	Date (DD/MMYY)			
todamo i ajasio i vidamini dignatara	Date (UDININV11)			
	12			
Chief Financial Officer				
isled and the inform	nation and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Rein	mbursement		
	Jan Feb 5/2020			
St. (Florada Office Standard				
Chief Financial Officer Signature	Date (DD/MMYY)			
Chief Administrative Officer (City Manager)				
have reviewed this c	nation and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Rein	imbursement		
	Fc65/20			



Select From List

Do not enter in
"Grey" cells

Name:

Councillor MacKay

Date Submitted 03-03-20 Month February Year 2020

General Council	Related Business	In-Region Mileage	e Claim based on Chart	One Way	Mileage Claim km's (From Chart)	Out-of-Region Mileas specific	ge Claim (or In-Region, mileage)	One Way /Return	Mileage Claim km's- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total		GL Coding CAT 2
ate (DD/MM/YY)	Nature of Event/Meeting	From	То	100		From	То	CAT7_		1220	1220	1225	1226	6 122	1 1222	1222		ACCT	Cost Ctr Project CAT4
2/20/2020	Princess Patricia's Canadian Light Infantry: For the Soldier Breakfast	St. Albert	Edmonton- Downtown	Return	30.00					15.15							15.15	6140	1010 516109
						1-													
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														1		11 7			

Sub-Total

\$ 15.15

rofessional Development	In-Region Mil	eage Claim based on Ch	One Way /Return	Mileage Claim (From Chart)	Out-of-Regi	on Mileage Claim (or In-Region, specific mileage)	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Conference or Course Registration /Event Ticket	Seneral Expenses * T	Fotal		GL Coding CAT 2
ate (DD/MM/YY) Nature of Event/Meeting	From	То			From	То	CAT7_		1221	122	1222	1226	1227	1225	1224		ACCT	Cost Ctr Project CAT4
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						14												

Sub-Total

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Select From List

Do not enter in
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Name:

Councillor MacKay

Date Submitted

Month

03-03-20

February Year

2020

JMA or FCM Con	vention or Board Expenses	In-Region M	ileage Clai <mark>m based on Char</mark>	One Way	Mileage Claim (From Chart)	Out-of-Reg	ion Mileage Claim (or In-Region, specific mileage)	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*		Conference or Course Registration /Event Ticket *	eneral xpenses * To	otal		GL Coding CAT 2
ate (DD/MMYY)	Nature of Event/Meeting	From	То			From	То	CAT7_		122	1 122	1 122	1226	122	7 1225	1224		ACCT	Cost Ctr Project CAT4
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Sub-Total

\$ -

Office of the Mayo	r (Official Events & Duties)	In-Region Mile	eage Claim based on Chart	One Way /Return	Mileage Claim (Fron Chart)	Out-of-Regio	n Mileage Claim (or In-Region, specific mileage)	One Way	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*		Registration /Event Ticket	eneral xpenses * Tota	al		GL Coding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_	1220	122	0 1225	1226	1221	1 1222	1222	A	сст	Cost Ctr CAT3 C	AT4
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Sub-Total

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Name: C

Councillor MacKay

Date Submitted 03-03-20 Month February Year 2020

erating Suppli	es/Telephone/Internet/Sponsorships Mobile Device (Max \$55/Month) Home Internet (Max \$70/Month), Sponsorship (Max \$1,000/Year see policy C-CC-21 Council Sponsorship)	Total		GL	. Coding	
e (DD/MM/YY)	Detailed Description		ACCT	. Cost Ctr	CAT 2 Project CAT7	Expense Type
	Home Office Internet	70.00		6404 1010	516109 N/A	Mobile Device
						Office/Opera

