

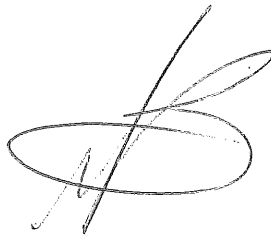
Municipality of the County of Richmond - April 2019		
Meetings Held:		67 kms
Date:	Meeting:	Gilbert Boucher
April-01-19	Special Council	1
April-04-19	Emergency Council	1
April 23, 2019	Regular Council	1
April 8, 2019	COW	1
		0
		0
Total # of Meetings Attended:		4
x kms/trip (return):		67
Total Mileage (kms):		268
Rate		.4525
Total Owed		122.88



Goods Rec'd, Date.....	Initial.....
Prices Checked.....	P
Add. & Ext. Checked.....	P
Approval for Payment.....	P
Discount Date.....	
Paid by Cheque No.....	
Distribution; Acc't. No. 10 210 210 21 0130	

HST 3

Municipality of the County of Richmond - May 2019		
Meetings Held:		67 kms
Date:	Meeting:	Gilbert Boucher
May-01-19	Budget	1
May-07-19	PAC	0
May 8, 2019	Budget	1
May 13, 2019	COW	1
May-15-19	Budget	1
May-27-19	Council	1
May-29-19	Budget	1
Total # of Meetings Attended:		6
x kms/trip (return):		67
Total Mileage (kms):		402
Rate		0.4585
Total Owed		\$184.32



Goods Rec'd. Date.....	Initial.....	12
Prices Checked.....		12
Add. & Ext. Checked.....		12
Approval for Payment.....		12
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. 10 210 2110 210 130		

MST 3



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

NAME: Chris Boudreau

PERIOD COVERED: May 1, 2019 to May 31, 2019

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
01-May-19	Travel from home to office for budget meeting	28	
09-May-19	Travel to Landrie Lake for meeting to review action items	80	
13-May-19	Travel from home to office for by-law committee meeting	28	
15-May-19	Travel from home to office for budget meeting	28	
22-May-19	Travel from office to Louisdale WTP to investigate operational issues	34	
23-May-19	Travel from office to Louisdale WTP to meet Lynk Electric and scope work at several plants	34	
27-May-19	Travel from home to office for council meeting	28	
29-May-19	Travel from home to office for budget meeting	28	

Totals: 288.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$132.05

Total Expenses Claimed: **\$132.05**

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>Don Fauchard</i>	DATE PAID:	
DATE SUBMITTED:	<i>June 5, 2019</i>	INITIAL:	

Goods Rec'd. Date.....	Initial.....	<i>P</i>
Prices Checked.....		<i>P</i>
Add. & Ext. Checked.....		<i>P</i>
Approval for Payment.....		<i>P</i>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <i>10.242.3070.242-110</i>		

HST 3



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

NAME: Chris Boudreau

PERIOD COVERED: June 1, 2019 to June 30, 2019

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
03-Jun-19	Travel from home to office for budget meeting	28	
04-Jun-19	Travel from office to Louisdale Carpool to meet with NSTIR to review signage install loc's	34	
20-Jun-19	Travel from home to office for Council meeting	28	

Totals: 90.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$41.27

Total Expenses Claimed: **\$41.27**

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>Don Macleod</i>	DATE PAID:	
DATE SUBMITTED:	<i>July 3/19</i>	INITIAL:	

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



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

TRAVEL EXPENSE CLAIM Rate \$0.4585

Name of Claimant:	Ronalda Boudreau
Destination:	Gaelic College, St. Ann's Bay
Purpose of Travel:	The Sharing Tour - Session to focus on advancing Recreation in NS
Departure Date/Time:	May 3, 2019 / 10:00 am
Return Date/Time:	May 3, 2019 / 6:00 pm

Approval to Travel Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	308.00				308.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$141.22
Accommodation/Hotel Name:						\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25	\$25.00					\$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	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	\$166.22

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 RB N/A _____

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	Ronalda Boudreau
Date Submitted:	May 6 / 19
Travel Approved by Supervisor:	<i>[Signature]</i>
GL Code:	16 270 4120 270180
Goods Rec'd. Date.....	Initial..... <u>A</u>
Prices Checked.....	<u>0</u>
Acc. & Ext. Checked.....	<u>0</u>
Approval for Payment.....	<u>155 3</u> <u>A</u>
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No.....	<u>10 270 4120 270180</u>



You're Invited! Please Come!

MacPherson, Natalie to: rboudreau@richmondcounty.ca 2019/05/01 05:47 PM

Hi There!

As key provincial recreation stakeholders you (or a designate) are invited to participate in an upcoming session in your region focused on advancing recreation in Nova Scotia.

This spring, "The Sharing Tour", hosted by the Shared Strategy Working Group (SSWG) will host sessions across the province. The SSWG is made up of representatives from Recreation Nova Scotia (RNS) and Department of Communities, Culture & Heritage, Communities, Sport & Recreation (CCH-CSR) Division. The *Shared Strategy for Advancing Recreation in Nova Scotia* (2015) will be the framework that guides the conversations.

The regional session in Cape Breton is scheduled for **Friday, May 3rd at the Gaelic College in St. Ann's Bay; 1-4pm.**

The overall objectives of the Sharing Tour are to: Connect, Communicate, and Collaborate. This will be done by hosting meaningful conversations with attendees on key information and data gathered in this last year and how we can move to action. Sessions are an opportunity to collectively discuss this information and how it impacts, challenges and advances recreation in your community. Results will guide the work of the sector moving forward.

New Leaf Social Innovation (Sera Thompson and Robert Bernard) will facilitate the conversations and take the lead on the planning and writing a final report to be shared with all.

<https://www.recreationns.ns.ca/initiatives/344-shared-strategy.html>

<https://www.recreationns.ns.ca/initiatives/343-shared-strategy-1-pager.html>

We look forward to seeing you again and engaging in some meaningful discussions .

Please confirm your attendance by contacting:

Natalie MacPherson

Natalie.MacPherson@novascotia.ca

902.563.2380

.....

Sincerely

Larry

Larry Maxwell

Regional Manager – Cape Breton
Communities, Sport and Recreation Division
Communities, Culture and Heritage

902.563.2380 T

902.563.2565 F

Recreation Sharing Tour: Vision to Action

Welcome Package

We are looking forward to seeing you on **Friday, May 3 from 1:00pm -4:00 pm at the Gaelic College in St. Anne's**. We are so excited to spend this time together as we begin our tour across the province. The purpose of the workshop is to:

- Build relationships across the recreation sector
- Renew our commitment to the Shared Strategy with a focus on creating impact around Inclusion and Access to recreation
- Support your ongoing work and catalyze new actions
- Better understand how Communities Culture and Heritage and Recreation Nova Scotia can support the sector

We are excited to learn with and from all of you. This will be a very active, engaging and hands on workshop. We will all come prepared to roll up our sleeves and continue to build our shared vision and concrete actions to move the sector forward. Please see attached some reference documents that will inform our work together.

Sera Thompson – Project Lead – New Leaf Social Innovation

<http://www.a-new-leaf.ca/>

Agenda

1:00 - Welcome

1:05 - Introductions

1:20 - Background presentation

1:40 - Reflecting on the goal of "Access and Inclusion"

2:00 - Reflecting on outcomes we hope to see

2:40 - Break

2:50 - Identifying the key areas for focus

3:00 - Planning for action

3:45 - Next Steps



TRAVEL EXPENSE CLAIM Rate **\$0.4585**

Name of Claimant:	Ronalda Boudreau
Destination:	Gaelic College, St. Ann's Bay
Purpose of Travel:	The Sharing Tour - Session to focus on advancing Recreation in NS
Departure Date/Time:	May 3, 2019 / 10:00 am
Return Date/Time:	May 3, 2019 / 6:00 pm

Approval to Travel **Date:** May 1, 2019

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	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
<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 _____

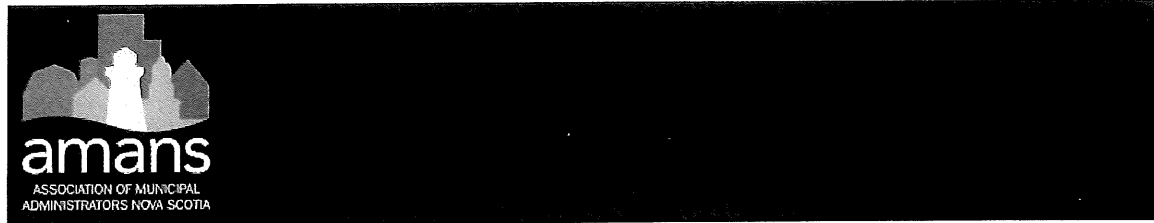
All claims are to be submitted not later than 60 days after return.

