

EMPLOYEE NAME: PATRICK NOYEN

ADDRESS:

MONTH ENDING: February 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, 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 <i>yyyy-mm-dd</i>	Vendor Name	Description	GL Code (Fund-Object-Function) <i>#-####-#####</i>	Total before GST & HST	GST	HST	Total
2022-02-01	ROGERS WIRELESS	CELL PHONE BILL	1.2031.11024	\$ 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				\$ 95.75	\$ 4.25	\$ -	\$ 100.00

I, PATRICK NOYEN, 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 BY EMAIL

Date: Mar 31, 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	31-Mar-22
Print Name of Immediate Supervisor	Supervisor's Signature	Date



Account number [redacted] Bill number 2426578795 Bill date Feb 01, 2022 Page 6 of 27



**Wireless 780-240-9875**  
PATRICK NOYEN

Monthly charges	Feb 02 - Mar 01	\$
Infinite +10 Financing		55.00
iPhone Visual Voicemail		7.00
Alberta Gov't 911 Fee		0.95
Enhanced VM included in Plan		0.00
<b>Total monthly charges</b>		<b>62.95</b>

Usage summary		Ending Feb 01, 2022	\$
Usage type	You used		
Voice (S)	Unlimited Shared Minutes	[redacted]	✓
Voice	Non-shared Minutes	[redacted]	✓
Data (S)	Data Used - Included	[redacted]	✓
Msg (S)	Messaging Bundle - Received	[redacted]	✓
	Messaging Bundle - Sent	[redacted]	✓
<b>Total usage</b>			<b>0.00</b>

<b>Total before taxes</b>	<b>62.95</b>
GST: 815781448	3.15
<b>Total after taxes</b>	<b>66.10</b>

Additional charges & credits (after applicable taxes)		\$
<b>Financed:</b> Monthly Device Payment	Jan 08	41.87
<b>Financed:</b> Monthly Device Tax Payment - GST	Jan 08	2.09
<b>Total additional charges and credits</b>		<b>43.96</b>

(\*Credits include GST/HST/QST where applicable)

**Total for Wireless 780-240-9875 \$110.06**

Legend: (S) Shared Services | ✓ No charge

For full details of usage on this service, see page 10

Unless otherwise stated, all voice minutes, messages and wireless internet details set out above and/or in your agreement refer to usage on our network (i.e. within Canada and to a Canadian number, as applicable).

**Your services include:**

**Infinite +10 Financing**

- 10GB Shared High Speed Data
- Unlimited Canada-Wide Calling
- Unlimited Canada-Wide Sent & Received Text, Picture & Video Messages
- Call & Name Display
- Voicemail
- 2500 Call Frwd Mins
- Conference Calling
- Call Waiting
- Beyond high speed data, unlimited data at reduced speeds. See rogers.com/terms for Data Policy
- 5G access (requires 5G device & coverage)
- LTE Shared Internet

For your complete billing details including talk, text and data usage please visit [rogers.com/myrogers](http://rogers.com/myrogers).

**From:** [Brenda Molter](#)  
**Sent:** March 31, 2022 4:04 PM  
**To:** [Jennifer Chapman](#)  
**Subject:** FW: P. Noyen February Expense Claim Form 2022  
**Attachments:** Feb Cell Invoice.pdf; February Expense Claim Form 2022.xlsx

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Jennifer, I approve of the attached monthly cell phone expense for Councillor Noyen.

Thanks,  
Brenda

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**From:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Sent:** March 31, 2022 2:50 PM  
**To:** Brenda Molter <[BMolter@fortsask.ca](mailto:BMolter@fortsask.ca)>  
**Subject:** P. Noyen February Expense Claim Form 2022

For your review and approval.

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**From:** Jennifer Chapman  
**Sent:** March 31, 2022 2:48 PM  
**To:** Patrick Noyen <[pnoyen@fortsask.ca](mailto:pnoyen@fortsask.ca)>  
**Subject:** RE: February Expense Claim Form 2022

The per diem claim for attending the Alberta Municipality's 2022 Spring Municipal Leaders Caucus March 9 & 10 was approved on March 10 and has already been processed.

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**From:** Patrick Noyen <[pnoyen@fortsask.ca](mailto:pnoyen@fortsask.ca)>  
**Sent:** March 31, 2022 2:44 PM  
**To:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Subject:** Re: February Expense Claim Form 2022

This is correct for expense claim. Per forms for caucus need to be approved on another form or no?

Patrick Noyen  
City Councillor  
Fort Saskatchewan, AB  
780.240.9875

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**From:** Jennifer Chapman <[JChapman@fortsask.ca](mailto:JChapman@fortsask.ca)>  
**Sent:** Thursday, March 31, 2022 2:42:36 PM  
**To:** Patrick Noyen <[pnoyen@fortsask.ca](mailto:pnoyen@fortsask.ca)>  
**Subject:** February Expense Claim Form 2022

Good afternoon Councillor Noyen,

Please review the attached expense claim report for February and respond via email that

you approve of the expense in the amount of \$100.00.

Thank you,

Jennifer Chapman  
Legislative Officer  
City of Fort Saskatchewan  
Direct: 780-992-6227