

Select From List Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 04-05-23

ith April Y

2023

					I Miles				1861											
					Mileage Claim km's				Mileage		011				Registration /Event Ticket *					
General Council I	Related Business				Claim km's	0.1.10	Olater (e. la Barrian		Claim	rvilleage	Other Transportation & Parking *				Registration					
		In-Region Mileage Cl		One Way	(From	Out-or-Region Milea	age Claim (or In-Region, ic mileage)	One Way	km's-	Amount @	ransportation				/Event licket	General				
		In-Region Mileage Cl	aim based on Chart	/Return	Chart)	specifi	ic mileage)	/Return	Specific	0.505/km	& Parking *	Accommodations *	Airfare*	Meals *	•	Expenses *	Total		GL Coding	
		_	_			_	_												CAT 2	
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1221	1222	1222		ACCT C	ost Ctr Project	CAT4
										-							-			
																		1		
										_										
																		1		
										-							-	-		
										-							-			
										-							-			
										_										
				1														1		
										_								+		
										-										
										-							-			
										-										
																		1		
										_										
							+			-	-							+		
												1				1				
										-								1		
												1				1				
										-							-			
	·																			

Professional Deve	elopment	In-Region Mileage C	laim based on Chart	One Way	Mileage Claim (From Chart)	Out-of-Region Mileac	ge Claim (or In-Region,	One Way	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*		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		CAT 2 ACCT Cost Ctr Project CAT4
										_								
										-							-	
										-							-	
										-							-	1
										-							-	
											1							

ıb-Total	\$



Select From List Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 04-05-23 Month April Year 2023

AUMA or FCM Co	nvention or Board Expenses	In-Region Mileage Cl	aim based on Chart	One Way	Mileage / Claim (From Chart)	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*		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	1	ACCT	CAT Cost Ctr Proje	Γ2 ect CAT4	
										_							_				
																		1			
										-							-				
										-								1			
										-							-				
																	-				

Sub-Total \$ -

Office of the Ma	yor (Official Events & Duties)	In-Region Mileage Cl	aim based on Chart	One Way	Mileage Claim (From Chart)	Out-of-Region Milea	ge Claim (or In-Region, c mileage)	One Way	Claim-	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*		Registration /Event Ticket *	General Expenses *	Total	Ó	GL Coding	
Date (DD/MM/YY	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1221	1222	1222		ACCT Cost C	tr CAT3 CAT4	
										_										
																	-			



Select From List Do not enter in "Grey" cells

Name:	Councillor Joly

Date Submitted 04-05-23 Month April Year 2023

Operating Suppli	ies/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 C	CAT st Ctr Proje		Expense Type	
17-04-23	3 Home Internet - Telus		70.00	6404 1	10 51610	8 N/A	Mobile D€	evice Charge
27-04-23	3 Mobile Device - Telus		55.00	1	10 51610	B N/A	Mobile De	evice Charge

Sub-Total \$ 125.00

penses	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total
							_
							_
							_
							_
							_
Ex	xperises	& Parking *	Transportation 8 Parking Accommodations	Transportation 8. Parking Accommodations Airfare*	8 Parking * Accommodations * Airfare * Meals *	& Parking * Accommodations * Airfare * Meals * *	Transportation & Parking * Accommodations * Airfare* Event Ticket General & Parking * Accommodations * Airfare* Meals * Expenses *

SE	Council Member Monthly E	xpense Claim I	Form				Select From List Do not enter in "Grey" cells			
Name:	Councillor Joly	Date Submitted	04-05-23	3	Month	April	Year	20	023	
Expenses Paid Di	rectly by the City (eg. Petty Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket	General Expenses *	Total		
Date (DD/MM/YY)										
									_	
Claim Reminders: ** See Council Po	icy C-CC-03 Council Remuneration and Expense Reimbursement for detailed provisions of allowable expenses**	ı				Sub-Total		\$	=	
Detailed receipt	must be provided for all expenses. Credit Card slips are NOT an acceptable form of receipt.			C	Takal Fun		·			
	ay be claimed without a receipt up to \$15. Clearly indicate (Meter) in the nature of event/meeting section. ge chart is available for use. All kilometers are based on St. Albert Place (SAP) as the base location				Total Exp BMO Ma	penses sterCard			\$	125.00
4. For meal expens	sections betained to 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. Str. dollar 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. Str.				Expense				\$	-

