MUNICIPALITY OF THE COUNTY OF
ANTIGONISH

Council Expense Report

Name: Glenn Horne (GLE010) **Month/Year** October, 2021

CAO

Date	Details of Expense	Km Travelled	TRAVEL($) TRV	MEAL ($) ML	PROFESSIONAL DEVELOPMENT ($) PD	OTHER ($) OTH	Amount ($)
2021-10-05	Travel to Halifax, AMANS Conf. Dinner & Incidental Staples: USB Stick & Cell Charger	211	$ 98.54	$ 46.00		$ 39.65	$ 184.19
2021-10-06	AMANS Conf; Incidental		$ -	$ 10.00			$ 10.00
2021-10-07	AMANS Conf; Breakfast & Incidental		$ -	$ 25.00			$ 25.00
2021-10-08	Travel fr Halifax, AMANS Conf. Breakfast & Lunch. Double Tree Dartmouth	211	$ 96.74	$ 35.00		$ 426.10	$ 557.84
			$ -				$ -
			$ -				$ -
			$ -				$ -
			$ -				$ -
			$ -				$ -
			$ -				$ -
			$ -				$ -
			$ -				$ -
	TOTAL	422	$ 195.28	$ 116.00	$ -	$ 465.75	$ 777.03

TYPES OF EXPENSE:
Expense Codes
TRV- Travel -Mileage, Parking, Hotel, Taxi
ML - Meal Expenses
PD - Professional Development (training/conference)
OTH - Other - Ie-Phone, Internet, Incidentals
Mileage Rate - $0.4670/KM

Per Diem Rates	
Meal	**Rate per Day**
Incidental	**$ 10.00**
Breakfast	**$ 15.00**
Lunch	**$ 20.00**
Dinner	**$ 36.00**
Total per day	**$ 81.00**

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

Signature: _____ **Date:** Oct. 15

Approved by: _____

Office Use Only	
TRV - GL# - 10-210-2123-201116	$ 195.28
ML- GL# - 10-210-2123-201116	$ 116.00
PD - GL# - 10-210-2123-201116	$ -
OTH - GL# - 10-210-2123-201116	$ 465.75
TOTAL	$ 777.03

60.37