

DUNCAN GARAGE CAFE AND
BAKERY
330 DUNCAN ST SUITE 101
DUNCAN BC

CARD [REDACTED]
CARD TYPE VISA
DATE 2020/01/05
TIME 3588 [REDACTED]
RECEIPT NUMBER
M92013845-001-175-131-0

PURCHASE
TOTAL

\$153.00

PASSWORD USED
APPROVED
AUTH# 095428 01-027
THANK YOU

CARDHOLDER WILL PAY
CARD ISSUER ABOVE AMOUNT
PURSUANT TO CARDHOLDER
AGREEMENT.

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUNCAN GARAGE CAFE & BAKERY
330 Duncan St.
Duncan, BC V9L 3W4
ph 250-748-6223

Guest Check
Thank You for Visiting

TABLE: Ned Catering Order Will Be
Paid
Upon Plate Return
1 Guest
Your Server was [REDACTED]
12/11/201
Sequence #: 0000469
ID #: 1515649

| ITEM | QTY | PRICE |
|-------------------------|-----|----------------------------|
| \$20 Deposit | | (20.00) \$40.00 |
| Large 22 Cup Pot Coffee | 1 | \$45.00 |
| OPEN BAKERY N/T | 1 | \$12.00 |
| OPEN BAKERY N/T | 1 | \$96.00 |
| Subtotal | | \$193.00 |
| Grand Total | | \$193.00 |
| Amount Due: | | \$153.00 |
| Prev. Payments | | Amount |
| cash | | \$40.00 |
| Total Paid: | | \$40.00 |

deposit was returned.

See You Soon!
Guest Check

THRIFTY FOODS™

WELCOME TO THRIFTY FOODS MILL BAY

Phone: 250-742-9951

GST# [REDACTED]

Served by: [REDACTED]

Welcome to Thriftys

GROCERY

| | | |
|----------------------|--------|----|
| Tea Red 80s | \$7.29 | C |
| Sweetner CalrieFre | \$3.99 | C |
| Beverage Glasses 7oz | \$5.99 | BC |
| Juice Orang Pulp NFC | \$4.49 | C |
| +EHC | \$0.05 | R |
| +Deposit | \$0.20 | R |
| Apple Juice NFC | \$4.49 | C |
| +EHC | \$0.04 | R |
| +Deposit | \$0.20 | R |
| Light Cream | \$2.69 | C |
| Milk 1% Part Skim | \$1.88 | C |

SERVICES

Bag Return \$0.00 R

Bag Return 0.03 Cents -\$0.03

1 Reward for Every \$20 2 Miles

SUBTOTAL \$31.28

5% GST [REDACTED] \$0.30

7% PST [REDACTED] \$0.42

TOTAL \$32.00

Debit TENDER \$32.00

Cash CHANGE \$0.00

NUMBER OF ITEMS 8

*****YOUR SAVINGS*****

Discounts & Specials \$0.03

Your Total Savings \$0.03

AIR MILES

Member number: [REDACTED]
Total Miles Earned [REDACTED]

Your AIR MILES Balances

Cash Miles [REDACTED]

Dream Miles [REDACTED]

MERCHANT ID 040080022058

TAPPED

CLIENT ID [REDACTED]

RECEIPT# 8563000

TERMINAL [REDACTED]

TRACE# 00270031

** PURCHASE

DEBIT # ***** [REDACTED]

** \$

32.00

===== RECEIPT CONTINUED ON BACK. =====

Constituency Office received a credit of \$225



FORMALIZATION OF A DECISION MADE BY EMAIL BY THE LEGISLATIVE ASSEMBLY MANAGEMENT COMMITTEE

Remembrance Day Wreath Funding November 25, 2019

BACKGROUND

On October 24, 2019, the Finance and Audit Committee discussed the funding model for Remembrance Day wreaths that are presented by Members at Remembrance Day ceremonies within their constituencies. The Committee recognized that many rural constituencies have numerous cenotaphs and ceremonies requiring provincial wreaths. The Finance and Audit Committee adopted the following resolution on this matter:

Resolved, that the Committee recommend to the Legislative Assembly Management Committee that Remembrance Day wreaths for use in constituencies be reimbursed as required from the Members' Services budget.

Given the timing and that many constituency offices had already arranged for the purchase of Remembrance Day wreaths through local Legions, the Acting Clerk communicated a request to Members of the Legislative Assembly Management Committee seeking their approval of the recommendation of the Finance and Audit Committee.

The approval of this recommendation from all Members of the Legislative Assembly Management Committee was communicated to all Members of the Legislative Assembly by the Acting Clerk via email on November 6, 2019. Financial Services staff accepted that as authorization to process any Remembrance Day wreath payments for Members' use within their constituencies from the Members' Services budget. However, the formal adoption of this provision by the Committee by way of a motion is required.

