



Schedule 'B' In County Travel and Expense Claim Form

NAME: Chris Boudreau

PERIOD COVERED:

FROM: June 1, 2024

June 30, 2024

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
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June 13, 2024	Return travel home to office for special council meeting.	28.00	
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June 18, 2024	Return travel home to office for policy / by-law meeting.	28.00	
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HSCS

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

Totals:	56.00	\$0.00
Rate:	\$0.5838	
Total Mileage (\$):	\$32.69	

Total Expenses Claimed: \$32.69

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	July 5, 2024	INITIAL:	



Schedule 'B' In County Travel and Expense Claim Form

NAME: <u>Ronalda Boudreau</u>			
PERIOD COVERED:			
FROM: <u>April 1, 2024</u>		TO: <u>April 30, 2024</u>	
DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
April 5, 2024	Registration for pickleball in D'Escousse	25.00	
April 8, 2024	Registration for Gentle Yoga in St. Peter's and Sampsonville to pick up program supplies	79.00	
April 8, 2024	Registration for pickleball in D'Escousse	25.00	
April 9, 2024	Registration for chair yoga in Arichat and Gentle Yoga in L'Ardoise	94.00	
April 9, 2024	Registration for chair yoga in Louisdale	40.00	
April 10, 2024	Registration for Gentle Yoga in Lower River, Chair Yoga in St. Peter's and Chair Yoga in Red Islands	227.00	
April 11, 2024	Recreation Advisory Committee Meeting at the Louisdale Arena	45.00	
April 16, 2024	Registration for Senior Circuit Core Spin in Lower River	62.00	
April 16, 2024	Registration for Line Dancing in St. Peter's	71.00	
April 16, 2024	Registration for zumba in St. Peter's	80.00	
April 18, 2024	Registration for Line Dancing in St. Peter's	80.00	
April 21, 2024	Registration for Men's Yoga in St. Peter's	80.00	
April 22, 2024	Registration for Gentle Vinyasa Yoga in St. Peter's	80.00	
April 23, 2024	Registration for Guided Meditation at LaPicasse and registration for pickleball in D'Escousse	29.00	
April 24, 2024	Registration for Art Classes in Louisdale	36.00	
April 24, 2024	Registration for Gentle Vinyasa Yoga in Louisdale	45.00	
April 26, 2024	Went to Rec Building in Louisdale	36.00	
April 28, 2024	Registration for Tae Kwon Do at 2:30, 3:30 and 4:30 pm at the Fire Hall in Louisdale	50.00	
April 28, 2024	Meal Allowance regarding OT		\$20.00

Totals: 1184.00 ✓ \$20.00

Rate: \$0.5838

Total Mileage (\$): \$691.22 ✓

Total Expenses Claimed: \$711.22 ✓

ACCOUNT #:	10 270 4120 270130	CHEQUE #:	
SIGNATURE:	<i>Ronalda Boudreau</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	30-Apr-24	INITIAL:	

Goods Rec'd. Date.....	Initial.....	<i>[Signature]</i>
Prices Checked.....		<i>[Signature]</i>
Add. & Ext. Checked.....		<i>[Signature]</i>
Approval for Payment.....		
Discount Date.....		
Paid by Cheque No.....		
Distribution Acct. No. <u>4120270130</u>		<i>HSB</i>



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate \$0.5838
Name of Claimant:	Shaun Boudreau		
Destination:	Meti Atlantic - 301 Alexandra St., Sydney		
Purpose of Travel:	Confined Space Rescue Course - 8:30am to 4:00pm		
Departure Date/Time:	25-Jun-24	6:30am	
Return Date/Time:	25-Jun-24	5:30pm	
Approval to Travel :			Date:

Description		Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Indicate if Direct Bill or Provide Receipt)							\$0.00
Meals: Breakfast	\$20	\$20.00					\$20.00
Lunch	\$25	\$25.00					\$25.00
Dinner	\$30						
Other Meals (Receipts Required)							
Incidentals (\$10 per overnight stay)							
Taxi/Parking/Tolls (Receipts Required)							
Total Amount Being Claimed		\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SB N/A _____

AST3

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Ch. for SBoudreau

Date Submitted: July 4/2024

Travel Approved by Supervisor: Chris Soudreau

GL Code: 10.242.3080.242210

Goods Rec'd. Date.....	Initial.....	<u>g</u>
Prices Checked.....		<u>g</u>
Add. & Ext. Checked.....		<u>g</u>
Approval for Payment.....		<u>g</u>
Discount Date.....		
Paid by Cheque No.....		
Distribution Acct. No.....		<u>10.242.3080.242210</u>



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate \$0.5838
Name of Claimant:	Shaun Boudreau		
Destination:	Meti Atlantic - 301 Alexandra St., Sydney		
Purpose of Travel:	Confined Space Rescue Course - 8:30am to 4:00pm		
Departure Date/Time:	25-Jun-24	6:30am	
Return Date/Time:	25-Jun-24	5:30pm	
Approval to Travel :	<i>Chris Boudreau</i>		Date: <i>June 24, 2024</i>

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					
Lunch	\$25					
Dinner	\$30					
Other Meals (Receipts Required)						
Incidentals (\$10 per overnight stay)						
Taxi/Parking/Tolls (Receipts Required)						
Total Amount Being Claimed		\$0.00	\$0.00	\$0.00	\$0.00	

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: _____

Travel Approved by Supervisor: _____

GL Code: _____

Carla Martell

From: Suzin Burchell <suzinburchell@metiatlantic.com>
Sent: May 27, 2024 2:27 PM
To: Carla Martell
Subject: Re: Confined Space Rescue

Hi Carla,

We have a Confined Space Rescue course scheduled for June 25th at our site. Would you be interested in this date? The course would start at 8:30 am at the address below. It would be a total price of \$250 per person for the one day course.

Kind Regards,

Suzin Burchell,
Operations Director



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301 Alexandra Street, Sydney, NS B1S 2E8
Phone: (902) 562-5359

Website METI: www.metiatlantic.com

Website YD: www.yd.com/locations/ns/sydney

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On Mon, May 27, 2024 at 12:00 PM Carla Martell <Carla.Martell@richmondcounty.ca> wrote:

Hi Suzin

We need to get two of our guys recertified for Confined Space Rescue. Anything coming up?

They expire June 21, 2024.

Thanks

Carla

Carla Martell

Public Works - Department Administrator

Municipality of the County of Richmond

Phone: (902) 226-0586



RICHMOND VILLA BOARD MEETING

Wednesday April 17th, 2024, 6:00 p.m.

Location: Richmond Villa

AGENDA

1. Call to Order
2. Items Added to the Agenda
3. Review of Minutes, Re:
 - a) February 21st, 2024
4. Business Arising from the Minutes
5. CEO Report
6. Discuss Items Added to the Agenda
 - Housing
7. General Business
8. Adjournment



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Shelley David	
Destination:	Fox Harbour, 1337 Fox Harbour Rd, Wallace, NS B0K 1Y0	
Purpose of Travel:	Association of Municipal Administrators Nova Scotia Conference	
Departure Date/Time:	SE 9:00am 22-May-24	
Return Date/Time:	SD 11:45am 24-May-24	
Approval to Travel:	Date: April 26, 2024	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	504.00	252.00	0.00	252.00	0.00	0.00	504.00
Total Cost of Mileage:	\$294.24	\$147.12	\$0.00	\$147.12	\$0.00	\$0.00	\$294.24
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals: Breakfast	\$20	\$20.00	\$20.00				\$40.00
Lunch	\$25	\$25.00					\$25.00
Dinner	\$30	\$30.00					\$30.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00					\$20.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed	\$212.12	\$30.00	\$167.12	\$0.00	\$0.00		\$409.24

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SD N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Shelley David

Date Submitted: May 27/2024

Travel Approved by Supervisor: [Signature]

GL Code: _____

17513

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	SD
Add. & Ext. Checked.....	SD
Approval for Payment.....	SD
Discount Date.....	
Paid by Cheque No.....	
Distribution Acc't. No.....	102132120212130



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Schedule

Explore the breakdown of events, sessions,
and activities happening throughout the
conference.

Don't Miss a Thing

Event Program

Pre Conference Day, Wednesday May 22

Thursday May 23

Friday May 24

12:00 pm –
3:30 pm**Municipal Finance Officer (MFO): Workshop
– Environmental, Social, and Governance
(ESG)****Facilitator: Bailey Church, National Leader of KPMG in
Canada's Public Sector Centre of Expertise on ESG****Location: Northumberland Room**

We've all heard the terms "sustainability" and "corporate responsibility" before. "Sustainability" refers to an organization's effective utilization of natural resources while actively minimizing environmental and community harm. "Corporate responsibility" on the other hand generally involves an organization's commitment to ethical practices, community engagement, and contributing to the common good.

ESG includes and expands on these topics, bringing in other stakeholder concerns, many of which have become recognized goals in global frameworks such as the United Nations sustainable development goals. ESG is ultimately about creating value for stakeholders in managing and responding to sustainability risks and opportunities.

Join us for a journey into the world of Environmental, Social and Governance (ESG) principles. This workshop will take a community-of-practice approach to support local governments in developing an ESG strategy aligned with their community's priorities. The session will provide an overview of the ESG landscape that helps local governments set out a practical pathway to position their jurisdiction for success. From why ESG is important right now and to how to get started with currently accessible data. Participants will develop a draft purpose, desired outcomes and priorities one-pager tailored to their community.

Join us to:

- Gain a solid grasp of Environmental, Social and Governance principles and their significance;
- Understand ESG Frameworks and Reporting; and
- Discover what next steps to consider in your ESG journey.

Lunch will be sponsored by the Department of Finance and Treasury Board.



Municipal Affairs and Housing

1:00 pm -
3:00 pm

PD 1: Municipal Staff Readiness for Council Orientation: Best Practices and Strategies

Facilitator: Sally Christie, Chief of Staff, Chief Administrative Office, HRM

Location: Nova Scotia Ballroom

Don't miss this opportunity to equip your municipal staff with the necessary tools and knowledge to facilitate a successful council orientation process! Discover how to create a comprehensive checklist and timeline for preparation, ensuring a seamless transition for the incoming council. Preparing municipal staff for effective council orientation is essential for smooth governance transitions. Join us for an insightful session to explore the best practices and successful models Halifax Regional Municipality uses to ensure staff readiness for council orientation. Learn practical tips and techniques to streamline the orientation process and empower staff to support incoming council members effectively.

1:00 pm -
3:00 pm

PD 2: Equity, Diversity, Inclusion, and Accessibility (EDIA) Plans in Progress

Facilitator: Natasha Jackson (she/her), Director/Executive Lead, Community Engagement, Department of Municipal Affairs and Housing

Location: Wallace Room

Have you ever asked, "How do we implement our Accessibility and Equity & Anti-Racism Plans to create a more welcoming and inclusive community?" Then, this interactive workshop is designed for you. In a safe space, participants will hear why this work is so important, learn how several municipalities are collaborating to action their plans, take part in scenario discussions, and together develop responses to often unanswered questions. Presenters include: Tara Maquire, CAO of the Municipality of Chester; Ellen Johnson and Craig Upshaw, Accessibility and Anti-Racism Regional Coordinators, respectively; and Natasha Jackson, Community Engagement Director with the Department of Municipal Affairs and Housing.

3:30 pm -
4:30 pm

Wellness Activity: Self Care Inventory Workshop

Facilitator: Melanie Bower, Wellness Coordinator, AMANS

Location: Wallace Room

Join us for this fun and interactive activity to promote self-awareness and well-being. You will be guided to assess various aspects of your physical, emotional, social, and mental health, looking at factors such as sleep quality, stress levels, social support, and self-care practices. You will identify areas where you may benefit from prioritizing self-care and developing strategies to enhance overall well-being. This activity serves as a valuable tool for fostering self-reflection, self-compassion, and a proactive approach to self-care.

You will leave with an action plan to support your wellbeing at work.

3:30 pm -
5:00 pm

Axe Throwing Activity

Location: Sporting Lounge

- 3:30 – 5:00 pm
- 5:00 – 6:30 pm

Experience this thrilling, fast-growing outdoor activity while enjoying the atmosphere of our unique Sporting Lodge.

Please Note: This is a ticketed event, pre-registration was required

5:00 pm -
7:00 pm

Chief Administrator Officer's Session (*FOR CAO'S ONLY)

Location: Northumberland Room

This session is an opportunity for CAOs of each municipality to get together, have candid conversations, and strategize about the issues impacting them, their municipality, and their regions.

7:00 pm -
9:00 pm

Registration Desk

Nova Scotia Reception Area

Our friendly registration desk staff are here to assist with check-ins and address any questions or needs you might have. You can find them in the Nova Scotia Reception area until 9:00 pm.

8:00 pm -
10:00 pm

Opening Reception - Networking Meet and Greet

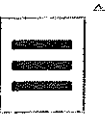
Location: Nova Scotia Ballroom and Reception Area

Join us for the Opening Reception – Networking Meet and Greet, a lively event in the Nova Scotia Ballroom. Kickstart the conference with light refreshments, live music by **Michelle Marie Leblanc**, and an opportunity to catch up with your municipal colleagues and our vendors. This is the perfect occasion to network, meet counterparts within municipal government, and enjoy a variety of drink options from the cash bar.

Check your Badge Pocket: As part of your registration, you will receive one complimentary drink ticket, valid for one wine, beer, spirits, or non-alcoholic beverage.

Grand Prize (/2023/9-grand-prizes-posters.html)

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Schedule

Explore the breakdown of events, sessions,
and activities happening throughout the
conference.

Don't Miss a Thing
Event Program

Pre Conference Day, Wednesday May 22**Thursday May 23****Friday May 24**7:00 am –
7:45 am**Gentle Movement Session****Facilitator: Barb Shaw, Manager of Communications and Strategic Initiatives, Town of Wolfville****Location: Wallace Room**

This activity will focus on somatic and deep stretching exercises. We will be using chairs in the activity, to learn to unlock the areas of tension in the body that develop from sitting or standing at a desk and working on computers for long periods of time. This fun early morning session will help participants develop 'better relationships' with their chairs!

7:00 am –
9:00 am**Fox Harb'r Breakfast****Location: Cape Cliff Restaurant**

Indulge in a delightful breakfast buffet at Cape Cliff, available on Thursday, May 23, and Friday, May 24, from 7:00 to 9:00 am. Delight your taste buds with a selection of classic scones, house-baked pastries, infused fruit salad, farm-fresh scrambled eggs, and more! Sip on freshly brewed Tim Hortons coffee or choose from our assortment of traditional, herbal, and infused teas. For \$25.00 per person, kickstart your day with a delectable breakfast spread in the breathtaking ambiance of Fox Harb'r. Don't miss out on this opportunity to elevate your conference experience! **Please note:** Breakfast is not included in the conference package and must be paid for separately.

8:00 am –
8:45 am**Registration****Event Registration and Assistance: Nova Scotia Reception Area**

Our dedicated staff is on hand to assist with attendee check-in and address any questions or concerns you may have. Find us conveniently situated just outside the Nova Scotia Ballroom.

8:15 am –
8:45 am

Early Bird Draws / Coffee

Location: Nova Scotia Reception Area

Kick-start your day with a morning networking session and a chance to win prizes from other municipalities during our Early Bird Draws. Enjoy a cup of coffee or tea and mingle with fellow attendees. Visit our vendors in the Nova Scotia Reception Area to explore their offerings.

The Early Bird Draws will start at 8:45 am in Nova Scotia Ballroom

Please note: No food will be available during this break. We strongly recommend having a nutritious breakfast before joining the conference.

8:45 am –
9:00 am

Welcome and Greetings

Location: Nova Scotia Ballroom

Please join us for the opening ceremonies, where you'll receive greetings from our Conference Planning Committee Chair, AMANS President, and Mayor Scott of the Municipality of Cumberland.

9:00 am –
10:00 am

Opening Keynote – Living through Change: How to support your team and yourself!

Speaker: Ravi Tangri

Location: Nova Scotia Ballroom

Change is the way of the world today. There's nowhere you can hide from it, so how do you deal with it? How do you support your team through change? And how do you find the support you need as a leader? With over a quarter century of change leadership, Ravi Tangri lays out the journey of change

and what people need at each stage to support themselves. Equally important – and often overlooked – is how you get the support you need for yourself through this journey.

Participants will learn:

- The five stages of change everyone goes through
- What your team and your friends need from you for support in each of these stages
- How to identify where you are on the change journey – and how to reach out to get the support you need
- The secret to replenishing and re-invigorating everyone that almost everyone misses

10:00 am –
10:15 am

Refreshment Break

Location: Nova Scotia Reception Area

10:15 am –
10:20 am

Make your Way to Concurrent Session A Block

10:20 am –
11:00 am

A1: Swinging into Success: Teeing Up for Municipal Election Mastery

Speaker: Liam MacSeen, Elections and Special Projects Manager, Office of the Municipal Clerk, HRM

Location: Nova Scotia Ballroom

This session is designed to streamline the electoral process and foster successful municipal governance through elections. Participants will gain practical insights and actionable strategies to navigate the electoral process effectively. Understanding the roles and responsibilities of returning officers, encouraging broader participation, and eliminating obstacles for prospective candidates are key focus areas. By empowering participants with the necessary tools and knowledge, this session aims to ensure a smooth and successful electoral outcome for all stakeholders. Strategies for casting a wider net of engagement, addressing barriers to entry, and promoting inclusivity and diversity in elections will be discussed. Additionally, the session will

emphasize the organizational-wide responsibility of municipalities in conducting elections, promoting collaboration beyond the municipal clerk's office to enhance efficiency and streamline processes.



10:20 am –
11:00 am

A2: Workload Management

Speaker: Kristina Sheridan, CEO and Occupational Therapist, MScOT, BScKin(Hons), Atlantic OT Services

Location: Northumberland Room

In today's fast-paced world, effective workload management is crucial for personal and professional success. This interactive workshop will equip participants with practical strategies and tools to optimize productivity, enhance their time management skills, and reduce stress. We will explore techniques for prioritizing tasks, setting realistic goals, delegating effectively, and maintaining a healthy work-life balance. Join us and take the first step towards mastering your workload and achieving your goals with confidence.

In this session, you will learn:

- An overview of risk screening, job demands analysis, with a focus on workload allocation modeling, and minimizing distractions.
- Techniques for managing energy and taking breaks
- Strategies for setting clear goals, managing deadlines, and focusing on work tasks

10:20 am –
11:00 am

A3: Continuous Improvement to Increase Productivity

Speaker: Jeff Ainslie, Managing Partner, 2020 Consulting Inc.

Location: Wallace Room

Explore practical strategies and actionable insights aimed at fostering continuous improvement and operational success within your organization. Join us for an enriching session and embark on the journey towards optimizing efficiency and effectiveness

11:00 am –
11:10 am

Post Concurrent Sessions Networking

Post Concurrent Sessions Networking sessions have been set up to provide attendees with the opportunity to connect with speakers immediately after their respective sessions. This networking session will occur right after the concurrent sessions have concluded for the day.

Please Note: No food or drinks are provided during this session.

11:10 am –
12:00 pm

Advancing Equity and Anti-Racism in Nova Scotia Through Municipal Action Plans

Speakers:

Office of Equity and Anti-Racism Initiatives (OEA)

Government of Nova Scotia Luke Power, Director, Community Engagement and Evaluation; Mapfumo Chidzonga, Senior Engagement Strategist; Roxanne Pereira, Engagement Intern

Location: Nova Scotia Ballroom

This session will contextualize the requirement for municipalities to prepare equity and anti-racism plans, describe how municipalities can meet this requirement and deliver meaningful results, and how the Office of Equity and Anti-Racism and AMANS are partnering to support these efforts.

12:00 pm –
12:45 pm

Lunch - Golfer's Bag Lunch

Location: Nova Scotia Reception Area

Pick up your lunch in the Nova Scotia Reception area and walk around the property. After a full morning of conference sessions, it'll be nice to get your legs moving for the day. We

look forward to seeing you back at the sessions beginning again at 12:45 pm.

12:45 pm –
1:15 pm

Provincial Update #1 DMAH Updates and Coastal Changes

Representative from the Department of Municipal Affairs and Housing and Meghan McMorris, Project Director, Department of Environment and Climate Change

Location: Nova Scotia Ballroom

The Department of Municipal Affairs and Housing will provide an update on some current projects and changes. The Department of Environment and Climate Change will speak about the nuts and bolts of the Coastal Action Plan and municipalities roles in it.

1:15 pm –
1:20 pm

Make your way to Concurrent Session B Block

1:20 pm –
2:00 pm

B1: Alternative Work Arrangements Panel: Exploring Successes, Challenges, and Improvements

Speakers: Peter McCracken, Deputy CAO, Municipality of the County of Cumberland and Tammy Crowder, CAO, Town of Bridgewater

Location: Nova Scotia Ballroom

Join us for a panel discussion on alternative work arrangements, where they will share insights from various municipalities on remote work, working from home, and compressed work weeks. The discussion will delve into different perspectives, addressing successes, challenges, and areas for improvement. Specifically, the panel will explore how moral issues related to remote work were overcome and the effectiveness of alternative work arrangements in achieving organizational goals.

1:20 pm –
2:00 pm

B2: Recruitment of Public Members on Municipal Committees: Strategies for Effectively Engaging the Community

Speakers: Jenny Porter, Municipal Clerk, Municipality of Yarmouth; John MacKinnon, Deputy CAO, CBRM

Location: Northumberland Room

An interactive session focusing on innovative approaches to recruiting public members for municipal committees. Led by Jenny Porter from the Municipality of Yarmouth and Keith MacDonald, CAO of the Municipality of Inverness, the session aims to brainstorm solutions to common recruitment challenges and enhance community engagement.

1:20 pm –
2:00 pm

B3: Cybersecurity: Lessons Learned (The Hard Way)

Speaker: Chad West, Manager of Information Technology at the Municipality of the County of Kings

Location: Wallace Room

Join us for an insightful session on cybersecurity, where Chad West, Manager of Information Technology at the Municipality of the County of Kings, will provide a firsthand account of a cybersecurity incident that occurred in 2023. Chad will outline how Kings overcame the incident, highlight key lessons learned, and discuss strategies shared with other municipalities to prevent similar occurrences.

2:00 pm –
2:15 pm

Refreshment Break

Location: Nova Scotia Reception Area

Indulge your sweet tooth with our delightful sundae station, offering a variety of delicious toppings to create your perfect treat. Need something savory? Dive into our curated crudité board, featuring fresh veggies, crackers, and flavorful

hummus. Sip on freshly brewed coffee or tea as you mingle with fellow attendees and enjoy a well-deserved break from the day's activities.

2:15 pm –
3:00 pm

C1: Strategies for Effective Public Participation and Community Engagement

Speakers: Barb Shaw, Manager of Communications and Strategic Initiatives, Town of Wolfville and Julie Glaser, Manager of Accessibility, Equity, Anti-Racism Program, AMANS

Location: Nova Scotia Ballroom

Effective public participation in civic engagement comes down to the strategies, tools, communication, and knowledge in an organization to reach target audiences and gather required input. Creating a solid strategy to produce meaningful results comes from the questions that need to be answered and how to ask them, the creation of evaluation points and timelines with feedback cycles to allow for new information to surface and be integrated. This session will present strategies and examples for public engagement that reach diverse and under-represented populations, and the use of digital platforms (Bang-the-Table) to help build trust in the community, gather insight, and reduce negative, unhelpful feedback.

2:15 pm –
3:00 pm

C2: Presentation by Nova Scotia Department of Justice and RCMP

Speakers: Hayley Crichton, Executive Director, Public Safety and Security Division, Nova Scotia Department of Justice Superintendent Dustine Rodier, Administration and Personnel Officer, "H" Division (Nova Scotia), Royal Canadian Mounted Police

Location: Northumberland Room

This session will provide specific answers to questions raised by AMANS members regarding policing contracts and RCMP service delivery.

2:15 pm –
3:00 pm

C3: Management Skills for Small Municipalities

Speaker: Victoria Brooks, CAO, Municipality of the District of Yarmouth

Location: Wallace Room

Join us for an informative session focused on supporting smaller units. This session will cover a range of topics essential for effective leadership, including workload management, effective supervision, productivity tools, time management, and performance reviews. Participants will learn strategies to find balance, be strategic, and forward-thinking while managing day-to-day demands and wearing multiple hats in dynamic environments.



3:00 pm –
3:15 pm

Post Concurrent Session Networking Break

Post Concurrent Sessions Networking sessions have been set up to provide attendees with the opportunity to connect with speakers immediately after their respective sessions. This networking session will occur right after the concurrent sessions have concluded for the day.

Please Note: No food or drinks are provided during this session.

3:30 pm –
5:30 pm

Jost Vineyards Tour - **Ticketed Event**

Jost Vineyards Tour

Location: Joyce Centre Main Entrance

Join us for an exclusive Jost Vineyards Tour on Thursday, May 23, from 3:30 pm to 5:30 pm. Experience the scenic beauty of Nova Scotia's renowned vineyard as we embark on a journey of discovery and indulgence. you will board a bus departing from Fox Harbour and venture to Jost Vineyards, where you'll be greeted with the refreshing Selkie Rose and joined by Sven, the Vineyard Manager, for an insightful tour and chat as you wander through the lush vineyard grounds, soaking in the picturesque surroundings. Following the tour, gather underneath our covered patio for a delightful wine tasting led by Nick, the Retail Manager. Sample a selection of their finest wines and uncover the unique flavors that define our vineyard's signature blends. **Please note:** additional costs apply for the wine tasting (\$15 per person (plus tax) with a 20% gratuity included). They accept debit and all major credit cards for payment.

Please Note: This is a ticketed event, pre-registration was required. The cost to attend is \$35, inclusive of transportation and the vineyard tour

6:30 pm –
8:00 pm

Dinner: Sunset BBQ - **Ticketed Event**

Location: Northumberland Room

The dinner menu includes Spinach and Blueberry and Caesar Salad, PEI Blue Dot Strip Loin in a Red Wine Jus, Breast of Holdanca Farms Chicken with Chipotle BBQ Sauce, Herb Roasted Potatoes, Fresh Lightly Steamed Seasonal Vegetables, Country Bread Basket with Butter and Condiments, Selection of Pastry Chef's Creations, and Freshly Brewed Coffee and Teas.

Please Note: This is a ticketed event, pre-registration was required.

8:00 pm –
10:00 pm

Bonfire Under the Stars

Location: Northumberland Room Area – Outside Firepit

Cozy and comfy under the stars next to a crackling fire, enjoying classic S'mores with homemade marshmallows, graham crackers and chocolate provided by our very own

pastry Chef.

10:00 pm -

Hospitality Suite

1:00 am

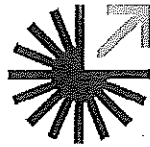
Location: Northumberland Room

This event is sponsored by:



Grand Prize (/2023/9-grand-prizes-posters.html)

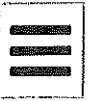
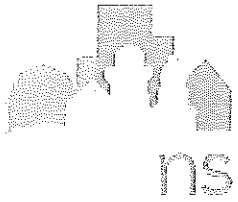
Thank you to our Presenting Sponsors



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(/)

Schedule

Explore the breakdown of events, sessions,
and activities happening throughout the
conference.

