

EMPLOYEE NAME: Jibs AbitoyeADDRESS: [Redacted]MONTH ENDING: May 2021**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, Meals, and Accomodation (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>

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) <i>#-####-#####</i>	Total before GST & HST	GST	HST	Total
2021-05-28	KOODO	May Cell Phone	1.2137.11216	\$ 81.44	\$ 4.07		\$ 85.51
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	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	---	\$ -	\$ -	\$ -	\$ -
				\$ 81.44	\$ 4.07	\$ -	\$ 85.51

* GST cannot be claimed on allowances and per diems

I, Jibs Abitoye, 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: Approved as per attached emailDate: Jun 3, 2021**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	Approved as per attached email	03-Jun-21
Print Name of Immediate Supervisor	Supervisor's Signature	Date

The information on this form is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act (FOIP)* and is used
EXP2020-01V1

From: [Jibs Abitoye](#)
Sent: June 2, 2021 1:06 PM
To: [Jennifer Chapman](#)
Subject: Re: May Expenses

Follow Up Flag: Follow up
Flag Status: Flagged

PFA thanks



Your Koodo Bill

May 28, 2021

Koodo
mobile™

AJIBOLA ABITOYE
Account number: [REDACTED]

Account summary

View details at koodo.com/selfserve

Balance forward from your last bill\$0.00
This reflects payments of \$85.51

New charges

Mobile services	\$81.44
GST / HST	\$4.07
Total new charges	\$85.51

Total due\$85.51

GST/HST# 100652692 QST# 1002509068 Koodo is a trade name of TELUS Communications Inc.

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For payment options, see page 2.

Your account number [REDACTED]	Bill date May 28, 2021	Total if received by Jun 23, 2021 \$85.51
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Payable on receipt

Amount you're paying
\$

AJIBOLA ABITOYE
[REDACTED]
[REDACTED]

Printing this pdf version of the bill will not provide the quality required for processing at a financial institution. Please try paying online or by telephone using your credit card.

L'impression de la facture en format PDF ne sera pas d'une qualité permettant le traitement à une institution financière. Si possible, payez la facture en ligne ou par téléphone à l'aide d'une carte de crédit.

Jibs Abitoye
Councillor, City of Fort Saskatchewan
P: (780)-200-6863
E: jabitoye@fortsask.ca

From: [Jennifer Chapman](#)
Sent: June 3, 2021 1:22 PM
To: [Accounts Payable](#)
Subject: J. Abitoye May Expense Claim - Approved
Attachments: Cell Phone.pdf; May Expense Claim.xlsx

Accounts Payable,

Please see attached the May expense claim and cell phone bill for Councillor Jibs Abitoye.

Below are the emailed approvals from Councillor Abitoye and Brenda Molter.

Thank you,

Jennifer Chapman
Administrative Assistant, Legislative Services
City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

From: Brenda Molter <BMolter@fortsask.ca>
Sent: June 3, 2021 12:06 PM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: FW: J. Abitoye May Expense Claim - Approval Requested

Jennifer, I approve of this monthly cell phone expense claim from Councillor Abitoye.

Thanks,
Brenda

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: June 3, 2021 8:45 AM
To: Brenda Molter <BMolter@fortsask.ca>
Subject: J. Abitoye May Expense Claim - Approval Requested

Good morning,

Please respond by reply email that you approve of the attached expense claim for Councillor Jibs Abitoye.

Thank you,

Jennifer Chapman

Administrative Assistant, Legislative Services
City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

From: Jibs Abitoye <jabitoye@fortsask.ca>
Sent: June 3, 2021 8:42 AM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: Re: May Expense Claim - Approval Requested

Approved. Thanks

Jibs Abitoye
Councillor, City of Fort Saskatchewan
P: (780)-200-6863
E: jabitoye@fortsask.ca
www.fortsask.ca

On Jun 3, 2021, at 8:40 AM, Jennifer Chapman <JChapman@fortsask.ca>
wrote:

Good morning,

Please respond by reply email that you approve of the attached expense claim
for May 2021.

