



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

NAME: Chris Boudreau

PERIOD COVERED: January 1, 2023 to January 31, 2023

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
09-Jan-23	Return travel home to office for COW meeting	28	

Totals: 28.00 \$0.00

Rate: \$0.5113

Total Mileage (\$): \$14.32

Total Expenses Claimed: \$14.32

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	<i>16-Jan-23</i>	INITIAL:	

HST 3

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

102423070242110



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

NAME: Chris Boudreau

PERIOD COVERED: February 1, 2023 to February 28, 2023

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
02-Feb-23	Return travel office to L'Ardoise disposal site for site inspection	106	
15-Feb-23	Return travel office to Port Hawkesbury Civic Centre for Landrie Lake Water Utility Meeting (1:30pm to 4:30pm). Less distance home to office.	72	
16-Feb-23	Return travel office to Port Hawkesbury Civic Centre for Landrie Lake Water Utility Meeting (8:30 to 11am). Less distance home to office.	72	
22-Feb-23	Return travel home to office for COW meeting	28	
27-Feb-23	Return travel home to office for Policy / By-Law Committee meeting	28	

Totals: 306.00 ✓ \$0.00

Rate: \$0.5113

Total Mileage (\$): \$156.46

Total Expenses Claimed: **\$156.46**

ACCOUNT #:	10-242-3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	Feb 28/23	INITIAL:	

#573

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



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

NAME: Chris Boudreau

PERIOD COVERED: March 1, 2023 to March 31, 2023

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
14-Mar-23	Return travel home to office for COW meeting	28	
22-Mar-23	Return travel office to Port Hawkesbury for Landrie Lake Meetings at PH Civic Centre.	86	

Totals: 114.00 \$0.00

Rate: \$0.5113

Total Mileage (\$): \$58.29

Total Expenses Claimed: **\$58.29**

ACCOUNT #:	10-242,3070-242110	CHEQUE #:	
SIGNATURE:	<i>Chris Boudreau</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	March 31, 23	INITIAL:	

11873

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



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

NAME: **Ronalda Boudreau**

PERIOD COVERED:

FROM: **January 4, 2023** TO: **January 17, 2023**

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
January 4, 2023	Had to take Reflections to the post office in D'Escousse as they needed extras	25.00	
January 8, 2023	Registration in St. Peters for Scottish Country Dancing	80.00	
January 9, 2023	Registration in St. Peters for Gentle Yoga	71.00	
January 9, 2023	Registration in Louisdale for Violin Lesson	40.00	
January 11, 2023	Registration in St. Peters for Gentle Yoga	71.00	
January 11, 2023	Registration in Red Island or Gentle Yoga	120.00	
January 12, 2023	Registration in St. Peters for chair Yoga	71.00	
January 12, 2023	Registration for Learn to Skate (ages 8-14) and Tumblebugs in Louisdale	50.00	
January 12, 2023	Recreation Advisory Committee Meeting in Louisdale	40.00	
January 13, 2023	Registration for Learn to Skate (Ages 5-7) in Louisdale	40.00	
January 14, 2023	Registration for Youth Recreation Hockey in Louisdale	40.00	
January 16, 2023	Registration for Gentle Flow Yoga in D'Esxousse	25.00	
January 17, 2023	Registration for Intro to Gymnastics at 4 and 4:45 in Louisdale	49.00	
January 17, 2023	Registration for Gentle Vinyasa Yoga at 630 in River Bourgeois	71.00	
<b>Totals:</b>		<b>793.00</b>	<b>\$0.00</b>
<b>Rate:</b>		<b>\$0.5113</b>	
<b>Total Mileage (\$):</b>		<b>\$405.46</b>	
<b>Total Expenses Claimed:</b>		<b>\$405.46</b>	

ACCOUNT #: **10 270 4120 270180** CHEQUE #:  
SIGNATURE: **Ronalda Boudreau** AMOUNT:  
APPROVED: **[Signature]** DATE PAID:  
DATE SUBMITTED: **January 18/2023** INITIAL:

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.....	<b>10 270 4120 270180</b>



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

NAME: **Ronald Boudreau**

PERIOD COVERED:

FROM: **January 19, 2023**

TO: **February 28, 2023**

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
January 19, 2023	Meeting at Arena, Registration in Louisdale, River Bourgeois, St. Peter's, and back in Louisdale	89.00	
January 24, 2023	Registration for Shuffleboard in Lower River	71.00	
January 27, 2023	Registration in River Bourgeois for a Mug Making Workshop	71.00	
February 1, 2023	Registration for yoga in Lower River	62.00	
February 5, 2023	Registration for Tae Kwon Do in Louisdale	40.00	
February 6, 2023	Registration in Louisdale for Dance	49.00	
February 8, 2023	Registration in Louisdale for Dance	49.00	
February 9, 2023	Registration in Louisdale for Dance	49.00	
February 10, 2023	Registration in Louisdale for Mug Making	45.00	
February 11, 2023	Registration in Louisdale for Music through Play, beginner and intermediate guitar and ukulele lessons	45.00	
February 12, 2023	Registration in River Bourgeois for Process Art Play (Ages 2-4)	71.00	

HST?

Goods Rec'd. Date.....Initial.....	
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Art, No. <b>10 270 4120 270180</b>	

Totals: 641.00 ✓ \$0.00

Rate: \$0.5113

Total Mileage (\$): \$327.74

Total Expenses Claimed: **\$327.74**

ACCOUNT #: **10 270 4120 270180**  
 SIGNATURE: **Ronald Boudreau**  
 APPROVED: **[Signature]**  
 DATE SUBMITTED: **February 28/23**

CHEQUE #:

AMOUNT:

DATE PAID:

INITIAL:





<b>TRAVEL EXPENSE CLAIM</b>		<b>Rate \$0.5113</b>
Name of Claimant:	Shaun Boudreau	
Destination:	Halifax	
Purpose of Travel:	Atlantic Workplace Health & Safety Conference	
Departure Date/Time:	29-Mar-23	
Return Date/Time:	31-Mar-23	
Approval to Travel	<i>Chris Boudreau</i>	Date: <i>Feb 2, 2023</i>

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	<i>656 Km</i>					
Total Cost of Mileage:						<i>335.41</i>
Accommodation/Hotel Name:						
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						<i>25</i>
Lunch \$25	<i>25</i>					<i>25</i>
Dinner \$30	<i>30</i>	<i>30</i>	<i>30</i>			<i>90</i>
Other Meals (Receipts Required)						
Incidentals (\$10 per overnight stay)	<i>10</i>	<i>10</i>	<i>10</i>			<i>20</i>
Taxi/Parking/Tolls (Receipts Required)						
<b>Total Amount Being Claimed</b>	<i>65</i>	<i>40</i>	<i>30</i>			<i>4470.41</i>

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

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

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

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

Claimant Signature: *Shaun Boudreau*

Date Submitted: *April 4/2023*

Travel Approved by Supervisor: *Chris Boudreau*

GL Code: 102423070242120

Coords Rec'd. Date.....	Initial.....
Prior Checked.....	<i>SB</i>
Add. & Ext. Checked.....	<i>SB</i>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	<i>102423070242120</i>
Distribution Ref't No.....	<i>102423070242120</i>

# Atlantic Workplace Health & Safety Conference

**WEDNESDAY | MARCH 29**

5:00 – 6:00 PM

Registration

**Opening Reception in Exhibit Area**

6:00 – 7:00 PM

Opening Remarks & Keynote:

**Patrick Ledwell**

**THURSDAY | MARCH 30**

7:00 AM – 4:00 PM

Registration

7:00 – 9:00 AM

Buffet Breakfast & Exhibits Open

9:00 – 10:30 AM

Welcome and Keynote:

**Stuart Knight**

**More Human. More Often.**

Connecting After a Pandemic

+

10:30 – 11:00 AM

Break & Exhibits Open

11:00 AM – 12:00 PM

**Concurrent Sessions**

**Sleeping on the Job: The Impact of Poor Sleep on Occupational Health & Safety**

Erica Dehmel, Manager of Physician Engagement, The Snore Shop Atlantic, Inc.

