MUNICIPALITY OF THE COUNTY OF VICTORIA
COUNCILLOR EXPENSE CLAIM

NAME: Norman MacDonald D8 DATE RANGE: April 20th to Mays end

Date Expense Incurred	Type of expense[1]	Purpose of expense[2] and description	Expense amount (DO NOT incld mileage and meals) ($)	kms driven	Mileage calculated	Meal per diems					Paid by MOVC	for office use	
					$ 0.48	Breakfast $ 13.00	Lunch $ 20.00	Dinner $ 30.00	Incidentals $ 10.00	Total Meals		HST	GL account
04/20th/22	travel	cheque signing at highland manor		36	17.28					-		2.25	
04/25/22	travel	council session		274	131.52					-		17.15	
04/28/22	travel	two board members cheque signing at HM		36	17.28					-		2.25	
may 9th/2022	travel	council session		274	131.52					-		17.15	
may 16/22	travel	public works		274	131.52					-		17.15	
may 25/22	travel	board goverence highland manor		36	17.28					-		2.25	
may30th/22	travel	council session		274	131.52							17.15	
					-					-		-	
					-					-		-	
					-					-		-	
					-					-		-	
					-					-		-	
					-					-		-	
			-		577.92					-	-	~~58.23~~ 75.38	

Comments:

TOTAL CLAIM: 577.92
LESS AMOUNT PAID DIRECTLY BY MUNICIPALITY: -
BALANCE DUE (OWED): 577.92

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

Claimant's name *Signed* *Date*

By approving and signing this expense claim, I am attesting that the claim abides by municipal expense policies to the best of my knowledge.

Bruce Morrison

Approver's name *Signed* *Date*

[1]Type of expense: PD = professional development (includes course/conference registration), travel (includes accommodations, transportation, mileage, parking), meals or other
[2]Purpose of expense = name and location of conference, meeting, municipal event, etc.