Don't Miss a Thing
Event Program



Pre Conference Day, Wednesday May 22**Thursday May 23****Friday May 24**

7:00 am –

Fox Harb'r Breakfast

9:00 am

Location: Cape Cliff Restaurant

Indulge in a delightful breakfast buffet at Cape Cliff Restaurant with a selection of classic scones, house-baked pastries, infused fruit salad, farm-fresh scrambled eggs, and more! Sip on freshly brewed Tim Hortons coffee or choose from our assortment of traditional, herbal, and infused teas. For \$25.00 per person, kickstart your day with a delectable breakfast spread in the breathtaking ambiance of Fox Harb'r. Don't miss out on this opportunity to elevate your conference experience! Please note: Please note that breakfast is not included in the conference package and must be paid for separately.

8:15 am –

Early Bird Draws / Coffee

9:00 am

Location: Nova Scotia Ballroom

Kick-start your day with a morning networking session and a chance to win prizes from other municipalities during our Early Bird Draws. Enjoy a cup of coffee or tea and mingle with fellow attendees. Visit our vendors in the Nova Scotia Reception Area to explore their offerings.

The Early Bird Draws will start at 8:30 am in Nova Scotia Ballroom

Please note: No food will be available during this break. We strongly recommend having a nutritious breakfast before joining the conference.

9:00 am –

Provincial Update Session #2 - Workplace Safety

9:15 am

Blaise MacNeil, Safety Advisor; Sterling Kendall, Safety Advisor, Labour Skills and Immigration



Location: Nova Scotia Ballroom

Divisions within Labour, Skills and Immigration (LSI) and other agencies outside LSI we collaborate with who could help Municipalities with any questions or concerns they may have about workplace health and safety. Information will be provided about all the OHS resources and materials available to employers and employees such as multilingual posters, factsheets and brochures, guides, videos, free courses and training, and our new mobile friendly Website, Nova SAFE.

9:15 am –
10:00 am

D1: Legal Developments that Will Affect Your Workplace

Speaker: Noella Martin, KC Partner, Burchell Wickwire Bryson Lawyers

Location: Nova Scotia Ballroom

In this session, Noella will discuss a number of legal developments that will affect your workplace

- Municipal responsibilities around personal data protection
- Employee attendance
- The new legislation allowing workers' compensation benefits for gradual onset psychological injury, set to take effect in September 202

Also, although it is not an employee issue, Noella will speak briefly on censuring of councillors.

9:15 am –
10:00 am

D2: Updating your Municipal/Village Accessibility Plans

Speaker: Laura Beth MacPherson, Manager, Nova Scotia Accessibility Directorate

Location: Wallace Room

Join the Accessibility Directorate for an interactive session that will provide municipalities and villages with information, examples, and resources for updating their organization's accessibility plan. Under the Accessibility Act, municipalities and villages are required to update their accessibility plans



every three years, with the next update required by April 1, 2025. This session will provide guidance on the process for updating plans, including

- meeting legislative requirements through your planning process
 - developing an approach to updating your plan
 - updating your plan's framework
 - aligning actions with accessibility standards and other legislative requirements (e.g. Dismantling Racism and Hate Act)
- community engagement including engaging persons with disabilities
- taking an integrated, intersectional approach.
 - The Accessibility Directorate is developing a new toolkit that will be released in June, and participants will receive a copy of the new Toolkit for Updating Accessibility Plans after the conference

10:00 am –
10:15 am

Post Concurrent Sessions Networking

Post Concurrent Sessions Networking sessions have been set up to provide attendees with the opportunity to connect with speakers immediately after their respective sessions. This networking session will occur right after the concurrent sessions have concluded for the day.

Please Note: No food or drinks are provided during this session.

10:15 am –
10:30 am

Refreshment Break

Location: Nova Scotia Reception Area

10:30 am –
11:00 pm

Provincial Update Session #3 - Department of Emergency Management

Speakers: Deputy Minister Paul LaFleche; Sandra McKenzie, Coordinator of Implementation

Location: Nova Scotia Ballroom



On March 28, government introduced legislation to establish a new Department of Emergency Management and a Nova Scotia Guard – which will be a roster of organizations and individuals who will help communities during and after emergencies. In this session, we'll discuss the consultation plan underway through the NSFM to advance key elements of the legislation pertaining to municipalities.

11:00 am –
12:00 pm

Fostering a Psychologically Safe Workplace Culture

Speaker: Jesse Adams, President and Founder, Ember Experience

Location: Nova Scotia Ballroom

The landscape of municipal organizations is rapidly changing in Nova Scotia. There is growing diversity within our communities, Nova Scotia has recently adopted cumulative stress as a part of workers compensation and staff are expecting organizations to better support their lifestyle. Leaders are feeling the pressure to navigate not only their work but how to foster a thriving culture, supporting employee mental health, while taking care of themselves. This presentation will examine the current workplace trends affecting municipal organizations, and highlight what factors organizations, leaders, and individuals can consider to help navigate these trends and foster a psychologically safe workplace culture.

12:00 pm –
12:15 pm

Prize draws and closing remarks Exhibitor prize draw

Location: Nova Scotia Ballroom

Closing Ceremonies and Prize Draws

Don't miss your chance to win some incredible prizes! Drop your badge into the draw for a shot at winning an iPad (10th generation). Or 4 tickets to the Toronto Blue Jays vs. Cleveland Guardians game on June 14th, 2024, generously donated by Intact Public Entities. Remember, you must be present to claim your prize.



Also, make sure to have your Exhibitor Card signed before the closing ceremonies for a chance to snag even more fantastic prizes.

Please keep in mind: Your exhibitor passport is located within your name badge. Ensure that each respective Exhibitor initials your card for your opportunity to win exciting prizes.

Sponsored by:



12:15 pm

That's a Wrap!

Grand Prize (/2023/9-grand-prizes-posters.html)

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0.5838

TRAVEL EXPENSE CLAIM		Rate <u>\$0.5770</u>
Name of Claimant:	Raymond Ferguson	
Destination:	Truro NS	
Purpose of Travel:	AGM & conference	
Departure Date/Time:	April 26, 2024	
Return Date/Time:	April 28, 2024	
Approval to Travel		Date: April 26, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	432.00	216.00	0.00	216.00	0.00	432.00
Total Cost of Mileage:	\$249.26	\$124.63 126.10	\$0.00	\$124.63 126.10	\$0.00	\$249.26 252.20
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$124.63	\$0.00	\$124.63	\$0.00	\$0.00	\$249.26 252.20

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met

I confirm that I attended 80% or more of the conference I attended: Initial RF N/A _____

Travel approved by Troy Mac Culloch

MILEAGE AMOUNT CORRECTED BY STEVE

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Raymond Ferguson

Date Submitted: May 6 2024

Travel Approved by Supervisor: Troy MacCulloch

GL Code: 10-229-3020-229230

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

11573



ANNUAL CONFERENCE – April 26-28, 2024

Truro Holiday Inn, 437 Prince St. Truro, NS

“Environmental Impacts, Challenges and Changes”

Friday, April 26th

6:00pm Registration opens
8:00pm - 10:00pm Social night

Saturday, April 27th

8:00am - 9:00am Registration; Coffee/tea; Mingle with Manufacturers
9:00am - 10:00am Opening remarks & Annual General Meeting (Session 1)
10:00am - 10:30am Break - Time with Suppliers / Manufacturers
10:30am - 11:15am Public Safety & Field communications - Matthew Boyle, Scott Fisher
11:15am - 12:00pm Department of Natural Resources and Renewable
12:00pm - 1:00pm Door Prizes & Lunch - Time with Suppliers / Manufacturers
1:00pm - 1:45pm Office of the Fire Marshal - Doug MacKenzie, Fire Marshal of Nova Scotia
1:45pm - 2:30pm Emergency Management Office of Nova Scotia
2:30pm - 3:00pm Break - Time with Suppliers / Manufacturers
3:00pm - 4:00pm Annual General Meeting (Session 2)
4:00pm - 6:00pm Free Time
6:00pm - 6:30pm Cocktail / Mingle Time
6:30pm - 8:00pm Banquet Dinner - Fire Marshal Awards/Recognitions
8:00pm - 10:00pm Entertainment – Ian Stewart

Sunday, April 28th

08:30am - 09:00am Coffee/tea; Mingle with Manufacturers
09:00am - 10:00am Annual General Meeting (Session 3)
10:00am - 10:30am Break
10:30am - 11:15am Office of Additions and Mental Health
11:15am - 12:00pm Nova Scotia power - Grid-scale battery project
12:00pm - 12:30pm Lunch
12:30pm - 1:45pm Annual General Meeting (Session 4)
1:45pm - 2:00pm Door Prizes, Wrap Up

Business Casual

Banquet – Dress Uniform/Formal attire is required



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate \$0.5838
Name of Claimant:	Evan Fougere		
Destination:	Meti Atlantic - 301 Alexandra St., Sydney		
Purpose of Travel:	Confined Space Rescue Course - 8:30am to 4:00pm		
Departure Date/Time:	25-Jun-24	6:30am	
Return Date/Time:	25-Jun-24	5:30pm	
Approval to Travel:	<i>[Signature]</i>		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20	\$20.00				\$20.00
Lunch	\$25	\$25.00				\$25.00
Dinner	\$30					
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$45.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial EF N/A _____

HET 3

All claims are to be submitted not later than 60 days after return.

Claimant Signature: *[Signature]*
 Date Submitted: July 4/2024
 Travel Approved by Supervisor: *[Signature]*
 GL Code: 10242 4000 242450

Goods Rec'd. Date.....	Initial <u>[Signature]</u>
Prices Checked.....	<u>[Signature]</u>
Add. & Ext. Checked.....	<u>[Signature]</u>
Approval for Payment.....	<u>[Signature]</u>
Discount Date.....	
Paid by Cheque No.....	<u>10242 4000 242450</u>
Distribution Acc No.....	



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate \$0.5838
Name of Claimant:	Evan Fougere		
Destination:	Meti Atlantic - 301 Alexandra St., Sydney		
Purpose of Travel:	Confined Space Rescue Course - 8:30am to 4:00pm		
Departure Date/Time:	25-Jun-24	6:30am	
Return Date/Time:	25-Jun-24	5:30pm	
Approval to Travel :	<i>Chris Beaudin</i>		Date: <i>June 24, 2024</i>

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					
Lunch	\$25					
Dinner	\$30					
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: _____

Travel Approved by Supervisor: _____

GL Code: _____

Carla Martell

From: Suzin Burchell <suzinburchell@metiatlantic.com>
Sent: May 27, 2024 2:27 PM
To: Carla Martell
Subject: Re: Confined Space Rescue

Hi Carla,

We have a Confined Space Rescue course scheduled for June 25th at our site. Would you be interested in this date? The course would start at 8:30 am at the address below. It would be a total price of \$250 per person for the one day course.

Kind Regards,

Suzin Burchell,
Operations Director



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Website YD: www.yd.com/locations/ns/sydney

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[Click here to take a video tour of METI](#)

On Mon, May 27, 2024 at 12:00 PM Carla Martell <Carla.Martell@richmondcounty.ca> wrote:

Hi Suzin

We need to get two of our guys recertified for Confined Space Rescue. Anything coming up?

They expire June 21, 2024.

Thanks

Carla

Carla Martell

Public Works - Department Administrator

Municipality of the County of Richmond

Phone: (902) 226-0586

May 29th, 2024

In county travel report for April/May 2024

- April 3, 2024 - travel to PH EDCP Board Meeting – Shannon Studio – Civic Centre
- travelled alone
 - Left for PH at 1220 hrs
 - 1300 – 1430 HRS
 - Returned to Richmond Co after the meeting.
- April 10, 2024 - travel to PH – Meeting with NRR and Strategic Priorities staff in Port Hawkesbury along with CAO
Terry Doyle and Proj. Mgr. Jason MacMillan
- Travelled alone
 - Left for a PH at 1730
 - Meeting went from 1800 - 1930
 - Returned to Richmond Co. at 1930 hrs.
- April 11, 2024 - travel to PH – Chamber of Commerce Gala at PH Civic Centre
- travelled alone
 - Left for PH at 0745 hrs
 - meeting from 0830 – 1500
 - Had another meeting with NRR and Strat Priorities with Cao Terry Doyle from 1530 – 1630.
 - Left PH at 1630 hrs
- April 25, 2024 - travel to PH - Stantec Meeting at Civic Centre
- getting ready for Environmental Approvement work for Landrie Lake
 - travelled alone
 - Left for PH at 0925
 - 1000 – 1130 hrs
 - Returned to Richmond after lunch.


May 23, 2024 - travel to PH Dep. Minister's Round table on Population Growth and Immigration – Shannon Studio

- travelled alone
- Left for PH at 1230 hrs
- 1300 -1500
- Another meeting with John Bain and Noah Landry regarding the Purchase Sale Agreement for the Former West Richmond School Tender – At EDPC Office in PH

Returned to Richmond after 1600

May 30, 2024 - travel to PH EDPC Board Meeting – Shannon Studio – Civic Centre

- travelled alone
- Left for PH at 1220 hrs
- 1300 – 1430 HRS
- Returned to Richmond Co. after the meeting.



Troy A. MacCulloch, CAO
Municipality of the County of Richmond



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

24/25

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	troy macculloch	
Destination:	halifax	
Purpose of Travel:	Everwind Event at Pier 21	
Departure Date/Time:	1400 hrs, April 3, 2024	
Return Date/Time:	0800 hrs, April 4, 2024	
Approval to Travel : see attached	Date: Apr. 02 / 2024	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 636.00	636.00	0.00	0.00	0.00	0.00	636.00
Total Cost of Mileage: \$371.30	\$371.30	\$0.00	\$0.00	\$0.00	\$0.00	\$371.30
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$371.30	\$0.00	\$0.00	\$0.00	\$0.00	\$371.30

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial TM N/A _____

Left PH at 1500 hrs. Travel to Halifax for 1830. Event went from 1900 - 2200 hrs.

Travelled to New Glasgow for the night and then finished the return the next morning to be at office for 0800.

All claims are to be submitted not later than 60 days after return.

Claimant Signature: [Signature]
 Date Submitted: 10/10/2024
 Travel Approved by Supervisor: [Signature]
 GL Code: _____

14573

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

Re: permission for travel Amanda Mombourquette to Troy MacCulloch 2024-04-02 10:48 AM
History: This message has been replied to.
Approved.

Could I also get approval?

Thanks,

Amanda

-----Troy MacCulloch/Richmond wrote: -----

To: Amanda Mombourquette/Richmond@Richmond
From: Troy MacCulloch/Richmond
Date: 04/02/2024 10:29AM
Subject: permission for travel

Hi Warden,

I have been invited to attend the Everwind event at Pier 21 tomorrow night. May I have permission to travel for this event?

thanks

Troy

THE HERALD OF THE COUNTY OF RICHMOND
LA SURNANTALE DU COMTE 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



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim Rate \$0.5838

Name of Claimant:	troy macculloch	
Destination:	antigonish	
Purpose of Travel:	Dept of Justice Meeting	
Departure Date/Time:	1130, 29 Apr 2024	
Return Date/Time:	1730, 29 Apr 2024	

Approval to Travel : req'd travel by office Date: 30 March, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	168.00	0.00	0.00	0.00	0.00	168.00
Total Cost of Mileage: \$98.08	\$98.08	\$0.00	\$0.00	\$0.00	\$0.00	\$98.08
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$98.08	\$0.00	\$0.00	\$0.00	\$0.00	\$98.08

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial JM N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: [Signature]

Date Submitted: 20/7/2024

Travel Approved by Supervisor: [Signature]

GL Code: _____

Goods Rec'd. Date..... Initial [Signature]

Prices Checked..... [Signature]

Add. & Ext. Checked..... [Signature]

Approval for Payment..... [Signature]

Discount Date.....

Paid by Cheque No. _____

Distribution Ac't No. 212021213

Policing Services Recipient Meetings

Liverpool

April 22, 2024 9:30 AM-12:30 PM
Community Room – Queens Place Emera Centre
50 Queens Place Drive, Liverpool

Springhill

April 25, 2024 1:00 PM-4:00 PM
CIBC Room - Dr. Carson and Marion Murray Community Centre
6 Main Street, Springhill

Antigonish

April 29, 2024 1:00 PM-4:00 PM
Room 21 – St. Ninian Place
2239 Notre Dame Avenue, Antigonish



AGENDA

1. Introductions and Housekeeping (15 minutes)
2. Presentation: PPSA 101 (45 minutes)
3. Presentation: Policing Cost Recovery Mechanisms (45 minutes)
4. Health Break (15 minutes)
5. Feedback on Engagement (15 minutes)
6. Local Policing and Public Safety Discussion (30 minutes)
7. Wrap-up

Contact:

Danielle Desjardins
RCMP Liaison to NS DOJ
902-266-8261
Danielle.Desjardins@novascotia.ca



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

NAME: Steve Marcellus

PERIOD COVERED: April 1, 2024 to April 30, 2024

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
03-Apr-24	ACOA Project site visit for completion of work - Janvrin's Island	63.3	
08-Apr-24	ACOA Project site visit for completion of work - Louisdale VFD	49.9	
09-Apr-24	ACOA Project final payment - Janvrin's Island	63.3	
10-Apr-24	ACOA Project final payment - Lakeside Community Centre, EMO Storage	96.4	
12-Apr-24	EMO Storage Generators and File storage	47.3	
15-Apr-24	Initial meeting with Becky MacDonald Inverness EMC in Port Hawkesbury	84.6	
16-Apr-24	ACOA Project site visit for completion of work - Riverdale Community Centre	72.1	
23-Apr-24	ACOA Project site visit for completion of work - Little Anse Ssamson's Cove Social Action Centre	24.3	
23-Apr-24	ACOA Project site visit for completion of work - Royal Canadian Legion 150	11.4	
23-Apr-24	EHS AED Monthly check - Landfill	36.3	

Totals: 548.90 ✓ \$0.00

Rate: \$0.5838

Total Mileage (\$): \$320.45

Total Expenses Claimed: **\$320.45**

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	MAY 3 2024	INITIAL:	

MS18

Goods Rec'd. Date.....	Initial.....	9
Prices Checked.....		9
Add. & Ext. Checked.....		9
Approval for Payment.....		
Discount Date.....		
Paid by Cheque No.....		
Distribution Acc't. No.....		3030-229270

May 1st, 2024

EMO - In county travel report for April:

April 3rd, 2024,

- ACOA final work site visit – Janvrin’s Island – 63.3 kms

April 8th, 2024

- ACOA work site visit – Louisdale VFD – 49.9 kms

April 9th, 2024

- ACOA payment – Janvrin’s Island – 63.3 kms

April 10th, 2024

- ACOA work payment and reconciliation – Lakeside Community Hall – 96.4 kms

April 12th, 2024

- EMO storage for generator maintenance and office file storage – 47.3 kms

April 15th, 2024

- Meeting with Becky MacDonald Inverness EMC in Port Hawkesbury – 84.6 kms

April 16th, 2024

- ACOA work site visit – Riverdale Community Centre – 72.1 kms

April 23rd, 2024

- ACOA work site visit – Little Anse Samson’s Cove Social Action Centre – 24.3 kms
- ACOA work site visit – Royal Canadian Legion 150 – 11.4 kms
- Monthly EHS AED check – Landfill – 36.3 kms



Steve Marcellus - ESC

Municipality of Richmond County



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

NAME: Steve Marcellus

PERIOD COVERED: April 1, 2024 to April 30, 2024

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
02-Apr-24	SAMAA Meeting in Port Hastings	52.8	

Totals: 52.80 \$0.00

Rate: \$0.5838

Total Mileage (\$): \$30.82

Total Expenses Claimed: **\$30.82**

ACCOUNT #:	10-229-3020-229230 - Fire Services	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	May 3, 2024	INITIAL:	

1873

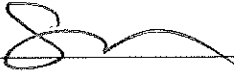
Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Appl. No.....	10-229-3020-229230

May 1st, 2024

FIRE - In county travel report for April:

April 2nd, 2024

- SAMAA Meeting in Port Hastings – 52.8 kms



Steve Marcellus - ESC

Municipality of Richmond County



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

TRAVEL EXPENSE CLAIM		Rate \$0.5838
Name of Claimant:	Steve Marcellus	
Destination:	Whycocomagh, NS	
Purpose of Travel:	Meeting with Inverness and Victoria County EMC's	
Departure Date/Time:	April 24th, 2024 @ 1130	
Return Date/Time:	April 24th, 2024 @ 1630	
Approval to Travel		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 182.00	182.00	0.00	0.00	0.00	0.00	182.00
Total Cost of Mileage: \$106.25	\$106.25	\$0.00	\$0.00	\$0.00	\$0.00	\$106.25
Accommodation/Hotel Name: Inn on Prince <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$106.25	\$0.00	\$0.00	\$0.00	\$0.00	\$106.25

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SM N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	
Date Submitted:	<u>APRIL 25, 2024</u>
Travel Approved by Supervisor:	
GL Code:	10-229-3030-229270

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	S
Add. & Ext. Checked.....	g
Approval for Payment.....	g
Discount Date.....	
Paid by Cheque No.....	
Distribution Dept. No.....	10-229-3030-229270



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

TRAVEL EXPENSE CLAIM

Rate \$0.5838

Name of Claimant:	Steve Marcellus
Destination:	Whycocomagh, NS
Purpose of Travel:	Meeting with Inverness and Victoria County EMO's
Departure Date/Time:	April 24th, 2024 @ 1100
Return Date/Time:	April 24th, 2024 @ 1600

Approval to Travel  Date: Apr 23

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <u>0.00</u>	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage: <u>\$0.00</u>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name: <u>Inn on Prince</u>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	10-229-3030-229270



Follow - upBecky MacDonald to EMC Richmond Steve Marcellus 2024-04-22 10:39 AM

History:

This message has been replied to and forwarded.

Hi Steve,

Thanks for meeting with me last week, I am meeting with Lyle on Wednesday at 1:00 in Whycomomagh if you wanted to join. He did mention that he had been talking with other municipalities regarding getting the region 1 meetings rolling again.

Also, I had a discussion with Samantha Fraser from the CRC regarding shelters. She suggested that I reach out to you about agreements and documentation that you have in place. Would you be willing to share your knowledge on those?

Thanks again,
Becky



Becky MacDonald
Emergency Measures Coordinator
Municipality of the County of Inverness
375 Main Street, Port Hood, NS B0E 2W0
902-323-0057
www.invernesscounty.ca

AGENDA ITEMS - ISSUES AFFECTING LOCAL AREAS

- HOW WE CAN COLLABORATE TOGETHER AND ASSIST ONE ANOTHER
- NSEMO ZONE 1 COORDINATOR MEETINGS (MOUSE REPLACEMENT FOR EMPO)
- DOCUMENT SHARING.



TRAVEL EXPENSE CLAIM

Rate \$0.5838

Name of Claimant:	Steve Marcellus
Destination:	Truro, NS
Purpose of Travel:	FSANS Annual Conference
Departure Date/Time:	April 26th, 2024 @ 1330
Return Date/Time:	April 28th, 2024 @ 1830
Approval to Travel	Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	502.00	244.00	14.00	244.00	0.00	0.00	502.00
Total Cost of Mileage:	\$293.07	\$142.45	\$8.17	\$142.45	\$0.00	\$0.00	\$293.07
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Indicate if Direct Bill or Provide Receipt)	CC	CC					
Meals: Breakfast \$20		provided	provided				\$0.00
Lunch \$25		provided	provided				\$0.00
Dinner \$30	\$30.00	provided	\$30.00				\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00					\$20.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed	\$182.45	\$18.17	\$172.45	\$0.00	\$0.00		\$373.07

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SM N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature:	<u>[Signature]</u>	Goods Rec'd. Date.....	Initial.....
Date Submitted:	<u>APRIL 30/2024</u>	Prices Checked.....	<u>8</u>
Travel Approved by Supervisor:	<u>[Signature]</u>	Add. & Ext. Checked.....	<u>0</u>
GL Code:	<u>10-229-3020-229230</u>	Approval for Payment.....	
		Discount Date.....	
		Paid by Cheque No.....	<u>102293020229230</u>
		Distribution Acct. No.....	



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

TRAVEL EXPENSE CLAIM

Rate **\$0.5770**

Name of Claimant:	Steve Marcellus
Destination:	Truro, NS
Purpose of Travel:	FSANS Annual Conference
Departure Date/Time:	April 26th, 2024 @ 1200
Return Date/Time:	April 28th, 2024 @ 2000

Approval to Travel  Date: 30 Jan 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	10-229-3020-229230



ANNUAL CONFERENCE – April 26-28, 2024

Truro Holiday Inn, 437 Prince St. Truro, NS

“Environmental Impacts, Challenges and Changes”

Friday, April 26th

6:00pm Registration opens
8:00pm - 10:00pm Social night

Saturday, April 27th

8:00am - 9:00am Registration; Coffee/tea; Mingle with Manufacturers
9:00am - 10:00am Opening remarks & Annual General Meeting (Session 1)
10:00am - 10:30am Break - Time with Suppliers / Manufacturers
10:30am - 11:15am Public Safety & Field communications - Matthew Boyle, Scott Fisher
11:15am - 12:00pm Department of Natural Resources and Renewable
12:00pm - 1:00pm Door Prizes & Lunch - Time with Suppliers / Manufacturers
1:00pm - 1:45pm Office of the Fire Marshal - Doug MacKenzie, Fire Marshal of Nova Scotia
1:45pm - 2:30pm Emergency Management Office of Nova Scotia
2:30pm - 3:00pm Break - Time with Suppliers / Manufacturers
3:00pm - 4:00pm Annual General Meeting (Session 2)
4:00pm - 6:00pm Free Time
6:00pm - 6:30pm Cocktail / Mingle Time
6:30pm - 8:00pm Banquet Dinner - Fire Marshal Awards/Recognitions
8:00pm - 10:00pm Entertainment – Ian Stewart

Sunday, April 28th

08:30am - 09:00am Coffee/tea; Mingle with Manufacturers
09:00am - 10:00am Annual General Meeting (Session 3)
10:00am - 10:30am Break
10:30am - 11:15am Office of Additions and Mental Health
11:15am - 12:00pm Nova Scotia power - Grid-scale battery project
12:00pm - 12:30pm Lunch
12:30pm - 1:45pm Annual General Meeting (Session 4)
1:45pm - 2:00pm Door Prizes, Wrap Up

Business Casual

Banquet – Dress Uniform/Formal attire is required



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

TRAVEL EXPENSE CLAIM

Rate **\$0.5838**

Name of Claimant:	Steve Marcellus
Destination:	Dartmouth, NS
Purpose of Travel:	NSEMO Nova Bravo Exercise Control Staff Meeting
Departure Date/Time:	April 31st, 2024 @ 1200
Return Date/Time:	May 1st, 2024 @ 1930
Approval to Travel	Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	733.00	363.00	370.00	0.00	0.00	733.00
Total Cost of Mileage:	\$427.93	\$211.92	\$216.01	\$0.00	\$0.00	\$427.93
Accommodation/Hotel Name: Inn on Prince <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast \$20		\$20.00				\$20.00
Lunch \$25		provided				\$0.00
Dinner \$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$251.92	\$266.01	\$0.00	\$0.00	\$0.00	\$517.93

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SM N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: MAY 3, 2024

Travel Approved by Supervisor: _____

GL Code: _____

10-229-3030-229270

Goods Rec'd. Date.....	Initial.....
Prises Checked.....	
Adm. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Rec'd. <u>20 229 3030 229 270</u>	



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

TRAVEL EXPENSE CLAIM

Rate **\$0.5838**

Name of Claimant:	Steve Marcellus
Destination:	Dartmouth, NS
Purpose of Travel:	NSEMO Nova Bravo Exercise Control Staff Meeting
Departure Date/Time:	Apr. 30 April 30th, 2024 @ 1200
Return Date/Time:	May 1st, 2024 @ 2000

Approval to Travel  Date: 30 Apr. 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Indicate if Direct Bill or Provide Receipt)						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	10-229-3020-229230

★ Invitation: Nova Bravo Exercise Control Staff Meeting

2024-05-01 Wed 9:00 AM - 4:30 PM

Attendance is required for Steven Marcellus

Chair: EMOTraining@novascotia.ca
Location: Cole Harbour Place (51 Forest Hills Pky, Dartmouth NS B2W 6C6)

EMOTrainin g has invited you to a meeting. You have not yet responded.

