

Select From List Do not enter in "Grey" cells

Name:

Councillor Biermanski 15/08/23 Date Submitted

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General Council F	Related Business			One	Mileage Claim km's				Mileage Claim		Other				Registratio						
		In-Region Mileage Cla	aim based on Chart	Way /Return	(From Chart)	Region M Region, sp	lileage Claim (or In- ecific mileage)	/Return	km's- Specific	Amount @ 0.62/km	Transportation & Parking *	Accommodations *	Airfare*	Per Diems*		General Expenses *	Total			GL Coding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220					•			ACCT		CAT 2 Project CAT4	
12/07/23	Uline Tour/Business Meeting													100,00			100,00	6140	1010	516113	
		St. Albert	Spruce Grove	Return	58.00					35.96								6140		516113	
	-		Strathcona	Return	66.00					40.92								6140		516113	
		St. Albert		Return	80.00					49.60							49.60		1010	516113	
29/01/23	Tete au village Celebration	ot Albeit	Legal	Ketaiii	00.00													10140	1010	310113	
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\$ 226.48 Sub-Total

2023

Professional Dev	elopment	In-Region Mileage C		One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mil Region, spec	eage Claim (or In- ific mileage)	One Way /Return	Mileage Claim- Specific	Mileage Amount @ 0,505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*			General Expenses *	Total		GL Coding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1221	1221	1222	1226	1216	1227	1225	122	ļ	ACCT Cost Ct	CAT 2 r Project CAT4
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Select From List
Do not enter in "Grey" cells

Name: Councillor Biermanski

Date Submitted 15/08/23 Month July Year 2023

AUMA or FCM Co	onvention or Board Expenses	In-Region Mileage Cl		Mileage Claim (From Chart)	Out-of-Region Mil Region, spec	eage Claim (or In- cific mileage)	One Way /Return	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*		General Expenses *	Total	GL Coc	ding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То		From		CAT7_		1221					1225	1224		CAT ACCT Cost Ctr Proje	2 ct CAT4
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Sub-Total \$

Office of the May	or (Official Events & Duties)	In-Region Mileage (Daim based on Chart	Way	Mileage Claim (From Chart)		eage Claim (or In- cific mileage)	One Way /Return	Claim-	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*	Meals *		General Expenses *	Total		GLC	oding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220) 1225	1226	1227	1221	1222	2 122	2	ACCT	Cost Ctr CAT3	CAT4	
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Select From List Do not enter in "Grey" cells

Name:

Councillor Biermanski

Date Submitted

Month

15/08/23

u**l**y Yea

2023

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)	Total		GL Coding	
Date (DD/MM/YY)	Detailed Description			ACCT Cost Ctr	CAT 2 Project CAT	Expense 7 Type
11/07/23	Mobile Device - Telus		55.00	6404 1010	516113 N	A Mobile De
19/07/23	Home Internet - Telus		70.00	1010	516113 N	'A Mobile De

Sub-Total \$ 125.00

BMO MasterCard Expenses

Cifter Transportation & Accommodations* Airfare*

Date (DD/MM/YY)

18/07/23 ABMunis Convention Registration

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Sub-Total

\$ 1,269.06

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00	Cultivate Life

Select From List
Do not enter in "Grey" cells

Councillor Biermanski 15/08/23 Name: Date Submitted

xpenses Paid D	irectly by the City (eg. Petty Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*	Meals *	Registratio n /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.

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. It is recommended to daim 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)

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. Expense claims must be submitted within 10 days of the following month

6. Incomplete expense claims will not be processed

7. Per Diems (claim for attendance at specified events per C-3C-03) are taxable and paid at a rate of \$100 for less than or equal to 4 hours, or \$200 for greater than 4 hours, 8. Meals claimed without receipts for travel outside of the Capital region follow the rates and conditions outlined in the Council Policy C-CC-03 Council Remuneration and Expense Reimbursement

Grand Total Expenses	\$	1,620.54
Less: BMO MasterCard	-\$	1,269.06
Less: Expenses Paid	\$	-
Net to be paid to: Councillor Biermanski	\$	351.48
	_	





Name:

Councillor Blermanski

Date Submitted

15/08/23

Worth

very Year

2023

Authorizations & Approvals Councillor Biomanaki July 2023 Preparet
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. (3-13 yearth) Aug 15, 2023 Date (DD/MWYY) hoperer's Signature Council Member certify that the expenditures claimed on this form were incurred white conducting business on behalf of the City of St. Albert. Lunderstand that submitting a fraudulent claims a very serious matter. Lunderstand that I am solely responsible for the claim seen if the form was completed by enginer individual. All pepticular recolots have been attached.