+

**Let me Tell you a Story...**

Perley Brewer, Instructor and Consultant, Safety Services New Brunswick

+

**The changing OHS role of supervisors**

*ATTENDED*

Thomas Tenkate, Associate Professor, Toronto Metropolitan University

+

**Safety Profile Scorecard – Measuring leading safety indicators and proxy data to evaluate safety**

Lindsay Fenton, Manager, Health and Safety, Shannex

+

**Using Investigations to Reduce Risk**

Darrel Nickerson, Director of Health and Safety, Irving Forest Services

+

12:00 – 1:30 PM

Buffet Lunch & Exhibits Open

1:30 – 2:30 PM

**Concurrent Sessions**

**Equity, Equality, and Psychosocial Hazards: How are we managing safety systems?**

Dave Elniski, MA Student, University of Lethbridge

+

**Canary in the Coal Mine – Is Resilience the Wrong Approach?**

Martin Franchi, Partner, Navigation Consulting & Training; Shelly Meadows, Partner, Navigation Consulting & Training

+

**The Opioid Crisis and Your Workplace – The St. John Ambulance and Health Canada Response**

Iyad Mansour, Director of Learning, St. John Ambulance Council for Nova Scotia/PEI

+

**Ethics and Professional Conduct of OHS Professionals**

Kelly MacRitchie, MSc(A), CIH, ROH, Occupational Hygienist, Department of Labour, Skills & Immigration, OHS Division; Mathew Brewer; Robin Angel, MSc. CRSP, Strategic Advisor, OHS, Department of Justice, Government of Nova Scotia

+

**Beyond the Coffee and Doughnuts: Recipes for an Effective Safety Committee**

David Powers, OHS Coordinator, NB Department of Education & Early Childhood Development

+

2:30 – 3:00 PM

Break & Exhibits Open

3:00 – 4:00 PM

**Concurrent Sessions**

**Mental health stigma at work; What is it really, and how can we manage mental illness and stigma more effectively?**

~~Todd Leader, Owner/Consultant – leadership, addiction and mental health, Leader Development~~ *ATTENDED*

+

**Keeping the Human in Human Factors & Ergonomics**

Todd Hickey, Ergonomist, WorkSafeNB

+

**Creating Supportive Workplaces Through Conversation: Exploring Substance Use & Addiction**

Mary Myketyyn Driscoll, Health Promoter with Mental Health & Addictions, Nova Scotia Health

+

**The Long Shadow of a Workplace Injury**

Cathy McNeil, Volunteer Speaker, Threads of Life; Lorna Catrambone, Associate Director Fundraising and Partnerships, Threads of Life

+

**Nova Scotia Firefighters School** *More information to follow.*

6:00 – 10:00 PM  
Kitchen Party

*ATTENDED*

**FRIDAY | MARCH 31**

7:30 AM – 2:00 PM

Registration

8:00 – 9:00 AM

Buffet Breakfast & Exhibits Open

9:00 – 10:00 AM

**Concurrent Sessions**

**Promoting Psychological Safety through Resilience and Organizational Fitness**

**Jackie Kinley**, Founder/CEO, AIR Institutes; **Yannick Provencher**, Research Scientist, AIR Institutes

+

**Healthy Workplaces - Hazard and Risk Assessment in Action**

**Janet Mannella**, Vice President, Operations, Canadian Centre for Occupational Health and Safety (CCOHS) *ATTENDED*

+

**Why We Are The Future Of Occupational Health And Safety**

**Chaweewan Saengkunnatham**, Student, NSCC; **Emily Kaulback**, Student, NSCC; **Ernil Olivario**, Student, NSCC; **Luis Mantilla**, Student, NSCC; **Natasha Clarke**, Student, NSCC; **Paul Moores**, Student, NSCC

+

**How dangerous is change?**

**Philippe Gagnon**, Safety Professional, DSM

+

**Drinking from a Fire Hose**

**Joe Treen**, Programs Director, Safety Services Nova Scotia

+

10:00 – 10:30 AM

Break & Exhibits Open

10:30 – 11:30 AM

**Concurrent Sessions**

**Speak up! Tackling mental health and high-suicide rates in construction**

**MJ MacDonald**, CEO, Construction Safety Nova Scotia

+

**Best Practice for Managing Workplace Chemical Injuries**

**David Wootten**, National Product Manager, Levitt-Safety

+

**Next Generation JOHSC: IRS Auditor**

*ATTENDED*

**Yvonne O'Reilly**, Owner/Consultant, O'Reilly Health & Safety Consulting

+

**Former government Examiner explains why road test standards don't cut it for fleet drivers**

**Sunny Jhaj**, Chief Instructor, Thinking Driver

+

**Using hazard/risk banding to improve job specific WMHIS training**

**Thomas Tenkate**, Associate Professor, Toronto Metropolitan University

+

11:30 AM – 2:00 PM

Closing Luncheon & Keynote:

Tirra Varughese

*attended*

**50 Shades of Beige:**

Communicate with the Cross-Cultural Advantage

*attended*

+





THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTE DE

**RICHMOND**

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**POLICE ADVISORY BOARD MEETING**  
**February 28, 2023, 6:00 p.m.**  
**St. Peter's RCMP Detachment**

**AGENDA**

1. Call to order
2. Items Added to the Agenda
3. Review of Minutes – October 19, 2022
4. Sgt. Ed Nugent, District Commander re: Richmond  
County Stats
5. ATV Activity on Roadways
6. Items Added to the Agenda
7. Questions or Concerns
8. Next Meeting Date
9. Adjournment





# State Of The Strait Business Update: March 22, 2023

Thank you to our panelists and attendees who helped make our Business Update a success! On March 22nd we enjoyed a wonderful day of networking and learning at our State of the Strait Business Update at the Port Hawkesbury Civic Centre! We welcomed 9 panelists to speak on Pathways to Economic Reconciliation, Labour Challenges & Opportunities, and learned about New Upcoming Projects in the region. Great conversations took place highlighting many of the challenges and successes we have in this region – many new connections were made!

Have a peek at our **Facebook album** to see some highlights from the day!

**Date:** March 22, 2023

**Time:** 8:00 a.m. – 1:00 p.m.

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

**Tickets:** \$85 members / \$95 non-members (plus tax)

Chamber Member Tables of 8 available for \$650 (plus tax)

Future Member Tables of 8 available for \$730 (plus tax)

[Get Tickets Now](#)

## Detailed Itinerary:

8:00 a.m. – Light Breakfast Buffet Opens

8:50 a.m. – Welcome

9:15 a.m. – Pathways to Economic Reconciliation Panel

10:00 a.m. – Labour Challenges & Opportunities Panel

10:45 a.m. – Morning Break

11:00 a.m. – New Projects Panel

11:45 a.m. – Lunch Served

12:15 a.m. – Lunch Keynote

12:40 p.m. – Closing Remarks



## **RICHMOND VILLA BOARD MEETING**

**Wednesday March 22, 2023, 6:00 p.m.**

**Location: Richmond Villa, St. Peter's**

### **AGENDA**

1. Call to Order
2. Items Added to the Agenda
3. Review of Minutes, Re:
  - a) November 8, 2022
  - b) January 25, 2023
4. Business Arising from the Minutes
5. Workplace Inspection Report
6. CEO Report
7. Discuss Items Added to the Agenda
  - Housing
  - Change Agency Inquiry
8. General Business
9. Adjournment



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

TRAVEL EXPENSE CLAIM		Rate <u>\$0.5113</u>
Name of Claimant:	Michael Diggdon	
Destination:	Halifax	
Purpose of Travel:	NSFM Conference	
Departure Date/Time:	Nov 1, 2022 8:00 AM	
Return Date/Time:	Nov 3, 2022 3pm	
Approval to Travel <i>[Signature]</i>		Date: Sept 13, 2022

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$207.62	\$207.62	\$207.62	\$0.00	\$0.00	\$622.86
<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)	\$34.50	\$34.50				\$69.00
<b>Total Amount Being Claimed</b>	<b>\$242.12</b>	<b>\$242.12</b>	<b>\$207.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$691.86</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 MD N/A \_\_\_\_\_

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

Claimant Signature: *[Signature]*

Date Submitted: Nov 14<sup>th</sup> 2022

Travel Approved by Supervisor: *[Signature]*

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

Goods Rec'd. Date.....	Initial.....	<u>MD</u>
Prices Checked.....		<u>9</u>
Add. & Ext. Checked.....		<u>9</u>
Approval for Payment.....		<u>9</u>
Discount Date.....		
Paid by Cheque No.....		
Distribution Acct. No.....		<u>10 210 2110 210 130</u>

*HSF3*

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



MICHAEL DIGGDON  
 XXX  
 XXX  
 XXX, NS, XXXXX  
 Canada  
 NO5045 - NOVA SCOTIA FEDERATION OF MUNI

Page Number : 1 Invoice Nbr : 1000097083  
 Guest Number : 1215014  
 Folio ID : A  
 Arrive Date : 01-NOV-22 15:08  
 Depart Date : 04-NOV-22  
 No. Of Guest : 1  
 Room Number : 338  
 Marriott Bonvoy Number :

