

JASON MACDONALD, CAO - Travel Claim	
CAMA Conference – Ontario – May 29 – June 1, 2023	
Travel Claim	\$454.20
Accommodations	\$1243.96
Registration	\$875.75
Airfare	\$228.64
Car Rental	\$859.66

TOWN OF AMHERST TRAVEL EXPENSE CLAIM



**** Fill in Shaded Areas Only**

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

CLAIMANT: Jason MacDonald, CAO

DEPARTMENT: Executive Office

DATES: May 29, 2023 - June 1, 2023

PURPOSE OF EXPENSE: CAMA conference

EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates					Total
		29-May-23	30-May-23	31-May-23	31-May-23	01-Jun-23	
Transportation							
Destination		Amherst/Moncton					
Mileage (Kms)		112					Mileage /Km \$0.5770
Total Mileage		\$ -	\$ -	\$ -	\$ -	\$ 64.62	\$ 64.62
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Meals - Cost Incl. Taxes & Gratuity							
Breakfast	No	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	
Lunch	No	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	
Dinner	No	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	
Total Meals		\$ 65.00	\$ 65.00	\$ 45.00	\$ 65.00	\$ 65.00	\$ 305.00
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ 84.58	\$ 84.58
	Description	Uber & Parking					
TOTAL EXPENSES PAID BY CLAIMANT							\$ 454.20
Less Travel Advance							\$ -
TOTAL EXPENSES DUE TO CLAIMANT							\$ 454.20 (a)

SAP CODING:
 G/L 6030
 Cost Center EXEC
 Work Order 1-2944
 Vendor Number 101161

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	Town Credit Card	Jason MacDonald	\$ 1,243.96
Event Registration Fee	Town Credit Card	Jason MacDonald	\$ 875.75
Airfare	Town Credit Card	Jason MacDonald	\$ 228.64
Other	Town Credit Card	Jason MacDonald	\$ 859.66

TOTAL EXPENSES PAID BY TOWN \$ 3,208.01 (b)

TOTAL COST OF EVENT: \$ 3,662.21 (a + b)

Signature of Claimant:

Employee Acknowledge Document on File for Current Fiscal Year (circle one): Yes or No

Conforms to Expense Reimbursement Policy # 3000-07:

Approved By Signing Authority:
 (per Expense Reimbursement Policy)

Date: June 19/23



Greater Moncton Roméo LeBlanc International Airport Drive 55.6 km, 35 min to Amherst, Nova Scotia

Greater Moncton Roméo LeBlanc International Airport

777 Aviation Ave #12, Dieppe, NB E1A 7Z5

Take Aviation Ave to NB-15 E

- 3 min (1.4 km)
- ↑ 1. Head southeast
- 100 m
- ↑ 2. Continue straight
- 11 m
- ↪ 3. Keep right
- 450 m
- ↪ 4. Turn right onto Aviation Ave
- 130 m
- ↩ 5. Turn left to stay on Aviation Ave
- 180 m
- ↪ 6. Turn right
- 450 m

Follow Trans-Canada Hwy to Fort Lawrence Rd in Nappan.

Take exit 1A from Trans-Canada Hwy/NS-104 E

- 28 min (50.1 km)
- ⤴ 7. Merge onto NB-15 E
- 600 m
- ↪ 8. Take exit 19A for Trans Canada Highway E/NB-2 E toward Sackville/Nova Scotia/Nouvelle-Ecosse
- 1.1 km
- ⤴ 9. Merge onto Trans-Canada Hwy/NB-2 E
- 📍 Entering Nova Scotia
- 47.7 km
- ↑ 10. Continue onto Trans-Canada Hwy/NS-104 E
- 240 m
- ↪ 11. Take exit 1A toward NS-2/NS-6/Amherst/Laplanche Street
- 500 m

Follow Glooscap Trail/NS-2 S to Havelock St in Amherst

- 4 min (4.2 km)
- ↪ 12. Turn right onto Fort Lawrence Rd
- 85 m

- ↶ 13. Turn left onto Glooscap Trail/NS-2 S (signs for Nova Scotia Trunk 2 E/Nova Scotia Trunk 6 E/Amherst/La Planche St./Nova Scotia 104 E)

