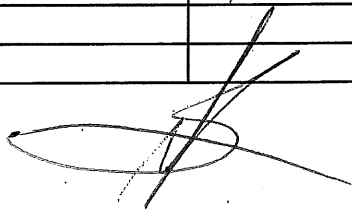


38784

Municipality of the County of Richmond - October 2019		
Meetings Held:		67 kms
Date:	Meeting:	Gilbert Boucher
October-15-19	COW	1
October-28-19	Regular Council	1
		0
		0
		0
		0
Total # of Meetings Attended:		2
x kms/trip (return):		67
Total Mileage (kms):		134
Rate		0.4585
Total Owed		<u>\$61.44</u>



Brian Marchand

H573

Goods Rec'd. Date.....	Initial.....	<i>Dr</i>
Prices Checked.....		<i>CS</i>
Add. & Ext. Checked.....		<i>CS</i>
Approval for Payment.....	<i>JK</i>	<i>CS</i>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.....	<i>10 210 210 0210130</i>	



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

NAME: Chris Boudreau

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

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
03-Oct-19	Travel from office to Louisdale WTP	34	
16-Oct-19	Travel from office to Louisdale WTP	34	

**HST 3**

Initial: **CS**

Goods Rec'd. Date: \_\_\_\_\_

Prices Checked: \_\_\_\_\_

Add. & Ext. Checked: \_\_\_\_\_

Approval for Payment: \_\_\_\_\_

Discount Date: \_\_\_\_\_

Paid by Cheque No. **10 242 3070 242110**

Distribution: Acct. No. \_\_\_\_\_

Totals: 68.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$31.18

Total Expenses Claimed: **\$31.18**

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>Don Mauchard</i>	DATE PAID:	
DATE SUBMITTED:	<i>Nov 5/19</i>	INITIAL:	

01643



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

NAME: Chris Boudreau

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

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
06-Sep-19	Travel from office to WMF to assess C&D incident.	18	
09-Sep-19	Travel from home to office for COW	28	
16-Sep-19	Travel from office to Port Royal for Septic Inspection	15	
16-Sep-19	Travel from home to office for By-Law Committee meeting	28	
19-Sep-19	Travel from office to Louisdale WTP to troubleshoot plant issues.	34	
<div data-bbox="397 819 990 1155" data-label="Text"> <p>Initial... <i>CS</i> 1573  Goods Rec'd. Date.....  Prices Checked.....  Add. &amp; Ext. Checked.....  Approval for Payment.....  Discount Date.....  Paid by Cheque No. 10-242-3070-42110  Distribution: Acc't. No.....</p> </div>			
<b>Totals:</b>		123.00	\$0.00
<b>Rate:</b>		\$0.4585	
<b>Total Mileage (\$):</b>		\$56.40	
<b>Total Expenses Claimed:</b>		<b>\$56.40</b>	

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>Don Marchand</i>	DATE PAID:	
DATE SUBMITTED:	Oct 4/19	INITIAL:	



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

NAME: Chris Boudreau

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

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
15-Aug-19	Travel to Louisdale WTP for Audit by NSE & travel from office to 1749 Hwy 206 for septic inspection.	40	

Initial *CS* HST 3  
*CS*  
*CS*  
*CS*  
 Goods Rec'd. Date .....  
 Prices Checked .....  
 Add. & Ext. Checked *JK* .....  
 Approval for Payment .....  
 Discount Date .....  
 Paid by Cheque No. *10 242 3070* 242110  
 Distribution: Acc't. No. ....

Totals: 40.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$18.34

Total Expenses Claimed: **\$18.34**

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>Donna Chaudhary</i>	DATE PAID:	
DATE SUBMITTED:	<i>Aug 30/19</i>	INITIAL:	



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

NAME: Ronald Boudreau

PERIOD COVERED: September 16 - October 1

FROM:

TO:

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
September 16, 2019	Registration for Gentle Yoga 55+ at the St. Peter's Fire Hall with Lynn Doucette	71.00	
September 17, 2019	Registration for Chair Exercised at the Bonnie Brae with Lynn Doucette	71.00	
September 18, 2019	Registration at RECA at 3:00pm for After school Art Classes	36.00	
September 18, 2019	Registration AT FMEC for youth basketball at 5:30 pm	36.00	
September 19, 2019	Registration for Gentle Yoga 55+ at the St. Peter's Fire Hall with Lynn Doucette	71.00	
September 23, 2019	Registration for Chair Exercised at FMEC with Helen	36.00	
September 24, 2019	Registration in RB for Senior Fitness, Louisdale for Tai Chi, and D'Escousse for Senior Fitness	78.00	
September 24, 2019	Registration for Floor Yoga at FMEC with Helen Slade at 3:15 pm	36.00	
September 24, 2019	Registration for Beginner Yoga in St. Peter's at 6:30 pm and Dance at FMEC	80.00	
September 25, 2019	Registration at FMEC for youth basketball at 5:30 pm due to lack of registration the first week	36.00	
September 26, 2019	Registration for Evening Yoga at FMEC at 6:00 pm	36.00	
September 30, 2019	Registration for Spanish Class at RECA at 7:00 pm	36.00	
October 1, 2019	Registration for beginner Gaelic Classes in Red Islands	121.00	

Initial... *CS HST 3*

Goods Rec'd. Date.....

Prices Checked.....

Add. & Ext. Checked.....

Approval for Payment.....

Discount Date.....

Paid by Cheque No. *10270 4120270180*

Distribution: Acc't. No. *10270 4120270180*

Totals: 744.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$341.12

Total Expenses Claimed: **\$341.12**

ACCOUNT #:	<i>16 270 4120 270180</i>	CHEQUE #:	
SIGNATURE:	<i>Ronald Boudreau</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	<i>October 1/19</i>	INITIAL:	





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

NAME: Ronalda Boudreau

PERIOD COVERED: June 6 - July 10 / 2019

FROM:

TO:

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
June 6, 2019	Had to go to the Rec Building to take inventory off the surfing equipment (boards, suits, boots, etc.)	36.00	
June 12, 2019	Went to the REC building and went to French Cove to check the pool situation for swimming lessons	86.00	
June 18, 2019	Went to the VIC to drop of some copies of the Richmond Reflection	73.00	
June 24, 2019	Went to Arena for the morning for Swimming registration	36.00	
June 24, 2019	Had to go to Point Michaud to meet Bell Aliant to set up land line	112.00	
June 25, 2019	Went to Point Michaud to set up and get ready for summer programs	112.00	
July 2, 2019	Went to French, Point Michaud and the Arena to check on students on their first day of summer programs	141.00	
July 3, 2019	Attended first Concerts by the sea in St. Peter's	71.00	
July 5, 2019	Attended Fireworks in St. Peter's	71.00	
July 10, 2019	Went to French, Point Michaud and the Arena to check on students and the summer programs	132.00	
	<i>Also</i>		
	<i>Had to go to convenient store to get supplies for Beach hut</i>		

Goods Rec'd. Initial *RS*  
 Prices Checked Date *7/10/19*  
 Add. & Ext. Checked *RS*  
 Approval for Payment *RS*  
 Discount Date *RS*  
 Paid by Cheque No. *10 270 4120 270180*  
 Distribution: Acc't. No. *10 270 4120 270180*

Totals: 870.00 \$0.00  
 Rate: \$0.4585  
 Total Mileage (\$): \$398.90

Total Expenses Claimed: **\$398.90**

ACCOUNT #:	10 270 4120 270180	CHEQUE #:	
SIGNATURE:	Ronald Boudreau	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	July 10 / 19	INITIAL:	

00582

Municipality of the County of Richmond - October 2019		
Meetings Held:		10 km
Date:	Meeting:	James Goyetche
October-15-19	COW	1
October-28-19	Regular Council	1
		0
		0
		0
		0
Total # of Meetings Attended:		2
x kms/trip (return):		10
Total Mileage (kms):		20
Rate		0.4585
Total Owed		\$9.17

*James Goyetche*

*Brian Marchand*

HSTB

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 210130



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

**TRAVEL EXPENSE CLAIM**

Rate **\$0.4585**

Name of Claimant:	Kathleen Jeffrey
Destination:	MUNICIPALITY OF THE COUNTY OF ANTIGONISH, ANTIGONISH, NS
Purpose of Travel:	DIAMOND MUNICIPAL GROUP MEETING
Departure Date/Time:	THURSDAY, SEPTEMBER 19TH, 2019 - 8:30AM
Return Date/Time:	THURSDAY, SEPTEMBER 19TH, 2019 - 1:00PM
Approval to Travel	<i>James Pastore</i> Date: <b>9/18</b>

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <b>168.00</b>	168.00					168.00
Total Cost of Mileage: <b>\$77.03</b>	\$77.03	\$0.00	\$0.00	\$0.00	\$0.00	\$77.03
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) -Course Fee						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$77.03</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$77.03</b>

**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 *JK* N/A \_\_\_\_\_  
 DISCUSSED UPGRADE THAT WILL TAKE PLACE IN OCTOBER AS WELL AS LAUNCHING VCH. ASKED TO ATTEND BY CFO

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

Claimant Signature: *Kathleen Jeffrey*  
 Date Submitted: 03-Oct-19  
 Travel Approved by Supervisor: *James Pastore*  
 GL Code:

Goods Rec'd. Date..... Initial *CS*  
 Prices Checked..... *CS*  
 Add. & Ext. Checked..... *CS*  
 Approval for Payment..... *CS*  
 Discount Date.....  
 Paid by Cheque No. **10212 2120 212130**  
 Distribution: Acc't. No.

**Accepted: Meeting**

**From:** "Allison Duggan" <allison.duggan@antigonishcounty.ns.ca>  
**Chair:** allison.duggan@antigonishcounty.ns.ca  
**Invite:** Shawn Andrews <sandrews@modg.ca>, 'Tanya Tibbo'  
<tanya.tibbo@invernesscounty.ca>, Erin MacEachen (emaceachen@townofph.ca)  
<emaceachen@townofph.ca>, Alix Redden <alix.redden@countyvictoria.ns.ca>,  
Marian Fraser (marian.fraser@saint-marys.ca) <marian.fraser@saint-marys.ca>,  
Brian Luciano (bluciano@townofantigonish.ca) <bluciano@townofantigonish.ca>,  
Jason Martell/Richmond, CAO Town of Mulgrave <CAO@townofmulgrave.ca>

**Subject:** Intermunicipal Group & Microsoft discussion  **Mark private**  
**Location:** Board Room  **Request response**  
**Resource:** Board Room  
**Date:** Thu 09/19/2019 **Time:** 10:00AM **Duration:** 02h 00m  
**Time zone:** Atlantic  
**Categories:**  
 **Mark Available**

---

Hi Folks,

I am just getting this meeting in your calendar here at the Antigonish County Municipal Office.

See you than,

Allison



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

NAME: Kathleen Jeffrey

PERIOD COVERED:

FROM: 09/11/2019 TO: 10/03/2019

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
September 11/19	Arichat-Bank St. Peter's	56.00	
September 20/19	Arichat-Bank St. Peter's	56.00	
September 27/19	Arichat-Bank St. Peter's	56.00	
October 3/19	Arichat-Bank St. Peter's	56.00	

*HST 3*

Goods Rec'd. Date.....*CS*  
 Prices Checked.....*CS*  
 Add. & Ext. Checked.....*CS*  
 Approval for Payment.....*CS*  
 Discount Date.....  
 Paid by Cheque No. *10 212 2120212130*  
 Distribution: Acc't. No.....