Information Invoice

Tax ID : 899994933RT0001  
 Westin Nova Sc YHZWI NOV-04-2022 10:19 LIZF

Date	Reference	Description	Charges (CAD)	Credits (CAD)
01-NOV-22	261	Valet Parking	30.00	
01-NOV-22	261	HST Tax 15% Valet	4.50	
01-NOV-22	RT338	Room Chrg - Grp - Government	177.00	
01-NOV-22	RT338	HRM Mktg Levy	3.54	
01-NOV-22	RT338	HST Room Tax	27.08	
02-NOV-22	261	Valet Parking	30.00	
02-NOV-22	261	HST Tax 15% Valet	4.50	
02-NOV-22	RT338	Room Chrg - Grp - Government	177.00	
02-NOV-22	RT338	HRM Mktg Levy	3.54	
02-NOV-22	RT338	HST Room Tax	27.08	
03-NOV-22	RT338	Room Chrg - Grp - Government	177.00	
03-NOV-22	RT338	HRM Mktg Levy	3.54	
03-NOV-22	RT338	HST Room Tax	27.08	

Approve EMV Receipt for VI - 1225: PIN Verified  
 TC:50538EC1A34B3746 IAD:06010A03642002 TVR:0080008000  
 AID:A0000000031010 Application Label:VISA CREDIT

\*\* Total 691.86 0.00  
 \*\*\* Balance 691.86

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



MICHAEL DIGGDON  
 XXX  
 XXX  
 XXX, NS, XXXXX  
 Canada  
 NO5045 - NOVA SCOTIA FEDERATION OF MUNI

Page Number : 2 Invoice Nbr : 1000097083  
 Guest Number : 1215014  
 Folio ID : A  
 Arrive Date : 01-NOV-22 15:08  
 Depart Date : 04-NOV-22  
 No. Of Guest : 1  
 Room Number : 338  
 Marriott Bonvoy Number :

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room/Levy	Fd & Bev	Gratuity	Taxes	Other	Total	Payment
11-01-2022	0.00	0.00	0.00	0.00	242.12	242.12	0.00
11-02-2022	0.00	0.00	0.00	0.00	242.12	242.12	0.00
11-03-2022	0.00	0.00	0.00	0.00	207.62	207.62	0.00
Total	0.00	0.00	0.00	0.00	691.86	691.86	0.00

Signature \_\_\_\_\_

Bring the Westin experience home. Shop [WestinStore.com](http://WestinStore.com).



NSFM Conference Nov 1-4, 2022  
Halifax, NS

## NSFM 2022 Annual Conference

Tuesday, Nov 01: Coat Check, Mezzanine Level

02:00 PM - 08:00 PM

### Registration Desk Hours

Coat Check, Mezzanine Level

The friendly staff at the registration desk are available to check you in and answer any questions/needs you may have

Tuesday, Nov 01: Lunenburg Room - Mezzanine Level

03:00 PM - 05:00 PM

### Regional Caucus Meeting

Lunenburg Room - Mezzanine Level

Board elections will take place at this time. An agenda will be available closer to the date.

Tuesday, Nov 01: Atlantic Ballroom - Mezzanine Level

03:00 PM - 05:00 PM

### Rural Caucus Meeting

Atlantic Ballroom - Mezzanine Level

Board elections will take place at this time. An agenda will be sent closer to the date.

Tuesday, Nov 01: Harbour A & B, Main Level

03:00 PM - 05:00 PM

### Towns Caucus Meeting

Harbour A & B, Main Level

Board elections will take place at this time. An agenda will be available closer to the date.

Tuesday, Nov 01: Commonwealth A - Mezzanine Level

07:00 PM - 08:30 PM

## Meet & Greet Reception

Commonwealth A - Mezzanine Level

Come and network with your fellow municipal colleagues. Kindly sponsored by

Wednesday, Nov 02: Coat Check, Mezzanine Level

07:45 AM - 05:15 PM

## Registration Desk Hours

Coat Check, Mezzanine Level

The friendly staff at the registration desk are here to help you with any questions/needs. The desk will be closed during the luncheons.

Wednesday, Nov 02: Atlantic Ballroom - Mezzanine Level

08:15 AM - 09:30 AM

## Opening

Presenting Sponsor PVSC

Atlantic Ballroom - Mezzanine Level Plenary

**Councillor Joe Feeney**  
PVSC Board Chair, and Town of Mahone Bay

**Honourable John Lohr**  
Minister, Department of Municipal Affairs and Housing, Province of Nova Scotia

**John MacKinnon**  
President, Association of Municipal Administrators, NS

**Mayor Amanda McDougall**  
President, Nova Scotia Federation of Municipalities

**Mayor Brenda Chisholm-Beaton**  
Vice-President, Nova Scotia Federation of Municipalities

**Mayor Mike Savage**  
Halifax Regional Municipality

Remarks by Conference Chair, Mayor Brenda Chisholm-Beaton, Town of Port Hawkesbury Greetings from Mayor Mike Savage, HRM Remarks by NSFM President Amanda McDougall, CBRM Greetings from the Honourable John Lohr, Minister of Municipal Affairs & Housing, Province of Nova Scotia Greetings from AMANS President John MacKinnon Greetings from Presenting Sponsor - Joe Feeney, PVSC Board Chair & Councillor, Town of Mahone Bay Presentation of NSFM Long Service Awards

Wednesday, Nov 02: Atlantic Ballroom - Mezzanine Level

09:30 AM - 10:30 AM

## Keynote: Inclusive Leadership: From Silos to Safety

Sponsored by CUPE Nova Scotia

Atlantic Ballroom - Mezzanine Level Plenary

**Tina Varughese**  
Keynote Speaker

Creating a great municipality isn't just about breaking down cultural barriers. It's about building a workplace where everyone works towards a common purpose and feels included despite title, rank, or position. Successful leaders understand people do not leave jobs. People leave people. Today's successful leaders believe not only in investing in themselves, but encouraging others to grow, to learn, and to develop in order to build inclusivity and trust, break down silos, foster employee engagement, encourage open lines of communication, promote creativity and create a healthy, happy and inspiring workplace

Wednesday, Nov 02: Mezzanine & Commonwealth B

10:30 AM - 11:00 AM

## Break/Viewing of Exhibits

Break sponsored by Divert NS

Mezzanine & Commonwealth B Break

This is a great opportunity to visit our vendors in the exhibit areas. Be sure to get your stamp card stamped to be eligible for the Grand Prize Draw!

Wednesday, Nov 02: Harbour Suites AB - Mezzanine Level

11:00 AM - 12:00 PM

## PVSC: Taking the Long View

Concurrent Session (Delegates attend 1 of 2)

Harbour Suites AB - Mezzanine Level Concurrent

**Adam Hanna**  
Assistant Director, Roll & Data Maintenance, Property Valuation Services Corporation

**Ashley Wu**  
Chief Data Scientist, Property Valuation Services Corporation

**Dion Regular**  
Assessor, Property Valuation Services Corporation

**Russ Adams**  
Vice-President of Assets, Property Valuation Services Corporation

The past couple of years have been like no other when it comes to property sales and the unpredictable housing market across Nova Scotia. What does this mean for the municipalities who rely on property taxes to fund essential services while building and supporting the communities they serve? Join experts from Property Valuation Services Corporation (PVSC) for a facilitated panel discussion on property assessments, market insights, and delivering trusted property information to municipalities and property owners. Through presentations, moderated questions and an audience Q&A, you will learn about PVSC, who we are, what we do, the impacts of COVID-19 on ...

Wednesday, Nov 02: Atlantic Ballroom - Mezzanine Level

11:00 AM - 12:00 PM

## Climate Action for Municipalities

Concurrent Session (Delegates attend 1 of 2)

Atlantic Ballroom - Mezzanine Level Concurrent

**Councillor Juliana Barnard**  
Town of Truro

**Debbie Nielsen**  
Lead Program Manager, Sustainable Communities Challenge Fund

**Jason Hollett**  
Associate Deputy Minister

Delegates will get to hear from three panelists on Climate Action for Municipalities. Municipal Climate Action: Building the Best Future - Councillor Juliana Barnard, Town of Truro - Juliana will address the following: What are key areas of climate action for municipalities? What avenues support effective climate action by municipal elected representatives, staff and citizens? What are some key challenges to be met, and how is climate action linked to other key issues such as affordable living, health and well-being, and social justice? What are some possibilities we in Nova Scotian municipalities can explore? Update on the Sustainable Communities Challenge ...