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

7. Incomplete expense claims will not be processed

Net to be paid to Councillor Joly

\$ 125.00



Select From List

Do not
enter in
"Grey" cells

Year

2023

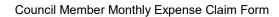
04-05-23

Date Submitted

	The second secon
Name:	Councillor Joly

Authorizations & Approvals		Councillor Joly	April	2023
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 Cou	OW uncil Mamher at the time of submission			
OolSwatth				
Preparer's Signature	Date (DD/MM/YY)			
Council Member				
I certify that the expenditures claimed on this form were incurred while conducting business or was completed by another Individual. All applicable receipts have been attached. Natalie Joly (May 5, 2023 08:17 MDT)	n 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	r the details of the claim even if the form		
Council Member's Signature	Date (DD/MM/YY)			
Accounts Payable				
I have reviewed this claim for mathematical accuracy and documentation support. Yukiko Shioroya (May 5, 2023 13:45 MDT)				
Accounts Payable Personnel Signature	Date (DD/MM/YY)			
		2		
Director - Financial & Strategic Services	to a monthly and the language with Council palloy C CC R3 Council Bermanage and Expense Balance many			
Charles M. Control of the Control of	documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement			
Anne Victoor (May 5, 2023 15:56 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 d	documentation provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement			
William Fletcher (May 5, 2023 16:05 MDT)				

P:\Mayor's Office\Expenses - F00\2023\4 - April\Joly\(Clir Joly Council Expense Claim Form - MASTER Revised February 2023.xism)Claim Form





Select
From List

Do not
enter in
"Grey" cells

Name: Councillor Joly

Date Submitted 06/06/23 Month May Year 2023

General Council Related Business	In-Region Mileage Cl	aim based on Chart	One Way /Return	Mileage Claim km's (From Chart)	Out-of-Region Milea	ge Claim (or In-Region,	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 Codin	g
Date (DD/MM/YY) Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	1225	1226	1221	1222	2 1222	2	ACCT	CA' Cost Ctr Proj	T 2 ect CAT4
									_							_			
																_	1		
									-							-	1		
									-							-	1		
									-							-	1		
									-							-	1		
									-							-	1		
									-							-	+		
									-							-	-		
									-							-	4		
									-							-	_		
									-							-			
									_							_			
									_							_	1		

Professional Dev	elopment	In-Region Mileage Cl	aim based on Chart	One Way /Return	Mileage Claim (From Chart)		ge Claim (or In-Region,	One Way	Claim-	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*		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	122	1 1222	2 1226	1227	1225	1224		ACCT	CAT 2 Cost Ctr Project CAT4
																	_		
																		1	
										-							-	1	
										-							-	1	
										-							-	-	
										-							-	1	
										_							_		

Sub-Total

Sub-Total



Select
From List

Do not
enter in
"Grey" cells

Name:

Councillor Joly

Date Submitted

Month

06/06/23

May

2023

AUMA or FCM Co	nvention or Board Expenses	In-Region Mileage C	Daim based on Chart				One Way	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*	G 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	1	ACCT	CAT 2 Cost Ctr Project C	CAT4
								-							-	-		
								-							-	_		
								-							-			
				1				-							-			
								-							-			

Sub-Total

-

Office of the M	ayor (Official Events & Duties)	In-Region Mileage C		Way		age Claim (or In-Region, fic mileage)	One Way	Claim-		Other Transportation & Parking *	Accommodations *	Airfare*		Registration /Event Ticket 6	General Expenses *	Total		GL Coding	
Date (DD/MM/Y	Y) Nature of Event/Meeting	From	То		From	То	CAT7_	_	1220	1220	1225	1226	1221	1222	1222		ACCT	Cost Ctr CAT3	CAT4
									_							_			
									_							_			
									-							-			
									-							-			

