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	Stallbert	
	Ob Tuber (

Council Member Monthly Expense Claim Form

Select From List

Do not enter in
"Grey" cells

Name:	Councillor Joly

Date Submitted 09/02/22 Month January Year 2022

General Council F	Related Business	In-Region Mileage Cl	aim based on Chart	One Way	Mileage Claim km's (From Chart)	Out-of-Region Mileag	ge Claim (or In-Region, mileage)	One Way	Mileage Claim km's- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total		GL Codir	ıg	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		122			1226	1221	1222	1222	2	ACCT	CA Cost Ctr Pro	T 2 ect CAT4	
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Sub Total ®

Professional Development	In-Region Mileage C	Claim based on Chart	One Wa	Mileage ay Claim (From Chart)	Out-of-Region Mile	age Claim (or In-Region, fic mileage)	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*		or Course Registration /Event Ticket	General Expenses *	Total		GL Codir	ng
Date (DD/MM/YY) Nature of Event/Meeting	From	То			From	То	CAT7_		1221	1221	1222	1226	1227	1225	1224		ACCT	CA Cost Ctr Proj	T 2 ject CAT4
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Sub-Total	\$

City of	Council Member Monthly Expense Claim Form
SEX Libert	Select From List
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	"Grey" cells
Name: Councillor Joly	Date Submitted 09/02/22 Month January Year 2022

AUMA or FCM	Convention or Board Expenses	In-Region Mileage C	laim based on Chart	One Way	Mileage / Claim (From Chart)	Out-of-Region Mileag	ge Claim (or In-Region,	One Way /Return	Claim-	Amount @	Other Transportation 8 Parking *	Accommodations *	Airfare*		or Course Registration /Event Ticket	General Expenses *	Total		GL Co		
Date (DD/MM/)	Y) Nature of Event/Meeting	From	То			From	То	CAT7_		122	1 1221	122	1226	1227	1225	1224	ı	ACCT	Cost Ctr P	CAT 2 roject CAT4	
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Sub-Total \$

Office of the May	or (Official Events & Duties)	In-Region Mileage C	aim based on Chart	One Way	Out-of-Region Mileag	e Claim (or In-Region, mileage)	One Way	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	То		From	То	CAT7_		1220) 122) 1225	1226	1221	1222	1222		ACCT	Cost Ctr CAT3 CAT4	
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Sub-Total \$ -

D.	T. City of
ST	lbert
	Cultivate Life

Council Member Monthly Expense Claim Form

Select From List Do not enter in "Grey" cells

Name:	Councillor Joly

Date Submitted

Month .

09/02/22

uary Year

2022

								_
Operating Supp	lies/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 Codi	na		
Date (DD/MM/YY) Detailed Description	,		ACCT (CA ost Ctr Pro	T 2	Expense Type	,
01/01/2	22 Mobile Device - Bell		55.00	6404 1	010 5161	08 N/A	Mobile D	Device Charge
17/01/2	22 Home Internet - Telus		70.00	1	010 5161	08 N/A	Mobile D	Device Charge

Sub-Total

\$ 125.00

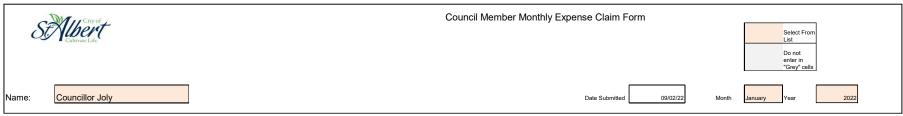
BMO MasterCard	Expenses	Other Transportation & Parking *	Accommodations *	Airfare*	Registration /Event Ticket	General Expenses *	Total
Date (DD/MM/YY)							
24/01/22	St. Albert Chamber Business@Lunch				40.00		40.00
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Sub-Total

\$ 40.00

St	Council Member Monthly Cultivate Life	Expense Claim F	Form				Select From List Do not enter in "Grey" cells			
Name:	Councillor Joly	Date Submitted	09/02/22		Month	January	Year	2022	2	
Expenses Paid D	irectly 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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Sub-Total Sub-Total									I	
2. Meter parking r	nay be claimed without a receipt up to \$15. Clearly indicate (Meter) in the nature of event/meeting section.				Total Exp				\$	165.00
	age chart is available for use. All kilometers are based on St. Albert Place (SAP) as the base location				BMO Mas				-\$	40.00
	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. Less: Expenses Paid \$ 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)								5	-
	5. It is recommended to calim mileage based on the standard mileage parafer. It you choose to calim specific mileage you must provide a Google map printout with the detailed to and from locations identified (i.e. Street Address) Net to be paid to:Councillor Joly Net to be paid to:Councillor Joly Net to be paid to:Councillor Joly									125.00