Wednesday, Nov 02: Commonwealth AB - Mezzanine Level

12:10 PM - 01:10 PM

## Delegates' Luncheon

Sponsored by Nova Scotia Municipal Finance Corporation

Commonwealth AB - Mezzanine Level

**Paul Wills**  
CEO/Treasurer, Nova Scotia Municipal Finance Corporation

Wednesday, Nov 02: Atlantic Ballroom - Mezzanine Level

01:25 PM - 01:45 PM

## Remarks by NSFMC CEO Juanita Spencer

Atlantic Ballroom - Mezzanine Level Plenary

**Juanita Spencer**  
CEO, Nova Scotia Federation of Municipalities

Wednesday, Nov 02: Atlantic Ballroom - Mezzanine Level

01:45 PM - 02:45 PM

## Duck, Cover, Run - NO! Managing your Message

Atlantic Ballroom - Mezzanine Level Plenary

**Kelsie Chiasson**  
Consultant, Crestview Strategy

**Robyn McIsaac**  
Founder, PR Hive

Even the most prepared municipalities have difficulty contemplating all facets of a possible crisis. A crisis is any situation that threatens the integrity or reputation of your municipality usually brought on by adverse or negative media attention – traditional or social. A crisis can fall into one of two categories: an emergency, or a controversy. In municipal government, there are a number of serious matters that could fall to either category. The three most common elements in any crisis are the: 1) element of surprise; 2) short decision time and quick escalation; and 3) ability to threaten the municipality's reputation. In ...

Wednesday, Nov 02: Mezzanine & Commonwealth B

02:45 PM - 03:15 PM

## Break/Viewing of Exhibits

Break sponsored by Divert NS

Mezzanine & Commonwealth B Break

This is a great opportunity to visit our vendors in the exhibit areas. Be sure to get your stamp card stamped to be eligible for the Grand Prize Draw!

Wednesday, Nov 02: Commonwealth AB - Mezzanine Level

03:15 PM - 05:15 PM

## Introducing: The Conversation Series

Networking Opportunity

Commonwealth AB - Mezzanine Level Conversation Tables

The Conversation Series is your opportunity to network with your fellow municipal colleagues through short, informal, discussions on various topics such as: Climate Change Mitigation Projects, Asset Management, Municipal Finance, Municipal Consolidation, Active Transportation, Roads, etc. We are inviting members to have conversations rotating through several different tables, each with a different topic of discussion. Tables will change at 30-minute intervals. Deputy Ministers and senior staff from the province have been invited to sit at various tables and the NSFM Board will facilitate some of the discussions.

Wednesday, Nov 02

## Dinner on your own & Free Evening

Enjoy some of the fine dining and hospitality Halifax has to offer!

Thursday, Nov 03: Lobby

07:00 AM - 07:45 AM

## Early Morning Harbourfront Walk

Weather Permitting

Lobby

Rebecca Kolstee, Manager, Wellness and Professional Development Program for AMANS, will lead those interested on a brisk morning walk on the Halifax waterfront. Delegates are asked to meet Rebecca in the Westin Lobby at 6:55 a.m. to depart.

Thursday, Nov 03: Coat Check, Mezzanine Level

08:00 AM - 05:00 PM

## Registration Desk Hours

Coat Check, Mezzanine Level

The friendly staff at the registration desk are available to check you in and answer any questions/needs you may have. The desk will be closed during the Luncheons.

Thursday, Nov 03: Atlantic Ballroom - Mezzanine Level

08:30 AM - 09:00 AM

## Federation of Canadian Municipalities Update

Atlantic Ballroom - Mezzanine Level

Plenary

**Deputy Mayor Geoff Stewart**  
2nd Vice-President, Federation of Canadian Municipalities

Thursday, Nov 03: Atlantic Ballroom - Mezzanine Level

09:00 AM - 09:45 AM

## The Honourable Tim Houston

Premier of Nova Scotia

Atlantic Ballroom - Mezzanine Level

Plenary

**Premier Tim Houston**  
Province of Nova Scotia

Thursday, Nov 03: Atlantic Ballroom - Mezzanine Level

09:45 AM - 10:30 AM

## The Honourable Zach Churchill

Leader of the Nova Scotia Liberal Party

Atlantic Ballroom - Mezzanine Level Plenary

**The Honourable Zach Churchill**  
Leader, Nova Scotia Liberal Party

Thursday, Nov 03: Mezzanine & Commonwealth B

10:30 AM - 11:00 AM

## Break/Viewing of Exhibits

Sponsored by Canoe Procurement Group of Canada

Mezzanine & Commonwealth B Break

This is a great opportunity to visit our vendors in the exhibit areas. Be sure to get your stamp card stamped to be eligible for the Grand Prize Draw!

Thursday, Nov 03: Atlantic Ballroom - Mezzanine Level

11:00 AM - 11:45 AM

## The Honourable Claudia Chender

Leader of the Nova Scotia New Democratic Party

Atlantic Ballroom - Mezzanine Level Plenary

**The Honourable Claudia Chender**  
Leader, Nova Scotia New Democratic Party

Thursday, Nov 03: Commonwealth AB - Mezzanine Level

12:00 PM - 01:00 PM

## Delegates Luncheon

Sponsored by AXON

Commonwealth AB - Mezzanine Level

**Regina Holloway**  
Vice President of Community Relations, AXON

Thursday, Nov 03: Atlantic Ballroom - Mezzanine Level

01:15 PM - 03:15 PM

## Annual General Meeting

Atlantic Ballroom - Mezzanine Level

Annual General Meeting Presentation of NSFM Audited 2021 Statements Motion re Dues 2023 Report of the Nominations Committee Presentation of the Resolutions Report

Thursday, Nov 03: Mezzanine & Commonwealth B

03:15 PM - 03:45 PM

## Break/Viewing of Exhibits

Sponsored by Canoe Procurement Group of Canada

Mezzanine & Commonwealth B Break

This is a great opportunity to visit our vendors in the exhibit areas. Last chance to get your stamp card stamped to be eligible for the Grand Prize Draw!

Thursday, Nov 03: Atlantic Ballroom - Mezzanine Level

03:45 PM - 04:30 PM

## Anthony Edmonds

Leader of the Green Party of Nova Scotia

Atlantic Ballroom - Mezzanine Level Plenary

**Anthony Edmonds**  
Leader, Green Party of Nova Scotia

Thursday, Nov 03: Mezzanine

06:15 PM - 07:00 PM

## Reception

Mezzanine Reception

Thursday, Nov 03: Commonwealth AB - Mezzanine Level

07:00 PM - 10:00 PM

## Banquet

Sponsored by CN

Commonwealth AB - Mezzanine Level

Enjoy a meal by the Westin's award winning chef, followed by some fabulous local entertainment by Halifax Pier. (There is no dance for 2022) Halifax Pier brings together three of Nova Scotia's most seasoned and respected musicians. Multiple ECMA and Music Nova Scotia award winning artists, this talented ensemble hits the stage with energy and a passion for what they do, leaving the crowds wanting more. This Halifax based group is made up of singers Dwight Deon of Canadian Idol fame, ECMA award winning and Juno nominated band ICU and Clam Chowder; ECMA award winning and Juno nominee bassist Mike ...

Friday, Nov 04: Coat Check, Mezzanine Level

08:00 AM - 10:00 AM

## Registration Desk Hours

Coat Check, Mezzanine Level

The desk will be shutting down at 10:00 a.m. for the final day. If you won one of the exhibitor draw prizes - be sure to stop by and pick up your prize before it closes.

Friday, Nov 04: Atlantic Ballroom - Mezzanine Level

08:15 AM - 09:00 AM

## Service Exchange Update

Atlantic Ballroom - Mezzanine Level

Plenary

### Mayor Murray Scott

Chair, Service Exchange Renegotiation and Municipal Government Act Review Committee

### Paul Lafleche

Deputy Minister, Department of Municipal Affairs and Housing

Representatives from Department of Municipal Affairs and Housing, along with representatives of the NSFM Advisory Committee, will discuss the components for the Memorandum of Understanding that is to replace the Service Exchange Agreement of 1995.

Friday, Nov 04: Atlantic Ballroom - Mezzanine Level

09:00 AM - 10:00 AM

## Tackling Wellness Head On - Building Municipal Health in a Changing Workforce

Sponsored by HUB International

Atlantic Ballroom - Mezzanine Level Plenary

### Lidia Pawlikowski

Associate Vice-President, Health Consulting, HUB International

As workforce expectations and community interests shift, municipalities need to adapt to provide holistic wellbeing support to build a more resilient municipality and community. This session will explore the new definition of wellness and challenge leaders and elected officials to re-think the supports required to build health within their municipality for an unpredictable future. Additionally, the importance of elected officials supporting their own health and well-being will be discussed. Attendees will learn: The role of leadership and elected officials in supporting employee health & wellness How you can support your own personal well-being and access support through the Municipal Wellness ...

