THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

Travel and Expense Claims

Q2 July to September 2026/27 – Published in accordance with the MOCR Travel and Expense Policy

Name	Start Date	End Date	Travel Type	Purpose / Event	Location	Hotel	Meals	Registration	Incidentals	Kilometres	Mileage Reimbursement	Taxi/Toll/Other	Total
Joan Bona	September 27, 2026	September 28, 2026	Provincial Awards	Ceremony	Halifax	$0.00	$55.00	$0.00	$10.00	598	$352.22	$12.00	$429.22
Chris Boudreau	July 1, 2026	July 31, 2026	Routine Duties							168	$98.95		$98.95
Chris Boudreau	August 1, 2026	August 31, 2026	Routine Duties							136	$80.10		$80.10
Chris Boudreau	September 1, 2026	September 30, 2026	Routine Duties							187	$110.14		$110.14
Ronalda Boudreau	July 1, 2026	July 30, 2026	Routine Duties				$40.00			494	$290.97		$330.97
Ronalda Boudreau	August 15, 2026	August 27, 2026	Routine Duties							273	$160.80		$160.80
Ronalda Boudreau	September 8, 2026	September 18, 2026	Routine Duties							230	$135.47		$135.47
Shelley David	July 21, 2026	July 21, 2026	Routine Duties							34	$19.79		$19.79
Shelley David	August 24, 2026	August 24, 2026	Routine Duties							71	$41.70		$41.70
Shelley David	September 23, 2026	September 23, 2026	Routine Duties							71	$41.70		$41.70
Michael Boudreau Dooley	June 19, 2026	June 19, 2026	Travel for Training	First Aid Course	Port Hastings					90	$53.01		$53.01
Jacob Ferdais	August 5, 2026	August 15, 2026	Routine Duties							438	$257.98		$257.98
Jacob Ferdais	June 30, 2026	July 27, 2026	Routine Duties							585	$344.57		$344.57
Kathleen Jeffrey	June 5, 2026	July 28, 2026	Routine Duties							350	$206.15		$206.15
Kathleen Jeffrey	September 17, 2026	October 13, 2026	Routine Duties							296	$174.34		$174.34
Lois Landry, Warden	July 23, 2026	July 23, 2026	Routine Duties							78	$45.94		$45.94
Lois Landry, Warden	August 6, 2026	August 28, 2026	Routine Duties							321	$189.07		$189.07
Lois Landry, Warden	September 17, 2026	September 17, 2026	Non Local Travel	Clean Foundation Conference	Membertou					210	$123.69		$123.69
Lois Landry, Warden	September 1, 2026	September 30, 2026	Routine Duties							268	$157.85		$157.85
Tristan Martel	August 1, 2026	August 31, 2026	Routine Duties							222	$130.88		$130.88
Tristan Martel	September 1, 2026	September 30, 2026	Routine Duties							99	$58.31		$58.31
Emma Martell	June 20, 2026	July 30, 2026	Routine Duties							275	$161.92		$161.92
Emma Martell	August 1, 2206	August 31, 2026	Routine Duties							404	$237.84		$237.84
Danielle Martell	September 1, 2026	September 30, 2026	Routine Duties							159	$93.42		$93.42
David Mayich	September 27, 2026	September 27, 2026	VFD Rep for FSANS	FSANS Board Meeting	Brookfield					548	$322.77		$322.77
Troy MacCulloch	July 17, 2026	July 17, 2026	Non Local Travel	Meeting with the Port of Antwerp Bruges	Truro					127	$74.80		$74.80
Troy MacCulloch	August 12, 2026	August 12, 2026	Routine Duties							103	$60.67		$60.67
Troy MacCulloch	September 5, 2026	September 5, 2026	Non Local Travel	Set up Emergency Command Centre	Port Hawkesbury					250	$147.25		$147.25
Troy MacCulloch	September 17, 2026	September 17, 2026	Non Local Travel	Clean Foundation Conference	Membertou					178	$104.84		$104.84
Shannon Mury	June 1, 2026	July 31, 2026	Routine Duties							636	$374.43		$374.43
Shannon Mury	August 7, 2026	September 30, 2026	Routine Duties							448	$263.75		$263.75
Adèle Samson	June 15, 2026	June 30, 2026	Routine Duties							118	$69.62		$69.62
Adèle Samson	July 1, 2026	July 30, 2026	Routine Duties							399	$235.01		$235.01
Adèle Samson	August 1, 2026	August 26, 2026	Routine Duties							460	$270.94		$270.94
Clint Samson	September 8, 2026	September 11, 2026	Routine Duties							180	$106.02		$106.02
Brent Sampson	June 2, 2026	July 14, 2026	Routine Duties							606	$356.93		$356.93
Brent Sampson	August 18, 2026	October 13, 2026	Routine Duties							714	$420.55		$420.55
Sharla Sampson	July 1, 2026	July 31, 2026	Routine Duties							488	$287.37		$287.37
Sharla Sampson	September 22, 2026	September 22, 2026	Non Local Travel	Cape Breton Regiona Recreation Meeting	Inverness					265	$156.09		$156.09
Martin Thomsen	September 17, 2026	September 17, 2026	Non Local Travel	Clean Foundation Conference	Membertou					196	$115.68		$115.68
Martin Thomsen	September 15, 2026	September 16, 2026	Non Local Travel	Net Zero Atlantic Offshore Wind Forum	Halifax			$30.00	$10.00	629	$370.48		$410.48

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	Joan Bona		
Departure Date:	Sunday September 27th, 2026	**Return Date:**	Monday September 28th, 2026
Departure Time:	11:00 AM	**Return Time:**	6:30 AM
Purpose of Travel:	Provincial volunteer awards ceremony , Halifax		

Approved to Travel:	☑	**Conference attendance = 80% or more:**	☑	**N/A**	☐

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	Sunday Sept. 27 - travel to Halifax		☑	☐	☑	☑	$65.00
Day 2	Monday Sept. 28 - award ceremony		☐	☑	☐	☑	$50.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐	☐	☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
598		$352.22 ✓		$115.00 ✓

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☑	**Name of Hotel:**	The Barrington Hotel

	Other Expense Description	Other $
Day 1		
Day 2	Parking for award ceremony	12
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$12.00 ✓

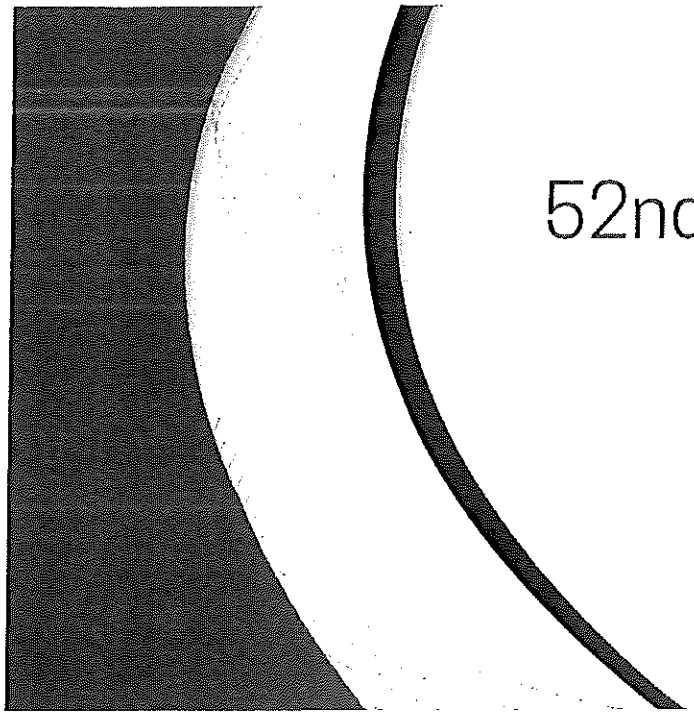
Total Amount Being Claimed	$479.22
Claimant Signature:	Joan Bona
Submission Date:	Oct. 7, 2026
Approval Signature:	
GL Code:	10-220-4130-270250

1 of 3

*office use

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution Acct. No. 10 220 4130 270250

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE



52nd Annual Provincial Volunteer Awards

NOVA SCOTIA

52nd Annual Provincial Volunteer Awards

PUBLISHED: August 14, 2026 | LAST UPDATED: August 14, 2026

Nova Scotia's 52nd Annual Provincial Volunteer Awards will bring communities together in Halifax on September 28, 2026, to celebrate the people whose generosity, compassion and dedication help make the province a better place. The ceremony will recognize outstanding volunteers selected by municipalities and Mi'kmaw communities

Participating Locations

Casino Nova Scotia Halifax
The Bruce Guthro Theatre

Show Times

Monday, September 28, 2026
Doors: 11 AM | Award Ceremony: 12 PM

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Accept Manage Preferences

Royal Bank

JOAN A BONA
Oct 4 2026

RBC Avion Visa Platinum (4022)



RBC Avion Visa Platinum

[redacted]

50,340 points
Avion Rewards as of Oct 4, 2026

Current Balance	Pending	Available Credit
[redacted]	[redacted]	[redacted]

Statement balance [redacted]
Minimum payment [redacted]
Payment due date Oct 2, 2026

Credit Limit $21,000.00

Transactions | Statements | Avion Rewards

Pending Transactions

Total: [redacted]

Date	Description	Debit	Credit
[redacted]			

Posted Transactions

Searched for "reit"

Date	Description	Debit	Credit
Sep 28, 2026	CROMBIE REIT, NEW GLASGOW	$12.00	

Parking 1:00p.m - 2:30p.m.

Boston Pizza

Downtown H
alifax
Store 919
Oct 1 Table 342 #Party 4
KERILYN K SvrCk: 14 16:51 09/27/26

WATER	0.00
WATER	0.00
WATER	0.00
21oz BOSTON PINT, bud light	9.29
SPIN DIP	16.99
BUFF.CHKN SAND, medium, w/fries	20.79
BIG PHILLY, w/fries, side gravy	26.28
BRUTE W/BOLO, w/fries	19.49
QUESADILLA, chkn	15.29
Sub Total:	108.13
HST:	15.14
09/27 17:43 TOTAL:	123.27

26.28
3.94
30.22 Tip
4.53
34.75

THANK YOU
HST # 852757160RT0001

FACEBOOK: Boston Pizza Downtown Halifax
INSTAGRAM: @BOSTONPIZZADOWNTOWNHALIFAX
FOLLOW US TODAY

TELL US HOW WE DID!
We value your feedback and time.
Complete our SUPER SHORT SURVEY
Keep this receipt and visit
TellBostonPizza.com

Thank you!

