Claimant's Name: Sybil Skinner Robertsn

Claimant's Title: Deputy Mayor

Date expense report posted: October 1, 2025- December 31, 2025

Annapolis Royal
Nova Scotia

Date Expense 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	Total including HST Rebate	Paid by Municipality		
							Breakfast	Lunch	Dinner	Other			Credit Card	Cheque	Invoice
Oct 1 2025	computer allowance	01-21130A				$ -					$ 100.00	$ 100.00		16767	
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
						$ -						$ -			
			Total	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00	$100.00				
												$100.00			

* audited by:

Melony Robinson, Director of Finance, CPA, MBA
Print Name and Position

Signed

Total Expenses: $100.00

1.097867

Notes:
Travel Expenses include but are not limited to accomodations, transportaion and incidentals
Professional development expenses include, but are not limited to course registration fees
business purposes of an expense include but are not liminted to: conferences, 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.

INCLUDE CELL PHONES, ALL HOTELS (VISA), 0121130B,0121130A