Sub-Total \$ 70.00

BMO MasterCard	Expenses	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total
Date (DD/MMYY)								
01/20/2020	WESTJET 883821546498034 CALGARY - MacKay Flight tickets			472.43				472.43
01/23/2020	TORONTO MARRIOTT CITY TORONTO - MacKay FCM Hotel Deposit		327.88					327.88
01/24/2020	EVENTBRITE/UDIERFEBRUA - MacKay ticket - UDI February Luncheon					54.97		54.97
02/05/2020	ALBERTA URBAN MUNICIPA - MacKay - AUMA Spring Leaders' Caucus					173.25		173.25
								-
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Sub-Total

\$ 1,028.53

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Councillor MacKay

03-03-20

Expenses Paid Directly by the City (eg. Petty Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total
Date (DD/MMYY)							

Claim Reminders:

** See Council Policy C-CC-03 Council Remuneration and Expense Reimbursement for detailed provisions of allowable expenses**

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- 3. A standard mileage chart is available for use. All kilometers are based on St. Albert Place (SAP) as the base location
- 4. For meal expenses, the event/description section should clearly indicate the nature of the meeting and indicate the # of people in attendance. The full names of the participants should be listed on the back of the receipt.
- 5. It is recommended to claim mileage based on the standard mileage chart. If you choose to claim specific mileage you must provide a Google map printout with the detailed to and from locations identified (i.e. Street Address)
- 6. Expense claims must be submitted within 10 days of the following month
- 7. Incomplete expense claims will not be processed

Grand Total Expenses \$ 1,113.68 Less: BMO MasterCard 1,028.53 Less: Expenses Paid

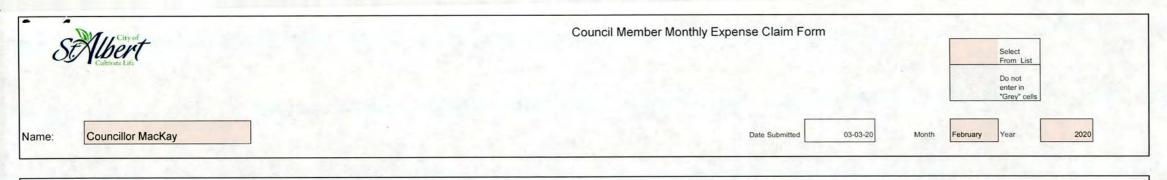
Net to be paid to Councillor MacKay

Sub-Total

85.15

Training and Dev	velopment Activities	
Activity Name	Description of Activity Content and any learning	information worth sharing
Board, Committe	ee, Agency meetings attended (Includes both C	ouncil appointed and other approved committees)
Date of Meeting	Name of Meeting	Updates
02/03/2020	Regular Council Meeting	
02/04/2020	Agenda Planning	
02/05/2020	Safe and Healthy Communities Committee Meeting	
02/10/2020	Community Growth and Infrastructure	
02/11/2020	Agenda Planning	

S	ENLIBERT Coltivare Life	Council Member Monthly Expense Claim Form Select From List Do not enter in "Grey" cells
Name:	Councillor MacKay	Date Submitted 03-03-20 Month February Year 2020
02/12/2020	Homelessness Task Force Meeting	
02/13/2020	Edmonton Metropolitan Region Board Meeting	
02/18/2020	Regular Council Meeting	



uthorizations & Approvals	Councillor MacKay	February	202
eparer I Mer rmati	mber, sign and date below ion provided by the Council Member at the time of submission.		
	03/03/2020		
uncil Member	ducting business on behalf of the City of St. Albert. I understand that submitting a fraudulent claim is a very serious matter. I understand that I am solely responsible for the details of the claim even if the form ached.		
	03/03/2020	100	
odnom momoon e orginatare	Date (DD/MMYY)		
ccounts Payable	ion support.		
	D. Parsons MAR 0 4 2020	Section and the	
	Date (DD/MMYY)		
hlef Financial Officer			
have reviewed this claim and am satisfied that the expenses listed a	the information and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement Massign 2000		
Chief Financial Officer Signature	Date (DD/MMYY)		
Chief Administrative Officer (City Manager)		13-34	
have reviewed this cla	nation and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement	100	
City Manager Signature	Met 16/2020 Date (DD/MMYY)		
1000		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	