Your Survey Team HQ ACCESS CODE is below
16989-90000-71211

TEMPO-THE BARRINGTON HOT
1875 Barrington St
HALIFAX,NS B3J 3L6
902-429-7410

SALE

Server #: 000202 Tracy
MID: 6816267
TID: 009 REF#: 00000006
Batch #: 271001 RRN: 00000006
09/28/26 08:30:37
APPR CODE: 011506
VISA Proximity
**********0181 **/**

AMOUNT	**$53.58**
TIP	**$8.04**
TOTAL	**$61.62**

APPROVED

Mobile Card
Visa CREDIT
AID: A0000000031010
TTQ 32 A0 40 00

I AGREE TO PAY ABOVE TOTAL AMOUNT
IN ACCORDANCE WITH CARD ISSUER'S
AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)
RETAIN THIS COPY FOR STATEMENT
VERIFICATION

THANK YOU! / MERCI!

CUSTOMER COPY

TEMPO
Dining Room

MON SEPTEMBER 28,2026
CHECK #193809-1
TABLE #37

1 HOT TEMPO		$19.00
1 OMELETTE		$20.00
2 COFFEE		$8.00
SUB-TOTAL	:	$47.00
TAX	:	$6.58
TOTAL		$53.58

4.00
3.60 Tax
27.60
2.00 Tip
29.60

TIP_____

TOTAL_____

ROOM NO: _____

GUEST NAME_____

SIGN_____

Time: 07:58 2 CUSTOMERS

Have a great day!
HST #74190 3694 RT0001

YOU HAVE BEEN SERVED
BY : TRACY

BOSTON PIZZA # 919
1858 GRANVILLE ST. B3J0A2
HALIFAX, NS

SALE

Batch #: 897 RRN: 0018970150
09/27/26 17:46:33
Invoice No.: 81 REF#: 00000015
APPR CODE: 089942
VISA Proximity
**** **** **** 0181 **/**
Visa CREDIT
AID: A0000000031010

AMOUNT $ 139.49

001 APPROVED
AUTH 089942

Retain this copy for your records

CUSTOMER COPY

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

Local travel that is part of an employee's routine duties does not require pre-approval; submitting a Travel and Expense Claim Form with any required receipts serves as confirmation of approved travel. The same applies to local and non-local travel undertaken by members of Council as part of their routine duties to attend ABCC meetings to which they are appointed or attend as ex officio, and submission of the Travel and Expense Claim Form serves as confirmation of approved travel.

		Period Covered			
Name:	Chris Boudreau	From: (yyyy-mm-dd)	1-Jul-26	To: (yyyy-mm-dd)	31-Jul-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
6-Jul-26	Return travel to Arichat WTP and Evanston STP	58	
8-Jul-26	Return travel to Evanston STP	58	
28-Jul-26	Return travel to Richmond Arena and Solid Waste Management Facility	34	
30-Jul-26	Return travel to Solid Waste Management Facility for NSECC Audit	18	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
168 ✓		$98.95		$0.00

Total Amount Being Claimed

Claimant Signature:	Chris Boudreau
Submission Date:	August 6/26
Approval Signature:	[signature]
GL Code:	10-242-3070-242110

$98.95

Goods Rec'd. Date.......... Initial [initial]
Prices Checked.......... [initial]
Add. & Ext. Checked.......... [initial]
Approval for Payment..........
Discount Date..........
Paid by Cheque No..........
Distribution: Acc't No. 10 242 3070 242110

*office use

HST 3

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Chris Boudreau	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	31-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
5-Aug-26	Return travel to Richmond Arena and Solid Waste Management Facility	34	
17-Aug-26	Return travel to Richmond Arena	34	
20-Aug-26	Return travel to Richmond Arena	34	
28-Aug-26	Return travel Richmond Arena to Solid Waste Management Facility	34	

Mileage Total (km)	Total Mileage Expense	$80.10 ✓	Total Other Expense	$0.00
136 ✓				

Total Amount Being Claimed	$80.10
Claimant Signature:	[signature]
Submission Date:	Sept 2/26
Approval Signature:	[signature]
GL Code:	10-242-3070-242110

1183

Goods Rec'd. Date.............................Initial g
Prices Checked.............................g
Add. & Ext. Checked.............................g
Approval for Payment.............................
Discount Date.............................
Paid by Cheque No. *office use.............................
Distribution: Acc't. No 10 242 3070 242110

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

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Name:	Chris Boudreau	Period Covered			
		From: (yyyy-mm-dd)	1-Sep-26	To: (yyyy-mm-dd)	30-Sep-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
1-Sep-26	Return travel to Bulk Water Filling Station Construction Location (Whiteside Rd)	34	
2-Sep-26	Return travel to Solid Waste Management Facility	17	
3-Sep-26	Return travel to Richmond Arena	34	
8-Sep-26	Return travel to Solid Waste Management Facility	17	
10-Sep-26	Return travel to Solid Waste Management Facility for Construction Site Meeting	17	
17-Sep-26	Return travel to Richmond Arena and Solid Waste Management Facility	34	
24-Sep-26	Return travel to Richmond Arena and Solid Waste Management Facility	34	

Mileage Total (km)	Total Mileage Expense	$110.14	Total Other Expense	$0.00
187 ✓				

Total Amount Being Claimed	$110.14
Claimant Signature:	Chris Boudreau
Submission Date:	Oct 5. 2026
Approval Signature:	[signature]
GL Code:	10-242-3070-242110

115.3

Goods Rec'd. Date.................... Initial CS
Prices Checked.................... CJ
Add. & Ext. Checked.................... CJ
Approval for Payment.................... CJ
Discount Date.......*office use
Paid by Cheque No.....................
Distribution: Acct. No. 10 242 3070 242110

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Ronalda Boudreau	Period Covered			
		From: (yyyy-mm-dd)	1-Jul-26	To: (yyyy-mm-dd)	2026-06-31

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
1-Jul-26	Lennox Passage Provincial Park and to St. Peter's for the fireworks	105	
1-Jul-26	Meal allowance		$20.00
5-Jul-26	Worked the fireworks in St. Peter's	86	
5-Jul-26	Meal allowance		$20.00
16-Jul-26	Went to Rec Building, Vic and to St. Peter's trail	75	
17-Jul-26	Went to Point Michaud, Vic and Rec Building	114	
30-Jul-26	Went to Point Michaud	114	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
494 ✓		$290.97 ✓		$40.00 ✓

Total Amount Being Claimed	$330.97 HST 8
Claimant Signature:	Ronalda Boudreau
Submission Date:	31-Jul-26
Approval Signature:	[signature]
GL Code:	10 270 4120 270130

Goods Rec'd. Date............ Initial 9
Prices Checked............ 9
Add. & Ext. Checked............ 9
Approval for Payment............ 9
Discount Date............
Paid by Cheque No............
Distribution: Acc't. No. 10 270 4120 270130
office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND — LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

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Name:	Ronalda Boudreau	Period Covered			
		From: (yyyy-mm-dd)	1-Sep-26	To: (yyyy-mm-dd)	30-Sep-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
8-Sep-26	Went to Point Michaud and Rec Building	114	
9-Sep-26	Registration in St. Peter's at 5:00 and 6:15 pm	80	
18-Sep-26	Went to Rec Building	36	

Mileage Total (km)	Total Mileage Expense	$135.47 ✓	Total Other Expense	$0.00
230 ✓				

Total Amount Being Claimed	$135.47
Claimant Signature:	Ronalda Boudreau
Submission Date:	29-Sep-26
Approval Signature:	[signature]
GL Code:	10 270 4120 270130

Goods Rec'd. Date............ Initial ....

Prices Checked............

Add. & Ext. Checked............

Approval for Payment............

Discount Date............

Paid by Cheque No............

Distribution Acc't No. 10 270 4120270130

Office use

11553

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

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Name:	Ronalda Boudreau	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	31-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
15-Aug-26	Went to Point Michaud	123	
25-Aug-26	Went to the Rec Building in Louisdale. Arichat water treatment plant and Landfill	36	
27-Aug-26	Went to Point Michaud and the VIC	114	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
273 ✓		$160.80 ✓		$0.00

Total Amount Being Claimed	$160.80
Claimant Signature:	Ronalda Boudreau
Submission Date:	08-Sep-25
Approval Signature:	[signature]
GL Code:	10 270 4120 270130

Goods Rec'd. Date............ Initial ... g
Prices Checked............ g
Add. & Ext. Checked............ g
Approval for Payment............ g
Discount Date............
*office use
Paid by Cheque No............
Distribution: Acc't. No. 10270 4120 270130

HST 3

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Shelley David	Period Covered			
		From: (yyyy-mm-dd)	21-Jul-26	To: (yyyy-mm-dd)	21-Jul-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
21-Jul-26	Travel from the Municipal Administration building to the Louisdale Lions Club,		
	3128 Whiteside Rd., Louisdale, NS - return trip	33.6	

Mileage Total (km)	Total Mileage Expense	$19.79	Total Other Expense	$0.00
33.6 ✓				

Total Amount Being Claimed	$19.79
Claimant Signature:	[signature]
Submission Date:	21-Jul-26
Approval Signature:	[signature]
GL Code:	

Goods Rec'd: Date .... Initial ....
Prices Checked ....
Add. & Ext. Checked ....
Approval for Payment ....
Discount Date ....
Paid by Cheque No. ....
Distribution: Acc't. No. .... Office use

1853

10-212-2120-212130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Shelley David	From: (yyyy-mm-dd)	24-Aug-26	To: (yyyy-mm-dd)	08-24-2026

Period Covered

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
24-Aug-26	Travel from the Municipal Administration building to the St. Peter's VFD Hall,		
	22 Toulouse St, St. Peter's, NS B0E 3B0, for an emergency management information session		
	with the Minister of Emergency Mangement, return trip.	70.8	

Mileage Total (km)	Total Mileage Expense	$41.70 ✓	Total Other Expense	$0.00
70.8 ✓				

Total Amount Being Claimed	$41.70
Claimant Signature:	[signature]
Submission Date:	28-Aug-26
Approval Signature:	[signature]
GL Code:	

Goods Rec'd. Date........ Initial ....
Prices Checked........
Add. & Ext. Checked........
Approval for Payment........
Discount Date........
Paid by Cheque No........
Distribution: Acc't. No. 10-212-2120-212130
*office use

1151-3

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Travel Expense Claim

Shelley David

August 24, 2026

Travel to: St. Peter's VFD Hall

Purpose: Emergency management information session with the Minister of Emergency Management, the Honourable Kim Masland, MOCR department staff, members of Council, and representatives from several volunteer fire departments, including firefighters and department chiefs. No agenda was provided. The session covered the Province's role in emergency management, potential provincial funding opportunities, and examples of emergency management work carried out by other municipal units. It ended with a Q&A.

