

Municipal Expense Reporting Form

Claimant's Name: **Sarah Mattatall**
 Claimant's Title: **CAO**
 Date expense report posted: **October - December 2025**

Date Expenses Incurred	Business Purpose of Expense: must include (if applicable): date of travel & destination	Professional Development Expense Type	Travel Expense Type	Travel/Prof Dev Cost (\$)	kms driven	Mileage calculated @ 0.5932	Meals				Other Expenses
							Breakfast	Lunch	Dinner	Other	
Oct 17/25	9/16 Cell Phone										19.29
Oct 29/25	10/16 Cell Phone										26.83
Dec 1/25	11/16 Cell Phone										15.31
Dec 16/25	12/16 Cell Phone										78.99
Nov 6/25	AMANS Training	Course Registration		140.17							
Nov 21/25	9/17 Leadership Meeting, Lockeport	Meeting	Mileage	32.97							
Nov 21/25	NSFM Fall Conference (Halifax)	Conference	Mileage / Meal	225.91				15.67			
Nov 21/25	11/19 Leadership Meeting (Barrington)	Meeting	Mileage	38.38							
Nov 24/25	11/19 Leadership Meeting (Barrington)	Meeting	Meal					18.38			
Dec 12/25	NSFM Conference (Halifax)	Registration		783.95							
Dec 15/25	NSFM Conference (Halifax)		Meal					46.01			
Dec 15/25	NSFM Conference (Halifax)		Hotel								606.54
Dec 15/25	NSFM Conference (Halifax)		Meals				69.28	25.08	52.55		
		-		1,221.38			69.28	105.14	52.55	-	746.96

Paid by Municipality	
Credit Card	Invoice
	X
	X
	X
X	
	X
	X
	X
X	
X	
X	
-	-

Notes:
 Travel expenses include, but are not limited to accommodations, transportation and incidentals
 Professional development expenses include, but are not limited to course registration fees
 Business purpose of an expense include, but are not limited to: confernces, meetings, municipal events, professional development
 Alcohol cannot be expensed by an individual to a municipality
 *Municipalities are required by the MGA to report travel, meals and professional development expenses. Municipalities may choose to report other expenses.

Total Claim: 2,195.31

Municipal Expense Reporting Form

Claimant's Name: **Stanley Jacklin**

Claimant's Title: **Mayor**

Date expense report posted: **October - December 2025**

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							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
Nov 17/25	NSFM Conference (Halifax)		Mileage	225.91									
Nov 17/25	NSFM Conference (Halifax)		Meals				78.93						X
Dec 12/25	NSFM Conference (Halifax)	Registration		783.95									X
Dec 15/25	NSFM Conference (Halifax)		Hotel/Parking	653.29								X	
			-	1,663.15			78.93	-	-	-		-	-

Notes:

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Total Claim: 1,742.08

Municipal Expense Reporting Form

Claimant's Name: **Elizabeth Acker**
 Claimant's Title: **Councillor**
 Date expense report posted: **October - December 2025**

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							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
Nov 17/25	NSFM Conference (Halifax)		Mileage	225.90									
Nov 17/25	NSFM Conference (Halifax)		Meals				27.32	10.94	23.89				X
Dec 12/25	NSFM Conference (Halifax)	Registration		783.95									X
Dec 15/25	NSFM Conference (Halifax)		Hotel	606.55								X	
		-	-	1,616.40	-	-	27.32	10.94	23.89	-	-	-	-

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Total Claim: 1,678.55

Municipal Expense Reporting Form

Claimant's Name: **Sheldon Ringer**
 Claimant's Title: **Councillor**
 Date expense report posted: **October - December 2025**

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							Breakfast	Lunch	Dinner	Other		Credit Card	Invoice
	Nothing to Report					-							
						-							
						-							
						-							
				-		-	-	-	-	-	-	-	-

Notes:
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Total Claim: -