Friday, Nov 04: Atlantic Ballroom - Mezzanine Level

10:00 AM - 11:15 AM

## Municipal Housing Success Stories

Atlantic Ballroom - Mezzanine Level Plenary

### Diane Kelderman

President & CEO, Nova Scotia Co-operative Council

### Jill MacLellan

Principal Planner, Social Policy, Halifax Regional Municipality

### Kate Greene

Director of Regional Planning, Halifax Regional Municipality

### Mayor Matt Risser

Town of Lunenburg

### Mayor Sandra Snow

Town of Kentville

The Story of Coady's Place – Town of New Glasgow - The story of how a local Co-operative (not for profit) turned a 33-unit motel into 36 affordable units. The Co-operative group went from acquisition to complete renovations, to "heads on pillows" in all units within five short months, on schedule and on budget. Units are not only safe and affordable but come fully furnished right down to dishes and cutlery, and include internet, parking, utilities and free laundry services. Enqore Development & Miners Landing Development – Town of Kentville - Enqore development on the former KCA (Primary-grade 12 school) ...

Friday, Nov 04

11:15 AM - 11:45 AM

## Honourable Sean Fraser

Member of Parliament for Central Nova; Minister of Immigration, Refugees and Citizenship

### Honourable Sean Fraser

Member of Parliament for Central Nova and Minister of Immigration, Refugees and Citizenship

Friday, Nov 04: Atlantic Ballroom - Mezzanine Level

11:45 AM - 12:00 PM

## Draw Prizes & Conference Wrap Up

Atlantic Ballroom - Mezzanine Level

Be sure to have your exhibitor stamp card completed to be eligible for our Grand Prize Draw - Two nights accommodation at the Westin Hotel ~ Compliments of the Westin Hotel.



Powered by [PhedLoop](#)  
Event Technology



**TRAVEL EXPENSE CLAIM** Rate \$0.5113

Name of Claimant:	Wayne Doyle
Destination:	Port Hastings
Purpose of Travel:	First Aid Course
Departure Date/Time:	2023-01-28 / 7:30 am
Return Date/Time:	2023-01-28 / 5:15 pm

Approval to Travel *[Signature]* Date: *January 10, 2023*

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	102.00	0.00	0.00	0.00	0.00	102.00
Total Cost of Mileage:	\$52.15	\$0.00	\$0.00	\$0.00	\$0.00	\$52.15
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25	\$25.00					\$25.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$77.15</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$77.15</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 *WD* N/A

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<i>[Signature]</i>
Add. & Ext. Checked.....	<i>[Signature]</i>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't No.....	<i>10-270-4150-270560</i>

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

Claimant Signature: *Wayne Doyle*

Date Submitted: *Feb 7, 2023*

Travel Approved by Supervisor: *[Signature]*

GL Code: *10-270-4150-270560*



**Cape Breton Branch**  
 72 Highfield Park Drive  
 Dartmouth, NS B3A 4X2  
 Tel.: 902-463-5646 • 800-565-5056  
<https://sja.ca> info@ns.sja.ca  
 GST/HST Reg. Number: 108022518

# ST. JOHN AMBULANCE RECEIPT

**Receipt Number:** I-NS-113472  
**Date:** 6 Jan 2023  
**Terms:** Due Upon Receipt

**Client:** MUNICIPALITY OF THE COUNTY OF RICHMOND  
 2357 Highway 206  
 PO Box 120  
 Arichat, NS B0E 1A0

**Client Id:** 1-25IW XO

**Site:** ARICHAT

## DETAILS

Product ID	Description	Taxes Appl.	Unit Price	Unit Discount	Qty	Ext. Price
NSEFA/CPC/ AED	Emergency First Aid CPR Level "C" & AED	Exempt	\$67.50	\$0.00	1	\$67.50
<b>Total</b>						<b>\$67.50</b>

## PAYMENT INFORMATION:

**Payment Status:** Fully Paid

**Payment Method:** Credit Card (VISA)

**Amount Paid:** \$67.50

## TRAINING/COURSE DETAILS

### CLASS

Course and Class #	Language	Instructor
Emergency First Aid (CSA Basic Workplace First Aid) CPR "C" & AED (NSEFA-C-17-NS-280123-4996)	English	TBD

**Class Pre-Requisites:** Pre-reading is not a requirement for this course however, you may choose to download a free electronic version of our First Aid Reference Guide prior to class on either Apple iTunes or Amazon.ca, here is the link <https://www.sja.ca/English/Courses-and-Training/Pages/FARG.aspx>. The paperback book version is available to purchase for \$14.95 + HST each.

### Schedule:

28 Jan 2023, 8:30 AM - 4:30 PM

### Location:

PORT HASTINGS - PORT HASTINGS  
 VOLUNTEER FIRE DEPARTMENT  
 15 Old Victoria Road  
 Port Hastings, NS

### Directions & Parking:

When crossing the Canso Highway you will see a big white church. The church and the fire hall share the parking lot.

## REGISTRATIONS LIST

Attendee	Store #	Employee ID (PIN)	Status
Wayne Doyle (MUNICIPALITY OF THE COUNTY OF RICHMOND)	ARICHAT	N/A	Registered



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

NAME: Kathleen Jeffrey

PERIOD COVERED:

FROM: December 14, 2022 TO: February 13, 2023

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
December 14, 2022	Arichat - Port Hawkesbury Bank	74.00	
December 20, 2022	Arichat - Port Hawkesbury Bank	74.00	
January 6, 2023	Arichat - Port Hawkesbury Bank	74.00	
January 13, 2023	Arichat - Port Hawkesbury Bank	74.00	
January 20, 2023	Arichat - Port Hawkesbury Bank	74.00	
January 27, 2023	Arichat - Port Hawkesbury Bank	74.00	
February 1, 2023	Arichat - Port Hawkesbury Bank	74.00	
February 13, 2023	Arichat - Port Hawkesbury Bank	74.00	

*HSJ*

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

Totals: 592.00 ✓ \$0.00  
 Rate: \$0.5113  
 Total Mileage (\$): \$302.69

Total Expenses Claimed: **\$302.69**

ACCOUNT #:		CHEQUE #:	
SIGNATURE:	<i>Kathleen Jeffrey</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	<i>2/13/23</i>	INITIAL:	





Jan 31st, 2023

In county travel report for Jan. 2023

Jan 09 - travel to PH – EDCPC Budget meeting at PH CIVIC Centre along with other CAO's/advisors to EDCPC

Left Arichat at 1020 for 1100 am start - travelled alone

11 - 1:00 pm

Returned to the office at 2 pm

Jan 11 - travel to PH – Bearhead / Buckeye Open House at PH Civic Centre (project update)

Left Arichat at 4:00 PM - travelled alone

Left PH at 7:00 PM

Present: Paul MacLean and John Godbold (Bear Head), Warden Mombourquette, members of the public.

Jan 17 - travel to PH – PH Civic Centre

Landrie Lake Water Utility Meeting and Meeting with FFI Regional Mgmt Team

Left Arichat at 2:20 for 3:00 PM start - travelled alone

Left PH at 5:00 PM

Jan 20 - travel to Point Tupper – Met with Director of new Business Development for PHP, Geoff Clarke

Left at 1100 for 1130 start at PHP - Travelled alone

Met ToPH CAO at Papa's for lunch so we could further discuss the new opportunities at PHP and the possible requirements of Water from our shared utility.

MoCR paid this meal – receipt attached.

Did not return to the office that day – hence one way mileage

Left PH at 230 PM

Jan 26 — travel to PH — PH Civic Centre

Meeting with Oneka and Acoa leadership — Warden was present as well

Left at 1220 for 1:00 PM start — travelled alone

Returned to Arichat at 3:00 PM

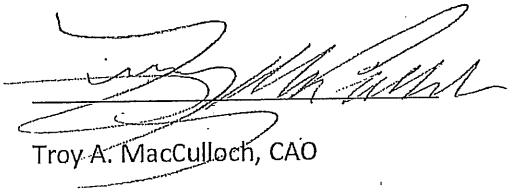
Jan 27 — travel to Sydney — State of the Province Address- Premier and Cabinet.