Yelley BleYMANSVI
Shaley Bleynarios (Aug 11, 2022 21.32 MOT) Aug 15, 2023 Council Municer's Signature Date (DD/MWYY) Accounts Payable have reviewed this claim for mathematical accuracy and documentation support. Trina Armstrong Aug 16, 2023 ina Armstrong (Aug 16, 2023 11:24 MOT) Accounts Payable Personnel Signature Date (DD/MWYY) Director - Financial & Strategic Services how mylewed this claim and are satisfied that the experience linked and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remaneration and Expense Reimbursement Aug 16, 2023 Anne Victoor Aug 16, 2023 11:32 MDT) Director - Pinencial & Strategic Services Signature Date (DD/MWYY) Chief Administrative Officer (City Manager) have reviewed this claim and an establish that the exponent linked and the information and documentation provided are in accordance with Council policy C-CC-03 Council Remanantian and Exponen Reimburnement Aug 16, 2023 City Manager Signature Date (DD/MWYY)



Select From List Do not enter in "Grey" cells

Name:

Councillor Biermanski

Date Submitted

Month

07/09/23

August Ye

2023

General Council I	Related Business	In-Region Mileage Cl		Way	Mileage Claim km's (From Chart)	Out-of-Region Mil Region, spe	eage Claim (or In- cific mileage)	One Way /Return	Mileage Claim km's- Specific	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*		Registratio n /Event Ticket *	General Expenses *	Total			GL Coding CAT 2
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1227	1221	1222	2 122	2	ACCT	Cost Ctr	Project CAT4
03/08/23	UDI Golf Tournament	St. Albert	Edmonton-East	Return	44.00					27.28								27.28	6140	1010	516113
03/08/23	Cultivate Life Presentation Arts									-				100.00				100.00	6140	1010	516113
05/08/23	YEG Airshow	St. Albert	Sturgeon (County)	Return	40.00					24.80								24.80	6140	1010	516113
08/08/23	Arts Development Advisory Committee									-				100.00				100.00	6140	1010	516113
09/08/23	Chamber Meeting									-				100.00				100.00	6140	1010	516113
16/08/23	EMRB Golf Tournament	St. Albert	Parkland (County)	Return	68.00					42.16								42.16	6140	1010	516113
17/08/23	Jessica Martel Memorial Golf Tournament	St. Albert	Sturgeon (County)	Return	40.00					24.80								24.80	6140	1010	516113
23/08/23	SRWA Committee Meeting													100.00				100.00	6140	1010	516113
23/08/23	Arts Development Advisory Committee Emerg Mtg									-				100.00				100.00	6140	1010	516113
24/08/23	Alberta Municipal Climate Leadership Meeting													100.00				100.00	6140	1010	516113
										-								-			
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																Sub-Total		\$ 719.04			

Professional Dev	elopment	In-Region Mileage Cl	aim based on Chart	Way	Out-of-Region Mi	leage Claim (or In- cific mileage)	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*			General Expenses *	Total		GL	. Coding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То		From		CAT7_		1221		1222	1226	1216	1227	1225	i 1224	1	ACCT (CAT 2 Project CAT4
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Select From List Do not enter in "Grey" cells

Name:

Councillor Biermanski

Date Submitted

Month

07/09/23

August Ye

2023

AUMA or FCM Co	nvention or Board Expenses	In-Region Mileage Cl		Mileage Claim (From Chart)	Out-of-Region Mil Region, spe	leage Claim (or In- cific mileage)	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*			General Expenses *	Total		GL Coding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То		From	То	CAT7_		1221	1221	1222	1226	1216	1227	1225	5 1224		ACCT Cost (CAT 2 Ctr Project CAT4
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Sub-Total \$ -

Office of the Mayo	or (Official Events & Duties)	In-Region Mileage C	Claim based on Chart	One Way /Return	Mileage Claim (From Chart)	Out-of-Region Mil Region, spe	eage Claim (or In- cific mileage)	One Way /Return	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*	Meals *	Registratio n /Event Ticket *	General Expenses *	Total		GL Cod	ding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220			1226	1227	1221	1222	122	2	ACCT	Cost Ctr CAT3	CAT4	