3.7 km
- ↶ 14. Turn left onto Glooscap Trail/Laplanche St/NS-2 S

400 m
- ↑ 15. Continue straight onto Havelock St

4 m

Amherst

Greater Moncton Roméo
LeBlanc International Airpor

1 Aéroport International
Roméo-LeBlanc du Grand Monct

Payment Receipt

Station name: Exit 1

Entry: 01/06/23 10:06 PM
Payment date: 02/06/23 5:02

Card no.: 072900026556710925

Due: CAD 20.00
Tariff: CAD 20.00
Reduction: CAD 0.00
Paid with: CAD 20.00

Transaction type: Sale
Account: VISA [50]
Card number: *****3842
Expiry date: ****
Entry mode: TAP_ICC [51]
Total: CAD 20.00
Date: 23/06/02
Time: 05:02:17
Auth number: 065165
Merchant Id: 55241375704
Terminal Id: POFWPSD4
TUUID: 69e8b291-dbda-4a4d-9442-
f1e3018a03b1
AID: A0000000031010
TVR: 0000000000
IAD: 1F42FF32A00000000010030273000000
ATC: 0043
APPROVED
Please retain for your records

Town of Amherst
Cell: 902-664-8367
Email: jmacdonald@amherst.ca
www.amherst.ca | #seewhyweloveit

"We acknowledge that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. We celebrate 400+ years of African Nova Scotian descent. We strive to foster a diverse community that values everything that makes us unique including our visible differences, such as race or gender expression, as well as our non-visible differences, such as gender identity and diversity of thought. We are committed to equity, fairness and dignity for all."



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From: Uber Receipts <noreply@uber.com>
Sent: June 1, 2023 6:53 PM
To: Jason MacDonald <JMacDonald@amherst.ca>
Subject: Your Thursday evening trip with Uber

Uber	Total CA\$64.58 June 1, 2023
Total	CA\$64.58

Trip fare	CA\$31.52
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Subtotal	CA\$31.52
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Reservation Fee	CA\$18.00
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Booking Fee 	CA\$2.75
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Uber Airport Surcharge	CA\$4.45
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Toronto Fee Recovery Surcharges	CA\$0.33
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Toronto Accessibility Fee Recovery Surcharges	CA\$0.10
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HST	CA\$7.43
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Payments



June and Jason Visa **9809**

CA\$64.58

6/1/23 5:53 PM

A temporary hold of CA\$64.58 was placed on your payment method ** 9809. This is not a charge and will be removed. It should disappear from your bank statement shortly. [Learn More](#)**

[Visit the trip page](#) for more information, including invoices (where available)

GST Registration Number 709860084RT0001

[Switch Payment Method](#)

5:08 PM
75 Lower Simcoe St,
Toronto, ON M5J 3A6, CA

5:52 PM
6301 Silver Dart Dr,
Mississauga, ON L5P 1B2,
CA



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[Contact support >](#)
[Contact support >](#)

[My trips >](#)

Uber

DEPARTURE DATE	May 28, 2023
CHECK IN TIME	May 31, 2023
CHECK OUT TIME	
# OF ADULTS	ANYTIME AFTER 4PM
# OF CHILDREN	11AM
TYPE OF ROOM	
SUBTOTAL*	2
*13% HST, 4% Municipal Accommodation Tax (Huntsville) and \$39.95 nightly resort fee are additional.	0
	Lakeside Lodge 1bdm Water View - 1 King
	675.00

Please note:

- Elevator access is available in the Pavilion, Bayshore and Lakeside Lodge buildings. Summit Lodges, Greens and Hillside resort homes have stair access only.
- Your room is fully prepared for your enjoyment on arrival with no additional stayover housekeeping service throughout your stay.

Deposit & Cancellation Policy: 1 night deposit at time of reservation with balance due at check in. If guest needs to shorten or cancel the reservation, it must be done by April 30, 2023 to avoid penalties. No refunds or credits are given for any nights cancelled after April 30.

*The above rate(s) may not reflect all possible fees; additional charges or taxes may be associated with this reservation.