Required	Jim.MacDougall@novascotia.ca, Michael.Bennett@novascotia.ca, Keith.Laidlaw@novascotia.ca, Dan.Latremouille@novascotia.ca, Ryan.Doherty@novascotia.ca, Scott.Hawkes@novascotia.ca, Paul.Maynard@novascotia.ca, Marc.cayouette@ps-sp.gc.ca, Sarah.boulter@ps-sp.gc.ca,
Optional	Colleen.Nesseth@novascotia.ca, Paul.Schnurr@novascotia.ca

Description

Hello All,

Please accept this invitation for our Exercise Control Meeting. **Doors will be open before 0900. The meeting will begin at 0930**, after a session for select individuals who will become part of the new Department of Emergency Management.

NOTE: Those invitees who are expected to attend the first MS Teams meeting of the Department of Emergency Management, please **arrive before 0830** as we will make arrangements to attend the meeting from Cole Harbour Place.

Agenda:

0930 – Welcome.
0940 – Orientation to EXCON and Sim Cell.
1000 – MSEL Overview.
1030-1530 – Detailed MSEL Review.*
* Lunch will be provided.

Location:

Forrest Room, Cole Harbour Place
51 Forrest Hills Parkway, Dartmouth
Please use the parking lot at the rear of the building and follow the signs to the Forrest Room.



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

NAME: Steve Marcellus

PERIOD COVERED: May 1, 2024 to May 31, 2024

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
14-May-24	Emergency Shelter (Red Cross) location information delivery - St. Peter's Lions Club, Louisdale Lions Club, St. Louis Parish, Legion 150, D'Escousse Hall Lakeside Community Centre seed drop off	153.4	
29-May-24	STAC Conference @ St. Louis Parish Hall	43.8	

Totals: 197.20 ✓ \$0.00

Rate: \$0.5838

Total Mileage (\$): \$115.13

Total Expenses Claimed: **\$115.13**

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	June 3 2024	INITIAL:	

11513

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	CS
Add. & Ext. Checked.....	CS
Approval for Payment.....	CS
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acct. No.....	10-229-3030-229270

June 1st, 2024

EMO - In county travel report for May:

May 14th, 2024,

- Information drop off for Red Cross recognized Emergency Shelter locations.
 - County to D'Escousse – 14.3 kms
 - D'Escousse to Legion 150 – 19.7 kms
 - Legion 150 to Louisdale Lions Club – 25.9 kms
 - Louisdale Lions Club to St. Louis Parish – 4.6 kms
 - St. Louis Parish to St. Peter's Lions Club – 26.8 kms
 - St. Peter's Lions Club to Lakeside Community Centre – 4.7 kms
 - Lakeside Community Centre to County – 57.4 kms
 - Total – 153.4 kms ✓

May 29th, 2024

- STAC Conference @ St. Louis Parish Hall – 43.8 kms ✓

Steve Marcellus - ESC

Municipality of Richmond County



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

NAME: Steve Marcellus

PERIOD COVERED: June 1, 2024 to June 30, 2024

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
02-Jun-24	Emergency preparedness session at New Horizons Centre	75.8	

Totals: 75.80 \$0.00

Rate: \$0.5838

Total Mileage (\$): \$44.25

Total Expenses Claimed: **\$44.25**

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	JUL 15, 2024	INITIAL:	

11513

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc No.....	10-229-3030-229270

July 1st, 2024

EMO - In County travel report for June:

June 2nd, 2024,

- Emergency Preparedness Session at the New Horizon's Seniors Club – Arichat – 75.8 kms.

Steve Marcellus - ESC

Municipality of Richmond County



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

NAME: Steve Marcellus

PERIOD COVERED: June 1, 2024 to June 30, 2024

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
04-Jun-24	SAMAA Meeting Port Hawkesbury VFD	89	
13-Jun-24	Canso Dispatch - TMR radio, Paging and repeater programming	88	

Totals: 177.00 ✓ \$0.00

Rate: \$0.5838

Total Mileage (\$): \$103.33

Total Expenses Claimed: **\$103.33**

ACCOUNT #:	10-229-3020-229230 - Fire Services	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	JULY 3, 2024	INITIAL:	

HSF3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acct No.....	10-229-3020-229230

July 1st, 2024

Fire - In County travel report for June:

June 4th, 2024

- SAMAA Meeting at Port Hawkesbury VFD – 89 kms

June 13th, 2024

- Canso Dispatch – TMR, Paging and Tower repeater follow up – 88 kms

Steve Marcellus - ESC

Municipality of Richmond County



TRAVEL EXPENSE CLAIM

Rate **\$0.5838**

Name of Claimant:	Steve Marcellus
Destination:	Mulgrave, NS
Purpose of Travel:	PTMS Tier II Exercise
Departure Date/Time:	June 12, 2024 @ 0700
Return Date/Time:	June 12, 2024 @ 1730

Approval to Travel _____ Date: _____

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 82.70	82.70	0.00	0.00	0.00	0.00	82.70
Total Cost of Mileage: \$48.28	\$48.28	\$0.00	\$0.00	\$0.00	\$0.00	\$48.28
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Indicate if Direct Bill or Provide Receipt)						
Meals: Breakfast \$20	\$20.00					\$20.00
Lunch \$25	provided					\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$68.28	\$0.00	\$0.00	\$0.00	\$0.00	\$68.28

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SM N/A _____

H&TJ

All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: JUNE 13, 2024

Travel Approved by Supervisor: _____

GL Code: 10-229-3030-229270 - EMO

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

10-229-3030-229270



TRAVEL EXPENSE CLAIM Rate \$0.5838

Name of Claimant:	Steve Marcellus
Destination:	Mulgrave, NS
Purpose of Travel:	PTMS Tier II Exercise
Departure Date/Time:	June 12, 2024 @ 0700
Return Date/Time:	June 12, 2024 @ 1700

Approval to Travel Date: 10 June, 24

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	10-229-3020-229230

POINT TUPPER MARINE SERVICES LTD.

SECTION 5.0 EXERCISE AGENDA (JUNE 12TH, 2024)

PTMSL's Tier II Exercise functions will be complete within the one (1) day period allotted for the exercise. Key events for the Tier II Exercise should include the following:

- Incident Notification (Form 3.3.a & 3.3.b)
- Request for Confirmation of Services (Form 1-C)
- Notification/Mobilization of PTMSL Command & General Staff
- Initial Response Incident Action Plan Development, ICS 201 Series Forms
- Situations/Reporting/IAP Compliance
- Command/General Staff Meeting
- Tactics Meeting and Planning Meeting
- Execute Plan and Access Progress
- Incident Action Plan development and approval
- Exercise De-brief

Table 5.1 Agenda Action Items

Time	Activity	Action By/Presenter(s)
0530	Incident Occurs/Activation	FMO/Polluter/IC
0600	PTMSL Notification/Call Outs	EverBridge
0800	Meeting with FMO/Polluter	FMO/Polluter
0815	Pre-Exercise Safety Briefing	IC/All Sections
0830	IRIAP Development (Begin)	Planning
0900	IC/UC Objectives Meeting	Command/Section Chiefs
1000	Command/General Staff Meeting	Command/Planning
1130	Lunch	All Sections
1300	Tactics Meeting	Ops.
TBA	Break-Out Meeting (waste management)	GFL/Planning
TBA	Planning Meeting	Planning
1500	IAP Development (NOP)	Planning
TBA	Operations Briefing	Command/Ops
1600	Exercise Debrief	Command/Section Chiefs



TRAVEL EXPENSE CLAIM Rate **\$0.5838**

Name of Claimant:	Steve Marcellus
Destination:	Summerside, PE
Purpose of Travel:	MFCA Atlantic Leadership Conference
Departure Date/Time:	June 27, 2024 @ 0900
Return Date/Time:	July 1, 2024 @ 0130

Approval to Travel Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 873.60	436.80	0.00	0.00	436.80	0.00	873.60 ✓
Total Cost of Mileage: \$510.01	\$255.00	\$0.00	\$0.00	\$255.00	\$0.00	\$510.01 ✓
Accommodation/Hotel Name: Microtel	\$234.82	\$234.82	\$234.82	\$0.00	\$0.00	\$704.46 ✓
(Indicate if Direct Bill or Provide Receipt)	Receipt	Receipt	Receipt			
Meals: Breakfast \$20		hotel	hotel	hotel		\$0.00
Lunch \$25	\$25.00	provided	provided	provided		\$25.00 ✓
Dinner \$30	\$30.00	provided	provided	provided		\$30.00 ✓
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00			\$30.00 ✓
Taxi/Parking/Tolls (Receipts Required)				\$50.25		\$50.25 ✓
Total Amount Being Claimed	\$554.82	\$244.82	\$244.82	\$305.25	\$0.00	\$1,349.72

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SM N/A _____

ROOM PAID BY PERSONAL CREDIT CARD DUE TO AUTHORIZATION LETTER NOT PROVIDED TO HOTEL FOR COUNTY CARD USED TO BOOK.

HSJ

All claims are to be submitted not later than 60 days after return.

Claimant Signature: [Signature]

Date Submitted: JULY 3, 2024

Travel Approved by Supervisor: [Signature]

GL Code: 10-229-3020-229230

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution No.....	<u>3020229230</u>



TRAVEL EXPENSE CLAIM

Rate \$0.5838

Name of Claimant:	Steve Marcellus
Destination:	Summerside, PE
Purpose of Travel:	MFCA Atlantic Leadership Conference
Departure Date/Time:	June 26, 2024 @ 1230
Return Date/Time:	July 1, 2024 @ 1800

Approval to Travel  Date: 24 Apr. 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	10-229-3020-229230



Microtel Inn and Suites by Wyndham Summerside
 515 Notre Dame St
 Summerside PE C1N 1T2
 Tel: 902-888-1500

Steven Marcellus
 2357 Highway 206 PO Box 120
 Arichat , NS B0E1A0
 CA

Room No. : 302
 Arrival : 06/27/24
 Departure : 06/30/24
 Page No. : 1 of 1

INFORMATION INVOICE

Membership No : WR 501201220B
 Group Code : CGAFLC
 Company Name :

Cashier No. : 319
 Folio No. : 3672
 Conf. No. : 257667560
 TA Record :
 Locator:

Thank You For Staying With Us

Date	Text	Charges CAD	Credits CAD
06/27/24	Room Charge	199.00	
06/27/24	TOURISM ACCOMADATION TAX 3%	5.97	
06/27/24	HST 15%	29.85	
06/28/24	Room Charge	199.00	
06/28/24	TOURISM ACCOMADATION TAX 3%	5.97	
06/28/24	HST 15%	29.85	
06/29/24	Room Charge	199.00	
06/29/24	TOURISM ACCOMADATION TAX 3%	5.97	
06/29/24	HST 15%	29.85	
06/30/24	Visa		704.46
Total / Balance		704.46	704.46 / 0.00

Merchant ID
 Transaction ID 16866706
 Approval Code 624236
 Approval Amount 704.46

Credit Card # XXXXXXXXXXXXX0821
 Credit Card Expiry XX/XX
 Capture Method Manual
 Transaction Amount 704.46

Please contact the Hotel Manager about any issues with your stay. Wyndham Hotels and Resorts or affiliates may contact you about goods and services unless you call 888-946-4283 or write Wyndham Worldwide Hotels, Inc. 22 Sylvan Way, Parsippany, NJ 07054 to opt out. View our Wyndham Hotels and Resorts website about our policy.

Confederation Bridge
Pont de la Confederation
104 Abegweit Blvd./Boul
P.O. Box / Boite 70
Borden-Carleton, PEI / IPE
C0B 1X0

0791741 LC4 SELF SERVE

1 2 Axles/Essieux [2 Axles/Essieux]
1 @ 50.25 = \$ 50.25

Type Purchase
Account Visa
Card Num ****0821
Order Id LC41822184
Date 2024-06-30 21:15:10
Ref Num 661979140017320300 H
Auth Code 651024

Amount ~~50.25~~

App Preferred VISA CREDIT
EMV Aid A0000000031010

01 Approved - Thank You 027

No Signature Required

IMPORTANT - retain this copy
for your records

Cardholder Copy

VISA PURCHASE/ACHAT: \$ 50.25
TENDERED/RECU: \$ 50.25
CHANGE/RENDU: \$ 0.00

2024/06/30 21:15:07

TOLL/PEAGE GST/TPS EXEMPT



2024 Atlantic Fire Leadership Conference

Agenda

Saturday June 29, 2024:

- 8:30 – 4:30pm Partner's program Bus Trip
- 8:00 – 5:00pm Registration, CUP CENTRE FOYER
- 8:30 – 9:30am Keynote: Arjuna George, Leadership Lessons, CONVENTION HALL
- 9:30 – 10:00am Business Session #2, CONVENTION HALL
- 10:00am – 2:30pm Exhibitor Trade Show, ISLAND PETROLEUM ENERGY CENTRE ARENA
- 12:00 – 1:00pm Lunch, ISLAND PETROLEUM ENERGY CENTRE ARENA
**Sponsored by Iam Responding
- 2:30 – 3:30pm Session #6: Dave Rossiter, Hurricane Fiona Takeaways, CONVENTION HALL
- 3:30 – 4:30pm Keynote: Jason Brolund, No Interview Refused, CONVENTION HALL
**Sponsored by Atlantic Air Cleaning Specialist Ltd.
- 6:30 – 9:00pm Supper & Trivia Night, CONVENTION HALL

Sunday June 30, 2024:

- 8:30 – 9:30am Business Meeting #3, CONVENTION HALL
- 9:30 – 10:00am Nutrition Break, CONVENTION HALL
- 10:00 – 11:00am Session #7: Sherry Dean, Interoperability, CONVENTION HALL
- 11:00am – 12:00pm Session #8: Dalhousie & MFCA, Education in F.S. Leadership, CONVENTION HALL
- 12:00 – 1:00pm Lunch, CONVENTION HALL
- 1:00 – 2:00pm Session #9: Stephanie Arnold, Implications of Fire Services, CONVENTION HALL
- 2:00 – 2:30pm Coffee Break, CONVENTION HALL
- 2:30 – 3:30pm Keynote: Jason Brolund, 100 Years of Firefighting, CONVENTION HALL
- 6:00 – 6:30pm Pre-Banquet Social, CONVENTION HALL
- 6:30 – 8:00pm Banquet, CONVENTION HALL





2024 Atlantic Fire Leadership Conference

Agenda

Thursday June 27, 2024:

- 10:00am – 12:00pm MFCA Board Meeting (Board members only)
- 2:00 – 5:00pm Registration, CUP CENTRE FOYER
- 6:30 – 6:45pm Gather for Entrance March, CONVENTION HALL
- 6:45 – 6:55pm Official Photo Gathering, CONVENTION HALL
- 7:00 – 8:00pm Opening Ceremony, CONVENTION HALL
- 8:00 – 10:00pm Evening Social, CONVENTION HALL

Friday June 28, 2024:

- 8:00am – 5:00pm Registration, CUP CENTRE FOYER
- 8:30 – 9:30am Business Session #1, MFCA, CONVENTION HALL
- 9:30 – 10:00am Session #1: Maureen Robinson, Health Effects of Wild Fires, CONVENTION HALL
- 10:00 – 10:30am Nutrition Break | Convention Hall
- 10:30 – 11:30am Keynote: Arjuna George, 7 Mistakes F.C.s Make & How to Overcome, CONVENTION HALL
- 11:30am – 12:30pm Lunch, CONVENTION HALL
- 12:30 – 1:30pm Session #2: Bruce Lake & Corey Bank, Wild Fire Post Analysis, CONVENTION HALL
- 1:30 – 2:30pm Session #3: MFCA Board of Directors, Open Forum, CONVENTION HALL
- 2:00 – 2:30pm Coffee Break, CONVENTION HALL
- 2:30 – 3:30pm Session #4: Laura King, Living with Wildfires, CONVENTION HALL
- 3:30 – 4:00pm Session #5: DAL University/MFCA, Needs in F.S. Leadership/Education, CONVENTION HALL
- 4:00 – 5:00pm Keynote: Dr. Belinda Seagram, Maximizing Mental Health Preparedness, CONVENTION HALL
- 6:00 – 9:00pm Exhibitor Trade Show/Social, ISLAND PETROLEUM ENERGY CENTRE ARENA
**Sponsored by Fort Garry Trucks

Atlantic Fire Leadership Conference Agenda, June 27 – 30th 2024

www.atlanticfireleadershipconference.ca





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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate \$0.5838
Name of Claimant:	Tristan Martel		
Destination:	New Minas		
Purpose of Travel:	MPWANS Conference		
Departure Date/Time:	15-May	Depart at 11:30AM	
Return Date/Time:	17-May	Return Spm OS	
Approval to Travel:	Chris Goodreau		Date: May 14, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	822.00	400.00	22.00	400.00	0.00	0.00	822.00
Total Cost of Mileage:	\$479.88	\$233.52	\$12.84	\$233.52	\$0.00	\$0.00	\$479.88
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals: Breakfast	\$20	\$20.00					\$20.00
Lunch	\$25	\$25.00	\$25.00				\$50.00
Dinner	\$30	\$30.00					\$30.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00					\$20.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed	\$298.52	\$42.84	\$258.52	\$0.00	\$0.00		\$599.88

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial TM N/A _____
 Did not attend events on May 15 other than registration. Not part of MPWANS committee and did not attend golf/wine tour.

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Tristan Martel
 Date Submitted: May 21, 2024
 Travel Approved by Supervisor: Chris Goodreau
 GL Code: 102423070242110

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



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Tristan Martel	
Destination:	New Minas	
Purpose of Travel:	MPWANS Conference	
Departure Date/Time:	15-May	Depart at 11:30AM
Return Date/Time:	17-May	Return 5pm
Approval to Travel: <i>Chris Goodreau</i>		Date: <i>May 14, 2024</i>

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial: *TM* N/A _____

<p>All claims are to be submitted not later than 60 days after return.</p> <p>Claimant Signature: <i>Tristan Martel</i></p> <p>Date Submitted: <i>May 21, 2024</i></p> <p>Travel Approved by Supervisor: <i>Chris Goodreau</i></p> <p>GL Code: <i>102423070242110</i></p>	<p>Goods Rec'd. Date.....Initial.....</p> <p>Prices Checked.....</p> <p>Add. & Ext. Checked.....</p> <p>Approval for Payment.....</p> <p>Discount Date.....</p> <p>Paid by Cheque No.....</p> <p>Distribution: Acc't. No.....</p>
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MPWANS 2024 Conference Agenda

Wednesday, 15 May, 2024

Time	Event	Location
08:00 am	Conference Registration	Municipal Building
09:00 am	MPWANS Committee Business Meeting	Municipal Building
10:15 am	Health Break, provided by MPWANS Sponsors	
10:30 am	MPWANS Committee Round Table	Municipal Building
11:30 am	Lunch (on your own)	
12:00 pm	Conference Registration	Orchard Hall Lobby, Old Orchard Inn
12:20 pm	Golfers - Meet at the Bus	Old Orchard Inn
12:30pm	Golfers - Meet at the Bus	Slumber Inn
1:00 pm	Start of Golf	Eagle Crest Golf Course
1:20 pm	Wine Tour – Meet at the Bus	Slumber Inn
1:30 pm	Wine Tour – Meet at the Bus	Old Orchard Inn
7:00 pm	Conference Registration	Fireside Lounge, Old Orchard Inn
8:00 pm	Social Hospitality (cash bar)	Fireside Lounge, Old Orchard Inn

Notes:

1. The Municipality of the County of Kings Main Building is located at 181 Coldbrook Village Park Drive, Coldbrook, NS. Staff will direct MPWANS Committee Business Meeting attendees to the appropriate meeting room.
2. The Old Orchard Inn is located at 153 Greenwich Road, Wolfville, NS.
3. Some attendees are staying at the Slumber Inn, which is located at 5534 Prospect Road, New Minas, NS.
4. A bus will be provided to transport golfers from the Old Orchard Inn and Slumber Inn to the Eagle Crest Golf Course. The bus will leave at 12:20 pm. Golf fees are \$40 for walkers; \$56 with a cart. Golf fees are payable at the golf course (cash or credit).
5. The wine tour will include a guided tour of the Botanical Gardens at Acadia University, followed by a wine tasting at Lockett Vineyards. The bus will leave the Slumber Inn at 1:20pm and head to the Old Orchard Inn at 1:30 pm. Fees for the wine tour are \$25, payable at the MPWANS Conference Registration Booth (cash or credit).



MPWANS 2024 Conference Agenda

Thursday, 16 May, 2024

Time	Event	Location
09:00 am	Welcome and Opening Remarks	Lynn Spencer Hall, LMCC
09:15 am	Intelligent Pumps & Pump Station Optimization <i>Matt Clarke, Xylem</i>	Lynn Spencer Hall, LMCC
10:00 am	Health Break, provided by MPWANS Sponsors	
10:15 am	Wastewater Lagoons: Sludge Management <i>Mike Roberts, Divetech; Joe Fudge, GFL</i>	Lynn Spencer Hall, LMCC
11:15 am	Restaurants and Municipal Waste <i>Sean MacGuigan, Anua</i>	Lynn Spencer Hall, LMCC
12:00 pm	Lunch, provided by MPWANS Sponsors	Lynn Spencer Hall, LMCC
1:00 pm	Mecalac 7 MWR 9 MWR Mobile Excavator <i>Ken Shaw & Erinn Wright, Liftow Limited</i>	LMCC, Parking Lot
1:45 pm	Trade Show	LMCC
3:15 pm	Health Break, provided by MPWANS Sponsors	
3:30 pm	Real-time Remote Pump Station Monitoring <i>Gavin Applin, BioMaxx Environmental</i>	Lynn Spencer Hall, LMCC
4:15 pm	iHydrants for Remote Monitoring <i>Martin Phinney, McWane Canada</i>	Lynn Spencer Hall, LMCC
6:00 pm	Social Hospitality (drink tickets; cash bar)	The Barn, Old Orchard Inn
7:00 pm	Banquet Dinner, provided by MPWANS Sponsors	The Barn, Old Orchard Inn
8:00 pm	Social Hospitality (drink tickets; cash bar)	The Barn, Old Orchard Inn

Notes:

1. The Louis Millet Community Complex (LMCC) is located at 9489 Commercial Street, New Minas, NS.



MPWANS 2024 Conference Agenda

Friday, 17 May, 2024

Time	Event	Location
08:00 am	Breakfast, provided by MPWANS Sponsors	Fireside Lounge, Old Orchard Inn
09:00 am	Pumps Used in the Wastewater Treatment Industry <i>Jeremy Gillis, Gorman Rupp</i>	Salon E, Old Orchard Inn
09:45 am	Round Table	Salon E, Old Orchard Inn
10:15 am	Health Break, provided by MPWANS Sponsors	
10:30 am	Cellular SCADA Systems <i>Eric Lapointe, Mission</i>	Salon E, Old Orchard Inn
11:15 pm	Roadway Construction and Maintenance <i>Matt Delorme, AIM Network</i>	Salon E, Old Orchard Inn
12:00 pm	Adjourn	

Notes:

1. Hotel Room check-out is at 11:00 am. Late check-outs can be worked out with the hotel on a case-by-case basis.



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5888
Name of Claimant:	Danielle Martell	
Destination:	32 Macdonald Road, Mabou	
Purpose of Travel:	Food Security in the Municipality of Inverness County	
Departure Date/Time:	03-May-24	8:00 AM
Return Date/Time:	03-May-24	3:30 PM

Approval to Travel : _____ Date: _____

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	186.40	0.00	0.00	0.00	0.00	186.40
Total Cost of Mileage:	\$108.82	\$0.00	\$0.00	\$0.00	\$0.00	\$108.82
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20	\$0.00				\$0.00
Lunch	\$25	\$0.00				\$0.00
Dinner	\$30	\$0.00				\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$108.82	\$0.00	\$0.00	\$0.00	\$0.00	\$108.82

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial DM N/A _____

Goods Rec'd. Date.....	Initial <u>DM</u>
Prices Checked.....	<u>DM</u>
Add. & Ext. Checked.....	<u>DM</u>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No. <u>102704120270130</u>	
Distribution: Acct. No. <u>270130</u>	

All claims are to be submitted not later than 60 days after return.

Claimant Signature: D Martell

Date Submitted: May 06, 2024

Travel Approved by Supervisor: [Signature]

GL Code: 102704120270130



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate: \$0.8888
Name of Claimant:	Danielle Martell	
Destination:	32 Macdonald Road, Mabou	
Purpose of Travel:	Food Security in the Municipality of Inverness County	
Departure Date/Time:	03-May-24	8:00 AM
Return Date/Time:	03-May-24	3:30 PM
Approval to Travel:	<i>[Signature]</i> Date: April 25, 2024	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: May 06, 2024

Travel Approved by Supervisor: _____

GL Code: _____

FOOD SECURITY IN THE MUNICIPALITY OF INVERNESS COUNTY

Draft agenda

Beinn Mhàbu – 32 MacDonald Rd, Mabou
Friday, May 3, 2024

- 9:30 **Registration**
Coffee/tea + light snacks
- 10.00 **Welcome**
Keith MacDonald
CAO, Municipality of Inverness County
- 10.30 **Keynote speaker**
Jody Nelson
Network Director, Island Food Network
Questions+discussion
- 11.00 **Round table**
Work in action – what’s already happening
Presentations, questions and discussion
- 12.00 **Lunch**
[12.20-12.50: Keynote speaker - Feed Nova Scotia
- 1.00 **Project presentation**
Beyond the Bank
Questions+discussion
- 1.30 **Table discussion**
 - Local challenges [+ reporting back]
 - Local opportunities [+ reporting back]
- 2.30 **Summing up**
Next steps
- 3.00 **Adjournment**

Fw: Invitation: Food security in the Municipality of Inverness County (May 3 09:30 AM ADT in Beinn Mhàbu (32 Macdonald Road, Mabou Nova Scotia B0E 1X0))
Shannon Mury to Danielle Martell

2024-04-23 11:06 AM

Hi Danielle,

I've passed along your name for this event. Date is in the subject line and details below (see attachment).

Let me know if you have any question.