This supporting note is provided in accordance with Section 9.2 of the Municipality's Travel and Expense Policy, which requires a brief written report when no agenda or documentation is available for a meeting, conference, or event.

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

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Name:	Shelley David	Period Covered			
		From: (yyyy-mm-dd)	23-Sep-26	To: (yyyy-mm-dd)	23-Sep-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
23-Sep-26	Travel from the Municipal Administration building to the St. Peter's VFD		
	22 Toulouse St, St. Peter's, NS B0E 3B0, for Fire Protection Services Committee meeting, return trip		
	return trip.	70.8	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
70.8 ✓		$41.70 ✓		$0.00

Total Amount Being Claimed	$41.70
Claimant Signature:	[signature]
Submission Date:	09-24-2026
Approval Signature:	[signature]
GL Code:	

Goods Rec'd. Date.......... Initial..........
Prices Checked..........
Add. & Ext. Checked..........
Approval for Payment..........
Discount Date..........
Paid by Cheque No..........
Distribution: Acc't. No *office use 10-212-2120-21230

11853

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Michael Boudreau Dooley	Period Covered			
		From: (yyyy-mm-dd)	19-Jun-26	To: (yyyy-mm-dd)	19-Jun-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
19-Jun-26	Travel to Port Hastings Fire Hall for SJAmbulance First Aid Course	90	

Mileage Total (km)	Total Mileage Expense	$53.01	Total Other Expense	$0.00
90				

Total Amount Being Claimed	$53.01
Claimant Signature:	MB
Submission Date:	June 25, 2026
Approval Signature:	[signature]
GL Code:	10242 3080 242210

Goods Rec'd. Date.............. Initial ......
Prices Checked..............
Add. & Ext. Checked..............
Approval for Payment..............
Discount Date..............
Paid by Cheque No. *office use
Distribution Acct. No 10242 3080 242210

THE MUNICIPALITY OF THE COUNTY OF / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Jacob Ferdais	Period Covered			
		From: (yyyy-mm-dd)	esday June 30	To: (yyyy-mm-dd)	ednesday July 30th

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
Tuesday June 30th	Vulnerability sector check in st peters	80	
Wednesday July 1st	Fireworks in martininque	24	
Monday July 6th	Bug day camp in river bourgeois	62	
Wednesday July 8th	Concert by the sea in St peters	75	
Friday July 10th	Cleaning rec building	36	
Tuesday July 14th	Camping day camp in river bourgeois	62	
Wednesday July 15th	Concert by the sea in louisdale	38	
Thursday July 16th	Clean rec building P.2	36	
Tuesday July 21st	Mystery day camp River bourgeois	62	
Thursday July 23rd	Rec building X2	72	
Monday July 27th	Challenge games day camp louisdale	38	
Mileage Total (km)	Total Mileage Expense	$344.57 ✓	Total Other Expense		$0.00
585 ✓					

Total Amount Being Claimed	$344.57
Claimant Signature:	JFerdais
Submission Date:	2026-07-30
Approval Signature:	
GL Code:	10 270 41 20 270130

HST

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date..... *office use
Paid by Cheque No.....
Distribution: Acct. No. 10 270 41 20 270130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Jacob Ferdais	Period Covered			
		From: (yyyy-mm-dd)	lnesday Augus	To: (yyyy-mm-dd)	dnesday August 26th

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
Wednesday Aug 5th	Concert by the sea louisdale	36	
Monday Aug 10th	creative makers camp st peters	72	
Wednesday Aug 12th	Concert by the sea st peters	72	
Thursday Aug 13th	Reading at the st peters library	72	
Thursday Aug 13th	Rec building	34	
Friday Aug 14th	Teddy bear Adventure camp louisdale	34	
Saturday Aug 15th	Surf classic Point michaud	118	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
438 ✓		$257.98 ✓		$0.00

Total Amount Being Claimed	$257.98
Claimant Signature:	[signature]
Submission Date:	8/26/2026
Approval Signature:	[signature]
GL Code:	10 070 4120 270130

1853

Goods Rec'd. Date............ Initial.... S
Prices Checked.......... S
Add. & Ext. Checked.......... S
Approval for Payment.......... S
office use
Discount Date..........
Paid by Cheque No..........
Distribution: 10 070 4120 270130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND — LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Kathleen Jeffrey - Director of Finance	Period Covered			
		From: (yyyy-mm-dd)	5-Jun-26	To: (yyyy-mm-dd)	28-Jul-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
5-Jun-26	Arichat-Port Hawkesbury Bank	74	
17-Jun-26	Arichat-Port Hawkesbury Bank	74	
3-Jul-26	Arichat-Port Hawkesbury Bank	74	
16-Jul-26	Arichat-Port Hawkesbury Bank	74	
28-Jul-26	Arichat-St. Peter's Bank	54	

Mileage Total (km)	Total Mileage Expense	$206.15 ✓	Total Other Expense	$0.00
350 ✓				

Total Amount Being Claimed	
Claimant Signature:	Kathleen Jeffrey
Submission Date:	July 30, 2026
Approval Signature:	
GL Code:	10-212-2120-21230

$206.15

Goods Rec'd. Date ..... Initial .....
Prices Checked 9
Add. & Ext. Checked 9
Approval for Payment 9
Discount Date .....
Paid by Cheque No. .....
Distribution: Acct. No. 10 212 2120 21230

*office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Kathleen Jeffrey - Director of Finance	Period Covered			
		From: (yyyy-mm-dd)	17-Sep-26	To: (yyyy-mm-dd)	13-Oct-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
17-Sep-26	Arichat-Port Hawkesbury Bank	74	
28-Sep-26	Arichat-Port Hawkesbury Bank	74	
1-Oct-26	Arichat-Port Hawkesbury Bank	74	
13-Oct-26	Arichat-Port Hawkesbury Bank	74	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
296 ✓		$174.34 ✓		$0.00

Total Amount Being Claimed	$174.34
Claimant Signature:	Kathleen Jeffrey
Submission Date:	October 13/2026
Approval Signature:	[signature]
GL Code:	

Goods Rec'd. Date 10/19 Initial
Prices Checked
Add. & Ext. Checked
Approval for Payment
Discount Date
Paid by Cheque No. 212130
Distribution: Acc't. No 10 212 2120
*office use

AST 3

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Lois Landry, Warden	Period Covered			
		From: (yyyy-mm-dd)	1-Jun-26	To: (yyyy-mm-dd)	31-Jul-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
23-Jul-26	Home to Dr. Kingston Health Centre for several cheque presentations - return	78	
	NOTE: "Home" is 2463 Highway 320 Poulamon		
Mileage Total (km)	Total Mileage Expense	$45.94	Total Other Expense		$0.00
78					

Total Amount Being Claimed	
Claimant Signature:	Landry
Submission Date:	17 Aug. 2026
Approval Signature:	
GL Code:	

$45.94

1855

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acc't. No. 10 210 21002 10110

*office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

In County Travel - Lois Landry July 2026

Dr. Kingston Clinic for Cheque Presentations

Purpose of Meeting

Rather than require groups to come to the office for cheque presentations, we went to them in L'Ardoise. Note, stopped on the return to home for several presentations in St. Peter's.

Date of Meeting

July 23, 2026

Place of Meeting

Health Clinic lobby for pictures (then stopped at several stops on the return trip)

Start and End Time of Meeting

9:00 am to 1:00 pm

Persons Present at the Meeting

Lois Landry, Deputy Warden, municipal staff, and officials from community groups accepting cheques.

Brief Statement of Discussions Held

NA

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

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Name:	Lois Landry, Warden	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	31-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
6-Aug-26	Home to La Picasse for Celebration Event - return	30	
12-Aug-26	Home to Port Hawkesbury Civic Centre for Premier's State of Province Event - return	71	
19-Aug-26	Home to St. Peter's Foodbank for Cheque Presentation - return	55	
19-Aug-26	Home to EverWind for CLC meeting - return	78	
24-Aug-26	Home to St. Peter's Fire Department for Meeting with Deputy Minister - return	57	
28-Aug-26	Home to Petit de Grat Ballfield for Opening Ceremony Event - return	30	
	NOTE: "Home" is 2463 Highway 320 Poulamon		

Mileage Total (km)	Total Mileage Expense	$189.07 ✓	Total Other Expense	$0.00
321 ✓				

Total Amount Being Claimed $189.07

Claimant Signature:	L Landry
Submission Date:	Sept. 22/26
Approval Signature:	[signature]
GL Code:	

KS73

Goods Rec'd. Date........ Initial ....
Prices Checked........
Add. & Ext. Checked........
Approval for Payment........
Discount Date........
Paid by Cheque No........
Distribution: Acc't No. 100 210 2100 210 110

*office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND — LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

In County Travel - Lois Landry August 2026

1. Celebration of Marine Institute at La Picasse

Purpose of Meeting

Marine Institute celebrated its 10-year anniversary and held a celebration to mark that milestone.

Date of Meeting

August 6, 2026

Place of Meeting

La Picasse Building, NSCC room

Start and End Time of Meeting

2:00 pm to 3:30 pm

Persons Present at the Meeting

Lois Landry, NSCC staff, MLA, and community.

Brief Statement of Discussions Held

Celebration of milestone of local school and marine institute.

2. State of the Province Event

Purpose of Meeting

Attended Strait Area Chamber of Commerce event where Premier was speaking.

Date of Meeting

August 12, 2026

Place of Meeting

Port Hawkesbury Civic Centre

Start and End Time of Meeting

10:00 am to 2:00 pm

Persons Present at the Meeting

Lois Landry, Wardens/Councillors from various municipalities, as well as Chamber of Commerce members in the Strait Area.

Brief Statement of Discussions Held

Premier speaking to Chamber members, and circulated among members, to update members on the state of the province.

3. St. Peter's Foodbank for Cheque Presentations

Purpose of Meeting

New in memoriam volunteer recognition. I presented small donation to St. Peter's Foodbank in memory of Katie LeBlanc

Date of Meeting

August 19, 2026

Place of Meeting

St. Peter's Foodbank at next to Catholic Church

Start and End Time of Meeting

8:30 am to 9:00 am

Persons Present at the Meeting

Lois Landry and volunteers with St. Peter's Foodbank

Brief Statement of Discussions Held

Cheque Presentation

4. EverWind Community Liaison Committee

Purpose of Meeting

Regular quarterly meeting for EverWind's CLC for updates on project and discussion about community's concerns.

