

DIRECTOR'S EXPENSE CLAIM FORM

ADVANCE CLAIM \$226.16
211.31

NAME: Brenda E. Leigh
Address: [REDACTED]
Purpose of Travel: Constituency Expense
Dates of Travel: Xpse

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2020					
Dec 01	Malwarebytes Anti-Virus Program	Renewal		\$145.51	
Dec 03	Apple.com	Software licence renewal (annualized)		16.00	1.35
			SUB-TOTAL	\$161.51	
				+	146.86
Dec 17/20	Staples Business Depot	Pocket Planners for APC Members		56.45	
				218.16	
					203.31
					8.00
Dec 15/20	Auto Insurance - Business Use Portion - ICBC			226.16	
			TOTAL DISTANCE TRAVELED	211.31 KM	226.16 KM
			RATE PER KM	\$0.50 / KM	\$0.62 / KM
			TOTAL DISTANCE EXPENSE	\$ —	\$ —
			TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$ 226.16	211.31

PURSUANT TO CSRD REMUNERATION BYLAW #2922 and associated amendments

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Overnight travel per diem (24 hour period)	\$75/24 hrs
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. All other expenses (with receipts)	Actual Cost

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ 226.16 211.31
TOTAL EXPENSES (A + B)	\$ 226.16 211.31
LESS ADVANCE	\$ —
ACCOUNT No. 01300649	
NET CLAIM	\$226.16 211.31
Verified by:	meu

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in CSRD Bylaw #2922, and associated amendments, and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

December 15, 2020
DATE

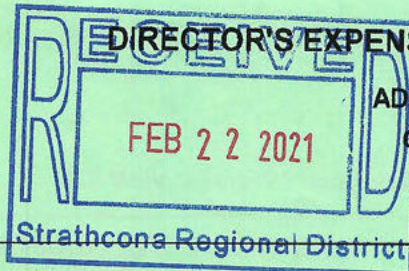
SCANNED

ACCOUNT NO. 012 - _____ - _____ CC1 _____

pbell River, BC V9W 7Z8

[illegible]

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8


DIRECTOR'S EXPENSE CLAIM FORM

ADVANCE

CLAIM

\$72.20

 NAME: Brenda E. Leigh

Address:

 Purpose of Travel: SRD Business

 Dates of Travel: February 2021
KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM- Description	TO-	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2021					TOTAL
Feb 6	Campbell River	Port - Shoppers Drugs, CR			\$ 8.15
Feb 4	Telus	Phone/Internet - SRD portion			64.05
					<u>\$72.20</u>

TOTAL DISTANCE TRAVELED KM KM

RATE PER KM

\$0.50 / KM

\$0.62 / KM

TOTAL DISTANCE EXPENSE

\$

\$

TOTAL EXPENSES

(\$ PAVED + \$ UNPAVED)

(A) \$ 72.20

PURSUANT TO CSRD REMUNERATION BYLAW #2922 and associated amendments

- | | |
|---|---|
| 1. Commercial Accommodation | Actual Cost @ Gov't rates |
| 2. Non-Commercial Accommodation | \$35/night |
| 3. Overnight travel per diem (24 hour period) | \$75/24 hrs |
| 3. Meal Charges (not overnight) | Breakfast - \$15
Lunch - \$20
Dinner - \$25 |
| 4. All other expenses (with receipts) | Actual Cost |

CARRY FORWARD OF EXPENSES FROM REVERSE

(B) \$ 72.20

TOTAL EXPENSES (A + B)

\$ 72.20

LESS ADVANCE

\$

ACCOUNT NO. 013000649

NET CLAIM

\$ 72.20

Verified by:

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in CSRD Bylaw #2922, and associated amendments, and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
 SIGNATURE OF PERSON MAKING CLAIM

Feb 15, 2021
 DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

[illegible]

(B) \$ 72.20

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8



DIRECTOR'S EXPENSE CLAIM FORM

ADVANCE
CLAIM \$79.65

NAME: Brenda E. Leigh
Address: [REDACTED]
Purpose of Travel: SRD Business
Dates of Travel: March 10/21

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE 2021	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved TOTAL
March 10	Stories Beach	SRD	BOARD + STRATH CROOK MEETINGS	30 km x .59	\$ 17.70
March 4	Telus	Phone + Internet Charges	SRD Portion		61.95
					\$ 79.65