Claimant Signature: _____

Date Submitted: _____

Travel Approved by Supervisor: _____

GL Code: _____



AMANS 2019 Spring Conference

New Glasgow, NS
June 12 - 14, 2019

Registration Successful

YVONNE BOUDREAU has successfully registered for this event;
look for a confirmation email shortly.

View registration details ▼

Note: You will get an email with this information.

Registration Information

Name:	YVONNE BOUDREAU
Organization Name:	Municipality of Richmond County
Name for Name Tag:	YVONNE BOUDREAU
Position:	Municipal Clerk
Address:	2357 Hwy 206
City:	Arichat
Province:	NS
Postal Code:	B0E 1A0
Phone:	902-631-5929
Email:	yboudreau@richmondcounty.ca
Dietary Restrictions:	None
Mobility Issues:	NO
Permission to use Email:	YES
First AMA Conference:	NO

Conference Fees and Sessions

Delegate Type:	Member
Municipal Finance Officers Session:	NO
Thursday Shopping at Farmers Market:	No Thanks
Thursday Dinner:	No Thanks
Music Bingo:	No Thanks
Extra Ticket for Thursday Dinner (\$40):	No Thanks
Extra Dietary Restrictions:	

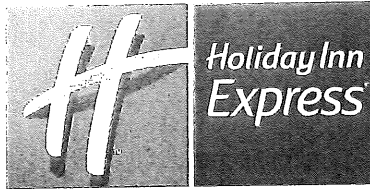
Goods Rec'd. Date.....	Initial.....	<i>P</i>
Prices Checked.....		<i>P</i>
Add. & Ext. Checked.....		<i>P</i>
Approval for Payment.....		<i>P</i>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <i>10 212 2170 212</i>		<i>130</i>

Payment Information

Sub Total:	\$300.00
15% HST #124731324RT0001:	\$45.00
Total:	\$345.00
Date Registered:	2019-04-29 07:36:45

Hide registration details ▲

PAYMENT OPTIONS



06-17-19

Municipality of the County of Richmond P.O. Box 120 Arichat NS B0E 1A0 Canada Boudreau, Yvonne	Folio No. : 192449 A/R Number : 428 Group Code : ACF Company : Municipality of the County of Richmond Membership No. : Invoice No. : 15733	Room No. : 327 Arrival : 06-12-19 Departure : 06-14-19 Conf. No. : 29534907 Rate Code : Page No. : 1 of 1
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Date	Description	Charges	Credits
06-12-19	*Accommodation	148.00	
06-12-19	HST 15%	22.20	
06-12-19	Sustainability Levy	3.70	
06-12-19	HST 15%	0.56	
06-13-19	*Accommodation	148.00	
06-13-19	HST 15%	22.20	
06-13-19	Sustainability Levy	3.70	
06-13-19	HST 15%	0.56	
06-14-19	MasterCard XXXXXXXXXXXXX0616		348.92
06-14-19	MasterCard XXXXXXXXXXXXX0616		-348.92
Total		348.92	0.00
Balance		348.92	

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Goods Rec'd. Date.....	Initial.....	
Prices Checked.....		
Add. & Ext. Checked.....		
Approval for Payment.....		
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.....	10 212 2120 212130	HST 3



TRAVEL EXPENSE CLAIM Rate **\$0.4585**

Name of Claimant:	Yvonne Boudreau
Destination:	New Glasgow
Purpose of Travel:	AMA Spring Conference
Departure Date/Time:	June 12th - Noon
Return Date/Time:	June 14th - 3 PM

Approval to Travel Don Harward **Date:** June 10, 2019

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): ⁵⁰ 338.40	160.30	9.00	169.30			338.60
Total Cost of Mileage: \$155.25	73.50	\$4.13	\$77.62			155.25
Accommodation/Hotel Name:						\$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				\$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	113.50	\$64.13	\$122.62			300.25

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 YB N/A _____

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

Claimant Signature: Yvonne Boudreau

Date Submitted: June 17, 2019

Travel Approved by Supervisor: Don Harward

GL Code: _____

Goods Rec'd. Date.....	Initial.....	<u>YB</u>
Prices Checked.....		<u>YB</u>
Add. & Ext. Checked.....		<u>YB</u>
Approval for Payment.....		<u>YB</u>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No/0.212.2120.2121.30		

HSR 3

AMANS will be providing a bus service, through CHAD Transit, to shuttle people.

Conference Day Sessions (Thursday June 13, 2019)

8:30 a.m. – 8:45 a.m.

Coffee & Early Bird Draws

Salon A

8:45 a.m. – 9:00 a.m.

Opening Ceremonies

Salon B & C

9:00 a.m. – 10:00 a.m.

Generational Divisions in the Workplace

Salon B & C

Presented by: Karen Foster, Dalhousie University



Did you know there are 6 generations working in municipal government? That's a lot of different working styles and approaches to work. How do we co-exist and work collaboratively when that *other* generation just doesn't get it? Workplace issues surrounding technology and interpersonal relations are rooted in a broader economic context. Each generation in the workplace has grown up facing different economic conditions, realities, and challenges. In this presentation, Professor Foster will show how these differences impact the view and behaviour of each generation in the workplace. Karen Foster is a Professor at Dalhousie University in the Department of Sociology and Social Anthropology. Her current research focuses on sustainability of rural life in Atlantic Canada, with a particular emphasis on how government policy and everyday life intersect. This session will leave you with a better understanding and appreciation for your municipal colleagues.

10:00 a.m. – 10:30 a.m.

Salon B & C

A Leader in Employment: Summer Street Industries

Presented by Bob Bennett, Executive Director of Summer Street Industries

Summer Street Industries has become a vibrant part of the Pictou County community by opening minds, creating change, and facilitating opportunities for people with intellectual disabilities. Currently, 50% of Summer Street Industries staff are individuals with disabilities. As an organization they strive to equal the playing field where everyone is treated with fairness and respect. This session will tell the heart-warming story of how Summer Street Industries has partnered with the community so that people with disabilities can live as partnering citizens. It will look at how Summer Street Industries has helped the Pictou Region become a community that values all citizens for their unique contributions. This is a story of how a community has become richer and more diverse.

10:30 a.m. – 10:45 a.m.

Salon A

Refreshment Break

10:45 a.m. – 12:00 p.m.

Salon B & C

Provincial Update

We will be joined by the Department of Justice for an update on cannabis edibles, and the Department of Energy. Brennan Goreham, Acting Director for the Atlantic Fisheries Fund will give an update on a funding initiative to support the seafood sector. Sandy Hudson will provide an update on the Municipal Elections and Department of Municipal Affairs will update us on their recent projects.

12:00 p.m. – 1:00 p.m.

Lunch

Served in Salon A

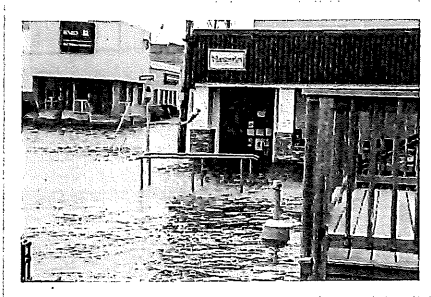
1:00 p.m. – 2:00 p.m.

Concurrent Session

Salon D

A) Integrating Asset Management and Climate Change

Presented by: David Kelly and Gary Lines ClimAction



Now more than ever our world is seeing the impacts climate change has on our communities. We are experiencing harsher winters, more flooding, dryer summers and rising sea levels. One hundred-year storms are becoming a common occurrence. These factors coupled with aging infrastructure makes our communities vulnerable. Can your infrastructure withstand climate change? Do you know where the vulnerabilities are? Understanding and knowing your municipalities role in asset management is essential. This presentation will look at the current challenges Nova Scotia communities are facing with respect to infrastructure. It will also examine the importance of insurance risk for homeowners and businesses in your community. You will leave with a sense of knowing how the entire organization can embrace asset management in the changing climate.

