

<b>JASON MACDONALD, CAO - Travel Claim</b>	
<b>Meeting with Municipal Advisor – Halifax, NS – March 1, 2024</b>	
Travel Claim	\$251.95
Accommodations	
Registration	

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Travel Claim	\$251.95
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Accommodations	
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Registration	
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**TOWN OF AMHERST  
TRAVEL EXPENSE CLAIM**

2023/24

\*\* Fill in Shaded Areas Only

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



CLAIMANT: Jason MacDonald, CAO  
 DEPARTMENT: Executive Office  
 DATES: 01-Mar-24  
 PURPOSE OF EXPENSE: Meet with Municipal Advisor

**EXPENSES PAID BY CLAIMANT:**

	Receipt Required:	Dates					Mileage /Km \$0.5770	Total	
		Mar 1/24	Mar 1/24						
<b>Transportation</b>									
Destination		Halifax 201	Amherst 201						
Mileage (Kms)									
Total Mileage		\$ 115.98	\$ 115.98	\$ -	\$ -	\$ -	\$ 231.95		
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Meals - Cost Incl. Taxes &amp; Gratuity</b>									
Breakfast	No	\$ 15.00	\$ -						
Lunch	No	\$ 20.00	\$ 20.00						
Dinner	No	\$ 30.00							
Total Meals		\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ 20.00		
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other	Yes		\$ -	\$ -	\$ -	\$ -	\$ -		
		Description							
<b>TOTAL EXPENSES PAID BY CLAIMANT</b>							<b>\$ 251.95</b>		
Less Travel Advance									
<b>TOTAL EXPENSES DUE TO CLAIMANT</b>							<b>\$ 251.95 (a)</b>		

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			
Event Registration Fee			
Airfare			
Other			
<b>TOTAL EXPENSES PAID BY TOWN</b>			<b>\$ - (b)</b>

**TOTAL COST OF EVENT:** **\$ 251.95 (a + b)**

Signature of Claimant:

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

Approved By Signing Authority:

Conforms to Expense Reimbursement Policy # 3000-07:

Date: Mar. 8, 2024





Amherst, Nova Scotia to Saint Mary's University, 923 Robie St, Halifax, NS B3H 3C3 Drive 201 km, 2 hr 9 min

Amherst  
Nova Scotia

This route has tolls.

Get on Trans-Canada Hwy/NS-104 E in Nappan from  
Glooscap Trail

7 min (3.9 km)

- ↑ 1. Head west on Havelock St toward Victoria St E/NS-6 E  
4 m
- ↶ 2. Turn left onto Glooscap Trail/Victoria St E/NS-2 S/NS-6 W  
130 m
- ↶ 3. Turn left onto Church St/Glooscap Trail/NS-2 S (signs for Nova Scotia Trunk 2)  
 Continue to follow Church St/Glooscap Trail  
350 m
- ↷ 4. Turn right onto Albion St/Glooscap Trail/NS-2 S  
 Continue to follow Glooscap Trail/NS-2 S  
3.0 km
- ⤴ 5. Turn left onto the TC/NS-104 E ramp to Springhill/Truro/Halifax  
300 m

Continue on Trans-Canada Hwy/NS-104 E. Take NS-102 S to  
Massachusetts Ave in Halifax. Take the exit toward Robie St  
from Hwy 111 N/NS-111 N

1 hr 51 min (192 km)

- ⤴ 6. Merge onto Trans-Canada Hwy/NS-104 E  
 Toll road  
96.8 km
- ↷ 7. Take exit 15 for NS-102 toward Halifax/Truro  
850 m
- ↗ 8. Continue onto NS-102 S  
74.1 km
- ⤴ 9. Keep left at the fork to continue on NS-118, follow signs for NS-107/NS-111/Dartmouth/Halifax  
12.1 km
- ↷ 10. Take exit 12 to merge onto Hwy 111 N/NS-111 N toward Halifax  
 Toll road  
8.2 km

- 11. Take the exit toward Robie St  
350 m

**Take Robie St to Inglis St**

- 11 min (4.8 km)
- 12. Continue onto Massachusetts Ave  
1.2 km
- 13. Continue onto Robie St/Robie St Connector  
Continue to follow Robie St  
1.5 km
- 14. Continue straight to stay on Robie St  
2.2 km
- 15. Turn right onto Inglis St  
5 m

**Saint Mary's University**

923 Robie St Halifax NS B3H 3C3