Municipality of the District of Lunenburg Municipal Expense Claim

Claimant's Name: Cathy Moore

Claimant's Title: Councillor

Period Covered October 1-October 31, 2018

Date Expense Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Amount	Travel Expense Amount	Tips on Meals	kms driven	Mileage calculated @ 0.4400	Meals			*Other Expenses	Paid by Municipality		Notes
							Breakfast	Lunch	Dinner		Credit Card	Invoice	
11-06-18	Audit Finance Meeting				52.00	22.88				-	-	-	-
11-06-18	To NSFM at Westin and back to B'water				210.00	92.40				-	-	-	-
11-13-18	Council meeting				52.00	22.88				-	-	-	-
11-15-18	Agenda Briefing				52.00	22.88				-	-	-	-
11-15-18	Lunenburg Town Hall Open House				40.00	17.60				-	-	-	-
11-19-18	YGYI Mahone Bay Centre				52.00	22.88				-	-	-	-
11-20-18	Policy & Strategy Meeting				52.00	22.88				-	-	-	-
11-27-18	Council meeting				52.00	22.88				-	-	-	-
										-	-	-	-
										-	-	-	-
November 14, 2018	NSFM Conference									-	-	557.00	-
November 20, 2018	Rural Internet Session									-	-	86.24	-
November 27, 2018	Westin-NSFM Conference									-	550.60	-	-
November 30, 2018	Bell Mobility(internet)									-	-	5.75	-
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		-	-	-		247.28	-	-	-	-	550.60	648.99	

Total Expenses: **1,446.87**

Less amount paid directly by municipality: **1,199.59**

247.28

Notes:

Travel expenses include, but are not limited to accommodations, transportation and incidentals

Professional development expenses include, but are not limited to course registration fees

Business purpose of an expense include, but are not limited to: conferences, meetings, municipal events, professional development

Alcohol cannot be expensed by an individual to a municipality

***Municipalities are required by the MGA to report travel, meals and professional development expenses. Municipalities may choose to report other expenses.**