

# MUNICIPALITY OF THE COUNTY OF ANTIGONISH

## Council Expense Claim Report

Name: **Wayne Melanson (WA-203)** Month/Year **November-24**  
 District: **5**

OFFICE USE ONLY  
Paid by  
Municipality

Date	Details of Expense	Km Travelled	TRAVEL(\$) TRV	MEAL (\$) ML	PROFESSIONAL DEVELOPMENT (\$) PD	OTHER (\$) OTH	Amount (\$)	AMOUNT
04-Nov-24	Councilor Training travel to Halifax/return	456	\$ 266.21	\$ 87.00		\$ 20.00	\$ 373.21	
12-Nov-24	Council Meeting <i>ksweigs</i>	30	\$ 17.51				\$ 17.51	
21-Nov-24	IT Training	30	\$ 17.51				\$ 17.51	
25-Nov-24	CoW/Asset Management <i>kancl</i>	30	\$ 17.51				\$ 17.51	
November 4&5	Hotel - Prince George		\$ -				\$ -	\$ 395.62
November 4&5	Parking		\$ -			\$ 34.90	\$ 34.90	
			\$ -				\$ -	
			\$ -				\$ -	
			\$ -				\$ -	
			\$ -				\$ -	
	Internet						\$ -	
	Cell Phone Stipend						\$ -	
<b>TOTAL</b>		<b>546</b>	<b>\$ 318.75</b>	<b>\$ 87.00</b>	<b>\$ -</b>	<b>\$ 54.90</b>	<b>\$ 460.65</b>	<b>\$ 395.62</b>

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 - \$0.5838/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.

District 5  
Signature: *Wayne Melanson*

Date: *Dec 20/24*

Approved by: *[Signature]*  
(Municipal CAO/Deputy Clerk/Director)

Office Use Only	
TRV - GL# - 10-210-2110-202126	\$ 318.75
ML - GL# - 10-210-2110-202126	\$ 87.00
PD - GL# - 10-210-2110-202126	\$ -
OTH - GL# - 10-210-2110-202126	\$ 54.90
<b>TOTAL</b>	<b>\$ 460.65</b>



The Prince George Hotel  
HALIFAX

Wayne Melanson

Canada

Room No. : 624  
Arrival : 11-04-24  
Departure : 11-05-24  
Folio No. : 348185  
Cashier No. : 339  
Conf. No. : 2349870

Date	Description	Charges	Credits
11-04-24	Guest Self Parking 624 Wayne Melanson	26.00	
11-04-24	HST Parking 624 Wayne Melanson	3.90	
11-05-24	Terrace Gratuities 624 Wayne Melanson	5.00	
11-05-24	MasterCard Payment 624 Wayne Melanson XXXXXXXXXXXX9539 XX/XX		34.90
		<b>Total Charges</b>	<b>34.90</b>
		<b>Total Credits</b>	<b>34.90</b>
		<b>Balance</b>	<b>0.00</b>

Guest Signature: \_\_\_\_\_