

### MUNICIPALITY OF THE COUNTY OF VICTORIA COUNCILLOR EXPENSE CLAIM

NAME: **Leanne MacEachen** DATE RANGE: From **1-Sep-23** To **30-Sep-23**

Date Expense Incurred	Type of expense <sup>1</sup>	Purpose of expense <sup>2</sup> and description	Expense amount (DO NOT incld mileage and meals) (\$)	From	To	kms driven	Mileage calculated \$ 0.58	Meal per diems					Paid by MOVC	for office use	
								Breakfast \$ 13.00	Lunch \$ 20.00	Dinner \$ 30.00	Incidentals \$ 10.00	Total Meals		HST	GL account
Sept 6/23	Travel	Toursim Team meeting		Baddeck	Wagmatcook	20	\$11.54					\$0.00		\$1.51	
Sept 8/23	Travel	Alderwood/Highland Manor meeting		Baddeck	Englishtown	50	\$25.57					\$0.00		\$3.33	
Sept 12/23	Travel	Czech Fact Finding		Baddeck	Halifax Alrport	650	\$375.05			\$30.00	\$10.00	\$40.00		\$54.14	
SEpt13-22	Meals	Czech Fact Finding						\$26.00	\$180.00	\$270.00	\$90.00	\$566.00		\$73.83	
Sept 21/23	Travel	Parking	\$157.14				\$0.00					\$0.00		\$20.50	
Sept 20/23	Travel	Accomdation- Dan	\$304.43									\$0.00		\$39.71	
Sept 20/23	Travel	Accomodation - Prague airport	\$241.81									\$0.00		\$31.54	
Sept 19/23	Other	Lipno Slide	\$30.40									\$0.00		\$3.97	
												\$0.00		\$0.00	
												\$0.00		\$0.00	
												\$0.00		\$0.00	
												\$0.00		\$0.00	
												\$0.00		\$0.00	
												\$0.00		\$0.00	
												\$0.00		\$0.00	
			<b>\$733.78</b>				<b>\$412.16</b>				<b>\$606.00</b>	<b>\$0.00</b>	<b>\$228.51</b>		

Comments:  
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 \_\_\_\_\_  
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TOTAL CLAIM: \$1,751.94  
 LESS AMOUNT PAID DIRECTLY BY MUNICIPALITY: \$0.00  
**BALANCE DUE (OWED): \$1,751.94**

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

Leanne MacEachen               
 Claimant's name          Signed

Oct 23/23  
 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.

                  
 Approver's name          Signed          Date

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