Totals: 224.00 \$0.00  
 Rate: \$0.4585  
 Total Mileage (\$): \$102.70  
 Total Expenses Claimed: **\$102.70**

ACCOUNT #:	CHEQUE #:
SIGNATURE: <i>Kathleen Jeffrey</i>	AMOUNT:
APPROVED: <i>[Signature]</i>	DATE PAID:
Date: <i>10/31/19</i>	INITIAL:

10219



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

NAME: Kathleen Jeffrey

PERIOD COVERED: FROM: 08/14/19 TO: 09/06/19

Table with columns: DATE, PARTICULARS, MILEAGE (KM), OTHER EXPENSES. Rows include dates from August 14 to September 6, 2019, with details on Arichat-Bank St. Peter's and Arichat - Bank Port Hawkesbury.

Handwritten notes and stamps including 'Initial CS', 'HST 3', 'Goods Rec'd. Date', 'Prices Checked', 'Add. & Ext. Checked', 'Approval for Payment', 'Discount Date', 'Paid by Cheque No. 10212', and 'Distribution: Acc't. No. 212021230'.

Totals: 297.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$136.17

Total Expenses Claimed: \$136.17

ACCOUNT #: SIGNATURE: Kathleen Jeffrey APPROVED: DATE: Sept 9th 2019. CHEQUE #: AMOUNT: DATE PAID: INITIAL:

10219



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

NAME: Kathleen Jeffrey

PERIOD COVERED:

FROM: 07/19/19 TO: 08/07/19

Table with columns: DATE, PARTICULARS, MILEAGE (KM), OTHER EXPENSES. Rows include dates from July 19, 2019 to August 07, 2019, all with 'Arichat-Bank St. Peter's' as particulars and 56.00 as mileage.

Goods Rec'd. Date.....Initial..... CS
Prices Checked..... CS
Add. & Ext. Checked..... CS
Approval for Payment..... CS
Discount Date.....
Paid by Cheque No.....
Distribution: Acc't No. 10 212 2120212130

HST3

Totals: 224.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$102.70

Total Expenses Claimed: \$102.70

Table with columns: ACCOUNT #, SIGNATURE, APPROVED, CHEQUE #, AMOUNT, DATE PAID, INITIAL. Signature: Kathleen Jeffrey.









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:	Oct 09-2019 - 9:00 AM
Return Date/Time:	Oct 09-2019 - 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: Oct 15/2019

Travel Approved by Supervisor: Brian Marchand

GL Code: \_\_\_\_\_

HST 3

Goods Rec'd. Date.....	Initial.....	<u>BM</u>
Prices Checked.....		<u>BM</u>
Add. & Ext. Checked.....		<u>BM</u>
Approval for Payment.....		<u>BM</u>
Discount Date.....		
Paid by Cheque No.....		<u>102102100210110</u>
Distribution: Acc't. No.....		

From: dmarchand@richmondcounty.ca  
Subject: Re: Housing Meeting  
Date: Oct 7, 2019 at 8:03:14 AM  
To: Brian brianmarchand@hotmail.com

---

Yes Brian

Sent from my iPhone

On Oct 5, 2019, at 7:41 PM, Brian <[brianmarchand@hotmail.com](mailto:brianmarchand@hotmail.com)> wrote:

Looking for permission to attend the Housing meeting on Oct 9-2019 in Port Hawkesbury?

Thanks.

Brian



AGENDA  
Oct 9, 2019  
10:00am – 12:00pm  
Port Hawkesbury Civic Centre  
Board Room, 2<sup>nd</sup> Floor

1. Welcome and Check-In
2. Federal Election Updates
  - Letter, Infographic/Debate
  - Telile Debate: October 15, 2019
3. CMHC Grant
  - Pre-Planning for Service Based Count
4. Housing Nova Scotia
  - Update on National Housing Strategy
5. Know Your Rights: Tenants' Rights and Responsibilities
  - Possible Information Session?
6. Upcoming Meetings/Events
  - Strait Richmond Housing Matters Meetings – November 13<sup>th</sup> and December 11, 2019



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:	Sept 24-2019 - 12:00 PM
Return Date/Time:	Sept 24-2019 - 3:30 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

To Discuss Airport Operations

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

Claimant Signature: Brian Marchand

Date: Oct 15/2019

Travel Approved by Supervisor: Don Marchand

GL Code: \_\_\_\_\_

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

HST 3



## **Airport Management Committee Meeting**

**Date:** Tuesday, September 24, 2019

**Time:** 1:00 p.m.

**Location:** Boardroom, Port Hawkesbury Civic Centre

### **A G E N D A**

1. Meeting Call to Order
2. Additions to the Agenda
3. Approval of the Agenda
4. Approval of Minutes – August 30, 2019
5. Business Arising from the Minutes
6. Public Relations Contract – Summary Report from Greg MacEachern
7. Allan J. MacEachern Regional Airport
  - Website Activation - Update
  - Website – Breakdown of Expenditures
  - Ownership Structure – Discussion on Divestiture and Corporate Structure
8. Marketing Strategy
9. Committee Governance Update
10. Airport Operations Update
11. Crack Sealing Contract
10. Approved Additions
12. Next Meeting Date
13. Adjournment

From: dmarchand@richmondcounty.ca  
Subject: Re: Airport meeting  
Date: Sep 24, 2019 at 9:11:47 AM  
To: Brian brianmarchand@hotmail.com

---

Yes Brian

Don Marchand  
Chief Administrative Officer  
2357 Hwy 206, P.O. Box 120  
Arichat, N.S.  
B0E 1A0  
902-226-3970

From: "Brian" <brianmarchand@hotmail.com>  
To: "Don (Gail) Marchand" <dmarchand@richmondcounty.ca>  
Date: 2019-09-24 07:20 AM  
Subject: Airport meeting

---

Looking for permission to attend the airport meeting in Port Hawkesbury today at 1 PM?

Thanks.

Brian



28207



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: Aug 30-2019 - 10:00 AM
Return Date/Time: Aug 30-2019 - 12:00 PM
Approval to Travel: attached Date:

Table with 8 columns: Description, Day 1, (empty), (empty), (empty), (empty), (empty), Total. Rows include Mileage: # of Km 56 KM (\$ 25.68), Accommodation, Hotel Name, Meals (Breakfast \$20, Lunch \$25, Dinner \$30), Other Meals, Incidentals, Taxi/Parking/Tolls, and 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

To Discuss Airport Operations

All claims are to be submitted not later than 30 days after return.
Claimant Signature: Brian Marchand
Date: Aug 30/2019
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: Acc't. No. 10 210 2100 210110
HST 3

28207



THE MUNICIPALITY OF THE COUNTY OF RICHMOND LA MUNICIPALITÉ DU COMTE 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: July 9-2019 - 12:00 PM  
 Return Date/Time: July 9-2019 - 3:00 PM  
 Approval to Travel: Attached *us.* 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 for Airport Committee Issues*

All claims are to be submitted not later than 30 days after return.  
 Claimant Signature: *Brian Marchand*  
 Date: *July 9/2019*  
 Travel Approved by Supervisor: *Don Marchand*  
 GL Code:

Goods Rec'd. Date.....Initial *us.*  
 Prices Checked.....*us.*  
 Add. & Ext. Checked.....*us.*  
 Approval for Payment.....*us.*  
 Discount Date.....  
 Paid by Chequo No.....  
 Distribution: Acc't. No. *10216 2100 210110*

*HST 3*



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

**TRAVEL EXPENSE CLAIM**

Rate \$0.4585

Name of Claimant:	Don Marchand
Destination:	Port Hawkesbury Pickup MacDowell
Purpose of Travel:	WREC Evanston School
Departure Date/Time:	11:15 am Wednesday, October 30, 2019
Return Date/Time:	2:30 pm Wednesday, October 30, 2019

Approval to Travel *attached* Date: \_\_\_\_\_

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	76.00	76.00				76.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.85
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
<b>Total Amount Being Claimed</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$34.85</b>

**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

*Discuss next steps to proceed with migration of WREC school in Evanston.*

HST 3

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

Claimant Signature: *Don Marchand*

Date Submitted: *October 31, 2019*

Travel Approved by Supervisor: *Grian Marchand*

GL Code: \_\_\_\_\_

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





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

**TRAVEL EXPENSE CLAIM**

Rate **\$0.4585**

Name of Claimant:	Don Marchand
Destination:	Port Hawkesbury Civic Centre
Purpose of Travel:	EDPC Board Meeting
Departure Date/Time:	Thursday September 26, 2019 12:15pm
Return Date/Time:	Thursday September 26, 2019 04:00pm
Approval to Travel	<i>attached</i> Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	76.00					76.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.85
Accommodation/Hotel Names <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
<b>Total Amount Being Claimed</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$34.85</b>

**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 *DM*

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

Claimant Signature: *Don Marchand*

Date Submitted: *October 01, 2019*

Travel Approved by Supervisor: *Don Marchand*

GL Code:

Goods Rec'd. Date.....Initial..... *DM*

Prices Checked..... *CS*

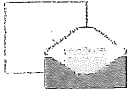
Add. & Ext. Checked..... *CS*


Approval for Payment..... *CS*

Discount Date.....

Paid by Cheque No.....

Distribution: Acc't. No. *10 212 2120 212180*



Re: EDPC Board Meeting   
Brian Marchand to: Donald Marchand

2019-09-26 12:29 PM

Yes

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

=====  
To: Brian Marchand/Richmond@Richmond  
From: Donald Marchand/Richmond@Richmond  
Date: 09/25/2019 09:25AM  
Subject: EDPC Board Meeting  
=====

Hi Brian

Requesting permission to attend the EDPC Board meeting tomorrow in Port  
Hawkesbury.

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



# Eastern District Planning Commission

606 Reeves Street, Unit #3, Port Hawkesbury NS B9A 2R7  
Ph.: 902-625-5364  
Fx.: 902-625-1559  
1-888-625-5361

John D. Bain  
Director  
jdbain@edpc.ca

## AGENDA

Thursday, September 26<sup>th</sup> 2019 at 1:00 p.m.  
Civic Centre, 606 Reeves Street

1. Call to Order
2. Items added to the Agenda
3. Review of Minutes: Board Meeting – May 23rd 2019
4. Director's Report
5. Correspondence and Documentation
  - a. Letter from NSBOA re. Sean Donovan
  - b. Letter to Provincial Director of Planning
  - c. Office of the Information and Privacy Commissioner
6. Discussion – Items added to the Agenda
7. Next Meeting Date – **November 21<sup>st</sup> 2019**
8. Adjournment

06041



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

TRAVEL EXPENSE CLAIM

Rate \$0.4585

Name of Claimant: Don Marchand
Destination: Port Hawkesbury Civic Centre
Purpose of Travel: Provincial Accessibility Workshop
Departure Date/Time: September 24, 2019 12:45pm
Return Date/Time: September 24, 2019 04:00pm

Approval to Travel Brian Marchand Date: Sept 23, 2019

Table with 7 columns: Description, Day 1, Day 2, Day 3, Day 4, Day 5, Total. Rows include Total Mileage (76.00), Total Cost of Mileage (\$0.00), Accommodation/Hotel Name, Meals (Breakfast \$20, Lunch \$25, Dinner \$30), Other Meals, Incidentals, Taxi/Parking/Tolls, and Total Amount Being Claimed (\$34.85).

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 DM

Workshop to discuss requirements and deadlines related to Provincial Accessibility. No agenda.

