

EMPLOYEE NAME: Jibs Abitoye

ADDRESS: [Redacted]

MONTH ENDING: July 2022



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 Accomodation (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 yyyy-mm-dd	Vendor Name	Description	GL Code (Fund-Object-Function) #-####-#####	Total before GST & HST	GST	HST	Total
2022-07-28	KOODO Mobile	July Cell Phone Bill	1.2137.11216	\$ 95.75	\$ 4.25		\$ 100.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	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	---	\$ -	\$ -	\$ -	\$ -
* GST cannot be claimed on allowances and per diems				<b>\$ 95.75</b>	<b>\$ 4.25</b>	<b>\$ -</b>	<b>\$ 100.00</b>

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: J. Abitoye electronically approved by Email

Date: Aug 15, 2022

**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 via email	16-Aug-22
Print Name of Immediate Supervisor	Supervisor's Signature	Date

**From:** [Jibs Abitoye](#)  
**Sent:** August 15, 2022 12:02 PM  
**To:** [Jennifer Chapman](#)  
**Subject:** Re: July Expenses

PFA. Thanks



## Your Koodo Bill

July 28, 2022



**AJIBOLA ABITOYE**  
Account number: [REDACTED]

**Account summary**

View details at  
[koodo.com/selfserve](https://koodo.com/selfserve)

Balance forward from your last bill .....\$0.00  
This reflects payments of \$107.68

**New charges**

Mobile services	\$127.95
GST / HST	\$6.40
<b>Total new charges</b> .....	<b>\$134.35</b>

**Total due**.....**\$134.35**

The total due will be charged to your credit card 15 days from your bill date.



**AJIBOLA ABITOYE**  
[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.

† 100620892 (25† 100520068) Koodo is a trade name of TELUS Communications Inc.PAGE 1 of 14

**Jibs Abitoye**  
Councillor, City of Fort Saskatchewan  
P: 780-200-6863  
E: [jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)  
[www.fortsask.ca](http://www.fortsask.ca)

**From:** [Brenda Molter](#)  
**Sent:** August 16, 2022 8:31 AM  
**To:** [Jennifer Chapman](#)  
**Subject:** FW: J. Abitoye July Expense Claim - Approval Required  
**Attachments:** July Cell.pdf; J. Abitoye 2022 Expense Claim Form.xlsx

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

Thanks,  
Brenda

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**From:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Sent:** August 16, 2022 8:24 AM  
**To:** Brenda Molter <[BMolter@fortsask.ca](mailto:BMolter@fortsask.ca)>  
**Subject:** J. Abitoye July Expense Claim - Approval Required

For your review and approval.

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**From:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>  
**Sent:** August 15, 2022 2:11 PM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** Re: July Expense Claim - Approval Required

Approved. Thanks

## Jibs Abitoye

Councillor, City of Fort Saskatchewan  
P: 780-200-6863  
E: [jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)  
[www.fortsask.ca](http://www.fortsask.ca)

On Aug 15, 2022, at 12:49 PM, Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)> wrote:

Good afternoon,

Please review and respond by reply email that you approve of the expense claim form for July.

Thank you,

**Jennifer Chapman**  
Legislative Officer | Legislative Services Department  
**City of Fort Saskatchewan**

## Statement

<b>Account Name:</b>	ABITOYE, JIBS	<b>Card Number:</b>	xxxx-xxxx-xxxx-1439
<b>Company Name:</b>	CITY OF FORT SASKATCHEWAN	<b>Account Limit:</b>	\$ 5,000.00
<b>Employee ID:</b>	██████████		
<b>Statement Date (MM/DD/YYYY):</b>	07/15/2022	<b>Currency:</b>	CANADIAN DOLLAR

### Statement Summary:

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

<b>Payments:</b>	\$ 0.00
<b>Adjustments:</b>	\$ 0.00
<b>Net Purchases:</b>	\$ 656.25
<b>Cash Advance:</b>	\$ 0.00
<b>Fees:</b>	\$ 0.00
<b>Other Charges:</b>	\$ 0.00
<b>New Account Balance:</b>	\$ 656.25

**For your records only. No payment required.**

### Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
07/06	07/07 429820225	ALBERTA MUNICIPALITIES EDMONTON AB	\$ 625.00 008220	\$ 31.25 (e)	\$ 656.25

<b>TOTAL CREDITS</b>	xxxx-xxxx-xxxx-1439	<b>\$ 0.00</b>
<b>TOTAL DEBITS</b>	xxxx-xxxx-xxxx-1439	<b>\$ 656.25</b>

**From:** [Alberta Municipalities Event Registration](#)  
**Sent:** July 6, 2022 8:42 AM  
**To:** [Jennifer Chapman](#)  
**Subject:** Registration Confirmed - 2022 Alberta Municipalities Convention



Dear Jennifer,

Please save this email for future reference.

Event: 2022 Alberta Municipalities Convention

Number in Party: 1

Date: September 21-23, 2022

Location: Calgary TELUS Convention Centre

Address: 136 8 Ave SE, Calgary, Alberta, T2G 0K6, Canada

**Group Confirmation Number: 7JN5WFNZ95Z**

**Group Registrant 0 (Jibs Abitoye)**

Confirmation Number: WLN4JSKFSG

Jibs Abitoye								
Order Date	Invoice	Order Type	Item	Item Type	Amt Ordered	Amt Paid	Amt Due	
06-Jul-2022 8:42 AM MT	CONV22-0082-0189-0198	Online Charge	Full Convention Registration - Member	Admission Item	CAD 600.00	CAD 600.00	CAD 0.00	
06-Jul-2022 8:42 AM MT	CONV22-0082-0189-0198	Online Charge	GST #R106694623	Tax	CAD 31.25	CAD 31.25	CAD 0.00	
06-Jul-2022 8:42 AM MT	CONV22-0082-0189-0198	Online Charge	Host City Reception	Session	CAD 25.00	CAD 25.00	CAD 0.00	
					<b>Amt Ordered</b>	<b>Amt Paid</b>	<b>Amt Due</b>	
					<b>Total</b>	CAD 656.25	CAD 656.25	CAD 0.00

<b>Order:</b> ZFNW8D5VVS2	<b>Invoice:</b> CONV22-0082-0189-0198	<b>Order Date:</b> 06-Jul-2022 8:42 AM MT	
Item	Price	Quantity	Amount
Full Convention Registration - Member	CAD 600.00	1	CAD 600.00
Host City Reception	CAD 25.00	1	CAD 25.00
GST #R106694623	5.00%		CAD 31.25
		<b>Order Total</b>	CAD 656.25

To view or modify the online registration for anyone in your group, [Click here](#). You will be asked to enter your name and the group confirmation number shown above.



# Alberta Municipalities

## Strength In Members

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