7. Incomplete expense claims will not be processed



Authorizations & Approvals	Councillor Joly		January	2022				
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 Preparer's Signatule.	Time of submission. Date (DD/MM/YY)							
Council Member I certify that the expenditures claimed on this form were incurred while conducting business on behalf of the City was completed by another individual. All applicable receipts have been attached. Mature July National Council Mature Matur	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	m						
Council Member's Signature	Date (DD/MM/YY)							
Accounts Pavable I have reviewed this claim for mathematical accuracy and documentation support. Yukiko Shionoya Yukiko Shionoya (Feb 14, 202 10:50 MST)								
Accounts Payable Personnel Signature	Date (DD/MM/YY)							
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 Anne Victor (Fig. 14, 2022 10:54 MST)								
Chief Financial Officer Signature	Date (DD/MM/YY)							
Chief Administrative Officer (City Manager) I have reviewed this claim and am satisfied that the expenses listed and the information and documentation provi	ded are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement							
City Manager Signature	Date (DD/MM/YY)							

P:\Mayor's Office\Expenses - F00\2022\1 - January\Joly\[Cllr Joly Council Expense Claim Form - MASTER Revised November 2021.xlsm]Claim Form



ate Submitted

General Council I	Related Business			One Way	Mileage Claim km's (From Chart)		e Claim (or In-Region, mileage)	One Way /Return	Mileage Claim km's- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220
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Professional Development		In-Region Mileage Cla		One Way /Return	Mileage Claim (From Chart)		e Claim (or In-Region, mileage)	One Way	Amount @	Other Transportation & Parking *	Ac
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_	1221	1221	
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Date Submitted

AUMA or FCM Convention or Board Expenses		In-Region Mileage Cla	aim based on Chart	Way	Mileage Claim (From Chart)	Out-of-Region Mileag		One Way	Claim-	Mileage Amount @ 0.505/km	Other Transportation & Parking * Ad
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1221	1221
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	Office of the Mayor (Official Events & Duties)		In-Region Mileage Cla	aim based on Chart	Way	Mileage Claim (From Chart)	Out-of-Region Mileage		One Way	Claim-	Amount @	Other Transportation & Parking * Ac
	Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220
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Name:	Councillor Joly

r/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)
Detailed Description	
Home Internet - Telus	
Mobile Device - Telus	
)	Detailed Description Home Internet - Telus

BMO MasterCard	MO MasterCard Expenses Other Trans & Pari							
Date (DD/MM/YY)								
17/02/22	Taste of Africa Ticket							

Council Member Monthly Expense Claim Fo



Name:	Councillor Joly	Date Submitted	L
Expenses Paid D	Directly by the City (eg. Petty Cash)	Other Transportation & Parking *	Α
Date (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**

 ** 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



Name:	Councillor Joly			Date Submitted
Authorizations &	: Approvals			
Preparer If claim form was This expense clai	prepared by an individual other than the Council Mem im form was prepared in accordance with all information	nber, sign and date below on provided by the Council Member at the	time of submission.	
Preparer's Signati	ure JANAAVVI.		Date (DD/MM/YY)	
was completed by Natalie			of St. Albert. I understand	I that submitting a fraudulent claim is a very serious matter. I understand that I am solely responsible for
Council Member's	s Signature		Date (DD/MM/YY)	
Yukiko S	his claim for mathematical accuracy and documentation	on support.		
Accounts Payable	e Personnel Signature	_	Date (DD/MM/YY)	
Chief Financial C				
Ch-Viel-	his claim and am satisfied that the expenses listed and arr 3, 2022 13:55 MST)	d the information and documentation provi	ded are in accordance wil	h Council policy C-CC-03 Council Remuneration and Expense Reimbursement
Chief Financial Of	fficer Signature		Date (DD/MM/YY)	
Chief Administra	ntive Officer (City Manager)			
· KH		d the information and documentation provi	ded are in accordance wit	h Council policy C-CC-03 Council Remuneration and Expense Reimbursement
City Manager Sign	nature		Date (DD/MM/YY)	
P:\Mayor's Office\	Expenses - F00\2022\2 - February\Joly\[Cllr Joly Cou	ncil Expense Claim Form - MASTER Revi	sed November 2021.xlsm]	Claim Form



