

Municipality of St. Mary's Expense Claim



Claimant's Name Marvin MacDonald

Claimant's Title: CAO

Period Covered: November 1, 2018 - November 30, 2018

Date Submitted: _____

Date Expense Incurred	Business Purpose of Expense: must include: meeting name/conference	Professional/Travel Development Expense Type (mileage/hotel/airfare)	Location	kms driven	Mileage calculated @ 0.5250	Meals			Other Expenses	Paid by Municipality	
						Breakfast \$	Lunch \$	Dinner \$		Credit Card	Invoice
November 6/18	CAO Meeting - NSFM Conference		Halifax	418	219.45		20.00	20.00	-		
November 7/18	NSFM Conference	Registration	Halifax		-	15.00	N/A	20.00			557.00
November 8/18	NSFM Conference	Hotel	Halifax		-	15.00	N/A	N/A			735.48
November 9/18	NSFM Conference		Halifax		-	15.00	20.00	N/A			
November 13/18	PVSC - CAO Meeting	mileage	Port Hawkesbury	232	121.80			20.00			
November 15/18	LOC /Councillors Meeting	mileage	Heatherton	134	70.35						
November 12/18	Land -site visit	mileage	Fisherman's Hrb	70	36.75						
November 28/18	property line inspection	mileage	Fisherman's Hrb	70	36.75						
November 28//18	Meeting with Lawyer - Expropriation	mileage	Antigonish	65	34.13			20.00			
November 29/18	CAO/ESREN/ Province - Strait municipalities meeting	mileage	Halifax	483	253.58	15.00		20.00	22.00		
Totals:				1472	\$ 772.80	\$ 60.00	\$ 40.00	\$ 100.00	\$ 22.00	-	1,292.48

I certify that the amounts claimed in this request are accurate, in accordance with municipal policy, and were incurred while conducting municipal business.

Marvin MacDonald, CAO
Print name and position

Marvin MacDonald
Signed

*APPROVED by:

Warren Michael Mosher
Print Name and Position

Warren Michael Mosher
Signed

Marian Fraser, Dir of Fin.
Print Name and Position

Marian Fraser
Signed

6-NOVEXP

10 210 2121 200099

Total Claim: 2,287.28
Less amount paid directly by municipality: 1,292.48

Balance due (owed): \$ 994.80

PAID
DEC 10 2018
Per 015175