HST 3

Goods Rec'd. Date.....Initial...
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acc't. No. 102122120312130

All claims are to be submitted not later than 60 days after return.
Claimant Signature: Don Marchand
Date Submitted: September 25, 2019
Travel Approved by Supervisor: Brian Marchand
GL Code:



06041



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

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, July 9, 2019, 11:30am
Return Date/Time:	Tuesday, July 9, 2019, 3:30pm

attached

Date: July 8, 2019

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	70.00					70.00
Total Cost of Mileage:	\$32.10	\$0.00	\$0.00	\$0.00	\$0.00	\$32.10
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
<b>Total Amount Being Claimed</b>	\$32.10	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$32.10</b>

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 \_\_\_\_\_

lunch provided

HST3

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

Claimant Signature: Don Marchand

Date Submitted: July 16, 2019

Travel Approved by Supervisor: Grian Marchand

GL Code: \_\_\_\_\_

Goods Rec'd. Date.....	Initial.....	<u>CS</u>
Prices Checked.....		<u>CS</u>
Ad. & Ext. Checked.....		<u>CS</u>
Approval for Payment.....	<u>J.K.</u>	<u>CS</u>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No.....		<u>102122120212130</u>

26840

Municipality of the County of Richmond - October 2019		
Meetings Held:		14 km
Date:	Meeting:	Alvin Martell
October-15-19	COW	1
October-28-19	Regular Council	1
		0
		0
		0
		0
Total # of Meetings Attended:		2
x kms/trip (return):		14
Total Mileage (kms):		28
Rate		0.4585
Total Owed		\$12.84

*[Handwritten signature]*

*Grian Marchand*

HST 3

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



48461



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

NAME: Carla Martell

PERIOD COVERED: 6 Sept 2019 - 25 Sep 2019

FROM: TO:

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
September 6, 2019	Trip to Richmond Arena	35.00	
September 25, 2019	Fire Services Meeting - St. Peter's Fire Hall	71.00	

Goods Rec'd. Date.....  
 Prices Checked.....  
 Add. & Ext. Checked.....  
 Approval for Payment.....  
 Discount Date.....  
 Paid by Cheque No. 10 242 30 70  
 Distribution: Acc. No. 442110  
 Initial...  
 1573

Totals: 106.00 \$0.00

Rate: \$0.4585

Total Mileage (\$): \$48.60

Total Expenses Claimed: \$48.60

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Carla Martell</i>	AMOUNT:	
APPROVED:	<i>Mrs. Scudder</i>	DATE PAID:	
DATE SUBMITTED:	September 30, 2019	INITIAL:	

43427



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

TRAVEL EXPENSE CLAIM Rate \$0.4585

Name of Claimant: JASON MARTELL
Destination: PORT HAWKESBURY, NS
Purpose of Travel: AIRPORT COMMITTEE MEETING, PHCC
Departure Date/Time: TUESDAY, SEPTEMBER 24TH, 2019 - 1PM
Return Date/Time: TUESDAY, SEPTEMBER 24TH, 2019 - 3PM

Approval to Travel [Signature] Date: September 23, 2019

Table with 7 columns: Description, Day 1, Day 2, Day 3, Day 4, Day 5, Total. Rows include Total Mileage (\$41.17), Accommodation (\$0.00), Meals (\$20, \$25, \$30), and Total Amount Being Claimed (\$41.17).

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% attendance threshold has been met

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

ASKED TO ATTEND ON CAO'S BEHALF.

Handwritten notes and stamps: HST 3, Goods Rec'd. Date, Prices Checked, Add. & Ext. Checked, Approval for Payment, Discount Date, Paid by Cheque No. 10 212 2120 212 130, Distribution: Acc't. No.

All claims are to be submitted not later than 60 days after return. Claimant Signature: [Signature] Date Submitted: SEPTEMBER 25TH, 2019 Travel Approved by Supervisor: [Signature] GL Code:



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

**TRAVEL EXPENSE CLAIM** Rate \$0.4585

Name of Claimant:	Clint Samson
Destination:	36 Treasure Drive, Western Shore, NS, B0J 3M0
Purpose of Travel:	2019 Annual Conference AMTC
Departure Date/Time:	October 8, 2019/12:00pm
Return Date/Time:	October 11, 2019/6:00pm

Approval to Travel Jerry Martell Date: Sept 4<sup>th</sup> / 2019

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <b>742.00</b>	370.00			370.00		740.00
Total Cost of Mileage: <b>\$339.29</b>	\$169.65	\$0.00	\$0.00	\$169.65	\$0.00	\$339.29
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>						\$0.00
Meals: Breakfast \$20						\$0.00
Lunch \$25		\$25.00	\$25.00	\$25.00		\$75.00
Dinner \$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00			\$30.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$209.65</b>	<b>\$65.00</b>	<b>\$35.00</b>	<b>\$194.65</b>	<b>\$0.00</b>	<b>\$504.29</b>

**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 CS N/A \_\_\_\_\_

Agenda attached !!

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

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

Claimant Signature: Clint Samson

Date Submitted: Oct 15, 2019

Travel Approved by Supervisor: Jerry Martell

GL Code: 10 212 2120 212130



## Association of Municipal Tax Collectors

MISSION: To properly serve the citizens in the collection of taxes and rates by enhancing the overall professional development of Tax Collectors in the Province of Nova Scotia.

# 2019 Annual Conference

October 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> & 11<sup>th</sup>, 2019



36 Treasure Drive  
Western Shore, Nova Scotia  
B0J 3M0

Tuesday, October 8<sup>th</sup>, 2019



7:00 pm - 9:00pm Registration - Start off by saying Hello!  
There may be a draw for a great gift!!

**Donation items for - Souls Harbour Rescue Mission**  
**(See [www.amtc-novascotia.com](http://www.amtc-novascotia.com) for a complete list of items needed)**



## Oak Island, Nova Scotia... Did you know...?

The Oak Island mystery refers to stories of buried treasure and unexplained objects found on or near Oak Island in Nova Scotia. Since the 19th century, a number of attempts have been made to locate treasure and artifacts. Theories about artifacts present on the island range from pirate treasure, to Shakespearean manuscripts, to possibly the Holy Grail or the Ark of the Covenant, with the Grail and the Ark having been buried there by the Knights Templar. Various items have surfaced over the years that were found on the island, some of which have since been carbon-dated and found to be hundreds of years old. Although these items can be considered treasure in their own right, no significant main treasure site has ever been found. The site consists of digs by numerous people and groups of people. The original shaft, in an unknown location today, was dug by early explorers and known as "the money pit." "The Curse" is said to have originated more than a century ago and states that seven men will die in the search for the treasure before it is found. To date, six men have died in their efforts to find the treasure.

In July 2010, Blankenship and the other stakeholders in Oak Island Tours announced on their website that the Nova Scotia Department of Natural Resources and Department of Tourism, Culture and Heritage had granted them a treasure-trove license which allowed them to resume activities until December 31, 2010.<sup>[30]</sup> After December 2010, the departments repealed the treasure-trove license and replaced it with an Oak Island Treasure Act.<sup>[31]</sup> The act, which became effective on January 1, 2011, allows treasure hunting to continue on the island under the terms of a license issued by the Minister of Natural Resources.<sup>[32]</sup> Exploration by the Laguna brothers has been documented in a reality television show airing on the History channel starting in 2014.

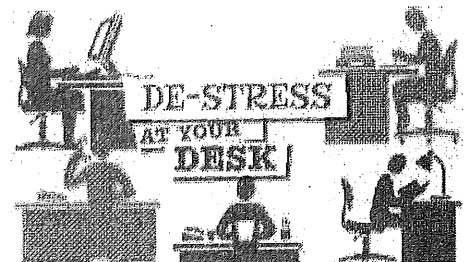


# Association of Municipal Tax Collectors

MISSION: To properly serve the citizens in the collection of taxes and rates by enhancing the overall professional development of Tax Collectors in the Province of Nova Scotia.

## Wednesday, October 9<sup>th</sup>, 2019

- 8:45 am - 9:00 am Announcements - President 
- 9:00 am - 9:15 am Election Process Overview
- 9:15 am - 9:30 am Something to Think About
- 9:30 am - 10:15 am Tax Sale - A - Z  
Start to Finish - What you need to know!
- 10:15 am - 10:30 am Break - Stretch your legs!!
- 10:30 am - 12:00pm Tax Sale - A - Z - Con't  
Sharing is Welcome! What are your thoughts?
- 12:00 pm - 1:30 pm **let's do lunch**
- 1:30 pm - 2:45pm Tax Sale - A - Z - Con't  
Learning from Each Other!  
How do you handle it?
- 2:45pm - 3:00pm YOGA at your Desk
- 3:00 pm - 3:15pm Break - Almost there... just a little bit more!
- 3:15pm - 4:30 pm Tax Sale - A - Z - Con't  
The whole process in a day!  
Congratulations on all the work that YOU do!!!



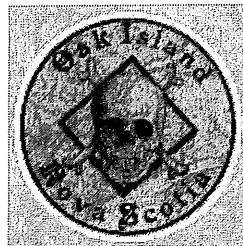


# Association of Municipal Tax Collectors

MISSION: To properly serve the citizens in the collection of taxes and rates by enhancing the overall professional development of Tax Collectors in the Province of Nova Scotia.

## Thursday, October 10<sup>th</sup>, 2019

- 8:45 am - 9:00 am Announcements - President 
- 9:00 am - 9:15 am Something to Think About
- 9:15 am - 10:30 am Self-Care Workshop-By the Canadian Red Cross  
Prevention & Coping Strategies
- 10:30 am - 10:45 am Break - Stretch your legs!!
- 10:45 am - 12:15 pm Self-Care Workshop-By the Canadian Red Cross Con't  
Prevention & Coping Strategies
- 12:15pm - 1:30pm: **let's do lunch**
- 1:30pm - 3:00 pm Self-Care Workshop-By the Canadian Red Cross Con't  
Prevention & Coping Strategies
- 3:00 pm - 3:15 pm Break Time - You're doing Great!!! Just a little bit more!
- 3:15 pm - 3:30 pm Presentation to Little Souls (Souls Harbour Bridgewater)
- 3:30 pm - 4:30 pm Annual Meeting & Elections
- 5:30 pm AMTC Dinner
- 8:00pm Treasure Hunt! Get your game face on!  
PRIZES for the Best Cosutmes & Winning Team!



# Treasure hunt



## Association of Municipal Tax Collectors

MISSION: To properly serve the citizens in the collection of taxes and rates by enhancing the overall professional development of Tax Collectors in the Province of Nova Scotia.

Friday, October 11<sup>th</sup>, 2019

8:45 am - 9:00 am Announcements - President



9:00 am - 10:30am Round Tables - Open Conversations

Mental Health .....	Coping & Dealing with others - What do you use?
Water Collections.....	Disconnections & Billings - How do you do it?
PVSC with Trudy & Company ...	Whats Working? What can we Help with?
Social Media .....	Facebook, Twitter, Websites - How do we utilize them?

10:30 am - 11:00 am Computer Software Round Tables

11:00 am Closing Comments - President



PLEASE PASS IN YOUR SURVEY FOR  
A CHANCE TO WIN A PRIZE - must be in the room!

“



When you are kind to  
others, it not only  
changes you, it changes  
the world.