Date of Meeting

August 19, 2026

Place of Meeting

EverWind Terminals in Point Tupper

Start and End Time of Meeting

4:30 pm to 6:00 pm

Persons Present at the Meeting

Lois Landry, CAO, elected members from Port Hawkesbury and community members.

Brief Statement of Discussions Held

Update of projects as well discussion about concerns raised by community members.

5. Fire Services Protection Committee – special meeting with Deputy Minister

Purpose of Meeting

Meeting with Deputy Minister and other staff from Emergency Management Department.

Date of Meeting

August 24, 2026

Place of Meeting

St. Peter's and District Volunteer Fire Department Fire Hall

Start and End Time of Meeting

1:00 pm to 3:00 pm

Persons Present at the Meeting

Lois Landry, all councillors, municipal staff, and chiefs (or designates) from most volunteer fire departments.

Brief Statement of Discussions Held

Presentation from Emergency Department staff on current priorities for fire protection services.

6. Petit de Grat Ballfield for U-18 Atlantic Championship

Purpose of Meeting

Representing Municipality at Opening Ceremony.

Date of Meeting

August 28, 2026

Place of Meeting

Petit de Grat ballfield

Start and End Time of Meeting

7:00 pm to 8:30 pm

Persons Present at the Meeting

Lois Landry, Councillor Shawn Samson, community members and ball teams.

Brief Statement of Discussions Held

Participated in opening ceremony to welcome teams and families to Richmond County

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	Lois Landry, Warden				
Departure Date:	September 17, 2026	**Return Date:**	September 17, 2026		
Departure Time:	8:30 PM	**Return Time:**	3:30 PM		
Purpose of Travel:	Attended Richmond County's presentation for Clean Foundation at Membertou Convention Centre. Lunch provided.				
Approved to Travel:	☑	**Conference attendance = 80% or more:**	☑	**N/A**	☐

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	2463 Hwy 320 D'Escousse to MCC	210 ✓	☐	☐	☐	☐	$0.00
Day 2			☐	☐	☐	☐	$0.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐	☐	☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
210		$123.69 ✓		$0.00

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☐	**Name of Hotel:**	

	Other Expense Description	Other $
Day 1		
Day 2		
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed		$123.69
Claimant Signature:	L Landry	
Submission Date:	Sept. 22/26	
Approval Signature:		
GL Code:		

H&S 3

Goods Rec'd. Date..... Initial.....
Prices Checked..... G
Add. & Ext. Checked..... G
Approval for Payment..... G
Discount Date.....
Paid by Cheque No.....
Distribution: Acct. No. 2100 21010 office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

Lois Landry

From: Troy MacCulloch
Sent: August 18, 2026 2:16 PM
To: Lois Landry; Shelley David
Subject: RE: CCC Summit - September 17, 2026

Approved and likewise may I have permission to travel top this one?

Thx

troy

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Troy MacCulloch, CMML, FSAScot
Chief Administrative Officer

Phone: 902.226.3970
Mobile: 902.631.4120
Email: cao@richmondcounty.ca

2357 Hwy 206, P.O. Box 120
Arichat, NS B0E 1A0

www.richmondcounty.ca

From: Lois Landry <Lois.Landry@richmondcounty.ca>
Sent: August 18, 2026 2:15 PM
To: Shelley David <Clerk@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>
Subject: RE: CCC Summit - September 17, 2026

Hi,

FYI, I'm only attending as part of Richmond's presentation.
I'll be there for Thursday only, and I'll likely only arrive after breakfast. I'll stay for the networking.

Troy, can I get permission to travel to this event, please.
Thanks,
Lois

Lois Landry, Warden
Municipality of the County of Richmond

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Lois Landry, Warden	Period Covered			
		From: (yyyy-mm-dd)	1-Sep-26	To: (yyyy-mm-dd)	30-Sep-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
1-Sep-26	Home to Strait Area Mutual Aid Meeting at Port Hastings VFD Hall - return	84	
5-Sep-26	Home to Emergency Command Centre at Civic Centre - return	72	
23-Sep-26	Home to St. Peter's VFD Hall meeting (11 am) - return	56	
23-Sep-26	Home to St. Peter's VFD Hall meeting (7 pm) - return	56	
	NOTE: "Home" is 2463 Highway 320 Poulamon		

Mileage Total (km)	Total Mileage Expense	$157.85	Total Other Expense	$0.00
268 ✓				

Total Amount Being Claimed	$157.85
Claimant Signature:	L Landry
Submission Date:	Oct 5/26
Approval Signature:	[signature]
GL Code:	

Goods Rec'd. Date .... Initial ...
Prices Checked ....
Add. & Ext. Checked ....
Approval for Payment ....
Discount Date ....
Paid by Cheque No. ....
Distribution Acct. No. 1-0210 2100 210110
*office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

Start and End Time of Meeting

3:00 pm to 4:30 pm

Persons Present at the Meeting

Lois Landry, CAOs from town of Port Hawkesbury, Inverness, Victoria and Richmond, REMO staff, Provincial Emergency Management Staff, Premier.

Brief Statement of Discussions Held

Discussed state of situation on the ground following significant rain event. Municipal and Provincial response discussed as well as decisions around Local of Provincial State of Emergency.

3. St. Peter's Volunteer Fire Department meeting with Parks Canada Staff

Purpose of Meeting

Continue discussions on St. Peter's Boat Launch, with an emphasis on License of Occupation and insurance requirements

Date of Meeting

September 23, 2026

Place of Meeting

St. Peter's Volunteer Fire Department Hall

Start and End Time of Meeting

11:00 am to noon

Persons Present at the Meeting

Lois Landry, Troy MacCulloch, St. Peter's VFD Chief, several Parks Canada Staff, and Peter Fraser, our insurer for all things related to Volunteer Fire Departments.

Brief Statement of Discussions Held

Three elements needed for launch to move forward. DFO permission has been granted. Parks Canada staff presented draft document for Impact Assessment (including Indigenous consultation), and insurance requirements discussed so License of Occupation can be signed.

4. Fire Protection Services Committee Meeting

Purpose of Meeting

Regular meeting of Committee of Council.

Date of Meeting

September 23, 2026

Place of Meeting

St. Peter's Volunteer Department Hall

Start and End Time of Meeting

7:00 pm to 8:30 pm

NOTE:

Regular meeting of Council Committee – agenda available online. Attending as ex-officio member.

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Name:	Tristan Martel	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	31-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
6-Aug-26	Return travel from office to AWTP. Meeting is NSECC.	4.8	
7-Aug-26	Return travel from office to AWTP. Pictures of control panel for Lynk Electric.	4.8	
10-Aug-26	Return travel from office to LWTP. NS Efficiency tour.	35.2	
12-Aug-26	Return travel from office to EWWTP. NS Efficiency tour.	58.6	
21-Aug-26	Return travel from office to PDG automatic flush station. Promotional pictures for province/testing	14.4	
25-Aug-26	Return travel from office to bulk water station. Preparing for installation.	34.8	
26-Aug-26	Return travel from office to bulk water station. Water service.	34.8	
27-Aug-26	Return travel from office to bulk water station. Electrical & concrete pad installation.	34.8	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
222.2 ✓		$130.88 ✓		$0.00

Total Amount Being Claimed	$130.88
Claimant Signature:	[signature]
Submission Date:	Sept 2, 2026
Approval Signature:	[signature]
GL Code:	102423070242110

HST 3

Goods Rec'd. Date........ Initial ....
Prices Checked........
Add. & Ext. Checked........
Approval for Payment........
Discount Date........
Paid by Cheque No........ 102423070242110
Distribution: Acc't. No........
*office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

Local travel that is part of an employee's routine duties does not require pre-approval; submitting a Travel and Expense Claim Form with any required receipts serves as confirmation of approved travel. The same applies to local and non-local travel undertaken by members of Council as part of their routine duties to attend ABCC meetings to which they are appointed or attend as ex officio, and submission of the Travel and Expense Claim Form serves as confirmation of approved travel.

Name:	Tristan Martel	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	31-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
10-Sep-26	Return travel from office to bulk water station for NSP scope.	36	
23-Sep-26	Return travel from home to Point Michaud Rec Buildin. Checking on gear.	13.5	
25-Sep-26	Return travel from office to bulk water station for internet scope.	36	
29-Sep-26	Return travel from home to Point Michaud Rec Buildin. Checking on gear.	13.5	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
99 ✓		$58.31 ✓		$0.00

Total Amount Being Claimed	$58.31
Claimant Signature:	[signature]
Submission Date:	October 2, 2026
Approval Signature:	[signature]
GL Code: 102423070242110	*office use

HST 3

Goods Rec'd. Date........ Initial g
Prices Checked........ g
Add. & Ext. Checked........ g
Approval for Payment........
Discount Date........
Paid by Cheque No........
Distribution: Acct. No. 102423070242110

THE MUNICIPALITY OF THE COUNTY OF / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

Local travel that is part of an employee's routine duties does not require pre-approval; submitting a Travel and Expense Claim Form with any required receipts serves as confirmation of approved travel. The same applies to local and non-local travel undertaken by members of Council as part of their routine duties to attend ABCC meetings to which they are appointed or attend as ex officio, and submission of the Travel and Expense Claim Form serves as confirmation of approved travel.

Name:	Emma Martell	Period Covered			
		From: (yyyy-mm-dd)	30/Jun/26	To: (yyyy-mm-dd)	30/Jul/26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
30/Jun/26	Louisdale, rec Building from Municipal office and back.	36	
10/Jul/26	Louisdale, rec building from Municipal office and back.	36	
14/Jul/26	River Bourgeois to Municipal office, summer camp.	31	
15/Jul/26	River Bourgeois to Losuldale, Concerts by the Sea.	15	
16/Jul/26	River Bourgeois to Louisdale rec building.	15	
16/Jul/26	Louisdale to St. Peters to clean after fireworks.	38	
16/Jul/26	Louisdale, rec building to Municipal office.	18.3	
18/Jul/26	River Bourgeois to Point Michaud Beach and back. Sandcastle competition.	55.6	
27/Jul/26	River Bourgeois to Louisdale lions hall and back. Summer camp.	30	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
274.9 ✓		$161.92 ✓		$0.00

HST 3

Total Amount Being Claimed	
Claimant Signature:	Emma Martell
Submission Date:	30/07/26
Approval Signature:	[signature]
GL Code:	10 270 4120 270130

$161.92

Goods Rec'd. Date........ Initial g
Prices Checked........ g
Add. & Ext. Checked........ g
Approval for Payment........ g
Discount Date........
Paid by Cheque No........
Distribution: Acct No. 10270412027 0130

*office use

THE MUNICIPALITY OF THE COUNTY OF / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

Local travel that is part of an employee's routine duties does not require pre-approval; submitting a Travel and Expense Claim Form with any required receipts serves as confirmation of approved travel. The same applies to local and non-local travel undertaken by members of Council as part of their routine duties to attend ABCC meetings to which they are appointed or attend as ex officio, and submission of the Travel and Expense Claim Form serves as confirmation of approved travel.

