



Council Member Monthly Expense Claim Form

Select From List  
Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 03-05-21

Month April Year 2021

General Council Related Business		In-Region Mileage Claim based on Chart		Mileage Claim km's (From/Return)	Out-of-Region Mileage Claim (or In-Region-specific 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		
Date (DD/MM/YY)	Nature of Event/Meeting	From	To		From	To	CAT7		1220	1220	1225	1226	1221	1222	1222		ACCT	Cost Ctr	CAT 2 Project CAT4
									-							-			A10 General Council Business
									-							-			A10 General Council Business
									-							-			
									-							-			
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									-							-			
									-							-			
Sub-Total																			

Professional Development		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From/Return)	Out-of-Region Mileage Claim (or In-Region-specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare *	Meals *	Conference or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding		
Date (DD/MM/YY)	Nature of Event/Meeting	From	To		From	To	CAT7		1221	1221	1222	1226	1227	1225	1224		ACCT	Cost Ctr	CAT 2 Project CAT4	
									-							-				
									-							-				
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									-							-				
									-							-				
Sub-Total																				



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Name: Councillor Joly

Date Submitted 03-05-21 Month April Year 2021

AUMA or FCM Convention or Board Expenses		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Commerence or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding				
Date (DD/MM/YY)	Nature of Event/Meeting	From	To			From	To	CAT7		1221	1221	1222	1226	1227	1225	1224		ACCT	Cost Ctr	CAT 2 Project	CAT4	
Sub-Total																						

Sub-Total \$ -

Office of the Mayor (Official Events & Duties)		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region specific mileage)		One Way /Return	Mileage Claim-Specific	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	To			From	To	CAT7		1220	1220	1225	1226	1221	1222	1222		ACCT	Cost Ctr	CAT3	CAT4	
Sub-Total																						

Sub-Total \$ -



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Name: Councillor Joly

Date Submitted 03-05-21 Month April Year 2021

Operating Supplies/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			
Date (DD/MM/YY)	Detailed Description				ACCT	Cost Ctr	CAT 2 Project CAT7	Expense Type
01/04/2021	Mobile Device			55.00	6404 1010	516108	N/A	Mobile Device Charge
17/04/2021	Home Office Internet			70.00	6404 1010	516108	N/A	Office/Operating Supp

Sub-Total \$ 125.00

BMO MasterCard Expenses		Other Transportation & Parking *	Accommodations *	Airfare *	Meals *	Registration /Event Ticket *	General Expenses *	Total
Date (DD/MM/YY)								
								-
								-
								-
								-
								-
								-
								-
								-

Sub-Total \$ -



Council Member Monthly Expense Claim Form

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Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 03-05-21 Month April Year 2021

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)								-
								-
								-
								-
								-
								-
								-
								-

Sub-Total \$ -

- 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.  
 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	\$ 125.00
Less: BMO MasterCard	\$ -
Less: Expenses Paid	\$ -
<b>Net to be paid to: Councillor Joly</b>	<b>\$ 125.00</b>

Training and Development Activities		
Date	Description of Activity Content and any learning/information worth sharing	
08/04/2021	Decarbonizing Transportation	
13/04/2021	EPR Impacts & Opportunities for Alberta Municipalities	
14/04/2021	Municipal Innovation in Biodiversity	
20/04/2021	Exploring EPR Impacts on Waste & Recycling Providers	
29/04/2021	WASP: 3D printing eco-homes with local clay	
Board, Committee, Agency meetings attended (includes both Council appointed and other approved committees)		
Date of Meeting	Board, Committee, Agency Name	Updates
06/04/2021	Council Meeting	
07/04/2021	Agenda Planning	
12/04/2021	CLSC	



Council Member Monthly Expense Claim Form

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Name: Councillor Joly

Date Submitted 03-05-21

Month April Year 2021

13/04/2021	Homeland Housing	
13/04/2021	Agenda Planning	
19/04/2021	Council Meeting	
22/04/2021	Homeland Housing	
27/04/2021	Homeland Housing	
27/04/2021	Agenda Planning	
28/04/2021	EAC Executive Meeting	
28/04/2021	Arts Development Advisory	
29/04/2021	Employee Appreciation	



Council Member Monthly Expense Claim Form

Select From List  
Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 03-05-21 Month April Year 2021

Authorizations & Approvals Councillor Joly April 2021

Preparer: I 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 understand that I am solely responsible for the details of the claim even if the form was completed by another individual. All applicable receipts have been attached. This expense claim form was prepared in accordance with all information provided by the Council Member at the time of submission. [Signature] 03-05-21 Date (DDMMYY)

Council Member: I 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 understand that I am solely responsible for the details of the claim even if the form was completed by another individual. All applicable receipts have been attached. [Signature] Jun 10, 2021 Date (DDMMYY)

Accounts Payable: I have reviewed this claim for mathematical accuracy and documentation support. [Signature] Jun 14, 2021 Date (DDMMYY)

Chief Financial Officer: I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement. [Signature] Jun 14, 2021 Date (DDMMYY)