”

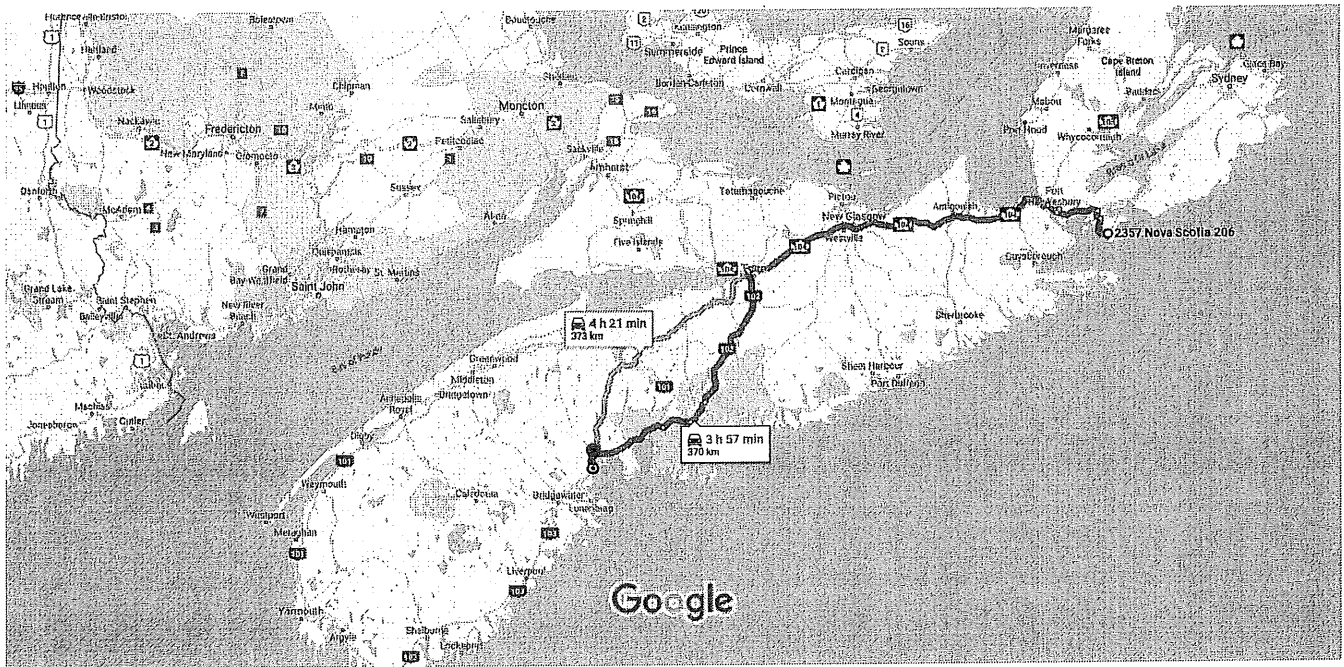
- Harold Kushner

**Thank you for coming.  
See you next year!**

Google Maps

2357 NS-206, Arichat, NS B0E 1A0 to 36 Treasure Dr, Western Shore, NS B0J 3M0

Drive 370 km, 3 h 57 min



Map data ©2019 Google 50 km

via Trans-Canada Hwy/NS-104 3 h 57 min  
Fastest route, the usual traffic 370 km

*x 2 = 740 kms  
C.S.*

via Trans-Canada Hwy/NS-104 and Hwy 236/NS-236 W/Rte 236 4 h 21 min  
373 km

Explore 36 Treasure Dr

Restaurants Hotels Gas stations Parking Lots More





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

**TRAVEL EXPENSE CLAIM**

Rate \$0.4585

Name of Claimant:	Laurier Samson
Destination:	Best Western Truro Glengarry
Purpose of Travel:	2019 Recreation Nova Scotia Conference
Departure Date/Time:	Monday, October 21, 2019 - 1:00 pm
Return Date/Time:	Thursday, October 24, 2019 - 5:00 pm

Approval to Travel \_\_\_\_\_ Date: \_\_\_\_\_

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	0.00	216.00		216.00		432.00	
Total Cost of Mileage:	\$198.07	\$99.04	\$0.00	\$0.00	\$99.04	\$0.00	\$198.07
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	\$30.00	\$30.00	\$30.00			\$90.00	
Other Meals (Receipts Required)						\$0.00	
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00			\$30.00	
Taxi/Parking/Tolls (Receipts Required)						\$0.00	
<b>Total Amount Being Claimed</b>	\$139.04	\$40.00	\$40.00	\$124.04	\$0.00	<b>\$343.07</b>	

**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 LS N/A \_\_\_\_\_

Goods Rec'd Date.....  
 Prices Checked.....  
 Add. & Ext. Checked.....  
 Approval for Payment.....  
 Discount Date.....  
 Paid by Cheque No. 102122120212130  
 Distribution: Acc't. No. \_\_\_\_\_  
 Initial LS

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

Claimant Signature: \_\_\_\_\_  
 Date Submitted: 10/25/19  
 Travel Approved by Supervisor: Don Naichard  
 GL Code: \_\_\_\_\_



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

**TRAVEL EXPENSE CLAIM** Rate \$0.4585

Name of Claimant:	Laurier Samson
Destination:	Truro, NS
Purpose of Travel:	Annual Recreation Nova Scotia Conference
Departure Date/Time:	October 21, 2019 - 4:00 pm
Return Date/Time:	October 24, 2019 - 5:00 pm

Approval to Travel *D. D. Laichard* Date: *August 20, 2019*

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	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
<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
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**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 \_\_\_\_\_

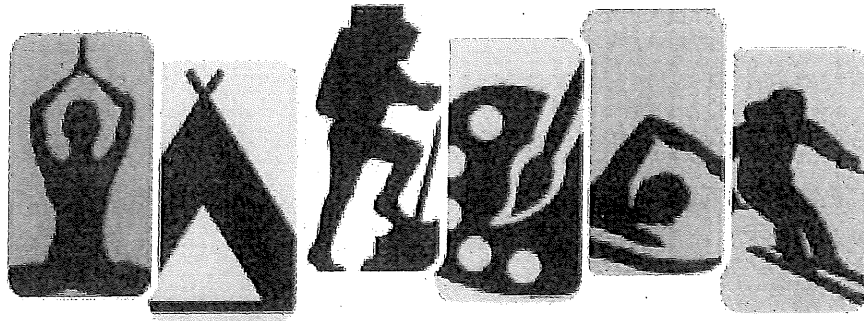
All claims are to be submitted not later than 60 days after return.

Claimant Signature: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

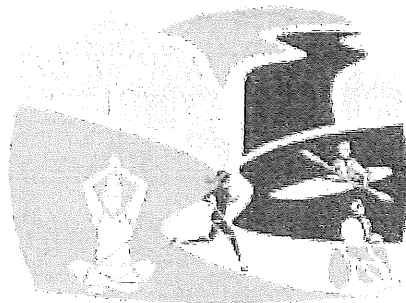
Travel Approved by Supervisor: \_\_\_\_\_

GL Code: \_\_\_\_\_



# RECREATION NOVA SCOTIA

## Conference Program



2019

Recreation Nova Scotia Conference

*Pathways to Wellbeing*

**October 22nd-24th  
Truro, Nova Scotia**

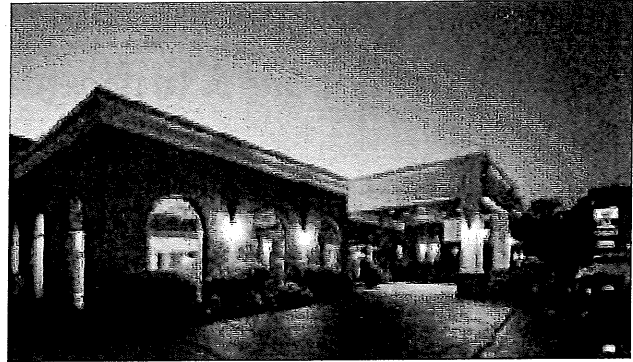
# General Information

## Conference Location:

Best Western, Truro - Glengarry

## Address:

150 Willow St.  
Truro, NS B2N 4Z6




## Hotel Reservations Call:

1-800-567-4276

## Website:

[www.bwglengarry.com](http://www.bwglengarry.com)

## Conference Room Guide



### Truro - Glengarry

Best Western  
150 Willow Street, Truro  
Nova Scotia, Canada B2N 4Z6

Phone: (902) 893-4311 • Fax: (902) 893-1759  
For Reservations Call: 1-800-567-4276

Room	Size	Rate	Rate	Rate	Rate	Rate	Rate	Rate	Rate
Executive Suite 124	124								
Executive Suite 123	123								
Executive Suite 126	126								
MacLeod Room C									
MacLeod Room B									
MacLeod Room A									
Grand Ballroom A									
Grand Ballroom B									
Grand Ballroom C									
Grand Ballroom D									
Grand Ballroom E									
Grand Ballroom F									
Grand Ballroom G									

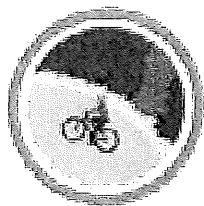
**Truro Trade and Convention Center**  
Visit our website at [www.bwglengarry.com](http://www.bwglengarry.com)



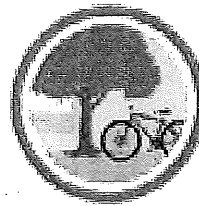
# Shared Strategy for Advancing Recreation in Nova Scotia

The agenda for the 2019 RNS Conference is a direct reflection of the National Framework for Recreation in Canada and the Shared Strategy for Advancing Recreation in Nova Scotia.

## The Five Goals of the Shared Strategy Include:



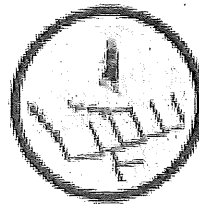
**Goal 1: Active Living**  
Foster active living through physical recreation.



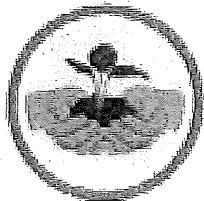
**Goal 4: Supportive Environments**  
Ensure the provision of supportive physical and social environments that encourage participation in recreation and build strong, caring communities.



**Goal 2: Inclusion and Access**  
Increase inclusion and access to recreation for populations that face constraints to participation.



**Goal 5: Recreation Capacity**  
Ensure the continued growth and sustainability of the recreation field.



**Goal 3: Connecting People and Nature**  
Help people connect to nature through recreation.

The purpose of the Shared Strategy for Advancing Recreation in Nova Scotia is to clarify a shared vision and set of priorities that reflects the aspirations and the broader potential of the recreation sector in the province. It is also intended to strengthen alignment of plans and policies and facilitate even richer opportunities for collaboration and resource sharing. It is meant to foster innovation, and the development of complementary initiatives. It is also intended to provide a blueprint for how governments, NGO's, community organizations and others might contribute to the recreation system. At the core of this strategy is a way to advance the impacts of recreation in Nova Scotia.



# Keynote Speakers

## **Plenary: Savvy Simon**

Savvy is an educator, entrepreneur, activist, mentor and entertainer.

Savvy leads her followers to reach their greatest potential. Former native dancer at the Vancouver Olympics opening ceremonies has truly showed her that when you stay on a good path, work hard and surround yourself around positive people - life becomes truly magical. Her love for life and bountiful energy captivates her audience and leaves them energized and motivated.

She was the only First Nation to speak on stage in front of 12,000 at WE DAY Halifax. Awarded as Top 40 Female Change Makers in Canada. A rising star who's a part of the International Indigenous Speakers Bureau among many accomplished speakers across the world.



## **Closing Keynote: David Scott**

Dr. David Scott is an associate professor of sport psychology in the Faculty of Kinesiology at the University of New Brunswick in Fredericton, New Brunswick.