TOTAL DISTANCE TRAVELED	30 KM	KM
RATE PER KM	\$0.60 / KM	\$0.62 / KM
TOTAL DISTANCE EXPENSE	\$ 17.70	\$
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$ 79.65	

PURSUANT TO CSRD REMUNERATION BYLAW #2922 and associated amendments

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Overnight travel per diem (24 hour period)	\$75/24 hrs
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. All other expenses (with receipts)	Actual Cost

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ 79.65
TOTAL EXPENSES (A + B)	\$ 79.65
LESS ADVANCE	\$ —
ACCOUNT No. 013000649	
NET CLAIM	<u>\$ 79.65</u>
Verified by:	<u>W</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in CSRD Bylaw #2922, and associated amendments, and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

DATE _____

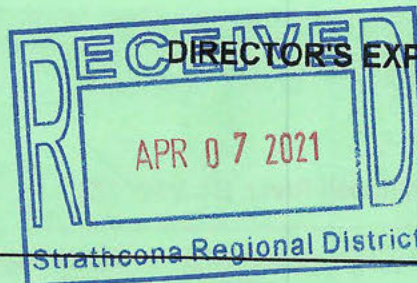
ACCOUNT NO. 012 - _____ - _____ CC1 _____

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8

[illegible]

[illegible]

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8



DIRECTOR'S EXPENSE CLAIM FORM

ADVANCE CLAIM \$372.00

NAME: Brenda E. Leigh
 Address: [REDACTED]
 Purpose of Travel: Stationery + Supplies - SRD Home Office
 Dates of Travel: Dec 27/20

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2021	Description				
Mar 3	STAPLE & CR PURCHASES TO REPLENISH SRD Home Office.				

TOTAL DISTANCE TRAVELED	KM	KM
RATE PER KM	\$0.60 / KM	\$0.62 / KM
TOTAL DISTANCE EXPENSE	\$	\$
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$ 372.00	

PURSUANT TO CSRD REMUNERATION BYLAW #2922 and associated amendments		
1. Commercial Accommodation	Actual Cost @ Gov't rates	
2. Non-Commercial Accommodation	\$35/night	
3. Overnight travel per diem (24 hour period)	\$75/24 hrs	
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25	
4. All other expenses (with receipts)	Actual Cost	

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ 372.00
TOTAL EXPENSES (A + B)	\$ 372.00
LESS ADVANCE	\$ —
ACCOUNT No. 013000649	
NET CLAIM	\$ 372.00
Verified by:	<u>meu</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in CSRD Bylaw #2922, and associated amendments, and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

March 31/21
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8

[illegible]



DIRECTOR'S EXPENSE CLAIM FORM

ADVANCE
CLAIM \$62.79

NAME: Brenda E. Leigh
Address: [REDACTED]
Purpose of Travel: SRD Business
Dates of Travel: April 4, 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2021	Description = Telus Billing				
April 4	SRD Portion of Phone/Internet - April 4/21				\$62.79

TOTAL DISTANCE TRAVELED	KM	KM
RATE PER KM	\$0.50 / KM	\$0.62 / KM
TOTAL DISTANCE EXPENSE	\$	\$
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$ <u>62.79</u>	

PURSUANT TO CSRD REMUNERATION BYLAW #2922 and associated amendments

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Overnight travel per diem (24 hour period)	\$75/24 hrs
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. All other expenses (with receipts)	Actual Cost

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ <u>62.79</u>
TOTAL EXPENSES (A + B)	\$ <u>62.79</u>
LESS ADVANCE	\$ <u>—</u>
ACCOUNT No. 01300649	
NET CLAIM	<u>\$62.79</u>
Verified by:	<u>mei</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in CSRD Bylaw #2922, and associated amendments, and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

April 12, 2021
DATE

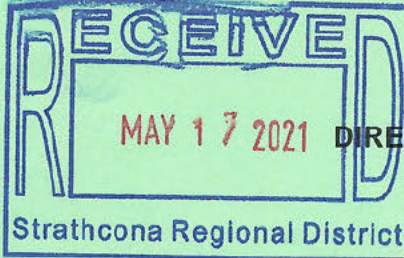
ACCOUNT NO. 012 - _____ - _____ CC1 _____