Salon B & C

B) Solutions to Employee Absenteeism

Presented by: Ian Macdonald, Workers' Compensation Board; Jason Gomes, Desjardins; Janine McInnis, Morneau Shepell

There is no question absenteeism impacts the organization's bottom line, staff morale and overall culture. While no-one wants employees coming to

work when they are sick, roughly 52 percent of employees are staying home for non-medical reasons. Sometimes absenteeism is not caused by physical illness but by a wide range of other issues from child- or elder-care arrangements, falling through to bullying or harassment at work, and feeling disengaged from the job. Whatever the reason, it is important for employers to understand the real reason for their absence and do something before the problem gets worse. There are many programs available to assist municipalities to reduce employee absenteeism and get employees back to work sooner. In this session the Workers' Compensation Board talks about some tools to develop your own Working to Well Program to assist in getting employees back to work. Pierre Desjardins will then discuss the opportunities available with the Group Insurance's early assistance program and how to prevent disabilities. Lastly, Morneau Shepell will discuss some Wellness and Mental Health strategies employers can adopt that will help manage employee absenteeism.

2:00 p.m. – 2:15 p.m.

Afternoon Break

Salon A

2:15 p.m. – 3:15 p.m.

The Face of a Workplace Tragedy: The Importance of Safety Culture

Salon B & C

Shannon Kempton, Threads for Life Volunteer

Everyone has a safety culture in their workplace; not having a safety culture is still a culture. Consider safety culture on a continuum. There is no end goal and it is always a moving target. When a serious injury or death happens in the workplace, it may show up for a day or two in the news, but then the world quickly moves on.

Few people understand the ripple effects of a workplace tragedy, which reach not just the worker, but the close and extended family, friends and community as well as co-workers. Shannon Kempton's life was permanently and profoundly altered by a workplace tragedy. In this moving presentation, Shannon will describe what happened and the impact the tragedy has had on her family. She delivers an inspiring reminder of why workplace safety is so important.

4:00 p.m. – 6:00 p.m.

New Glasgow's
Farmers Market

261 Glasgow Street

Shopping at the New Glasgow's Farmer's Market

Come on down to the New Glasgow's Farmer's Market to see what vendors and treats are available to purchase. **During registration you are able to add on \$5 - \$10 market dollars to spend at the market. You can pick up these dollars up at the market office when you arrive.**

AMANS will be providing a bus service, through CHAD Transit, to shuttle people between the hotels and the Farmer's Market.

6:00 p.m. – 8:00 p.m.

New Glasgow's
Farmers Market Dome

261 Glasgow Street

Lobster Supper at the Farmer's Market

Have no fear, even if you don't like lobster there will be something for everyone. During registration if you'd like to attend the Lobster Supper, there will be an added fee of \$40+HST. You have your choice to select Lobster, Steak or a Veggie meal. The dinner will be held in the Big Dome, and it will include your main course, potato salad, coleslaw, a roll and cheesecake. While dinner is going on, we'll be joined by a young fiddler to entertain us with some joyful music. There will be a cash bar available to purchase some local spirits.

A shuttle service will be available for people to get to the Lobster Supper, or go home from the Farmer's Market.

8:00 p.m. – 10:00 p.m.

New Glasgow's
Farmers Market Dome
261 Glasgow Street

Music Bingo at the Farmer's Market

Just when you thought the night couldn't get any better, we've decided to test your musical knowledge with Music Bingo. Joined by local music bingo artist Rollie Babinec, we'll be competing to see who the true music legends are at this event. We'll have some prizes to give away for the winners, start practicing now!

A shuttle service will be available at the end of the night.

Conference Day Sessions (Friday June 14, 2019)

8:30 a.m. – 9:00 a.m.

Salon A

Coffee & Early Bird Draws

9:00 a.m. – 10:15 a.m.

Salon B & C

Shared Secrets

Joined by: New Glasgow's Farmers Market & Town of New Glasgow for Partnerships and Town of Wolfville for Accessibility Considerations

Partnerships are important to municipal government. In this Shared Secrets session we'll be joined by Kristi Russell, Market Manager for Town of New Glasgow's Farmer's Market and GERALYN MacDonald, Director of Community, Economic Development for Town of New Glasgow. Kristi and GERALYN will share how this essential partnership

Municipality of the County of Richmond - May 2019		
Meetings Held:		10 km
Date:	Meeting:	James Goyetche
May-01-19	Budget	1
May-07-19	PAC	1
May 8, 2019	Budget	1
May 13, 2019	COW	1
May-15-19	Budget	1
May-27-19	Council	1
May-29-19	Budget	1
Total # of Meetings Attended:		7
x kms/trip (return):		10
Total Mileage (kms):		70
Rate		0.4585
Total Owed		\$32.10
May 14, 2019	Fire Services - PDG to St. Peter's = 82 kms	\$37.60 \$69.69

James Goyetche

\$69.69

Goods Rec'd. Date.....	Initial.....	A
Prices Checked.....	A
Add. & Ext. Checked.....	A
Approval for Payment.....	A
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No.	10 210 2110 210130	

HST 3

Municipality of the County of Richmond - June 2019		
Meetings Held:		10 km
Date:	Meeting:	James Goyetche
June-03-19	Special Council	1
June-10-19	COW/By Law	1
June 20, 2019	Regular Council	1
June 24, 2019	Special Council	1
		0
		0
		0
Total # of Meetings Attended:		4
x kms/trip (return):		10
Total Mileage (kms):		40
Rate		0.4585
Total Owed		\$18.34

James Goyetche

Goods Rec'd. Date.....	Initial.....	R
Prices Checked.....		R
Add. & Ext. Checked.....		R
Approval for Payment.....		R
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.....	10 210 2110 210	130

HST 3



Comfort Inn (CN250)

740 Westville Rd.
New Glasgow, NS B2H 2J8
(902) 755-6450
GM.CN250@choicehotels.com

Account: 642230759

Date: 5/14/19

Room: 206 GROUP-

Arrival Date: 4/8/19

Departure Date: 4/11/19

Check In Time: 4/8/19 4:08 PM

Check Out Time: 4/11/19 9:58 AM

Rewards Program ID:

You were checked out by: tfarre

You were checked in by: bmacra

Total Balance Due: 0.00

MUNICIPALITY OF RICHMOND
LEBLANC, ANDRE
RECREATION FACILITY ASSOCIATION
2357 HIGHWAY 206
Arichat, NS B0E1A0

Post Date	Description	Comment	Amount
4/8/19	Room Charge	#206 LEBLANC, ANDRE	125.00
4/8/19	Harmonized Sales Tax		18.75
4/9/19	Room Charge	#206 LEBLANC, ANDRE	125.00
4/9/19	Harmonized Sales Tax		18.75
4/10/19	Room Charge	#206 LEBLANC, ANDRE	125.00
4/10/19	Harmonized Sales Tax		18.75
4/11/19	Visa Payment	XXXXXXXXXXXX5850	(431.25)

Folio Summary 4/8/19 - 4/11/19

Room Charge	375.00
Harmonized Sales Tax	56.25
Visa Payment	(431.25)

Balance Due: 0.00

This rate is not eligible for partner rewards.

