DUNCAN GARAGE CAFE AND BAKERY 330 DUNCAN ST SUITE 101 DUNCAN CARD VISA CARD TYPE 2020/01/05 DATE 3588 TIME RECEIPT NUMBER M82013845-001-175-131-0 PURCHASE TOTAL \$153.00

APPROVED

AUTH# 095428 01-027
THANK YOU

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

CARDHOLDER COPY

PASSWORD USED

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

12/11/201 Sequence #: 0000469 ID #: 1515649

ITEM QTY PRICE

\$20 Deposit

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

deposit was returned.

See You Soon! Guest Check

THRIFTY FOODS

MELCOME TO THRIFTY FOODS MILL BAY
Phone: 250-742 2004
GST#

Served by:

Welcome to Thriftys

GROCERY
Tea Red 80s \$7.29
Swetner CalrieFre \$3.99

Beverage Glasses 7oz \$3.99 C
Juice Orang Pulp NFC \$4.49 C

+Deposit \$0.00 R
Apple Juice NFC \$0.20 R
+EHC \$4.49 C
+Deposit \$0.04 R

Light Cream \$0.20 R
Milk 1% Part Skim \$2.69 C
SERVICES \$1.88 C

\$0.00 Bag Return 0.03 Cents \$0.03

1 Reward for Every \$20 2 Miles
SUBTOTAL \$31.28

Cash TENDER \$32.00 CHANGE \$0.00

NUMBER OF ITEMS

AIR MILES

Member number:
Total Miles Farned

Your AIR MILES Balances Cash Miles Oream Miles

MERCHANT ID 040080022058 TAPPED CLIENT ID RECEIPT# 3563000 TERMINAL TRACE# 00270031

===== 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

Invoice To	
Sonia Fursteneau	

Cowichan-Grown Farm Map

Date	Invoice #
31/12/2019	Map 2020

Terms	Project
Due on receipt	

	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
		Total Payments/Credits	



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) 268-7638S

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

Invoice

Bill To:

Ship To:

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:

All prices are in Canadian dollars

Order Date	Order #	Term		Purchase	Order	PO Ref.	
02-Jul-2019	5686527	NET 30 DAYS		LABC-ITE	3-PO-634		
Sales Representative							
Item # Manufacturer Part #	Description		Qty Ord	Back Order	Oty Shipped	Sell Price	Extended Price
VU6725 65291024BC04A12	INDESIGN CC FOR TEAMS - TEAM LICENSING SUBSCRIPTION RENEWAL - VIP LEVEL 4 - GOV E- CERTIFICATE Adobs VIP Gov Start Date: 23-Jun-2019 End Date: 22-Jun-2020		1	0	1	\$503.99	\$503.99
VU6774 65291031BC04A12	SUBSCRIPTION REN CERTIFICATE Adobe	OR TEAMS - TEAM LICENSING IEWAL - VIP LEVEL 4 - GOV E- VIP Gov 19 End Date: 22-Jun-2020	1	0	1	\$503.99	\$503.99
VU6921 65291078BC04A12	LICENSING SUBSCE 4 - GOV E-CERTIFIC	OR TEAMS ALL APPS - TEAM IIPTION RENEWAL - VIP LEVEL ATE Adobe VIP Gov 19 End Date: 22-Jun-2020	2	0	2	\$1,185.00	\$2,370.00
VX0578 65297908BC04A12	TEAM LICENSING SI LEVEL 4 - GOV E-CE	ID DC FOR TEAMS WINDOWS - JBSCRIPTION RENEWAL - VIP RTIFICATE Adobe VIP Gov 19 End Date: 22-Jun-2020	2	0	2	\$203.49	\$406.98
VX0592 65297930BC04A12	SUBSCRIPTION REN CERTIFICATE Adobe	FOR TEAMS - TEAM LICENSING IEWAL - VIP LEVEL 4 - GOV E- VIP Gov 19 End Date: 22-Jun-2020	3	0	3	\$230.00	\$690.00
MEMO	VIP#						
MEMO	Anniversary Date Jun	e 23, 2019					
Remit To:	Softchoice LP P.O. Box 57102	o rto ma rcip				Subtotal	\$4,474.96
	Postal Station A					Delivery	\$0.00
	Accounting Tel (888)	549-7638				GST	\$223.75
	Accounting Fax (888) Sales Tel (800) 268-7					PST	\$313.25
All prices are in Canadian doll	ars					Total	\$5,011.96
GST / HST Registration No.						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 -

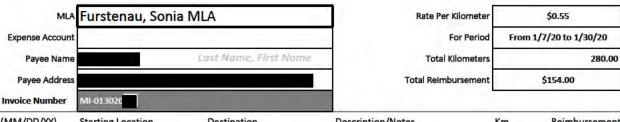
Effective fiscal year 2019-20, holiday card postage for 100 cards per Member be reimbursed as required from the Members' Services budget.

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



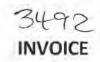
Date (MM/DD/YY)	Starting Location	Destination	Description/Notes	Km	Reimbursement
				\$	
January 7, 2020	Mill Bay	Duncan	Volunteer travel	40 \$	22,00
January 9, 2020	Mill Bay	Duncan	Volunteer travel	40 \$	22.00
January 14, 2020	Mill Bay	Duncan	Volunteer travel	40 \$	22,00
January 21, 2020	Mill Bay	Duncan	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
				\$	+
				\$	-
				\$	14
				\$	-
				\$	(4)
				\$	- 1
				\$	4.
				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.



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!



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!