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8

[illegible]



#301 - 990 Cedar Street, Campbell River, BC V8W 7Z8



DIRECTOR EXPENSE CLAIM FORM

ADVANCE
CLAIM \$181.38 180.03

NAME: Brenda E. Leigh

Address: [REDACTED]

Purpose of Travel: SRD Business

Dates of Travel: May, 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
<u>2021</u>					TOTAL
<u>May 4</u>	<u>Telus - Phone and Internet - SRD Portion.</u>				<u>\$ 65.03</u>
<u>May 7</u>	<u>COSTCO, COURTENAY = Postage Stamps x 100 roll</u>				<u>92.61</u>
<u>May 6</u>	<u>CIBC VISA - Staples #159 = Tech Maint. Contract for electronic devices.</u>				<u>23.74</u>
					<u>\$181.38</u>

TOTAL DISTANCE TRAVELED	KM	KM
RATE PER KM (2021 CRA rate/BL167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$ —	\$ —
TOTAL EXPENSES	(A) \$ <u>181.38</u>	<u>180.03</u>
(\$ PAVED + \$ UNPAVED)		

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Municipal Director - Overnight travel per diem (24 hour period)	\$75/24 hrs
Electoral Area Director - Overnight travel per diem (24 hour period)	\$125/24 hrs
(less meals provided)	
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. Other allowable expenses (with receipts)	Actual Cost

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ <u>181.38</u>
TOTAL EXPENSES (A + B)	\$ <u>181.38</u>
LESS ADVANCE	\$ —
ACCOUNT No. 013000649	<u>180.03</u>
NET CLAIM	\$ <u>181.38</u>
Verified by:	<u>(W)</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

May 13/21
DATE

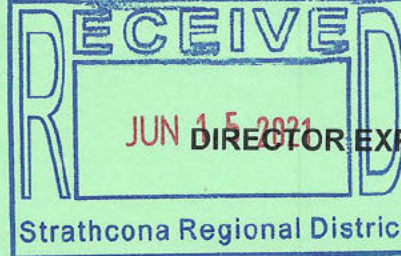
ACCOUNT NO. 012 - _____ - _____ CC1 _____

DIRECTOR EXPENSE CLAIM FORM

Page 2 of 2

[illegible]

\$180.03



DIRECTOR EXPENSE CLAIM FORM

ADVANCE CLAIM \$87.28

NAME: Brenda E. Leigh

Address: [REDACTED]

Purpose of Travel: SRD Business

Dates of Travel: June 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved	TOTAL
June 4 2021	Telus		Phone/Internet Charges for SRD Work			\$64.89
June 11	CIBC VISA		For Staples Computer Tech Contract			22.39
						<u>\$87.28</u>

TOTAL DISTANCE TRAVELED	— KM	— KM
RATE PER KM (2021 CRA rate/BL 167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$ —	\$ —
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) <u>\$87.28</u>	

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

- | | |
|--|---|
| 1. Commercial Accommodation | Actual Cost @ Gov't rates |
| 2. Non-Commercial Accommodation | \$35/night |
| 3. Municipal Director - Overnight travel per diem (24 hour period) | \$75/24 hrs |
| Electoral Area Director - Overnight travel per diem (24 hour period) | \$125/24 hrs |
| (less meals provided) | |
| 3. Meal Charges (not overnight) | Breakfast - \$15
Lunch - \$20
Dinner - \$25 |
| 4. Other allowable expenses (with receipts) | Actual Cost |

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) <u>\$87.28</u>
TOTAL EXPENSES (A + B)	<u>\$87.28</u>
LESS ADVANCE	\$
ACCOUNT No. 013000649	
NET CLAIM	<u>\$87.28</u>
Verified by:	<u>W</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

