

# COUNCIL AND CHIEF ADMINISTRATIVE OFFICER EXPENSE REPORTING FORM

Claimant's Name: E. Tom Ossinger  
 Title : CAO  
 Date : 8/18/2017

Date Expenses Incurred	Business Purpose of Expense (must include (if applicable) date of travel & destination)	Professional Development Expenses Type	Travel Expense Type	Travel/Prof Dev. Cost (\$)	KMS Driven	Milage Calculated @ 0.4289	Meals				Paid by Town of Digby		
							Breakfast	Lunch	Dinner	Other	Other Expenses	Credit Card	Invoice
8/9/17	Meeting with By-law Enforcement Officer and Town Solicitor to review the process and procedures in issuing Dangerous & Unsightly Orders - TMC Law Offices Kentville NS	Business Meeting	Personal vehicle/ Milage	\$ 127.25	250	\$ 107.23	\$ -	\$ 20.02	\$ -	\$ -	\$ -	\$ 20.02	
				<u>\$ 127.25</u>		<u>107.225</u>	<u>\$ -</u>	<u>\$ 20.02</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20.02</u>	<u>\$ -</u>

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

**Total Monthly Expenses : \$ 127.25**