If payment by credit card, I agree to pay the above total charge amount according to the card issuer agreement. HST Registration # 86054 9062 RT0116



Paid on Credit Card

*Basic Arena
Rejuvenation Course*

Goods Rec'd. Date.....	Initial <i>OB</i>
Prices Checked.....	<i>Q</i>
Add. & Ext. Checked.....	<i>Q</i>
Approval for Payment.....	<i>Q</i> HST 1
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't	<i>10 270 4150 270 480</i>

Best Western Truro - Glengarry

(902) 893-4311

150 Willow Street
Truro, NS B2N 4Z6

HST @102 112 380

C/O 04/26/2019 07:57 AM CM

Registered To:
Leblanc, Andre
Attn: Accounts Payable
Attn: Yvonne Boudreau
,
CANADA

Bill To:
Attn: Accounts Payable

P.O. Box 120
Arichat, NS B0E 1A0
CANADA

(902) 226-2400

Room # 106-A

Conf # 193455
Arrival 04/24/19
Departure 04/26/19

Room Type INQQ-2 QUEEN BED
Guests 1 / 0

Payment Acct City Ledger
MUNI03

() -

Posting Date	Oper	AcctCode	Description	From	Reference	Amount
04/24/19	JJ	RC	ROOM CHRG REVENUE			\$113.99
04/24/19	JJ	9	HST			\$17.10
04/25/19	JJ	RC	ROOM CHRG REVENUE			\$113.99
04/25/19	JJ	9	HST			\$17.10
04/26/19	CM	DB	TRANSFER TO A/R		Attn: Accounts Payabl	\$262.18-

Balance Due	\$0.00
--------------------	---------------

*Savage Disposal
System Course*

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No. <i>10 260 4070 280 200</i>	

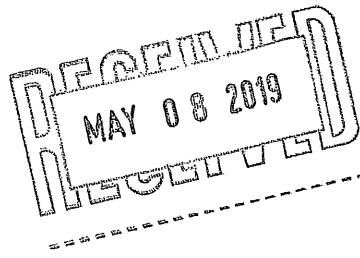
For future reservations please call 800-567-4276

Each best Western branded hotel is independently owned and operated

We look forward to seeing you again ! " Like " us on Facebook !

Signature _____

Best Western Truro - Glengarry
150 Willow Street
Truro, NS B2N 4Z6



(902) 893-4311

HST @720 514 280

INVOICE

Municipality of, Richmond
Attn: Accounts Payable
P.O. Box 120
Arichat NS B0E 1A0
CANADA

(902)226-2400

INVOICE # 15967
DATE 05/02/19
ACCT# MUNI03

CL Account	Date	Conf #	Arrived	Departed	Room	Guest	Clerk	Amount
MUNI03	04/26/19	193455	04/24/19	04/26/19	106	Andre Leblanc	CM	\$262.18

Invoice Total	\$262.18
---------------	----------

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	0
Add. & Ext. Checked.....	PA
Approval for Payment.....	0
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc.....	102604070.260200

HST
3

WWM's Project.



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

TRAVEL EXPENSE CLAIM Rate \$0.4585

Name of Claimant:	Mary MacDonnell
Destination:	Port Hawkesbury to Arichat
Purpose of Travel:	Volunteer Recognition Banquet
Departure Date/Time:	6:00pm
Return Date/Time:	9:30pm

Approval to Travel Date: 05/08/19

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	44.00	0.00				44.00
Total Cost of Mileage:	\$20.17	\$0.00	\$0.00	\$0.00	\$0.00	\$20.17
Accommodation/Hotel Name: <small>(Indicate if Direct Bill or Provide Receipt)</small>						\$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	\$20.17	\$0.00	\$0.00	\$0.00	\$0.00	\$20.17

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%

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

Attended council to distribute Volunteer certificates.

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

Claimant Signature: Mary MacDonnell

Date Submitted: 05/08/19

Travel Approved by Supervisor:

GL Code: 10-270-4120-270180

Goods Rec'd. Date.....	Initial.....	
Prices Checked.....		
Add. & Ext. Checked.....		
Approval for Payment.....		
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <u>10.270.4120.2701</u>		<u>80</u>

HSR 3



The Prince George Hotel
HALIFAX

MUN. OF RICHMOND COUNTY
ATTN: MS. YVONNE BOUDREAU
PO BOX 120
ARICHAT, NS B0E 1A0
Canada

Maclean, Jason
Company Name: Municipalities of Nova Scotia
Group Name:
AR No.: 0538

Room No. : 530
Arrival : 03-31-19
Departure : 04-01-19
Folio No. :
Invoice No. : 12285
Cashier No. : 296
Conf. No. : 1041764

Date	Description	Charges	Credits
03-31-19	Room Charge	169.00	
03-31-19	HRM Room Levy	3.38	
03-31-19	HST Room	25.86	

Total Charges 198.24

Total Credits

0.00

GST Tax Total: \$

Balance

198.24

Goods Rec'd. Date.....	Initial.....	D
Prices Checked.....		D
Add. & Ext. Checked.....		D
Approval for Payment.....		D
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. 10 210 2100 210 110		

HST 3



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

MUNICIPALITY OF THE COUNTY OF RICHMOND
TRAVEL EXPENSE CLAIM

Name of Claimant:	Brian Marchand
Destination:	Port Hawkesbury PHCC
Purpose of Travel:	Airport Board Meeting
Departure Date/Time:	April 30-2019 - 12:00 PM
Return Date/Time:	April 30-2019 - 3:00 PM
Approval to Travel:	<i>attached</i> Date:

Description	Day 1						Total
Mileage: # of Km 56 KM	\$ 25.68						\$ 25.68
Accommodation: 4685 Hotel Name: <u> </u> <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	\$						\$ 25.68

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 BM N/A

All claims are to be submitted not later than 30 days after return.

Claimant Signature: Brian Marchand
Date: May 1 - 2019
Travel Approved by Supervisor: Don Marchand
GL Code: _____

Goods Rec'd. Date.....	Initial.....	<u>P</u>
Prices Checked.....		<u>A</u>
Add. & Ext. Checked.....		<u>A</u>
Approval for Payment.....		<u>A</u>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.....	<u>10 210 2100 210</u>	<u>110</u>

HST 3



Airport Committee Meeting

Date: Tuesday, April 30, 2019

Time: 1:00 p.m.

Location: Arts & Crafts, Port Hawkesbury Civic Centre

A G E N D A

1. Meeting Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Approval of Minutes – April 17, 2018
5. Business Arising from the Minutes
6. Capital Improvements
7. Committee Governance
8. Contract Update
9. Financial Report and Budget
10. Approved Additions
11. Next Meeting
12. Adjournment

From: dmarchand@richmondcounty.ca
Subject: Re: Permission for Airport Meeting
Date: Apr 29, 2019 at 11:40:18 AM
To: Brian brianmarchand@hotmail.com

Yes Brian

Don Marchand
Chief Administrative Officer
2357 Hwy 206, P.O. Box 120
Arichat, N.S.
BOE 1A0
902-226-3970

From: "Brian" <brianmarchand@hotmail.com>
To: "Don (Gail) Marchand" <dmarchand@richmondcounty.ca>
Date: 2019-04-29 10:23 AM
Subject: Permission for Airport Meeting

Requiring permission to attend the airport meeting April 30th in Port
Hawkesbury.

Thanks.

Brian

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If this email is spam, please report it to
[https://support.onlymyemail.com/view/report_spam/
MjgwNzUwOjIxNjc2NDg3NDQ6ZG1hcmNoYW5kOHJpY2htb25kY291bnR5LmNhOmRlbG12ZXJlZA](https://support.onlymyemail.com/view/report_spam/MjgwNzUwOjIxNjc2NDg3NDQ6ZG1hcmNoYW5kOHJpY2htb25kY291bnR5LmNhOmRlbG12ZXJlZA)



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

MUNICIPALITY OF THE COUNTY OF RICHMOND
TRAVEL EXPENSE CLAIM

Name of Claimant:	Brian Marchand
Destination:	PHCC
Purpose of Travel:	SAT Board Meeting
Departure Date/Time:	May 8-2019 - 7:45 AM
Return Date/Time:	May 8-2019 - 1:00 PM
Approval to Travel	<i>attached</i> Date:

Description	Day 1						Total
Mileage: # of Km 56 KM	\$ 25.68						\$ 25.68
Accommodation:							
Hotel Name:							
(Indicate if Direct Bill or Provide Receipt)							\$ -
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	\$ 25.68						\$ 25.68

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 BM N/A

All claims are to be submitted not later than 30 days after return.	
Claimant Signature:	<i>Brian Marchand</i>
Date:	<i>May 8 - 2019</i>
Travel Approved by Supervisor:	<i>Brian Marchand</i>
GL Code:	

Goods rec'd. Date.....	Initial.....	
Prices Checked.....		
Add. & Ext. Checked.....		
Approval for Payment.....		HSF 3
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <i>10 210 2100 210</i>		<i>110</i>



Strait Area Transit Board Meeting

May 8, 2019, Arts & Crafts Room

Agenda

- 1) Call to order
- 2) Approval of Agenda
- 3) In Camera (if required)
- 4) Minutes
- 5) Manager's Report
- 6) Vehicle Report
- 7) Financial Report
- 8) CTAP
- 9) Victoria County Update
- 10) Richmond County Update

- 11) Additional items:
 - a
 - b
 - c
 - d

- 12) Adjournment

Next meeting:

From: dmarchand@richmondcounty.ca
Subject: Re: SAT Board Meeting
Date: May 7, 2019 at 9:59:48 AM
To: Brian brianmarchand@hotmail.com

Sure Brian.

