

JASON MACDONALD, CAO - Travel Claim	
NSCPA/NSAPG Conference– Sydney, NS – September 11-13, 2024	
Travel Claim	\$571.71
Accommodations	\$440.54
Registration	\$300.00

**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: September 11-13, 2024
 PURPOSE OF EXPENSE: NSCPANSAPG Conference

EXPENSES PAID BY CLAIMANT:

Receipt Required:	Dates				Mileage /km	Total
	Sept 11/24	Sept 12/24	Sept 13/24			
Transportation						
Destination	Sydney		Amherst			
Mileage (Kms)	404		404			
Total Mileage	\$ 235.86	\$ -	\$ 235.86	\$ -	\$0 5838	\$ 471.71
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -
Meals - Cost Incl. Taxes & Gratuity						
Breakfast	No	\$ 15.00			\$ -	
Lunch	No	\$ 20.00	\$ 20.00	\$ 20.00	\$ -	\$ -
Dinner	No	\$ 30.00	\$ 30.00	\$ 30.00	\$ -	\$ -
Total Meals		\$ 50.00	\$ 30.00	\$ 20.00	\$ -	\$ 100.00
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -
Description:						
TOTAL EXPENSES PAID BY CLAIMANT						\$ 571.71
Less Travel Advance						\$ -
TOTAL EXPENSES DUE TO CLAIMANT						\$ 571.71 (a)

SAP CODING:
 GL: 5030
 Cost Center: EXEC
 Work Order: 1-2944
 Vendor Number: 101161

19-18614

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	\$ 300.00
Event Registration Fee	Town Credit Card	Natalie LeBlanc	\$ 440.64
Airfare			
Other			
TOTAL EXPENSES PAID BY TOWN			\$ 740.64 (b)

TOTAL COST OF EVENT: \$ 1,312.35 (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: Sept 20, 2024



Amherst, Nova Scotia to Holiday Inn Sydney -
Waterfront, 300 Esplanade, Sydney, NS B1P 1A7

Drive 404 km, 4 hr 23 min

Amherst
Nova Scotia

This route has tolls

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

- 8 min (3.9 km)
- ↑ 1. Head west on Havelock St toward Victoria St
E/NS-6 E
- 4 m
- ↶ 2. Turn left onto Glooscap Trl/Victoria St E/NS-2
S/NS-6 W
- 130 m
- ↶ 3. Turn left onto Church St/Glooscap Trl/NS-2 S
(signs for Nova Scotia Trunk 2)
 Continue to follow Church St/Glooscap Trl
- 350 m
- ↷ 4. Turn right onto Albion St/Glooscap Trl/NS-2 S
 Continue to follow Glooscap Trl/NS-2 S
- 3.0 km
- ↶ 5. Turn left onto the TC/NS-104 E ramp to
Springhill/Truro/Halifax
- 300 m
- ↶ 6. Merge onto Trans-Canada Hwy/NS-104 E
 Toll road
- 1 hr 42 min (186 km)

Follow NS-104 E and NS-4 E to your destination in Sydney

- 2 hr 28 min (214 km)
- ↑ 7. Continue straight to stay on Trans-Canada
Hwy/NS-104 E
- 79.4 km
- ↷ 8. At the roundabout, take the 2nd exit onto Trans-
Canada Hwy/NS-104
- 110 m
- ↷ 9. Slight right onto NS-104 (signs for Fleur-de-Lis
Trail/Port Hawkesbury/Saint Peters/Sydney/Nova
Scotia 4 Trunk)
- 7.9 km
- ↶ 10. Turn right onto the NS-104 E ramp to Isle
Madame/Saint Peters/Sydney
- 650 m

- 11. Continue onto NS-104
36.7 km
- ↑ 12. Continue onto NS-4 E (signs for Nova Scotia Trunk 4 E/Saint Peters/Sydney/Fleur-de-lis Trail)
85.0 km
- ↑ 13. Continue straight
200 m
- ↑ 14. Continue onto Kings Rd/NS-4 E
Continue to follow NS-4 E
4.4 km
- ↑ 15. Continue onto Esplanade
77 m
- ↶ 16. Turn left
20 m

