

EMPLOYEE NAME: BIRGIT BLIZZARD

ADDRESS: [REDACTED]

MONTH ENDING: February 2023



CITY OF FORT SASKATCHEWAN

INSTRUCTIONS:

Original itemized receipts must be attached and submitted to Accounts Payable.

MISSING RECEIPTS: If a receipt is missing, claim the appropriate per diem. If no per diem applies, please complete and attach a Request for Reimbursement form (see MyFort) to this claim. The Request for Reimbursement form cannot be used when a per diem rate is available.

Allowances for Mileage (CRA rates), Meals, and Accommodation (Alberta Per Diems) must be claimed on PAGE 2, and attached to this expense claim.

<https://open.alberta.ca/publications/travel-meal-and-hospitality-expenses-policy-expenses-policy>

<https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/benefits-allowances/automobile/automobile-motor-vehicle-allowances/reasonable-kilometre-allowance.html>

Education and Academic Courses must be claimed on PAGE 3, and attached to this expense claim.

Claim Receipted Expenses (EXCLUDING EDUCATION) in this Area

Receipt Date <i>yyyy-mm-dd</i>	Vendor Name	Description	GL Code (Fund-Object-Function) #-####-#####	Total before GST & HST	GST	HST	Total
2023-02-06	VIRGIN PLUS	FEBRUARY CELL	1.2137.11214	\$ 66.26	\$ 2.55		\$ 68.81
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	Mileage*	See PAGE 2 for details	---	\$ -	N/A	N/A	\$ -
	Per Diems*	See PAGE 2 for details	---	\$ -	N/A	N/A	\$ -
	Education / Academic	See PAGE 3 for details	---	\$ -	\$ -	\$ -	\$ -
				\$ 66.26	\$ 2.55	\$ -	\$ 68.81

* GST cannot be claimed on allowances and per diems

I, BIRGIT BLIZZARD, HEREBY CERTIFY THAT:

the expenditures claimed in this report are compliant with the Employee Business Expense Policy FIN-012-A and have not been claimed through any other source. I am aware that any false or improper claim may be grounds for disciplinary action up to and including, but not limited to, termination.

Signed: ELECTRONICALLY APPROVED

Date: Mar 4, 2023

APPROVAL (IMMEDIATE SUPERVISOR):

I have reviewed the expenditures claimed. I have confirmed that these expenditures are compliant with the Employee Business Expense Policy FIN-012-A. Therefore, I do hereby approve this expense claim for payment.

Brenda Molter, Director, Legislative Services	ELECTRONICALLY APPROVED	06-Mar-23
Print Name of Immediate Supervisor	Supervisor's Signature	Date

Bill Date	February 6, 2023
Next Bill Date	March 6, 2023
Virgin Plus Number	780-996-5406
Account Number	
Client ID Number	
(14 Digit Number for online/telebanking)	

CURRENT CHARGES *for 780-996-5406*

Monthly charges *billed to Mar 5,*

2023 Loy Sweet Pay 50 - 20GB	50.00
Includes: 3 Way Calling Call Waiting	
Alberta Government 911 fee	0.95
Data Overage	0.00
Smartphone Data - 20 GB	0.00
Call Display	0.00
Canada-Wide Calling	0.00
Unltd Picture & Video Messaging	0.00
myPeeps (vpc.ca/mypeeps)	0.00
Data speeds up to 150 Mbps	0.00
Unlimited anytime minutes	0.00
Can-US/International Text	0.00
Includes: Messaging	
Voicemail 3	0.00

Device Charges (non-taxable)

Monthly Device Payment	Jan 18	15.31
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Usage

Airtime

Unlimited anytime minutes Unlimited Usage
 @\$.00/minute
 Included incoming unlimited minutes

Roaming

0.00

Data

Smartphone Data - 20 GB Data Usage
 @\$.00/MB

0.00

Events

0.00
 0.00
 0.00
 0.00
 0.00
 0.00

Bill Date	February 6, 2023
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CURRENT CHARGES for 780-996-5406 (continued)

Premium and short code messages can be 3rd party alerts, content, or text messages interacting with contests and promotions that require an additional fee in order to subscribe/participate. These may be billed at a premium rate and/or outside your text messaging bundle.

