

JASON MACDONALD, CAO - Travel Claim	
Atlantic Business Outlook Conference - Halifax, NS – October 30, 2025	
Travel Claim	\$254.91
Accommodations	
Registration	

**TOWN OF AMHERST
TRAVEL EXPENSE CLAIM**

1025/26

** Fill in Shaded Areas Only

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

CLAIMANT: Jason MacDonald, CAO
 DEPARTMENT: Executive Office
 DATES: 30-Oct-25
 PURPOSE OF EXPENSE: Atlantic Business Outlook Conference



EXPENSES PAID BY CLAIMANT:

Receipt Required:	Dates					Total
	Oct 30/25	Oct 30/25				
Transportation						
Destination	Halifax	Amherst				Mileage /Km
Mileage (Kms)	198	198				\$0.5932
Total Mileage	\$ 117.45	\$ 117.45	\$ -	\$ -	\$ -	\$ 234.91
Parking	Yes	\$ -	\$ -	\$ -	\$ -	\$ -
Tolls	No	\$ -	\$ -	\$ -	\$ -	\$ -
Meals - Cost Incl. Taxes & Gratuity						
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						
TOTAL EXPENSES PAID BY CLAIMANT						\$ 254.91
Less Travel Advance						\$ -
TOTAL EXPENSES DUE TO CLAIMANT						\$ 254.91 (a)

SAP CODING:
 G/L: 8030
 Cost Center: EXEC
 Work Order: 1-2944
 Vendor Number: 101161

19-19090

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: \$ 254.91 (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: 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 and NS-102 S to Woodland Ave/NS-118 in Dartmouth

- 1 hr 42 min (186 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

 - 14.6 km

Continue on Woodland Ave/NS-118. Take Victoria Rd/Victoria Rd Ext/NS-322 S, Angus L. Macdonald Bridge, Barrington St and Hollis St to Ta20 Rd in Halifax

18 min (8.3 km)

10.  Keep left to continue on Woodland Ave/NS-118, follow signs for MacDonald Brg/Downtown/Dartmouth
2.1 km
11.  Turn left onto Victoria Rd/Victoria Rd Ext/NS-322 S
600 m
12.  Turn right onto Nantucket Ave
500 m
13.  Continue onto Angus L. Macdonald Bridge
1.6 km
14.  Turn right onto the ramp to Barrington Street
21 m
15.  Sharp right onto North St
110 m
16.  Slight right toward Barrington St
67 m
17.  Merge onto Barrington St
700 m
18.  At the roundabout, take the 2nd exit and stay on Barrington St
400 m
19.  Turn left onto Upper Water St
290 m
20.  Upper Water St turns slightly right and becomes Hollis St
1.3 km
21.  Turn left onto Terminal Rd
500 m
22.  Turn left onto Ta20 Rd
41 m
23.  Turn left to stay on Ta20 Rd
13 m

Canadian Museum of Immigration at Pier 21
1055 Marginal Rd, Halifax, NS B3H 4P7