



















MUNICIPALITY OF THE DISTRICT OF CLARE  
Council Member Expense Claim Reporting



Expense Report Period October 1 to December 31, 2024  
 Date Expense Report 24-Mar-25  
 Posted \_\_\_\_\_

Date Expense Occurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	kms driven	Mileage calculated @ 0.5838	Meals				*Other Expenses		
				Breakfast	Lunch	Dinner	Other			
October 3, 2024	Attend various meetings - April to August 2024	2166	\$ 1,264.51							
October 22, 2024	Medal of Bravery Ceremony in Halifax - October 21-22	594	\$ 346.78	\$ 15.00	\$ 20.00		\$ 335.51	Lodging		
November 15, 2024	FCM Conference in Ottawa - May/June 2025		\$ -				\$ 1,479.50	Lodging		
November 26, 2024	NSFM Conference - November 26-29		\$ -				\$ 555.27	Lodging		
November 30, 2024	NSFM Conference - November 26-29	596	\$ 347.94		\$ 20.00	\$ 35.00				
December 12, 2024	NSFM Conference - November 26-29		\$ -				\$ 786.71	Registration		
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				\$ 1,959.23	\$ 15.00	\$ 40.00	\$ 35.00	\$ 3,156.99	\$ -	Total Expenses: \$ 5,206.22

**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.

Authorization - Warden \_\_\_\_\_  
 Authorization - CAO \_\_\_\_\_

Date 21/3/25  
 Date 24/3/25

**MUNICIPALITY OF THE DISTRICT OF CLARE**  
**Council Member Expense Claim Reporting**



Expense Report Period October 1 to December 31, 2024  
 Date Expense Report 24-Mar-25  
 Posted \_\_\_\_\_

Date Expense Occurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	kms driven	Mileage calculated @ 0.5838	Meals				*Other Expenses
				Breakfast	Lunch	Dinner	Other	
October 22, 2024	FCM Conference in Ottawa - May/June 2025		\$ -				\$ 1,479.50	Lodging
October 29, 2024	Attend various meetings - October 2024	149	\$ 86.99					
November 26, 2024	NSFM Conference - November 26-29		\$ -			\$ 34.39	\$ 592.00	Lodging
November 29, 2024	NSFM Conference - November 26-29	541	\$ 315.84	\$ 45.00	\$ 20.00	\$ 35.00		
November 30, 2024	Attend various meetings - November 2024	110	\$ 64.22					
December 12, 2024	NSFM Conference - November 26-29		\$ -				\$ 786.71	Registration
December 31, 2024	Attend various meetings - December 2024	86	\$ 50.21					
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\$ 517.26	\$ 45.00	\$ 20.00	\$ 69.39	\$ 2,858.21	\$ -	<b>Total Expenses: \$ 3,509.86</b>
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 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  
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Date 21/3/25  
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MUNICIPALITY OF THE DISTRICT OF CLARE  
Hospitality Expense Reporting



Expense Report Period October 1 to December 31, 2024  
Date Expense Report 24-Mar-25  
Posted

Date of Activity	Activity Name	Meal and Beverage Expenses	Gifts	Meeting Space	Other						
		\$	-	\$	-	\$	-	\$	-	<b>Total Expenses: \$</b>	-

Notes:

Authorization - Warden \_\_\_\_\_  
Authorization - CAO \_\_\_\_\_

Date 21/3/25  
Date 24/3/25