June 11/21
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

Page 2 of 2

G:\Templates\Directors\Director Expense Claim Jan 2021

RECEIVED
DIRECTOR EXPENSE CLAIM FORM
JUL 16 2021
ADVANCE CLAIM \$166.18

NAME: Brenda E. Leigh Strathcona Regional District
Address: [REDACTED]
Purpose of Travel: SRD Business
Dates of Travel: February -> July 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE 2021	DESCRIPTION	TO	PURPOSE OF TRAVEL Description	Distance on Paved	Distance on Unpaved	TOTAL
Feb 6	CIBC VISA		Payment for Staples I/T Support		\$22.39	
Feb 6	"		Payment for Apple.Com		1.35	
Feb 23	"		Payment for Staples I.T Support		22.39	
Feb 23	"		Apple.Com Bill (Extended)		1.35	
March 6	CIBC VISA + Apple.Com Storage Contract		Storage Contract		23.74	
April	CIBC VISA + Apple.Com Storage Contract		Storage Contract		23.74	
May 26	CIBC VISA + Apple.Com Storage Contract		Storage Contract		23.74	1.35
June 6	CIBC VISA		Staples Contract for I.T. Support		22.39	
July 6	CIBC VISA + APPLE.COM Storage Contract		Storage Contract		25.09	
TOTAL DISTANCE TRAVELED				KM	\$166.18 KM	97.66

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Municipal Director - Overnight travel per diem (24 hour period)	\$75/24 hrs
Electoral Area Director - Overnight travel per diem (24 hour period)	\$125/24 hrs
(less meals provided)	
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. Other allowable expenses (with receipts)	Actual Cost

RATE PER KM (2021 CRA rate/BL167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$	\$
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$	\$166.18
CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$	166.18
TOTAL EXPENSES (A + B)	\$	166.18
LESS ADVANCE ACCOUNT No. 013090649	\$	—
NET CLAIM	\$	166.18
Verified by:	<u>[Signature]</u>	

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

July 13, 2021
DATE

ACCOUNT NO. 012 - 130 - 263 CC1 D007

SCANNED

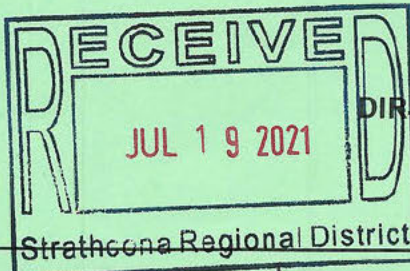
DIRECTOR EXPENSE CLAIM FORM

Page 2 of 2

#301 - 990 Cedar Street, Campbell River, BC V8W 7Z8

[illegible]

#301 - 990 Cedar Street, Campbell River, BC V8W 7Z8



DIRECTOR EXPENSE CLAIM FORM

ADVANCE CLAIM \$62.72

NAME: Brenda E. Leigh

Address: [REDACTED]

Purpose of Travel: SRD Business

Dates of Travel: July 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE <u>2021</u>	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
<u>July 4</u>	<u>Telus - Phone and Internet - SRD Portion</u>				<u>\$62.72</u>

TOTAL:

TOTAL DISTANCE TRAVELED	<u>n/a</u> KM	KM
RATE PER KM (2021 CRA rate/BL167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$ <u>n/a</u>	\$
TOTAL EXPENSES	(A) \$ <u>62.72</u>	
(\$ PAVED + \$ UNPAVED)		

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Municipal Director - Overnight travel per diem (24 hour period)	\$75/24 hrs
Electoral Area Director - Overnight travel per diem (24 hour period)	\$125/24 hrs
(less meals provided)	
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. Other allowable expenses (with receipts)	Actual Cost

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ <u>62.72</u>
TOTAL EXPENSES (A + B)	\$ <u>62.72</u>
LESS ADVANCE	\$ <u>—</u>
ACCOUNT No. 013000649	
NET CLAIM	\$ <u>62.72</u>
Verified by:	<u>Mei</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

July 14, 2021
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

Page 2 of 2

G:\Templates\Directors\Director Expense Claim Jan 2021

RECEIVED
AUG 18 2021
Strathcona Regional District

ADVANCE	
CLAIM	\$ 86.53

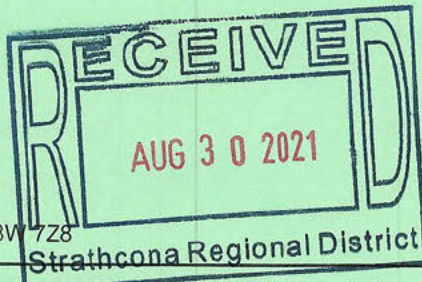
Dates of Travel: August 2021

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ 86.53
TOTAL EXPENSES (A + B)	\$ 86.53
LESS ADVANCE ACCOUNT No. 013000649	\$ —
NET CLAIM	\$ 86.53
	Verified by: <i>HL</i>

