



Accounting Services Division
Corporate Accounts Payable

Corporate Business Expense Claim

Attendance at Conference/ Seminars/ Training, and Business Travel

Conference Seminar Training Business Travel

This form should be submitted within 10 business days of return from the conference/seminar.

Attach original approved "Request for Authorization Form" and all original receipts.

Foreign Currency Exchange Rate** Exchange Rate applied to convert from local currency to CAD = _____ <small>(if applicable)</small>		Invoice Number** EXP/1401 - MY01/19
Vendor Name** Candice Valente		Vendor Number** 1019901
Division** Economic Development & Culture	Work Address** 150 Borough Drive - SCC	Postal Code** M1P 4N7
Name and Location of Conference / Seminar / Training / Business Travel** Future of Work Conference, Centennial College, 937 Progress Ave, Toronto ON		Invoice Date** (m/d/yyyy) May 6, 2019
Start Date** (m/d/yyyy) Wednesday, May 01, 2019		End Date** (m/d/yyyy) Wednesday, May 01, 2019
		Payment Amount** \$ 853.36 51.68

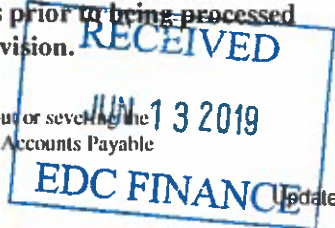
Description	GL Account **	Cost Centre/ WBS Element/ Internal Order **	Functional Area **	Net Amount **	HST **	Total Including Taxes **
Registration Fees	4256	ED0165	1540100000	50.00		50.00
Travel <input type="checkbox"/> Air <input type="checkbox"/> Train <input type="checkbox"/> Bus						
Buggage Fees / Insurance						
Use of Personal Vehicle 5.82 Kms X \$0.52/km or <input checked="" type="checkbox"/> \$0.58/km	4251	ED0165	1540100000	3.36 1.68		3.36 1.68
Accommodation _____ days @ \$ _____ /day						
Ground Transportation (to and from Airport) ON ie: taxis and car rental TORONTO						
Ground Transportation (to and from Airport) ie: taxis and car rental DESTINATION						
Foreign Transactions- NO TAX						
Ground Transportation (DESTINATION-LOCAL) ie: taxis, bus, subway & car rental						
Foreign Transactions- NO TAX						
Per Diem (See Bus. Expense Policy) _____ days @ \$ _____ / day						
Other (Please specify)						
Training	4310					
TOTAL EXPENSES						853.36 51.68

Less: Advances & Prepayments: *Mandatory if applicable	GL Account **	Cost Centre/ WBS Element/ Internal Order **	Functional Area **	SAP Document Number	Net Amount **	HST **	Total Including Taxes **
Registration Fees	4256						
Air Travel							
Accommodation							
Grds Transportation (To & Fr. Airport) ON.							
Grds Transportation (To & Fr. Airport) Destination							
Grds Transportation (local-des. taxi, bus, train, etc.)							
Other (Please specify)							
TOTAL ADVANCES & PREPAYMENT AMOUNT**							\$0.00
TOTAL PAYABLE TO INDIVIDUAL / CITY							853.36 51.68

Employee Name: Candice Valente
 Title: Economic Development Officer
 Date: May 6, 2019
 Telephone: [REDACTED]
 Signature: [REDACTED]

Authorized by: J. Alderdice
 Title: RR&F Manager
 Date: June 4/19
 Telephone: [REDACTED]
 Signature: [REDACTED]

****This form may not be altered in any manner. All mandatory fields must be completed and filled in electronically. Incomplete forms will be returned to the originator for corrections prior to being processed for payment. Hand written forms will not be accepted and will be returned to the division.**



Important note: Employees seeking reimbursement and program administration staff are responsible for blacking out or severing the full credit card numbers and/or non-business phone numbers that may appear on original receipts before sending to Accounts Payable for processing.

R



Accounting Services Division
Accounts Payable Section

REPORT ON CONFERENCE

Employee Name: Candice Valente
 Division: Economic Development & Culture
 Date Submitted: May 6, 2019

Name of Conference: Centennial College Future of Work Conference
 Location: Centennial College, 937 Progress Avenue
 Date(s) Attended: May 1, 2019

Describe the benefits from attending the Conference (including any benefits to you and to the City):

Personal Development:

The Future of Work conference was an opportunity to improve my networking skills and to learn more about the impact that technology is having on various business sectors, including retail, human resources and logistics.