Holiday Inn Sydney - Waterfront
300 Esplanade, Sydney, NS B1P 1A7



Holiday Inn

JASON MACDONALD
NS CHIEFS OF
POLICE
CONFERENCE

POLCOMM 6030
WO 100002944

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Natalie Leblanc 98 Victoria St E Amherst NS B4H 1X6 Canada	Folio No. :	254472	Room No. :	322
	A/R Number :		Ref.No.:	
	Group Code :	COP	Arrival :	09-11-24
	Company :	NS Chiefs of Police Conference	Departure :	09-13-24
	Membership No. :	PC 637878232	Conf. No. :	20749468
	Invoice No. :		Rate Code :	
			Page No. :	1 of 1

Date	Description	Charges	Credits
09-11-24	Room Charge	186.00	
09-11-24	HST Tax - Room	27.90	
C			
C			
C			
C			
C			
C			
C			
	XXXXXXXXXXXXXX3552		

Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - www.ihg.com/reviews. We look forward to welcoming you back soon.

Total	440.64	440.64
Balance	0.00	

Guest Signature: _____

I have received the goods and / or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Holiday Inn Sydney-Waterfront
o/a Sydney Oceanfront Hotel LP.
300 Esplanade Sydney, NS B1P 1A7
Telephone: (902) 562-7500 Fax: (902) 562-3023
GST Registration No. 804895969RT0001



NS Chiefs of Police Association & NS Association of Police Governance



Registration Form - Fall Conference 2024 September 11, 12 & 13th

Conference Venue: Holiday Inn Sydney – Waterfront
Please call room reservations (902) 562-7500 to book
\$186+HST/night
Group Code "NS Chiefs of Police Conference"

Name/Title/Rank: <u>Tyson MacDonald, Chief Administrative Officer</u>	
Agency/Town: <u>Town of Amherst</u>	Address: <u>98 East Victoria St. Amherst, NS</u>
Phone: <u>902 667 6510</u>	Email: <u>imacdonald@amherst.ca</u>

***** CONFERENCE PRICES INCLUDE TAX *****

<p>Conference Registration \$300.00 (Includes Tax)</p> <p><i>*For Catering purposes, check below if you will be attending the following events;</i></p> <p>Meet & Greet: Wednesday, Sept 11th <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>*Early Registration and Meet & Greet to be held at the Royal CB Yacht Club Room, 2nd floor, Joan Harriss Cruise Pavilion 6:00 pm - 9:00 pm*</i></p> <p>Gala Dinner <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Roast Beef w/red wine peppercorn sauce OR <input type="checkbox"/> Roasted Chicken w/mushroom sauce Dessert: Apple Crisp with Vanilla Ice Cream</p> <p>**Please identify special dietary requirements**</p>	<p>NSAPG/NSCPA Member (\$300 Inc. Tax) Companion Program (\$75.00 Inc. Tax) Companion Dinner (\$65.00 Inc. Tax)</p> <p>Total Amount \$ <u>300.00</u></p> <p>HST#896910569 RT0001</p> <p>Companion Dinner (\$65.00) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Includes Tax)</p> <p><input type="checkbox"/> Roast Beef w/red wine peppercorn sauce <input type="checkbox"/> Roasted Chicken w/mushroom sauce</p> <p>**Please identify special dietary requirements**</p>
<p>Golf **Fees to be paid at Golf Course**</p> <p><input type="checkbox"/> Yes I would like to Golf (please complete & return the attached Golf Registration form)</p> <p><input checked="" type="checkbox"/> No thank you</p>	<p>Companion Program (\$75.00) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Includes Tax)</p> <p>*Please complete and return attached Registration Form*</p>

PAYMENT OPTIONS:

Visa MasterCard Card# 4715160001271121 Expiry Date 03 / 26 CVV 834 3.0% cc fee
 Signature: [Signature]
 OR Cheque Payable to: Cape Breton Regional Municipality - 2024 Conference
 Email Registration Forms to: kabrown@cbrps.ca

or mail: Karen Brown, Cape Breton Regional Police Service, 865 Grand Lake Road, Sydney, NS, B1P6W2