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Name:

Councillor MacKay

Date Submitted 04/01/2020 Month March Year 2020

General Council F	telated Business	In-Region Mileage Claim based on Chart		One Way (From		eage sim km's om Out-of-Region Mileage Claim (or In-Region, art) One W //Return		One Way /Return	Mileage Claim km's- Specific	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticke *	t General Expenses *	Total		GL Coo	ding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1220	5 122	1 122	2 1222	2	ACCT	Cost Ctr P	roject CAT4
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Sub-Total \$ -

Professional Dev	elopment	In-Region Mileage C	laim based on Chart	One Way	Mileage Claim (From Chart)	Out-of-Region Mileag	ge Claim (or In-Region, mileage)	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*		Conference or Course Registration /Event Ticket *	Seneral expenses *	Total		GL Coding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1221			1226	1227	1225	1224	1	ACCT	CAT 2 Cost Ctr Project	CAT4
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Sub-Total	\$ -



Select From List

Do not enter in
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Name: Counci

Councillor MacKay

Date Submitted 04/01/2020 Month March Year 2020

AUMA or FCM Cor	nvention or Board Expenses	In-Region Mileage Cla	aim based on Chart	One Way	Mileage Claim (From Chart)		e Claim (or In-Region, mileage)	One Way	Claim-		Other Transportation & Parking *	Accommodations *	Airfare* Me	F //	Conference or Course Registration Event Ticket	General Expenses *	Total		GL Coding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1221	1221	1222	1226	1227	1225	1224		ACCT	CAT 2 Cost Ctr Project	CAT4
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Sub-Total \$

Office of the Mayo	or (Official Events & Duties)	In-Region Mileage Cl	laim based on Chart	One Way	Mileage Claim (From Chart)	Out-of-Region Milea	ge Claim (or In-Region, c mileage)	One Way	Claim-	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total		GL Coding		
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1221	1222	1222		ACCT	Cost Ctr CAT3	CAT4	
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Sub-Total \$ -



Select From List

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Name:	Councillor MacKay
vame:	Councillor Mackay

Date Submitted 04/01/2020 Month March Year 2020

(perating Supplie	s/Telephone/Internet/Sponsorships	Mobile Device (Max \$55/Month) Home Internet (Max \$70/Month), Sponsorship (Max \$1,000/Year see policy C-CC-21 Council Sponsorship)	Total		GL	_ Coding		
							CAT 2	Expense	
L	ate (DD/MM/YY)	Detailed Description			ACCT	Cost Ctr	Project CAT7	Type	
2	6/01/2019	Home Office Internet		70.00		6404 1010	516109 N/A	Mobile Dev	vice Charge
								Office/Ope	erating Supr
ľ									
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I									

Sub-Total \$ 70.00

BMO MasterCard	Expenses	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total
Date (DD/MM/YY)								
02/27/2020	EVENTBRITE/UDIERMARCH2					54.97		54.97
03/06/2020	EDMONTON CHAMBER - 2020 Provincial Budget Breakfast					93.45		93.45
								_
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								_
								_
								-
								-

Sub-Total \$ 148.42





Name:	Councillor MacKay	Deta C. Junited 104/0	01/2020	Month	March	Year	2020

E	cpenses Paid Dire	actly by the City (eg. Petry Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total
	ate (DD/MM/YY)								
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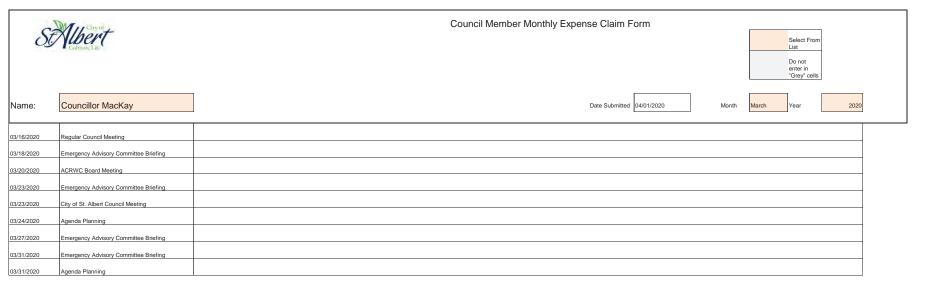
- Claim Reminders:

 ** See Council Policy C-CC-03 Council Remuneration and Expense Reimbursement for detailed provisions of allowable expenses**
- 1. Detailed receipts must be provided for all expenses. Credit Card slips are NOT an acceptable form of receipt.
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- 3. A standard mileage chart is available for use. All kilometers are based on St. Albert Place (SAP) as the base location
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- 5. It is recommended to claim mileage based on the standard mileage chart. If you choose to claim specific mileage you must provide a Google map printout with the detailed to and from locations identified (i.e. Street Address)
- 6. Expense claims must be submitted within 10 days of the following month
- 7. Incomplete expense claims will not be processed

Grand Total Expenses	\$	218.42
Less: BMO MasterCard	-\$	148.42
Directly	\$	-
Net to be paid to: Councillor MacKay	\$	70.00

Sub-Total

Training and Development Activities						
Activity Name	Description of Activity Content and any learning/info	ormation worth sharing				
	Superprised of reacting Contract use on a contract of the cont					
03/02/2020	MDP Workshop					
03/02/2020	WDF WORSHOP					
Board, Committee	e, Agency meetings attended (Includes both Coun	ncil appointed and other approved committees)				
Date of Meeting	Name of Meeting	Updates				
03/02/2020	Regular Council Meeting					
03/02/2020	Regular Council Meeting					
03/03/2020	Agenda Planning					
03/09/2020	Community Living Standing Committee					
03/10/2020	Agenda Planning					
03/13/2020	Special Council Meeting					





Date Submitted 04/01/2020



Month

2020

Name: Councillor MacKay

Authorizations & Approvals	Councillor MacKay	t	March	2020
Preparer				
If claim form was prepared by an individual other than the Council Member, sign and date below				
This expense claim form was prepared in accordance with all information provided by the Council Member at the ti	me of submission.			
Rayann Laforce				
Preparer's Signature	Date (DD/MM/YY)			
Council Member				
	CA Albert Lucianism districts of facultical spins in a constant lucian spins and the lucian spins of the spins are if the form			
was completed by another individual. All applicable receipts have been attached.	St. Albert. I understand that submitting a fraudulent claim is a very serious matter. I understand that I am solely responsible for the details of the claim even if the form			
was completed by another municular. All applicable receipts have been attached.				
Council Member's Signature	Date (DD/MM/YY)			
Accounts Payable				
I have reviewed this claim for mathematical accuracy and documentation support.				
According to the December of Company	D. (. / / / / / / / / / / / / / / / / / /			
Accounts Payable Personnel Signature	Date (DD/MMYY)			
Chief Financial Officer				
Ciller Pillaticia Officer				
Harris Constitution of the state of the stat				
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provide	ed are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement			
Chief Financial Officer Signature	Date (DD/MMYY)			
Chief Administrative Officer (City Manager)				
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provide	ed are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement			
City Manager Signature	Date (DD/MMYY)			
				l

C:\Users\dparsons\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\02ZMOY34\[MacKay - Council Expense Claim.xlsm]Claim Form

From: To: Subject: FW: Councillor MacKay - March Expenses Date: Thursday, October 8, 2020 4:35:38 PM MacKay - Council Expense Claim.xlsm Attachments: Mackay shaw bill.pdf Approved below

Thanks,



Bringing Our Best to Cultivate An Amazing Community

From:

Sent: Thursday, October 8, 2020 4:32 PM

Subject: RE: Councillor MacKay - March Expenses

Approved

Kevin Scoble

Chief Administrative Officer

Bringing Our Best to Cultivate An Amazing Community

From:

Sent: Tuesday, October 6, 2020 8:24 AM

To: Kevin Scoble <

Subject: FW: Councillor MacKay - March Expenses

Hi Kevin,

Looks like this one got missed in the COVID shuffle in early April. Could you please sign off?

