

JASON MACDONALD, CAO - Travel Claim	
VETS Canada meeting – Dartmouth, NS – June 17, 2025	
Travel Claim	\$262.53
Accommodations	
Registration	

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: 17-Jun-25

PURPOSE OF EXPENSE: Meet with VETS Canada

EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates				Total
		June 17/25	June 17/25			
Transportation						
Destination		Dartmouth	Amherst			Mileage /Km
Mileage (Kms)		196	196			\$0.5932
Total Mileage		\$ 116.27	\$ 116.27	\$ -	\$ -	\$ 232.53
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -
Meals - Cost Incl. Taxes & Gratuity						
Breakfast	No	\$ 15.00		\$ -	\$ -	\$ -
Lunch	No	\$ 20.00		\$ -	\$ -	\$ -
Dinner	No	\$ 30.00	\$ -	\$ -	\$ -	\$ -
Total Meals		\$ 30.00	\$ -	\$ -	\$ -	\$ 30.00
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -
		Description				
TOTAL EXPENSES PAID BY CLAIMANT						\$ 262.53
Less Travel Advance						\$ -
TOTAL EXPENSES DUE TO CLAIMANT						\$ 262.53 (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			
Event Registration Fee			
Airfare			
Other			
TOTAL EXPENSES PAID BY TOWN			\$ - (b)

TOTAL COST OF EVENT: \$ 262.53 (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: June 23, 2025

(per Expense Reimbursement Policy)



Amherst, Nova Scotia to 211 Main St,
Dartmouth, NS B2X 1S7

Drive 196 km, 1 hr 58 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
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)
i Continue to follow Church St/Glooscap Trl
350 m
- ↷ 4. Turn right onto Albion St/Glooscap Trl/NS-2 S
i 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

Follow Trans-Canada Hwy/NS-104 E and NS-102 S to
NS-107 E in Dartmouth. Take exit 13E from NS-118

1 hr 41 min (182 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 to continue on NS-118, follow signs for
NS-107/NS-111/Dartmouth/Halifax
9.5 km
- ↷ 10. Take exit 13E for NS-107 E toward Cole
Harbour/Eastern Shr/NS-318
600 m

Continue on NS-107 E. Drive to Main St/Nova Scotia
Trunk 7 W

- ↑ 11. Continue onto NS-107 E 8 min (10.6 km)

- ↪ 12. Turn right onto Main St/Nova Scotia Trunk 7 W
(signs for Dartmouth)
i Destination will be on the right

211 Main St
Dartmouth, NS B2X 1S7