Networking:

There were several representatives from Centennial College, which is a strong partner for ED&C in Scarborough. In addition, there were several representatives from Scarborough-area businesses and sector associations (such as the Canadian Federation of Independent Grocers and the Association of Chartered Accountants).

City Benefits (including financial benefits):

Having a representative from the City's Economic Development & Culture division at the conference was a positive sign of our support of Centennial's work with the business sector. In addition, networking with the Business School's Solv team – which assists companies with solving problems with support from Centennial students and staff – was valuable for making future connections with Toronto companies.

Employee's signature: [Redacted] Date: 5/6/2019

Approved by (please print): M. Williams
 Division Head or Designate

Signature: [Redacted] Date: June /19

Note: Please complete this form within 10 days after attending the conference.

RECEIVED
JUN 12 2019

June 2, 2019

TO: Mayor, Deputy Mayor & Members of Council
Giuliana Carbone, Deputy City Manager, Community and Social Services

FROM: Mike Williams, General Manager

RE: Out of Office Coverage – June 4 -17, 2019

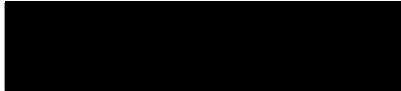
I will be out of the office June 4-17, 2019.

During my absence Cheryl Blackman will be Acting General Manager and will have full signing authority. Listed below are Cheryl's coordinates.

Cheryl Blackman, Director, Museums & Heritage Services
Phone No.: (416) 392-9135
Email: Cheryl.Blackman@toronto.ca

Any requests or concerns which may arise during my absence should continue to be processed through my office and will be directed to the Acting General Manager, as required.

Thank you,



Mike Williams
General Manager

Copy to: EDC SMT and AAs
Chris Murray, City Manager
Tracey Cook, Deputy City Manager, Infrastructure & Development Services
Josie Scioli, Deputy City Manager, Corporate Services
Heather Taylor, CFO & Treasurer, Finance & Treasury Services



TORONTO AT YOUR SERVICE

Request for Authorization

Attendance at Conferences/Seminars, Training and Business Travel

This form should be completed and the necessary approvals obtained at least 10 business days in advance of undertaking any training, business travel, and/or attending any conference/seminar.
The \$3,500 limit does not apply to training. Please refer to the completion guidelines of this form and all related policies.

Conference Seminar Training Business Travel

Name:	Candice Valente		
Division:	Economic Development & Culture - Business Growth Services		
Work Address:	150 Borough Drive - Scarborough Civic Centre		
Name of Conference/Seminar/Training:	Future of Work - Centennial College Business School		
	Within GTA <input checked="" type="checkbox"/>	Outside GTA & within Ontario <input type="checkbox"/>	Outside Ontario/Canada <input type="checkbox"/>
Destination:	Centennial College Event Centre, 937 Progress Avenue, Toronto		
Start Date:	01-May-19	End Date:	01-May-19
Are breakfast, lunch and/or dinner meals provided by the Sponsor? Please specify: (Meals will be deducted from per Diem as stated in Business Exp Policy)			
Lunch will be provided			
Purpose: Use space provided below for full description			
The Centennial Business School will be hosting a conference on the Future of Work. The day's agenda will focus on disruptive technologies and the impact they will have on how we do business; including supply chain, retail and human resource practices.			

ESTIMATED COSTS: (The estimated costs should include HST and all other applicable taxes)

*Use Exchange rate(s):	1 unit local currency =	\$ _____ CAD		
	1 unit local currency =	\$ _____	Foreign Currency*	Canadian\$ (incl. tax)
	1 unit local currency =	\$ _____		
Registration Fees: (Conference/Seminar/Training)				\$50.00
Accommodation: (Standard Single Room)				
Number of Days: _____ X \$ _____ /day incl. taxes				\$0.00
Travel Method:				
Air <input type="checkbox"/> Train <input type="checkbox"/> Bus <input type="checkbox"/>				
Personal Vehicle: 2.9 km X \$0.58 CAD/km				\$1.68
Ground transportation: (including car rental, to/from airports) Specify estimates:				\$0.00
Sundry Expenses: (See Business Expense Policy; Meals provided are deducted)				
Number of Days: _____ X \$___.00 CAD or USD				\$0.00
Sub-Total Estimated Costs:				\$0.00
- Other Business Meeting expenses outside of Conference costs, please specify:				\$0.00
TOTAL ESTIMATED COST:				\$66.00

Cost Centre/ WBS Element to be charged:	EDO165
Functional Area to be charged:	1530100000

I certify that all estimated costs relating to this travel have been included in this form.

