

ROB SMALL, MAYOR - Travel Claim	
Empowering Cumberland Conference – Fox Harb’r – April 16, 2025	
Travel Claim	\$81.62
Accommodations	
Registration	

**TOWN OF AMHERST
TRAVEL EXPENSE CLAIM**

2025/26

** Fill in Shaded Areas Only

Type of Claim, please circle: Travel Expense or Travel Advance

CLAIMANT: Mayor Robert Small
 DEPARTMENT: Executive Office
 DATES: 18-Apr-25
 PURPOSE OF EXPENSE: Empowering Cumberland Conference



EXPENSES PAID BY CLAIMANT:

Receipt Required:	Dates					Total
	April 16/25	April 16/25				
Transportation						
Destination	Fox Harby	Amherst				Mileage /Km
Mileage (Kms)	68.8	68.8				\$0.5932
Total Mileage	\$ 40.81	\$ 40.81	\$ -	\$ -	\$ -	\$ 81.62
Parking Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tolls No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals - Cost Incl. Taxes & Gratuity						
Breakfast No	\$ 15.00	\$ -	\$ -	\$ -	\$ -	\$ -
Lunch No	\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ -
Dinner No	\$ 30.00	\$ -	\$ -	\$ -	\$ -	\$ -
Total Meals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accommodations Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description						
TOTAL EXPENSES PAID BY CLAIMANT						\$ 81.62
Less Travel Advance						\$ -
TOTAL EXPENSES DUE TO CLAIMANT						\$ 81.62 (a)

SAP CODING:
 G/L: 8030
 Cost Center: LEGMAY
 Work Order: 1-002
 Vendor Number: 102682

19-18838

EVENT EXPENSES PAID BY TOWN (COPIES OF INVOICES MUST BE ATTACHED):

Description of Event Expenses	Payment Method (Town Credit Card, Town Cheque)	Reference # (Purchase Order #, EE Named on Town Credit Card)	Total Cost (incl HST)
Accommodations			
Event Registration Fee			
Airfare			
Other			

TOTAL EXPENSES PAID BY TOWN \$ - (b)

TOTAL COST OF EVENT: \$ 81.62 (a + b)

Signature of Claimant: Robert Small

Employee Acknowledge Document on File for Current Fiscal Year (circle one): Yes or No Conforms to Expense Reimbursement Policy # 3000-07:

Alison Lopez
 Date: April 22/25

Approved By Signing Authority: [Signature]
 (per Expense Reimbursement Policy)



Amherst, Nova Scotia to Fox Harbour, Nova Scotia

Drive 68.8 km, 58 min

Amherst
Nova Scotia

- ↑ 1. Head west on Havelock St toward Victoria St E/NS-6 E
1 sec (4 m)

Follow NS-6 E to Church St in Pugwash

36 min (48.5 km)

- ↪ 2. Turn right onto Victoria St E/NS-6 E
i Continue to follow NS-6 E
48.2 km
- ↪ 3. Turn right onto Durham St/NS-6 E (signs for Tatamagouche/New Glasgow/Cape Breton)
300 m

Take Gulf Shore Rd to Schooner Run in Fox Harbour

18 min (20.4 km)

- ↶ 4. Turn left onto Church St (signs for Sunrise Trail/Pugwash Point/Gulf Shr)
1.3 km
- ↪ 5. Church St turns right and becomes Gulf Shore Rd
13.6 km
- ↑ 6. Continue onto Ferry Rd
2.0 km
- ↶ 7. Turn left onto Fox Harbour Rd
2.4 km
- ↶ 8. Turn left onto Schooner Run
1.0 km

Fox Harbour
Nova Scotia