Name:	Emma Martell	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	28-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
6-Aug-26	LeNoir Forge Museum Arichat, To River Bourgeois. Concerts by the Sea	29.4	
8-Aug-26	To sand castle competition in Pondville, from River Bourgeois and back.	65	
10-Aug-26	To St.Peters Lions Club from River Bourgeois, for creative makers camp and back.	15	
12-Aug-26	To St. Peters Lions Club from River Bourgeois, for tie dye camp and back.	15	
12-Aug-26	To St. Peters Lions Club from River Bourgeois, for Concerts by the Sea and back.	15	
13-Aug-26	To St. Peters Public Library from Municipal office, for Storytime Corner and back.	70	
13-Aug-26	To River Bourgeois from Isle Madame New Horizons Seniors Club Arichat, for Concerts by the Sea.	33	
14-Aug-26	To Louisdale Lions club from River Bourgeois and back. For Teddy Bear picnic camp.	34	
15-Aug-26	To Point Michaud from River Bourgeois and Back. For Surf Classic	55.6	
19-Aug-26	To The D'Escousse Civic Improvement Society Hall from River Bourgeois. For Tie Dye & craft camp.	28.1	
19-Aug-26	To the Municipal building from D'Escousse Improvement Society Hall. For tie dye & craft camp.	9.7	
19-Aug-26	To Louisdale Lions Club fcrom River Bourgeois and back. For Concerts by the sea.	34	
Mileage Total (km) 405.8 ~~359.8~~	Total Mileage Expense ~~$217.81~~ 237.84		Total Other Expense $0.00

Total Amount Being Claimed	~~$217.81~~ 237.84
Claimant Signature:	Emma Martell
Submission Date:	26/08/26
Approval Signature:	
GL Code:	10 270 4120 270130

1453

*office use	
Goods Rec'd. Date	Initial
Prices Checked	
Add. & Ext. Checked	
Approval for Payment	
Discount Date	
Paid by Cheque No.	
Distribution Acct. No.	10 270 4120 270130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

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Name:	Danielle Martell	Period Covered			
		From: (yyyy-mm-dd)	1/Sep/26	To: (yyyy-mm-dd)	30/Sep/26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
Sep. 01, 2026	Arichat to River Bourgeois to Louisdale - River Roots open house event.	44.7	
Sep. 24, 2026	Louisdale to St. Peter's to Arichat - IDEA Meeting with Village of St. Peter's	55.7	
Sept. 25 2026	Louisdale to Port Hawkesbury to Louisdale	58.2	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
158.6 ✓		$93.42 ✓		$0.00

Total Amount Being Claimed	
Claimant Signature:	[signature]
Submission Date:	Oct. 02, 2026
Approval Signature:	[signature]
GL Code:	10270410270130

$93.42 HST

Goods Rec'd. Date........ Initial ....
Prices Checked ....
Add. & Ext. Checked ....
Approval for Payment ....
Discount Date ....
Paid by Cheque No. ....
Distribution: Acc't. No. 10270410270130

*office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	David Maylch		
Departure Date:	Sunday, September 27, 2026	**Return Date:**	Sunday, September 27, 2026
Departure Time:	6:30 AM	**Return Time:**	6:00 PM
Purpose of Travel:	FSANS Board Meeting		

Approved to Travel:	Yes	**Conference attendance = 80% or more:**	Yes	N/A	

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5830	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	Travel to Brookfield NS	274					$ 0.00
Day 1	Board Meeting						$0.00
Day 1	Travel to home	274					$0.00
Day 2							$0.00
Day 3							$0.00
Day 4							$0.00
Day 5							$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
548 ✓		$322.77		$0.00

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:		**Name of Hotel:**	

	Other Expense Description	Other $
Day 1		
Day 2		
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed	$322.77
Claimant Signature:	DMaylch
Submission Date:	2026-09-29-1:00:00 PM
Approval Signature:	
GL Code:	*office use

MCT 3

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acc't. No. 10-212-2170-212404

FIRE SERVICE ASSOCIATION OF NOVA SCOTIA

BOARD OF DIRECTORS' MEETING

Sunday Sept 27, 2026, Brookfield Fire Department

10:00am - 2:00pm

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1. Call to Order and Moment of Silence
2. Approval of Minutes – May 31, 2026
3. Business Arising from the Minutes
   Additions to the Agenda:
   - ✓ Brokerlink Insurance Presentation
   - ✓ David Rockwood DEM Policy team NS Structure Protection Program and compensation for SPU Members
4. Review of Action Items List
5. Executive Reports
6. Administrative Assistants Report
7. County Reports
8. Committee Reports
   a. By-Laws
   b. Finance
   c. Conference
   d. Insurance Levy
   e. Department of Public Works
   f. Resolutions
   g. Standards
   h. Dispatch
   i. Critical Incident Stress Management Committee
   j. Health & Wellness
   k. Professional Qualifications Board
   l. Firefighter Training Advisory Committee
   m. Medical First Responders
   n. Director to Canadian Association of Fire Chiefs
   o. Director to Maritime Fire Chiefs Association
   p. Department of Natural Resources
   q. Office of the Fire Marshal
   r. Governance: Joint Municipal Fire Service Review
   s. Communications
9. Correspondence –

Adjournment

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	troy macculloch				
Departure Date:	July 17, 2026	**Return Date:**	July 17, 2026		
Departure Time:	1:00 PM	**Return Time:**	5:15 PM		
Purpose of Travel:	Meeting with Patricia from The Port of Antwerp Bruges in Truro on her way to the airport.				
Approved to Travel:	☐	**Conference attendance = 80% or more:**	☐	**N/A**	☑

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	Wednesday	127	☐	☐	☐	☐	$0.00
Day 2				☐	☐	☐	$0.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐		☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
127		$74.80		$0.00

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☐	**Name of Hotel:**	

	Other Expense Description	Other $
Day 1	Meeting with Patricia to understand how we can take the next steps in our collaborative	
Day 2	work to support the hydrogen and green energy sector in NS and the European Market.	
Day 3		
Day 4	Patricia Lawrence → Port Rep. for Canada	
Day 5	Martin Thomsen → Energy Sector Dev. Mgr MOCR	
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed	$74.80
Claimant Signature:	
Submission Date:	July 20, 2026
Approval Signature:	
GL Code:	

1875

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No. *office use
Distribution Acct No. 210-21250

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

Local travel that is part of an employee's routine duties does not require pre-approval; submitting a Travel and Expense Claim Form with any required receipts serves as confirmation of approved travel. The same applies to local and non-local travel undertaken by members of Council as part of their routine duties to attend ABCC meetings to which they are appointed or attend as ex officio, and submission of the Travel and Expense Claim Form serves as confirmation of approved travel.

Name:	troy macculloch	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	31-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
12-Aug-26	St Peters- Civic Centre - Point Tupper - Cleveland - back to st peters	103	

Mileage Total (km)	Total Mileage Expense	$60.67	Total Other Expense	$0.00
103				

Total Amount Being Claimed	$60.67
Claimant Signature:	[signature]
Submission Date:	27 Aug 2026
Approval Signature:	[signature]
GL Code:	

#553

Goods Rec'd. Date............ Initial.......
Prices Checked..........
Add. & Ext. Checked..........
Approval for Payment..........
Discount Date..........
Paid by Cheque No. (office use)..........
Distribution: Acc't. No. 10 212 2120 212130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

August 17th, 2026

In county travel report for August 2026

August 12, 2026 - 0730 travel from St Peters to PH Civic Centre – State of the Province Event with Premier.

- 1400 - Travel from Civic Centre to Point Tupper – Everwind Terminal for meeting with Everwind and tour with Premier
- 1645 - Travel from Everwind to Friends United for meeting with Mr R. Bouman.
- 1845 - Travel from Cleveland to St Peter's

Troy A. MacCulloch, CAO

Municipality of the County of Richmond

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	troy macculloch		
Departure Date:	September 5, 2026	**Return Date:**	September 5, 2026
Departure Time:	8:30 AM	**Return Time:**	8:00 PM
Purpose of Travel:	First day of response to Extreme Rain Storm Event in the County - came to establish a Emergency Command Centre and to determine our response and meet with REMO Reps and Provincial Agencies as well as Premier.		

Approved to Travel:	N/A ☐	**Conference attendance = 80% or more:**	☐	**N/A**	☑

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	New Glasgow to PH and back to NG	250	☐	☐	☐	☐	$0.00
Day 2				☐	☐	☐	$0.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐		☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
250		$147.25		$0.00

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☐	**Name of Hotel:**	

	Other Expense Description	Other $
Day 1	was still on vacation, but obviously came back to work	
Day 2	to initate our response with the REMO Team and Warden	
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed	$147.25
Claimant Signature:	Troy MacCulloch
Submission Date:	21 Sept. 2026
Approval Signature:	
GL Code:	

Goods Rec'd. Date ..... Initial .....
Prices Checked .....
Add. & Ext. Checked .....
Approval for Payment .....
Discount Date .....
Paid by Cheque No. .....
Distribution Acc't. No. .....
Office use

HSC

10-212-2120-212130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	troy macculloch		
Departure Date:	September 17, 2026	**Return Date:**	September 17, 2026
Departure Time:	7:30 AM	**Return Time:**	5:00 PM
Purpose of Travel:	Presented at the Clean Foundation Conference at the Membertou Convention Centre with Martin and the Warden		

Approved to Travel:	☑	**Conference attendance = 80% or more:**	☐	**N/A**	☑

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	St Peters to Membertou and back to StP	178	☐	☐	☐	☐	$0.00
Day 2				☐	☐	☐	$0.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐		☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
178		$104.84		$0.00

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☐	**Name of Hotel:**	

	Other Expense Description	Other $
Day 1	Presenting on our County wide approach to Clean Fuels and Energy Projects in Richmond County	
Day 2		
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed		$104.84
Claimant Signature:		
Submission Date:	21 Sept. 2026	
Approval Signature:		
GL Code:		

1853

Goods Rec'd. Date.....Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....*office use
Paid by Cheque No.....
Distribution Acct. No. 2-21-2021-2130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

Troy MacCulloch

From: Lois Landry
Sent: August 18, 2026 2:17 PM
To: Troy MacCulloch
Subject: RE: CCC Summit - September 17, 2026

Approved

Lois

Lois Landry, Warden
Municipality of the County of Richmond
Tel: (902) 631-0332

From: Troy MacCulloch <CAO@richmondcounty.ca>
Sent: August 18, 2026 2:16 PM
To: Lois Landry <Lois.Landry@richmondcounty.ca>; Shelley David <Clerk@richmondcounty.ca>
Subject: RE: CCC Summit - September 17, 2026

Approved and likewise may I have permission to travel to this one?

