

MONTHLY TRAVEL REPORT AND EXPENSE
WARDEN, COUNCIL and CAO



February 2020

| | Date | Destination | Comments on expense | Meal Expenses | Travel & Travel Related Expenses | Professional Development & Training | Cost to Municipality |
|---------------------------|----------|-------------|-----------------------------|---------------|----------------------------------|-------------------------------------|----------------------|
| District 1 | | | | | | | |
| Councillor Doris Townsend | February | N/A | Microsoft Office 365- Email | - | 120.50 | - | 120.50 |
| | February | N/A | IPad Monthly | | 8.90 | | 8.90 |
| | February | MODS | Fire Advisory Meeting | | 6.81 | | 6.81 |
| | February | MODS | COW Meeting | | | | |
| | February | Shelburne | Roseway Manor | | | | |
| | February | MODS | Council Meeting | | 104.79 | | 104.79 |
| District 2 | | | | | | | |
| Warden Penny Smith | February | N/A | Microsoft Office 365- Email | - | 27.75 | - | 27.75 |
| | February | N/A | IPad Monthly | | 8.89 | | 8.89 |
| | February | N/A | Cell Monthly | | 8.50 | | 8.50 |
| | | | | | 10.36 | | 10.36 |
| District 3 | | | | | | | |
| Councillor Norman Wallet | February | N/A | Microsoft Office 365- Email | - | 70.65 | - | 70.65 |
| | February | N/A | IPad Monthly | | 8.90 | | 8.90 |
| | January | MODS | Cow Meeting | | 9.36 | | 9.36 |
| | January | MODS | Budget Meeting | | | | |
| | January | MODS | A & C Meeting | | | | |
| | January | MODS | Council Meeting | | | | |
| | February | MODS | Cow Meeting | | | | |
| | February | MODS | Cmmunity Tour-New CAO | | 52.39 | | 52.39 |
| District 4 | | | | | | | |
| Councillor Terry McIntyre | | | | - | - | - | - |
| District 5 | | | | | | | |
| Deputy Warden John Roscoe | February | N/A | Microsoft Office 365- Email | - | 14.11 | - | 14.11 |
| | February | N/A | IPad Monthly | | 8.90 | | 8.90 |
| | | | | | 5.21 | | 5.21 |
| District 6 | | | | | | | |
| | February | N/A | IPad Monthly | - | 14.11 | - | 14.11 |
| | February | N/A | Microsoft Office 365- Email | | 5.21 | | 5.21 |
| | | | | | 8.90 | | 8.90 |
| District 7 | | | | | | | |
| Councillor Roger Taylor | February | N/A | Microsoft Office 365- Email | - | 17.69 | - | 17.69 |
| | February | N/A | IPad Monthly | | 8.90 | | 8.90 |
| | | | | | 8.79 | | 8.79 |
| CAO | | | | | | | |
| Trudy Payne | February | N/A | Cell Monthly | - | 36.96 | - | 36.96 |

Training includes professional development, membership dues, conference fees and skills development. Meals are meals incurred while traveling. Travel and miscellaneous includes accommodations, parking, kilometers, insurance, iPad monthly fees, cell phone monthly fees, email office 365, etc. Expenses will be reported in the month the expense claim is paid to the Councillor/CAO, not necessarily when incurred.



Total Monthly Expenses \$ 301.77

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