

# COUNCIL AND CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name Mike Bartlett  
 Title Mayor  
 Date Nov-25

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 \$0.5932/k m (\$)	Meals			Hotel	Other Expenses	Total Expense (\$)
					Breakfast	Lunch	Dinner			
Oct 18 2025	Staff Halloween event	Prizes		\$ -				\$ 27.33	\$ 27.33	
Oct 15 2025	NS Mun Services Meeting	lunch		\$ -		80.04			80.04	
Oct 31 2025	Staff Halloween event	Lunch		\$ -		124.49			124.49	
Nov 4-6 2025	NSFM - Halifax	Mileage	430	\$ 255.08					255.08	
Nov 5 2025	NSFM - Halifax	Hotel/Parking/Hotel Breakfast		\$ -			786.84		786.84	
Nov 5 2025	NSFM - Halifax	Meal		\$ -		45.00			45.00	
Nov 4 2025	NSFM - Halifax	Meal		\$ -		45.00			45.00	
<b>TOTAL</b>									<b>\$ 1,363.78</b>	

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