CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7146	Submitted	06-May-25	06-May-25	06-May-25
	Employee	Cost Centre	GL	Work Order
	Steven MacNeil	Council		

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
612.00	354.96	145.00	396.88	0.00	110.14	896.84	0.00	$896.84

Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
30-Apr-25	02-May-25	Truro	NSFM Spring Conference

Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
30-Apr-25	6030	Hotel		$396.88
30-Apr-25	6030	Kilometers	612.00 kms @ 0.5800 per km	$354.96
30-Apr-25	6030	Per Diem - Supper		$40.00
01-May-25	6030	Per Diem - Breakfast		$20.00
01-May-25	6030	Per Diem - Supper		$40.00
02-May-25	6030	Per Diem - Breakfast		$20.00
02-May-25	6030	Per Diem - Lunch		$25.00
			Total:	$896.84

NAME	DATE	COST CENTER	GL ACCOUNT	ITEM TYPE	ITEM DESCRIPTION	AMOUNT CAD
Steven MacNeil	2025-04-30	Council	6030	Conference fee	NSFM Spring Conference Invoice	632.50

NAME	DATE	COST CENTER	GL ACCOUNT	ITEM TYPE	ITEM DESCRIPTION	AMOUNT CAD
Steven MacNeil	2025-05-14	Council	6030	Conference fee	2025 Safety First in Unama'ki - Cape Breton Symposium	149.49

NAME	DATE	COST CENTER	GL ACCOUNT	ITEM TYPE	ITEM DESCRIPTION	AMOUNT CAD
Steven MacNeil	2025-05-29	Council	6030	Conference fee	FCM - Ottawa - Charged to CC March 11, 2025	1,370.69
Steven MacNeil	2025-05-29	Council	6030	Flight	Air Canada Sydney- Ottawa May 28 Flight charged to CC on April 14, 2025	825.98
Steven MacNeil	2025-05-29	Council	6030	Agency Fee	Travel Agency Fee Charged to CC April 25, 2025	46.00
					Total	2,242.67

CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7272	New Claim	10-Jun-25	10-Jun-25	
	Employee	Cost Centre	GL	Work Order
	Steven MacNeil	Council		

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
0.00	0.00	470.00	1714.50	91.31	279.49	2275.81	0.00	$2,275.81

Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
28-May-25	02-Jun-25	Ottawa	FCM

Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
28-May-25	6030	Hotel		$1,714.50
28-May-25	6030	Other	taxi	$48.44
28-May-25	6030	Per Diem - Breakfast		$20.00
28-May-25	6030	Per Diem - Lunch		$25.00
28-May-25	6030	Per Diem - Supper		$40.00
29-May-25	6030	Per Diem - Breakfast		$20.00
29-May-25	6030	Per Diem - Lunch		$25.00
29-May-25	6030	Per Diem - Supper		$40.00
30-May-25	6030	Per Diem - Breakfast		$20.00
30-May-25	6030	Per Diem - Lunch		$25.00
30-May-25	6030	Per Diem - Supper		$40.00
31-May-25	6030	Per Diem - Breakfast		$20.00
31-May-25	6030	Per Diem - Lunch		$25.00
31-May-25	6030	Per Diem - Supper		$40.00
01-Jun-25	6030	Per Diem - Breakfast		$20.00
01-Jun-25	6030	Per Diem - Lunch		$25.00
01-Jun-25	6030	Per Diem - Supper		$40.00
02-Jun-25	6030	Other	taxi	$42.87
02-Jun-25	6030	Per Diem - Breakfast		$20.00
02-Jun-25	6030	Per Diem - Lunch		$25.00

Total: $2,275.81