Signature of Employee: _____

(signature)

4/25/19
(date)

I have confirmed that approved funds are available for this purpose:

Approval for Proposed Expense

MAY 14 2019

Division Head or Michael H. Williams _____ (signature) _____ (date)

Deputy City Manager: Giuliana Carbone _____ (signature) _____ (date)

City Manager/Mayor: _____ (signature) _____ (date)

Committee & Report No. (if applicable) _____ (date)

Candice Valente

From: CENTENNIAL COLLEGE MISC. <esp_receipt@moneris.com>
Sent: April 30, 2019 10:00 AM
To: Candice Valente
Subject: Transaction Receipt - Do Not Reply

CENTENNIAL COLLEGE MISC.

TRANSACTION APPROVED - THANK YOU

PAYMENT DETAILS

TYPE PURCHASE
DATE 2019-04-30 10:00:07
ORDER ID 19040997558190
AMOUNT(CAD) \$50.00
CARDHOLDER Candice Valente
CARD NUM **** *
ACCOUNT *
REF NUM 662162190018050030
AUTH CODE 262688

ITEM DETAILS

DESCRIPTION	PRODUCT CODE	QUANTITY	ITEM AMOUNT
FOW: Industry Ticket	761	1	\$50.00
		TOTAL(CAD)	\$50.00

CUSTOMER DETAILS

CUST ID *
EMAIL *
NOTE Thank you! - Centennial College

Please keep this email as your transaction receipt.
This receipt has been sent from an unmonitored email account.
Do not reply to this email.



Future of Work

- [close the side menu](#)
- [Future of Work Program](#)
- (416) 289-5000 [Contact Us](#)

Future of Work Tickets

[PURCHASE TICKET](#)

Questions

416-289-5000, Ext. 2280

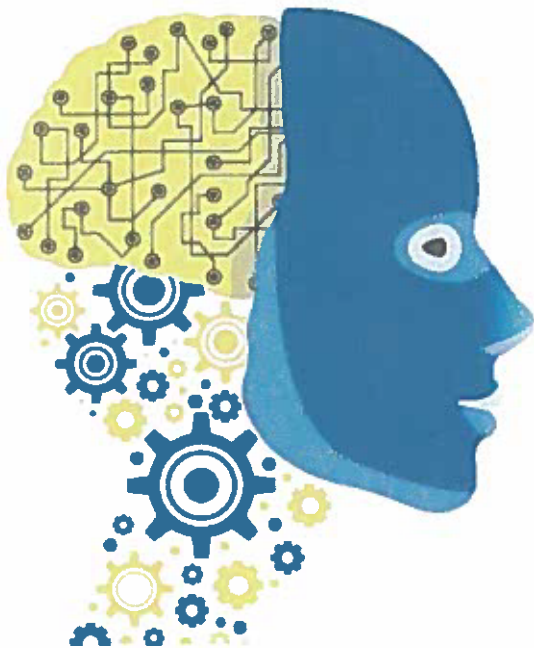
Fax: 416-431-2597

[Email](#) ▶

P.O Box 631 Station A
Toronto, ON, M1K5E9

Future of Work Conference

Future of Work Conference



FUTURE OF WORK

Presented by

The
Business
School

in
collaboration
with

S3
Solv. Sector Sessions

Date: Wednesday, May 1, 2019

Time: 8:00 am - 4:00 pm

Location: Centennial College Event Centre, 937 Progress Ave., Toronto

Cost: Industry: \$50 / Centennial College Employees: Donation to Scholarship

[PURCHASE TICKET](#)

About Future of Work Conference

The Business School in partnership with Solv. Sector Sessions (SX3) will be hosting a conference on the **Future of Work**, located at Centennial College's Event Centre on May 1, 2019. The day's agenda will focus on disruptive technologies and the impact they have on how we do business; including supply chain, retail and human resource practices. Our morning keynote speaker Jared Lindzon, a Freelance Journalist for the Toronto Star, The Globe and Mail, and the National Post, will provide attendees with his unique perspective into the ever-changing landscape of work. The day will also feature a panel discussion and afternoon rapid-fire sessions.

