

CBRM Expense Claim

Stephen MacKinnon

Oct 01, 2026

Claim ID	Status	Status Date	Created		
9161	Finance Acknowledged	13-Apr-26	09-Apr-26		
Employee					
Stephen MacKinnon					

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
0.00	0.00	0.00	0.00	175.00	21.49	175.00	0.00	\$175.00

Miscellaneous Expenses

Date	Cost Code	Item Type	Item Description	Amount
02-Apr-26	6030	Other	Fuel and Conf. Bridge-APA Graduation PEI	\$175.00
Total:				\$175.00

CBRM Expense Claim

Stephen MacKinnon

Oct 01, 2026

Claim ID	Status	Status Date	Created		
9152	Finance Acknowledged	08-Apr-26	07-Apr-26		
Employee					
Stephen MacKinnon					

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
0.00	0.00	158.00	0.00	7.00	20.26	165.00	0.00	\$165.00

Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
01-Apr-26	02-Apr-26	Summerside, PEI	APA Graduation

Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
01-Apr-26	6030	Per Diem - Lunch		\$25.00
01-Apr-26	6030	Per Diem - Supper		\$40.00
01-Apr-26	6030	Incidentals		\$8.00
02-Apr-26	6030	Other	Incidental Difference	\$7.00
02-Apr-26	6030	Per Diem - Breakfast		\$20.00
02-Apr-26	6030	Per Diem - Lunch		\$25.00
02-Apr-26	6030	Per Diem - Supper		\$40.00
Total:				\$165.00

CBRM Expense Claim

Stephen MacKinnon

Oct 01, 2026

Claim ID	Status	Status Date	Created		
9215	Finance Acknowledged	24-Apr-26	22-Apr-26		
Employee					
Stephen MacKinnon					

# of KM	KM Total	Per Diem	Hotel	Other	HST	Total Claim	Cash Adv	Payout Amt
0.00	0.00	211.00	0.00	64.00	33.76	275.00	0.00	\$275.00

Travel Outside CBRM

Start Date	Return Date	Destination	Purpose Of Travel
19-Apr-26	21-Apr-26	Truro, NS	PEC and NSCPA Spring Meeting

Travel Outside Claim Items

Date	Cost Code	Item Type	Item Description	Amount
19-Apr-26	6030	Per Diem - Lunch		\$25.00
19-Apr-26	6030	Per Diem - Supper		\$40.00
19-Apr-26	6030	Incidentals		\$8.00
20-Apr-26	6030	Per Diem - Lunch		\$25.00
20-Apr-26	6030	Per Diem - Supper		\$40.00
20-Apr-26	6030	Incidentals		\$8.00
21-Apr-26	6030	Other	Fuel	\$50.00
21-Apr-26	6030	Other	Incidental Difference	\$14.00
21-Apr-26	6030	Per Diem - Lunch		\$25.00
21-Apr-26	6030	Per Diem - Supper		\$40.00
Total:				\$275.00



CORPORATE CARD

Account Name STEPHEN MACKINNON
Company Name CAPE BRETON REGIONAL
 MUNICIPALITY

PERIOD COVERED BY THIS STATEMENT

Apr. 16, 2026 - May 15, 2026

TRANS DATE	POSTING DATE	DESCRIPTION	AMOUNT (\$)
Apr. 21	Apr. 22	MS* INNONPRINCEHOTELA BURLINGTON ON	89.23
Apr. 21	Apr. 22	MS* INNONPRINCEHOTELA BURLINGTON ON	89.93

Report any items which do not agree with your records within 30 days of the statement date.

Page 1 of 2



P.O. BOX/CP 5000
STN/SUCCURSALEF
TORONTO ON M4Y 2T1

STEPHEN MACKINNON
ATTN: FINANCE DEPARTMENT
320 ESPLANADE
SYDNEY NS B1P 7B9

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**For your records only.
No payment required.**

Name	Date	Item Type	Item Description	Amount
Stephen MacKinnon	April 1st	APA Graduation	Hotel stay	\$ 175.82