CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claiment's Name: E. Tom Ossinger
Title : Chief Administrative Officer
Date : May 2026

Date Expenses Incurred	Business Purpose of Expense (must include (if applicable) date of travel & destination)	EXPENSE TYPE i.e. Meals, Hotel, Mileage, Conference Registration, Training Course Fee, Parking, Other - Specify	KMS Driven	Milage Calculated @ $0.5932 ($)	Meals: Breakfast (no recpt $20) ($)	Meals: Lunch (no recpt $20) ($)	Meals: Dinner (no recpt $45) ($)	Hotel ($)	Other Exp ($)	TOTAL EXP ($)
May 11, 2026	FCM Conference - Edmonton Alberta	Hotel (Halifax Airport Hotel includes parking)		$ -	$ -		$ -	$ 198.06	$ -	$ 198.06
May 22, 2026	AMA Spring Conference - Digby	Registration		$ -	$ -	$ -	$ -	$ -	$ -	$ 567.84
June 8, 2026	FCM Conference - Edmonton Alberta	Hotel		$ -	$ -	$ -	$ -	$ 1,466.17	$ -	$ 1,466.17
June 8, 2026	FCM Conference - Edmonton Alberta	Mileage (Digby - Halifax)	470	$ 276.83	$ -	$ -	$ -	$ -	$ -	$ 276.83
June 3, 2026	FCM Conference - Edmonton Alberta	Uber (Airport - Hotel)		$ -	$ -	$ -	$ -	$ -	$ 25.40	$ 25.40
June 8, 2026	FCM Conference - Edmonton Alberta	Taxi (hotel - Airport)		$ -	$ -	$ -	$ -	$ -	$ 62.00	$ 62.00
June 3, 2026	FCM Conference - Edmonton Alberta	Meals		$ -	$ -	$ 20.00	$ 45.00	$ -	$ -	$ 65.00
June 4, 2026	FCM Conference - Edmonton Alberta	Meals		$ -	$ 20.00	$ 20.00	$ 45.00	$ -	$ -	$ 85.00
June 6, 2026	FCM Conference - Edmonton Alberta	Meals		$ -	$ -	$ -	$ 45.00	$ -	$ -	$ 45.00
June 8, 2026	FCM Conference - Edmonton Alberta	Meals		$ -	$ 20.00	$ 20.00	$ 45.00	$ -	$ -	$ 85.00
June 9, 2026	FCM Conference - Edmonton Alberta	Meals		$ -	$ -	$ 20.00	$ -	$ -	$ -	$ 20.00
				$ -	$ -	$ -	$ -	$ -	$ -	
				$ -	$ -	$ -	$ -	$ -	$ -	$ -
				$ -	$ -	$ -	$ -	$ -	$ -	$ -
				$ -	$ -	$ -	$ -	$ -	$ -	$ -
				$ -	$ -	$ -	$ -	$ -	$ -	$ -
				$ -	$ -	$ -	$ -	$ -	$ -	$ -
				$ -	$ -	$ -	$ -	$ -	$ -	$ -
				$ 276.83	$ 40.00	$ 80.00	$ 180.00	$ 1,664.23	$ 87.40	$ 2,896.30

Total Claim: $ 2,896.30

**Alcohol cannot be expensed by an individual to the Town of Digby