Thanks,

Senior Executive Assistant Office of the Chief Administrative Officer **P**: 780-459-1593

Bringing Our Best to Cultivate An Amazing Community

From:

Sent: Monday, October 5, 2020 10:38 AM

To:

Subject: FW: Councillor MacKay - March Expenses

Good morning lovely lady,

Just hoping to check in on the above mentioned

Thank you,

Office of the Moyer and Co.

Office of the Mayor and Councillors

P: 780-459-1697

Bringing Our Best to Cultivate An Amazing Community

From:

Sent: October 5, 2020 10:11 AM

To:

Subject: FW: Councillor MacKay - March Expenses

Good morning Brittany,

It looks as though Councillor Mackay's expenses were approved by Diane, but I did not receive an email with Kevin's approval . This would be why they were not entered for payment originally.

Please see the email thread below.

Thanks,

Accounts Payable Coordinator | Financial Services

City of St. Albert | 5 St. Anne Street | St. Albert, AB | T8N 3Z9

www.facebook.com/cityofstalbert | www.twitter.com/cityofstalbert

www.stalbert.ca



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From: Diane McMordie

Sent: Tuesday, April 7, 2020 12:05 PM

Subject: Fw: Councillor MacKay - March Expenses

This is approved.

Please forward to Kevin for electronic approval then have it forwarded to AP and to whoever will post on the website.

The correct Shaw bill is attached.

For audit purposes, this was reviewed by Danielle Parsons as well (she is cc's here) however I somehow lost that portion of the email string.

Diane McMordie, CPA, CMA

Director of Financial Services



www.stalbert.ca

From: Diane McMordie
Sent: April 7, 2020 11:05 AM

To: Ken MacKay

<u>ca</u>>

Subject: Fw: Councillor MacKay - March Expenses

Hi Councillor MacKay

Just reviewing your March expense claim for your home internet. The bill you attached is for a service date of 26-Apr-20 to 25-May-20. I need the bill that covers Feb 26 to March 26.

Diane McMordie, CPA, CMA

Director of Financial Services



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From:

Sent: April 1, 2020 3:19 PM

To:

Subject: FW: Councillor MacKay - March Expenses

Hi ladies:

As per the highlighted email below, attached is the approved expense claim form for Cllr Ken MacKay.

Kind Regards,

Executive Assistant | Office of the Mayor and Council P: 780-459-1605 | riaforce@stalbert.ca

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From: Ken MacKay < kmackay@stalbert.ca>

Sent: April 1, 2020 3:15 PM

To: Rayann Laforce <<u>rLaforce@stalbert.ca</u>> **Subject:** RE: Councillor MacKay - March Expenses

Thanks, then my March Expenses are correct.

Ken

From:

Sent: April 1, 2020 3:13 PM

To:

Subject: RE: Councillor MacKay - March Expenses

I presume that we will. I will get the Mastercard statement on April 15th, from that I will know what was refunded and what I need to follow up on.



Sent: April 1, 2020 3:07 PM

To:

Subject: RE: Councillor MacKay - March Expenses

Hi, just a question, the Edmonton Chamber Lunch was cancelled, are we getting a refund?

Ken

From:

Sent: April 1, 2020 2:54 PM

To: Ken MacKay <<u>kmackay@stalbert.ca</u>>
Subject: Councillor MacKay - March Expenses

Cllr MacKay:

Please review the attached, and let me know via email if you approve this, or advise of the needed edits. I will then forward it to Finance for processing.

Kind Regards,

Executive Assistant | Office of the Mayor and Council

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