Municipality of the District of Digby Expense Claim

Claimant's Name: George Manzer

Claimant's Title: Councillor

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 @ 0.5838	Meals Breakfast $20	Lunch $20	Dinner $45	Other Expenses Description	Other Expenses Amount	Credit Card	Invoice
11/26/24	Festival of Trees registration					-		-			15.00		
11/29/24	Festival of Trees registration gala ticket					-					20.00		
12/30/24	executive meeting at office				52.00	30.36							
01-01-25	Levy at municipal office				52.00	30.36							
01/14/25	ByLaw &Policy/COTW				52.00	30.36							
01/22/25	Heritage committee at municipal					-							
	office				52.00	30.36							
01/28/25	Public Hearing/ Council				52.00	30.36							
02-04-25	By Law & Policy/TIR				52.00	30.36							
02-06-25	TVT				52.00	30.36							
02-11-25	COTW				52.00	30.36							
02/20/25	Strategic Planning(Pines)				54.00	31.53							
02/21/25	Strategic Planning(Pines)				54.00	31.53							
02/25/25	Council				52.00	30.36							
03-04-25	By Law & Policy				52.00	30.36							
03-06-25	Senior Safety				52.00	30.36							
03-11-25	COTW				52.00	30.36							
03/20/25	Western Counties Regional					-							
	Library (Yarmouth)				160.00	93.41							
03/25/25	Council				52.00	30.36							
03/26/25	TVT				52.00	30.36							
04-01-25	By Law & bPolicy				52.00	30.36							
04-08-25	COTW				52.00	30.36							
04-11-25	DARC funding announcement				50.00	29.19							
04/15/25	Audit Committee				52.00	30.36							
04/22/25	council				52.00	30.36							
04/24/25	Joint Council				52.00	30.36							
04/29/25	Volunteer recognition				50.00	29.19							
				-		791.63	-	-	-		35.00	-	-
					Office USE only	73.76							

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

George Manzer

Print name and position *Signed*

*APPROVED by:

Tyler Pullen, CAO

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:	826.63
Less amount paid directly by municipality:	-
	826.63
	-
Balance Due (Owed):	826.63