Municipality of the District of Digby Expense Claim

APR 16 2021

Claimant's Name: LINDA GREGORY

Claimant's Title: WARDEN

Date expense report posted: Feb.12-March 31/21

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 @ 0.4670	Meals Breakfast $20	Meals Lunch $20	Meals Dinner $45	Other Expenses Description	Other Expenses Amount	Credit Card	Invoice
						-							
17-02-21	DARC/Fire Assoc				20.00	9.34							
23-02-21	Bear River Fire Dept.				53.00	24.75							
24-02-21	RB update/Reg. Discussion re					-							
	AllisterSurrette #2/King's Transit/					-			45.00				
	Darc vol.committee				20.00	9.34							
02-03-21	Bear River Fire Dept Awards				53.00	24.75							
10-03-21	Nayors/Wardens Lobster discussion					-							
	end of life fishing gear					-			45.00				
	RCMP advisory				20.00	9.34							
17-03-21	DARC				20.00	9.34							
20-03-21	end of life fishing gear				22.00	10.27							
29-03-21	end of life fishing gear				22.00	10.27		20.00					
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				-		107.41	-	20.00	90.00		-	-	-
					Office USE only	10.01							

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

Print name and position *Signed*

*APPROVED by:

Jeff Sinclair 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:	217.41
Less amount paid directly by municipality:	-
	217.41
	-
Balance Due (Owed):	217.41