Thx

troy

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Troy MacCulloch, CMML, FSAScot
Chief Administrative Officer
Phone: 902.226.3970
Mobile: 902.631.4120
Email: cao@richmondcounty.ca

2357 Hwy 206, P.O. Box 120
Arichat, NS B0E 1A0

www.richmondcounty.ca

From: Lois Landry <Lois.Landry@richmondcounty.ca>
Sent: August 18, 2026 2:15 PM
To: Shelley David <Clerk@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>
Subject: RE: CCC Summit - September 17, 2026

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

Local travel that is part of an employee's routine duties does not require pre-approval; submitting a Travel and Expense Claim Form with any required receipts serves as confirmation of approved travel. The same applies to local and non-local travel undertaken by members of Council as part of their routine duties to attend ABCC meetings to which they are appointed or attend as ex officio, and submission of the Travel and Expense Claim Form serves as confirmation of approved travel.

Name:	Shannon Mury	Period Covered			
		From: (yyyy-mm-dd)	2026-06-01	To: (yyyy-mm-dd)	2026-07-31

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
5-Jun-26	Grand Opening of Irish Cove Walking Trail, Irish Cove	135.2	
June 9, 2026	By-Law Policy/COW	7.8	
June 11, 2026	Recreation Advisory Committee Meeting (Admin Bld)	7.8	
June 13, 2026	Grand Opening of Library/VIC in St. Peter's	61	
June 15, 2026	Point Michaud, Rec Hut setup	113	
June 16, 2026	By-Law Policy/COW	7.8	
June 19, 2026	Port Hawkesbury (various stores) for summer programming supplies	86	
June 23, 2026	Pondville Beach re: PlayBin placement	12	
June 25, 2026	VIC re Site Visit	70.4	
July 21, 2026	Louisdale Lions Club re NSGEU Local 161 Negotiations	26.3	
July 22, 2026	Louisdale Lions Club re NSGEU Local 161 Negotiations	38	
July 28, 2026	VIC re Site Visit	70.4	

Mileage Total (km)	Total Mileage Expense	$374.43 ✓	Total Other Expense	$0.00
635.7 ✓				

Total Amount being Claimed	$374.43
Claimant Signature:	
Submission Date:	July 31, 2026
Approval Signature:	
GL Code:	10-270-4120-270130

ABC 3

Office use

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No..... 10 20 41 2027015
Distribution: Acc't. No.....

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

Local travel that is part of an employee's routine duties does not require pre-approval; submitting a Travel and Expense Claim Form with any required receipts serves as confirmation of approved travel. The same applies to local and non-local travel undertaken by members of Council as part of their routine duties to attend ABCC meetings to which they are appointed or attend as ex officio, and submission of the Travel and Expense Claim Form serves as confirmation of approved travel.

Name:	Shannon Mury	Period Covered			
		From: (yyyy-mm-dd)	2026-08-01	To: (yyyy-mm-dd)	2026-09-30

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
August 7, 2026	Port Hawkesbury re Camp Supplies	85	
August 18, 2026	Special Meeting. Arichat	7.8	
August 24, 2026	Rich Co Fire Protection Services Comm - Fire Modernization Engagement, St. Peter Fire Hall	71	
August 25, 2026	Rec Building, Pt Michaud Surf Hut Site Visit, VIC Site Visit	118	
September 7, 2026	Port Hawkesbury Civic Centre - ECC Support	94	
September 24, 2026	St. Peter's Village Office re IDEA Working Committee Meeting	72	

Mileage Total (km)	Total Mileage Expense	$263.75 ✓	Total Other Expense	$0.00
447.8 ✓				

Total Amount Being Claimed	$263.75
Claimant Signature:	
Submission Date:	01-Oct-26
Approval Signature:	
GL Code:	10-270-4120-270130

118 + 3

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No. *office use
Distribution Acct. No. 10-270-4120-270130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

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Name:	Adèle Samson	Period Covered			
		From: (yyyy-mm-dd)	15/Jun/26	To: (yyyy-mm-dd)	30/Jun/26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
June 18th	Playbin Inventory Check (Arichat, River Bourgeois, Little Anse)	99	
June 23rd	Went to the playbins to add toys and record a new inventory (Arichat, Little Anse)	19.2	

Mileage Total (km)	Total Mileage Expense	$69.62	Total Other Expense	$0.00
118.2 ✓				

Total Amount Being Claimed	$69.62
Claimant Signature:	Adèle Samson (signature)
Submission Date:	Thursday, July 9th 2026
Approval Signature:	(signature)
GL Code:	10 270 4120 270130

HST3

Goods Rec'd. Date.................Initial.........
Prices Checked.........................
Add. & Ext. Checked.........................
Approval for Payment.........................
Discount Date.........................
Paid by Cheque No......office use..........
Distribution: Acc't. No.........................

10270 4120 270130

THE MUNICIPALITY OF THE COUNTY OF / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

All claims must be submitted no later than 60 days after your date of return.

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Name:	Adèle Samson	Period Covered			
		From: (yyyy-mm-dd)	1-Jul-26	To: (yyyy-mm-dd)	30-Jul-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
July 1st	Canada Day Fireworks in Lennox Passage	15.6	
July 2nd	Concerts by the Sea in Arichat	17.4	
July 6th	Bug Day Adventure Camp in River Bourgeois	62	
July 16th	Cleaning the Rec Building in Louisdale	32	
July 18th	Sandcastle Contest in Point Michaud	110	
July 21st	Mystery Day Youth Camp in River Bourgeois	62	
July 27th	Challenge Games Day Youth Camp in Louisdale	32	
July 29th	Concerts by the Sea in St.Peter's	68	

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
399 ✓		$235.01		$0.00

Total Amount Being Claimed	$235.01
Claimant Signature:	Adèle Samson
Submission Date:	Thursday, July 30th
Approval Signature:	[signature]
GL Code:	10 2704120 270130

11513

Goods Rec'd. Date............ Initial ....
Prices Checked....................
Add. & Ext. Checked................
Approval for Payment...............
Discount Date......................
Paid by Cheque No.......... Office use
Distribution: Acct. No. 10 2 704120 270130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Adèle Samson	Period Covered			
		From: (yyyy-mm-dd)	1-Aug-26	To: (yyyy-mm-dd)	26-Aug-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
August 5th	Concerts by the Sea in Louisdale	34	
August 10th	Creative Makers Camp in St. Peter's	68	
August 11th	Port Hawkesbury for Supplies	84	
August 12th	Tie Dye Party in St. Peter's	68	
August 15th	Surf Classic at Point Michaud Beach	110	
August 17th	Strait Area Soccer in Louisdale	32	
August 19th	Concerts by the Sea in Louisdale (indoors)	32	
August 26th	Rec Building in Louisdale Clean-Up	32	

Mileage Total (km)	Total Mileage Expense	$270.94 ✓	Total Other Expense	$0.00
460 ✓				

Total Amount Being Claimed	$270.94
Claimant Signature:	adèle Samson
Submission Date:	Wednesday, August 26th
Approval Signature:	
GL Code:	10 2 10 4 120 270 130

Goods Rec'd. Date.....Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acct. No. 10 2 10 4120 270 130 *office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Clint Samson	Period Covered			
		From: (yyyy-mm-dd)	8-Sep-26	To: (yyyy-mm-dd)	11-Sep-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
8-Sep-26	Travel to and from PH Civic Centre for assisting in post storm response 9:30am-4:00pm	90	
11-Sep-26	Travel to and from PH Civic Centre for assisting in post storm response 8:30am-10:00am	90	
	RE: Post Storm assistance		

Mileage Total (km)	Total Mileage Expense		Total Other Expense	
180 ✓		$106.02 ✓		$0.00

Total Amount Being Claimed	$106.02
Claimant Signature:	[signature]
Submission Date:	21-Sep-26
Approval Signature:	[signature]
GL Code:	10-212-2120-212130

HST ?

Goods Rec'd. Date........ Initial M.
Prices Checked........ G
Add. & Ext. Checked........ G
Approval for Payment........ G
Discount Date........
Paid by Cheque No........
Distribution: Acct. No. (office use) 10-212-2120-212130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Form #: MOCR 04 01 2025 - 03 31 2026

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Brent Sampson	Period Covered			
		From: (yyyy-mm-dd)	2-Jun-26	To: (yyyy-mm-dd)	14-Jul-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
June 2nd,2026	PAC/Heritage committee	102	N/A
June 5th, 2026	JCDC Trail opening	96	N/A
June 9th, 2026	COW Meeting	102	N/A
June 16th, 2026	By law Policy meeting	102	N/A
June 23rd, 2026	Regular Council	102	N/A
July 14th, 2026	PAC/Heritage committee	102	N/A

Mileage Total (km)	Total Mileage Expense	$356.93	Total Other Expense	$0.00
606 ✓				

Total Amount Being Claimed	$356.93
Claimant Signature:	
Submission Date:	July 21st, 2026
Approval Signature:	
GL Code:	10-210-2110-210130

1857

Goods Rec'd. Date ..... Initial ..... CJ
Prices Checked C
Add. & Ext. Checked C
Approval for Payment C
Discount Date .....
Paid by Cheque No. 10210211021030
Distribution: Acc't. No. .....
office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

JCDC Trail opening
Irish Cove
June 5th, 2026

a) Purpose of meeting

It was an official opening of 3 sections of trail that have been developed by the Johnstown Community Development Corporation (JCDC)

b) Date of meeting

June 5th, 2026

c) Place of meeting

The opening was at the eastern end of the trail system entering from Lakeshore drive East at the very edge of Richmond county.