Don Marchand
Chief Administrative Officer
2357 Hwy 206, P.O. Box 120
Arichat, N.S.
BOE 1A0
902-226-3970

From: "Brian" <brianmarchand@hotmail.com>
To: "Don (Gail) Marchand" <dmarchand@richmondcounty.ca>
Date: 2019-05-06 04:50 PM
Subject: SAT Board Meeting

Looking for permission to attend the Sat Board meeting May 8th in Port
Hawkesbury.

Thanks.

Brian

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MjgwNzUwOjIxNjkxNzYyOTY6ZG1hcmNoYW5kOHJpY2htb25kY291bnR5LmNhOmRlbG12ZXJlZA](https://support.onlymyemail.com/view/report_spam/MjgwNzUwOjIxNjkxNzYyOTY6ZG1hcmNoYW5kOHJpY2htb25kY291bnR5LmNhOmRlbG12ZXJlZA)



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

MUNICIPALITY OF THE COUNTY OF RICHMOND
TRAVEL EXPENSE CLAIM

Name of Claimant:	Brian Marchand
Destination:	Port Hawkesbury PHCC
Purpose of Travel:	Meeting to Discuss Housing Issues
Departure Date/Time:	May 15-2019 - 9:20 AM
Return Date/Time:	May 15-2019 - 1:00 PM
Approval to Travel	<i>attached</i> Date:

Description	Day 1						Total
Mileage: # of Km 56 KM	\$ 25.68						\$ 25.68
Accommodation: Hotel Name: <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	\$ 25.68						\$ 25.68

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 B.M. N/A

Meeting with Celeste & others to discuss Affordable Housing Issues

All claims are to be submitted not later than 30 days after return.

Claimant Signature:	<i>Brian Marchand</i>
Date:	<i>May 15-19</i>
Travel Approved by Supervisor:	<i>Brian Marchand</i>
GL Code:	

Goods Rec'd. Date.....	Initial.....	<i>0</i>
Prices Checked.....		<i>0</i>
Add. & Ext. Checked.....		<i>0</i>
Approval for Payment.....		<i>0</i>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <i>210 2100 2101</i>		<i>10</i>

HS 3

From: dmarchand@richmondcounty.ca
Subject: Re: Housing Meeting
Date: May 11, 2019 at 11:30:51 AM
To: Brian brianmarchand@hotmail.com

Yes Brian

Sent from my iPhone

On May 10, 2019, at 4:11 PM, Brian <brianmarchand@hotmail.com> wrote:

Looking for permission to attend the Housing Meeting in Port Hawkesbury on May 15-2019?

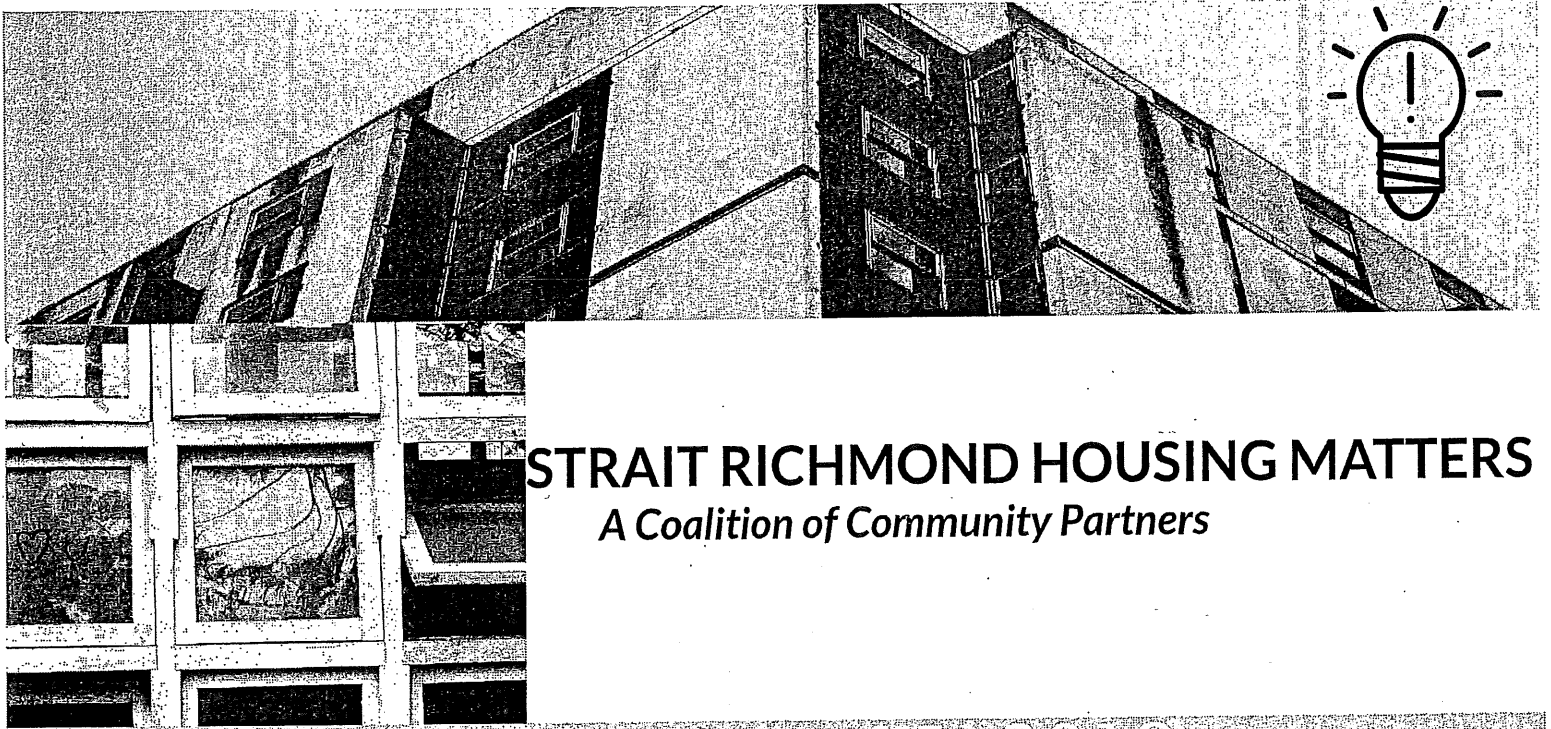
Thanks.

Brian

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https://support.onlymyemail.com/view/report_spam/MjgwNzUwOjlxNzAxNTcwNjY6ZG1hcmNoYW5kQHJpY2htb25kY291bnR5LmNhOmRlbGl2ZXJlZA



STRAIT RICHMOND HOUSING MATTERS

A Coalition of Community Partners

Wednesday, May 15, 2019

10:00 am to 12 noon

Port Hawkesbury Civic Centre, Board Room, 2nd Floor



A Coalition of Community Partners

Agenda for the day

- 10:00 Check In and Welcome
- 10:10 Update on People's School
- 10:15 Finalize Logo, Vision, Mission and Values
- 10:45 Finalize Terms of Reference for Group
- 11:30 Discussion of Scope of application Innovation and Research NHS Research and Planning Fund
- Wrap Up and Agenda Items for Next Meeting





MUNICIPALITY OF THE COUNTY OF RICHMOND
 TRAVEL EXPENSE CLAIM

Name of Claimant:	Brian Marchand
Destination:	Port Hawkesbury PHCC
Purpose of Travel:	Meeting to Discuss Housing Issues
Departure Date/Time:	June 19-2019 - 8:30 AM
Return Date/Time:	June 19-2019 - 1:00 PM
Approval to Travel	<i>attached</i> Date:

Description	Day 1						Total
Mileage: # of Km 56 KM	\$ 25.68						\$ 25.68
Accommodation: Hotel Name: <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	\$ 25.68						\$ 25.68

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 BM N/A

Meeting with Celeste & others to discuss Affordable Housing Issues

All claims are to be submitted not later than 30 days after return.