Travelled with Dep Warden Sampson and Municipal Clerk S. David

Left at 9:15 for 11:00 AM start — 3 of us , a/n, travelled together

Address was from 12:00 AM — 2:00 PM

Returned to Arichat by 4:00 PM



Troy A. MacCulloch, CAO

Municipality of the County of Richmond

**Papa's Pub & Eatery**

714 REEVES ST UNIT 8  
PT-HAWKESBURY, NS B9A 2S1  
9026253270

Transaction 613433

**Total** \$57.70  
**Tip** \$11.54  
CREDIT CARD SALE \$69.24  
VISA 7015

Retain this copy for statement  
validation

20-Jan-2023 12:51:18PM  
\$69.24 | Method: EMV  
SCOTIABANK VISA  
XXXXXXXXXXXX7015  
TROY.MR MACCULLOCH  
Reference ID: 302000542487  
Auth ID: 403781  
MID: \*\*\*\*\*7881  
AID: A0000000031010  
AthNtwkNm: VISA  
PIN VERIFIED

Online: <https://clover.com/p/MMMN7EQAR6ZQ0>

\*\*\*\*\*  
Papa's Pub & Eatery  
714 Reeves St.  
Port Hawksbury Nova Scotia  
Tel. (902)625-3270  
\*\*\*\*\*  
01/20/23 12:43 PM  
Server 1 NIKKI L.  
Table 20 **Order #134740**  
\*\*\*\*\*

1 CRISPY HADDOCK 18.49  
>ADD GRAVY 0.85  
1 BURGER SPECIAL 14.99  
1 BURGER SPECIAL 14.99  
>ADD GRAVY 0.85

Taxable: 50.17  
Sub-total: 50.17  
HST: 7.53

**Total Due: 57.70**

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

Thank you and have a great day!

HST: 865334098RT

3 forms



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

NAME: troy macculloch

PERIOD COVERED:

FROM: feb 01, 2023 TO: Mar 13, 2023

Table with 4 columns: DATE, PARTICULARS, MILEAGE (KM), OTHER EXPENSES. Contains 5 rows of data for various meetings and events.

HET 3

Administrative section with fields: Goods Rec'd, Prices Checked, Add. & Ext. Checked, Approval for Payment, Discount Date, Paid by Cheque No., Distribution Acct. No.

Summary table with rows: Totals (376.00, \$0.00), Rate (\$0.5113), Total Mileage (\$192.25), Total Expenses Claimed (\$192.25)

Signature and approval section with fields: ACCOUNT #, SIGNATURE, APPROVED, DATE SUBMITTED, CHEQUE #, AMOUNT, DATE PAID, INITIAL.

Mar 13, 2023

In county travel report for Feb 01 – Mar 13, 2023

Feb 02 - travel to Kempt Rd – Meeting with Rolf at Friends United

Left Arichat at 1530 for 1600 start - travelled alone

All of Council was present as well with our Clerk.

Feb 22 - travel to PH Civic Centre – Bearhead at 1000 and Everwind at 1100 hrs.

Left Arichat at 0920 - travelled alone

CAO and CFO from PH was present along with Developer reps

Left PH at 1230 PM and returned to Arichat

Mar 08 - travel to PH Civic Centre – Bearhead at 1000 and Everwind at 1100 hrs.

- NSCC Skills competition at Strait Campus at 1300 hrs

Left Arichat at 0920 - travelled alone

CAO and CFO and Dir of Engineering from ToPH was present, along with developer reps and our Dir of Engineering was present virtually.

Warden Mombourquette was with me for the tour of NSCC and the Skills Comp. along with various NSCC staff.

Left PH at 1430 and returned to Arichat

Mar 08 - travel to PH Civic Centre – NSCC Nautical Awards Gala

Left Arichat at 1630 – Travelled alone

One way travel for this event.

Left PH at 2045 hrs for home.



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

**TRAVEL EXPENSE CLAIM** Rate \$0.5113

Name of Claimant:	Troy MacCulloch
Destination:	Baddeck
Purpose of Travel:	Mayors, Wardens and Chiefs Meeti
Departure Date/Time:	0800 Mar 02, 23
Return Date/Time:	1430 Mar 03, 23

Approval to Travel \* see attached Date: Feb 22, 2023

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	138.00	138.00	0.00	0.00	0.00	276.00
Total Cost of Mileage:	\$70.56	\$70.56	\$0.00	\$0.00	\$0.00	\$141.12
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed:</b>	<b>\$80.56</b>	<b>\$70.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$151.12</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 TM N/A \_\_\_\_\_

*Travelled w/ Dep. Warden Sampson*

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

Claimant Signature:	<i>Troy MacCulloch</i>
Date Submitted:	<i>13 Mar 2023</i>
Travel Approved by Supervisor:	<i>Manda [Signature]</i>
GL Code:	

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't No.....	<i>1021220212130</i>

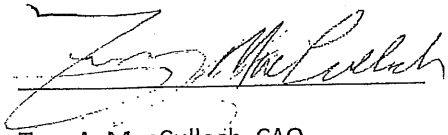
*11573*

Mar 13 - travel to PH Civic Centre – Meeting with Bear Head Energy and Ox2 Wind at 1700 hrs

Left Arichat at 1615 – Travelled alone

Warden of MoRC and members of PH Staff and Council will also be present.

Returned to Arichat for CoW meeting at 1900 hrs.

A handwritten signature in black ink, appearing to read "Troy A. MacCulloch". The signature is written in a cursive style and is positioned above the printed name.

Troy A. MacCulloch, CAO

Municipality of the County of Richmond

MAYORS/WARDENS/CHIEF'S/CAO'S MEETING  
MARCH 2-3, 2023

TOPICS
REGIONAL RESPONSE TO EMO
REGIONAL FIRE SERVICES COORDINATOR
CELL AND BROADBAND SERVICES
HOUSING
GARBAGE
COMMUNICATIONS – SALTWIRE MEDIA RURAL DELIVERY SERVICE
RAILWAYS
UNAMA'KI DISCUSSIONS
TRANSIT
GATEWAY PROJECT
TRAILS
WATER TAXI SERVICE

AGENDA – DAY ONE		
TIME	ITEM	RESPONSIBLE
10:00AM	EMERGENCY ADVISORY COMMITTEE	JENNIFER JESTY
11:00AM	HOUSING	MARIE WALSH
	LUNCH	
1:00PM	BROADBAND AND CELL SERVICE DISCUSSION	
2:00PM	GENERAL DISCUSSION ON TOPICS	ALL
4:00PM	GARBAGE FUTURE	GFL
THE NARROWS WILL BE OPEN FOR SUPPER WITH ENTERTAINMENT PROVIDED.		

AGENDA – DAY TWO		
TIME	ITEM	RESPONSIBLE
9:00AM	REGIONAL COLLABORATIONS DISCUSSION	ALL
	LUNCH	
12:30 – 2:00PM	WHAT'S NEXT? ACTION ITEMS	ALL

**Re: travel permission**  
Amanda Mombourquette to: Troy MacCulloch

2023-02-22 03:08 PM

---

History: This message has been replied to.

---

Approved.  
Could I request the same please?  
Thanks,  
Amanda

-----Troy MacCulloch/Richmond wrote: -----  
To: Amanda Mombourquette/Richmond@Richmond  
From: Troy MacCulloch/Richmond  
Date: 02/22/2023 03:01PM  
Subject: travel permission

Hi Warden,

Can I please have your approval to attend the Mayors and CAO's meeting in Baddeck?