Chief Administrative Officer (City Manager): I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement. [Signature] Jun 17, 2021 Date (DDMMYY)



Council Member Monthly Expense Claim Form

Select From List  
Do not enter in "Grey" cells

Name:

Date Submitted  Month  Year

General Council Related Business		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim km's (From Chart)	Out-of-Region Mileage Claim (or In-Region specific 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	
Date (DD/MMYY)	Nature of Event/Meeting	From	To			From	To											ACCT Cost Ctr Project CAT4	
								CAT7		1220	1220		1225	1226	1221	1222	1222		A10 General Council Business
										-								A10 General Council Business	
										-									
										-									
										-									
										-									
										-									
										-									
Sub-Total																	\$ -		

Professional Development		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Conference or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding	
Date (DD/MMYY)	Nature of Event/Meeting	From	To			From	To											ACCT Cost Ctr Project CAT4	
								CAT7		1221	1221		1222	1226	1227	1225	1224		
										-									
										-									
										-									
										-									
										-									
										-									
Sub-Total																	\$ -		



Council Member Monthly Expense Claim Form

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Name: Councillor Joly

Date Submitted 08-06-21 Month May Year 2021

AUMA or FCM Convention or Board Expenses		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region-specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding		
Date (DD/MMYY)	Nature of Event/Meeting	From	To			From	To	CAT7		1221	1221	1222	1226	1227	1225	1224		ACCT	Cost Ctr	Project CAT4
Sub-Total																				

Sub-Total \$ -

Office of the Mayor (Official Events & Duties)		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region-specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding			
Date (DD/MMYY)	Nature of Event/Meeting	From	To			From	To	CAT7		1220	1220	1225	1226	1221	1222	1222		ACCT	Cost Ctr	CAT3	CAT4
Sub-Total																					

Sub-Total \$ -





Council Member Monthly Expense Claim Form

Select From List  
Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 08-06-21 Month May Year 2021

Operating Supplies/Telephone/Internet/Sponsorships		Total	GL Coding			
Date (DD/MM/YY)	Detailed Description		ACCT	Cost Ctr	CAT 2 Project CAT7	Expense Type
Mobile Device (Max \$55/Month). Home Internet (Max \$70/Month). Sponsorship (Max \$1,000/Year see policy C-CC-21 Council Sponsorship)						
06/01/2019	Mobile Device	55.00	6404	1010	516108	N/A Mobile Device Charge
01/01/2019	Home Office Internet	70.00	6404	1010	516108	N/A Office/Operating Supp

Sub-Total \$ 125.00

BMO MasterCard Expenses		Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket *	General Expenses *	Total
Date (DD/MM/YY)	Description							
11-05-21	Staples - notebooks						15.73	15.73
								-
								-
								-
								-
								-
								-

Sub-Total \$ 15.73



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Name: Councillor Joly

Date Submitted 08-06-21 Month May Year 2021

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)								-
								-
								-
								-
								-
								-
								-

Sub-Total \$ -

- 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.  
 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	\$ 140.73
Less: BMO MasterCard	\$ - 15.73
Less: Expenses Paid	\$ -
<b>Net to be paid to Councillor Joly</b>	<b>\$ 125.00</b>

Training and Development Activities		
Date	Description of Activity Content and any learning/information worth sharing	
10/05/2021	Council 10 Year Growth Plan	
Board, Committee, Agency meetings attended (includes both Council appointed and other approved committees)		
Date of Meeting	Board, Committee, Agency Name	Updates
03/05/2021	EMAC	
03/05/2021	Council Meeting	
04/05/2021	Homeland Housing	
04/05/2021	Agenda Planning	
10/05/2021	CLSC	
11/05/2021	Agenda Planning	



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Name: Councillor Joly

Date Submitted 08-06-21

Month May Year 2021

11/05/2021	Annual Chamber of Commerce meeting with Council	
14/05/2021	Board Governance & Policy Committee meeting	
14/05/2021	Homeland Housing	
17/05/2021	Council Meeting	
18/05/2021	Homeland Housing	
20/05/2021	Annual Library Board meeting with Council	
21/05/2021	Homeland Housing	
25/05/2021	Homeland Housing	
25/05/2021	Agenda Planning	
26/05/2021	Arts Development Advisory Committee	
27/05/2021	Homeland Housing	
31/05/2021	Council Meeting	



Council Member Monthly Expense Claim Form

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Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 08-06-21 Month May Year 2021

Authorizations & Approvals Councillor Joly May 2021

Preparer  
I 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 understand that I am solely responsible for the details of the claim even if the form was completed by another individual. All applicable receipts have been attached.  
Preparer's Signature: [Signature] Date (DDMMYY): 08-06-21

Council Member  
I 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 understand that I am solely responsible for the details of the claim even if the form was completed by another individual. All applicable receipts have been attached.  
Council Member's Signature: [Signature] Date (DDMMYY): Jun 10, 2021

Accounts Payable  
I have reviewed this claim for mathematical accuracy and documentation support.  
Accounts Payable Personnel Signature: [Signature] Date (DDMMYY): Jun 14, 2021

