

EMPLOYEE NAME: Jibs Abitoye

ADDRESS: [Redacted]

MONTH ENDING: June 2022



**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 Accommodation (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 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
2022-06-28	Koodo	June Cell Phone	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	---	\$ -	\$ -	\$ -	\$ -
				<b>\$ 95.75</b>	<b>\$ 4.25</b>	<b>\$ -</b>	<b>\$ 100.00</b>

\* 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: J. Abitoye Electronically approved by Email

Date: Aug 12, 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 by email	15-Aug-22
Print Name of Immediate Supervisor	Supervisor's Signature	Date

**From:** [Jibs Abitoye](#)  
**Sent:** July 6, 2022 7:52 AM  
**To:** [Jennifer Chapman](#)  
**Subject:** Re: June Expenses

PFA



## Your Koodo Bill

June 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 \$106.00

**New charges**

Mobile services	\$102.55
GST / HST	\$5.13
<b>Total new charges</b> .....	<b>\$107.68</b>

**Total due**.....**\$107.68**

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)\* 100550068 Koodo is a trade name of TELUS Communications Inc.

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**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 15, 2022 8:30 AM  
**To:** [Jennifer Chapman](#)  
**Subject:** FW: J. Abitoye June Expense Claim - Approval Requested  
**Attachments:** June cell Invoice.pdf; June Expense Claim Form 2022.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 12, 2022 4:17 PM  
**To:** Brenda Molter <[BMolter@fortsask.ca](mailto:BMolter@fortsask.ca)>  
**Subject:** J. Abitoye June Expense Claim - Approval Requested

For your review and approval.

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**From:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>  
**Sent:** August 12, 2022 3:57 PM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** Re: June Expense Claim - Approval Requested

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 12, 2022, at 3:44 PM, Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)> wrote:

It doesn't appear that this one has been approved yet.

Please respond by reply email that you approve of the attached expense claim for June 2022.

Thank you,

**Jennifer Chapman**  
Legislative Officer | Legislative Services Department  
**City of Fort Saskatchewan**  
10005 102 ST, Fort Saskatchewan, AB T8L 2C5



**CITY OF FORT SASKATCHEWAN**  
 Council Per Diem  
 Conferences/Seminars/Workshops/Meetings (CSWM)

Name: <b>Jibs Abitoye</b>		Date: <b>06-Jul-22</b>		Payroll No.: <span style="background-color: black; color: black;">[REDACTED]</span>		
Date of CSWM	Details & Location of CSWM	Duration: No. of days including travel time	X	Honorarium: <i>half day</i> - 2 to 4 hrs. (\$100.00) / <i>full day</i> - in excess of 4 hrs. (\$200.00)	Code to account	Total
07-Jun-22	IAP2 Public Engagement Training Session at the DCC	1	<b>x</b>	\$ 100.00	1.2041.11216	\$ 100.00
<b>Net Claim</b>						\$ 100.00

**Signature:** \_\_\_\_\_

**Approved via attached email**

**Approved by:** \_\_\_\_\_

Approved as per attached email.

Director, Legislative Services

Date Submitted for Payment:

2022-07-06 JC

**From:** [Andrew Kaiser](#)  
**Sent:** July 6, 2022 8:45 AM  
**To:** [Jennifer Chapman](#)  
**Subject:** RE: J. Abitoye Per Diem Form - IAP2 Public Engagement June 7

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Approved! Thanks.

**Andrew Kaiser**

Fort Saskatchewan Legislative Services – Senior Legislative Officer  
Phone: 780-992-6584

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**From:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Sent:** Wednesday, July 6, 2022 8:16 AM  
**To:** Andrew Kaiser <[AKaiser@fortsask.ca](mailto:AKaiser@fortsask.ca)>  
**Subject:** J. Abitoye Per Diem Form - IAP2 Public Engagement June 7

For your review and approval.

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**From:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>  
**Sent:** July 6, 2022 7:53 AM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** Re: Per Diem Form - IAP2 Public Engagement June 7

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 Jul 4, 2022, at 12:03 PM, Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)> wrote:

Hello Councillor Abitoye,

Please let me know if you did not attend and I will remove this. If you did attend, please respond by reply email that you approve of the per diem.