Thanks

Troy

Troy A. MacCulloch, CMML, FSAScot  
Chief Administrative Officer  
Municipality of the County of Richmond  
2357 Hwy 206 PO Box 120  
Arichat, NS B0E 1A0  
T 902.226.3970 F 902.226.1510





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

**TRAVEL EXPENSE CLAIM** Rate \$0.5113

Name of Claimant:	Troy MacCulloch		
Destination:	Halifax		
Purpose of Travel:	Sector Meeting with Prov		
Departure Date/Time:	09-Mar		
Return Date/Time:	09-Mar		

Approval to Travel - Landrie Lake Water Utility Requirement Date: n/a

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

*travelled w/ Warden, CAO & CFO of Town of PH.*

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

Claimant Signature: Troy MacCulloch

Date Submitted: 13 Mar. 2023

Travel Approved by Supervisor: Wanda Mac

GL Code:

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

# Nova Scotia Green Hydrogen Sector Development Workshop

## AGENDA

**Date:** Thursday, March 9, 2023

**Time:** 1:00 pm – 4:30 pm

**Location:** ACOA Offices, 1801 Hollis St. 5<sup>th</sup> Floor Boardroom

<b>Item</b>	<b>Time</b> (Presentation & Discussion)	<b>Topic</b>
1	1:05pm (10 min)	<b>Welcome and Context Setting</b> <ul style="list-style-type: none"> <li>▪ Sheila Paterson - Director, Strategic Priorities, NS Dept. of Natural Resources and Renewables (NRR)</li> <li>▪ Chris Spencer - Executive Director, Business Development and Strategic Opportunities, NS Dept. of Natural Resources and Renewables (NRR)</li> </ul>
2	1:15pm (15 min)	<b>Introductions and Moderator's Welcome</b> <ul style="list-style-type: none"> <li>▪ Scott Skinner - President &amp; CEO, Clean Foundation</li> </ul>
3	1:30pm (45 min)	<b>Access to Electricity</b> <ul style="list-style-type: none"> <li>▪ Rene Gallant – Vice President, Strategy and Stakeholder Engagement, NS Power</li> <li>▪ Chris Milligan – Senior Manager, System Planning, NS Power</li> <li>▪ Blake Williams – Senior Regulatory Counsel, NS Power</li> <li>▪ David Miller – Director, Clean Electricity, NRR</li> </ul>
4	2:15pm (35 min)	<b>Access to Water</b> <ul style="list-style-type: none"> <li>▪ Terry Doyle - CAO, Town of Port Hawkesbury</li> <li>▪ Troy MacCulloch - CAO, County of Richmond</li> <li>▪ Erin MacEachen - Director of Finance, Town of Port Hawkesbury</li> </ul>
	2:50pm (15 min)	<b>BREAK</b>
5	3:05pm (35 min)	<b>Access to Land</b> <ul style="list-style-type: none"> <li>▪ David Mitchell, Corporate Strategist, Dept. of Economic Development</li> <li>▪ Sheila Paterson</li> </ul>
6	3:40pm (10 min)	<b>Onshore Wind</b> <ul style="list-style-type: none"> <li>▪ Chris Spencer</li> </ul>
7	3:50pm (20 min)	<b>Enabling Sector Development</b> <ul style="list-style-type: none"> <li>▪ Chris Spencer</li> <li>▪ Toby Balch, Director of Business Investment &amp; Export Development, NRR</li> </ul>
8	4:10pm (15 min)	<b>"What We Heard"</b> <ul style="list-style-type: none"> <li>▪ Scott Skinner</li> </ul>
9	4:25pm (5 min)	<b>Closing and Next Steps</b> <ul style="list-style-type: none"> <li>▪ Chris Spencer</li> <li>▪ Sheila Paterson</li> </ul>



Apr 04, 2023

In county travel report for Mar 22 – Apr 01. 2023

Mar 22 - travel to PH – State of the Strait at Civic Centre - with Warden, Clerk and Mgr of Rec Services

Left St Peters for PH at 0730 for 0800 am start - travelled alone

0800 – 1300 hrs

Meeting with Bearhead Energy from 1300 – 1600 hrs

1630 – 1730 Site Visit to BHE Site in Point Tupper with Dean Hart and Stantec Engineers

1800 – 1900 Meal in PH at Millers with BHE, Stantec and ToPH engineer

Returned to St Peters at 1930 hrs

Mar 23 - travel to PH – Site Meeting at Landrie Lake Water Utility with Dir OPS, ToPH Engineer, BHE Management and Stantec Engineers.

Left St Peters at 0715 to pick up Dir OPS in Louisdale – travelled together

Returned to Arichat at 1000

Mar 24 - travel to PH – Civic Centre

Funding meeting for proposed Project Manager Position, ToPH CAO and Dir of Finance

Left Arichat at 1400 – travelled alone

Did not return to the office that day – hence one way mileage

Left PH at 1515 for NG

Mar 28 - travel to Civic Centre and then to Guysborough Municipal Bldg

Left Arichat at 1330 to meet Warden, EDO and Mayor and CAO of PH at Civic Centre

– travelled together

Meeting with the Warden and staff of Guysborough to ensure we were all working off the same song sheet when it came to both onshore and off shore wind projects in the Strait Area. We also took a tour of the Chedabucto Place Facility.

Returned to PH and then to St Peter's for 1830

Did not return to the office that day – hence one way mileage

Left PH at 230 PM

Mar 29 – travel to PH – PH Civic Centre

Meeting with Carl Yates, former CEO of HFX Harbourfront – to discuss his experience and how it can assist us in dealing with large multiple proponents and contract creation and negotiation.

Left Arichat at 1400 for 1430 PM start – travelled alone

Stayed in PH for Airport Meeting 1600 - 1700

Returned to St Peters for 1730

Mar 30 – travel to PH – Civic Centre

Travelled alone for EDPC Board Meeting

Left at 1220 for 1300 start

Returned to Arichat by 1500



Troy A. MacCulloch, CAO

Municipality of the County of Richmond



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTE DE

# RICHMOND

**NAME:** Steve Marcellus

**PERIOD COVERED:** January 1, 2023 to January 31, 2023

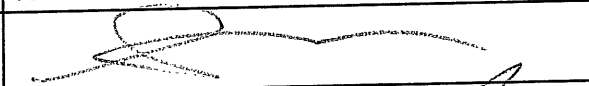

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
04-Jan-23	Meeting @ Royal Canadian Legion Branch 150 - Arichat, Petit De Grat Community Hall	43.9	
05-Jan-23	Generator testing at EMO Storage	55.6	
06-Jan-23	Meeting VON - Louisdale, EMO Storage unit reno and clean up, Waste Management site disposal	42.8	
09-Jan-23	To Port Hawkesbury Canadian Tire for EMO Storage supplies	62.3	
14-Jan-23	To EMO Storage with Troy	33.7	
18-Jan-23	VFD Chief Meeting St. Peter's	73.4	
30-Jan-23	Arm of Gold Community Centre - St. George's Channel, West Bay Road & DVFD (Richmond area hydrants - 2 Locations)	131.6	

**Totals:** 443.30 ✓ \$0.00

**Rate:** \$0.5113

**Total Mileage (\$):** \$226.66

**Total Expenses Claimed:** \$226.66

<b>ACCOUNT #:</b>	10-229-3030-229270	<b>CHEQUE #:</b>	
<b>SIGNATURE:</b>		<b>AMOUNT:</b>	
<b>APPROVED:</b>		<b>DATE PAID:</b>	
<b>DATE SUBMITTED:</b>		<b>INITIAL:</b>	

11573

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't No.....	10 229 3030 229270

February 2<sup>nd</sup>, 2023

In county travel report for January:

January 4<sup>th</sup>, 2023,

- Meeting at the Royal Canadian Legion Branch 150 – Arichat and Petit De Grat Community Centre about becoming a comfort Centre for the Provincial Grant Program.

January 5<sup>th</sup>, 2023,

- Generator testing at the EMO Storage Building

January 6<sup>th</sup>, 2023,

- Meeting with VON – Louisdale
  - Contact and discussion on people in need in our communities
- Storage unit shelf reno and waste to the transfer station

January 9<sup>th</sup>, 2023,

- EMO Supplies from Canadian Tire – Port Hawkesbury

January 14<sup>th</sup>, 2023,


- Trip with Troy to Richmond Arena and EMO Storage Building

January 18<sup>th</sup>, 2023,

- VFD Chief Meeting – St. Peter's Fire Hall

January 30<sup>th</sup>, 2023,

- West Bay Road & District VFD Dry hydrants (Richmond County – 2 locations)
- St. George's Channel Hall



Steve Marcellus - ESC

Municipality of Richmond County



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

<b>TRAVEL EXPENSE CLAIM</b>		Rate <u>\$0.5113</u>
Name of Claimant:	Steve Marcellus	
Destination:	Antigonish, NS	
Purpose of Travel:	ICS 200 Training	
Departure Date/Time:	January 17th, 2023 @ 0630	
Return Date/Time:	January 18th, 2023 @ 1800 .	
Approval to Travel		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	109.90	113.80			223.70
Total Cost of Mileage:	\$114.38	\$56.19	\$58.19	\$0.00	\$0.00	\$114.38
Accommodation/Hotel Name:	Microtel Inn & Suites, Antigonish					\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20	\$20.00	\$20.00				\$40.00
Lunch \$25						\$0.00
Dinner \$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$116.19</b>	<b>\$108.19</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$224.38</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 SM N/A \_\_\_\_\_

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

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

Date Submitted: JAN 19 2023

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

GL Code: 10-229-3030-229270

Goods Recd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acct. No.....	