d) Start and end time of meeting

It began at 1pm and lasted around a half hour with some folks staying longer to explore the trails

e) Persons present at the meeting

-Rita Campbell (JCDC)
- other members of the JCDC
-Members of the public from both Richmond and CBRM
-MLA Trevor Boudreau
-Director of Recreation and community development Shannon Mury
-Former Warden/councillor Gail Johnson

f) brief statement of discussions held

Rita Campbell spoke about all the work done to get to this point.
MLA Boudreau spoke about the role the province played in moving this forward
A representative from Natural Resources spoke about their role
I briefly spoke about how happy the county was to support the project

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Brent Sampson	Period Covered			
		From: (yyyy-mm-dd)	18-Aug-26	To: (yyyy-mm-dd)	13-Oct-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
August 18th,2026	Special Meeting	102	N/A
August 27th, 2026	Special Meeting	102	N/A
Sept 15th, 2026	PAC/Heritage Committee	102	N/A
Sept 21st, 2026	Audit Committee Meeting	102	N/A
Sept 22nd, 2026	Regular Council	102	N/A
Oct 6th, 2026	PAC/Heritage committee	102	N/A
Oct 13th, 2026	COW Meeting	102	N/A

Mileage Total (km)	Total Mileage Expense	$420.55 ✓	Total Other Expense	$0.00
714 ✓				

Total Amount Being Claimed	$420.55
Claimant Signature:	Brent Sampson
Submission Date:	October 13th, 2026
Approval Signature:	L Handy
GL Code:	

HST 3

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acct. No. 240-240-150

*office use

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

MOCR Travel and Expense Claim Form / Local Travel

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Name:	Sharla Sampson	Period Covered			
		From: (yyyy-mm-dd)	1-Jul-26	To: (yyyy-mm-dd)	31-Jul-26

Mileage/Other Expenses

Date	Description	Mileage / KM $0.5890	Other Expense
1-Jul-26	Canada Day Fireworks - Lennox Passage Provincial Park	22.7	
2-Jul-26	Point Michaud Surf Program Observation - Point Michaud Beach Provincial Park	112	
9-Jul-26	Point Michaud Surf Program Observation - Point Michaud Beach Provincial Park	112	
10-Jul-26	Rec Building - Louisdale	33.5	
20-Jul-26	Deliver Incident/Injury Report Forms, Access Mobi Mat and drop off garage bags to Surf Hut, Point Michaud Beach Provincial Park	112	
21-Jul-26	Youth Camp Site Visit - Tara Lynn Community Centre, River Bourgeois	62.2	
31-Jul-26	First Tee Golf Manual - Rec Building, Louisdale	33.5	
Mileage Total (km)	Total Mileage Expense	$287.37 ✓	Total Other Expense		$0.00
487.9 ✓					

Total Amount Being Claimed	$287.37
Claimant Signature:	Sharla Sampson
Submission Date:	31-Jul-26
Approval Signature:	
GL Code:	10 270 4120 270130

1185

Goods Rec'd. Date.....Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No...*office use
Distribution: Acc't. No 10 270 4120 270130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DU COMTÉ DE

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	Sharla Sampson		
Departure Date:	September 22, 2026	**Return Date:**	September 22, 2026
Departure Time:	8:30 AM	**Return Time:**	4:10 PM
Purpose of Travel:	Municipal Physical Activity Leader within Cape Breton Region Meeting and tour of the Inverness Multicourt Facility.		

Approved to Travel:	☑	**Conference attendance = 80% or more:**	☐	**N/A**	☐

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	Inverness Multicourt Facility 85 MacLean St, Inverness	265	☐	☐	☐	☐	$0.00
Day 2			☐	☐	☐	☐	$0.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐	☐	☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
265 ✓		$156.09 ✓		$0.00

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☐	**Name of Hotel:**	

	Other Expense Description	Other $
Day 1		
Day 2		
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed	$156.09
Claimant Signature:	Sharla Sampson
Submission Date:	23-Sep-27
Approval Signature:	
GL Code:	10 270 4120 270130

1515

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date..... *office use
Paid by Cheque No.....
Distribution Acct. No. 10 270 4120 270130

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE

Outlook

MPAL Gathering in Inverness - Tues Sept 22

From Richards, Michelle <Michelle.Richards3@novascotia.ca>

Date Mon 2026-09-21 8:32 AM

To Corene Gillis-Dorey <corene.gillis@townofporthawkesbury.ca>; Sharla Sampson <sharla.sampson@richmondcounty.ca>; Jason Calder <jason.calder@invernesscounty.ca>; Jewel Peters <jewelpeters@waycobah.ca>; angeline.denny <angeline.denny@wagmatcook.com>; christopher.woodford <christopher.woodford@victoriacounty.ca>; Paula M. Jacobs <pmjacobs@cbrm.ns.ca>; lzgoode <lzgoode@cbrm.ns.ca>; aeeisan <aeeisan@cbrm.ns.ca>; leonpaul <leonpaul@membertou.ca>; Matthew R. Gould <mrgould@eskasonihealth.ca>; Josh Nicholas <jnicholas@potlotek.ca>; Francis, Ryan <Ryan.Francis@novascotia.ca>; Stephenson, Julia <Julia.Stephenson@novascotia.ca>; Maxwell, Larry <Larry.Maxwell@novascotia.ca>; Ben Krilow <bkrilow@sportnovascotia.ca>

Hi Everyone,

Looking forward to our MPAL Gathering in Inverness tmr (Tues Sept 22nd).

Schedule:

10:30am - 12:30pm

Location: Inverness Multicourt Facility, 85 MacLean St, Inverness.
https://invernesscounty.ca/development-projects/inverness-multicourt-facility/

Weather forecast: 13C with 30-45km winds out of the NW, mix of sun and clouds.

What to bring: Dress appropriate for weather and physical activity. Bring sneakers, snacks, and beverage. We will be touring and playing at this outdoor facility.

Provided: Inverness will supply the rackets and balls for the courts but feel free to bring your own gear if you prefer.

Note: Washrooms are not directly on site but located nearby at the Robin's.

Guests: Welcome to invite community leads from your area that would like to tour and learn more about the development of this new Multicourt Facility.

12:30pm - 2:30pm

Location: Inverness Centre for the Arts, 16080 HWY-19, Inverness
https://www.invernessarts.com/

Provided: Pizza and beverages. Please let Michelle know if you have any pizza or beverage preferences or require an alternative.

What to bring: If possible, please bring your laptop computers to login to the MPAL Hub. We will be navigating the relaunch of the MPAL Hub together.

MPAL sharing: To celebrate and recognize the Physical Activity work everyone is doing, please have a community highlight in mind to share with the group. Include the Community, Project, Overview, Successes and Challenges. This can be a brief share and further explored if MPALs have questions.

Sport Nova Scotia: Ben Krilow has a short presentation.

If there is anything else you would like included, please contact Michelle.

Thanks, and see you tmr

RECREATION
NOVA SCOTIA
NOUVELLE-ÉCOSSE

Michelle Richards
Regional Physical Activity
Consultant - Cape Breton Region

Outlook

Re: MPAL Gathering

Organizer	Richards, Michelle <Michelle.Richards3@novascotia.ca>
Meeting time	This event occurred 1 day ago (Tue 2026-09-22 8:30 AM - 12:30 PM)
Location	Inverness, NS
My response	Not yet responded
Required attendees	Richards, Michelle, Jason Calder, Corene Gillis, Sharla Sampson, Jewel Peters, angeline.denny, christopher.woodford, Paula M. Jacobs, lzgoode, aeeisan, leonpaul, Matthew R. Gould, levia, Josh Nicholas, Stephenson, Julia, Francis, Ryan, Ben Krilow, Maxwell, Larry
Message sent	Wed 2026-09-09 8:38 AM

Hi Sharla,

If your schedule permits, please plan on attending.

Approved.

Thank you,

Shannon Mury, Director
Department of Community Development & Recreation

From: Sharla Sampson <Sharla.Sampson@richmondcounty.ca> on behalf of Richards, Michelle <Michelle.Richards3@novascotia.ca>
Sent: Wednesday, September 9, 2026 10:22 AM
To: Richards, Michelle <michelle.richards3@novascotia.ca>; Shannon Mury <Shannon.Mury@richmondcounty.ca>; Jason Calder <jason.calder@invernesscounty.ca>; Corene Gillis <corene.gillis@townofporthawkesbury.ca>; Sharla Sampson <sharla.sampson@richmondcounty.ca>; Jewel Peters <jewelpeters@waycobah.ca>; angeline.denny <angeline.denny@wagmatcook.com>; christopher.woodford <christopher.woodford@victoriacounty.ca>; Paula M. Jacobs <pmjacobs@cbrm.ns.ca>; lzgoode <lzgoode@cbrm.ns.ca>; aeeisan <aeeisan@cbrm.ns.ca>; leonpaul <leonpaul@membertou.ca>; Matthew R. Gould <mrgould@eskasonihealth.ca>; levia <levia@eskasoni.ca>; Josh Nicholas <jnicholas@potlotek.ca>; Stephenson, Julia <Julia.Stephenson@novascotia.ca>; Francis, Ryan <Ryan.Francis@novascotia.ca>; Ben Krilow <bkrilow@sportnovascotia.ca>; Maxwell, Larry <Larry.Maxwell@novascotia.ca>
Subject: FW: MPAL Gathering
When: Tue 9/22/2026 10:30 AM - 2:30 PM
Where: Inverness, NS

An MPAL gathering is taking place on Tuesday, September 22 in Inverness.

From: Richards, Michelle <Michelle.Richards3@novascotia.ca>
Sent: August 10, 2026 10:32:25 AM (UTC-06:00) Central Time (US & Canada)
To: Richards, Michelle <Michelle.Richards3@novascotia.ca>; Jason Calder <jason.calder@invernesscounty.ca>; Corene Gillis <corene.gillis@townofporthawkesbury.ca>; Sharla Sampson <sharla.sampson@richmondcounty.ca>; Jewel Peters <jewelpeters@waycobah.ca>; angeline.denny <angeline.denny@wagmatcook.com>; christopher.woodford <christopher.woodford@victoriacounty.ca>; Paula M. Jacobs <pmjacobs@cbrm.ns.ca>; lzgoode <lzgoode@cbrm.ns.ca>; aeeisan <aeeisan@cbrm.ns.ca>; leonpaul <leonpaul@membertou.ca>; Matthew R. Gould <mrgould@eskasonihealth.ca>; levia <levia@eskasoni.ca>; Josh Nicholas <jnicholas@potlotek.ca>; Stephenson, Julia <Julia.Stephenson@novascotia.ca>; Francis, Ryan <Ryan.Francis@novascotia.ca>; Ben Krilow <bkrilow@sportnovascotia.ca>; Maxwell, Larry <Larry.Maxwell@novascotia.ca>
Subject: MPAL Gathering
When: September 22, 2026 8:30 AM-12:30 PM.
Where: Inverness, NS

MPAL Gathering
(SAVE THE DATE)

Date: Tues Sept 22nd
(backup date Sept 24th or 29th if there is weather/hurricane)

Location: Inverness, NS.