He completed a B.A.(Hons.) and a P.G.C. E. (teaching degree) at the University of Ulster, Belfast, Northern Ireland, and an MA in Sport Psychology, an MA in Psychology, and a Ph.D. in Sport and Exercise Psychology from the University of Victoria, in Victoria, British Columbia, Canada.

He teaches and does research in the area of sport and exercise psychology. Maclean's magazine has named him as one of the most popular professors at UNB and the Globe and Mail recently named him as one of the outstanding professors teaching in Canada.



# At-A-Glance: Conference Sessions

Day 2: Wednesday, October 23, 2019

Time	Morning	Room	Time	Afternoon	Room
8:00-9:00	<b>BREAKFAST</b>	Ballroom C&D	1:50-2:45	<b>Session 8</b>	
9:00-10:00	<b>Plenary - Savvy Simon</b>	Ballroom C&D		<b>Active Living:</b> N.S. 55+ Games - Our Demographic is Growing Fast; Let's Keep it Active!	MacDonald B&C
10:00-10:30	<b>SNACK/WELLNESS BREAK</b>			<b>Inclusion &amp; Access:</b> Creating Inclusive Physical Literacy Environments	Ballroom B
10:30-11:15	<b>Session 6</b>			<b>Connecting People &amp; Nature:</b> Advancing Recreation in Nova Scotia Through Public Lake Access	MacLeod ABC
	<b>Active Living:</b> Walk With A Doc Colchester County	Ballroom B		<b>Supportive Environments:</b> Mindshift	Ballroom G
	<b>Active Living:</b> "Play, Trust, Learn" An Introduction To Adventure Education	Ballroom A		<b>Recreation Capacity:</b> How Municipalities are Supporting Non-Profits (Learn 2 Lead)	Ballroom E
	<b>Inclusion &amp; Access:</b> Panel - Accessibility Funding Programs	MacLeod ABC	1:45-2:30	<b>Session 9</b>	
	<b>Connecting People &amp; Nature:</b> Hiking and its Role in Recreation Programming	Ballroom G		<b>Active Living:</b> Syrian Canadian Sport Players	Ballroom G
	<b>Supportive Environments:</b> Supportive Environments for Health, Wellness & Recreation	Ballroom E		<b>Inclusion &amp; Access:</b> Case study on Accessibility	Ballroom B
	<b>Recreation Capacity:</b> Shared Strategy / Sharing Tour - Update	MacDonald B&C		<b>Inclusion &amp; Access:</b> Inclusion & Access: A Framework for Positive Change	Ballroom E
11:15-12:00	<b>Session 7</b>			<b>Connecting People &amp; Nature:</b> A Shared Strategy for Trails in NS	MacLeod ABC
	<b>Active Living:</b> Reasons to Practice What We Preach - Multisport for Children	Ballroom B		<b>Supportive Environments:</b> Creating Supportive Environments for and with Youth	Ballroom A
	<b>Inclusion &amp; Access:</b> Inclusion for Mental Health as a General Inclusion Approach	Ballroom A		<b>Recreation Capacity:</b> Quality Physical Literacy Experience (QPLE)	MacDonald B&C
	<b>Connecting People &amp; Nature:</b> Playground and Trail Liability Constraints	Ballroom G	2:30-3:00	<b>SNACK/WELLNESS BREAK</b>	
	<b>Supportive Environments:</b> Blue Community USA	Ballroom E	3:00-3:45	<b>Session 10</b>	
	<b>Recreation Capacity:</b> Extending Our Reach - Community Leaders Program	MacLeod ABC		<b>Active Living:</b> Active Living - Influenced by Community Design	Ballroom B
12:00-1:00	<b>LUNCH</b>			<b>Inclusion &amp; Access:</b> Mental Health Community Reintegration, Successes and Challenges	Ballroom E
				<b>Connecting People &amp; Nature:</b> Panel - Connecting Nova Scotians to Nature	Ballroom A
				<b>Supportive Environments:</b> Years of Transition - University Students Recreation Participation	MacDonald B&C
				<b>Recreation Capacity:</b> "These Same Four Walls": Recreation Experiences of Pregnant Women	Ballroom G
				<b>Recreation Capacity:</b> Nova Scotia Mentorship Program	MacLeod ABC

-----Detailed Descriptions-----

## **RNS Conference - Day 1**

Tuesday, October 22, 2019

**Breakfast: 8:00 am - 9:00 am Room: Ballroom C&D**

**Opening Keynote: Patrick Manifold Time: 9:00 am - 10:00 am Room: Ballroom C&D**

**Snack/Wellness Break: Chair Yoga Time: 10:00 am - 10:30 am Room: TBD**

## **Conference Session 1**

**Date: Tuesday, Oct. 22 Time: 10:30 am - 11:15 am**

**Title of Session: How does Physical Literacy fit into LTAD?**

**Presenter: Michel Johnson Room: Ballroom A**

### **Session Summary:**

An interactive workshop exploring the relationship between physical literacy, fundamental movement skills, and long-term athlete/participant development. An opportunity to share thoughts and practices on creating an engaging and active environment for youth.

**Title of Session: Influencing the Shift - Inclusive Sport and Recreation**

**Presenter: Vanessa Robertson Room: Ballroom G**

### **Session Summary:**

This session provides an overview of the work of the Northern Inclusion and Access to Sport and Recreation Committee. They have hired a one-year pilot Inclusion Consultant to advance the recommendations from their community data collection project and work plan. This session aims at highlighting the work completed to date and where we are going in the future.



# Conference Session 2

**Date:** Tuesday, Oct. 22 **Time:** 11:15 am - 12:00 pm

**Title of Session:** HIGH FIVE for Older Adults - A New Quality Framework

**Presenter:** Debbie Bauld

**Room:** Ballroom B

**Session Summary:**

For the first time in Canadian history, people over the age of 65 outnumber those under the age of 15. This is expected to place additional pressure on Canada's health care system due to age-related and chronic diseases. At the same time, there is widespread acceptance of the positive impact that physical activity and social inclusion can have on overall health. After three years of research, HIGH FIVE has created a new framework to support the positive engagement of older adults in community programs. Please join us to learn about the new framework and how the principles—Mastery, Play, Participation, Friendship, and A Caring Leader—have demonstrated success in recreation settings for older adults and become the Principles of Healthy Aging!

**Title of Session:** Creating Autism Inclusive Programs in Community Recreation

**Presenter:** Yevonne Le Lacheur

**Room:** Ballroom G

**Session Summary:**

This session will provide an overview of the program planning processes for inclusive community recreation and social setting through an autism lens. The core focus of discussion will centre around program development processes that integrate best practices for providing autism specific supports and strategies.

**Title of Session:** Para Recreation and Sport

**Presenter:** Paul Tingley

**Room:** MacDonald B&C

**Session Summary:**

An informative talk on the para recreation and sport opportunities in Nova Scotia. Discussing the activities in demand from persons with disabilities. Working in the area where sport and recreation overlap.





# Conference Session 4 - Continued

**Date:** Tuesday, Oct. 22

**Time:** 1:45 pm - 2:30 pm

**Title of Session:** Supporting Girls' Resilience through Adventure Education

**Presenter:** Anja Whittington

**Room:** Ballroom B

**Session Summary:**

This session will share current research on how girls' participation in outdoor recreation/ education supports resilience. Participants will be introduced to the Adolescent Girls' Resilience Scale - a scale designed to measure outcomes of girls' experiences. Tips for conducting program evaluations and analyzing program effectiveness to support resilience will be shared.

**Title of Session:** Creating Cultural Innovation by Connecting People & Nature

**Presenter:** Jan-Sebastian LaPierre

**Room:** Ballroom E

**Session Summary:**

Throughout the last 5 years, A FOR ADVENTURE has had the privilege of traveling throughout North America engaging with people and partners to get more people connecting to nature. We've gleaned the best of what we've learned and redirected it towards the province we love the most. Sharing tips, stories, and useful strategies, this presentation aims to showcase how connecting people with the natural world can help drive cultural innovation across Nova Scotia and beyond.

**Title of Session:** Mi'kmaw Recreation - Holistic Approaches to Engaging FN Youth

**Presenter:** Gordon Pictou

**Room:** Ballroom G

**Session Summary:**

This session will investigate the importance of meeting community members physical, emotional, mental and spiritual needs in all the recreation programs that are offered.

The presenters will share information about a number of different programs that have been developed by FN MPAL'S and discuss how these programs engage the whole person and the added benefits of planning to meet all four types of needs.

**Title of Session:** Help! I need a Lifeguard!

**Presenter:** Mike Maguire

**Room:** MacDonald B&C

**Session Summary:**

In Nova Scotia, there are pools, beaches and camp programs everywhere. Many are struggling with staffing qualified lifeguards to meet the demand. This session will explore strategies and best practices in the industry to help meet this challenge.



# Conference Session 6 - Continued

**Date:** Wednesday, Oct. 23      **Time:** 10:30 am - 11:15 am

**Title of Session:** Panel Discussion - Accessibility Funding for Youth

**Presenter:** Rachel Bedingfield      **Room:** MacLeod ABC

## **Session Summary:**

Rachel Bedingfield, Chad Haughn, and Adam Dedrick will provide a panel discussion on funding they offer within with their own municipalities to access recreational opportunities for youth.

Rachel Bedingfield is the Director of Parks & Recreation for the Town of Kentville and will speak about their funding called the Spike Program.

Chad Haughn is the Director of Recreation & Parks for the Municipality of Chester and will speak on their funding called Pro Kids.

Adam Dedrick is the Director of Recreation and Parks for the Municipality of the District of Shelburne and will speak about their funding called Kids Fair Play Fund.

**Title of Session:** Hiking and its Role in Recreation Programming

**Presenter:** Janet Barlow      **Room:** Ballroom G

## **Session Summary:**

Hiking is an excellent form of programming to offer at the municipal and first nations community level. It's an easy activity in which most people can participate requiring little gear or specialized knowledge. Trails are one of the most economical forms of recreation infrastructure to build and maintain and their access to users is free. Join Hike NS for case studies and ideas on how to incorporate this growing activity into your programming.

**Title of Session:** Supportive Environments for Health, Wellness and Recreation

**Presenter:** Cindy Levesque      **Room:** Ballroom E

## **Session Summary:**

In this session, participants will learn about 3 guiding principles that help to increase settings with conditions that supports wellness and participation in recreational pursuits. Exploring a comprehensive approach, focusing on inclusiveness and equity, and building on the psychological needs of participants will support communities to become healthy and resilient and have better mental fitness. Supporting mental fitness through programs and activities can help community organizations achieve their mission and mandate and enhance community engagement.



# Conference Session 7 - Continued

**Date:** Wednesday, Oct. 23, 2019    **Time:** 11:15 am - 12:00 pm

**Title of Session:** Playground and Trail Liability Constraints

**Presenter:** Garnet McLaughlin    **Room:** Ballroom G

**Session Summary:**

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**Title of Session:** Extending Our Reach: Community Leaders Program

**Presenter:** Erin Thomson    **Room:** MacLeod ABC

**Session Summary:**

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**Lunch:** 12:00 pm - 1:00 pm

# Conference Session 8

**Date:** Wednesday, Oct. 23    **Time:** 1:00 pm - 1:45 pm

**Title of Session:** N.S. 55+ Games: Our Demographic is Growing Fast; Lets Keep It Active!

**Presenter:** Bruce MacArthur    **Room:** MacDonald B&C

**Session Summary:**

The session will present what the NS 55+ Games Society does, who we serve, the present and projected demographics of our cohort, and also a discussion of how we can work together with and encourage organized recreation in N.S. to serve the over 55 + population province-wide in the future. The session will also include our goals, history, growth, our activities both Provincially and Nationally and a look to the future of our organization here in the Province of Nova Scotia.