G:\Templates\Directors\Director Expense Claim Jan 2021

Page 2 of 2

86.53



DIRECTOR EXPENSE CLAIM FORM

ADVANCE
CLAIM \$22.39

NAME: Brenda E. Leigh

Address: [REDACTED]

Purpose of Travel: SRD Expenses

Dates of Travel: August 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2021					TOTAL
Aug 22			Tech Support Subscription - Staples*		\$22.39
			*electronic receipt forwarded to Kim Wilson, Finance.		

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

- | | |
|--|---|
| 1. Commercial Accommodation | Actual Cost @ Gov't rates |
| 2. Non-Commercial Accommodation | \$35/night |
| 3. Municipal Director - Overnight travel per diem (24 hour period) | \$75/24 hrs |
| Electoral Area Director - Overnight travel per diem (24 hour period) | \$125/24 hrs |
| (less meals provided) | |
| 3. Meal Charges (not overnight) | Breakfast - \$15
Lunch - \$20
Dinner - \$25 |
| 4. Other allowable expenses (with receipts) | Actual Cost |

TOTAL DISTANCE TRAVELED	KM	KM
RATE PER KM (2021 CRA rate/BL167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$	\$ 22.39
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$	22.39

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$	22.39
TOTAL EXPENSES (A + B)	\$	22.39
LESS ADVANCE	\$	—
ACCOUNT No. 01300649		
NET CLAIM	\$	22.39
Verified by:	<u>mei</u>	

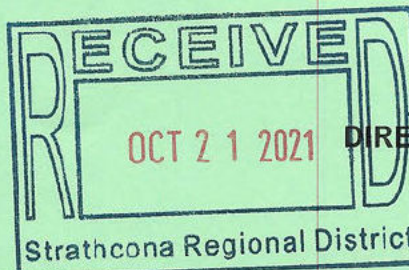
I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

Aug. 25/21
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

[illegible]



DIRECTOR EXPENSE CLAIM FORM

ADVANCE CLAIM \$87.88

NAME: Brenda E. Leigh

Address: [REDACTED]

Purpose of ^{Expense} Travel: SRD Business - Constituency

Dates of ^{Expense} Travel: Oct 26/21

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved	TOTAL
2021	Description					
Oct 26	Staples + Apple.com charges		T.T. Maintenance			\$25.09
Oct 20	Telus - Phone, internet + taxes		SRD portion - October			62.79
						<u>\$87.88</u>

TOTAL DISTANCE TRAVELED	- KM	- KM
RATE PER KM (2021 CRA rate/BL167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$ -	\$ -
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$ <u>87.88</u>	

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

- | | |
|--|---|
| 1. Commercial Accommodation | Actual Cost @ Gov't rates |
| 2. Non-Commercial Accommodation | \$35/night |
| 3. Municipal Director - Overnight travel per diem (24 hour period) | \$75/24 hrs |
| Electoral Area Director - Overnight travel per diem (24 hour period) | \$125/24 hrs |
| (less meals provided) | |
| 3. Meal Charges (not overnight) | Breakfast - \$15
Lunch - \$20
Dinner - \$25 |
| 4. Other allowable expenses (with receipts) | Actual Cost |

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ <u>87.88</u>
TOTAL EXPENSES (A + B)	\$ <u>87.88</u>
LESS ADVANCE ACCOUNT No. 013000649	\$ -
NET CLAIM	\$ <u>87.88</u>
Verified by:	<u>Merr</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

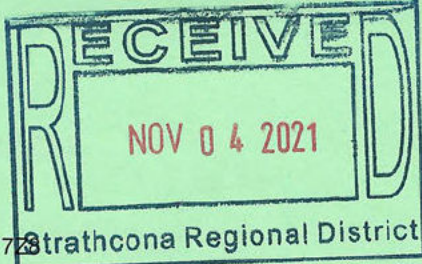
Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