Chief Financial Officer  
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement  
Chief Financial Officer Signature: [Signature] Date (DDMMYY): Jun 14, 2021

Chief Administrative Officer (City Manager)  
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement  
City Manager Signature: [Signature] Date (DDMMYY): Jun 17, 2021



Council Member Monthly Expense Claim Form

Select From List  
Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 08-07-21 Month June Year 2021

General Council Related Business		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim km's (From Chart)	Out-of-Region Mileage Claim (or In-Region specific 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																		
Date (DD/MM/YY)	Nature of Event/Meeting	From	To			From	To											ACCT	Cost Ctr	Project																
								CAT7		1220		1220		1225	1226	1221	1222	1222			CAT 2															
										-											CAT4															
										-											A10 General Council Business															
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Sub-Total																																				

Professional Development		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare *	Meals *	Conference or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding																		
Date (DD/MM/YY)	Nature of Event/Meeting	From	To			From	To											ACCT	Cost Ctr	Project																
								CAT7		1221		1221		1222	1226	1227	1225	1224			CAT 2															
										-											CAT4															
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Name: Councillor Joly

Date Submitted 08-07-21 Month June Year 2021

AUMA or FCM Convention or Board Expenses		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region-specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding		
Date (DD/MMYY)	Nature of Event/Meeting	From	To			From	To	CAT7		1221	1221	1222	1226	1227	1225	1224		ACCT	Cost Ctr	Project CAT4

Sub-Total \$ -

Office of the Mayor (Official Events & Duties)		In-Region Mileage Claim based on Chart		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mileage Claim (or In-Region-specific mileage)		One Way /Return	Mileage Claim-Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration or Course Registration /Event Ticket *	General Expenses *	Total	GL Coding			
Date (DD/MMYY)	Nature of Event/Meeting	From	To			From	To	CAT7		1220	1220	1225	1226	1221	1222	1222		ACCT	Cost Ctr	CAT3	CAT4

Sub-Total \$ -



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Name: Councillor Joly

Date Submitted 08-07-21 Month June Year 2021

Operating Supplies/Telephone/Internet/Sponsorships		Total	GL Coding			
Date (DD/MM/YY)	Detailed Description		ACCT	Cost Ctr	CAT 2 Project CAT7	Expense Type
Mobile Device (Max \$55/Month). Home Internet (Max \$70/Month). Sponsorship (Max \$1,000/Year see policy C-CC-21 Council Sponsorship)						
01-06-21	Mobile Device	55.00	6404	1010	516108 N/A	Mobile Device Charge
17-06-21	Home Office Internet	70.00	6404	1010	516108 N/A	Office/Operating Supp

Sub-Total \$ 125.00

BMO MasterCard Expenses		Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket *	General Expenses *	Total
Date (DD/MM/YY)								-
								-
								-
								-
								-
								-
								-
								-

Sub-Total \$ -



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Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 08-07-21 Month June Year 2021

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)								-
								-
								-
								-
								-
								-
								-

Sub-Total \$ -

- 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.  
 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	\$ 125.00
Less: BMO MasterCard	\$ -
Less: Expenses Paid	\$ -
<b>Net to be paid to Councillor Joly</b>	<b>\$ 125.00</b>

Training and Development Activities		
Activity Name	Description of Activity Content and any learning/information worth sharing	
Board, Committee, Agency meetings attended (includes both Council appointed and other approved committees)		
Date of Meeting	Board, Committee, Agency Name	Updates
06/01/2021	Agenda Planning	
06/08/2021	Agenda Planning	
06/08/2021	Council Meeting	
06/11/2021	Board Governance & Policy Committee Homeland Housing	
06/15/2021	Agenda Planning	
06/15/2021	Council & AHF Annual Meeting	





Council Member Monthly Expense Claim Form

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Name:

Date Submitted

Month  Year

06/21/2021	Council Meeting	
06/23/2021	Arts Development Advisory	
06/24/2021	Homeland Housing	
06/25/2021	EMAC	
06/29/2021	Agenda Planning	
06/30/2021	Homeland Housing	



Council Member Monthly Expense Claim Form

Select From List  
Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 08-07-21 Month June Year 2021

Authorizations & Approvals Councillor Joly June 2021

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 time of submission.  
Preparer's Signature: [Signature] Date (DDMMYY): 08-07-21

Council Member  
I 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 understand that I am solely responsible for the details of the claim even if the form was completed by another individual. All applicable receipts have been attached.  
Council Member's Signature: [Signature] Date (DDMMYY): Jul 26, 2021

Accounts Payable  
I have reviewed this claim for mathematical accuracy and documentation support.  
Accounts Payable Personnel Signature: [Signature] Date (DDMMYY): Jul 26, 2021

Chief Financial Officer  
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement  
Chief Financial Officer Signature: [Signature] Date (DDMMYY): Jul 26, 2021

Chief Administrative Officer (City Manager)  
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement  
City Manager Signature: [Signature] Date (DDMMYY): [Date]