## Conference Session 8 - Continued

**Date:** Wednesday, Oct. 23      **Time:** 1:00 pm - 1:45 pm

**Title of Session:** Learn 2 Lead - How Municipalities are Supporting Non-Profits

**Presenter:** Vicki Weaver      **Room:** Ballroom E

### **Session Summary:**

Developing volunteer capacity in our local service organizations is a priority for most municipalities, but when you live in a rural area and most training happens in urban centres, how do you make it happen? You bring the training to them! Our three municipal units have partnered to create an innovative training program that is really working! This session will highlight the creation of the program, as well as lessons learned through our first three series.

## Conference Session 9

**Date:** Wednesday, Oct. 23      **Time:** 1:45 pm - 2:30 pm

**Title of Session:** Syrian Canadian Sport Players

**Presenter:** Daniel & Ingrid Robinson      **Room:** Ballroom G

### **Session Summary:**

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**Title of Session:** Case Study on Accessibility

**Presenter:** Max Chauvin      **Room:** Ballroom B

### **Session Summary:**

The Zatzman Sportsplex has recently completed a 28 million dollar renovation of their facility. Join us as staff walk us through their journey to be more accessible and inclusive to everyone in their community. They will share lots of things that worked and a couple of things that didn't.



## Conference Session 9 - Continued

**Date:** Wednesday, Oct. 23      **Time:** 1:45 pm - 2:30 pm

**Title of Session:** Quality Physical Literacy Experience (QPLE)

**Presenter:** Tom Fahie

**Room:** MacDonald B&C

### **Session Summary:**

Physical Literacy is the common thread through all sport and recreational activities from a very young age to the sunset years. All activity programming should be driven by the tenets of PL when planning activity sessions. Sport for Life has developed a PL course which was piloted by Recreation Nova Scoria last year in 9 workshops. This session will outline the course and present a summary of the pilot.

**Snack/Wellness Break:** 2:30 pm - 3:00 pm      **Room:** TBD

## Conference Session 10

**Date:** Wednesday, Oct. 23      **Time:** 3:00 pm - 3:45 pm

**Title of Session:** Active Living - Influenced by Community Design

**Presenter:** Cindy Levesque

**Room:** Ballroom B

### **Session Summary:**

People's choices are influenced and impacted by the built environment they live, work, learn and play in, which in turn affects their health. The built environment is the sum of the human-made surroundings and natural environments in a community; including buildings and spaces (homes, schools, workplaces, neighbourhoods, parks, trails, industrial/commercial areas, etc), the products they contain, and the infrastructure (transportation, energy and agricultural systems) that links and supports them.

A growing body of literature has linked the built environment to many public health concerns including; physical inactivity, obesity, cardiovascular disease, diabetes, asthma and other respiratory diseases, mental health, injuries and social/health inequities. However; the literature also shows that designing healthier built environments can have positive preventive impacts on health by making the healthy, active choice the safe and easy choice!

A growing body of literature has linked the built environment to many public health concerns including; physical inactivity, obesity, cardiovascular disease, diabetes, asthma and other respiratory diseases, mental health, injuries and social/health inequities. However; the literature also shows that designing healthier built environments can have positive preventive impacts on health by making the healthy, active choice the safe and easy choice!

# **Conference Session 10 - Continued**

**Date:** Wednesday, Oct. 23

**Time:** 3:00 pm - 3:45 pm

**Title of Session:** "These Same Four Walls": Recreation Experiences of Pregnant Women

**Presenter:** Annie Laura Shannon-Dwyer

**Room:** Ballroom G

## **Session Summary:**

We need to do better to improve the quality of care women on bed rest receive. This study has the potential to spark change in the way the healthcare system values recreation in Women and Newborn's health. This project was conducted using an explorative case study design with data gathered through participant journaling and hour-long one-on-one interviews. This study engaged participants in critically assessing their recreation opportunities and engagement on hospitalized bed rest. Research question: How do patients in perinatal care engage in meaningful leisure activities? What is the potential for Recreation Therapy as a mean of improving patient experiences? I saw this study as an opportunity to hear the voiced experiences from pregnant women on hospitalized bed rest with the potential to educate and instill the value of recreation in Women's health.

**Title of Session:** Nova Scotia Mentorship Program

**Presenter:** Kirsti Mason

**Room:** MacLeod ABC

## **Session Summary:**

Kirsti Mason, Community Coaching Lead at Canadian Sport Centre Atlantic will provide a brief overview of the Nova Scotia Mentorship Program. The Nova Scotia Mentorship Program is a new initiative with a goal of pairing experienced Nova Scotia community coaches with upcoming, committed coaches that are looking to grow in their roles. This program increases the opportunities for coaches to work with those in other sports and see what other contexts look like which aids in increasing the success rates of upcoming coaches. Following the presentation, a panel of participants in the mentorship program will highlight the benefits of this experience.



# Conference Session 11 - Continued

**Date:** Thursday, Oct. 24     **Time:** 10:00 am - 10:45 am

**Title of Session:** IWK - Building Inclusive and Supportive Environments

**Presenter:** Andrea Waters     **Room:** Ballroom E

**Session Summary:**

This session will look at examples of inclusive practices, including successful partnering in recreation, sport, and education that have evolved from understanding the strengths and needs of children and youth with a disability and their families. We will also look at the gaps and barriers families express when trying to access community resources and programs.

**Title of Session:** The Why and How of Risky Play in Communities

**Presenter:** Laura MacPherson     **Room:** Ballroom A

**Session Summary:**

Risk taking is inherent in children and youth, it's a part of discovering the world around them. This session will explore the benefits and types of risky play, and will describe the five levels of risk taking in children and youth. This session will touch on how to make playgrounds more encouraging of risky play, and will describe how to encourage and manage risky play in action.

**Title of Session:** Trail Towns and Local Trails

**Presenter:** Sally O'Neill     **Room:** MacLeod ABC

**Session Summary:**

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**Title of Session:** Physical Literacy Pathways - HRM's Journey

**Presenter:** Damion Stapledon     **Room:** Ballroom B

**Session Summary:**

HRM Recreation's Active for Life committee's mission is to foster and support quality pathways to build competencies, confidence and motivation for all to be active for life. Let us share how we are going to make that happen through sport standardization, The Playbuilder and a renewed focus on outdoor active play.



# Conference Session 12 - Continued

**Date:** Thursday, Oct. 23      **Time:** 10:45 am - 11:30 am

**Title of Session:** Connecting with Your Community Through Active Transportation

**Presenter:** Stephanie Johnstone-Laurette      **Room:** Ballroom B

## **Session Summary:**

Are you curious about how to increase support for walk-to-school initiatives in your community? Want to encourage relationships between schools, municipalities, and the seniors community? Join us for a session that explores some of the Ecology Action Centre's active transportation programs and pilots that look to:

- offer social connectedness through an inter-generational walking activity for children and seniors
- provide community cohesion while encouraging walking & biking for children and youth
- encourage more youth engagement in community-based active transportation initiatives

**Title of Session:** Creating Safe Spaces for Recreation Front Line Leaders

**Presenter:** Mike Hudson      **Room:** MacLeod ABC

## **Session Summary:**

Over the past few months there has been much media attention given to issues of harassment, discrimination and abuse in Sport. The province of Nova Scotia is committed to creating policy and supporting practice to support safe spaces in the sport and recreational setting. This session will look at current best practice and policy and explore how this can positively impact the recreation sector.

**Closing Keynote:** David Scott   **Time:** 11:30 am - 1:00 pm   **Room:** TBD

-----End of Sessions-----



# Grant Potter Memorial Hockey Game

**Date:** Tuesday, Oct. 22 **Time:** 4:30 pm - 5:45 pm

**Location:** Colchester Legion Stadium, 14 Lorne Street, Truro

**Contact:** Joel Dawe **Email:** [jdawe@truro.ca](mailto:jdawe@truro.ca) **Cell:** 902-956-1442

## **Background:**

The annual Grant Potter Memorial Hockey Game (GPM) is a tradition of the RNS conference. The GPM is about being social, having fun, staying active, as well as honouring and celebrating the life and memory of Grant Potter.



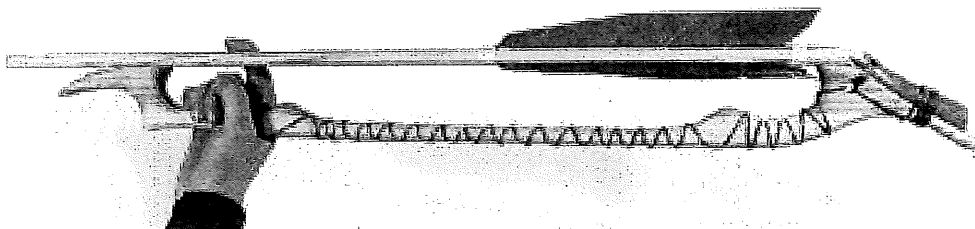
Grant Potter was born in Annapolis Royal and was a graduate of Annapolis West Education Centre, Acadia University and New Brunswick Bible Institute. He worked as the Recreation Director for the Town of Annapolis Royal for many years. He absolutely loved sports of every kind; especially hockey and softball and was an avid Boston Bruins fan. He enjoyed all forms of nature and recreation; he loved to go beachcombing with his children and producing Parker Mountain Gold maple syrup. He constructed a floor hockey area upstairs in his barn and an outdoor rink for his children and many others from the neighbourhood. Survived by his loving wife of 17 years, Gina and his beloved daughters Vashti and Kyla and son Brett, whom he adored (excerpts taken from his obituary). Grant died in a motor vehicle accident on Sept 16, 2010.

## Additional Activities

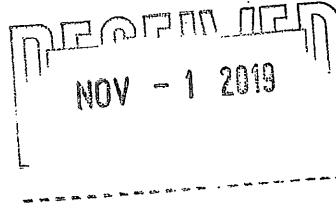
This year, in addition to the hockey game will be adding two other options for participation during the hockey game, to allow those who don't play hockey to still have the chance to do activities with colleagues.

### **The additional options include:**

1. Stick Curling – this will take place at the local curling club, and participants will have the chance to participate in an adaptive curling game, highlighting how simple adaptations can be made to allow all to individuals to participate in sport and recreation.
2. Atlatl – a native Mi'kmaq activity, this is a for throwing darts and spears. The atlatl consists of a small piece of wood that serves as a launcher for a three-foot-long wooden dart, which has a notched end that lines up with the atlatl. The Mi'kmaq used this tool for hunting, that participants will get the chance to try their hand at (no animals will be harmed) This event will be hosted by the Mi'kmawey Debert Cultural Centre.