October 26/21
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

Page 2 of 2

87. 88



DIRECTOR EXPENSE CLAIM FORM

ADVANCE
CLAIM \$40.09

NAME: Brenda E. Leigh
Address: [REDACTED]
Purpose of Travel: ^{XPSE:} SRD Business
Dates of Travel: ^{XPSE:} October 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2021					
Oct. 29	Staples - Tech	Support Statement			\$22.34
Oct 29	Staples - Beach to	Maritime Heritage Centre	30 km x 54		17.70
					\$40.09

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Municipal Director - Overnight travel per diem (24 hour period)	\$75/24 hrs
Electoral Area Director - Overnight travel per diem (24 hour period)	\$125/24 hrs
(less meals provided)	
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. Other allowable expenses (with receipts)	Actual Cost

TOTAL DISTANCE TRAVELED	KM	KM
RATE PER KM (2021 CRA rate/BL167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$	\$
TOTAL EXPENSES	(A) \$ <u>40.09</u>	17.70
(\$ PAVED + \$ UNPAVED)		

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ <u>40.09</u>
TOTAL EXPENSES (A + B)	\$ <u>40.09</u>
LESS ADVANCE	\$
ACCOUNT No. 013000649	
NET CLAIM	\$ <u>40.09</u> 17.70
Verified by:	

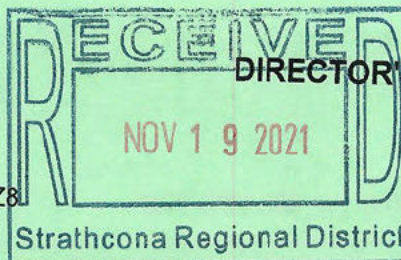
I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

Oct 30, 2021
DATE

ACCOUNT NO. 012 - 130 - 320 CC1 D647

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8



DIRECTOR'S EXPENSE CLAIM FORM

ADVANCE
CLAIM \$62.76

NAME: Brenda E. Leigh
Address: [REDACTED]
Purpose of Travel: SRD BUSINESS
Dates of Travel: NOVEMBER, 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2021					
NOV. 4 th			SRD Portion of Nov. 4/21 Bill for Phone & Internet Charges		\$62.76

TOTAL DISTANCE TRAVELED	KM	KM
RATE PER KM	\$0.50 / KM	\$0.62 / KM
TOTAL DISTANCE EXPENSE	\$	\$
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$ 62.76	

PURSUANT TO CSRD REMUNERATION BYLAW #2922 and associated amendments

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Overnight travel per diem (24 hour period)	\$75/24 hrs
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. All other expenses (with receipts)	Actual Cost

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ 62.76
TOTAL EXPENSES (A + B)	\$ 62.76
LESS ADVANCE	\$
ACCOUNT No. 013000649	
NET CLAIM	\$62.76
Verified by:	Mew

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in CSRD Bylaw #2922, and associated amendments, and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

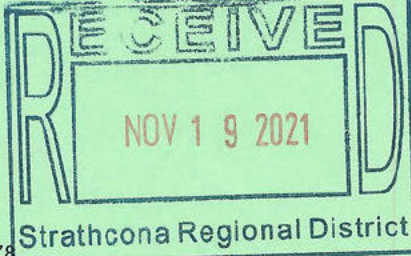
November 14, 2021
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

[illegible]



#301 - 990 Cedar Street, Campbell River, BC V8W 7Z8



DIRECTOR EXPENSE CLAIM FORM

ADVANCE CLAIM \$421.17

NAME: Brenda E. Leigh
 Address: [REDACTED]
 Purpose of Travel: ^{xpse} SRD Business/Constituency
 Dates of Travel: ^{xpse} November 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
2021	Description				
NOV. 6	Staples Tech. Contract	Campbell River Store			\$ 22.39
NOV. 13	STAPLES - C. River	One Black Cartridge for Canon Printer			251.39
NOV. 13	STAPLES - C. River	Packet Planners for 2022 for APC and office			53.67
NOV. 13	COSTCO WHOLESALE, Courtenay, BC	POSTAGE STAMPS			92.61
					<u>\$421.17</u>
					420.66

PURSUANT TO SRD REMUNERATION BYLAW #167 & BYLAW #359

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Municipal Director - Overnight travel per diem (24 hour period)	\$75/24 hrs
Electoral Area Director - Overnight travel per diem (24 hour period) (less meals provided)	\$125/24 hrs
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. Other allowable expenses (with receipts)	Actual Cost