Sub-Total

\$ -



Select From List Do not enter in "Grey" cells

Name:

Councillor Joly

Date Submitted 06/06/23

Month May

Year

2023

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 C	CAT 2 tr Project CAT	Expen Type	se
17/05/23 Home Internet - Telus		70.00	6404 1010	516108 N	A Mobile	Device Charge
27/05/23 Mobile Device - Telus		55.00	1010	516108 N	A Mobile	Device Charge
10/04/23 Squarespace Website Subscription Annual Fee		245.09	6502 1010	516108 N	A Office/	Operating Supp

Sub-Total \$ 370.09

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

Sub-Total

\$ -

C	// City of
Ot	lbert

Select From List Do not enter in "Grey" cells

Name:

Councillor Joly

06/06/23 2023 Date Submitted Month Year

Expenses Paid Dire	buly use only (eg. r eny dash)	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket *	General Expenses *	Total
Date (DD/MM/YY)								
								_
								-
								_
								-
								_
								-
								-

<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 370.09 Less: BMO MasterCard Less: Expenses Paid Net to be paid to Councillor Joly 370.09

Sub-Total



Name:

Councillor Joly

Council Member Monthly Expense Claim Form

Select From List Do not enter in "Grey" cells

Date Submitted

06/06/23

May Ye

2023

uthorizations & Approvals		Councillor Joly	May	
reparer claim form was prepared by an individual other than the Council Member, sign and data				
his expense claim form was prepared in accordance with all information provided by the	e Countrie Mestiber as the on Submission.			
reparer's Signature	Date (DD/MMYY)			
ouncil Member			-	
ertify that the expenditures claimed on this form were incurred while conducting business completed by another individual. All applicable receipts have been attached	ess 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 response	nsible for the details of the claim even if the form		
is completed by another Individual. All applicable receipts have been attached. ALAUE JOY tellie Joly (Jun 6, 2023 17:09 MDT)				
buncii Member's Signature	Date (DD/MMYY)		\mathbf{I}_{g}	
counts Payable			T	
ave reviewed this claim for mathematical accuracy and documentation support. **Control of the control of the c				
ikiko Shionoya (Jun 7, 2023 10:19 MDT)				
ccounts Payable Personnel Signature	Date (DD/MMYY)			
			- ,	
rector - Financial & Strategic Services				
nave 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			
C. Vice one Vistoor (Jun 7 2023 13:46 MDT)				
rector - Financiai & Strategic Services Signature	Date (DD/MMYY)		19	
			:9	
hief Administrative Officer (City Manager)				
lave 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			
filliam Fletcher (Jun 8, 2023 08:57 MDT)				



Select From List Do not enter in "Grey" cells

Name:

Councillor Joly

Date Submitted 04/07/23 Month June Year 2023

General Council R	elated Business	In-Region Milea	ge Claim based on Char	One Way	Mileage Claim km's (From Chart)	Out-of-Region Mileac	ge Claim (or In-Region, mileage)		Mileage Claim km's- Specific	Mileage	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket *	General Expenses *	Total		GL Codir	ng
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From	То	CAT7_		1220	1220	122	5 1226	3 1221	1222	2 1222	2	ACCT	CA Cost Ctr Pro	T 2 ject CAT4
										_							_			
																		1		
										-							-	1		
																	-	1		
										-							-	-		
										-							-	1		
										-							-			
										_							_			
										_							_	1		
																		1		
										-							-	1		
										-							-	-		
										-							-	1		
										-							-			
										_							-			
			•	•		•	•		•			•	•	•	Sub-Total	•	\$ -			

Professional Dev	elopment	In-Region Mileage C	laim based on Chart	One Way	Mileage Claim (From Chart)		ge Claim (or In-Region,	One Way /Return	Mileage Claim- Specific	Mileage Amount @ 0.505/km	Other Transportation & Parking *	Accommodations *	Airfare*	or Course Registration /Event Ticket G	General Expenses *	Total		GL Coding
Date (DD/MM/YY)	Nature of Event/Meeting	From	То			From		CAT7_		1221				1225	1224		ACCT	CAT 2 Cost Ctr Project CAT4
										_						_		
										_							1	
										-						<u>-</u>	1	
										-						-		
										-						-		



