

<b>JASON MACDONALD, CAO - Travel Claim</b>	
<b>Police Agencies Meeting - Truro, NS – October 29, 2025</b>	
Travel Claim	\$148.13
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: 29-Oct-25  
 PURPOSE OF EXPENSE: Police Agencies Meeting



EXPENSES PAID BY CLAIMANT:

Receipt Required:	Dates					Total
	Oct 29/25	Oct 29/25				
<b>Transportation</b>						
Destination	Truro	Amherst				Mileage /Km
Mileage (Kms)	108	106				\$0.5932
Total Mileage	\$ 64.07	\$ 64.07	\$ -	\$ -	\$ -	\$ 128.13
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>						\$ 148.13
Less Travel Advance						\$ -
<b>TOTAL EXPENSES DUE TO CLAIMANT</b>						\$ 148.13 (a)

19-19089

SAP CODING:  
 G/L: 8030  
 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)

**TOTAL COST OF EVENT:** \$ 148.13 (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: Nov. 4, 2025

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 to NS-2 S in Lower Truro. Take exit 14 from NS-102 S


56 min (100 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  
2.0 km
- ↷ 9. Take exit 14 for Nova Scotia Trunk 2 toward Truro/Bible Hill  
400 m

Follow NS-2 S and Prince St to Forrester St in Truro

7 min (3.7 km)


- ⤴ 10. Merge onto NS-2 S  
140 m

-  11. At the roundabout, take the 1st exit onto Robie St/NS-2 S  


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 1.5 km
-  12. Turn right onto Juniper St/NS-2 S (signs for Nova Scotia 2 Trunk S/Juniper Street)  


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 350 m
-  13. Turn left onto Prince St/NS-2 S  

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 900 m
-  14. Continue straight onto Prince St  

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 750 m
-  15. Turn right onto Forrester St  
 Destination will be on the right  

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 47 m

**Truro Police Service**

776 Prince St, Truro, NS B2N 1G9