TOTAL DISTANCE TRAVELED	KM	KM
RATE PER KM (2021 CRA rate/BL167)	\$0.59 / KM	\$0.71 / KM
TOTAL DISTANCE EXPENSE	\$	\$
TOTAL EXPENSES (\$ PAVED + \$ UNPAVED)	(A) \$ <u>421.17</u>	

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$ <u>421.17</u>
TOTAL EXPENSES (A + B)	\$ <u>421.17</u>
LESS ADVANCE ACCOUNT No. 013000649	\$ —
NET CLAIM	<u>420.66</u> \$ <u>421.17</u>
Verified by:	

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in SRD Bylaw #167 and Bylaw #359 and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

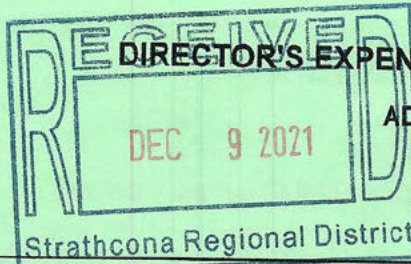
Nov. 14/21
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

#301 - 990 Cedar Street, Campbell River, BC V8W 7Z8

DATE 2021	LOCATION AND DESCRIPTION OF FUNCTION	EXPENSE DETAIL (Hotel, Ferry, Airfare, Meals, etc.)	AMOUNT
NOV 6	Staples - I.T. Support		\$ 22.39
NOV 13	Staples, Campbell River = One "Black" Cartridge-Printer		251.99
NOV 13	Staples, C. River = 8 Pocket Planners for APC + Director		53.67
NOV 13	COSTCO WHOLESALE, Courtenay = Roll of 100 Staples		92.61
		TOTAL:	<u>\$421.17</u>
			420.66
		CARRY FORWARD TO THE FRONT TOTAL (B) \$	421.17

#301 - 990 Cedar Street, Campbell River, BC V9W 7Z8



DIRECTOR'S EXPENSE CLAIM FORM

ADVANCE

CLAIM

\$80.03

NAME: Brenda E. Leigh

Address: [REDACTED]

Purpose of Travel: SRD Business

Dates of Travel: December 2021

KILOMETRE ALLOWANCE FOR AUTOMOBILE DISTANCE TRAVELLED

DATE 2021	FROM	TO	PURPOSE OF TRAVEL	Distance on Paved	Distance on Unpaved
Dec 4	Telus	Email invoice - Phone/inet	for December 2021 (SRD portion)		TOTAL
					\$62.33
Dec 7	Special Budget Mtg - Area D Single Service	- meeting with Staff - 30 km x .59 =			17.70
					\$80.03

TOTAL DISTANCE TRAVELED	30 KM	KM
RATE PER KM	\$0.59 / KM	\$0.82 / KM
TOTAL DISTANCE EXPENSE	\$17.70	\$
TOTAL EXPENSES (\$PAVED + \$UNPAVED)	(A) \$80.03	

PURSUANT TO CSRD REMUNERATION BYLAW #2922 and associated amendments

1. Commercial Accommodation	Actual Cost @ Gov't rates
2. Non-Commercial Accommodation	\$35/night
3. Overnight travel per diem (24 hour period)	\$75/24 hrs
3. Meal Charges (not overnight)	Breakfast - \$15 Lunch - \$20 Dinner - \$25
4. All other expenses (with receipts)	Actual Cost

CARRY FORWARD OF EXPENSES FROM REVERSE	(B) \$80.03
TOTAL EXPENSES (A + B)	\$80.03
LESS ADVANCE	\$
ACCOUNT No. 013000649	
NET CLAIM	\$80.03
Verified by:	<u>Mell</u>

I hereby certify that the expenses and expenditures detailed on this claim qualify for reimbursement and were incurred by me as a result of Strathcona Regional District business as detailed in CSRD Bylaw #2922, and associated amendments, and that I will not be reimbursed for them by any other party.

Brenda E. Leigh
SIGNATURE OF PERSON MAKING CLAIM

December 9, 2021
DATE

ACCOUNT NO. 012 - _____ - _____ CC1 _____

[illegible]