



Town of Stewiacke Expense Claim

Claimant's Name:	Susan Creelman
Claimant's Title:	Deputy Mayor
Date expense report posted	April 1, 2017 - January 2018

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 @ 0.4500	Meals				Other Expenses	Credit Card	Invoice
							Breakfast	Lunch	Dinner	Other			
04/19/17	Travel to Saltscapes Exhibition Park		Mileage		150.00	67.50							
04/20/17	Travel to Saltscapes Exhibition Park		Mileage		150.00	67.50							
05/10/2017-05/12/17	Travel to Antigonish	UNSM Workshop	Mileage		300.00	135.00			15.00				
06/06/17	Travel to Truro NSCC Graduation		Mileage		60.00	27.00							
06/23/17	Travel to Truro REN Pep Rally		Mileage		64.00	28.80							
06/30/17	Travel Municipal Alcohol Policy Board		Mileage		64.00	28.80							
07/26/17	Travel REN LOC Committee Meeting		Mileage		64.00	28.80							
08/05/17	Town Days Expense					-				Foodland - Ice	23.92		
08/13/17	Flowers for Val Dorey CAO going away party					-				Atlantic Superstore	23.00		
10/10/17	Asset Mgmt Workshop Glengary		Mileage		64.00	28.80							
10/17/17	Cannabis Symposium / REN Truro Town Hall		Mileage		64.00	28.80							
10/13/17	Candy Business Expo					-				Atlantic Superstore	36.78		
12/07/17	Travel REN LOC Committee Meeting		Mileage		64.00	28.80							
01/16/18	VIA Rail Meeting					-				Tim Hortons	37.20		
						-							
				-		469.80						120.90	-

Notes:
 Travel expenses include, but are not limited to accommodations, transportation and incidentals
 Professional development expenses include, but are not 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 travel, meals and professional development expenses. Municipalities may choose to report other expenses.

	Total Claim:	605.70
	Less amount paid directly by municipality:	-
		605.70
		-
	Balance Due (Owed):	605.70