Municipality of the District of Lunenburg Municipal Expense Claim

Claimant's Name: Cathy Moore

Claimant's Title: Councillor

Period Covered February 2019

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 @ 0.4415	Meals			*Other Expenses	Paid by Municipality		Notes
							Breakfast	Lunch	Dinner		Credit Card	Invoice	
Feb 7 2019	Agenda Briefing				52.00	22.96				-	-	-	-
Feb 12 2019	Council Meeting				52.00	22.96				-	-	-	-
Feb 14 2019	Agenda Briefing				52.00	22.96				-	-	-	-
Feb 19 2019	Policy and Strategy meeting				52.00	22.96				-	-	-	-
Feb 23 2019	Greetings to Prov. Figure skating at LCLC				52.00	22.96				-	-	-	-
Feb 26 2019	Council Meeting				52.00	22.96				-	-	-	-
										-	-	-	-
										-	-	-	-
Feb 26 2019	Cell & Internet Modem									25.35	-	25.35	-
Feb 27 2019	Cell & Internet Modem									24.30	-	24.30	-
Feb 18 2019	Lun. Queens Business Excellence Awards									65.00	-	65.00	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
										-	-	-	-
		-	-	-		137.75	-	-	-	114.65	-	114.65	

Total Expenses: **252.40**

Less amount paid directly by municipality: **114.65**

137.75

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.**