Shannon

THE MUNICIPALITY OF THE COUNTY OF RICHMOND
LA MUNICIPALITÉ DE LA COMTE DE RICHERMOND



Shannon Mury

Director

Department of Community Development & Recreation

☎ 902.226.3981

✉ smury@richmondcounty.ca

📍 2357 Highway 206, Arichat, NS B0E 1A0

🌐 www.richmondcounty.ca

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

----- Forwarded by Shannon Mury/Richmond on 2024-04-23 11:03 AM -----

From: Troy MacCulloch/Richmond
To: Shannon Mury/Richmond@Richmond
Date: 2024-04-22 11:49 AM
Subject: Fw: Invitation: Food security in the Municipality of Inverness County (May 3 09:30 AM ADT in Beinn Mhàbu (32 Macdonald Road, Mabou Nova Scotia B0E 1X0))

troy

Keith.MacDonald@invernesscounty.ca, tilliegoogoo@waycobah.ca, lj.cameron@ns.sympatico.ca,
andrewm.l@hotmail.com

Optional

Karen.MacKinnon@nshealth.ca, Aliesje.MacInnis@novascotia.ca, alix.redden@VictoriaCounty.ca,
angelina.denny-sylliboy@eskasonihealth.ca, barndr@gmail.com, Dorothy.Bennett@nshealth.ca,
Kristen_Desjarlais@cbu.ca, lilliannasimon@eskasonihealth.onmicrosoft.com,
Michelle.MacLean@invernesscounty.ca, nadarni_headlam@cbu.ca, Nickaya.Parris@novascotia.ca,
sarah.ross@nshealth.ca, Liaquat.Shaikh@Nshealth.ca, Margaret.Vassallo@nshealth.ca,
waroy@cbrm.ns.ca

find attached the draft agenda for Food Security in the Municipality of I
place at Beinn Mhàbu, 32 Macdonald Road, Mabou Nova Scotia B0E 1X0.

ration will be open from 9.30, and the meeting will commence at 10 am.

r or not you have already indicated your plan to attend, **please reply to t**
ting the number of people from your organization who will attend.

use the table below to provide the requested information. Note that refre
e provided throughout the day so please indicate any special dietary requi

name	Last name	Organization name	Role / Job title	Special c requireme

have questions or comments, please don't hesitate to get in touch at any
ishes

Joe Carew

Communications and Community Engagement
Lead

Municipality of the County of Inverness
375 Main Street, Port Hood, NS B0E 2W0
www.invernesscounty.ca

+1 (902) 323 0089

participaperonline.ca



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

TRAVEL EXPENSE CLAIM

Rate **\$0.5838**

Name of Claimant:	David Mayich
Destination:	Truro, NS
Purpose of Travel:	FSANS Annual Conference
Departure Date/Time:	April 26th, 2024 @ 1330
Return Date/Time:	April 28th, 2024 @ 1830

Approval to Travel	Date:
--------------------	-------

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 514.00	257.00	0.00	257.00	0.00	0.00	514.00
Total Cost of Mileage: \$300.07	\$150.04	\$0.00	\$150.04	\$0.00	\$0.00	\$300.07
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Indicate if Direct Bill or Provide Receipt)	CC	CC				
Meals: Breakfast \$20						\$0.00
Lunch \$25		provided	provided			\$0.00
Dinner \$30	\$30.00	provided	\$30.00			\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00				\$20.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$190.04	\$10.00	\$180.04	\$0.00	\$0.00	\$380.07

Written Travel Report - Policy Requirements (Section 1.3.ii)
 Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial DM N/A

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	<u>David Mayich</u>
Date Submitted:	<u>APRIL 29/24</u>
Travel Approved by Supervisor:	<u>[Signature]</u>
GL Code:	10-229-3020-229230

Goods Rec'd. Date	Initial
Prices Checked	<u>2</u>
Add. & Ext. Checked	<u>2</u>
Approval for Payment	<u>2</u>
Discount Date	
Paid by Cheque No.	
Distribution Acc'l No.	<u>10-229-3020-229230</u>



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

TRAVEL EXPENSE CLAIM

Rate \$0.5770

Name of Claimant:	David Mayich
Destination:	Truro, NS
Purpose of Travel:	FSANS Annual Conference
Departure Date/Time:	April 26th, 2024 @ 1200
Return Date/Time:	April 28th, 2024 @ 2000

Approval to Travel  Date: 30 Jan 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name: Inn on Prince	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Indicate if Direct Bill or Provide Receipt)						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 1.3.ii)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel. Please indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	10-229-3020-229230



ANNUAL CONFERENCE – April 26-28, 2024

Truro Holiday Inn, 437 Prince St. Truro, NS

“Environmental Impacts, Challenges and Changes”

Friday, April 26th

6:00pm Registration opens
8:00pm - 10:00pm Social night

Saturday, April 27th

8:00am - 9:00am Registration; Coffee/tea; Mingle with Manufacturers
9:00am - 10:00am Opening remarks & Annual General Meeting (Session 1)
10:00am - 10:30am Break - Time with Suppliers / Manufacturers
10:30am - 11:15am Public Safety & Field communications - Matthew Boyle, Scott Fisher
11:15am - 12:00pm Department of Natural Resources and Renewable
12:00pm - 1:00pm Door Prizes & Lunch - Time with Suppliers / Manufacturers
1:00pm - 1:45pm Office of the Fire Marshal - Doug MacKenzie, Fire Marshal of Nova Scotia
1:45pm - 2:30pm Emergency Management Office of Nova Scotia
2:30pm - 3:00pm Break - Time with Suppliers / Manufacturers
3:00pm - 4:00pm Annual General Meeting (Session 2)
4:00pm - 6:00pm Free Time
6:00pm - 6:30pm Cocktail / Mingle Time
6:30pm - 8:00pm Banquet Dinner - Fire Marshal Awards/Recognitions
8:00pm - 10:00pm Entertainment – Ian Stewart

Sunday, April 28th

08:30am - 09:00am Coffee/tea; Mingle with Manufacturers
09:00am - 10:00am Annual General Meeting (Session 3)
10:00am - 10:30am Break
10:30am - 11:15am Office of Additions and Mental Health
11:15am - 12:00pm Nova Scotia power - Grid-scale battery project
12:00pm - 12:30pm Lunch
12:30pm - 1:45pm Annual General Meeting (Session 4)
1:45pm - 2:00pm Door Prizes, Wrap Up

Business Casual

Banquet – Dress Uniform/Formal attire is required



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

NAME: Amanda Mombourquette

PERIOD COVERED:

FROM: April 1, 2024 TO: May 24, 2024

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
April 2, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat), return - Autism Flag Raising	80.00	
April 8, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat), return - COW	80.00	
April 10, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat) to Papa's Pub Port Hawkesbury, return - Audit Committee in Arichat and Dinner with NRR team in Port Hawkesbury	130.00	
April 11, 2024	795 HWY 247 Grande Greve to Port Hawkesbury Civic Centre, return - Strait Area Chamber Event	96.00	
April 22, 2024	795 HWY 247 Grande Greve to Port Hawkesbury to Municipal Office (Arichat), return - Regional Offshore Wind Assessment in PH & Regular Council Meeting	131.00	
April 24, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat), return - Tender Opening	80.00	
May 1, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat), return - Gaelic Flag Raising	80.00	
May 7, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat), return - Municipal Capital Growth Project Announcement	80.00	
May 13, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat), return - COW	80.00	
May 15, 2024	795 HWY 247 Grande Greve to EverWind (Point Tupper), return - Community Liaison Committee	106.00	
May 17, 2024	795 HWY 247 Grande Greve to Municipal Office (Arichat), return - Committee Policy Work	80.00	
May 24, 2024	Nova Scotia Non-Profit Housing Association Membership		\$57.50
May 24, 2024	795 HWY 247 Grande Greve to Strait Area Transit Office, return - Strait Area Transit Policies	96.00	

Totals: 1119.00 ✓ \$57.50

Rate: ~~\$0.5770~~ .5838 TM

Total Mileage (\$): \$645.66

Total Expenses Claimed: \$703.16

653.27 TM
710.77 TM

HSCP

ACCOUNT #:		CHEQUE #:	
SIGNATURE:		AMOUNT:	Goods Rec'd. Date.....Initial... Prices Checked..... Add. & Ext. Checked..... Approval for Payment..... Discount Date..... Paid by Cheque No..... Distribution Acct. No. 2100 210110
APPROVED:		DATE PAID:	
DATE SUBMITTED:	29 May-24	INITIAL:	

Travel Detail Report

Date:	April 2, 2024
Purpose:	Autism Flag Raising
Location:	Arichat Municipal Office
Start Time:	11:30am
End Time:	12:00pm
Persons Present:	Troy MacCulloch, Shelley David, Natalie Stevens, members of the public
Statement of Discussions:	Recognition of autism acceptance month

Date:	April 10, 2024
Purpose:	Dinner with NRR Team
Location:	Papa's Pub Port Hawkesbury
Start Time:	6pm
End Time:	8pm
Persons Present:	Troy MacCulloch, Toby Balch, Shawna Eason, other department staff
Statement of Discussions:	Point Tupper developments

Date:	April 22, 2024
Purpose:	Regional Offshore Wind Assessment Information Session
Location:	Port Hawkesbury Civic Centre
Start Time:	5pm
End Time:	7pm (stayed for presentation until 5:30pm)
Persons Present:	Jim Wooder, Anne Wilkie, Steve Parsons, and other committee members
Statement of Discussions:	Update on recommendations from the committee

Date:	April 24, 2024
Purpose:	Tender opening - former West Richmond Education Centre
Location:	Arichat Municipal Office
Start Time:	10am
End Time:	11am
Persons Present:	Troy MacCulloch, Councillor Melanie Sampson, John Bain
Statement of Discussions:	Evaluation of tender bids for surplus property

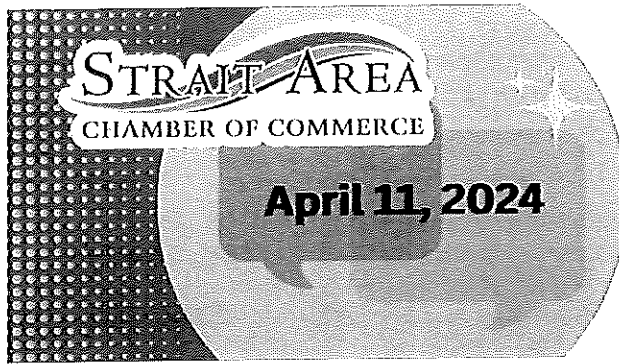
Date:	May 1, 2024
Purpose:	Gaelic Flag Raising
Location:	Arichat Municipal Office
Start Time:	11:30am
End Time:	12:00pm
Persons Present:	Troy MacCulloch, Shelley David, Cathy Campbell, members of the public
Statement of Discussions:	Recognition of Gaelic Nova Scotia Month

Travel Detail Report

Date:	May 7, 2024
Purpose:	Funding Announcement
Location:	Arichat Municipal Office
Start Time:	11:00am
End Time:	11:30am
Persons Present:	Shelley David, MLA Boudreau, Councillor Diggon, members of the media
Statement of Discussions:	Municipal Capacity Growth Program announcement

Date:	May 17, 2024
Purpose:	Policy Discussion
Location:	Arichat Municipal Office
Start Time:	12:30pm
End Time:	2:30pm
Persons Present:	Shelley David
Statement of Discussions:	Committee Policy

Date:	May 24, 2024
Purpose:	Policy Discussion
Location:	Strait Area Transit Office, Port Hawkesbury
Start Time:	3pm
End Time:	4:30pm
Persons Present:	Nichole Briand
Statement of Discussions:	Organizational Policy Review



VISION 2024

Business Update & Trade Fair

Energizing Our Future

VISION 2024: Business Update April 11, 2024

We would like to extend a sincere thank you to panelists and attendees whose contributions helped to ensure the success of our VISION 2024: Business Update! Held on April 11th at the Port Hawkesbury Civic Centre, our Annual Business Update was filled with insightful discussions and engaging interactions!

We were privileged to host 11 panelists, each offering insights on pivotal topics such as Climate Smart Local Government Initiatives, Transitioning Power, and Transformation Industry. As well as a breakfast Keynote from the Atlantic Economic Council and a Luncheon Keynote from Iain Sinclair from Scotland who provided some insight into where their port was 15 years ago and where it is today because of the emerging offshore wind industry in their region. Each panel session provided a platform to discuss the collective efforts needed to support the transition to green energy in our region.

We look forward to continuing our collaborative endeavors towards realizing a sustainable and prosperous future for our emerging economic landscape.

Check out highlights from the day on our **Facebook album**

Date: April 11, 2024

Time: 8:30 a.m. – 3:30 p.m.

Location: Port Hawkesbury Civic Centre (606 Reeves St., Port Hawkesbury)

Tickets: \$95 members / \$125 non-members (plus tax)

Reserve your tickets today!

Click here for tickets (REGISTRATION CLOSED), or contact us at 902-625-1588 / membership@straitareachamber.ca to book a table of 8.
Chamber Member Tables of 8 available for \$710 (plus tax)
Future Member Tables of 8 available for \$950 (plus tax)

Registration Closed

Detailed Itinerary:

8:30 a.m. – Registration and Morning Networking

9:10 a.m. – Opening & Welcome

9:30 a.m. – Morning Keynote – Patrick Brannon, Senior Researcher- Atlantic Economic Council

10:00 a.m. – First Panel – Climate Smart Local Government Initiatives

- Municipality of the District of Guysborough
- Municipality of the County of Richmond
- Potlotek First Nation
- Town of Port Hawkesbury

11:00 a.m. – Morning Break

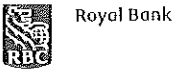
11:10 a.m. – Second Panel -Transitioning Power

- The Committee for the Regional Assessment of Offshore Wind Development in Nova Scotia
- Nova Scotia Department of Natural Resources & Renewables
- Nova Scotia Community College
- BlueGrid by Rimot

12:10 p.m.-Lunch

Upcoming EverWind CLC Meeting Agenda – Wednesday, May 15:

1. Introduction - David
2. Review and approval of agenda
3. Review and approval of previous meeting's minutes
4. CLC member feedback and changes
5. Project updates – EWF
 - a. SRCLC update
 - b. Overview of coverage
 - c. Overview of events
 - d. Government news
 - e. Partnership & donation opportunities
 - f. Terminal/wind & power update
6. Education partnerships update
7. Cape Breton Partnership
8. Municipal partners
9. First Nations partners
10. Open discussion
11. Time & agenda for next meeting



Money Sent

	<p>All done Here are the transfer details for your records.</p>	<p>Confirmation # MJASN4</p>
--	---	---

Aiden Kivisto has set up Autodeposit

The funds will be deposited directly into their account. Royal Bank cannot reverse or otherwise correct this transfer.

Interac e-Transfer Details

From	Amanda Chequing 05833-5012117
To	NS Non Profit Housing Assoc
Registered Name	Aiden Kivisto
Notify Recipient By	Email: payments@nsnpha.com
Amount	\$57.50
New account balance	XXXXX
Date and Time	May 24, 2024 at 10:20 AM ET
Message	Membership for Amanda Mombourquette/Richmond County

Nova Scotia Non-Profit Housing Association

P.O. Box 190
 Middle West Pubnico NS B0W 2M0
 Irish@nsnpa.com
 GST/HST Registration No.: 717452544RC0001



NSNPFA
 Nova Scotia Non-Profit
 Housing Association

INVOICE

BILL TO
 Amanda Mombourquette
 Municipality of the County of Richmond

INVOICE 1025
DATE 24/05/2024
TERMS Net 30
DUE DATE 23/06/2024

DATE	ACTIVITY	DESCRIPTION	TAX	QTY	RATE	AMOUNT
	Membership - Government - Municipal - rural		HST NS	1	50.00	50.00

Thank you for joining the NSNPFA. Please e-transfer to:
 payments@nsnpa.com, [https://paypal.me/nsnonprofithousing?](https://paypal.me/nsnonprofithousing?country.x=CA&locale.x=en_US)
 country.x=CA&locale.x=en_US , or send a cheque to NSNPFA P.O. Box 190,
 Middle West Pubnico, NS B0W 2M0

SUBTOTAL	50.00
HST (NS) @ 15%	7.50
TOTAL	57.50
BALANCE DUE	\$57.50

TAX SUMMARY

RATE	TAX	NET
HST (NS) @ 15%	7.50	50.00

AGENDA

Regional Priorities / Shared Services:

- Housing:
 - Presentation from the Nova Scotia Non-Profit Housing Association (NSNPHA)
 - Presentation from Strait Area Chamber of Commerce on Regional Non Profit Housing Association
 - Strait Richmond Housing Matters Coalition Update
- Cape Breton South Recruiting for Health
- Allan J. MacEachen Regional Airport
- Strait Area Transit
- Point Tupper Energy Sector Development Projects
 - Water Resources Development (LLWU) study, engineering, and asset transfer
 - Preparing Energy Sector Development
- Cape Breton Regional Enterprise Network
- Municipality of the County of Richmond and the Town of Port Hawkesbury Joint Development Commission
- Eastern District Planning Commission
- Eastern Counties Regional Library
- Landrie Lake Water Utility
- Point Tupper Fire Services Agreement
- Strait Area Pool

Future Initiatives:

- Recreation
- Trail Development
- Public Works Shared Services



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Amanda Mombourquette	
Destination:	Halifax	
Purpose of Travel:	EverWind FEED Milestone Event	
Departure Date/Time:	03-Apr	
Return Date/Time:	04-Apr	
Approval to Travel: CAO Email Attached		Date: April 2, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 638.00	319.00	319.00	0.00	0.00	0.00	638.00
Total Cost of Mileage: \$372.46	\$186.23	\$186.23	\$0.00	\$0.00	\$0.00	\$372.46
Accommodation/Hotel Name: Westin <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$259.41	\$0.00	\$0.00	\$0.00	\$0.00	\$259.41
Meals: Breakfast \$20		\$20.00				\$20.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$455.64	\$206.23	\$0.00	\$0.00	\$0.00	\$661.87

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

Time: 7-10pm | Location: Pier 21 | Approx 250 private and public sector attendees

Purpose: Recognition of EverWind Milestone - Front End Engineering & Design Completion (approx 110,000 hours of work)

MSB

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 05-Apr

Travel Approved by Supervisor: [Signature]

GL Code: [Signature]

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<u>[Signature]</u>
Add. & Ext. Checked.....	<u>[Signature]</u>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution No. <u>10 310 2100 210110</u>	

From: Troy MacCulloch/Richmond
To: Amanda Mombourquette/Richmond@Richmond

Date: Tuesday, April 02, 2024 10:51AM
Subject: Re: permission for travel

Approved for travel to the Everwind Announcement and Partnership Event at Pier 21 in Halifax

Troy

THE MUNICIPALITY OF RICHMOND
LA MUNICIPALITÉ 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
Anichal, NS B0E 1A0
www.richmondcounty.ca

Amanda Mombourquette---2024-04-02 10:48:10 AM---Approved. Could I also get approval?
Thanks, Amanda -----Troy MacCulloch/Richmond wrote: ----- To

From: Amanda Mombourquette/Richmond
To: Troy MacCulloch/Richmond@Richmond
Date: 2024-04-02 10:48 AM
Subject: Re: permission for travel

Approved.

Could I also get approval?

Thanks,

Amanda

-----Troy MacCulloch/Richmond wrote: -----
To: Amanda Mombourquette/Richmond@Richmond
From: Troy MacCulloch/Richmond
Date: 04/02/2024 10:29AM
Subject: permission for travel

Hi Warden,

Westin Nova Scotian
 1181 Hollis Street
 Halifax, NS B3H 2P6
 Canada
 Tel: 902 421-1000 Fax: 902 422-9465



Amanda Mombourquette
 2357 Hwy 206
 Arichat, NS, B0E1A0
 Canada

Page Number : 1 Invoice Nbr : 1000153622
 Guest Number : 1295032
 Folio ID : A
 Arrive Date : 03-APR-24 18:03
 Depart Date : 04-APR-24 06:21
 No. Of Guest : 1
 Room Number : 242
 Marriott Bonvoy Number :

Copy Tax Invoice

Tax ID : 899994933RT0001

Westin Nova Sc YHZWI APR-04-2024 06:30 JSINGH

Date	Reference	Description	Charges (CAD)	Credits (CAD)
03-APR-24	RT242	Room Chrg - Standard Retail	219.00	
03-APR-24	RT242	HRM Mktg Levy	6.57	
03-APR-24	RT242	HST Room Tax	33.84	
04-APR-24	VI	Visa-4426		-259.41

For Authorization Purpose Only

xxxxxx4426

Date	Time	Code	Authorized
03-APR-24	18:03	099960	295.65

Approve EMV Receipt for VI - 4426: PIN Verified

TC:34411E36DF014252 IAD:0601120364A002 TVR:0080008000

AID:A0000000031010 Application Label:VISA CREDIT

** Total 259.41 -259.41
 *** Balance -0.00

Westin Nova Scotian
1181 Hollis Street
Halifax, NS B3H 2P6
Canada
Tel: 902 421-1000 Fax: 902 422-9465



Amanda Mombourquette
2357 Hwy 206
Arichat, NS, B0E1A0
Canada

Page Number : 2 Invoice Nbr : 1000153622
Guest Number : 1295032
Folio ID : A
Arrive Date : 03-APR-24 18:03
Depart Date : 04-APR-24 06:21
No. Of Guest : 1
Room Number : 242
Marriott Bonvoy Number :

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room/Levy	Fd & Bev	Gratuity	Taxes	Other	Total	Payment
04-03-2024	0.00	0.00	0.00	0.00	259.41	259.41	0.00
04-04-2024	0.00	0.00	0.00	0.00	0.00	0.00	-259.41
Total	0.00	0.00	0.00	0.00	259.41	259.41	-259.41

Signature _____



THE MUNICIPALITY OF THE COUNTY OF

LA MUNICIPALITÉ DU COMITÉ DE

RICHMOND

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Amanda Mombourquette	
Destination:	Eskasoni	
Purpose of Travel:	CEPI Senior Council Meeting	
Departure Date/Time:	April 10, 2024 / 8:30am	
Return Date/Time:	April 10 / 3:30pm	
Approval to Travel: CAO Email Attached		Date: May 14, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 172.00	172.00					172.00
Total Cost of Mileage: \$100.41	\$100.41					\$100.41
Accommodation/Hotel Name:						\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$100.41	\$0.00	\$0.00	\$0.00	\$0.00	\$100.41

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 21-May

Travel Approved by Supervisor: [Signature]

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution A/C No.....	<u>2100 21010</u>

1153

From: [Troy MacCulloch](#)
To: [Amanda Mombourquette](#)
Subject: RE: CEPI Senior Council Travel Approval
Date: May 14, 2024 8:34:16 AM

Morning Warden,

Approved for travel

Thanks

Troy

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: Monday, May 13, 2024 10:19 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Re: CEPI Senior Council Travel Approval

Actually, I'm looking for three approvals for CEPI:

April 10 Senior Council meeting in Eskasoni
May 3 Management committee meeting at CBU
May 22 Management committee meeting in Eskasoni

Thanks!

Amanda

Amanda Mombourquette
Warden, Richmond County
902-631-0690

From: Amanda Mombourquette
Sent: Monday, May 13, 2024 10:03 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: CEPI Senior Council Travel Approval

Hi Troy,

I forgot to get approval from you to travel to the CEPI senior council meeting in Eskasoni

on April 10. Could you please approve so I can submit a claim?

Thanks,

Amanda

Amanda Mombourquette

Warden, Richmond County

Councillor, District 4

902-631-0690

@AmandaMomb

amombourquette@richmondcounty.ca

www.richmondcounty.ca

<https://www.facebook.com/AmandaMombourquetteDistrict4Richmond/>



**Bras d'Or Lakes Collaborative Environmental Planning Initiative
Senior Council Meeting
10:00 am – 2:00 pm, April 10, 2024
Crane Cove Boardroom (Zoom or Google meet)**

Agenda

1. Welcome – Mary Beth, CEPI Co-Chair
2. Honor Song – Stoney Bear Singers
3. Opening Prayer – Dr. Albert Marshall
4. Introductions – Mary Beth Doucette - CEPI Co-chair
5. Review of the Agenda and Minutes of the Last Meeting - Mary Beth Doucette
6. Presentation of 2023-24 year-end work-plan and Financials – Stan and Annie Johnson
7. Presentation of 2024-25 Work Plan and Budget - Stan Johnson and Annie Johnson
8. Presentation on 2023 Two Eyed Seeing Conference – Annie Johnson
9. Lunch
10. Presentation of Little Narrows Gypsum – Erik Hinze
11. Presentation of DFO/BIO project – Melany Hardy
12. Roundtable and Closing Remarks – Mary Beth Doucette
13. Closing Prayer – Dr. Albert Marshall



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RICHMOND

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Amanda Mombourquette	
Destination:	Cape Breton University	
Purpose of Travel:	CEPI Management Strategy Session	
Departure Date/Time:	May 3, 2024 / 10am	
Return Date/Time:	May 3 / 12pm	
Approval to Travel: CAO Email Attached		Date: May 14, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 198.00	198.00					198.00
Total Cost of Mileage: \$115.59	\$115.59					\$115.59
Accommodation/Hotel Name:						\$0.00
(Indicate if Direct Bill or Provide Receipt)						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$115.59	\$0.00	\$0.00	\$0.00	\$0.00	\$115.59

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A

Travel Report: Attendees were Mgmt Committee Members Amanda Mombourquette, Mary Beth Doucette, Stan Johnson, Ron Newcombe.

Discussion topics included strategizing on the organizational structure, priorities, reporting, task teams, events, and financials.

Location noted above. Start/end times noted above (duration 2 hours)

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 21-May

Travel Approved by Supervisor: [Signature]

GL Code: [Blank]

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

Prices Checked..... 8

Add. & Ext. Checked..... 8

Approval for Payment.....

Discount Date.....

Paid by Cheque No. 2102100210110

Distribution: Acc. 2102100210110

MSFS

From: [Troy MacCulloch](#)
To: [Amanda Mombourquette](#)
Subject: RE: CEPI Senior Council Travel Approval
Date: May 14, 2024 8:34:16 AM

Morning Warden,

Approved for travel

Thanks

Troy

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: Monday, May 13, 2024 10:19 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Re: CEPI Senior Council Travel Approval

Actually, I'm looking for three approvals for CEPI:

April 10 Senior Council meeting in Eskasoni
May 3 Management committee meeting at CBU
May 22 Management committee meeting in Eskasoni

Thanks!

Amanda

Amanda Mombourquette
Warden, Richmond County
902-631-0690

From: Amanda Mombourquette
Sent: Monday, May 13, 2024 10:03 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: CEPI Senior Council Travel Approval

Hi Troy,

I forgot to get approval from you to travel to the CEPI senior council meeting in Eskasoni

on April 10. Could you please approve so I can submit a claim?

Thanks,

Amanda

Amanda Mombourquette
Warden, Richmond County
Councillor, District 4

902-631-0690

@AmandaMomb

amombourquette@richmondcounty.ca

www.richmondcounty.ca

<https://www.facebook.com/AmandaMombourquetteDistrict4Richmond/>





Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Amanda Mombourquette	
Destination:	Port Hood	
Purpose of Travel:	Presentation to Inverness Council regarding Strait of Canso OSW Task Force	
Departure Date/Time:	May 16, 8am	
Return Date/Time:	May 16, 10am	
Approval to Travel : CAO email		Date: May 14, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	202.00	202.00	0.00	0.00	0.00	202.00
Total Cost of Mileage:	\$117.93	\$0.00	\$0.00	\$0.00	\$0.00	\$117.93
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$117.93	\$0.00	\$0.00	\$0.00	\$0.00	\$117.93

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

HCIS

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 04-Jul-24

Travel Approved by Supervisor: [Signature]

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<u>[Signature]</u>
Add. & Ext. Checked.....	<u>[Signature]</u>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	<u>107102700</u>
Distribution: Acct.....	<u>0</u>

From: [Troy MacCulloch](#)
To: [Amanda Mombourquette](#)
Subject: RE: Travel Approval Request - Inverness County
Date: May 14, 2024 8:33:46 AM

Hey Warden.

Your travel is approved and good luck with the meeting.

Thanks,

troy

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: Monday, May 13, 2024 10:26 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Travel Approval Request - Inverness County

Hi Troy,

Brenda and I plan to travel to Port Hood to discuss the Offshore Wind Task Force with Inverness County Council on Thursday, April 16 at 9:30am. Could I please get travel approval for this?

Thanks!

