

# CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7616	Finance Acknowledged	20-Oct-25	10-Oct-25	10-Oct-25
	Employee	Cost Centre	GL	Work Order
	Cecil Clarke	Mayor		

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
2540.00	1473.20	330.00	1173.41	0.00	365.53	2976.61	0.00	\$2,976.61

## Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
05-Oct-25	10-Oct-25	Kingston, Ontario	Creative Cities Conference

## Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
05-Oct-25	6030	Hotel		\$159.49
05-Oct-25	6030	Kilometers		\$736.60
05-Oct-25	6030	Per Diem - Breakfast		\$20.00
05-Oct-25	6030	Per Diem - Lunch		\$25.00
05-Oct-25	6030	Per Diem - Supper		\$40.00
05-Oct-25	6030	Incidentals		\$8.00
06-Oct-25	6030	Per Diem - Breakfast		\$20.00
06-Oct-25	6030	Per Diem - Lunch		\$25.00
06-Oct-25	6030	Per Diem - Supper		\$40.00
06-Oct-25	6030	Incidentals		\$8.00
07-Oct-25	6030	Per Diem - Supper		\$40.00
07-Oct-25	6030	Incidentals		\$8.00
08-Oct-25	6030	Per Diem - Supper		\$40.00
08-Oct-25	6030	Incidentals		\$8.00
09-Oct-25	6030	Hotel		\$812.76
09-Oct-25	6030	Per Diem - Supper		\$40.00
09-Oct-25	6030	Incidentals		\$8.00
10-Oct-25	6030	Hotel		\$201.16
10-Oct-25	6030	Kilometers		\$736.60
<b>Total:</b>				<b>\$2,976.61</b>

# CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7680	Finance Acknowledged	29-Oct-25	24-Oct-25	24-Oct-25
Employee	Cost Centre	GL	Work Order	
Cecil Clarke	Mayor			

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
802.00	465.16	254.00	771.45	0.00	183.05	1490.61	0.00	\$1,490.61

## Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
21-Oct-25	24-Oct-25	Halifax, NS	Meetings with Provincial Officials

## Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
21-Oct-25	6030	Kilometers	401.00 kms @ 0.5800 per km	\$232.58
21-Oct-25	6030	Per Diem - Supper		\$40.00
21-Oct-25	6030	Incidentals		\$8.00
22-Oct-25	6030	Per Diem - Breakfast		\$20.00
22-Oct-25	6030	Per Diem - Lunch		\$25.00
22-Oct-25	6030	Per Diem - Supper		\$40.00
22-Oct-25	6030	Incidentals		\$8.00
23-Oct-25	6030	Per Diem - Breakfast		\$20.00
23-Oct-25	6030	Per Diem - Lunch		\$25.00
23-Oct-25	6030	Per Diem - Supper		\$40.00
23-Oct-25	6030	Incidentals		\$8.00
24-Oct-25	6030	Hotel		\$771.45
24-Oct-25	6030	Kilometers	401.00 kms @ 0.5800 per km	\$232.58
24-Oct-25	6030	Per Diem - Breakfast		\$20.00

**Total:** \$1,490.61

# CBRM Expense Claim

<b>Claim ID</b>	<b>Status</b>	<b>Status Date</b>	<b>Created</b>	<b>Submitted</b>
7702	Finance Acknowledged	03-Nov-25	30-Oct-25	30-Oct-25
	<b>Employee</b>	<b>Cost Centre</b>	<b>GL</b>	<b>Work Order</b>
	Cecil Clarke	Mayor		

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
802.00	465.16	93.00	245.41	0.00	98.68	803.57	0.00	\$803.57

## Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
29-Oct-25	30-Oct-25	Halifax, NS	Meeting with Halifax Mayor, NSFM and Provincial Officials

## Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
29-Oct-25	6030	Hotel		\$245.41
29-Oct-25	6030	Kilometers	401.00 kms @ 0.5800 per km	\$232.58
29-Oct-25	6030	Per Diem - Supper		\$40.00
29-Oct-25	6030	Incidentals		\$8.00
30-Oct-25	6030	Kilometers	401.00 kms @ 0.5800 per km	\$232.58
30-Oct-25	6030	Per Diem - Breakfast		\$20.00
30-Oct-25	6030	Per Diem - Lunch		\$25.00
<b>Total:</b>				<b>\$803.57</b>

# CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7705	Finance Acknowledged	03-Nov-25	31-Oct-25	31-Oct-25
	Employee	Cost Centre	GL	Work Order
	Cecil Clarke	Mayor		

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
1467.00	850.86	0.00	0.00	0.00	104.49	850.86	0.00	\$850.86

## Mileage Inside CBRM

Date	Cost Code	Item Type	Item Description	Amount
31-Oct-25	6030	Kilometers	Local Mileage - Oct. 1 - 31, 2025	\$850.86
<b>Total:</b>				<b>\$850.86</b>

# CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7736	Finance Acknowledged	10-Nov-25	06-Nov-25	07-Nov-25
	Employee	Cost Centre	GL	Work Order
	Cecil Clarke	Mayor		

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
802.00	465.16	221.00	430.54	31.50	141.00	1148.20	0.00	\$1,148.20

## Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
04-Nov-25	06-Nov-25	Halifax, NS	NSFM Fall Conference

## Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
04-Nov-25		Kilometers	401.00 kms @ 0.5800 per km	\$232.58
04-Nov-25		Per Diem - Breakfast		\$20.00
04-Nov-25		Per Diem - Lunch		\$25.00
04-Nov-25		Per Diem - Supper		\$40.00
04-Nov-25		Incidentals		\$8.00
05-Nov-25		Per Diem - Breakfast		\$20.00
05-Nov-25		Per Diem - Supper		\$40.00
05-Nov-25		Incidentals		\$8.00
06-Nov-25		Hotel	Hotel - 2 nights	\$430.54
06-Nov-25		Kilometers	401.00 kms @ 0.5800 per km	\$232.58
06-Nov-25		Other	Hotel Parking	\$31.50
06-Nov-25		Per Diem - Breakfast		\$20.00
06-Nov-25		Per Diem - Supper		\$40.00
<b>Total:</b>				<b>\$1,148.20</b>

# CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7825	Finance Acknowledged	01-Dec-25	27-Nov-25	27-Nov-25
	Employee	Cost Centre	GL	Work Order
	Cecil Clarke	Mayor	6030	100036709

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
802.00	465.16	93.00	198.44	0.00	92.91	756.60	0.00	\$756.60

## Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
26-Nov-25	27-Nov-25	Halifax, NS	Meeting with Provincial Minister

## Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
26-Nov-25		Kilometers	401.00 kms @ 0.5800 per km	\$232.58
26-Nov-25		Per Diem - Lunch		\$25.00
26-Nov-25		Per Diem - Supper		\$40.00
26-Nov-25		Incidentals		\$8.00
27-Nov-25		Hotel		\$198.44
27-Nov-25		Kilometers	401.00 kms @ 0.5800 per km	\$232.58
27-Nov-25		Per Diem - Breakfast		\$20.00
<b>Total:</b>				<b>\$756.60</b>

# CBRM Expense Claim

Claim ID	Status	Status Date	Created	Submitted
7846	Finance Acknowledged	11-Dec-25	03-Dec-25	03-Dec-25
	Employee	Cost Centre	GL	Work Order
	Cecil Clarke	Mayor		

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
1398.00	810.84	0.00	0.00	0.00	99.58	810.84	0.00	\$810.84

## Mileage Inside CBRM

Date	Cost Code	Item Type	Item Description	Amount
03-Dec-25		Kilometers	Local Mileage - November 1 - 30, 2025	\$810.84
<b>Total:</b>				\$810.84

# CBRM Expense Claim

Cecil Clarke

Claim ID	Status	Status Date	Created	Submitted
8950	Finance Acknowledged	03-Feb-26	26-Jan-26	02-Feb-26
Employee	Cost Centre	GL	Work Order	
Cecil Clarke	Mayor			

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
1105.00	640.90	0.00	0.00	0.00	78.71	640.90	0.00	\$640.90

## Mileage Inside CBRM

Date	Cost Code	Item Type	Item Description	Amount
26-Jan-26		Kilometers	Local Mileage - Dec. 1 - 31, 2025	\$640.90
<b>Total:</b>				\$640.90