ate Submitted

General Council I	Related Business	In-Region Mileage Claim based on Chart		Way	Mileage Claim km's (From Chart)		e Claim (or In-Region, mileage)		km's-	Amount @	Other Transportation & Parking * A
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220
15/03/22	Council Strategic Planning Retreat					St. Albert	Smoky Lake	Return	228.00	115.14	
16/03/22	Council Strategic Planning Retreat					St. Albert	Smoky Lake	Return	228.00	115.14	
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Professional Development		In-Region Mileage Cl		One Way /Return	Mileage Claim (From Chart)		e Claim (or In-Region, mileage)	One Way	Amount @	Other Transportation & Parking *	Ac
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_	1221	1221	
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Date Submitted

AUMA or FCM Convention or Board Expenses		In-Region Mileage Cla	aim based on Chart	Way	Mileage Claim (From Chart)	Out-of-Region Mileag		One Way	Claim-	Mileage Amount @ 0.505/km	Other Transportation & Parking * Ad
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1221	1221
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	Office of the Mayo	r (Official Events & Duties)	In-Region Mileage Cla		Way	Mileage Claim (From Chart)	Out-of-Region Mileage specific r		One Way	Claim-	Amount @	Other Transportation & Parking * Ac
	Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220
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ivaille.	Codificition 301y		Date Submitted
Operating Supplie	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)	
Date (DD/MM/YY)	Detailed Description		
17/03/22	Home Internet - Telus		

BMO MasterCard	Expenses	Other Transportation & Parking *	Ac
Date (DD/MM/YY)			
14/03/22	Mayor's Celebration of the Arts Ticket		

Council Member Monthly Expense Claim Fo



Name:	Councillor Joly	Date Submitted	L
Expenses Paid D	Directly by the City (eg. Petty Cash)	Other Transportation & Parking *	Α
Date (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**

 ** See Council Policy C-CC-03 Council Remuneration and Expense Reimbursement for detailed provisions of allowable expenses**
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- 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.
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- 6. Expense claims must be submitted within 10 days of the following month
- 7. Incomplete expense claims will not be processed



Name:	Councillor Joly			Date Submitted
Authorizations &	<u>Approvals</u>			
Preparer If claim form was This expense clai Preparer's Signation	prepared by an individual other than the Council Men Term was prepared in accordance with all information	iber, sign and date below on provided by the Council Member at the	time of submission. Date (DD/MM/YY)	
Council Member				
I certify that the exwas completed by Natalie			of St. Albert. I understand	that submitting a fraudulent claim is a very serious matter. I understand that I am solely responsible for
Council Member's	Signature		Date (DD/MM/YY)	
Accounts Payab	<u>le</u>			
I have reviewed th	nis claim for mathematical accuracy and documentation	on support.		
Yukiko Shionoya (hionoya Apr 12, 2022 09:38 MDT)			
Accounts Payable	e Personnel Signature		Date (DD/MM/YY)	
Chief Financial C	<u>Officer</u>			
I have reviewed the	nis claim and am satisfied that the expenses listed an	d the information and documentation prov	ided are in accordance wit	h Council policy C-CC-03 Council Remuneration and Expense Reimbursement
Anne Victoor (Apr	r 12, 2022 10:28 MDT)			
Chief Financial Of	fficer Signature		Date (DD/MM/YY)	
Chief Administra	tive Officer (City Manager)			
_ A	nis claim and am satisfied that the expenses listed an 2, 2022 10:43 MDT)	d the information and documentation prov	ided are in accordance wit	h Council policy C-CC-03 Council Remuneration and Expense Reimbursement
City Manager Sign			Date (DD/MM/YY)	
P:\Mayor's Office\	Expenses - F00\2022\3 - March\Joly\[Cllr Joly Counci	Expense Claim Form - MASTER Revised	d November 2021.xlsm]Cla	im Form