Thank you,

**Jennifer Chapman**

Legislative Officer | Legislative Services Department  
Direct: 780-992-6227

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**From:** Jennifer Chapman  
**Sent:** June 15, 2022 4:00 PM  
**To:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>  
**Subject:** Per Diem Form - IAP2 Public Engagement June 7

Good afternoon,

Please review and respond by reply email that you approve of the attached per diem.

The per diem is for attending the IAP2 Public Engagement Training Session on June 7. The session was scheduled in-person from 1:00 p.m. – 4:00 p.m.

If you did not attend please let me know.

**Jennifer Chapman**

Legislative Officer | Legislative Services Department

**City of Fort Saskatchewan**

10005 102 ST, Fort Saskatchewan, AB T8L 2C5

Direct: 780-992-6227

Website: [fortsask.ca](http://fortsask.ca)



**CITY OF FORT SASKATCHEWAN**

Council Per Diem

Conferences/Seminars/Workshops/Meetings (CSWM)

Name: <b>Jibs Abitoye</b>		Date: <b>15-Jun-22</b>		Payroll No.: <span style="background-color: black; color: black;">[REDACTED]</span>		
Date of CSWM	Details & Location of CSWM	Duration: No. of days including travel time	X	Honorarium: <i>half day</i> - 2 to 4 hrs. (\$100.00) / <i>full day</i> - in excess of 4 hrs. (\$200.00)	Code to account	Total
09-Jun-22	Land Use Planning Session at WRE	1	<b>x</b>	\$ 100.00	1.2041.11216	\$ 100.00
<b>Net Claim</b>						<b>\$ 100.00</b>

Signature: \_\_\_\_\_

Approved via attached email

Approved by: \_\_\_\_\_

Approved as per attached email.

Director, Legislative Services

Date Submitted for Payment: \_\_\_\_\_

2022-07-06 JC

**From:** [Andrew Kaiser](#)  
**Sent:** July 6, 2022 8:44 AM  
**To:** [Jennifer Chapman](#)  
**Subject:** RE: J. Abitoye Per Diem Claim - Land Use Planning June 9

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Approved, thanks Jennifer!

**Andrew Kaiser**

Fort Saskatchewan Legislative Services – Senior Legislative Officer  
Phone: 780-992-6584

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**From:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Sent:** Wednesday, July 6, 2022 8:17 AM  
**To:** Andrew Kaiser <[AKaiser@fortsask.ca](mailto:AKaiser@fortsask.ca)>  
**Subject:** J. Abitoye Per Diem Claim - Land Use Planning June 9

For your review and approval.

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**From:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>  
**Sent:** July 6, 2022 7:53 AM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** Re: Per Diem Claim - Land Use Planning June 9

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 Jul 4, 2022, at 12:04 PM, Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)> wrote:

Good afternoon,

Please let me know if you did NOT attend and I will delete. If you did attend, please respond by reply email that you approve of the per diem.

Thank you,

**Jennifer Chapman**

Legislative Officer | Legislative Services Department  
Direct: 780-992-6227

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**From:** Jennifer Chapman

**Sent:** June 15, 2022 4:13 PM

**To:** Jibs Abitoye <[jabitoye@fortsask.ca](mailto:jabitoye@fortsask.ca)>

**Subject:** Per Diem Claim - Land Use Planning June 9

Good afternoon,

Please review the attached per diem and respond by reply email that you approve of the claim.

This per diem is for attending the Land Use Planning Session at West Rivers Edge on June 9 from 1:00 – 4:30 p.m.

If you did not attend this session, please let me know and I will not submit.

**Jennifer Chapman**

Legislative Officer | Legislative Services Department

**City of Fort Saskatchewan**

10005 102 ST, Fort Saskatchewan, AB T8L 2C5

Direct: 780-992-6227


Website: [fortsask.ca](http://fortsask.ca)

**CAPITAL REGION NORTHEAST WATER**  
PO BOX 3438 LCD MAIN  
SHERWOOD PARK ALBERTA T8H2T3  
T: 780 467 7785

006055

DATE 2 0 2 2 - 0 6 - 0 6  
Y Y Y Y M M D D

**PAY** to Jibs Abitoge. | \$ 120.00  
the order of

One Hundred Twenty ————— — DOLLARS  Security features included.  
100

[REDACTED]

CAPITAL REGION NORTHEAST WATER

PER [REDACTED]  
PER [REDACTED]

RE May 31/22 Per Diem

[REDACTED]