Select From List Do not enter in "Grey" cells

Name: Councillor Joly

Date Submitted 04/07/23 Month June Year 2023

AUMA or FCM Convention or Board Expenses	In-Region Mileage Cla	aim based on Chart	One Way	Mileage Claim (From Chart)	Out-of-Region Mileag	e Claim (or In-Region, mileage)	One Way	Claim-	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*		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	5 1227	1225	1224		ACCT	CAT 2 Cost Ctr Project C	AT4
									_							_			
									-				1			-	1		
									-							-	_		
									-							-			
									_							_			

Sub-Total \$

Office of the May	or (Official Events & Duties)	In-Region Mileage Cl		One Way				Claim-	Amount @	Other Transportation & Parking *	Accommodations *	Airfare*		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	2	ACCT	Cost Ctr CAT3	CAT4
									_							-			
									_							_			
									_							_			
									_										
									-							-			



Select From List
Do not enter in "Grey" cells

Name:

Councillor Joly

Date Submitted 04/07/23 Month June Year 2023

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	CAT 2 Ctr Project C		Expense Type
17/06/23 Home Internet - Telus		70.00	6404 1010	516108	N/A	Mobile Device (
27/06/23 Mobile Device - Telus		55.00	1010	516108	N/A	Mobile Device (
			_			

Sub-Total

\$ 125.00

BMO MasterCard		Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /Event Ticket *	General Expenses *	Total
Date (DD/MM/YY)								
28/06/23	Chamber Luncheon Season Registration					451.50		451.50
								-
								-
								-
								-
								_
								_
								-
								_

Sub-Total

\$ 451.50

1	M. Cirvof
CFX	Ubert
06/	wer

Select From List
Do not enter in "Grey" cel

Councillor Joly 04/07/23 Name: Date Submitted

Expenses Paid Di	rectly by the City (eg. Petty Cash)	Other Transportation & Parking *	Accommodations *	Airfare*	Meals *	Registration /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
- 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 Less: BMO MasterCard 451.50 Less: Expenses Paid Net to be paid to Councillor Joly 125.00

Sub-Total



Do not enter in	Do not enter in "Grey" cells	From List	
		enter in	

			enter in "Grey" cell	As	
Name:	Councillor Joly	Date Submitted 04/07/23 Month	June Year	2023	
•					

Authorizations & Approvals		Councillor Joly	June	2023
Preparer If claim form was prepared by an individual other than the Council Member, sign and date below	no the time of extensions			
This expense claim form was prepared in accordance with all information provided by the Council Member	at the time of submission.			
Preparer's Signature	Date (DD/MM/YY)			
Council Member				
I certify that the expenditures claimed on this form were incurred while conducting business on behalf of the was completed by another individual. All applicable receipts have been attached. Nature Joy Natalie Joly (Jul 4, 2023 20:14 MDT)	e 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 del	talls of the claim even if the form		
Council Member's Signature	Date (DD/MM/YY)			
Accounts Payable I have reviewed this claim for mathematical accuracy and documentation support.				
Yukiko Shionoya Yukiko Shionoye (Jul 5, 2023 09:47 MDT)				
Accounts Payable Personnel Signature	Date (DD/MM/YY)		K.	
Director - Financial & Strategic Services			r ⁱ	
	n provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement			
Suzanne Findley (Jul 5, 2023 11:50 MDT)				
Director - Financial & Strategic Services Signature	Date (DD/MM/YY)			
			14 14	
Chief Administrative Officer (City Manager)				
I have reviewed this claim and am satisfied that the expenses listed and the information and documentation	n provided are in accordance with Council policy C-CC-03 Council Remuneration and Expense Reimbursement			
City Manager Signature	Date (DD/MMYY)			

P:\/Mayor's Office\(Expenses - F00\)\(2023\)\(6 - June\)Joly\(Clir Joly Council Expense Claim Form - MASTER Revised February 2023.xism\)\(Claim Fe