Municipality of the District of Digby Expense Claim

AUG 2 5 2017

Claimant's Name: **Matthew Ross**

Claimant's Title: **Councilor**

Date expense report posted

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/Prof Dev Cost ($)	kms driven	Mileage calculated @ 0.4289	Meals Breakfast $15	Meals Lunch $20	Meals Dinner $35	Other Expenses Description	Other Expenses Amount	Credit Card	Invoice
						-							
June 8th	Digby Area Board and Trade Dinner				16.00	6.86							
June 14th	Joint RCMP meeting				15.00	6.43			35.00				
June 15th	Water Protection Town Hall				30.00	12.87							
June 19th	Joint Bylaw Policy with Clare				91.00	39.03							
June 21st	DARC meeting at Rink				15.00	6.43			35.00				
July 4th	Meeting with DAFAGA Lodge with	Bob Powell and Barb			15.00	6.43							
july 20th	Upper Clements Meeting				68.00	29.17							
Aug 16th	Open Space meeting					-		20.00					
Aug 17th	Upper Clements Meeting				54.00	23.16			35.00				
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				-		130.39	-	20.00	105.00		-	-	-
					Office USE only	12.15							

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

MATHEW ROSS — *Print name and position* — *Signed*

*APPROVED by:

Jeff Sunderland DCAO — *Print name and position* — *Signed*

Notes: Travel exepenses include, but are not limited to accommodations, transportation and incidentals. Professional development expenses include, but are 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, meals and prefessional development expenses. Municipalities may choose to report other expenses.

Total Claim:	255.39
Less amount paid directly by municipality:	-
	255.39
	-
Balance Due (Owed):	255.39