It is further recommended that the Committee approve the reimbursement parameters previously established by the Office of the Speaker, including that only size 20 wreaths may be purchased by Members for use within their constituencies at Remembrance Day events.

DECISION

In order to formally approve the recommendation of the Finance and Audit Committee, the following motion is required:

I move that –

Effective fiscal year 2019-20, Remembrance Day wreaths for use by Members in their constituencies be reimbursed as required from the Members' Services budget.

And further, that the reimbursement parameters previously established by the Office of the Speaker be approved.

RESULT OF DECISION

The motion is required to formalize a decision of the Committee made by email. For wreaths purchased for Remembrance Day 2019 and on a go-forward basis, Remembrance Day wreaths purchased by Members for use within their constituencies will be reimbursed from the Members' Services budget. The motion will also ensure an equitable reimbursement approach for all constituencies.



COWICHAN GREEN COMMUNITY

360 Duncan Street
Duncan, BC V9L 3W4

250-748-8506

Cowichan-Grown Farm Map

| | |
|------------|-----------|
| Date | Invoice # |
| 31/12/2019 | Map 2020 |

| |
|------------------|
| Invoice To |
| Sonia Fursteneau |

| | |
|----------------|---------|
| Terms | Project |
| Due on receipt | |

| Description | Qty | Rate | Amount |
|---|-----|-----------------|-----------------|
| Advertising in Cowichan Grown Farm Map 2020 - 1.5"x3" GST on sales | 1 | 325.00 5.00% | 325.00 16.25 |
| Total | | | \$341.25 |

| |
|---------------------------------|
| E-mail |
| info@cowichangreencommunity.org |

| | |
|-------------------------|----------|
| Payments/Credits | \$0.00 |
| Balance Due | \$341.25 |

GST/HST No. [REDACTED]



Remit To: Softchoice LP
 P.O. Box 57102
 Postal Station A
 Toronto, ON M5W 5M5
 Accounting Tel (888) 549-7638
 Accounting Fax (888) 549-7639
 Sales Tel (800) 268-7638

| | |
|---------------------|-------------|
| Invoice # | 5153889 |
| Invoice Date | 02-Jul-2019 |
| Due Date | 01-Aug-2019 |

Invoice

Bill To: [REDACTED]

Ship To: [REDACTED]

LEGISLATIVE ASSEMBLY OF BC
 431 MENZIES ST
 VICTORIA, BC V8V 1X4

LEGISLATIVE ASSEMBLY OF BC
 431 MENZIES ST
 VICTORIA, BC V8V 1X4

Attn: Accounts Payable

Attn: [REDACTED]

All prices are in Canadian dollars

| | | | | |
|-------------------|----------------|-------------|-----------------------|----------------|
| Order Date | Order # | Term | Purchase Order | PO Ref. |
| 02-Jul-2019 | 5686527 | NET 30 DAYS | LABC-ITB-PO-634 | |

Sales Representative

[REDACTED]

| Item # Manufacturer Part # | Description | Qty Ord | Back Order | Qty Shipped | Sell Price | Extended Price |
|-------------------------------|--|------------|---------------|----------------|------------|----------------|
| VU6725 65291024BC04A12 | INDESIGN CC FOR TEAMS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E- CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020 | 1 | 0 | 1 | \$503.99 | \$503.99 |
| VU6774 65291031BC04A12 | ILLUSTRATOR CC FOR TEAMS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E- CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020 | 1 | 0 | 1 | \$503.99 | \$503.99 |
| VU6921 65291078BC04A12 | CREATIVE CLOUD FOR TEAMS ALL APPS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E-CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020 | 2 | 0 | 2 | \$1,185.00 | \$2,370.00 |
| VX0578 65297908BC04A12 | ACROBAT STANDARD DC FOR TEAMS WINDOWS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E-CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020 | 2 | 0 | 2 | \$203.49 | \$406.98 |
| VX0592 65297930BC04A12 | ACROBAT PRO DC FOR TEAMS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E- CERTIFICATE Adobe VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020 | 3 | 0 | 3 | \$230.00 | \$690.00 |
| MEMO | VIP# [REDACTED] | | | | | |
| MEMO | Anniversary Date June 23, 2019 | | | | | |

| | | |
|--|-----------------|------------|
| Remit To: Softchoice LP P.O. Box 57102 Postal Station A Toronto, ON M5W 5M5 Accounting Tel (888) 549-7638 Accounting Fax (888) 549-7639 Sales Tel (800) 268-7638 | Subtotal | \$4,474.96 |
| | Delivery | \$0.00 |
| | GST | \$223.75 |
| | PST | \$313.25 |

| | | |
|---|--------------|------------|
| All prices are in Canadian dollars GST / HST Registration No. [REDACTED] | Total | \$5,011.96 |
|---|--------------|------------|

Balance Due \$5,011.96

**Shared among many offices.
 CO paid \$203.49 + tax = \$227.91**

This invoice and the transaction(s) to which it pertains are governed by the terms and conditions available at www.softchoice.com/terms under the heading Terms and Conditions for Product Purchases.