Claimant Signature: Brian Marchand

Date: June 20/2019

Travel Approved by Supervisor: Don Newland

GL Code: _____

Goods Rec'd. Date.....	Initial.....	<u>B</u>
Prices Checked.....		<u>B</u>
Add. & Ext. Checked.....		<u>B</u>
Approval for Payment.....		<u>A</u>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <u>10 210 2100 210</u>		<u>110</u>

HSR 3

From: dmarchand@richmondcounty.ca
Subject: Re: Housing Meeting
Date: Jun 18, 2019 at 8:48:54 AM
To: Brian brianmarchand@hotmail.com

Yes Brian.

Don Marchand
Chief Administrative Officer
2357 Hwy 206, P.O. Box 120
Arichat, N.S.
BOE 1A0
902-226-3970

From: "Brian" <brianmarchand@hotmail.com>
To: "Don (Gail) Marchand" <dmarchand@richmondcounty.ca>
Date: 2019-06-17 06:32 PM
Subject: Housing Meeting

Looking for permission to attend the Housing Meeting in Port Hawkesbury in Wednesday June 19-2019.

Thanks.

Brian

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If this email is spam, please report it to
[https://support.onlymyemail.com/view/report_spam/
MjgwNzUwOjIxNzclMzMxODQ6ZG1hcmNoYW5kOHJpY2htb25kY291bnR5LmNhOmRlbG12ZXJlZA](https://support.onlymyemail.com/view/report_spam/MjgwNzUwOjIxNzclMzMxODQ6ZG1hcmNoYW5kOHJpY2htb25kY291bnR5LmNhOmRlbG12ZXJlZA)



TRAVEL EXPENSE CLAIM Rate \$0.4585

Name of Claimant:	Don Marchand
Destination:	Port Hawkesbury Civic Centre
Purpose of Travel:	Airport Committee Meeting
Departure Date/Time:	Tuesday April 30, 2019, 12:30 PM
Return Date/Time:	Tuesday April 30, 2019, 4:00pm

Attached _____ Date: _____

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 70.00	70.00					70.00
Total Cost of Mileage: \$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.10
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>						\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.10

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: Don Marchand

Date Submitted: May 09, 2019

Travel Approved by Supervisor: Brian Marchand

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<u>A</u>
Add. & Ext. Checked.....	<u>D</u>
Approval for Payment.....	<u>D</u>
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No. <u>10 212 2120 212 130</u>	

HS
3



Airport Committee Meeting

Date: Tuesday, April 30, 2019

Time: 1:00 p.m.

Location: Arts & Crafts, Port Hawkesbury Civic Centre

A G E N D A

1. Meeting Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Approval of Minutes – April 17, 2018
5. Business Arising from the Minutes
6. Capital Improvements
7. Committee Governance
8. Contract Update
9. Financial Report and Budget
10. Approved Additions
11. Next Meeting
12. Adjournment



Re: Airport Committee Meeting Brian to: dmarchand@richmondcounty.ca 2019-04-29 10:21 AM
From: "Brian" <brianmarchand@hotmail.com>
To: "dmarchand@richmondcounty.ca" <dmarchand@richmondcounty.ca>

Yes, you have my permission.

Thanks.

Brian

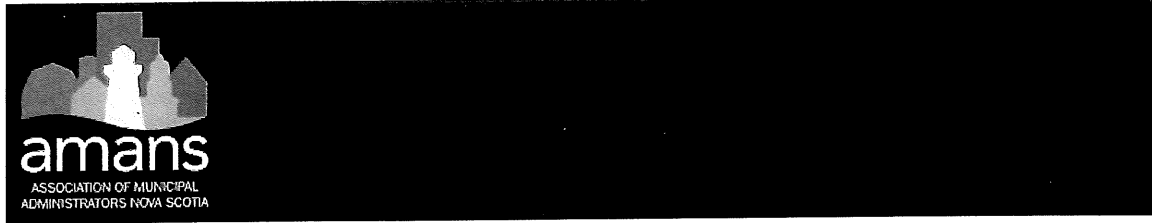
On Apr 29, 2019, at 9:46 AM, "dmarchand@richmondcounty.ca" <dmarchand@richmondcounty.ca> wrote:

Brian,

I require permission to attend an Airport Committee meeting Tuesday April 30, 2019.

Don Marchand
Chief Administrative Officer
2357 Hwy 206, P.O. Box 120
Arichat, N.S.
BOE 1A0
902-226-3970

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AMANS 2019 Spring Conference

New Glasgow, NS
June 12 - 14, 2019

Registration Successful

DON MARCHAND has successfully registered for this event;
look for a confirmation email shortly.

View registration details ▼

Note: You will get an email with this information.

Registration Information

Name:	DON MARCHAND
Organization Name:	Municipality of Richmond County
Name for Name Tag:	DON MARCHAND
Position:	Chief Administrative Officer
Address:	2357 Hwy 206
City:	Arichat
Province:	NS
Postal Code:	BOE 1A0
Phone:	902-226-3970
Email:	dmarchand@richmondcounty.ca
Dietary Restrictions:	None
Mobility Issues:	NO
Permission to use Email:	YES
First AMA Conference:	YES

Conference Fees and Sessions

Delegate Type:	Member
Municipal Finance Officers Session:	NO
Thursday Shopping at Farmers Market:	No Thanks
Thursday Dinner:	No Thanks
Music Bingo:	No Thanks
Extra Ticket for Thursday Dinner (\$40):	No Thanks
Extra Dietary Restrictions:	None

Goods Rec'd. Date.....	Initial.....	
Prices Checked.....		
Add. & Ext. Checked.....		HST
Approval for Payment.....		
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. 10, 21, 2, 21, 20, 21, 2		130

Payment Information

Sub Total:	\$300.00
15% HST #124731324RT0001:	\$45.00
Total:	\$345.00
Date Registered:	2019-04-29 07:33:52

Hide registration details ▼

PAYMENT OPTIONS



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

TRAVEL EXPENSE CLAIM Rate **\$0.4585**

Name of Claimant:	Don Marchand
Destination:	New Glasgow (<i>Holiday Inn</i>)
Purpose of Travel:	AMANS Conference
Departure Date/Time:	Wednesday June 12, 2019 2:00pm
Return Date/Time:	Friday June 14, 2019 4:00pm

Approval to Travel *attached* Date: _____

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	292.00	146.00	146.00			292.00
Total Cost of Mileage:	\$133.88	\$66.94	\$66.94	\$0.00	\$0.00	\$133.88
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>						\$0.00
Meals: Breakfast \$20		\$20.00	\$20.00			\$40.00
Lunch \$25			\$25.00			\$25.00
Dinner \$30	\$30.00	\$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	\$106.94	\$60.00	\$111.94	\$0.00	\$0.00	\$278.88

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: Don Marchand


Date Submitted: June 21, 2019

Travel Approved by Supervisor: Don Marchand

GL Code: _____

Goods Rec'd. Date.....	Initial.....	<u>B</u>
Prices Checked.....		<u>B</u>
Add. & Ext. Checked.....		<u>B</u>
Approval for Payment.....	<u>HST 3</u>	<u>B</u>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <u>10212 2120 212130</u>		



Re: AMA Travel 
Brian Marchand to: Donald Marchand

2019-06-11 01:04 PM

Yes, ok to go.

Brian

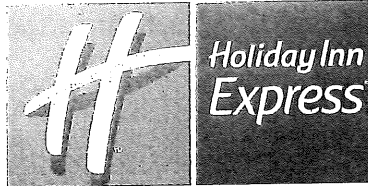
-----Donald Marchand/Richmond@Richmond wrote: -----

=====
To: Brian Marchand/Richmond@Richmond
From: Donald Marchand/Richmond@Richmond
Date: 06/11/2019 09:08AM
Subject: AMA Travel
=====

Hi Brian,

Requesting permission to attend AMA Conference in New Glasgow. The conference runs from Wednesday to Friday of this week.