Thank you,

Jennifer Chapman
Administrative Assistant, Legislative Services
City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

<Cell Phone.pdf>
<May Expense Claim.xlsx>

City of Fort Saskatchewan



Cheque Requisition Form

Payable to: Sangea Academy

Date: 07-May-21

Address: 6447 175 AVE NW, EDMONTON, AB T5Y 4A8.

REASON FOR REQUEST	GL CODE	Base Amt	GST	Total Amount
Donation request by Councillor Jibs Abitoye	1.2140.11216	160.00		\$ 160.00
				\$ 160.00

Requested by: **Jennifer Chapman for Councillor Jibs Abitoye**
(please print name)

Signature : See attached emailed approval
(Signature)

Please attach all back up showing reason for the cheque request.

From: Jennifer Chapman
Sent: May 10, 2021 8:33 AM
To: Accounts Payable
Subject: J. Abitoye - Donation Request to Sangea Academy
Attachments: Cheque Request Form May 7, 2021 Sangea Academy.xls

Good morning,

Attached is the cheque request form for Sangea Academy. Councillor Jibs Abitoye requested the donation request and below is the back up with approvals. The cheque can be mailed to the address listed on the request form.

Thank you,

Jennifer Chapman
Administrative Assistant, Legislative Services City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

-----Original Message-----

From: Brenda Molter <BMolter@fortsask.ca>
Sent: May 10, 2021 8:26 AM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: FW: J. Abitoye - Donation Request to Sangea Academy

Jennifer, I approve of the attached donation request from Councillor Abitoye.

Thanks,
Brenda

-----Original Message-----

From: Jennifer Chapman <JChapman@fortsask.ca>
Sent: May 10, 2021 7:51 AM
To: Brenda Molter <BMolter@fortsask.ca>
Subject: J. Abitoye - Donation Request to Sangea Academy

Good morning Brenda,

Please respond by reply email that you approve of the attached cheque request for Councillor Abitoye. She has requested \$160.00 from her Promotions & Networking budget to go to Sangea Academy.

Thank you,

Jennifer Chapman
Administrative Assistant, Legislative Services City of Fort Saskatchewan
10005 102 St
Fort Saskatchewan, AB T8L 2C5
P: 780.992.6227
jchapman@fortsask.ca

-----Original Message-----

From: Jibs Abitoye <jabitoye@fortsask.ca>
Sent: May 7, 2021 1:16 PM
To: Jennifer Chapman <JChapman@fortsask.ca>
Subject: Re: Donation to Sangea Academy

Approved. Thank you Jennifer

Jibs Abitoye
Councillor, City of Fort Saskatchewan
P: (780)-200-6863
E: jabitoye@fortsask.ca
www.fortsask.ca

> On May 7, 2021, at 1:04 PM, Jennifer Chapman <JChapman@fortsask.ca> wrote:
>
> Good afternoon,
>
> Please respond by reply email that you approve of the attached cheque request for
> Sangea Academy from your Promotional Budget.
>
> Thank you,
>
>
> Jennifer Chapman
> Administrative Assistant, Legislative Services City of Fort
> Saskatchewan
> 10005 102 St
> Fort Saskatchewan, AB T8L 2C5
> P: 780.992.6227
> jchapman@fortsask.ca
>
>
>
>
> -----Original Message-----
> From: Jibs Abitoye <jabitoye@fortsask.ca>

> Sent: May 7, 2021 12:09 PM
> To: Jennifer Chapman <JChapman@fortsask.ca>
> Subject: Donation to Sangea Academy
>
> Hello Jennifer,
>
> Can you please write a cheque on my behalf to Sangea Academy? They do a lot of teaching on diversity & inclusion with dance and play and have taken a major hit with Covid. Their work has benefited our community. I just wanted to appreciate them with a donation of \$160. Please let me know if I can pick this cheque up or if it can be mailed to 6447 175 AVE NW, EDMONTON, AB T5Y 4A8.
>
> Thanks in advance
>
> Jibs Abitoye
> Councillor, City of Fort Saskatchewan
> P: (780)-200-6863
> E: jabitoye@fortsask.ca
> www.fortsask.ca
>
> <Cheque Request Form May 7, 2021 Sangea Academy.xls>