

Council Expense Report

Name: Glenn Horne (GLE010)

Month/Year

February-24

Chief Administrative Officer

Date	Details of Expense	Km Travelled	TRAVEL(\$) TRV	MEAL (\$) ML	PROFESSIONAL DEVELOPMENT (\$) PD	OTHER (\$)	Am	ount (\$)
2024-02-27	Round trip to Halifax for Bill 407 First Reading	416	\$ 240.03				\$	240.03
2024-02-27	Lunch, Incidental		\$ -	\$ 30.00			\$	30.00
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	TOTAL	416	\$ 240.03	\$ 30.00	\$ -	\$ -	\$	270.03

TYPES OF EXPENSE:	
Expense Codes	
TRV- Travel -Mileage, Parking, Hotel, Taxi	
ML - Meal Expenses	
PD - Professional Development (training/conference)	
OTH - Other - Ie-Phone, Internet, Incidentals	
Mileage Rate - \$0.5770/KM	

 Per Diem Rates

 Meal
 Rate per Day

 Incidental
 \$ 10.00

 Breakfast
 \$ 15.00

 Lunch
 \$ 20.00

 Dinner
 \$ 36.00

 Total per day
 \$ 81.00

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

Signature:

Approved by:

Date:

Office Use Only

TRV - GL# - 10-210-2123-201116 \$ 240.03

ML- GL# - 10-210-2123-201116 \$ 30.00

PD - GL# - 10-210-2123-201116 \$
OTH - GL# - 10-210-2123-201116 \$
TOTAL \$ 270.03