

EMPLOYEE NAME: Gordon Harris

ADDRESS: [Redacted]

MONTH ENDING: July 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 Received Expenses (EXCLUDING EDUCATION) in this Area

Receipt Date yyyy-mm-dd	Vendor Name	Description	GL Code (Fund-Object-Function) #-####-#####	Total before GST & HST	GST	HST	Total
2023-07-11	Telus Mobility	July Cell Phone Bill	1.2133.11217	\$ 63.45	\$ 3.17		\$ 66.62
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	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	---	\$ -	\$ -	\$ -	\$ -
				\$ 63.45	\$ 3.17	\$ -	\$ 66.62

* GST cannot be claimed on allowances and per diems

I, Gordon Harris, 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 via Email

Date: Jul 20, 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.

Andrew Kaiser, Director, Legislative Services	Electronically Approved via Email	27-Jul-23
Print Name of Immediate Supervisor	Supervisor's Signature	Date

Jennifer Chapman

From: Alberta Municipalities Event Registration <registration@abmunis.ca>
Sent: July 26, 2023 12:03 PM
To: Jennifer Chapman
Subject: Registration Confirmed - 2023 Alberta Municipalities Convention



Alberta Municipalities

Strength In Members

Thank you for registering for the 2023 Alberta Municipalities Convention. Please save this email for your records.

Event: 2023 Alberta Municipalities Convention

Attending: Gordon Harris

Number in Party: 1

Date: September 27-29, 2023

Confirmation Number: Z3NNSZRYFBM

Registration Information

Gordon Harris

Full Convention Registration - Member

Sessions

September 28, 2023

6:00 p.m. - 7:00 p.m.

Host City Reception

Order: MPNCBN2M6W2

Invoice: CONV23-0093-0677-0673

Order Date: 26-Jul-2023 12:02 PM MT

Item	Price	Quantity	Amount
Full Convention Registration - Member	CAD 620.00	1	CAD 620.00
Host City Reception	CAD 25.00	1	CAD 25.00
GST #R106694623	5.00%		CAD 32.25
		Order Total	CAD 677.25

Thank you for registering for the 2023 Alberta Municipalities Convention.

****Please note that seating for each session is limited and will be based on first come, first served****

Location

Edmonton Convention Centre
 9797 Jasper Avenue
 Edmonton AB, T5J 1N9
 780-421-9797

Dates & Time

September 27-29, 2023

Buffet breakfast will be served each morning, refer to the agenda online for start times.

Hotels

Need a hotel? Be sure to check out our [Hotels page on our website](#). But book soon, room blocks are filling up fast!

Dress Code

Business Casual

Voting Credentials

Voting credentials will be sent to all eligible attendees one week prior to the start of Convention.

In-person attendees must have access to a smart device (cell phone, laptop, tablet) with internet access in order to vote during elections and resolutions. If you do not have your own device, devices will be available on-site. We strongly encourage attendees to bring their own devices.

Virtual Attendance:

Virtual registrants will NOT have access to live breakout session. Slide presentations and audio from each session will be recorded and made available following Convention.

PLEASE NOTE: If you need to update your registration information, please click the "View or modify" link below.

[View or modify your registration](#)

Should you have any other questions, please don't hesitate to contact us. We look forward to seeing you there.

If you no longer want to receive emails from Alberta Municipalities Events, please [Opt-Out](#).

Your payment for the 2023 Alberta Municipalities Convention event has been successfully processed. Please save this email for your records.

Transaction Information

Item	Transaction Information	Quantity	Amount
Full Convention Registration - Member	CAD 620.00	1	CAD 620.00
Host City Reception	CAD 25.00	1	CAD 25.00
GST #R106694623	5.00%		CAD 32.25
Transaction Total			CAD677.25

Registration Confirmation Number: Z3NNSZRYFBM

[View your registration](#)

If you have any questions about this transaction or email, please contact Heather Harcott directly at registration@abmunis.ca.

Jennifer Chapman

From: Andrew Kaiser
Sent: July 27, 2023 2:51 PM
To: Jennifer Chapman
Subject: RE: G. Harris July Expense Claim
Attachments: July Cell.pdf; Expense Claim 2023.xlsx

Approved, as attached.

Thanks Jennifer!

Andrew Kaiser

Director, Legislative Services
Phone: 780-992-6584

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: Thursday, July 27, 2023 1:33 PM
To: Andrew Kaiser <AKaiser@fortsask.ca>
Subject: G. Harris July Expense Claim

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: Gordon Harris <gharris@fortsask.ca>
Sent: Thursday, July 20, 2023 1:38 PM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: Re: June & July Cell Bill

I approve the July cell phone for reimbursement.

Gordon Harris
Councillor, City of Fort Saskatchewan
C: 780-934-4903
E: gharris@fortsask.ca

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: Wednesday, July 19, 2023 8:12:54 AM
To: Gordon Harris <gharris@fortsask.ca>
Subject: June & July Cell Bill

Good morning Councillor Harris,

July 11, 2023
 GORDON HARRIS
 Account number: [REDACTED]

Mobile services (continued)

GORDON HARRIS
Charges for 780 934-4903

Savings this month	\$7.50
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Monthly and other charges (Jul 12 to Aug 11)

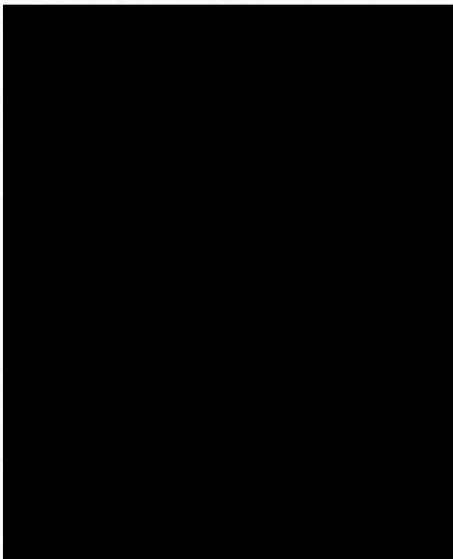
UL \$85/30GB	\$85.00
30GB High Speed Data	
Endless Data - No Data Overages	
Hotspot up to 30GB	
Unlimited nationwide calls	
Unlimited nationwide texts, picture	
Mobile & Home Offer*	-\$15.00
AB 911 Government Fee	\$0.95
Family Discount	-\$7.50
Total monthly and other charges	\$63.45

Add-ons (Jul 12 to Aug 11)

Call Control	Free
Easy Roam INTL- PayPerUse Access On	
Easy Roam US - PayPerUse Access On	
Total add-ons	\$0.00

Usage charges

Free airtime refers to non-chargeable minutes that are not part of your included minutes, and may include bonus minutes, evening and weekend calling, *611 calls. etc.



~~\$0.00~~

\$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00

63.45
 GST 3.17
 \$ 66.62

Total usage charges	[REDACTED]
Total before taxes	[REDACTED]
GST	[REDACTED]
Total for 780 934-4903, with taxes	[REDACTED]