Each Constituency Office received a credit of \$100.



RECOMMENDATION FROM THE FINANCE AND AUDIT COMMITTEE TO THE LEGISLATIVE ASSEMBLY MANAGEMENT COMMITTEE

Holiday Card Mailings by Members December 3, 2019

BACKGROUND

On November 28, 2019, the Finance and Audit Committee discussed the funding model for holiday card mailings for cards sent by Members during the holiday season. The Finance and Audit Committee adopted the following resolution on this matter:

Resolved, that the Committee recommend to the Legislative Assembly Management Committee that holiday card postage for 100 cards per Member be reimbursed as required from the Members' Services budget.

This recommendation stands referred to the Legislative Assembly Management Committee for consideration and a final decision.

DECISION

In order to formally approve the recommendation of the Finance and Audit Committee, the following motion is required:

I move that –

Effective fiscal year 2019-20, holiday card postage for 100 cards per Member be reimbursed as required from the Members' Services budget.

RESULT OF DECISION

On a go-forward basis, each Member will be able to make a claim for postage for mailing up to 100 holiday cards, which will be reimbursed from the Members' Services budget. The decision will be communicated to all Members and Constituency Assistants with instructions on how to file for this reimbursement, and the *Members' Guide to Policy and Resources* will also be updated to reflect this change.



Constituency Assistant Mileage Reimbursement Form

| | |
|------------------------|-----------------------------|
| MLA | Furstenau, Sonia MLA |
| Expense Account | |
| Payee Name | Last Name, First Name |
| Payee Address | |
| Invoice Number | MI-013020 |

| | |
|----------------------------|-------------------------------|
| Rate Per Kilometer | \$0.55 |
| For Period | From 1/7/20 to 1/30/20 |
| Total Kilometers | 280.00 |
| Total Reimbursement | \$154.00 |

| Date (MM/DD/YY) | Starting Location | Destination | Description/Notes | Km | Reimbursement |
|------------------------|--------------------------|--------------------|--------------------------|------------|----------------------|
| | | | | \$ | - |
| January 7, 2020 | Mill Bay | Duncan | Volunteer travel | 40 \$ | 22.00 |
| January 9, 2020 | Mill Bay | Duncan | Volunteer travel | 40 \$ | 22.00 |
| January 14, 2020 | Mill Bay | Duncan | Volunteer travel | 40 \$ | 22.00 |
| January 21, 2020 | Mill Bay | Duncan | Volunteer travel | 40 \$ | 22.00 |
| January 23, 2020 | Mill Bay | Duncan | Volunteer travel | 40 \$ | 22.00 |
| January 28, 2020 | Mill Bay | Duncan | Volunteer travel | 40 \$ | 22.00 |
| January 30, 2020 | Mill Bay | Duncan | Volunteer travel | 40 \$ | 22.00 |
| | | | | \$ | - |
| | | | | \$ | - |
| | | | | \$ | - |
| | | | | \$ | - |
| | | | | \$ | - |
| | | | | \$ | - |
| | | | | 280 | \$154.00 |

Note 1: Mileage between home and work (constituency office or nearby event) should not be claimed on this form

Note 2: If a CA normally works at one constituency office yet has to travel to a second constituency office, the CA can claim the distance from their home to the second constituency office

Note 3: The mileage reimbursement rate increased from \$0.54 per kilometre to \$0.55 per kilometre as of April 1, 2019. Any mileage prior to April 1, 2019 will automatically be calculated at \$0.54 per kilometre.

3492

INVOICE

DATE AUG 28, 2019

TO:
Sonia Furstenau

| QUANTITY | DESCRIPTION | UNIT PRICE | TOTAL |
|------------|-----------------|------------|---------|
| Quantity 1 | Office Cleaning | 30.00 | 30.00 |
| TOTAL DUE | | | \$30.00 |

THANK YOU FOR YOUR BUSINESS!

[Redacted Signature]

received

[Redacted Address]

3492

INVOICE

DATE: FEB 6, 2019



TO:
Sonia Furstenau

| QUANTITY | DESCRIPTION | UNIT PRICE | TOTAL |
|------------|-------------------------------|------------|---------|
| Quantity 1 | Window Cleaning (extra dirty) | 30.00 | 30.00 |
| | | | |
| | | TOTAL DUE | \$30.00 |

THANK YOU FOR YOUR BUSINESS!