Amanda

Amanda Mombourquette
Warden, Richmond County
Councillor, District 4
902-631-0690
@AmandaMomb
amombourquette@richmondcounty.ca
www.richmondcounty.ca
<https://www.facebook.com/AmandaMombourquetteDistrict4Richmond/>





Municipality of the County of Inverness
Committee of the Whole
Thursday, May 16, 2024
9:30 am
Council Chambers

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Proclamation: Lyme Disease Awareness Month
4. Proclamation: Access Awareness Week: May 26th – June 1st, 2024
5. Presentation: Strait of Canso Offshore Wind Task Force
 - Amanda Mombourquette; Warden, Richmond County
 - Brenda Chisholm-Beaton; Mayor, Town of Port Hawkesbury
6. Staff Reports
 - a) Chestley Carr, Public Works Department
 - b) Erin Gillis, Operations Department
 - c) Jason Calder, Department of Recreation and Community Wellness
 - d) Melanie Beaton, Deputy CAO
 - e) Brian Luciano, Finance Department
 - f) Morgan Murray, Department of Culture and Community Engagement
7. Municipal Investment Policy
8. Community Grant Applications:
 - La Société Saint-Pierre
 - Whycocomagh Daycare
9. Correspondence
 - Eastern District Planning Commission: April monthly building statistics
 - The Nova Scotia Federation of Municipalities (NSFM): Webinar on Elections
10. Next Meeting Date
11. "In Camera"
12. Adjournment



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RICHMOND

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Amanda Mombourquette	
Destination:	Eskasoni	
Purpose of Travel:	CEPI Management Committee Meeting	
Departure Date/Time:	May 22, 2024 / 2pm	
Return Date/Time:	May 22 / 4pm	
Approval to Travel: CAO Email Attached		Date: May 14, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	172.00	172.00				172.00
Total Cost of Mileage:	\$100.41	\$100.41				\$100.41
Accommodation/Hotel Name:						\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$100.41	\$0.00	\$0.00	\$0.00	\$0.00	\$100.41

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 24-May

Travel Approved by Supervisor: [Signature]

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<u>AM</u>
Add. & Ext. Checked.....	<u>AM</u>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Age No.....	<u>2100 210110</u>

HSF3

From: [Troy MacCulloch](#)
To: [Amanda Mombourquette](#)
Subject: RE: CEPI Senior Council Travel Approval
Date: May 14, 2024 8:34:16 AM

Morning Warden,

Approved for travel

Thanks

Troy

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: Monday, May 13, 2024 10:19 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Re: CEPI Senior Council Travel Approval

Actually, I'm looking for three approvals for CEPI:

April 10 Senior Council meeting in Eskasoni
May 3 Management committee meeting at CBU
May 22 Management committee meeting in Eskasoni

Thanks!

Amanda

Amanda Mombourquette
Warden, Richmond County
902-631-0690

From: Amanda Mombourquette
Sent: Monday, May 13, 2024 10:03 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: CEPI Senior Council Travel Approval

Hi Troy,

I forgot to get approval from you to travel to the CEPI senior council meeting in Eskasoni

on April 10. Could you please approve so I can submit a claim?

Thanks,

Amanda

Amanda Mombourquette
Warden, Richmond County
Councillor, District 4

902-631-0690

@AmandaMomb

amombourquette@richmondcounty.ca

www.richmondcounty.ca

<https://www.facebook.com/AmandaMombourquetteDistrict4Richmond/>



Management Committee

AGENDA

May 22 2024 10:00 am

Zoom

1. Opening Prayer - Annie Johnson
2. Review of Agenda – Mary Beth
3. Review of Minutes of March 15^d and Business Arising from Minutes – Mary Beth
4. Review of Student Job for CEPI – Annie
5. ETB coordinator position – Stan and Ron
6. JCP Sports Fishing Job – Stan and Ron
7. Financial Update - Annie Johnson
8. Coordinator's Report – Stan and Ron
9. Next Meeting – Mary Beth
10. Senior Council Date and Agenda – Mary Beth
11. Closing Prayer - Annie Johnson

Travel Detail Report

Date:	May 28, 2024
Purpose:	Access Awareness Week (AAW) Move It Event
Location:	La Picasse (rain location)
Start Time:	6:00pm
End Time:	6:30pm
Persons Present:	Shannon Mury, Danielle Martell, members of the public
Statement of Discussions:	Raise awareness and celebrate achievements made by and for persons with disabilities

Date:	May 30, 2024
Purpose:	Bear Head Energy CLC
Location:	Port Hawkesbury Civic Centre
Start Time:	6:00pm
End Time:	7:00pm
Persons Present:	Paul MacLean, Dean Hart, Ghyslain Pitre, other committee members
Statement of Discussions:	Bear Head Energy Project

Date:	June 1, 2024
Purpose:	AAW Silent Disco
Location:	Louisdale Lions club
Start Time:	3:00pm
End Time:	5:00pm
Persons Present:	Shannon Mury, Danielle Martell, members of the public
Statement of Discussions:	Raise awareness and celebrate achievements made by and for persons with disabilities

Date:	June 6, 2024
Purpose:	NSCC Convocation
Location:	Port Hawkesbury Civic Centre
Start Time:	5:00pm
End Time:	8:00pm
Persons Present:	Don Bureaux, Vivek Saxena, NSCC staff, faculty and students
Statement of Discussions:	Graduation

Date:	June 26, 2024
Purpose:	RECA Graduation
Location:	Richmond Education Centre and Academy
Start Time:	6:00pm
End Time:	8:00pm
Persons Present:	Lisette MacDonald, Robert MacDonald, RECA staff and students
Statement of Discussions:	Graduation

Travel Detail Report

Date:	
--------------	--



Strait Area Transit Board Meeting
Port Hawkesbury Civic Centre / Virtual
May 31, 2024 – 3:00pm

Agenda

1. Call to Order
2. Security Confirmation
3. Motion to Move In-Camera
4. Motion to Move Out of In-Camera
5. Motions from In-Camera
6. Additions to / Approval of Agenda
7. Approval of Minutes from April 26, 2024
8. Business Arising from Meeting Minutes
9. Financial Update
10. Office Manager Report Including:
 - Service & Ridership Update
 - Application Updates
 - Fixed Route Discussion
11. Policy Review
12. AGM Preparation
13. Additions
14. Next Meeting
15. Motion to Adjourn



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5838</u>
Name of Claimant:	Amanda Mombourquette		
Destination:	Halifax		
Purpose of Travel:	NSFM Panel: Inside the Civic Chamber: Insights from Municipal Leaders		
Departure Date/Time:	May 29, 10:30am	on Serving and Running for Office	
Return Date/Time:	May 30, 7am		
Approval to Travel : CAO email		Date: April 22, 2024	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 636.00	318.00	318.00	0.00	0.00	0.00	636.00
Total Cost of Mileage: \$371.30	\$185.65	\$185.65	\$0.00	\$0.00	\$0.00	\$371.30
Accommodation/Hotel Name: Barrington Hotel <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30	\$30.00					\$30.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$225.65	\$185.65	\$0.00	\$0.00	\$0.00	\$411.30

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

Note: I was part of a three member panel with Mayor Pam Mood and Deputy Mayor Geoff Stewart who were on the panel which was broadcast from the Hotel Halifax for people to participate in virtually.

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 04-Jul-24

Travel Approved by Supervisor: [Signature]

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	9
Add. & Ext. Checked.....	8
Approval for Payment.....	8
Discount Date.....	
Paid by Cheque No.....	
Distribution: Rec'd No. <u>10210210021010</u>	

NSFM Hosts Public Webinar to Illuminate Nova Scotia's Electoral Landscape



The Nova Scotia Federation of Municipalities (NSFM) is pleased to announce the upcoming webinar aimed at shedding light on the intricacies of elections across urban and rural regions in Nova Scotia. Titled "*Inside the Civic Chamber: Insights from Municipal Leaders on Serving and Running for Office*", the event will provide a platform for engaging discussions and valuable insights from elected officials.

Webinar Details:

- Title: Inside the Civic Chamber: Insights from Municipal Leaders on Serving and Running for Office
- Date & Time: May 29, 2024, from 6-7:30pm
- Platform: Online via Zoom
- Target Audience: Residents interested in local governance, prospective municipal candidates, and community leaders.

Webinar Key Objectives:

- Provide insights into the experiences of elected officials across urban and rural regions.
- Highlight the unique opportunities and challenges of municipal politics in Nova Scotia.
- Foster dialogue and collaboration among stakeholders interested in local governance.

Register now: [Click Here](#)

NSFM's Core Services:

- *Policy Advocacy:* NSFM advocates for policies and legislation that support the needs and priorities of municipalities, ensuring they have the tools and resources necessary for effective governance.
- *Training and Development:* NSFM offers a wide range of training programs, workshops, and resources to equip municipal officials with the skills and knowledge needed to navigate complex challenges and opportunities.
- *Networking and Collaboration:* NSFM provides opportunities for municipal leaders to connect, collaborate, and learn from one another through conferences, events, and networking opportunities.

For more info visit nsfm.ca, and follow us on our Social Channels @nsfedmuni

From: Troy MacCulloch/Richmond
To: Amanda Mombourquette/Richmond@Richmond
Cc: Shelley David/Richmond@Richmond

Date: Monday, April 22, 2024 03:57PM
Subject: Re: Fw: Inside the Civic Chamber: Insights from Municipal Leaders on Serving and Running For office

Approved and have fun. Should be a good panel.

Troy

THE MUNICIPALITY
OF THE COUNTY OF
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

Amanda Mombourquette---2024-04-22 02:31:27 PM---Hi there, I've accepted an invitation to participate on a panel for NSFM. Troy, could I get approva

From: Amanda Mombourquette/Richmond
To: Troy MacCulloch/Richmond@Richmond
Cc: Shelley David/Richmond@Richmond
Date: 2024-04-22 02:31 PM
Subject: Fw: Inside the Civic Chamber: Insights from Municipal Leaders on Serving and Running For office

Hi there,

I've accepted an invitation to participate on a panel for NSFM. Troy, could I get approval to travel to Halifax for this? And Shelley - could I get a hotel booked for that evening please?

Thanks!

Amanda

-----Forwarded by Amanda Mombourquette/Richmond on 04/22/2024 02:30PM -----

Calendar Entry:
Meeting

Basics			
Subject: Inside the Civic Chamber: Insights from Municipal Leaders on Serving and Running For office			
Start Date: 05/29/2024	Start Time: 06:00PM	Start Time Zone: (GMT-04:00) Atlantic Time (Canada)	Entry type: Meeting
End Date: 05/29/2024	End Time: 07:30PM	End Time Zone: (GMT-04:00) Atlantic Time (Canada)	
Location: Hotel Halifax; MacDonald Room			
Chair: JWebber@nsfm.ca			

Meeting Invitations & Reservations
Invitations already sent To: mayor.mood@townofyarmouth.ca , gstewart@colchester.ca , CBG@modf.ca , Amanda Mombourquette/Richmond cc:

Options
Booked - Time will not appear free to others. Public - Others can see any details about this event.

Description:

(Additional HTML Attached)	Type: text/html Name: (Additional HTML Attached)
--	---

Your Notes:



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Amanda Mombourquette	
Destination:	Digby	
Purpose of Travel:	Presentation at Atlantica Centre for Energy Summit	
Departure Date/Time:	June 12, 6am	
Return Date/Time:	June 12, 6:30pm	
Approval to Travel : CAO email		Date: May 14, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	756.00	756.00	0.00	0.00	0.00	756.00
Total Cost of Mileage:	\$441.35	\$441.35	\$0.00	\$0.00	\$0.00	\$441.35
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast	\$20	\$20.00				\$20.00
Lunch	\$25					\$0.00
Dinner	\$30	\$30.00				\$30.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$491.35	\$0.00	\$0.00	\$0.00	\$0.00	\$491.35

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

Travelled to Digby and then returned as far as Halifax Airport for Ottawa trip June 12/13.

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 08-Jul-24

Travel Approved by Supervisor: [Signature]

GL Code: [Signature]

Goods Rec'd. Date..... Initial..... [Signature]

Prices Checked..... [Signature]

Add. & Ext. Checked..... [Signature]

Approval for Payment.....

Discount Date.....

Paid by Cheque No. 102102100210110

Distribution Acct No. 102102100210110

Panel Discussion: Building Social Licence and Acceptance for Clean Energy Projects

June 12th, 2024
3:00 – 4:00 PM AT

Moderator:

- Jon Robinson, Senior Consultant, Crestview Strategy

Panelists:

- Jennifer Cleversey-Moffitt, Chief Administrative Officer & General Counsel, Port of Belledune
- Chief Terry Richardson, Pabineau First Nation
- Amanda Mombourquette, Co-Chair, Strait of Canso Offshore Wind Task Force
- Robb Apold, Director, Natural Forces

Description:

This panel will feature a conversation about experiences developing successful energy partnerships and projects, especially with community groups and Indigenous stakeholders. The goal will be to highlight successful local approaches to building social licence and acceptance, share lessons learned to help other project developers in the audience, and possibly explore gaps with our current development processes.

- *Each presenter will speak for 5 to 10 minutes about their project and experiences, and then we will have a 20+ minute discussion, question and answer with the moderator and audience.*

RE: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

Troy MacCulloch <CAO@richmondcounty.ca>

Tue 5/14/2024 2:11 PM

To:Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>;Shelley David <Clerk@richmondcounty.ca>

Approved – nope – didn't have this one.

Thanks

troy

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>**Sent:** Tuesday, May 14, 2024 1:40 PM**To:** Shelley David <Clerk@richmondcounty.ca>**Cc:** Troy MacCulloch <CAO@richmondcounty.ca>**Subject:** Fw: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

Hi Shelley,

Would it be possible for you to book me a registration and an overnight for this? I present from 1:30 to 2:30 pm on Wednesday, June 12th. It's too far to do up and back but I definitely don't want to be away for 2 nights, so could I get a room for the Wednesday night (June 12)?

Troy - not sure if I sent this one through for approval yet. If not, could you please approve?

Thanks!

Amanda

Amanda Mombourquette
Warden, Richmond County
902-631-0690

From: Neil Jacobsen <Neil.Jacobsen@atlanticaenergy.org>**Sent:** Tuesday, May 14, 2024 9:58 AM**To:** Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>**Cc:** Emily Al-Harazi <Emily@atlanticaenergy.org>**Subject:** Re: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

You don't often get email from neil.jacobsen@atlanticaenergy.org. [Learn why this is important](#)

Amanda,

By way of update, Chief Terry Richardson from the Pabineau First Nation will also be joining your panel. We will be organizing an introductory discussion (on Teams) involving the session moderator and the panel participants before the June Summit.

Also, the deadline to book a room at the Digby Pines was extended to tomorrow, May 15th. You are welcome to take in other sessions or the full Summit schedule.

Feel free to reach out to Emily if you have any logistics or room booking questions.

Regards,

Neil Jacobsen

Sent from my iPhone

On Apr 25, 2024, at 11:33 AM, Emily Al-Harazi <Emily@atlanticaenergy.org> wrote:

Hi Amanda,

As Neil mentioned, I have included the information below about registration for the Summit as well as booking your accommodations should you choose to stay overnight. Please let me know in advance if you will be attending the entire Summit and booking accommodations.

Please register on Eventbrite before **May 10th** and book your accommodations **before this Friday, April 26th** (you will still receive the event rate if you book later, but the block of rooms will be released and there is not guarantee they will still be available).

Here is the link to register: **[PURCHASE TICKETS THROUGH EVENTBRITE](#)**

Please select the **Special Guest Admission ticket** option and enter the **code: SUMMIT24** to receive this ticket for free.

Here are the instructions for reserving your accommodations at the Digby Pines:

Call: 1-800-667-4637 or local 1-902-245-2511

Reserve Online: www.digbypines.ca

- Click BOOK NOW (top right corner)
- Click Room
- Scroll to bottom on the left click "Show Group Booking"
- Enter code: **43160**

If you have any questions, please do not hesitate to reach out. We are looking forward to having you attend the Summit and join the discussion!

Kind Regards,

Emily Al-Harazi

Director of Communications and Operations

emily@atlanticaenergy.org

www.atlanticaenergy.org

506-566-3990

Atlantica Centre for Energy



From: Neil Jacobsen <Neil.Jacobsen@atlanticaenergy.org>

Sent: Thursday, April 25, 2024 11:57 AM

To: amombourquette@richmondcounty.ca

Cc: bchisholmbeaton@townofph.ca; Michelle Robichaud

<michelle.robichaud@atlanticaenergy.org>; Emily Al-Harazi <Emily@atlanticaenergy.org>; Jonathan Alward <jonathan.alward@atlanticaenergy.org>

Subject: RE: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

Amanda,

We will be working with the session moderator (Jon Robinson) to finalize the format, but I anticipate having each panelist provide some opening comments (perhaps five minutes or so) and then flow through a few preidentified questions.

Given the nature and diversity of the participants we also anticipate an interactive Q&A session with the audience.

It should be the foundation for an interesting session and discussion.

Emily will be in touch with some additional information with respect to the Summit and the associated registration process. She also has information with respect to accommodations at the Digby Pines should an overnight stay be required.

Hope this helps.

Regards,

Neil Jacobsen

Senior Policy Consultant

506.285.0699

neil.jacobsen@atlanticaenergy.org

www.atlanticaenergy.org

Atlantica Centre for Energy



From: amombourquette@richmondcounty.ca <amombourquette@richmondcounty.ca>

Sent: Tuesday, April 23, 2024 1:51 PM

To: Neil Jacobsen <Neil.Jacobsen@atlanticaenergy.org>

Cc: bchisholmbeaton@townofph.ca; Michelle Robichaud

<michelle.robichaud@atlanticaenergy.org>; Emily Al-Harazi <Emily@atlanticaenergy.org>

Subject: RE: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

Thanks Neil. Can you give me a sense of how the panel will be run? I'm wondering if you'll need a presentation, or will it just be Q&A? If a presentation, about how long should it run? If just Q&A, it would be great to have some questions ahead of time.

Looking forward to it!

Amanda

-----"Neil Jacobsen" <Neil.Jacobsen@atlanticaenergy.org> wrote: -----

To: "amombourquette@richmondcounty.ca" <amombourquette@richmondcounty.ca>
From: "Neil Jacobsen" <Neil.Jacobsen@atlanticaenergy.org>
Date: 04/23/2024 10:45AM
Cc: "bchisholmbeaton@townofph.ca" <bchisholmbeaton@townofph.ca>, "Michelle Robichaud" <michelle.robichaud@atlanticaenergy.org>, "Emily Al-Harazi" <Emily@atlanticaenergy.org>
Subject: RE: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

Amanda - sorry for the delay in getting back to you.

We really appreciate your interest in the event and the **Building Social Licence and Acceptance for Clean Energy Projects** panel session.

We have it currently scheduled for 1:30 to 2:30 pm on Wednesday, June 12th (hopefully this works in terms of accommodating your travel to Digby).

We are sorting out the panel moderator, but participants will include:

- Port of Belledune / Pabineau First Nation (northern NB green energy hub)
- Strait of Canso N.S. Offshore Wind Task Force
- Natural Forces (numerous renewable projects throughout the region)

If you can, you should plan to arrive earlier to join us for lunch (we are firming up our lunch keynote speaker).

I will also share additional information with respect to the June 12th schedule over the next couple of weeks.

Regards,

Neil Jacobsen

Senior Policy Consultant

506.285.0699

neil.jacobsen@atlanticaenergy.org

www.atlanticaenergy.org

Atlantica Centre for Energy



From: amombourquette@richmondcounty.ca <amombourquette@richmondcounty.ca>

Sent: Friday, April 19, 2024 4:09 PM

To: Neil Jacobsen <Neil.Jacobsen@atlanticaenergy.org>

Cc: bchisholmbeaton@townofph.ca; Michelle Robichaud <michelle.robichaud@atlanticaenergy.org>

Subject: Re: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

Hi Neil.

We'd be happy to accept your invitation to present - the Task Force has been working with communities for about three years on education and awareness, so this is right up our alley!

Please let us know the details and we'll carve the time out in our calendars. Digby is about a 5 hour drive for us, so we'll have to plan accordingly.

Thanks!

Amanda

-----"Neil Jacobsen" <Neil.Jacobsen@atlanticaenergy.org> wrote: -----

To: "amombourquette@richmondcounty.ca" <amombourquette@richmondcounty.ca>, "bchisholmbeaton@townofph.ca" <bchisholmbeaton@townofph.ca>
From: "Neil Jacobsen" <Neil.Jacobsen@atlanticaenergy.org>
Date: 04/09/2024 03:47PM
Cc: "Michelle Robichaud" <michelle.robichaud@atlanticaenergy.org>
Subject: 2024 Atlantica Energy Summit, June 11-13 (Digby, NS)

By way of introduction, the **Atlantica Centre for Energy** provides a unique forum for government, industry and the community at large to foster partnerships and proactively engage in energy-related issues, and solutions, here in Atlantic Canada. The Centre's partners represent the largest employers, energy producers, distributors, and consumers in the region: www.atlanticaenergy.org.

We are in the process of organizing our **2024 Atlantica Energy Summit**. The event, by invitation only, will be held from **June 11-13** at the **Digby Pines Resort** in Digby, NS. This year's theme is entitled *aligning vision, strategy and opportunity to realize the economic potential of the energy transition in Atlantic Canada*.

As part of the Summit, we are framing up a panel session entitled **Building Social Licence and Acceptance for Large Scale Energy Projects** and wanted to explore the opportunity to have the **Strait of Canso Offshore Wind Task Force** participate on the panel as a best practice. Additional panel session participants include the **Port of Belledune** and Halifax-based **Natural Forces**.

Our forthcoming Summit will be well attended by the Centre's membership, including senior level participation from all the region's electric and natural gas utilities and all four Atlantic provinces.

We are organizing some interesting panel sessions with a focus on clean energy innovation, cross border energy issues, regional partnerships and effective community engagement.

I heard you speak at last year's Smart Energy Conference in Halifax and thought the Task Force would be a great addition to the 2024 Atlantica Energy Summit.

Michelle and I are both going to be at this year's Smart Energy Conference in Halifax (next week), and if you are attending, perhaps we could discuss further.

Regards,

Neil Jacobsen

Senior Policy Consultant

506.285.0699

neil.jacobsen@atlanticaenergy.org

www.atlanticaenergy.org

Atlantica Centre for Energy





Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Amanda Mombourquette	
Destination:	Ottawa	
Purpose of Travel:	Attend Senate Committee on Energy, the Environment, and Natural Resources	
Departure Date/Time:	June 12, 7:40pm	
Return Date/Time:	June 13, 7pm	
Approval to Travel : CAO email		Date: June 11, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 284.00	0.00	284.00	0.00	0.00	0.00	284.00
Total Cost of Mileage: \$165.80	\$0.00	\$165.80	\$0.00	\$0.00	\$0.00	\$165.80
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast \$20		\$20.00				\$20.00
Lunch \$25		\$25.00				\$25.00
Dinner \$30		\$30.00				\$30.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$240.80	\$0.00	\$0.00	\$0.00	\$240.80

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 08-Jul-24

Travel Approved by Supervisor: [Signature]

GL Code: _____

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

Prices Checked..... AM

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

Approval for Payment.....

Discount Date.....

Paid by Cheque No.....

Distribution: 103102100 210110

Travel Detail Report

Date:	June 13, 2024
Purpose:	Attend Senate Committee on Energy, the Environment, and Natural Resources
Location:	1 Wellington Street, Ottawa, Ontario
Start Time:	10:00am
End Time:	11:00am
Persons Present:	Minister Rushton, ADM David MacGregor, Darryl MacDonald, Jennifer Deleskie, Gordon MacDonald
Statement of Discussions:	Support for Bill C-49

Date:	
Purpose:	
Location:	
Start Time:	
End Time:	
Persons Present:	
Statement of Discussions:	

Date:	
Purpose:	
Location:	
Start Time:	
End Time:	
Persons Present:	
Statement of Discussions:	

Date:	
Purpose:	
Location:	
Start Time:	
End Time:	
Persons Present:	
Statement of Discussions:	

From: Troy MacCulloch
To: Amanda Mombourquette
Subject: ottawa
Date: June 11, 2024 9:00:10 AM

Travel to Ottawa for Bill c-49 support is approved.

troy

THE MUNICIPALITY OF RICHMOND
LE MUNICIPALITÉ DE RICHMOND



Troy MacCulloch, CMML, FSASc
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



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Amanda Mombourquette	
Destination:	Baddeck, NS	
Purpose of Travel:	Attend Coastal Protection Presentation/Discussion	
Departure Date/Time:	June 20, 11am	
Return Date/Time:	June 20, 2pm	
Approval to Travel : CAO email		Date: May 30, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 146.00	146.00	0.00	0.00	0.00	0.00	146.00
Total Cost of Mileage: \$85.23	\$85.23	\$0.00	\$0.00	\$0.00	\$0.00	\$85.23
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						
Lunch \$25	25.00	7PM				25.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$110.23	\$0.00	\$0.00	\$0.00	\$0.00	\$110.23

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial AM N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 08-Jul-24

Travel Approved by Supervisor: _____

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Acct. No.....	210210 210210 210210

Travel Detail Report

Date:	June 20, 2024
Purpose:	Attend Coastal Protection Presentation/Discussion
Location:	Victoria County Municipal Office, Baddeck
Start Time:	1pm
End Time:	2pm
Persons Present:	Warden Morrison & Council, Meghan McMorris (NS Dept of Env)
Statement of Discussions:	NS Coastal Protection Plan, Opportunities for Support

Date:	
Purpose:	
Location:	
Start Time:	
End Time:	
Persons Present:	
Statement of Discussions:	

Date:	
Purpose:	
Location:	
Start Time:	
End Time:	
Persons Present:	
Statement of Discussions:	

Date:	
Purpose:	
Location:	
Start Time:	
End Time:	
Persons Present:	
Statement of Discussions:	

From: [Troy MacCulloch](#)
To: [Amanda Mombourquette](#)
Subject: RE: travel
Date: May 30, 2024 10:37:32 AM

You are approved.

Thanks

Troy

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: Thursday, May 30, 2024 10:37 AM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Re: travel

Just saw the invite for June 20. Approved. Could I get approval for the same please?

Get [Outlook for iOS](#)

From: Troy MacCulloch <CAO@richmondcounty.ca>
Sent: Wednesday, May 29, 2024 3:44:46 PM
To: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Subject: travel

Afternoon Warden,

Can I get approval to travel to Baddeck for the coastal protection discussion?

Thanks

Troy

THE MUNICIPALITY OF THE COUNTY OF
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

Arichal, NS B0E 1A0

www.richmondcounty.ca



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5838</u>
Name of Claimant:	Shannon Mury		
Destination:	Antigonish, Keating Millenium Centre		
Purpose of Travel:	Physical Activity Practitioners Exchange: Active Transportation Session		
Departure Date/Time:	9:00am	Tuesday, April 30, 2024	
Return Date/Time:	5:30pm	Tuesday, April 30, 2024	
Approval to Travel :		Date:	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 201.00	201.00	0.00	0.00	0.00	0.00	201.00
Total Cost of Mileage: \$117.34	\$117.34	\$0.00	\$0.00	\$0.00	\$0.00	\$117.34
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast \$20	\$0.00					\$0.00
Lunch \$25	\$0.00					\$0.00
Dinner \$30	\$0.00					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$117.34	\$0.00	\$0.00	\$0.00	\$0.00	\$117.34

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SM N/A _____

*Attended Day One only, Sharla attended Day two

MS

	Goods Rec'd. Date.....Initial..... <u>SM</u>
	Prices Checked..... <u>SM</u>
	Add. & Ext. Checked..... <u>SM</u>
	Approval for Payment.....
	Discount Date.....
	Paid by Cheque No. <u>102704120270130</u>
	Distributor Acct. No. <u>102704120270130</u>

All claims are to be submitted not later than 60 days after return.