Select From List

Do not enter in
"Grey" cells

Name:

Councillor Biermanski

Date Submitted

Month

07/09/23

August Yea

2023

Operating Supplie	ns/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
11/08/23	Mobile Device - Telus	55.00	6404 1010	516113 N	A Mobile Dev
19/08/23	Home Internet - Telus	70.00	1010	516113 N	A Mobile Dev

Sub-Total \$ 125.00

BMO MasterCard Expenses	Other Transportation & Parking * Accommodations * Airfare* Per Diems* Meals * Ticket * Expenses * Total
Date (DD/MMYY)	
18/08/23 State of the City Registration	65.00

Sub-Total

\$ 65.00

Date Submitted

Select From List
Do not enter in "Grey" cells

07/09/23

Name: Councillor Biermanski

Expenses Paid Di	rectly by the City (eg. Petty Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*		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. 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)
- 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. Expense claims must be submitted within 10 days of the following month
- 6. Incomplete expense claims will not be processed
- 7. Per Diems (claim for attendance at specified events per C-CC-03) are taxable and paid at a rate of \$100 for less than or equal to 4 hours, or \$200 for greater than 4 hours.
- 8. Meals claimed without receipts for travel outside of the Capital region follow the rates and conditions outlined in the Council Policy C-CC-03 Council Remuneration and Expense Reimbursement

Grand Total Expenses \$ 909.04 Less: BMO MasterCard 65.00 Less: Expenses Paid 844.04 Net to be paid to: Councillor Biermanski





2023

07/09/23

Month

Date Submitted

lame:	Councillor Biermanski

City Manager Signature

Councillor Biermanski Authorizations & Approvals August 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. PHRANERE Sep 7, 2023

Date (DD/MM/YY) Preparer's Signature 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 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.

MEULEY BIETMANSU
Shelley Biermanski (Sep 7, 2023 08:49 MDT) Sep 7, 2023 Date (DD/MM/YY) Council Member's Signature Accounts Payable I have reviewed this claim for mathematical accuracy and documentation support. Lynda Lavallee Sep 7, 2023 Date (DD/MM/YY) Accounts Payable Personnel Signature Director - Financial & Strategic Services 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 Sep 7, 2023 nne Victoor (Sep 7, 2023 14:27 MDT) Director - Financial & Strategic Services 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 provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement Sep 7, 2023

Date (DD/MM/YY)



Select From List	
enter in "Grey" cells	enter in

Name: Councillor Biermanski

Date Submitted

Month

05/10/23

September Y

2023

General Council F	Related Business	In-Region Mileage Cla	aim based on Chart	One Way	Mileage Claim km's (From Chart)	Out-of-Region M	ileage Claim (or In- ecific mileage)	One Way	Mileage Claim km's- Specific	Mileage Amount @ 0.62/km	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*	Meals *	Registratio n /Event Ticket *	General Expenses *	Total			GL Coding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1227	1221	1222	! 1222	2	ACCT	Cost Ctr	CAT 2 Project CA	AT4
18/09/23	Meeting ADAC Chair & Elizabeth Wilkie													100.00				100.00	6140	1010	516113	
21/09/23	UDI Luncheon		Edmonton- Downtown	Return	30.00					18.60								18.60	6140	1010	516113	
27/09/23	ADAC													100.00				100.00	6140	1010	516113	
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Sub-Total \$ 218.60

Professional Dev	elopment	In-Region Mileage C	Claim based on Chart	Way	Mileage Claim (From Chart)	Out-of-Region Mil Region, spe	eage Claim (or In- cific mileage)	One Way	Mileage Claim- Specific	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*		Conference or Course Registratio n /Event Ticket *	General Expenses *	Total		GL Coding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1221	1221	1222	1226	1216	1227	1225	i 1224		ACCT Cost Ctr	CAT 2 Project CAT4
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Sub-Total \$

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Select From List Do not enter in "Grey" cells

Name:

