

JASON MACDONALD, CAO - Travel Claim	
Meet with School Board Director of Operations - Truro – July 24, 2025	
Travel Claim	\$151.69
Accommodations	
Registration	

**TOWN OF AMHERST
TRAVEL EXPENSE CLAIM**

2025/26

** Fill in Shaded Areas Only

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

CLAIMANT: Jason MacDonald, CAO
 DEPARTMENT: Executive Office
 DATES: 24-Jul-25
 PURPOSE OF EXPENSE: Meet with School Board Director of Operations



EXPENSES PAID BY CLAIMANT:

	Receipt Required:	Dates					Total	
		July 24/25	July 24/25					
Transportation								
Destination		Turo	Amherst				Mileage /Km	
Mileage (Kms)		111	111				\$0.5932	
Total Mileage		\$ 65.85	\$ 65.85	\$ -	\$ -	\$ -	\$ 131.69	
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Meals - Cost incl. Taxes & Gratuity								
Breakfast	No	\$ 15.00		\$ -	\$ -	\$ -		
Lunch	No	\$ 20.00		\$ -	\$ -	\$ -		
Dinner	No	\$ 30.00		\$ -	\$ -	\$ -		
Total Meals		\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ 20.00	
Accommodations	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other	Yes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		Description						
TOTAL EXPENSES PAID BY CLAIMANT							\$ 151.69	
Less Travel Advance							\$ -	
TOTAL EXPENSES DUE TO CLAIMANT							\$ 151.69 (a)	

SAP CODING:
 G/L: 6030
 Cost Center: EXEC
 Work Order: 1-2944
 Vendor Number: 101181

19-18990

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: \$ 151.69 (a + b)

Signature of Claimant:

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

Conforms to Expense Reimbursement Policy 3000-07:

Approved By Signing Authority:

Date: Aug. 6, 2025



Amherst, Nova Scotia to 60 Lorne St,
Truro, NS B2N 3K3

Drive 111 km, 1 hr 11 min

Amherst
Nova Scotia

This route has tolls.

Get on Trans-Canada Hwy/NS-104 E

- 6 min (3.6 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
Continue to follow NS-6 W
2.9 km
 - ⤴ 3. Turn left to merge onto Trans-Canada Hwy/NS-104 E toward Springhill/Truro/Halifax
650 m

Follow Trans-Canada Hwy/NS-104 E to NS-2 S in Lower Truro. Take exit 14 from NS-102 S

- 58 min (103 km)
- ⤴ 4. Merge onto Trans-Canada Hwy/NS-104 E
 Toll road
100 km
 - ↷ 5. Take exit 15 for NS-102 toward Halifax/Truro
850 m
 - ↑ 6. Continue onto NS-102 S
2.0 km
 - ↷ 7. Take exit 14 for Nova Scotia Trunk 2 toward Truro/Bible Hill
400 m

Follow NS-2 S, Marshland Dr and Lorne St to your destination in Truro

- 6 min (4.2 km)
- ⤴ 8. Merge onto NS-2 S
140 m
 - ⦿ 9. At the roundabout, take the 1st exit and stay on NS-2 S
1.1 km
 - ↶ 10. Turn left onto Marshland Dr
2.0 km
 - ↑ 11. Continue onto Lorne St
850 m

➡ 12. Turn right

34 m

↩ 13. Turn left

i Destination will be on the right

60 m

60 Lorne St

Truro, NS B2N 3K3