Claimant Signature: [Signature]

Date Submitted: May 2, 2024

Travel Approved by Supervisor: [Signature]

GL Code: 10-270-4120-270130



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim						Rate <u>\$0.5838</u>	
Name of Claimant:		Shannon Mury					
Destination:		Antigonish, Keating Millenium Centre					
Purpose of Travel:		Physical Activity Practitioners Exchange: Active Transportation Session					
Departure Date/Time:		9:00am	Tuesday, April 30, 2024				
Return Date/Time:		5:30pm	Tuesday, April 30, 2024				
Approval to Travel :						Date: 'April 17, 2024	
Description		Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00		0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals:	Breakfast \$20	\$0.00					\$0.00
	Lunch \$25	\$0.00					\$0.00
	Dinner \$30	\$0.00					\$0.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)							\$0.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: May 2, 2024

Travel Approved by Supervisor:

GL Code: 10-270-4120-270130

PAPE: Active Transportation

April 30- May 1st, 2024

St. Francis Xavier University, Keating Centre (4130 University Ave)

Day 1- Tuesday, April 30th

10:30am Registration

11:00am Welcome & Introduction

11:30am Antigonish AT Story

Marlene Melanson, Meaghan MacNeil & Kate MacInnis will share the AT journey of the County of Antigonish

12:30pm Lunch

1:15pm Tour of Antigonish AT

Rain or shine, please wear comfortable shoes and dress for the weather!



2:30pm Break

2:45pm Public Works and AT

Perspective and insights from Elizabeth Pugh, Engineer, Department of Public Works

3:15pm Core AT Networks

Ethan Malech, AT Planner, Cycling Nova Scotia will tell us about the Core AT Networks project and the impacts for AT around the province

3:45pm Accessibility in AT

Kate Clark, Project Coordinator, PEACH (Planning for Equity, Accessibility and Community Health) Research Unit will share learnings from research at the intersection of accessibility and active transportation

4:30pm Wrap up & Closing



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Shannon Mury	
Destination:	50 Maillard St, Membertou, NS B1S 3W3	
Purpose of Travel:	Music Tourism Convention	
Departure Date/Time:	May 30th, 2024 8:00am	
Return Date/Time:	May 31st, 2024 5:00pm	
Approval to Travel :	Date:	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	252.60	126.30	126.30	0.00	0.00	252.60
Total Cost of Mileage:	\$147.47	\$73.73	\$73.73	\$0.00	\$0.00	\$147.47
Accommodation/Hotel Name:	Private	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20	\$20.00				\$20.00
Lunch	\$25					\$0.00
Dinner	\$30	\$30.00				\$30.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$153.73	\$93.73	\$0.00	\$0.00	\$0.00	\$247.47

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SM N/A

HSC3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No. <u>4120 270130</u>	
Distribution Ac't. No. <u>10-270-4120-270130</u>	

All claims are to be submitted not later than 60 days after return.

Claimant Signature: [Signature]

Date Submitted: June 3, 2024

Travel Approved by Supervisor: [Signature]

GL Code: 10-270-4120-270130



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Shannon Mury	
Destination:	50 Maillard St, Membertou, NS B1S 3W3	
Purpose of Travel:	Music Tourism Convention	
Departure Date/Time:		
Return Date/Time:		
Approval to Travel:		Date: 'May 8, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	10-270-4120-270130

Shannon Mury

From: Troy MacCulloch
Sent: May 8, 2024 2:12 PM
To: Shannon Mury
Subject: RE: Music Tourism Convention - Invite to Attend

Approved.

Thx

troy

From: Shannon Mury <Shannon.Mury@richmondcounty.ca>
Sent: Wednesday, May 8, 2024 2:11 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: FW: Music Tourism Convention - Invite to Attend


Hi Troy,

I have been invited to attend the following event at the Membertou Trade and Convention Centre. If my schedule permits, I am looking for approval to attend.

Thank you,

Shannon Mury, Director
Department of Community Development & Recreation
902.226.3981

From: Jo-Lanna Murray <jolanna@dcba.ca>
Sent: Wednesday, May 8, 2024 11:32 AM
To: Shannon Mury <Shannon.Mury@richmondcounty.ca>
Subject: Music Tourism Convention - Invite to Attend

 You don't often get email from jolanna@dcba.ca. [Learn why this is important](#)

Good Morning Shannon,

Destination Cape Breton is working with an international organization, Momentual, in hosting the Music Tourism Convention 2024 from May 29 to 31, 2024. This event brings in speakers from all over the world who use music as part of their destination attraction. The delegates include representatives from government, venues, agents, musician, festival organizers, etc.

We would like to extend an invitation to you to join us for this event. If you are available and wish to attend, we will provide you with a code to use that will cover the registration fee.

For more information on the event, please visit: musiccitiesevents.com

Please let me know if you have any questions and if you wish to receive the code.

We hope to see you at the Music Tourism Convention!

Thanks Shannon,

Jo-Lanna

Jo-Lanna Murray
Director of Destination Development
Destination Cape Breton
t: +1.902.563.4636 | m: +1.902.304.6896 | e: jolanna@dcba.ca
visitcapebreton.com



#1 Island
in North
America
Condé Nast

Cape Breton
Island
your heart will never leave.

CONFIDENTIALITY

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DIVE INTO THE EVENT'S SCHEDULE TO EXPERIENCE THE BEST PRACTICES OF MUSIC TOURISM FROM AROUND THE GLOBE

Get Involved

4.30pm - 6.30pm

Registration

Venue: [Membertou Trade & Convention Centre](#)

7.00pm - 9.00pm

Opening Reception

Venue: [Sacred Heart Downtown](#)

THURSDAY: 30 MAY 2024



Registration

[Membertou Trade & Convention Centre](#)

Traditional Greeting

Sons of Membertou
Graham Marshall, Membertou Councillor, Membertou First Nation

[Membertou Trade & Convention Centre](#)

10am

Official Welcome

Terry Smith, CEO, Cape Breton (CAN)
Rob Hain, CEO, Cape Breton (CAN)
Amanda MacNeil, Regional Director, Cape Breton (CAN)
Wendy Beaton, Regional Director, Cape Breton (CAN)

[Membertou Trade & Convention Centre](#)

Sonic new destinations through
Destination Ambassador

Read more

Ardia Asantewaa Owusu Aduonum, Tourism Ambassador, Ghana Tourism Authority (GHA)
Sarah Mathews, Founder, Infinite Wanderers (HKG)
Natalia Echenque Espinoza, Focal Point, Concepcion City of Music (CHL)
Stephen Muise, Conductor/Business Manager & Technical Director, Men of the Deeps (CAN)
Carmen Portela, Founder, Polifónico (PRI)

[Membertou Trade & Convention Centre](#)

11:25am - 11:55am

Melodic Journeys: Crafting Unforgettable Tourist Experiences Through Music

Venue: [Membertou Trade & Convention Centre](#)

[Read more](#)

Rodney MacDonald, Musician & President of the Colaisde na Gàidhlig / The Gaelic College (CAN)

11:55am - 1:30pm

Lunch Break

Special performance by Men of the Deeps

Venue: [Membertou Trade & Convention Centre](#)

1:30pm - 2:00pm

Beyond Beats: Decoding the Social Symphony of

Venue: [Membertou Trade & Convention Centre](#)

Get Involved

3:05pm - 3:30pm

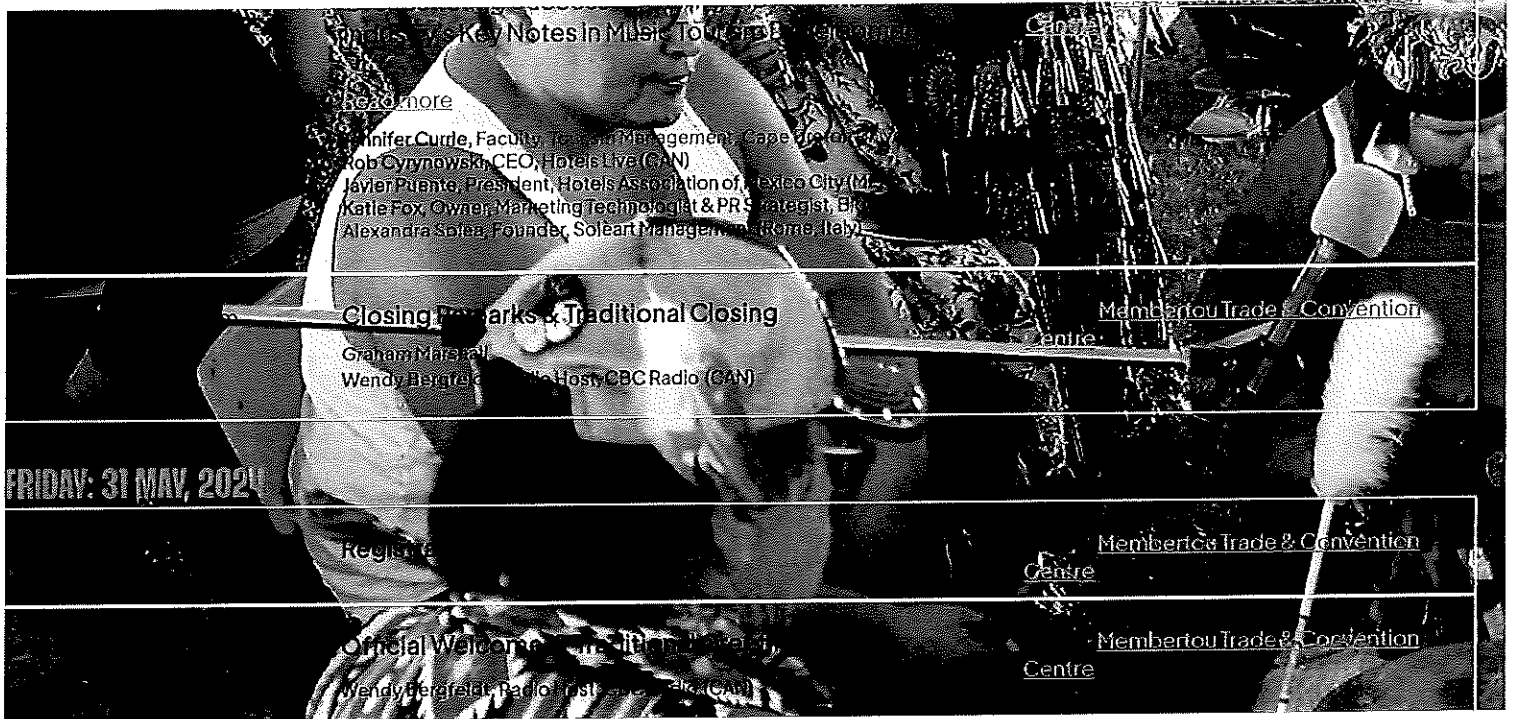
Coffee Break

Venue: [Membertou Trade & Convention Centre](#)

3:30pm - 4:00pm

Echoes of Legends: Music Venues as Living Heritage in the Heartbeat of Local Culture

Venue: [Membertou Trade & Convention Centre](#)



10:10am - 10:40am

Sonic Revival: Transforming Downtowns Into Vibrant Hubs Through Music and Tourism

Venue: [Membertou Trade & Convention Centre](#)

[Read more](#)

Hannah Smith, Director of Marketing and Communications, Athens Conventions and Visitors Bureau (USA)

10:45am - 11:15am

Crafting a Musical Oasis in Dinkelsbühl: Transforming Small Towns into Vibrant Music Destinations

Venue: [Membertou Trade & Convention Centre](#)

[Read more](#)

Alex Härtel, Head of Marketing & PR, Silverdust (DEU)

11:20am - 12:10pm

Songs of Empowerment: Nurturing Indigenous Voices and Stories in Music

Venue: [Membertou Trade & Convention Centre](#)

[Read more](#)

Robert Bernard, Board Member, Destination Cape Breton & Executive Director, Nova Scotia Indigenous Tourism Enterprise Network (CAN)
Rhonda Head, Board Member at SOCAN (CAN)
Morgan Toney, Musician (CAN)
Jade Turner, Musician (CAN)
Beverly Jeddore, Mi'kmaq Language Technician (CAN)

12:10pm - 1:30pm

Lunch Break

Venue: [Membertou Trade & Convention Centre](#)

1:30pm - 2:05pm

Nocturnal Harmony: Crafting a Vibrant and Healthy Nighttime Economy for A Successful Destination

Venue: [Membertou Trade & Convention Centre](#)

[Read more](#)

Mathieu Grondin, General Manager and Co-Founder, MTL 24/24 (CAN)



8:00pm - 11:00pm

After Party - East Coast 'Kitchen Party!'

Venue: [Joan Harriss Cruise Pavilion - Royal Cape Breton Yacht Club Room](#)

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* indicates required

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- Home
- Events
- Awards
- Community
- MCEE
- News
- Reports

- Events
- Music Cities Convention
- Music Tourism Convention
- Music Cities Forum
- Sound Development

- Music Cities Awards
- About
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- 2024 Jury

- News
- Latest News
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Events

Awards

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More



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RICHMOND

Schedule "G" Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate 02/20/11
Name of Claimant:	CLAR KAJIKI	
Description:	MILGRAVE	
Purpose of Travel:	LIBRARY MEETING IN MILGRAVE AND LIBRARY ANNOUNCEMENT IN CANEO	
Departure Date/Time:	JUNE 13TH & 14TH	
Return Date/Time:	JUNE 13TH & 14TH	
Approval to Travel:	Date	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (at Rate)	0.00	140.00	304.00	0.00	0.00	444.00
Total Cost of Mileage	1241.17	170.00	1172.17	50.00	20.00	3253.34
Accommodation/Hotel Rates	50.00	50.00	50.00	50.00	50.00	250.00
Meals (Breakfast)	1.00					1.00
Meals (Lunch)	1.00	1.00				2.00
Meals (Dinner)	1.00					1.00
Carpet Meals (Meals Not Required)						10.00
Incidentals (27¢ per overnight stay)						10.00
Tax/Marketing/Tolls (Meals Not Required)						10.00
Total Amount Being Claimed	170.00	1254.00	1200.00	10.00	10.00	2744.00

Written Travel Report - Policy Requirements (Section 4.5.1)

Please provide a copy of the agenda or brief's outline for the meeting, seminar, conference and purpose of each trip and indicate if the RPA, attendance sheet(s) has been used.

I confirm that I attached RPA or copies of the conference I attended. Initial: _____ Date: _____

ADDRESS FROM OR MAIL ADDRESS

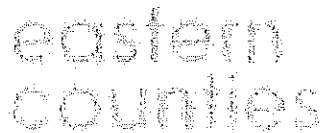
All claims are to be submitted not later than 90 days after return.

Claimant Signature: [Signature]
 Date Submitted: July 25, 2011
 Travel Approved by Supervisor: [Signature]
 Date: _____

\$ 274.57

Goods Rec'd. Date: _____ Initial: AK
 Prices Checked: _____
 Add. & Ext. Checked: _____
 Approval for Payment: _____
 Discount Date: _____
 Paid by Check No. 10 212 2120 212151

HST-3



eastern
counties

REGIONAL LIBRARY

Eastern Counties Regional Library
REGULAR BOARD MEETING

June 13, 2024

Regular Meeting: 5:00 pm

Dinner: 4:30 pm

Please note: In-person at Regional Office,

AGENDA

1. Welcome – and acknowledgement
2. Approval of agenda
3. Minutes of the May 16, 2024, meeting
4. Business arising
 - a) Correspondence to the Whycomeagh Waterfront Centre
5. Financial updates
 - a) Draft and 1 – presentation a/c for George Chibson
6. CEO report
7. Strategic planning & community engagement
8. Library Regions
9. Adjournment



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

Audit Committee Meeting

Wednesday, April 10th, 2024, 4:00 P.M.

Council Chambers

Agenda

1. Call to Order
2. Review of Minutes: May 30th, 2023
3. Presentation of Financial Statements
4. Grant Thornton Audit Report
5. Question and Answer Period
6. Recommendation to Council
7. Adjournment



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

RECREATION ADVISORY COMMITTEE MEETING

AGENDA

Date: April 11, 2024

Time: 7:00 pm

Location: Richmond Arena Boardroom/Virtual

1. Call to Order
2. Items added to agenda
3. Approval of agenda
4. Review of Minutes: January 11, 2024
5. Update from Recreation Department
 - a. Multi Use Facility Feasibility Study Update
 - b. Micro Grant Update
 - c. March Break / Spring Programming
 - d. Open Ice Request Update
 - e. Other
6. Items Added
7. Round Table
8. Next Meeting
9. Adjournment



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

Planning Advisory / Heritage Committee Meeting

Tuesday, April 16th, 2024, 6:30 p.m.

Council Chambers

AGENDA

1. Call to order
2. Items Added / Approval of the Agenda
3. Review of Minutes re:
 - a) February 20th, 2024
4. Staff Reports
 - a) Variance Notification Procedures
5. Building Permits Fees- Discussion
6. Items Added to the Agenda
7. Next Meeting Date
8. Adjournment



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

Budget Planning Meeting

June 7, 2024, 9:00 a.m.
Council Chambers

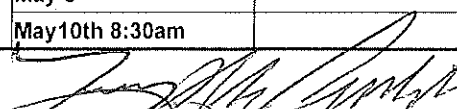
Agenda

1. Call to order
2. Approval of the agenda
3. 2024- 25 Budgets
 - a) Capital Budget
 - b) Contributions to Grants and Groups
 - c) Operating Budget
4. Next meeting date
5. Adjournment



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Brent Sampson	
Destination:	Inverary Resort, Baddeck	
Purpose of Travel:	NSFM Spring conference	
Departure Date/Time:	May 8 th 2:30pm	
Return Date/Time:	May 10 th 8:30am	
Approval to Travel:	 Date: 25 Mar, 2024	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	264.00	132.00	0.00	132.00	0.00	0.00	264.00
Total Cost of Mileage:	\$154.12	\$77.06	\$0.00	\$77.06	\$0.00	\$0.00	\$154.12
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals: Breakfast	\$20						\$0.00
Lunch	\$25						\$0.00
Dinner	\$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)							\$0.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed	\$107.06	\$30.00	\$77.06	\$0.00	\$0.00	\$0.00	\$214.12

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

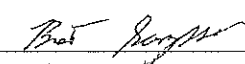
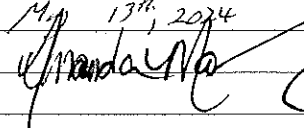
I confirm that I attended 80% or more of the conference I attended: Initial BS N/A _____

The conference was a gathering of municipal councillors with various presentations throughout Thursday and Friday.

The Friday presentations were cancelled around 8:00am due to a power outage in Baddeck

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Adt. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Dept. No.....	10 210 2110 210 130

All claims are to be submitted not later than 60 days after return.

Claimant Signature:	
Date Submitted:	Mar 13 th , 2024
Travel Approved by Supervisor:	
GL Code:	

Event Agenda

Wednesday

8 May

Thursday

9 May

Friday

10 May

List Format

Date and time are shown in Canada/Atlantic

🔍 Search



📍 Foyer, MacAulay Centre

May 8, 2024

2:00 PM - 8:00 PM

Registration Desk Hours

Our friendly registration desk staff is here to help. Visit them in the foyer of the MacAulay Centre.

📍 MacAulay Centre

Reception

May 8, 2024

7:30 PM - 8:30 PM

Meet & Greet Reception

Event Agenda

Wednesday

8 May

Thursday

9 May

Friday

10 May

List Format

Date and time are shown in Canada/Atlantic

Search



Foyer, MacAulay Centre

May 9, 2024
8:00 AM - 5:00 PM

Registration Desk Hours

MacAulay Centre Plenary

May 9, 2024
8:15 AM - 8:50 AM

Opening

Remarks by NSFM President, Mayor Carolyn Bolivar-Getson
Remarks by NSFM CEO, Juanita Spencer



Carolyn Bolivar-Getson

Mayor, Municipality of the District of Lunenburg



Juanita Spencer

CEO, NSFM

MacAulay Centre Plenary

May 9, 2024

8:50 AM - 9:50 AM

Keynote Speaker: Olympian Brad Gushue

The Roadmap to Success

The Roadmap to Success is a powerful presentation that helps individuals and groups develop a process to increase the odds of achieving success. The roadmap will take you from identifying the right talent, creating a plan, developing leadership to creating a culture that is open to vulnerability. Brad shares how mentoring teams and overcoming obstacles in high pressure environments is key to top performance. He inspires audiences with stories of leadership and how to embrace vulnerability in a way that builds even greater strength. This will encourage empathy and belonging and produce a municipal team that is less afraid to make mistakes and will grow quickly. Discover how Brad's proven methods have propelled teams to success in both athletic and professional arenas, equipping municipalities with the tools to thrive in today's challenging landscape.



Brad Gushue

Olympian Curler

MacAulay Centre Plenary

May 9, 2024

9:50 AM - 10:30 AM

Honourable John Lohr

Minister, Department of Municipal Affairs and Housing, Province of Nova Scotia



Honourable John Lohr
Minister, DMAH



MacAulay Centre Break



May 9, 2024
10:30 AM - 10:50 AM

Networking Break

Sponsored by



Thistle Room, Main Building Concurrent

May 9, 2024
10:50 AM - 12:00 PM

Untangling Government Relations

In today's noisy, complex, and changing world, having a sound strategy for working with your government partners is more important than ever. Join us as we explore municipal priorities within the current provincial political and policy landscape. Our session will touch on:

- **Strategies and tactics for effective government relations.** We'll explore who matters most to you, the decision-making process, and how to shape public policy.
- **The importance of clear, consistent communications** to advance your plan.
- **The "power of the collective"**. How to develop an effective advocacy approach,

Show More



Kristan Hines

Senior Vice-President, Corporate and Public Affairs, NATIONAL Public Relations



MacAulay Centre

Concurrent

May 9, 2024

10:50 AM - 12:00 PM

Innovative Tourism Strategies

Explore innovative tourism strategies on coastal development and local initiatives in this informative session.

Bridging the Gap Between Waterfront Development and Marine Tourism

Unlocking the potential of Nova Scotia's waterfronts is about more than just economic development; it's about creating vibrant communities, providing accessible public spaces, and capitalizing on our greatest natural advantages the ocean and our unparalleled coastline. The rising demand for public access to and from the water for locals and visitors underscores the need to develop marine tourism in Nova Scotia. This demand, fueled by both local communities seeking to reconnect with their waterfronts

Show More



Adam Langley

Founder and CEO, A. Langley Developments Inc.



Susan Tilley-Russell

Manager, Best Practices Missions, Tourism Industry Association of Nova Scotia

MacAulay Centre

Luncheon

COX & PALMER

May 9, 2024

12:15 PM - 1:15 PM

Delegates' Luncheon

Sponsored by Cox & Palmer

COX & PALMER

MacAulay Centre

Plenary

May 9, 2024

1:30 PM - 2:30 PM

Driving Nova Scotia Forward: Solutions for Sustainable Communities

Provincial Crown Corporations

Join us for a session focused on driving sustainable growth in Nova Scotia. Hear from Build Nova Scotia on their strategic infrastructure projects and the JRTA's role in regional transportation planning. Don't miss this chance to learn about collaborative efforts shaping the future of Nova Scotia's municipalities.



David Benoit

President and CEO, Build NS



Mark Peck

President and CEO, Joint Regional Transportation Agency

Empowering Tomorrow: Youth Engagement Success Stories

Explore two compelling Youth Engagement Success Stories happening in Nova Scotia Communities. Let Them Inspire You.

Town of Amherst - Youth Engagement Strategy

Building on a multi year partnership with the Youth community service providers the municipality ensures youth are at the table with Council and represented on our committees of IDE and poverty reduction initiatives. The Town of Amherst funds the Cumberland County Youth Development Centre in partnership with Maggie's place which

Show More



Sharon Bristol

Director of Community Living, Town of Amherst



Stephanie Johnstone-Laurette

Youth and Community Active Transportation Coordinator, Ecology Action Centre



Networking Break

Sponsored By



MacAulay Centre Plenary

May 9, 2024
3:50 PM - 4:50 PM

Community Climate Capacity Program and Coastal Protection

The Honourable Timothy Halman, Minister of Environment and Climate Change and Scott Skinner, CEO of Clean Foundation, will make an announcement about the Community Climate Capacity Program. Followed by Meghan McMorris from Environment and Climate Change speaking about the plan to protect coastal communities from climate change.



Honourable Timothy Halman
Minister, Department of Environment and Climate Change



Meghan McMorris
Project Director, Department of Environment and Climate Change

Show More
▼

MacAulay Centre Social

May 9, 2024
7:30 PM - 10:00 PM



Board Education carson.samson to 'Steve Macneil', Liz Campbell, Robert Wambolt, 'Amanda Mombourquette', 'Brent Sampson', 'melanie Sampson' 2024-03-22 04:07 PM
History: This message has been replied to.

Good afternoon all, thank you all for responding and finding time to attend the KPMG Board education session. Our session, with our KPMG consultants, will be held on April 15th, 2024 from 5pm to 8pm, at Richmond Villa, in our Adult Day room.

Dinner options will be provided once determined,

Have a great weekend,

J Carson Samson, C.Mgr.
Chief Executive Officer
Richmond Housing Corporation



RICHMOND VILLA BOARD MEETING

Wednesday April 17th, 2024, 6:00 p.m.

Location: Richmond Villa

AGENDA

1. Call to Order
2. Items Added to the Agenda
3. Review of Minutes, Re:
 - a) February 21st, 2024
4. Business Arising from the Minutes
5. CEO Report
6. Discuss Items Added to the Agenda
 - Housing
7. General Business
8. Adjournment

To Amanda Mombourquette/Richmond@Richmond, Melanie Sampson/Richmond@Richmond,
"John Bain (jdbain@edpc.ca)" <jdbain@edpc.ca>

Attendee

Cc

Bcc

Subject West Richmond School Tender for review *Date*

From Troy MacCulloch/Richmond - Wednesday 2024-04-24 08:09 AM

Here is the final tender doc for review - see you folks at 10.