Councillor Biermanski

Date Submitted

Month

05/10/23

September Y

2023

AUMA or FCM Cor	nvention or Board Expenses	In-Region Mileage Cla	aim based on Chart	Way	Mileage Claim (From Chart)	Out-of-Region Mil Region, spe		One Way	Claim-	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*			General	Total			GL Coding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1221	1221	1222	1226	1216	1227	1225	1224		ACCT	Cost Ctr	CAT 2 Project CAT4
26/09/23	ABMunis EOEP	St. Albert	Edmonton- Downtown	Return	30.00					18.60	15.00			200.00				233.60	6100	1010	516113
27/09/23	ABMunis Convention	St. Albert	Edmonton- Downtown	Return	30.00					18.60	15.00			200.00				233.60	6100	1010	516113
		St. Albert	Edmonton- Downtown	Return	30.00					18.60	15.00			200.00				233.60	1	1010	516113
			Edmonton- Downtown	Return	30.00					18.60	15.00			200.00				233.60	1	1010	516113
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Sub-Total \$ 934.40

Office of the May	or (Official Events & Duties)	In-Region Mileage C	Claim based on Chart	Way	Out-of-Region Mil Region, sper	eage Claim (or In- cific mileage)	One Way /Return	Claim-	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*	Meals *	Registratio n /Event Ticket *	General Expenses *	Total		GL Coding	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То		From	То	CAT7_		1220	1220) 1225	1226	1227	1221	1222	! 122	2	ACCT Cost Ctr	CAT3 CAT4	
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Councillor Biermanski

Date Submitted

Month

05/10/23

September Y

2023

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)	Total		GL Coding	
Date (DD/MM/YY)	Detailed Description			ACCT Cost Ctr	CAT 2 Project CAT	Expense Type
11/09/23	Mobile Device - Telus		55.00	6404 1010	516113 N	A Mobile Dev
19/09/23	Home Internet - Telus		70.00	1010	516113 N	A Mobile Dev

Sub-Total \$ 125.00

BMO MasterCard	Expenses	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*	Meals *	Registratio n /Event Ticket *	General Expenses *	Total
Date (DD/MM/YY)									
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SFX	llbert
00	Cultivate Life



Councillor Biermanski Name: Date Submitted 05/10/23 2023

Expenses Paid Di	actly by the City (eg. Petty Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Per Diems*	Meals *	Registratio n /Event Ticket *	General Expenses *	Total
Date (DD/MM/YY)									
									_
									_
									_
									_
									_
									_

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. 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)
- 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. Expense claims must be submitted within 10 days of the following month
- 6. Incomplete expense claims will not be processed
- 7. Per Diems (claim for attendance at specified events per C-CC-03) are taxable and paid at a rate of \$100 for less than or equal to 4 hours, or \$200 for greater than 4 hours.

 8. Meals claimed without receipts for travel outside of the Capital region follow the rates and conditions outlined in the Council Policy C-CC-03 Council Remuneration and Expense Reimbursement

Grand Total Expenses \$ 1,278.00 Less: BMO MasterCard \$ Less: Expenses Paid Net to be paid to: Councillor Biermanski \$ 1,278.00



Date Submitted



05/10/23

Name:

Councillor Biermanski

Authorizations & Approvals	Co	uncillor Biermanski	September	2023
Preparer If claim form was prepared by an individual other than the Council Member, sign and date below				
This expense daim form was prepared in accordance with all information provided by the Council Member at the	Oct 5, 2023			
Preparer's Signature	Date (DDI/MMYYY)			
Council Member				
	y 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	ne claim even if the form		
was completed by another individual. All applicable receipts have been attached. **Netley Blermanski (Oct 5, 2023 19:06 MDT)** Shelley Biermanski (Oct 5, 2023 19:06 MDT)**	Oct 5, 2023			
Council Member's Signature	Date (DD/MM/YY)			
Accounts Payable I have reviewed this claim for mathematical accuracy and documentation support.				
I have reviewed this claim for mathematical accuracy and documentation support. Lynda Lavallee (Oct 10, 2023 10:36 MDT)	Oct 10, 2023			
Accounts Payable Personnel Signature	Date (DD/MM/YY)			
rocounts i ayano i orsonitti dignature	Gate (DUINNET 1)			
Director - Financial & Strategic Services				
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation pro	wided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement			

nne Victoor (Oct 18, 2023 16:07 MDT) Director - Financial & Strategic Services Signature

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

Oct 18, 2023

Oct 18, 2023

Date (DD/MM/YY)

City Manager Signature Date (DD/MM/YY)