Don Marchand
Chief Administrative Officer
2357 Hwy 206, P.O. Box 120
Arichat, N.S.
BOE 1A0
902-226-3970



06-17-19

Municipality of the County of Richmond P.O. Box 120 Arichat NS B0E 1A0 Canada Marchand, Don	Folio No.	: 192461	Room No.	: 305
	A/R Number	: 428	Arrival	: 06-12-19
	Group Code	: ACF	Departure	: 06-14-19
	Company	: Municipality of the County of Richmond	Conf. No.	: 22652538
	Membership No.	:	Rate Code	:
	Invoice No.	: 15732	Page No.	: 1 of 1

Date	Description	Charges	Credits
06-12-19	*Accommodation	148.00	
06-12-19	HST 15%	22.20	
06-12-19	Sustainability Levy	3.70	
06-12-19	HST 15%	0.56	
06-13-19	*Accommodation	148.00	
06-13-19	HST 15%	22.20	
06-13-19	Sustainability Levy	3.70	
06-13-19	HST 15%	0.56	
Total		348.92	0.00
Balance		348.92	

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

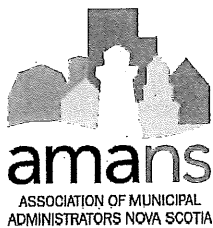
Goods Rec'd. Date.....	Initial.....	A
Prices Checked.....		A
Add. & Ext. Checked.....		A
Approval for Payment.....		A
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.....	10 212 2120 212	130

HST 3



Spring Conference 2019

Hosted by the Pictou Region



June 12-14, 2019 | New Glasgow, NS
Summer Street Industries

Thank you to our platinum sponsor

**SAFETY
SERVICES**
NOVA SCOTIA

Pre-Conference Day Sessions (Wednesday June 12, 2019)

12:00 p.m. – 3:30 p.m.

Salon B & C

MFO Session *registration required

Join Municipal Finance Officers at this session which will discuss timely topics for those working in local government finance. Lunch will be provided.

Registration: If you are attending the conference and the MFO Session, there will be an option to select during registration. **If you are only attending the MFO Session please email ajeffs@amans.ca with the name of registrant(s) and dietary restrictions.**

4:00 p.m. – 6:00 p.m.

Salon D

CAO Session

This session is an opportunity for CAO's and Clerk/Treasurers of each municipality to get together and have candid conversations about issues impacting them, their municipality or their region. Light snacks will be provided.

AMANS will be providing a bus service, through CHAD Transit, to shuttle CAOs back to their hotels.

7:00 p.m. – 10:00 p.m.

Backstage Brewery

Opening Reception

Join your municipal colleagues for a refreshment and a bite to eat at Backstage Brewery in Stellarton, NS. The night will include craft beer, friendly people and great music.

AMANS will be providing a bus service, through CHAD Transit, to shuttle people.

Conference Day Sessions (Thursday June 13, 2019)

8:30 a.m. – 8:45 a.m.

Coffee & Early Bird Draws

Salon A

8:45 a.m. – 9:00 a.m.

Opening Ceremonies

Salon B & C

9:00 a.m. – 10:00 a.m.

Generational Divisions in the Workplace

Salon B & C

Presented by: Karen Foster, Dalhousie University



Did you know there are 6 generations working in municipal government? That's a lot of different working styles and approaches to work. How do we co-exist and work collaboratively when that *other* generation just doesn't get it? Workplace issues surrounding technology and interpersonal relations are rooted in a broader economic context. Each generation in the workplace has grown up facing different economic conditions, realities, and challenges. In this presentation, Professor Foster will show how these differences impact the view and behaviour of each generation in the workplace. Karen Foster is a Professor at Dalhousie University in the Department of Sociology and Social Anthropology. Her current research focuses on sustainability of rural life in Atlantic Canada, with a particular emphasis on how government policy and everyday life intersect. This session will leave you with a better understanding and appreciation for your municipal colleagues.

10:00 a.m. – 10:30 a.m.

Salon B & C

A Leader in Employment: Summer Street Industries

Presented by Bob Bennett, Executive Director of Summer Street Industries

Summer Street Industries has become a vibrant part of the Pictou County community by opening minds, creating change, and facilitating opportunities for people with intellectual disabilities. Currently, 50% of Summer Street Industries staff are individuals with disabilities. As an organization they strive to equal the playing field where everyone is treated with fairness and respect. This session will tell the heart-warming story of how Summer Street Industries has partnered with the community so that people with disabilities can live as partnering citizens. It will look at how Summer Street Industries has helped the Pictou Region become a community that values all citizens for their unique contributions. This is a story of how a community has become richer and more diverse.

10:30 a.m. – 10:45 a.m.

Salon A

Refreshment Break

10:45 a.m. – 12:00 p.m.

Salon B & C

Provincial Update

We will be joined by the Department of Justice for an update on cannabis edibles, and the Department of Energy. Brennan Goreham, Acting Director for the Atlantic Fisheries Fund will give an update on a funding initiative to support the seafood sector. Sandy Hudson will provide an update on the Municipal Elections and Department of Municipal Affairs will update us on their recent projects.

12:00 p.m. – 1:00 p.m.

Lunch

Served in Salon A

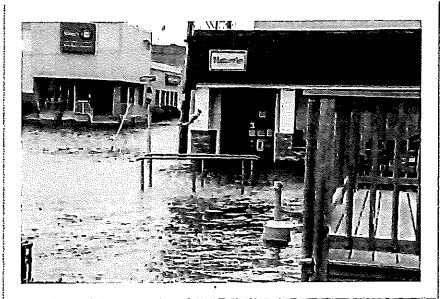
1:00 p.m. – 2:00 p.m.

Concurrent Session

Salon D

A) Integrating Asset Management and Climate Change

Presented by: David Kelly and Gary Lines ClimAction



Now more than ever our world is seeing the impacts climate change has on our communities. We are experiencing harsher winters, more flooding, dryer summers and rising sea levels. One hundred-year storms are becoming a common occurrence. These factors coupled with aging infrastructure makes our communities vulnerable. Can your infrastructure withstand climate change? Do you know where the vulnerabilities are? Understanding and knowing your municipalities role in asset management is essential. This presentation will look at the current challenges Nova Scotia communities are facing with respect to infrastructure. It will also examine the importance of insurance risk for homeowners and businesses in your community. You will leave with a sense of knowing how the entire organization can embrace asset management in the changing climate.

Salon B & C

B) Solutions to Employee Absenteeism

Presented by: Ian Macdonald, Workers' Compensation Board; Jason Gomes, Desjardins; Janine McInnis, Morneau Shepell

There is no question absenteeism impacts the organization's bottom line, staff morale and overall culture. While no-one wants employees coming to

work when they are sick, roughly 52 percent of employees are staying home for non-medical reasons. Sometimes absenteeism is not caused by physical illness but by a wide range of other issues from child- or elder-care arrangements, falling through to bullying or harassment at work, and feeling disengaged from the job. Whatever the reason, it is important for employers to understand the real reason for their absence and do something before the problem gets worse. There are many programs available to assist municipalities to reduce employee absenteeism and get employees back to work sooner. In this session the Workers' Compensation Board talks about some tools to develop your own Working to Well Program to assist in getting employees back to work. Pierre Desjardins will then discuss the opportunities available with the Group Insurance's early assistance program and how to prevent disabilities. Lastly, Morneau Shepell will discuss some Wellness and Mental Health strategies employers can adopt that will help manage employee absenteeism.

2:00 p.m. – 2:15 p.m.

Afternoon Break

Salon A

2:15 p.m. – 3:15 p.m.

The Face of a Workplace Tragedy: The Importance of Safety Culture

Salon B & C

Shannon Kempton, Threads for Life Volunteer

Everyone has a safety culture in their workplace; not having a safety culture is still a culture. Consider safety culture on a continuum. There is no end goal and it is always a moving target. When a serious injury or death happens in the workplace, it may show up for a day or two in the news, but then the world quickly moves on.