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



(902) 893-4311  
 reservations@bwglengarry.com  
 HST @720 514 280

**INVOICE**

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 (902)226-2400

**INVOICE #** 16631  
**DATE** 10/25/19  
**ACCT#** MUNI03

CL Account	Date	Conf #	Arrived	Departed	Room	Guest	Clerk	Amount
MUNI03	10/24/19	207347	10/21/19	10/24/19	308	Laurier Samson	GT	\$413.97

Invoice Total	\$413.97
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*HST 3*

Goods Rec'd. Date.....	Initial.....	<i>LS</i>
Prices Checked.....		<i>ES</i>
Add. & Ext. Checked.....		<i>S</i>
Approval for Payment.....		<i>A</i>
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acc't. No. <i>10 270 41202 70170</i>		



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

**TRAVEL EXPENSE CLAIM** Rate \$0.4585

Name of Claimant:	Laurier Samson
Destination:	Digby Pines Resort, Digby
Purpose of Travel:	AMA Fall Conference 2019
Departure Date/Time:	Tuesday, October 15 - 8:00 am
Return Date/Time:	Friday, October 22 - 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	515.00			515.00	1,030.00
Total Cost of Mileage:	\$472.26	\$236.13	\$0.00	\$0.00	\$236.13	\$472.26
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>						\$0.00
Meals: Breakfast \$20		\$20.00	\$20.00	\$20.00		\$60.00
Lunch \$25	\$25.00			\$25.00		\$50.00
Dinner \$30	\$30.00	\$30.00	\$30.00			\$90.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00			\$30.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$301.13	\$60.00	\$60.00	\$281.13	\$0.00	<b>\$702.26</b>

**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 LS N/A \_\_\_\_\_

HST 3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	CS
Add. & Ext. Checked.....	CS
Approval for Payment.....	CS
Discount Date.....	
Paid by Cheque No. <u>10 212 21203</u>	
Distribution: Acct. No. <u>12130</u>	

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

Claimant Signature: \_\_\_\_\_  
 Date Submitted: 10/25/19  
 Travel Approved by Supervisor: Don Paichano  
 GL Code: \_\_\_\_\_



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

**TRAVEL EXPENSE CLAIM**

Rate **\$0.4585**

Name of Claimant:	Laurier Samson
Destination:	Digby, NS
Purpose of Travel:	AMANS Conference
Departure Date/Time:	15-Oct-19
Return Date/Time:	October 18, 2019

Approval to Travel Don Marchand Date: September 3, 2019

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	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
<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
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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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.

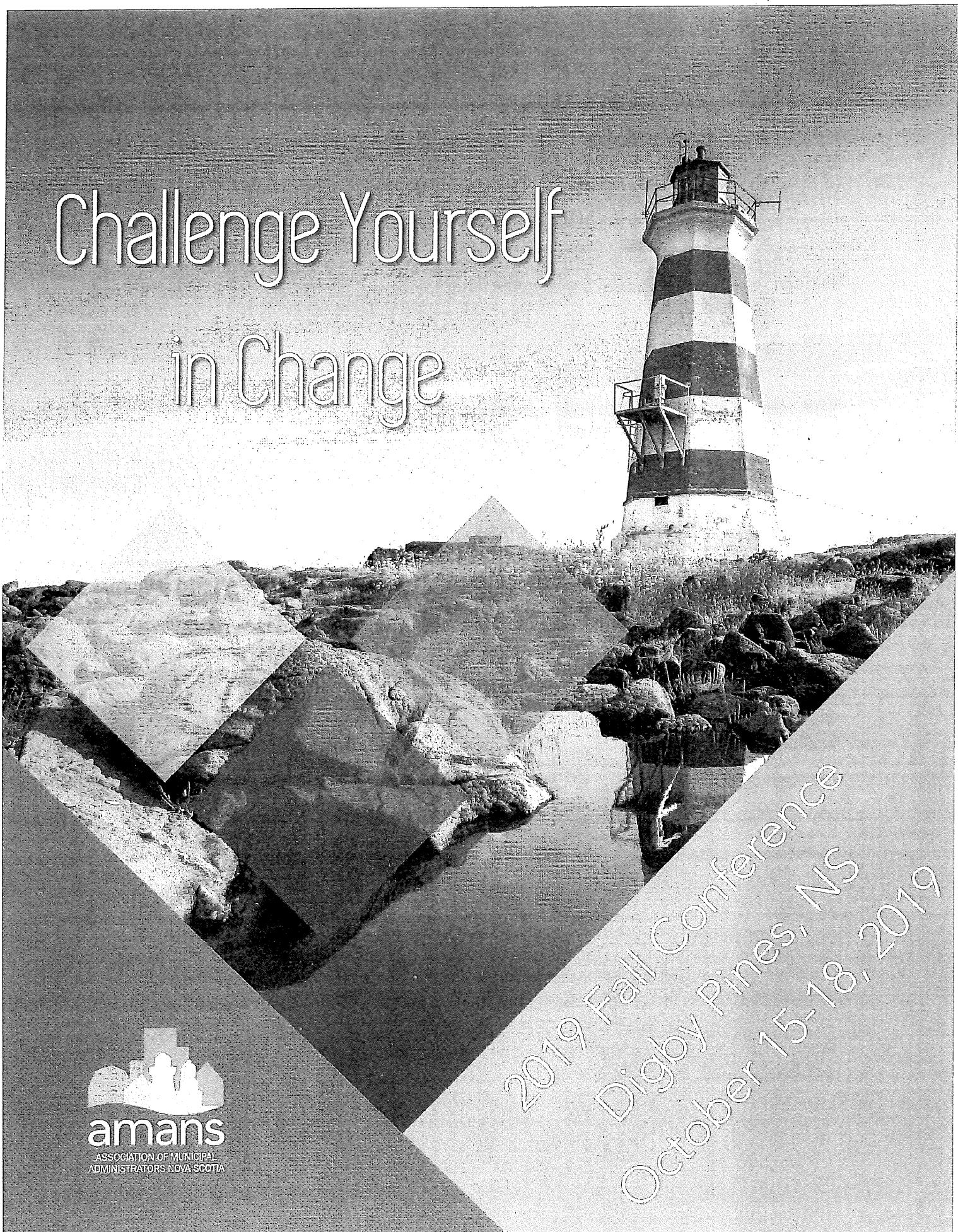
Claimant Signature: [Signature]

Date Submitted: 09/03/19

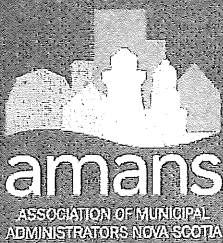
Travel Approved by Supervisor: \_\_\_\_\_

GL Code: \_\_\_\_\_

# Challenge Yourself in Change



2019 Fall Conference  
Digby Pines, NS  
October 15-18, 2019





## Fall Conference 2019 - Challenge Yourself in Change

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### Pre-Conference Day

Tuesday October 15, 2019

12:00 p.m. – 3:30 p.m.	MFO Session
2:00 p.m. – 6:00 p.m.	CAO Session
7:00 p.m. – 9:00 p.m.	Registration
7:00 p.m. – 10:00 p.m.	Opening Reception

#### MFO Session

12:00 p.m. – 3:30 p.m. | Digby Hall

A detailed MFO Session agenda will be released closer to the date.

Registration: if you are attending the conference and the MFO Session, there will be an option to select your attendance during registration. If you are only attending the MFO Session please email [ajeffer@amans.ca](mailto:ajeffer@amans.ca) with the name of registrant(s) and dietary restriction(s).

#### CAO Session

2:00 p.m. – 6:00 p.m. | Garden Room

This CAO session will focus on Bill 92 and the opportunities available for Nova Scotia municipalities. All CAOs and Clerk/Treasurers are invited to attend. Light snacks will be provided.

#### Opening Reception

7:00 p.m. – 10:00 p.m. | Edna Stark Room

Catch up with your municipal colleagues and our exhibitors over a refreshment and light hors d'oeuvres. This is a great time to network and meet your counterparts within municipal government. The registration desk will be in the Grand Lounge until 9:00 p.m.

## Registration

8:00 a.m. – 9:30 a.m. | Grand Lounge

## Early Bird Draws / Coffee

8:00 a.m. – 8:30 a.m. | Salon A & B

Join our exhibitors for a morning networking session and a chance to win some prizes from other municipalities.

Early Bird Draw Prizes: if your unit has early bird prizes to give away please drop them off at the registration desk. Make sure your municipality's name is on the prize.

## Opening Ceremonies

8:30 a.m. – 9:00 a.m. | Digby Hall

## Opening Keynote – Ctrl+Alt+Delete: Giving the (Re)Boot to Work Life Balance

9:00 a.m. – 10:15 a.m. | Digby Hall

### Speaker: Tina Varughese

Did you know more than 1 in 3 Canadians feel they have more work to do than time permits. As a result, only 23% of Canadians are highly satisfied with life. Are you one of them? Work life balance is not a gender issue; men struggle to balance their career and family, just as much as women do. With technological advances and economic pressures, work life balance can seem evasive and unobtainable. Tina will share essential tools, tips and strategies to minimize stress, maximize efficiency and improve productivity both at work *and* at home. Increased work-life balance leads to

lower employee absenteeism and turn over rates as well as higher levels of employee engagement. In this hilarious, relevant, interactive keynote, Tina will show you how to have a happier, healthier, and more balanced lifestyle. Get ready to feel energized and motivated to challenge yourself in change.

### Tina's Takeaways:

- Five key stress busters that are essential for a happier, healthier, and more balanced life
- How to retrain your brain for positivity
- How recognizing others' contributions gives you a stronger sense of purpose



### About Tina:

Tina Varughese was named one of Canada's 10 Notable Speakers by Ignite Magazine for 2018. For 15 years, Tina has worked with immigrants in her roles with the Province of Alberta's immigration office as well as running her own successful relocation and settlement firm. As a keynote speaker, her interactive approach is insightful, and her delivery is highly entertaining. She breaks down barriers to create a comfortable, fun, intentioned and inclusive environment.



## Fall Conference 2019 - Challenge Yourself in Change

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### Walking Lunch

12:00 p.m. – 1:00 p.m. | Digby Hall

Pick up your boxed lunch in Digby Hall and join our municipal wellness coordinator for a walk outside enjoying the beautiful grounds of Digby Pines.

### Concurrent Session – Effective Collaboration: Getting the Right People at the Table

1:00 p.m. – 2:00 p.m. | Digby Hall

**Speakers: Mayor Pam Mood, Alain Muise & Ron Smith**

Good governance is at the heart of any successful organization; it helps achieve and determine the goals accomplished. What happens when your governance structure has stalled, or there is no collective vision in place? In this session, Mayor Mood, Alain Muise and Ron Smith will have a candid conversation about the differences in governance structures with the Yarmouth Airport Authority and the Western REN. Each panelist will discuss their role and answer a set of questions about the similarities and differences with respect to each entity's governance structure. This session will share how both the Yarmouth Airport Authority and Western REN tried similar governance models, and the difference in resulted outcomes. With the panelists being a member of both entities they will provide a well-rounded perspective of the challenges each entity faced with respect to governance and will share best practices and considerations on developing and building governance structures.

### Concurrent Session – Securing the Smart Municipality

1:00 p.m. – 2:00 p.m. | Salon C

**Speaker: David Shipley, Beauceron**

Cybersecurity has dominated headlines around the world and has impacted everything from presidential elections, to the delivery of electricity, and the safety of cars and medical devices. Municipalities offer a tempting target to cybercriminals, nation-state and thrill seekers. From attacks that held transit authority systems for ransom, to attack against critical infrastructure such as water, power and sewage, to the theft of citizen personal and financial information – the range of risks can be overwhelming. David Shipley, a North American expert in cybersecurity, will talk about the global state of cybersecurity, provide examples of the attacks against municipalities around the world and talk about strategies municipalities of all sizes need to consider when reducing the risk posed by a rising tide of attacks. Given the rapid adoption of smart technologies and Internet of Things devices to improve public services, reduce cost and generate new sources of revenue, the need for robust municipal cybersecurity approaches has never been greater.

