

JASON MACDONALD, CAO - Travel Claim	
Police / NSFPM Meeting – Truro, NS – May 15, 2024	
Travel Claim	\$158.77
Accommodations	
Registration	

**TOWN OF AMHERST
TRAVEL EXPENSE CLAIM**

2024/25

** Fill in Shaded Areas Only

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



CLAIMANT: Jason MacDonald, CAO
 DEPARTMENT: Executive Office
 DATES: 15-May-24
 PURPOSE OF EXPENSE: Police / NSFM Meeting

EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates					Mileage /Km	Total
		May 15/24	May 15/24					
Transportation								
Destination		Truro	Amherst					
Mileage (Kms)		106	106			\$0.5838		
Total Mileage		\$ 61.88	\$ 61.88	\$ -	\$ -	\$ -	\$ 123.77	
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Meals - Cost Incl. Taxes & Gratuity								
Breakfast	No	\$ 15.00	\$ 15.00					
Lunch	No	\$ 20.00	\$ 20.00	\$ -	\$ -	\$ -		
Dinner	No	\$ 30.00						
Total Meals		\$ 35.00	\$ -	\$ -	\$ -	\$ -	\$ 35.00	
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description								
TOTAL EXPENSES PAID BY CLAIMANT							\$ 158.77	
Less Travel Advance							\$ -	
TOTAL EXPENSES DUE TO CLAIMANT							\$ 158.77 (a)	

19-18511

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			
TOTAL EXPENSES PAID BY TOWN			\$ - (b)

TOTAL COST OF EVENT: \$ 158.77 (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: Date: May 28, 2024



Amherst, Nova Scotia to Rath Eastlink Community Centre, 625 Abenaki Rd, Truro, NS B2N 0G6

Drive 106 km, 1 hr 5 min

Amherst
Nova Scotia

This route has tolls.

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

- 7 min (3.9 km)
- ↑ 1. Head west on Havelock St toward Victoria St E/NS-6 E
 - ↶ 2. Turn left onto Glooscap Trl/Victoria St E/NS-2 S/NS-6 W
4 m
 - ↶ 3. Turn left onto Church St/Glooscap Trl/NS-2 S (signs for Nova Scotia Trunk 2)
130 m
 Continue to follow Church St/Glooscap Trl
 - ↷ 4. Turn right onto Albion St/Glooscap Trl/NS-2 S
350 m
 Continue to follow Glooscap Trl/NS-2 S
 - ↶ 5. Turn left onto the TC/NS-104 E ramp to Springhill/Truro/Halifax
3.0 km
- 300 m

Follow Trans-Canada Hwy/NS-104 E to Truro Heights
Connector Rd in Truro Heights. Take exit 13 from NS-102 S

- 59 min (102 km)
- ↶ 6. Merge onto Trans-Canada Hwy/NS-104 E
 Toll road
 - ↷ 7. Take exit 15 for NS-102 toward Halifax/Truro
96.8 km
 - ↶ 8. Continue onto NS-102 S
850 m
 - ↷ 9. Take exit 13 for NS-2 S toward Truro/Hilden
3.4 km
- 650 m

Continue on Truro Heights Connector Rd. Drive to Abenaki Rd in Truro

- 2 min (900 m)
- ↶ 10. Turn left onto Truro Heights Connector Rd
650 m