Few people understand the ripple effects of a workplace tragedy, which reach not just the worker, but the close and extended family, friends and community as well as co-workers. Shannon Kempton's life was permanently and profoundly altered by a workplace tragedy. In this moving presentation, Shannon will describe what happened and the impact the tragedy has had on her family. She delivers an inspiring reminder of why workplace safety is so important.

4:00 p.m. – 6:00 p.m.

New Glasgow's
Farmers Market

261 Glasgow Street

Shopping at the New Glasgow's Farmer's Market

Come on down to the New Glasgow's Farmer's Market to see what vendors and treats are available to purchase. **During registration you are able to add on \$5 - \$10 market dollars to spend at the market. You can pick up these dollars up at the market office when you arrive.**

AMANS will be providing a bus service, through CHAD Transit, to shuttle people between the hotels and the Farmer's Market.

6:00 p.m. – 8:00 p.m.

New Glasgow's
Farmers Market Dome

261 Glasgow Street

Lobster Supper at the Farmer's Market

Have no fear, even if you don't like lobster there will be something for everyone. During registration if you'd like to attend the Lobster Supper, there will be an added fee of \$40+HST. You have your choice to select Lobster, Steak or a Veggie meal. The dinner will be held in the Big Dome, and it will include your main course, potato salad, coleslaw, a roll and cheesecake. While dinner is going on, we'll be joined by a young fiddler to entertain us with some joyful music. There will be a cash bar available to purchase some local spirits.

A shuttle service will be available for people to get to the Lobster Supper, or go home from the Farmer's Market.

8:00 p.m. – 10:00 p.m.

New Glasgow's
Farmers Market Dome
261 Glasgow Street

Music Bingo at the Farmer's Market

Just when you thought the night couldn't get any better, we've decided to test your musical knowledge with Music Bingo. Joined by local music bingo artist Rollie Babinec, we'll be competing to see who the true music legends are at this event. We'll have some prizes to give away for the winners, start practicing now!

A shuttle service will be available at the end of the night.

Conference Day Sessions (Friday June 14, 2019)

8:30 a.m. – 9:00 a.m.

Salon A

Coffee & Early Bird Draws

9:00 a.m. – 10:15 a.m.

Salon B & C

Shared Secrets

Joined by: New Glasgow's Farmers Market & Town of New Glasgow for Partnerships and Town of Wolfville for Accessibility Considerations

Partnerships are important to municipal government. In this Shared Secrets session we'll be joined by Kristi Russell, Market Manager for Town of New Glasgow's Farmer's Market and Geryl MacDonald, Director of Community, Economic Development for Town of New Glasgow. Kristi and Geryl will share how this essential partnership

formed and how they are making decisions that create rippling impacts into the community and region.

Accessibility is top of mind for every municipality with the upcoming 2030 deadline. This presentation will be presented Mike MacLean, Director of Financial Services for Town of Wolfville who will share an update on the Town's Accessibility Pilot Project. There have been some great considerations and steps forward, but there have also been some lessons learned. This is a presentation you won't want to miss. Mike will talk about their steps towards accessibility including the built environment and website pieces.

10:15 a.m. – 10:30 a.m.

Refreshment Break

Salon A

10:30 a.m. – 11:30 a.m.

Cyber Incivility: Dreading Your Inbox

Salon B & C

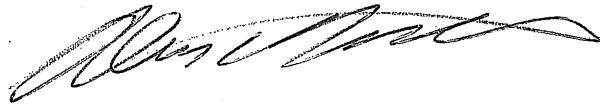
Presented by: Kristin Williams, CEO, JA Nova Scotia

We have all experienced that dreaded feeling of nervousness or frustration when you see an email in your inbox from a difficult person. Cyber incivility is a common communicative behavior which is exhibited in computer mediated interactions (ie: e-mail). These exchanges can be aggressive, rude, inappropriate and disrespectful and could usually be settled via phone or in face-

to-face meetings. In this workshop, Kristin will show you how we can predict cyber incivility based on certain contextual issues. Furthermore, there are a number of triggers and predictors that can be established as a result of cyber incivility.

Cyber incivility poses many challenges to a municipality including costs and public scrutiny. There are also organizational risks and repercussions municipalities face if not addressed appropriately. Kristin will provide you with coping strategies that senior and middle managers, as well as front-line employees can implement when using their e-mail. She will provide advice and best practices around sensitization, safeguards and sanctions. Finally your inbox won't feel unbearable.

Municipality of the County of Richmond - April 2019		
Meetings Held:		14 km
Date:	Meeting:	Alvin Martell
April-01-19	Special Council	1
April-04-19	Emergency Council	1
April 23, 2019	Regular Council	1
April 8, 2019	COW	1
		0
		0
Total # of Meetings Attended:		4
x kms/trip (return):		14
Total Mileage (kms):		56
Rate		0.4415 .4585
Total Owed		<u>25.68</u>



Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No. 10 210 2110 210 130	

Municipality of the County of Richmond - May 2019		
Meetings Held:		14 km
Date:	Meeting:	Alvin Martell
May-01-19	Budget	1
May-07-19	PAC	1
May 8, 2019	Budget	1
May 13, 2019	COW	1
May-15-19	Budget	0
May-27-19	Council	1
May-29-19	Budget	1
Total # of Meetings Attended:		6
x kms/trip (return):		14
Total Mileage (kms):		84
Rate		0.4585
Total Owed		\$38.51



Goods Rec'd. Date.....	Initial.....	A
Prices Checked.....		A
Add. & Ext. Checked.....		A
Approval for Payment.....		A
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.	10 210 2110 210130	

HST 3

Municipality of the County of Richmond - June 2019		
Meetings Held:		14 km
Date:	Meeting:	Alvin Martell
June-03-19	Special Council	0
June-10-19	COW/By Law	0
June 20, 2019	Regular Council	1
June 24, 2019	Special Council	1
		0
		0
		0
Total # of Meetings Attended:		2
x kms/trip (return):		14
Total Mileage (kms):		28
Rate		0.4585
Total Owed		\$12.84

Goods Rec'd. Date.....	Initial.....	A
Prices Checked.....	A
Add. & Ext. Checked.....	A
Approval for Payment.....	A
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't. No.	10 210 2110 210 130	

H51
3

Re: June 2019 Meetings

Alvin Martell

to:

Yvonne Boudreau

02/07/2019 10:04 AM

Hide Details

From: Alvin Martell/Richmond

To: Yvonne Boudreau/Richmond@Richmond

Hi Yvonne

I have read the the above document . This email is to confirm that I have attended the meeting June 20th and 24 shown on the list .

Thanks Alvin

Sent from my iPhone

On Jul 2, 2019, at 9:58 AM, Yvonne Boudreau <yboudreau@richmondcounty.ca> wrote:

Hi Alvin,

Can you reply confirming that you attended the following meetings:

Municipality of the County of Richmond - June 2019		
Meetings Held:		14 km
Date:	Meeting:	Alvin Martell
June-03-19	Special Council	0
June-10-19	COW/By Law	0
June 20, 2019	Regular Council	1
June 24, 2019	Special Council	1
		0
		0
		0
Total # of Meetings Attended:		2
x kms/trip (return):		14
Total Mileage (kms):		28
Rate		0.4585
Total Owed		\$12.84

Thanks,

Yvonne Boudreau
 Municipal Clerk, Communications Administrator
 Municipality of the County of Richmond
 2357 Hwy 206, PO Box 120
 Arichat, NS
 BOE 1A0
 PH:(902) 226-3971
 FAX: (902) 226-1510
 yboudreau@richmondcounty.ca
 <0.14F8.jpeg>



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

Name: Carla Martell

PERIOD COVERED: March 29, 2019

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
March 29, 2019	Travel to Arena	35.00	

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

HSF 3

Totals: 35.00 \$0.00
 Rate: \$0.4415
 Total Mileage (\$): \$15.45

Total Expenses Claimed: **\$15.45**

ACCOUNT #:	<i>10 242 3070 242110</i>	CHEQUE #:	
SIGNATURE:	<i>Carla Martell</i>	AMOUNT:	
APPROVED:	<i>W. Brindley</i>	DATE PAID:	
DATE SUBMITTED:	<i>May 8/19</i>	INITIAL:	