Taxes

GST	2.55
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Total current charges	\$68.81
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If you have concerns about your service, head to vpc.ca/contactus or call us at 1866-266-6648. We're always here to help! Do you have a complaint regarding a telecom or residential TV service that we haven't been able to resolve? The independent Commission for Complaints for Telecom-television Services (CCTS) may be able to assist you free of charge: www.ccts-cprst.ca or 1-888-221-1687.

Jennifer Chapman

From: Brenda Molter
Sent: March 6, 2023 8:37 AM
To: Jennifer Chapman
Subject: FW: February Expense Claim - Approval Required
Attachments: 2023-02-Cell Phone-Birgit Blizzard.pdf; Feb Expense Claim.xlsx

Jennifer, I approve of the attached monthly expense claim for Councillor Blizzard.

Thanks,
Brenda

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: March 6, 2023 8:20 AM
To: Brenda Molter <BMolter@fortsask.ca>
Subject: FW: February Expense Claim - Approval Required

For your review and approval.

Jennifer Chapman

Legislative Services Department - Legislative Officer

City of Fort Saskatchewan

10005 102 ST, Fort Saskatchewan, AB T8L 2C5

Direct: [780-992-6227](tel:780-992-6227)

Website: fortsask.ca

From: Birgit Blizzard <bblizzard@fortsask.ca>
Sent: Saturday, March 4, 2023 2:48 PM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: Re: February Expense Claim - Approval Required

Yes, I approve.
Birgit Blizzard

Get [Outlook for Android](#)

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: Thursday, March 2, 2023 4:16:31 PM
To: Birgit Blizzard <bblizzard@fortsask.ca>
Subject: February Expense Claim - Approval Required

Please review the attached and respond by reply email that you approve the cell phone expense.

Thank you,



Statement

Account Name: CHAPMAN, JENNIFER **Card Number:** xxxx-xxxx-xxxx-1835
Company Name: CITY OF FORT SASKATCHEWAN **Account Limit:** \$ 2,500.00
Employee ID: [REDACTED]
Statement Date (MM/DD/YYYY): 02/15/2023 **Currency:** CANADIAN DOLLAR

Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

Payments: \$ 0.00
Adjustments: \$ 0.00
Net Purchases: [REDACTED]
Cash Advance: \$ 0.00
Fees: \$ 0.00
Other Charges: \$ 0.00
New Account Balance: [REDACTED]

For your records only. No payment required.

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
01/25	01/26 457255338	FORT SASKATCHEWAN CHAM FORT SASKATCH AB	\$ 30.00 078519	\$ 1.50 (e)	\$ 31.50

TOTAL CREDITS xxxx-xxxx-xxxx-1835 **\$ 0.00**
TOTAL DEBITS xxxx-xxxx-xxxx-1835 [REDACTED]

Councillor Blizzard Registration - Fort Saskatchewan Chamber Monthly Members Meeting
February 1, 2023

Subject: FW: Confirmation: Members Meeting with Pathways Alliance

Registration Information

Members Meeting with Pathways Alliance

Date: February 1, 2023 11:30 AM - 1:30 PM MST

Location: Fort Saskatchewan Community Hall
Normandy Room
9964 93 Ave, Fort Saskatchewan

Date/Time Details: Wednesday, February 1st, 2023

Doors open 11:30am
Lunch and keynote 12:00pm
Expected finish 1:30pm

You've successfully completed registration for Members Meeting with Pathways Alliance via Fort Saskatchewan Chamber of Commerce Website.

[Click Here for More Information](#)

Summary			
Item	Details	Quantity	Total Amt
Monthly Meeting Lunch - Member	Birgit Blizzard	1	\$30.00
			Sales Tax \$1.50
			Total: \$31.50
			PAID

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Lunch and keynote 12:00pm
Expected finish 1:30pm



Item: Monthly Meeting Lunch - Member

Attendee Name: Birgit Blizzard

Attendee ID: 24616

Confirmation Number: e.1900.5595.20800