SECONDARY CONFIRMATION NUMBER:



Your reservation is confirmed!

Dear Jason,

We would like to personally thank you for booking your upcoming visit at Deerhurst Resort.

Please stay tuned to our welcome email that you will receive one week prior to your arrival. This will include important information to know during your stay. In the meantime, allow our [website](#) to be your best friend! With all the information you need on dining, activities, room amenities and more.

We Can't Wait to Welcome You!

Your Stay Information

GUEST NAME

Jason Macdonald

HOTEL CONFIRMATION NUMBER

215636304

ARRIVAL DATE



75 Lower Simcoe Street, Toronto, Ontario, M5J3A6
 Tel: 416-849-1200 Fax: 416-849-1227

Jason Macdonald
 xxx
 amherst NE 11111
 United States

Room: 1906
 Folio: 606521
 Cashier: 122
 Arrival: 05-31-23
 Departure: 06-01-23
 Reference:

Date	Description	Additional Information	Charges	Credits
05-31-23	Room Charge		475.00	
05-31-23	Room HST		61.75	
05-31-23	MAT		28.50	
05-31-23	MAT HST		3.71	
06-01-23	Visa	XXXXXXXXXXXX1121	XX/XX	568.96

HST Summary	
Registration No: 740987524	
Room	93.96
F&B	0.00
Other	0.00
Total	93.96

Total	568.96	568.96
Balance Due	0.00	CAD

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

Quantity	Item	Unit		Price
1	2023 CAMA Annual National Conference & General Meeting -May 29 - 31, 2023	875.75	CAD	875.75
		Total	CAD	875.75

This order is now complete. Transaction approved!

Here is your receipt:

===== TRANSACTION RECORD =====

CivicInfo BC
 203-4475 Viewmont Avenue
 Victoria, BC V8Z 6L8
 Canada
www.civicinfo.bc.ca

TYPE: Purchase

ACCT: Visa \$ 875.75 CAD

CARD NUMBER : #####1121
 DATE/TIME : 09 May 23 09:53:25
 REFERENCE # : 001 688992 M
 AUTHOR. # : 043011
 TRANS. REF. : CAMA-Delegate

Approved - Thank You 000

Please retain this copy for your records.

Cardholder will pay above amount to card issuer pursuant to cardholder agreement.

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Web Fare

Air Canada 1503 12:50 PM • Moncton, NB, Canada (YQM-Greater Moncton Intl.) to Toronto, ON, Canada (YYZ-Pearson Intl.)

Airline confirmation: 26KXSN (Air Canada)

Air Canada, operated by SUBSIDIARY/FRANCHISE

Economy / Coach (L)

Wed, May 24, 12:50 PM - 2:05 PM

2h 15m flight duration

Toronto (YYZ) to Moncton (YQM)

Air Canada, operated by SUBSIDIARY/FRANCHISE

Air Canada 1504 8:50 PM • Toronto, ON, Canada (YYZ-Pearson Intl.) to Moncton, NB, Canada (YQM-Greater Moncton Intl.)

Terminal 1

Airline confirmation: 26KXSN (Air Canada)

Air Canada, operated by SUBSIDIARY/FRANCHISE

Economy / Coach (K)

Thu, Jun 1, 8:50 PM - 11:51 PM

2h 1m flight duration

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Price summary

Roundtrip flight

1 traveller CA \$320.00

Taxes & fees CA \$137.29

Total

CA \$457.29 ÷ 2 = 5228.65

Unless and otherwise specified, rates are quoted in Canadian dollars.

2 Conference overlap

Air fare To Fam
Air fare from CArMA



Hi Jason,

Thank you for renting with Budget. **Please remember to return your keys when you return your vehicle to avoid additional fees.**

This is a one-time notification related to your recent transaction: Budget Rental Agreement **948785261**

TOTAL CHARGES

CAD 859.66

Base Rate:	CAD 392.00
Taxable Products/Services*:	CAD 368.76
Non-Taxable Products/Services:	CAD 98.90
Net Charges:	CAD 859.66

**Includes Fees and Surcharges*

Thanks for renting with us. We hope you had a sweet trip and a smooth ride.

Your e-receipt is available [here](#)



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