### Refreshment Break

2:00 p.m. – 2:35 p.m. | Salon A & B



# Fall Conference 2019 - Challenge Yourself in Change

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## Conference Day 2

Thursday October 17, 2019

6:30 a.m. – 7:30 a.m.	Morning Fun Run
8:00 a.m. – 9:00 a.m.	Registration
8:00 a.m. – 8:30 a.m.	Early Bird Draws / Coffee
8:30 a.m. – 9:45 a.m.	Keynote Presentation – What Can You Achieve in the Next 4 Years? (Jeremiah Brown)
9:45 a.m. – 10:30 a.m.	Annual General Meeting & AMA Updates
10:30 a.m. – 11:00 a.m.	Tradeshow Refreshment Break
	Concurrent Sessions:
11:00 a.m. – 12:15 p.m.	<ul style="list-style-type: none"><li>• The Journeys of Municipal Consolidation (Chrystal Remme &amp; Shelley Hoeg)</li><li>• Mitigating your Municipality's Procurement Risk (TBD)</li></ul>
12:15 p.m. – 1:15 p.m.	Exhibitor Luncheon
1:15 p.m. – 1:45 p.m.	Presenting Sponsor
	Concurrent Sessions:
1:45 p.m. – 2:45 p.m.	<ul style="list-style-type: none"><li>• Managing Change Through a Culture of Innovation (Coby Milne)</li><li>• How to Build and Support a More Culturally Diverse Community (Department of Internal Services, ISANS)</li></ul>
2:45 p.m. – 3:10 p.m.	Refreshment Break
3:10 p.m. – 3:30 p.m.	How to Stop Wasting Waste (Part 1): An Innovative Technology (Sustane Technologies)

## Registration

8:00 a.m. – 9:00 a.m. | Grand Lounge

## Early Bird Draws / Coffee

8:00 a.m. – 8:30 a.m. | Salon A & B

Join our exhibitors for a morning networking session and a chance to win some prizes from other municipalities.

- Early Bird Draw Prizes: if your unit has early bird prizes to give away please drop them off at the registration desk. Make sure your municipality's name is on the prize.

## Keynote Presentation – What Can You Achieve in the Next Four Years?

8:30 a.m. – 9:45 a.m. | Digby Hall

### Speaker: Jeremiah Brown

What can you achieve in the next four years? Re-thinking what is possible for yourself and your organization requires transformation and resiliency. This Olympian will share how the passion that drives a champion, is the same passion that drives organizational leaders. In this keynote, Jeremiah will draw parallels between the worlds of Olympic sport and business. In this keynote you will be taken on an incredible journey of personal and team unit transformation. Your common notions of what it means to lead and be led in the pursuit of excellence will be challenged. Learning how to adapt to forces beyond your control and stay the course during times of pressure helps create and define your moments of success.

### Jeremiah's Takeaways:

- Redefine resilience to strengthen one's ability to endure massive change
- Learn a new framework for managing interpersonal conflict and team cohesion challenges
- Discover a shift in mindset that will keep you committed to the goal for long term



### About Jeremiah:

Jeremiah Brown won an Olympic Silver medal as a member of the Canadian men's eight rowing team at the London 2012 Olympic Games. A former commercial banker, with a big dream, he is one of the few Olympians to ever have started learning his sport only four years before winning a medal at the Olympics. Jeremiah seems to operate on four-year cycles of reinvention: from commercial banker to novice rower, from novice rower to Olympic medalist, from Olympian to Canadian sport leader, and from Canadian sport leader to author and speaker. Through each reinvention, Jeremiah has come to learn that resilience is the skill that underpins them all.



## Presenting Sponsor

1:15 p.m. – 1:45 p.m. | Digby Hall

**Speakers: TBD**

## Concurrent Session – How to Build and Support a More Culturally Diverse Community

1:45 p.m. – 2:45 p.m. | Salon C

**Speakers: Department of Internal Services & ISANS**

Nova Scotia's population has increased 2.8% over the last three years – a record high. That increase is larger than the previous 24 years, and immigration has been the key driver. This means different ethnicities, races, religions and groups can develop, contribute, and participate in our community. As community leaders, how can municipalities support, welcome, and engage these new members to help build a more diverse community? This session will provide you with an increased understanding of settlement and integration issues your new community members can face. Having this understanding will help you in reducing barriers. This presentation will explore the different ways to welcome and support new immigrants in your community. A successful example of a municipality embracing and reducing barriers for new community members will be shared. Our communities become stronger and richer when the strength of diversity is emphasized.

## Concurrent Session – Managing Change Through a Culture of Innovation

1:45 p.m. – 2:45 p.m. | Digby Hall

**Speakers: Coby Milne**

In the municipal realm, there are two things many people find intimidating; change management and innovation. Both can seem overwhelming and complex, requiring significant cost, time, staff and political alignment. The real challenge with change management comes from trying to modernize a system or culture that relies on convention and the status quo. When historical precedents and traditional solutions are the main tools used to combat any challenges and opportunities, this creates a culture of complacency; which can be overwhelming and complicated to change. When managers understand the process of creating effective change, and how to create a culture of innovations, organizations can start to implement small interventions and modifications in how they work internally and externally.

### **Coby's Takeaways:**

- How to establish effective change
- How to develop a culture of innovation
- How change management relies on a culture of innovation

## Refreshment Break

2:45 p.m. – 3:10 p.m. | Salon A & B



## amans Fall Conference 2019 - Challenge Yourself in Change

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most importantly, meet the accessibility needs of your community. Many of the steps that will be shared were piloted in the Town of Wolfville, which developed Nova Scotia's first comprehensive municipal accessibility plan. This session will be a repeat of the regional workshops Gerry conducted in September and October for municipal units. It is your chance to ask accessibility questions to the Accessibility Directorate about your Accessibility Advisory Committee and accessibility plan.

Registration: this workshop will be open to *any* staff in your municipality whether they are registered for the conference or not. If you are not attending the entire conference, but want to attend this workshop please email [ajeffer@amans.ca](mailto:ajeffer@amans.ca)

### President's Reception

6:00 p.m. – 6:30 p.m. | Churchill's Lounge

### President's Banquet

6:30 p.m. – 8:30 p.m. | Churchill's Lounge

### Hospitality Suite

8:30 p.m. – 11:00 p.m | Executive Cottage

Join us for some after banquet drinks in the Executive Cottage for our hospitality suite. Bartended by Ron Dauphinee and Mico Schwartzentruber of Department of Municipal Affairs.



## Fall Conference 2019 - Challenge Yourself in Change

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### Early Bird Draws / Coffee

8:30 a.m. – 9:00 a.m. | Salon A & B

Join our exhibitors for a morning networking session and a chance to win some prizes from other municipalities.

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### Sharing Municipal Secrets

9:00 a.m. – 10:00 a.m. | Digby Hall

**Projects: Municipal Communications Reinvented (Town of Kentville); Self-Sustaining Powered Energy (Town of Antigonish); Model Health Centre (Municipality of Clare)**

This insightful session shares the secrets to successful municipal government by showcasing innovative projects across Nova Scotia. In this session we will be joined by the Town of Kentville, Town of Antigonish and Municipality of Clare to share their municipal secrets. Town of Kentville has reinvented municipal communications and will be sharing the current resources they have developed for other municipalities to tap into. Town of Antigonish is working on a self-sustaining energy project that will provide opportunity to source their own power. Housed within the Municipality of Clare is a model health centre for the Nova Scotia health authority. This centre provides many public health care services that communities struggle to gain access to.

### Refreshment Break

10:00 a.m. – 10:15 a.m. | Digby Hall

### Keynote Presentation – The PsyCap Mindset for Resilience

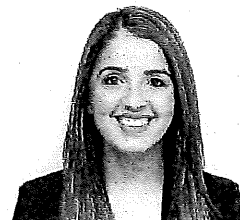
10:15 a.m. – 11:15 a.m. | Digby Hall

#### Speaker: Rumeet Billan

Resilience can be developed, measured and managed. For organizations, investing in the positive psychological capital of employees can lead to higher performance and profitability. Enter PsyCap (psychological capital) Mindset. Under this mindset people in your organization develop self-trust, objective reasoning, perseverance and possibility thinking. These traits promote overall well-being and mental health for both the individual and the organization. In this presentation Dr. Rumeet will share the four components of psychological capital that lead to resilience and explore strategies to enhance it on a personal and professional level in order to create a competitive advantage.

#### Rumeet's Takeaways:

- How to get the PsyCap Mindset
- How you can become more resilient in the workplace
- Uncover the potential in yourself and your employees



**Digby Pines Golf Resort and Spa**  
**P.O. Box 70**  
**103 Shore Road**  
**Digby, NS**  
**B0V 1A0**  
**Telephone: 902-245-2511 Fax: 902-245-6133**

**Jaurier Samson Mun of Richmond Co**  
**Box 120**  
**Richat**  
**Nova Scotia**  
**B0E 1A0**

**Page # 1 Inv.# 1910180011**  
**Res. # 154108**  
**Checked in Tue Oct 15/19 - 7:36pm**  
**Checked out Fri Oct 18/19 - 10:44am**  
**Nights 3**

**Promo Code**  
**Room C17**

**Group: A.M.A - 2019**

Date	Description	Reference	Charges	Credits
Oct15	Association of Municipal Admin		264.00	
Oct15	HST		39.60	
Oct16	Association of Municipal Admin		264.00	
Oct16	HST		39.60	
Oct17	Association of Municipal Admin		264.00	
Oct17	HST		39.60	
Oct18	INVOICE BALANCE OUTSTANDING -			910.80
<b>Total Outstanding this Invoice</b>			<b>910.80</b>	<b>910.80</b>

**Municipality of Richmond Count**  
**Attn: Yvonne Boudreau**  
**357 Hwy 206**  
**PO Box 120**  
**Richat, NS B0E 1A0**

**at 30 days**

**www.digbypines.ca**

**our H.S.T. # is 125030429RT0013**

**Charge Summary:**  
**HST**

**118.80**

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

*HST 3*

**Association of Municipal Administrators, Nova Scotia**

1809 Barrington Street  
 Suite 1304  
 Halifax, Nova Scotia B3J 3K8

**INVOICE**

Invoice No.: 7178  
 Date: 30/10/2019  
 Page: 1  
 Re: Order No.

Sold to:  
 Municipality of the County of Richmond

Business No.: 12473 1324 RT0001

Quantity	Description	Tax	Unit Price	Amount																					
1	Fall Conference Registration (LSamson)	H	445.00	445.00																					
	H - HST 15%			66.75																					
	HST																								
<p><i>HST 3</i></p> <table border="1" style="margin: auto;"> <tr> <td>Goods Rec'd. Date.....</td> <td>Initial.....</td> <td><i>DM</i></td> </tr> <tr> <td>Prices Checked.....</td> <td></td> <td><i>CS</i></td> </tr> <tr> <td>Add. &amp; Ext. Checked.....</td> <td></td> <td><i>CS</i></td> </tr> <tr> <td>Approval for Payment.....</td> <td></td> <td><i>CS</i></td> </tr> <tr> <td>Discount Date.....</td> <td></td> <td></td> </tr> <tr> <td>Paid by Cheque No.....</td> <td></td> <td></td> </tr> <tr> <td>Distribution: Acc't. No.....</td> <td></td> <td><i>10 212 2120 212130</i></td> </tr> </table>					Goods Rec'd. Date.....	Initial.....	<i>DM</i>	Prices Checked.....		<i>CS</i>	Add. & Ext. Checked.....		<i>CS</i>	Approval for Payment.....		<i>CS</i>	Discount Date.....			Paid by Cheque No.....			Distribution: Acc't. No.....		<i>10 212 2120 212130</i>
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Shipped By: Tracking Number:			<b>Total Amount</b>	511.75																					
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Sold By:			<b>Amount Owing</b>	511.75																					