More information to follow via email.

Note: Schedule will include approx. 2 hrs to tour and play the new Inverness Multicourt Facility on 85 MacLean St, Inverness.

MOCR Travel and Expense Claim Form / Non-Local Travel

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Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	Martin Thomsen				
Departure Date:	September 17, 2026	**Return Date:**	September 17, 2026		
Departure Time:	8.00am	**Return Time:**	3.00pm		
Purpose of Travel:	Presented at Clean Foundation's Community Climate Capacity Summit in Membertou				
Approved to Travel:	☑	**Conference attendance = 80% or more:**	☐	**N/A**	☑

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	Orangedale-Membertou, return	196.4	☐	☐	☐	☐	$0.00
Day 2			☐	☐	☐	☐	$0.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐	☐	☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
196.4 ✓		$115.68 ✓		$0.00

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☐	**Name of Hotel:**	

	Other Expense Description	Other $
Day 1		
Day 2		
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed	$115.68
Claimant Signature:	
Submission Date:	05-Oct-26
Approval Signature:	
GL Code:	10-260-4071-260200

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acct. No. 10260 4071 260200
office use

HST

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE

Martin & I were presenters. TM

Martin Thomsen

From:	Community Climate Capacity <ccc@cleanfoundation.ca>
Sent:	July 10, 2026 11:49 AM
To:	Martin Thomsen; Troy MacCulloch
Cc:	Molly Foster; Tara Currie
Subject:	Speaker Invitation: Clean Foundation's Community Climate Capacity Summit | September 16-17, 2026

Good morning Martin and Troy,

On behalf of Clean Foundation, **we're excited to invite you to join us as a guest speaker at our upcoming Community Climate Capacity program summit.**

When: September 16-17, 2026
Where: Membertou Trade and Convention Centre | 50 Autwen Ma'sl Awti (50 Maillard St.), Membertou, NS

The proposed date for your session is **September 16**. We invite you to share how Richmond County's approach to aligning energy, economic development, infrastructure, and community planning efforts to create more coordinated and effective climate action. We're also open to other topics you feel are timely and relevant.

The summit brings together community representatives from across Nova Scotia to share ideas, highlight progress and strengthen local climate initiatives. The focus is on collaboration, innovation, practical solutions and partnership development.

You are welcome to attend other sessions as your schedule allows, including workshops, panels and networking events. We can also support travel costs, such as mileage and accommodation.

Requested action
Please confirm by **noon on July 20** if you are available to participate as a guest speakers. When you reply, please let us know your presentation formats / requirements, travel needs and any other details about your services (e.g. virtual options, etc.). We will follow up with next steps.

If you have questions or ideas to strengthen the session, please reach out. I've also copied my colleague Tara Currie, who supporting the event alongside me.

Thank you for your consideration—we hope to collaborate with you at the summit!

—Kaytland Smith

Kaytland Smith (she/her)
Senior Speciliast—Funding and Engagement, Community Climate Initiatives
Clean Foundation
P: 782-321-5061

www.cleanfoundation.ca
LinkedIn | Instagram | Facebook

Clean Foundation work in the ancestral and unceded territories of the Mi'kmaq.

Clean Foundation

Book time to meet with me

MOCR Travel and Expense Claim Form / Non-Local Travel

All claims must be submitted no later than 60 days after your date of return.

Please include your travel preapproval and the agenda with your claim. If you do not have an agenda, provide a short outline that lists the time, location, duration, and attendees. If you attended a conference, select the box to confirm that you met the 80 percent attendance requirement. If this does not apply to your travel, select the 'N/A' box.

Name:	Martin Thomsen				
Departure Date:	September 15, 2026	**Return Date:**	September 16, 2026		
Departure Time:	2.00pm	**Return Time:**	7.00pm		
Purpose of Travel:	Attending Net Zero Atlantic's Offshore Wind Readiness Forum in Halifax				
Approved to Travel:	☑	**Conference attendance = 80% or more:**	☑	**N/A**	☐

Mileage and Meal Expenses

Mileage is reimbursed at the provincial rate. Incidentals and meals are reimbursed at per diem rates. Enter your mileage and select the meals for each day. Meals provided as part of a paid event or conference are not eligible for reimbursement. Incidentals may be claimed for each overnight stay. No receipts are required.

	Trip Description	Mileage/KM $0.5890	$10 Incidentals	$20 Breakfast	$25 Lunch	$30 Dinner/ Supper	Meals/day Total
Day 1	Orangedale-Halifax	315	☑	☐	☐	☑	$40.00
Day 2	Halifax-Orangedale	314	☐	☐	☐	☐	$0.00
Day 3			☐	☐	☐	☐	$0.00
Day 4			☐	☐	☐	☐	$0.00
Day 5			☐	☐	☐	☐	$0.00
Day 6			☐	☐	☐	☐	$0.00
Day 7			☐	☐	☐	☐	$0.00

Mileage Total (km)	Total Mileage Expenses		Total Meal Expenses	
629 ✓		$370.48 ✓		$40.00 ✓

Accomodation/Other (Taxi, Parking, Tolls, Etc.) Expenses

Use this section to claim hotel accommodations you paid for, along with other expenses eligible for reimbursement, such as parking, taxi, and tolls (receipts required). If your accommodations are direct billed, select the box and list the name of the hotel.

Direct Billed:	☑	**Name of Hotel:**	Cambridge Suites Hotel Halifax

	Other Expense Description	Other $
Day 1		
Day 2		
Day 3		
Day 4		
Day 5		
Day 6		
Day 7		
	Total Accomodation/Other Expenses	$0.00

Total Amount Being Claimed		$410.48	11853
Claimant Signature:	Matt Wright	Rec'd: Date:	Initial:
Submission Date:	05-Oct-26	Checked	
Approval Signature:		Ext. Checked	
GL Code:	10-260-4071-260200	Approval for Payment Discount Date Paid by Cheque No. Distribution: Acc't. No. *office use	10 260 4071 260200

THE MUNICIPALITY OF THE COUNTY OF RICHMOND / LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Martin Thomsen

From: Troy MacCulloch
Sent: July 8, 2026 9:20 AM
To: Martin Thomsen
Cc: Shelley David
Subject: RE: 2 days Left for Early-bird Pricing + July Webinar Reminder

Approved

Thx Martin

t

THE MUNICIPALITY OF THE COUNTY OF RICHMOND | LA MUNICIPALITÉ DU COMTÉ DE RICHMOND

Troy MacCulloch, CMML, FSAScot
Chief Administrative Officer
Phone: 902.226.3970
Mobile: 902.631.4120
Email: cao@richmondcounty.ca

2357 Hwy 206, P.O. Box 120
Arichat, NS B0E 1A0

www.richmondcounty.ca

From: Martin Thomsen <Energy@richmondcounty.ca>
Sent: July 8, 2026 9:19 AM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Cc: Shelley David <Clerk@richmondcounty.ca>
Subject: Fw: 2 days Left for Early-bird Pricing + July Webinar Reminder

Hello Troy,

Looking for approval to go to the OSW Readiness Forum on 16 September.

Shelley - if approved, would you mind registering me for it? Note that early bird pricing ends today (sorry for the late notice!).

Thanks,
Martin

Sent from my Bell Samsung device over Canada's largest network.

Media Accreditation

Complimentary media passes are available to qualified media representatives. Media accreditation includes access to forum sessions only.
To request a media pass, please contact: Madison Brennan, Communications & Events Coordinator, at mbrennan@netzeroatlantic.ca (mailto:mbrennan@netzeroatlantic.ca)

Cancellation Policy

Registration refunds will be accepted up to 14 days prior to the event. Refund requests received after this date will not be eligible for reimbursement.
**Please note that Eventbrite service fees are non-refundable under all circumstances.*

If you are unable to attend, registrations may be transferred to a colleague or alternate attendee. To transfer a registration, please contact: events@netzeroatlantic.ca (mailto:events@netzeroatlantic.ca).

International Attendees

The Forum is unable to provide invitation letters to support visa applications. International attendees are responsible for securing any required travel documentation independently.

Forum Agenda

Wednesday, September 16, 2026 (8:30 AM - 6:00PM)

Four Points by Sheraton Halifax (1496 Hollis St, Halifax, NS)

To view on mobile, click here (https://netzeroatlantic.ca/sites/default/files/2026-09/260901_Readiness%20Forum%202026_Agenda%20Table_2.pdf)

MORNING PLENARY

8:30 – 9:30 AM	**Registration Opens & Breakfast** *Get your name tag, connect with fellow attendees & grab breakfast in the main plenary room*
9:00 – 9:30 AM	**Opening Remarks**
9:30 – 10:45 AM	**Keynote Panel** *Moving offshore wind from early readiness to real project pathways*

10:45 – 11:15 AM	**Networking & Poster Browsing** *Explore poster presenters, connect with fellow attendees & coffee/snack*	
	MORNING BREAKOUT SESSIONS	
	Stream 1: Data, Infrastructure & Governance Readiness (main plenary room)	**Stream 2: Environmental & Social Readiness** (breakout room)
11:15 – 12:30 PM	**Panel 1.1** – Infrastructure, Grid & Transmission Readiness	**Panel 2.1** – Offshore Wind Pre-Development Program
12:30 – 1:30 PM	**Lunch** *Buffet lunch served in the main plenary room*	
	AFTERNOON BREAKOUT SESSIONS	
	Stream 1: Data, Infrastructure & Governance Readiness (main plenary room)	**Stream 2: Environmental & Social Readiness** (breakout room)
1:30 – 2:45 PM	**Panel 1.2** – Data Governance & Evidence Readiness	**Panel 2.2** – Stakeholder Engagement Readiness
2:45 – 3:15 PM	**Networking & Poster Browsing** *Explore poster presenters, connect with fellow attendees & coffee/snack*	
3:15 – 4:30 PM	**Panel 1.3** – Policy & Regulatory Framework Readiness	**Panel 2.3** – Environment & Primary Research Readiness
	EVENING	
4:30 – 4:45 PM	**Closing Remarks**	
4:45 – 6:00 PM	**Networking Mixer (Latitude 44 Restaurant + Taproom)** *Drinks, hors d'oeuvres & informal networking to close the forum*	