




Claimant's Name: Sandi Millett-Campbell
 Claimant's Title: Chief Administrative Officer
 Date expense report posted: October 1, 2024 - December 31, 2024

| Date Expense 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 @ 0.5838 | Meals | | | | Other Expenses | Total including HST Rebate | Paid by Municipality | | |
|-----------------------|---|---------------------------------------|---------------------|-----------------------------|------------|-----------------------------|------------|---------|---------|----------|----------------|----------------------------|----------------------|--------|---------|
| | | | | | | | Breakfast | Lunch | Dinner | Other | | | Credit Card | Cheque | Invoice |
| | | | | | | | | | | | | | | | |
| 2-Oct-24 | IDEA meeting with 3 other units, Lawrencetown | | 01-21214D | | 80 | \$46.70 | | | | | \$42.87 | | 16093 | | |
| 7-Oct-24 | LCDC Cooperative meeting- Lawrencetown library | | 01-27250z | | 80 | \$46.70 | | | | | \$42.35 | | 16093 | | |
| Nov 4-5 | New Councilor Training- Halifax | | 01-21130b | | 439 | \$256.29 | \$18.00 | | \$35.00 | 266.11 | \$10.00 | \$530.86 | | 16170 | |
| 12-Nov-24 | LCDC board meeting- Lawrencetown | | 01-21214c | | 80 | \$46.70 | | | | | \$42.36 | | 16203 | | |
| Nov 20-21 | Municipal Equity & Anti Racism- Wolfville | | 01-21214c | | 440 | \$256.87 | | | | | \$232.94 | | 16203 | | |
| 22-Nov-24 | CAO- ISMA meeting Valley Waste Office | | 01-21214c | | 196 | \$114.42 | | | | | \$103.76 | | 16203 | | |
| Nov 26-29 | NSFM Conference- Halifax | | 01-21214c | | 426 | \$248.70 | \$54.00 | \$25.00 | \$70.00 | \$30.00 | \$ 618.30 | \$948.55 | | 16203 | |
| Dec 11 2024 | NSFM conference fee | | 01-21130B | | | | | | | | \$787.15 | | 16229 | | |
| 2-Dec-24 | REMO training- mayor & council | | 01-21130A | | 47 | \$27.44 | | | | | \$24.88 | | 16295 | | |
| 19-Dec-24 | IMSA meeting- Valley Waste | | 01-21214C | | 186 | \$108.59 | | \$25.00 | | | \$121.15 | | 16295 | | |
| | | | | Total | | \$0.00 | \$1,152.42 | \$72.00 | \$50.00 | \$105.00 | \$296.11 | \$ 618.30 | | | |
| | | | | | | | | | | | \$2,876.88 | | | | |

* audited by: 
 Melony Robinson, Director of Finance, CPA, MBA
 Print Name and Position
 Signed

Total Expenses: \$2,293.83

Notes:
 Travel Expenses include but are not limited to accomodations, transportaion and incidentals
 Professional development expenses include, but are not limited to course registration fees
 business purposes of an expense include but are not limitted 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.

INCLUDE CELL PHONES, ALL HOTELS (VISA), 0121130B,0121130A