Sponsors



Industry Partners



Keynote speaker

- Jared Lindzon (Freelance Journalist)

Panelists

- Moderator: **Noah Aiken-Klar** (Director, Youth Social Impact, RBC)
- **Amanda Cosco** (Founder, Electric Runway)
- **Arnon Melo** (President and Founder, MELLOHAWK Logistics)
- **Mary Barroll** (President of TalentEgg and General Counsel & VP of CharityVillage)
- **Anthony Palma** (Institute Business Development Lead, Toronto Rehabilitation Institute)

Session Speakers

- **Dr. Marilyn Herie** (Vice President Academic and Chief Learning Officer, Centennial College)
- **Julia Satov** (Learning Architect & People Strategist)
- **Gladstone Grant** (National Director of Solution Sales, Microsoft Technology Centres (MTC), Microsoft Canada)
- **Geeta Chopra** (Retail Innovation Manager, Johnson & Johnson Consumer Inc. CANADA)

Why Attend and/or Participate

- Professional development (resume building and b2b networking)
- Academic Collaboration including but not limited to:
 - Project development
 - Advising
 - Business Start-up and Scale-up Solutions
 - Hiring Opportunities
 - Funding Opportunities
 - Research and Innovation Solutions
 - Corporate Training
- Opportunity to learn and examine trends of the future work landscape
- Share your unique expertise with Centennial's students and network of industry, academic and community partners
- Participate in a forum that facilitates interactive information sharing
- Cross-sector networking and relationship building



Program Schedule

See the exciting agenda for the day!

[Read More](#)
[TOP OF PAGE](#)



Statement of Account

Prepared For
CANDICE VALENTE

Account Number
[REDACTED]

Opening Date
Apr 11, 2019 - May 10, 2019

Your Transactions

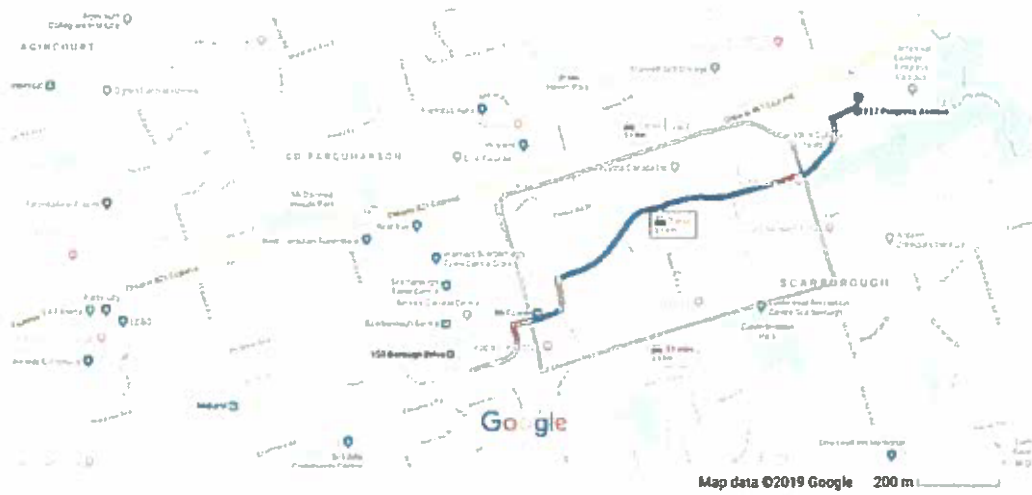
Transaction Date	Posting Date	Description	Amount (\$)
New Payments			
Apr 30	Apr 30	PAYMENT RECEIVED - THANK YOU Reference AT101200007000010012172	[REDACTED]
Total of Payment Activity			[REDACTED]




New Transactions for CANDICE VALENTE

Apr 19	Apr 20	[REDACTED]	[REDACTED]
Apr 30	May 1	[REDACTED]	[REDACTED]
Apr 30	May 2	CENTENNIAL COLLEGE M TORONTO	50.00
May 2	May 3	[REDACTED]	[REDACTED]
May 3	May 4	[REDACTED]	[REDACTED]
May 5	May 6	[REDACTED]	[REDACTED]
May 7	May 8	[REDACTED]	[REDACTED]
May 8	May 9	[REDACTED]	[REDACTED]
May 8	May 9	[REDACTED]	[REDACTED]
May 9	May 10	[REDACTED]	[REDACTED]

Google Maps

Drive 2.9 km, 7 min



-  **via Progress Ave** 7 min
Fastest route, despite the usual traffic 2.9 km
-  **via ON-401 E** 7 min
Some traffic, as usual 3.6 km
-  **via Ellesmere Rd** 11 min
Heavy traffic, as usual 3.6 km