Thanks

Troy

Time 10-12
Purpose - Tender opening
re former WREC,
Place: Municipal
Office



RFP-WalterFougere Mar24_FINAL.pdf

NO SUNDAY OF THE COUNTY
RICHMOND



Troy MacCulloch, CMML, FSAScot
Chief Administrative Officer

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

2357 Hwy 200, P.O. Box 120
Arichat, NS B0E 1A0
www.richmondcounty.ca



THE MUNICIPALITY OF THE COUNTY OF
LA MUNICIPALITE DU COMTE DE
RICHMOND

NAME: Melanie Sampson

PERIOD COVERED:

FROM: May 13/24

TO: June 24/24

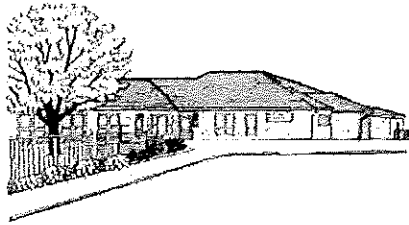
DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
2024-05-15	Arichat/Louisdale – St Anne Centre Board	43.00	
2024-05-17	Arichat/Louisdale - Meeting re cell coverage	43.00	
2024-05-27	Arichat/Louisdale - By-law followed by Regular Council	43.00	
2024-06-07	Arichat/Louisdale – Budget	43.00	
2024-06-10	Arichat/Louisdale - By-law followed by COW	43.00	
2024-06-13	Arichat/Louisdale – Special Meeting	43.00	
2024-06-18	Arichat/Louisdale – By-Law/Policy Meeting	43.00	
2024-06-20	Arichat/PDG – St Anne Centre AGM @ La Picasse	50.00	
2024-06-24	Arichat/Louisdale - Regular Council	43.00	

HST 3

Goods Rec'd. Date.....Initial.....	
Prices Checked.....	5
Add. & Ext. Checked.....	8
Approval for Payment.....	1
Discount Date.....	
Paid by Cheque No.....	
Distributor A/C No. 2110 210130	

Totals:	394.00	\$0.00
Rate:	\$0.5838	
Total Mileage (\$):	\$230.02	
Total Expenses Claimed:	\$230.02	

ACCOUNT #:		CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	24 June, 2024	INITIAL:	



St. Anne Community and Nursing Care Centre

2313 Highway 206, Arichat, NS

1-902-226-2826

BOARD OF DIRECTORS MEETING AGENDA

May 15, 2024/ 6:30pm St. Anne Centre Activity Room/Zoom

1. Call to Order - Chair Margaret Ann Landry
2. Attendance / Quorum
3. Declaration of Conflict

Consent Items

4. Approval of new Board members
5. Approval of the Minutes from last meeting
6. Feedback from prior meeting "Board Meeting Evaluation forms"
7. Approval of the Agenda

Items for Discussion

8. Business arising from the Minutes and / or "Board Meeting Evaluation forms" from the prior meeting
9. Review & update Action Register
10. Review Macro Agenda

Items for Approval

11. CEO's Report- Report Attached
12. Finance Committee Report-Report Attached
13. Governance Committee Report

14. New Business: Feedback from the KPMG board training session
15. Correspondence: No Correspondence received

16. In Camera (If Needed)

17. Schedule Next Meeting

18. Board Meeting Evaluation

19. Adjournment



Details to support travel claim on May 17/24

- Purpose: Discussion on cell coverage in Dundee Area
- Date: May 17/24
- Place: Municipal Office
- Start and End Time: 9-10 AM
- Persons present: Melanie Sampson, Warden Mombourquette and Cam Samson (Dundee Hills)
- Brief Statement of Discussions: Discussed the poor cell service in the Dundee area and it's affect on businesses and individuals in the area.

ST. ANNE CENTRE
Annual General Meeting
AGENDA

La Picasse, Petit De Grat, NS
June 20, 2024 at 6:30PM

- 1) Call to Order
- 2) Review and Approval of the Agenda
- 3) Approval of the Minutes from last meeting
- 4) Business arising from the Minutes
- 5) Auditor's Report
- 6) Medical Staff Report
- 7) CEO's Report
- 8) Presentation on Infrastructure Project by Colliers Project Leaders & Fougere
Menchenon Architecture
- 9) Approval of By Laws
- 10) Nomination and Appointment of Directors
- 11) Appointment of Auditor
- 12) Adjournment



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5538
Name of Claimant:	Sharla Sampson	
Destination:	Keating Centre: 4130 University Ave. Antigonish, NS	
Purpose of Travel:	Physical Activity Practitioners Exchange - Active Transportation	
Departure Date/Time:	7:00 AM	01-May
Return Date/Time:	3:00 PM	May 1, 2024
Approval to Travel :	Date:	

Description	Day 1	Day 2	Day 3	Day 4	Day 6	Total
Total Mileage (# of Km):	210.00	210.00	0.00	0.00	0.00	210.00
Total Cost of Mileage:	\$122.60	\$122.60	\$0.00	\$0.00	\$0.00	\$122.60
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20	\$20.00				\$20.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$142.60	\$0.00	\$0.00	\$0.00	\$0.00	\$142.60

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial SS N/A _____

*Attended day two of the event, Shannon attended day one

1153

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No. _____	
Distribution Acct. No. 10270 4120 270130	

All claims are to be submitted not later than 60 days after return.

Claimant Signature: Sharla Sampson

Date Submitted: 08-May-24

Travel Approved by Supervisor: [Signature]

GL Code: 10 270 4120 /0130



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Sharla Sampson	
Destination:	Keating Centre: 4130 University Ave. Antigonish, NS	
Purpose of Travel:	Physical Activity Practitioners Exchange - Active Transportation	
Departure Date/Time:	7:00 AM	01-May
Return Date/Time:	3:00 PM	May 1, 2024
Approval to Travel:	Date: March 11, 2024	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	_____

Day 2- Wednesday, May 1st

8:30am **Welcome**

8:45am **Stewiacke Walkability**

Hear about small town walkability planning from Erin Richard, Town of Stewiacke & Courtney Nicholson-Patriquin, CCTH Fundy Region

9:15am **South Shore AT Stories**

Elisabeth Bailey, Regional Physical Activity Consultant, will host a panel of South Shore MPALs sharing learnings and successes across the breadth of their AT work

10:15am **Break**

10:30am **Walkability Audits**

Catherine Droesbeck, Hike NS will share plans for NS Walks groups to engage in Walkability Audits to improve AT infrastructure.

11:00am **Table Discussions**

What are you interested in discussing? Choose your own adventure!

- Bike Loans and Fleets
- Working with Public Works
- Engaging Community to Use AT Infrastructure
- AT in Rural Settings
- Insights from AT Community Consultations
- Teens in AT
- Recreation Facilities and AT
- Walkability Audits

12:00pm **Lunch and Movement**



1:00pm **Breakout Discussions**

Breakouts to share AT successes and troubleshoot challenges for communities that share common characteristics.

2:00pm **Project Brainstorming & Funding**

An opportunity to brainstorm potential AT projects and discuss connection to relevant funding opportunities.

3:00pm **Wrap up & Closing**

"RotZ"



THE MUNICIPALITY OF THE COUNTY OF

LA MUNICIPALITÉ DU COMTÉ DE

RICHMOND

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Martin Thomsen	
Destination:	Rotterdam, Netherlands	
Purpose of Travel:	Attend World Hydrogen Summit and related activities	
Departure Date/Time:	15-May-24	
Return Date/Time:	17-May-24	
Approval to Travel:	Date: <u>16 April 2024</u>	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <u>0.00</u>	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage: <u>\$0.00</u>						
Accommodation/Hotel Name: <u>Easy Hotel Rotterdam</u> <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast \$20	\$10.38	\$22.18	\$0.00			\$32.56 ✓
Lunch \$25			\$24.78			\$24.78 ✓
Dinner \$30	\$44.64	\$33.40	\$0.00		\$0.00	\$78.04 ✓
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00 ✓	\$10.00 ✓				\$20.00 ✓
Taxi/Parking/Tolls (Receipts Required)	\$0.00	\$72.57	\$27.95			\$100.52 ✓
Total Amount Being Claimed	\$65.02	\$138.15	\$52.73	\$0.00	\$0.00	\$255.90 ✓

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial MT N/A _____

Conference briefing note attached

No mileage incurred due to car sharing to airport

#456,87 HST

All claims are to be submitted not later than 60 days after return.

Claimant Signature: [Signature]

Date Submitted: 25 June 2024

Travel Approved by Supervisor: [Signature]

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<u>[Initials]</u>
Add. & Ext. Checked.....	<u>[Initials]</u>
Approval for Payment.....	<u>[Initials]</u>
Discount Date.....	
Paid by Cheque No.....	
Djet. Dut. No.....	<u>4070260160</u>

"Re # 1"



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Martin Thomsen	
Destination:	Rotterdam, Netherlands	
Purpose of Travel:	Attend World Hydrogen Summit and related activities	
Departure Date/Time:	10-May-24	
Return Date/Time:	14-May-24	
Approval to Travel :	Date: 16/05/24	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00					
Accommodation/Hotel Name	Easy Hotel Rotterdam	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20		\$15.27			\$15.27
Lunch	\$25					\$0.00
Dinner	\$30	\$33.45	\$27.24		\$47.19	\$107.88
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$50.00
Taxi/Parking/Tolls (Receipts Required)		\$27.82	\$0.00	\$0.00	\$0.00	\$27.82
Total Amount Being Claimed	\$10.00	\$71.27	\$52.51	\$10.00	\$57.19	\$200.97

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial MT N/A

Conference briefing note attached

No mileage incurred due to car sharing to airport

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	<i>[Signature]</i>
Date Submitted:	25 June 2024
Travel Approved by Supervisor:	<i>[Signature]</i>
GL Code:	

Rottl, Day 3, Breakfast

Starbucks Coffee Netherlands, BV
Lange Leidsedwardsstraat 72 A
Amsterdam 1017 NM
Starbucks Store 58911
Rotterdam Forum, Van Oldebarneveltplaat
6
3012 AH Rotterdam

1550 dmytro
Trans: 19268
WS#: 2

CHK 3816
12 May '24 07:36

1 Tomato & Mozzarella Sandwich	5,45
1 GR AMERICANO	4,55
Plastic Charge Bev	0,10
0,02 21% VAT	0,10
Net Total:	€0,08
0,83 9% VAT	10,00
Net Total:	€9,17
0,85 Tax	10,00
Net Total:	€9,15
Wet	€4,65
Dry	€5,45
Payment	€10,10
Change Due	€0,00
Visa	€10,10
451014xxxxxx3410	

\$15.27

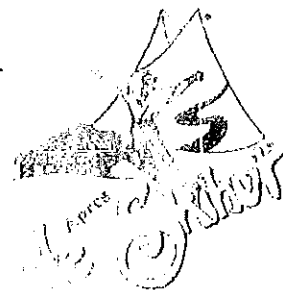
Check Closed
12 May '24 07:36

BTW: NL823205563.B.01
Toilet Code: 13579

VISA
12051

Rottl
Day 2
Dinner

Cash



Wassplein 29
3012 AR Rotterdam
010-2133846

Tafel 108 a 11.05.2024 19:51
Bediend door Enriq de G 564974

Qty Omvangrijving E.P. Totaal

1 Fries schnitsel X3	10,95	18,95
1 Friet	2,75	2,75
1 Mayon:	1,00	1,00

~~\$32.59~~
\$33.45 gemeen Totaal: 22,70

BTW%	BTW	Excl.:	Incl.:
9,00%	1,87	20,83	22,70

Wenkort iets te vieren? Bel voor bedrijfsfeesten of groups
0611285031 of mail naar reserveringen@gezellig.nl

Rottl
Day 5
Dinner

Cash



BREWDOG
BrewDog Outpost Rdam
Halvemaanpassage 1
3011DL Rotterdam

THOMS-01 #42 : 28962

Tue 14 May 24 21:14
Britney
Tafel 501

1 Fries XL 16.00
1 Patriot 16.00

Totaal	32.00			
Pin		32.00		
			Totaal	32.00
			ExBtw	29.36
			BTW	2.64
			BTW%	9.00%

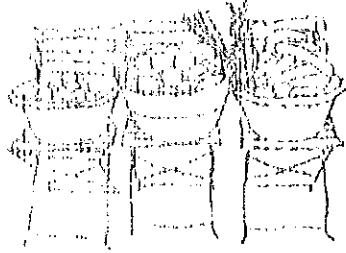
Hartelijk bedankt,
we zien u graag terug!

~~\$45.94~~
\$47.10

Cash

Rottl
Day 3
Dinner

Mangiare



van Oldenbarneveltstraat 150
3012 GX Rotterdam
TEL. 010-414 0878

TAFELNR: 971
Mangiare

LAMPEN FORCIE / TR 18,50

Totaal ~~18,50~~ 27,24 18,50

Kontant Betaalwijze: 18,50

Excl. BTW	BTW %	BTW bedrag
16,97	9,0 %	1,53

12-05-2024 18:36

WWW.MANGLAREROTTERDAM.COM
U kunt Mangiare ook bezoeken
op de Pannekoekstraat 93A
en de Zaagmolenkade 124(Noord)
Bekint en graag tot ziens!!

~~NS~~
VISA
1651a
Rottl
Day 2
Train

Geldig op 11-05-2024 Klasse, 2

Enkele reis
NS Schiphol Airport
Rotterdam C.

27.82

Check in en uit bij elke vervoerder.
Check in and out with every operator.

Prijs € 14,50 Toeslag € 1,00

1105/24 12:34
00-0015-5427-0752

Date	Description	Debit	Credit
	Foreign Currency		
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
May 15, 2024	ALBERT HEIJN 5605, ROTTERDAM Foreign Currency	\$10.38	
May 14, 2024	NLOV6D5EN6QLGEKJ4L, WWW.OVPAY.NL Foreign Currency	✓ \$5.53	15051 Rott 2 Day 1 Breakfast
[REDACTED]	[REDACTED]	[REDACTED]	Rott 1 Day 5 Train
May 13, 2024	NLOVKLJ4VL7WA9BJZY, WWW.OVPAY.NL Foreign Currency	✓ \$5.80	Rott 1 Day 4 Train
[REDACTED]	[REDACTED]	[REDACTED]	
May 12, 2024	NLOV6PJ68MGYBXGJ9V, WWW.OVPAY.NL Foreign Currency	✓ \$2.98	Rott 1 Day 3 Train
May 12, 2024	STARBUCKS, ROTTERDAM Foreign Currency	✓ \$15.27	12051 Rott 1 Day 3 Breakfast
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
May 11, 2024	Ns Schiphol, Utrecht Foreign Currency	✓ \$27.82	11051a + Rott 1 11051b Day 2 Train
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	

VISA
16052

Roth 2
Day 2
Dinner

Meent 129-131
3011 JH Rotterdam
010-210 94 35
info@thoms.ru
REKENING 24469

Van Tafel 31

Tafel 31

1 x Salade krokante kip	€22,00

Totaal	€22,00
Btw laag	€1,82
Contant	€22,00
22:52 16.05.24 Sivar	24469
Kassa 2	

\$33.40

Rotterdam is geen illusie,
door de camera gewekt.
Rotterdam is niet te filmen,
Rotterdam is vééls te èch.

Jules Deelder

VISA
17052

Roth 2
Day 3
Lunch

SSP America
Garden Domestic T1
Lester B. Pearson Intl Airport
GST # 825875560RT001
416-776-2477

658 Elizabeth

Chk 5901 May17'24 03:21P Gst 0

To Go	
1 GR Vegetariano	17.75
Panini	
1 Whole Fnt Banana	1.29
1 M Coffee	2.89
XXXXXXXXXXXX3410	
Visa	24.78

Food	21.93
HST Tax	2.85
Payment	24.78

LOCATION: 7101162

Customer Care
Service a la Clientele
1-877-325-9777

VISA
16051

Roth 2
Day 2
Breakfast

SSP Nederland B.V.
Starbucks, Rotterdam CS 2 Hal
59211452

1043 Jennyfir

Chk 3282 16May'24 07:38

Takeaway	
1 Allday Break Cia	5,70
1 Chia pud Frms	4,95
1 Plastic STB 0.10	0,01
1 Grande A Espresso	3,95
Visa	14,61 X

1,21 VAT TTL	14,61
Net TTL	13,40
Subtotal	14,61
Payment	14,61

VAT NUMBER: NL 811944116B01
Bedankt voor uw bezoek

\$22.18

VISA
170519

Roth 2
Day 3
Train

Geldig op 17-05-2024 Klasse 2
Enkele reis
ns | Rotterdam C.
Schiphol Airport

~~\$27.85~~ \$27.95

Check in en uit bij elke tenborder
Check in and out with every operator.

CIV

Prijs €14,50

Toeslag € 1,00

00.0015.5504.0813



RBC ION Visa (3410)

[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

Posted Transactions

Date Range: May 10, 2024 - May 17, 2024

Date	Description	Debit	Credit
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
May 17, 2024	CAMDEN, MISSISSAUGA	✓ \$24.78	17052 Rott2 Day 3 Lunch
[REDACTED]	[REDACTED]	[REDACTED]	
May 17, 2024	Ns Rotterdam Centraal, Utrecht Foreign Currency	✓ \$27.95	17051at 17051b Rott2 Day 3 Train
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	[REDACTED]	
May 16, 2024	Thoms Restaurant & Und, ROTTERDAM Foreign Currency	✓ \$33.40	16052 Rott2 Day 2 Dinner
May 16, 2024	STARBUCKS ROTTERD CS 2 HA, ROTTERDAM Foreign Currency	✓ \$22.18	16051 Rott2 Day 2 Breakfast
May 15, 2024	NLOVWRJVA89WQZN5P4, WWW.OVPAY.NL	✓ \$7.06	Rott2 Day 1 Train

Rott2
Day 2
Train

Cash

Martin Mr Thomsen - Second class

×

16 May 2024

2nd cl

CIV 1184



Ticket id: RPFSHNS-2

01 ADULT

Name: Mr Thomsen Martin

From: ROTTERDAM C.

To: ANTWERPEN (ZONE)

Via: HAZELDONK (GR)

FLEX FARE

***29.10 EUR

~~41.75~~
\$43.01

Cash

Martin Mr Thomsen - Second class

×

16 May 2024

2nd cl

CIV 1184



Ticket id: RPFSHNS-0

01 ADULT

Name: Mr Thomsen Martin

From: ANTWERPEN (ZONE)

To: ROTTERDAM C.

Via: HAZELDONK (GR)

Train connection(s):

To: ANTWERPEN-CENTRAAL

To: ROTTERDAM C.

Trainnr: IC9247

Coach nr:

EARLY BIRD

***20.00 EUR

~~28.71~~
\$29.56

\$72.57

Cash

RottZ
Day 1
Dinner



PRO - FORMA

1: 20: Stoel: 1 15.00 20:50
betaald door: Medewerker

Omschrijving	Aantal	Bedrag	Totaal
Chamb (Patton) Har...	1	17,00	
Garlic Naan	1	5,75	
Onion Bhajia	1	7,75	

Totaal: 30,25

BTW %	Incl.	Excl.	BTW
9%	30,25	27,75	2,50
Totaal:	30,25	27,75	2,50

Bedankt voor uw bezoek en
graag tot ziens

\$44.69

VISA
15051

RottZ
Day 1
Breakfast

AH TO GO
Metro Station Beurs
Coolingel 131a

AANTAL	OMSCHRIJVING	PRIJS	BEDRAG
1	OATS BLUEB	3,75	
1	CROISSANT	1,75	
1	KOFFIE	2,25	
	HEFFING SUP	0,10	
3	SUBTOTAAL		7,85

ACTIE KOFFIEDEAL -1,00

JOUW VOORDEEL 1,00
waarvan
to go sparen 0,00

TOTAAL 6,85

BETAALD MET:
PINNEN 6,85

\$10.38

POI: 50125721
CLIENT TICKET
Merchant 3603010101
Transaction 00000155
VISA CREDIT
Card 451014xxxxxx3410
PAYMENT
Authorization code 091173
Contactless

Terminal BS160422
Period 4136
Token 2002031466244594306
(A0000000031010)
Card sequence number 1
Date 15/05/2024 08:03
Total 6,85 EUR
Read Method CHIP

BTW	OVER	EUR
9%	6,28	0,57
TOTAAL	6,28	0,57



5605 32 43
08:02 15-05-2024

Download nu de AH app
Spaar automatisch en krijg
gratis een product.

World Hydrogen Summit 2024

BRIEFING NOTE



The World Hydrogen Summit (WHS) is the World's largest and most senior global hydrogen event. The 2024 edition was attended by 15,000+ industry professionals and 2,000+ delegates, and it featured 500+ exhibitors and 350+ speakers.

13-15 MAY 2024
ROTTERDAM AHOY, NETHERLANDS

The Summit is organised by the Sustainable Energy Council (SEC), which is an advisory, events and training producer. SEC promotes clean energy and brings governments, companies and industry leaders together through events such as the WHS.

The Municipality of the County of Richmond, Town of Port Hawkesbury and Cape Breton Partnership (representing both the CB REN and the CBRM REN) were invited by the Department of Natural Resources and Renewables to attend the Summit as part of a Nova Scotia delegation, which in turn formed part of a wider Canada delegation. Other local delegates included representatives from the Municipality of the District of Guysborough. Private sector companies from the region in attendance included Bear Head Energy, EverWind Fuels and Simply Blue Group, while Integrative Nanotech from the Halifax area also attended.

The objective was to learn about the hydrogen and ammonia offtake market in Europe, production in Europe, global trends, and industry requirements, as well as promoting our area for investment. In addition to conference activities, delegates also participated in several site visits and meetings with businesses, ports and local government.

1. SCHEDULE

It was a full week of activities that included:

- **Sunday 12 May:** Tour of the Port of Rotterdam, including presentations from Koole Terminal, Advorio, Vopak, and Neste. Atlantic Canada Reception in the evening hosted by Energy NL.
- **Monday 13 May:** Summit sessions on Leading Global Hydrogen Projects, The Netherlands to Germany Hydrogen Corridor, and Harnessing Hydrogen to Decarbonise Hard to Abate Sectors. Meetings with Port of Antwerp-Bruges, DEME and the City of Rotterdam. Being present in the Nova Scotia booth and handing out materials in the Exhibition space. Conference Gala Dinner in the evening.
- **Tuesday 14 May:** Summit sessions on Electrolyser Developments, Renewable Hydrogen Production, and Realising Offtake Agreements and Demand for Hydrogen. Tech talks from DNRH,

Bear Head Energy, EverWind Fuels, Net Zero Atlantic, and Government of New Brunswick. Being present in the Nova Scotia booth and handing out materials in the Exhibition space.

- **Wednesday 15 May:** EverWind Fuels and Port of Rotterdam MOU signing in the morning. Post-Hydrogen site visit. Summit sessions on Decarbonising Shipping, Leading Cities Spearheading Hydrogen Development, An Outlook for Hydrogen's Future, and Hydrogen Accelerating Sustainable Mobility.
- **Thursday 16 May:** Visit to Port of Antwerp-Bruges in Antwerp, Belgium. Meeting with the Port as well as their International Division followed by a tour of the port.

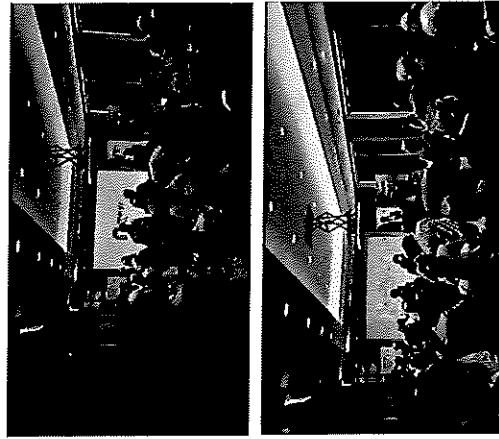
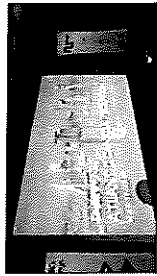
3. ATLANTIC CANADA RECEPTION – SUNDAY 12 MAY

Energy NL hosted a networking event at the Marriott Hotel in Rotterdam on the eve of the Summit. The event was very well attended, and there was strong representation from Nova Scotia, Newfoundland & Labrador and New Brunswick, as well as Ottawa and the Canadian Embassy in the Netherlands.

During the event speeches were delivered by:

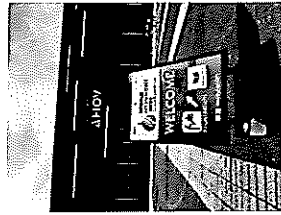
- Hugh Adsett - Ambassador of Canada to the Kingdom of the Netherlands
- The Honourable Andrew Furey - Premier of Newfoundland and Labrador
- Jeff Hoyt - Assistant Deputy Minister, Natural Resources and Energy Development, New Brunswick
- Toby Balch – Director, Business Investment & Export Development, Natural Resources and Renewables, Nova Scotia

From the speeches it was clear that all three provinces have high ambitions for their budding hydrogen sectors with a lot of support provided through the respective provincial governments. All have singled out the Netherlands, and Rotterdam in particular, as a key partner in future export agreements, which was also evidenced through the speech by the Ambassador.



4. WORLD HYDROGEN SUMMIT & EXHIBITION – MONDAY 13 MAY TO WEDNESDAY 15 MAY

The World Hydrogen Summit at the Rotterdam Ahoy featured three days of seminars and two days of exhibition. The main take aways from the summit content and meetings are summarised in section 7, however this section aims to provide a bit of the 'flavour and feel' of the Summit itself.



Summit content included government and industry leaders speaking and discussing a long range of topics, including regulations, offtake markets, supply chain, affordability, technology collaboration and partnerships, and wider industry trends.

The exhibition featured stalls and booths hosted by a diverse collection of organisations, including national and regional governments, hydrogen developers, electrolyser manufacturers, electrolyser component developers, end-use pilots, and many more. The exhibition also featured a comprehensive program of 'tech talks' in which speakers had 15 minutes to lay out their project, product, policy initiative, organisational mandate, or whatever their pitch may be about. There was a 1-hour Nova Scotia theme of tech talks, which featured presentations from the Department of Natural Resources and Renewables, Bear Head Energy, EverWind Fuels, and Net Zero Atlantic.



6. PORT OF ANTWERP-BRUGES VISIT AND TOUR – THURSDAY 16 MAY

The Strait of Canso organisations were invited to the Port of Antwerp-Bruges for a meeting, presentations and a short bus tour of parts of the port in Antwerp, Belgium. DNR and Invest Nova Scotia joined MOCR, Town of Port Hawkesbury and the Cape Breton Partnership on the visit.



The Port of Antwerp-Bruges is one port but with two locations: Antwerp and Bruges, of which Antwerp

accounts for the largest share of facilities and activity. It is arguably the second biggest port in Europe (Port of Hamburg puts forward a similar claim). It is the largest chemical hub in Europe and is home to 1,400 companies. Ownership does not fall under the federal government at all, and the Port of Antwerp-Bruges is owned by the Cities of Antwerp and Bruges (80%/20% ownership split respectively). The port is the largest importer of LNG in Europe and is well-suited to import hydrogen and ammonia. Its proximity and connection by road, rail and barge to the German industrial hinterland (i.e. close to the hydrogen offtake) also makes it an ideal location. Similar to the 'Hynetwerk' being developed by Gasunie in the Netherlands, Fluxys will develop a similar hydrogen infrastructure network in Belgium.

The Port has developed a 2030 Hydrogen Roadmap which highlights a pathway to local production, development of import facilities, development of 'cracking' facilities, and a pipeline to Germany.



The Port of Antwerp-Bruges has a subsidiary, Port of Antwerp-Bruges International (PABI), which focuses on establishing partnerships with ports and organisations outside of Belgium. PABI offers four services: port management, consultancy, investment, and training. If all four services are being delivered in conjunction it is called a 'Total Partnership Model'. PABI is currently involved in nine Total Partnerships globally, for example with ports in Namibia, Oman and Malaysia. The Total Partnerships are often formed with entities (e.g. port authorities) in areas with ambition to produce and export hydrogen and ammonia.

As part of the visit, the Nova Scotia delegation also delivered presentations. These were:

- Nova Scotia Green Energy Opportunities (InvestNS)
- Nova Scotia Green Hydrogen Roadmap (DNRR)
- Current Green Hydrogen Projects (Cape Breton Partnership)
- Landrie Lake Water Utility Project (Town of Port Hawkesbury)
- Strait of Canso Port Infrastructure (MOCR / Town of Port Hawkesbury)



In addition to container terminals, refineries and tank farms, the bus tour of the port included a few interesting stops:

- A hydrogen refuelling facility developed by CMB.TECH. This facility allows hydrogen cars to refuel on the roadside, while hydrogen-powered marine vessel can refuel on the other side that faces the water.
- The village of Lillo is a small settlement completely surrounded by the industrial areas that make up the Port. The village is still inhabited and gets busy with tourists in the Summer months due to its cafes and bars, and access to skyline views of the industrial areas in the Port.
- The Doel Nuclear Power Station is still operational and towers over the city of Antwerp and is located in the most densely populated area for any nuclear power station in Europe.



labourers locally in Nova Scotia should be considered. Other business opportunities exist for smaller and potentially local companies after the hydrogen is produced. Companies in Europe are working on things like hydrogen compression systems and ways in which to transport hydrogen (i.e. not ammonia), e.g. pairing it with oils or developing new marine carriers. Finally, should Nova Scotia, Canada and the Eastern US start development on its own 'hydrogen backbone' in the future, opportunities in construction and pipeline development will also exist.

- Workforce development did not feature as a topic at the Summit, however it remains an area of focus for the industry. There is a need for people with existing technical skills, such as engineers, to upskill for the hydrogen sector, as well as highlighting opportunities in hydrogen in existing technical courses and degrees at colleges and universities.

- Social license to operate is crucial for the industry to be successful. From conversations with the City of Rotterdam and the Port of Antwerp-Bruges, people in these cities indeed have some concerns regarding the new hydrogen projects in their vicinity, however they are not too different from concerns encountered in any large-scale industrial development. People are mainly concerned about safety and industrial expansion into residential areas. Developers and local government have put in place initiatives, such as quarterly community meetings, to listen to and understand community concerns and take the required actions, e.g. updating safety standards on ammonia and conducting spatial studies in particular areas.

- Port governance has been crucial in supporting and developing hydrogen projects in Rotterdam and Antwerp, whilst ensuring local benefits optimisation. The port entities are owned by local governments (except 30% of Port of Rotterdam that is owned by the Dutch Government), which means that lease rates on land, harbour fees and harbour services fees ultimately enables local governments, through the Port entity, to reinvest locally. It also means that there is one entity that can spearhead the development of common user facilities, such as the Hydrogen Conversion Park I in Rotterdam and the infrastructure that eventually will make up the European 'hydrogen backbone'.

- International partnerships are also key to the global energy transition, and an increasing number of formal partnerships between all levels of government, industry, ports, and academia are taking place. While partnerships are being formed between Nova Scotia-based hydrogen producers and their offshore markets in Europe as well as the federal governments of Canada and Germany, it would be interesting to explore how partnerships at different levels may look like through a Nova Scotia lens. Both the Port of Rotterdam and the Port of Antwerp-Bruges are actively forming partnerships with ports in hydrogen producing jurisdictions such as Namibia, Brazil and Oman, while local governments in Rotterdam, Antwerp and Hamburg are forming similar partnerships in these same jurisdictions. It would be helpful to understand what entities in Nova Scotia are the ideal partners for international collaboration around ports, academia, local government, regional government, etc.

FOR MORE INFORMATION, CONTACT:

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Tyler Mattheis
President & CEO
Cape Breton Partnership
E: tyler@capebretonpartnership.com
P: 902 562 0122

A short montage video from the trip developed by Cape Breton Partnership is available here:
<https://youtu.be/ZGxoA16jDcQ>

7. KEY TAKE AWAYS FROM SUMMIT CONTENT AND MEETINGS

Western Europe is *preparing* to produce, import, transport, and use hydrogen and its derivatives in large scale. Ambitious climate targets and the war between Russia and Ukraine are both key reasons for this development. There are similar trends throughout the world: Australia is preparing for large-scale production and domestic use of hydrogen, while places such as Namibia and Oman, like Canada, are looking to produce at scale for export. There are currently 1,400 projects announced globally, representing \$570Bn in investments, out of which \$310Bn are considered mature. In the words of H.E. Rob Jetten, Minister for Climate and Energy Policy at the Dutch Government, hydrogen is “the next industrial revolution that includes the entire world”.

While expressions such as this and others like it heard during the Summit (e.g. “a new Golden Age”) reflect the momentum green hydrogen is currently experiencing, it also clear after having attended the Summit that significant barriers remain for the industry to reach its potential.

In summary, four priorities should be addressed:

- 1) Address lengthy permitting processes;
- 2) Funding
 - a. Hydrogen Production
 - i. Government’s role in “Contract for Difference”
 - ii. Private Sector’s role in providing risk capital
 - b. Infrastructure
 - i. Product Transportation Infrastructure
 - ii. Port Infrastructure
 - iii. Distribution Infrastructure;
- 3) Strong international collaboration and trade; and
- 4) Need for an open and competitive market

In the following the main takeaways from the Summit content and meetings attended are summarised. They expand and elaborate on the four priorities above.

- **Affordability** is the main barrier to large-scale production of green hydrogen. There appears to be two main camps on how to best address this: on one side some are suggesting that blue hydrogen production creates a stepping stone to green hydrogen. Producing blue hydrogen will help to increase the end-use demand in a more affordable way, which eventually should pave the way for green hydrogen production. On the other hand, others are suggesting that in order to decarbonise green hydrogen has to happen now. It may be unviable now, but the same was said for wind and solar 30 years ago. There is a need to focus on bringing costs down now, so subsidies should be used to bring down the cost of the green electricity. Government incentives are important to this end. The Inflation Reduction Act in the US, tax credits in Canada and carbon credits in Europe are all helpful measures in achieving this goal. However, subsidies are only one way of incentivising. Currently production exceeds demand, so further work is needed on

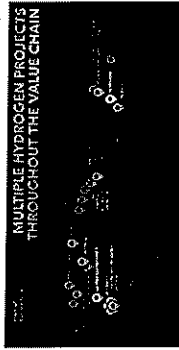
creating the end-use demand to further help green hydrogen producers establish a business case.

- **Regulatory certainty** is needed in order to establish a pipeline of projects reaching FID. While decarbonisation targets are important to incentivise the industry, they often bring a mismatch between supply and demand. Demand tends to arise near to target deadlines, which in turn does not give the supply side enough time to build a business case and ramp up production. There are also things governments can do to make it easier for industry to navigate regulations. For example, South Australia has developed a ‘one window to government’ mechanism by combining a number of policies into one Hydrogen and Renewable Energy Act (2023).
- **Offtake industries** are somewhat varied, however it is clear that more work is needed to increase demand for hydrogen and its derivatives. Currently, gray hydrogen is primarily used for converted heavy industry operations. The main offtake sectors for green hydrogen seem to be steel mills, paper mills, refineries, gas-fired power stations, and transportation such as aviation, heavy goods vehicles, rail, and marine vessels. There are also examples of Microsoft developing hydrogen fuel cell generators for their data centres to act as backup.
- **Hydrogen ‘backbones’** refer to all the infrastructure that will produce, import, store, and transport hydrogen and its derivatives to make sure the end-user will receive the product. As mentioned earlier in this report, the Netherlands, Belgium and Germany are fairly far ahead in establishing import and storage facilities as well as a common user network of pipelines for transportation. This could hold some lessons for Canada and Nova Scotia when eventually hydrogen being produced here would also be used domestically. Although distances are longer in Canada compared to Europe, there certainly are examples of successful gas pipeline networks developed in the past, e.g. The Maritimes and Northeast Pipeline.
- **Collaboration** among industry, academia and all levels of government will be crucial to enabling the scaling up needed for production as well as establishing an end-use strategy domestically through the shared use of storage and transportation infrastructure. In Europe, ports are increasingly working together on the energy transition, while local governments around the world are collaborating. Rotterdam, Antwerp and Hamburg are all working together on the hydrogen file, and recently an MOU has been signed between the city of Rotterdam and the town of Luderitz in Namibia.
- **Supply chain development** for hydrogen production revolve around electrolyser manufacturing. Currently, the largest concern is the availability of the components that go into an electrolyser to some extent driven by price pressures on precious metals. While the market for both PEM and Alkaline electrolyser manufacturing seems saturated, opportunities exist in its sub-supply chain, such as production of components and catalytic coating. Europe is introducing a ‘Made in Europe’ legislation for electrolysers (similar initiatives in China), which would make the export of Nova Scotia-based electrolyser manufacturers challenging. However, should Canada opt for similar legislation, there will naturally be a demand that can only be met from electrolyser manufacturing inside the country. There does not seem to be great concern about the actual build-out of facilities hosting electrolysers in Europe, however general availability of construction

2. PORT OF ROTTERDAM TOUR – SUNDAY 12 MAY

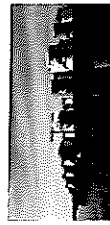
included in the Summit Pass was a tour of the Port of Rotterdam on both boat and bus.

The Port of Rotterdam is the biggest port in Europe and activity in the port has historically been built around container shipping and the energy sector. The port is home to 5,000 companies and hosts a large number of container terminals, oil refineries, biofuel refineries, and tank farms. The Port of Rotterdam is owned 70% by the City of Rotterdam and 30% by the Dutch State. The Port has an ambition to become 100% green by 2050, and hydrogen will play a key role to enable the port to achieve that goal. Furthermore, only 10% of the green hydrogen demand will be able to be met by local production. The Port is therefore also developing capacity to handle, store and move significant amount of green hydrogen imports – primarily destined for the industrial hinterland in Germany. Currently 13 hydrogen projects located in the port have been announced, and on the tour presentations from some of the businesses behind these projects were delivered:



Kooles Terminal – Developing an import terminal for ammonia on their 1,200 acre site, which also functions as storage for biofuels. 5 new large tanks will be built in a phased approach that will store 70K tonnes of ammonia. The ambition is to be operational at the end of 2028. Initially ammonia stored at Kooles will arrive in Germany by barge, but there are plans to develop an ammonia pipeline to Germany.

Advzilo – Another proposed import terminal for ammonia on an existing tank farm primarily used for the storage of petrochemicals. They are currently restoring some of their land to greenfield conditions and will begin development in 2025. Their site will also have a ‘cracking’ facility in which the imported ammonia can be converted back into hydrogen.



Vopak – Vopak operates the Europoort in Rotterdam, which is a large scale oil hub terminal. Vopak have ambitions to develop an ammonia terminal on the site which will handle 1.5 tonne/day.



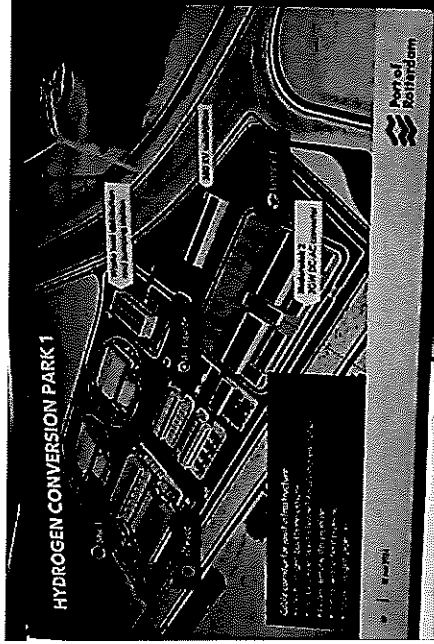
Gasunie – Gasunie is developing the ‘Hynetwerk’, a network of hydrogen pipelines that will connect the hydrogen production and import facilities in the Port of Rotterdam to the rest of

Europe, primarily Belgium and Germany. Five main industrial clusters will be connected to each other, and the plan is to be fully operational by 2030.

PortHubs – In this project CO2 from industry in the Port of Rotterdam is captured, transported and stored in empty gas fields under the North Sea. This includes CO2 from hydrogen projects (‘blue hydrogen’).


Neste – This is a refinery that produces different renewable products. Neste have plans to install an electrolyser at the refinery, which will enable them to produce hydrogen and hydrogen derivatives such as Sustainable Aviation Fuels on-site.

Hydrogen Conversion Park I – This project is spearheaded by the Port of Rotterdam itself and will look to combine green hydrogen production projects in one industrial park for a combined 1GW electrolysis capacity. Here producers will share infrastructure and excess heat will be captured and used in other areas of the port. The park is already full with businesses such as Shell, Tennet and AirLiquide, and the Port therefore has plans to establish a Hydrogen Conversion Park II for future projects.





Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Martin Thomsen	
Destination:	Halifax + Larry's River	
Purpose of Travel:	Present to Danish Trade Delegation and attend Reception + attend EverWind session in Larry's River on the way home	
Departure Date/Time:	03-Jun-24	Drive to Halifax, Present to Trade Del., Attend Reception
Return Date/Time:	04-Jun-24	Drive to Larry's River, Attend EW session, Drive home
Approval to Travel:	 Date: 27 May 2024.	

Attached

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	749.00	314.00	435.00	0.00	0.00	749.00
Total Cost of Mileage:	\$437.27	\$183.31	\$253.95	\$0.00	\$0.00	\$437.27
Accommodation/Hotel Name: The Halliburton	\$252.82	\$0.00	\$0.00	\$0.00	\$0.00	\$252.82
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30	\$30.00				\$30.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$476.13	\$253.95	\$0.00	\$0.00	\$0.00	\$730.09

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A

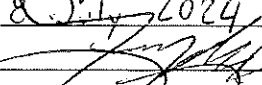
Trade Delegation overview is attached

MS13

All claims are to be submitted not later than 60 days after return.

Claimant Signature: 

Date Submitted: *8 July 2024*

Travel Approved by Supervisor: 

GL Code:

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<i>g</i>
Add. & Ext. Checked.....	<i>g</i>
Approval for Payment.....	<i>g</i>
Discount Date.....	
Paid by Cheque No.....	
Distribution A/C No. <i>10260</i>	<i>407026016</i>



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim Rate \$0.5838

Name of Claimant:	Martin Thomsen		
Destination:	Halifax + Larry's River		
Purpose of Travel:	Present to Danish Trade Delegation, attend evening reception, and attend EverWind session in Larry's River		
Departure Date/Time:	03-Jun-24		
Return Date/Time:	04-Jun-24		

Approval to Travel : Date: 27 May, 2024

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25					\$0.00
Dinner	\$30					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and indicate if the 80% attendance threshold has been met.

I confirm that I attended 80% or more of the conference I attended: Initial _____ N/A _____

All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: _____

Travel Approved by Supervisor: _____

GL Code: _____



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Martin Thomsen
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Main Street
Canada
BOE 1A0

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Res. # 116336
Checked in Mon Jun 3/24 - 1:34pm
Departing Tue Jun 4/24
Nights 1
Room Rate 198.87
Room 107

Date	Description	Reference	Charges	Credits
Jun03	Breakfast	x1	17.25	
Jun03	Best Available Rate		198.87	
Jun03	Halifax Hotel Tax		5.97	
Jun03	HST		30.73	
Total Outstanding			252.82	0.00

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Our H.S.T. # is R133 088 278

Charge Summary:

HST 32.98

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Wind and Hydrogen Delegation to Atlantic Canada

2-7 June 2024



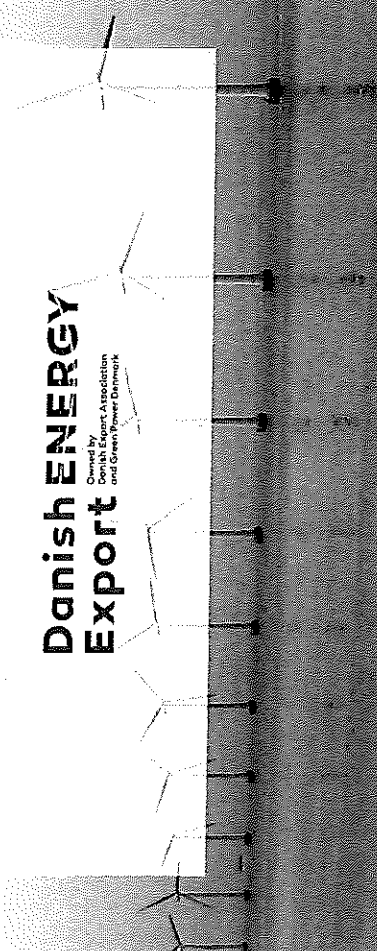
MINISTRY OF FOREIGN AFFAIRS
OF DENMARK



Danish Industry

**Danish ENERGY
Export**

Owned by
Danish Export Association
and Green Power Denmark



Danish Delegation

1. Copenhagen Infrastructure Partners (CIP)
2. Danfoss
3. DEIF
4. The Export and Investment Fund of Denmark
5. FORCE Technology
6. Grundfos
7. Polytech
8. Stiesdal Hydrogen
9. Organizers

CIP

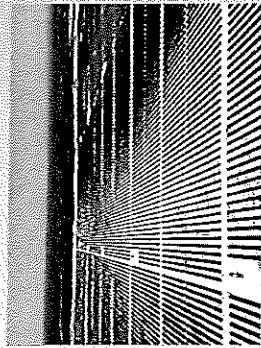
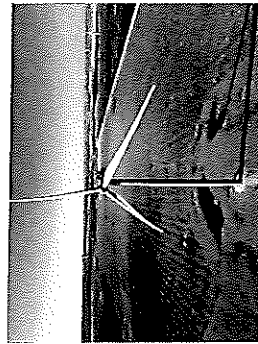
Copenhagen Infrastructure Partners

Sophus Rossen
Vice President ETF
SRP@cip.com
+45 21 63 36 10

Founded in 2012, Copenhagen Infrastructure Partners P/S (CIP) today is the world's largest dedicated fund manager within greenfield renewable energy investments and a global leader in offshore wind. The funds managed by CIP focuses on investments in offshore and onshore wind, solar PV, biomass and energy-from-waste, transmission and distribution, reserve capacity, storage, advanced bioenergy, and Power-to-X.

CIP manages 11 funds and has to date raised approximately EUR 25 billion and has a project pipeline of +120 GW for investments in energy and associated infrastructure from more than 160 international institutional investors.

Today, CIP have earmarked EUR 3.1bn for investments into clean hydrogen, associated technologies and infrastructure. They hold a portfolio of projects of +20GW electrolyzer in Australia, Europe, Latin and North America, the Middle East and Africa that provides us with a unique opportunity to compare the economics and commercial viability of projects on a global scale. CIP has approximately 500 employees and 11 offices around the world.



1



Danfoss is providing grid friendly AC to DC power converters with impressive energy efficiency for electrolyzers. Low harmonics and a high adjustable power factor are contributing to low leveled cost of green hydrogen. Long experience in power conversion combined with a leading position in the world, Danfoss is your ideal partner for your investment in the hydrogen market.

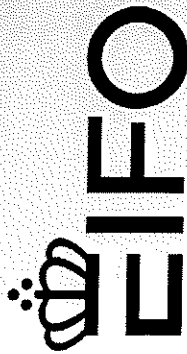
As a world leader in electrification as well as in heating and cooling solutions, we here at Danfoss are always thinking holistically on topics such as Power-to-X. The hydrogen electrolyzer must be highly energy efficient in every aspect. This applies to the power conversion to match the stacks, the pumps that supply the water, the heat exchangers that recover the excess heat and the valves and sensors that control it all. Danfoss can help you with the big picture.

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2



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 Chief Energy Economist
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The Export and Investment Fund of Denmark is the national promotional bank and export credit agency of Denmark. We provide a single point of access for Danish companies as well as for their foreign and domestic business partners who need risk-tolerant government capital. 1

If you need long-term financing to buy goods or services from a Danish company, we, together with a bank, can help you arrange financing for your project. We participate in both small and large transactions, and financing can be structured as, for instance, a buyer credit guarantee or as project financing.



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 Tomorrow

Jean S. Felber
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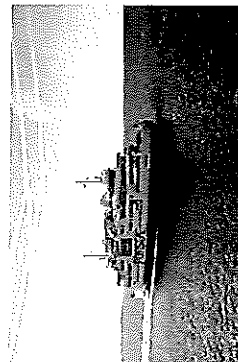
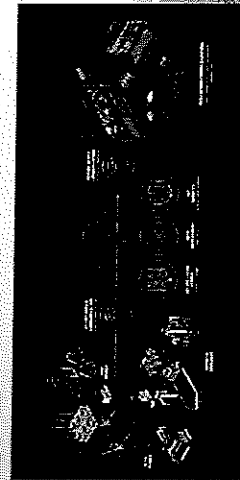
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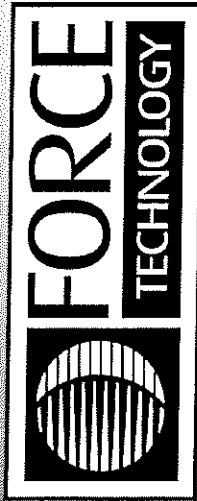
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Our devices help you design control solutions that handle any power source, including fuel cells and batteries, and hybrid power plants. And we give you the flexibility to reconfigure your solutions to match present and future needs.

On top of our control portfolio, we are now also launching a new series of SIC inverters with a marine and efficiency focus. We can see that more energy in the world must be electrified and converted. Bringing solutions to the market that have the highest efficiency, is our way of saving as much energy as possible. In-house R&D, manufacturing, and testing facilities at our Danish headquarters, plus an efficient logistics setup, allow us to offer competitive lead times and timely delivery.

DEIF is a family-owned independent company with more than 500 employees, and we have been in business since 1933. We proudly continue our long-standing tradition for excellence, contributing our expertise to the global green transition with an ambition to Improve Tomorrow.





Lars Vesth
Executive Vice President
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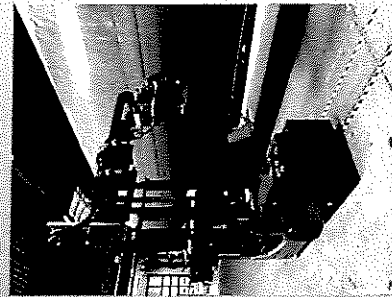
FORCE Technology

FORCE Technology is an international supplier of technical services such as testing, inspection, verification, contract R&D, and specialist capabilities. Since 1940, we have helped companies through major technological transformations. And we still strive to contribute to defining the technological future. Each year, thousands of customers entrust us with their products, materials, structures, largest potentials, or worst challenges since we create security and value based on impartiality, confidentiality, and knowledge. As one of the largest Research and Technology Organisations (RTO) in Denmark, we are an essential part of the backbone of the Danish innovation system. We are self-owned and independent of political and economic interest.

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We work with businesses and universities to build a functioning Power-to-X ecosystem— from electrolysis based on green electricity from wind and solar to the production of e-fuels and e-chemicals like methane, methanol and ammonia for use in transportation, buildings and industry — and all the way to consumers' billing meters.



We apply and disseminate research-based knowledge and provide services and solutions to assist public and private customers optimise and develop their businesses.

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GRUNDFOS X

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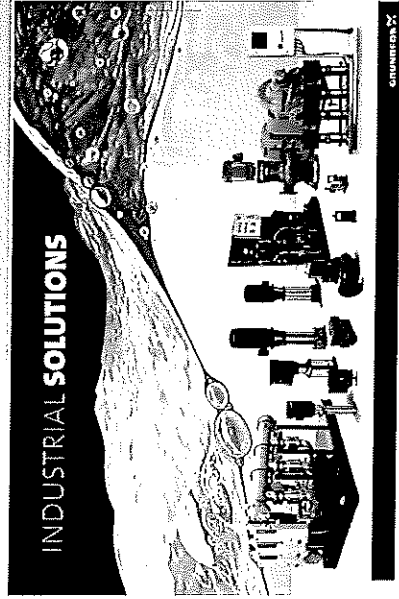
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Polytech

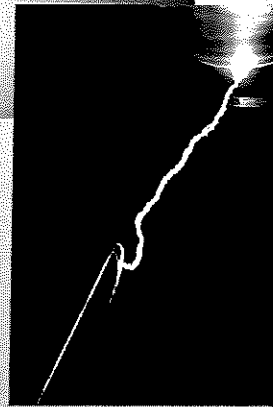
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+45 61 12 47 35

Polytech improves blade performance and protects wind turbine components from wear and tear.

We are front-runners in developing holistic solutions for OEMs, developers, and owners within areas of lightning protection, leading edge protection (LEP), blade monitoring and optimization, transport, storage, and subsea. One of our LEP solutions is ELLE™, which has a verified lifetime durability and protects more than 55,000 blades worldwide.

Our expertise lies in extending the operational lifespan, maximizing yield, ensuring high uptime, and, in the end, boosting the return on investment wind parks.



Stiesdal®

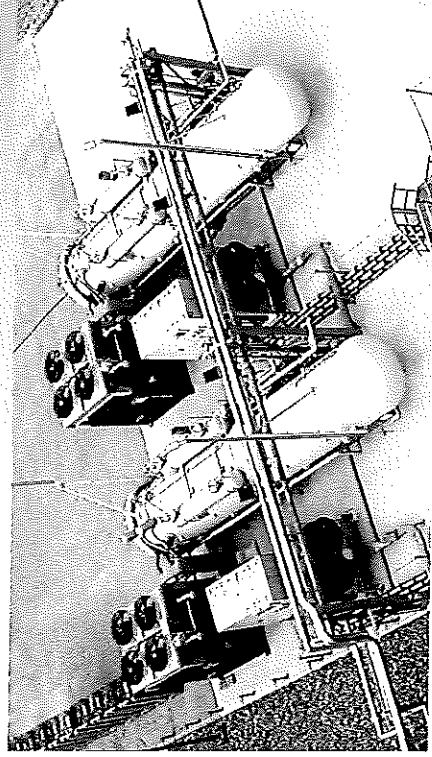
Hydrogen

Bo Birkemose
Head of Strategic Partnering
bbi@stiesdal.com

At Stiesdal Hydrogen we have taken up the challenge to accelerate the development of affordable green hydrogen.

Stiesdal Hydrogen is a subsidiary of Stiesdal, a climate technology company headquartered in Copenhagen, Denmark, with additional locations in Givø and Aarhus.

Stiesdal is dedicated to creating high-impact solutions for climate change. The company operates three subsidiaries, each specializing in distinct areas of green technology. These areas include floating offshore wind, hydrogen electrolysis, and carbon capture and storage integrated with green fuel production.



ORGANIZERS



MINISTRY OF FOREIGN AFFAIRS
OF DENMARK

The Trade Council is a part of the Ministry of Foreign Affairs of Denmark and assists Danish and international companies with export and investment promotion services. Our export advisory team includes a mix of local staff with knowledge of the local market and posted staff with roots in the Danish business sector, making us well positioned to offer up-to-date advisory support and expertise to Danish companies.

Kelly Tai, Commercial Advisor, Energy Transition, keltai@um.dk
The Danish Trade Council, Toronto

Danish ENERGY Export

Owned by
Danish Export Association
and Green Power Denmark

Danish Energy Export is dedicated to a comprehensive spectrum of activities within the energy sector, encompassing wind energy (both onshore and offshore), Power-to-X technology, Carbon Capture, Utilization, and Storage (CCUS), Bioenergy, and other related fields.

The value creation of Danish Energy Export is predominantly rooted in our annual coordination of export drivers. These include active engagement in energy trade exhibitions globally, strategic delegation tours, and specialized seminars aimed at fostering international collaboration and knowledge exchange.

Danish Energy Export operates under the ownership of Green Power Denmark and the Danish Export Association.

Dorota Knudsen, project manager, dk@energyexport.dk



Danish
Industry

Danish Industry (DI) is Denmark's largest employers' organisation representing approximately 20,000 companies. We aim to provide the best possible corporate conditions for our member companies, nationally and globally.

DI puts the important role and conditions of the energy industry on the political agenda. We create visibility for the industry both nationally and internationally.

Our members' business areas cover the entire energy value chain from extraction, production and distribution of energy resources to manufacturing technology and consulting, design and development in the energy field.

Emilie Mørup, Adviser for Global Market Development, emmo@di.dk