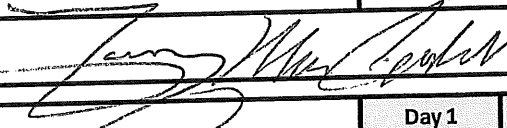
THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

### TRAVEL EXPENSE CLAIM

Rate **\$0.5113**

Name of Claimant:	Steve Marcellus
Destination:	Antigonish, NS
Purpose of Travel:	ICS 200 Training
Departure Date/Time:	January 17th, 2023 @ 0630
Return Date/Time:	January 18th, 2023 @ 1800
Approval to Travel	 Date: <u>16 Jan, 23</u>

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	125.00	125.00			250.00
Total Cost of Mileage:	\$127.83	\$63.91	\$63.91	\$0.00	\$0.00	\$127.83
Accommodation/Hotel Name:	Microtel Inn & Suites, Antigonish	\$222.00				\$222.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$325.91	\$93.91	\$0.00	\$0.00	\$0.00	<del>\$419.83</del>

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

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

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

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

**From:** "Blaise MacDonald" <Blaise.MacDonald@Antigonishcounty.ca>  
**To:** "emo@richmondcounty.ca" <emo@richmondcounty.ca>

---

**Date:** Monday, January 16, 2023 09:05AM  
**Subject:** ICS-200 - Jan.17th & 18th

---

I have you all registered for the ICS-200 training next week on Jan.17<sup>th</sup> & 18<sup>th</sup>.

Start time 9am each day.

Morning and afternoon refreshments and a light lunch will be served. **If you have any dietary concerns, please let me know.**

Training Location: Microtel, 62 Nova Landing, Antigonish. 902-735-0101

Thanks

Blaise MacDonald  
Antigonish Regional Emergency Management Coordinator  
902-867-7152

January 19<sup>th</sup>, 2023

Out of County travel report:

Steve Marcellus.

ESC/EMO

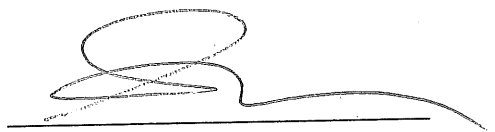
**Purpose - ICS 200 Training – NSEMO (Instructors - Dom Fewer – Zone 2 and George Muise – Zone 1)**

January 17<sup>th</sup>, 2023

- Travel to Antigonish and training - Left at 0630 for 0800 am start - travelled alone
- Modules 1 - 5

January 18<sup>th</sup>, 2023

- Modules 5 – 8 and Exam
- Certificate to be sent
- Return travel to Arichat

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end, positioned above a solid horizontal line.

Steve Marcellus, ESC/EMO

Municipality of Richmond County



March 1<sup>st</sup>, 2023

February In county travel report for Steve Marcellus:

February 3<sup>rd</sup>, 2023,

- Mileage for travel to EMO storage unit to get generator for D'Escousse Hall to set up a Comfort Centre dur to power outage and return to Building.

February 7<sup>th</sup>, 2023,

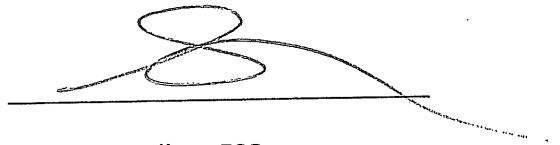
- Travel for SAMAA meeting at the Port Hawkesbury VFD

February 17<sup>th</sup>, 2023,

- Mileage for travel to EMO storage unit to get generator for maintenance - Delbert

February 26<sup>th</sup>, 2023,

- Travel for meeting with District 10 (Red Islands) VFD and the Community groups about their preliminary planning of a joint building (VFD, Community Centre, Parish, Community organizations).

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke extending to the right.

Steve Marcellus - ESC

Municipality of Richmond County



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

<b>TRAVEL EXPENSE CLAIM</b>		<b>Rate \$0.5113</b>
Name of Claimant:	Steve Marcellus	
Destination:	Glace Bay, NS - The Minors Forum	
Purpose of Travel:	ICS 300 Training	
Departure Date/Time:	February 21st, 2023 @ 0630	
Return Date/Time:	February 23rd, 2023 @ 1800	
Approval to Travel		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	185.20	55.40	185.20		425.80
Total Cost of Mileage:	\$217.71	\$94.69	\$28.33	\$94.69	\$0.00	\$0.00
Accommodation/Hotel Name:						\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20	\$20.00	\$20.00	\$20.00			\$60.00
Lunch \$25	\$25.00	\$25.00	\$25.00			\$75.00
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				\$20.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$179.69	\$113.33	\$169.69	\$0.00	\$0.00	<b>\$462.71</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 SM N/A \_\_\_\_\_

<b>All claims are to be submitted not later than 60 days after return.</b>	
Claimant Signature:	
Date Submitted:	27 FEB 2023
Travel Approved by Supervisor:	
GL Code:	10-229-3030-229270

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

February 27, 2023

Out of County travel report:

Steve Marcellus.

ESC/EMO

**Purpose - ICS 300 Training – NSEMO (Instructors - George Muise – Zone 1 and Bruce MacDonald CBRM EMO)**

February 21<sup>st</sup>, 2023

- Travel to Glace Bay for training - Left at 0630 for 0800 am start - travelled alone
- Modules 1 – 3
- Travel to Sydney for hotel

February 22<sup>nd</sup>, 2023

- Travel to Glace Bay for training – Left hotel at 0730 for 0830 start
- Modules 4 – 5
- Travel to Sydney for hotel

February 23<sup>rd</sup>, 2023

- Travel to Glace Bay for training – Left hotel at 0730 for 0830 start
- Modules 6 – 8 and exam
- Travel home



Steve Marcellus, ESC/EMO

Municipality of Richmond County



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

**TRAVEL EXPENSE CLAIM** Rate **\$0.5113**

<b>Name of Claimant:</b>	Steve Marcellus
<b>Destination:</b>	Glace Bay, NS - The Minors Forum
<b>Purpose of Travel:</b>	ICS 300 Training
<b>Departure Date/Time:</b>	February 21st, 2023 @ 0630
<b>Return Date/Time:</b>	February 23rd, 2023 @ 1800

**Approval to Travel** *[Signature]* Date: 19 Jan, 2023

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
<b>Total Mileage (# of Km):</b> 0.00	160.00	15.00	160.00			335.00
<b>Total Cost of Mileage:</b> \$171.29	\$81.81	\$7.67	\$81.81	\$0.00	\$0.00	\$171.29
<b>Accommodation/Hotel Name:</b>						\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
<b>Meals:</b> Breakfast \$20	\$20.00	\$20.00	\$20.00			\$60.00
Lunch \$25						\$0.00
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				\$20.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$141.81	\$67.67	\$131.81	\$0.00	\$0.00	<b>\$341.29</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 SM N/A \_\_\_\_\_

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

*Approved only, TM*



16

02-23-23

<b>Steve marcellus</b> <b>2357 Highway 206</b> <b>Arichat NS B-0E1A0</b> <b>Canada</b>	Folio No. :	<b>216116</b>	Ref.No:	Room No. :	<b>609</b>
	A/R Number :			Arrival :	<b>02-21-23</b>
	Group Code :			Departure :	<b>02-23-23</b>
	Company :	<b>government</b>		Conf. No. :	<b>49105235</b>
	Membership No. :			Rate Code :	<b>IMCGV</b>
	Invoice No. :			Page No. :	<b>1 of 1</b>

Date	Description	Charges	Credits
02-21-23	Package Rate	114.00	
02-21-23	HST Tax - Room	15.20	
02-21-23	CBRM Marketing Levy	2.03	
02-21-23	HST - Marketing Levy	0.30	
02-22-23	Visa XXXXXXXXXXXXXXX1900		263.06
02-22-23	Package Rate	114.00	
02-22-23	HST Tax - Room	15.20	
02-22-23	CBRM Marketing Levy	2.03	
02-22-23	HST - Marketing Levy	0.30	
<b>Total</b>		<b>263.06</b>	<b>263.06</b>
<b>Balance</b>		<b>0.00</b>	

**Guest Signature:** \_\_\_\_\_

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

*PA. BY  
SHELLEY - CARD  
C.S.*

Holiday Inn Sydney-Waterfront  
o/a Sydney Oceanfront Hotel LP.  
300 Esplanade Sydney, NS B1P 1A7  
Telephone: (902) 562-7500 Fax: (902) 562-3023  
GST Registration No. 804895969RT0001



April 3<sup>rd</sup>, 2023

In county travel report for March:

March 1<sup>st</sup>, 2023,

- To landfill and EMO storage for generator access (maintenance purposes)

March 3<sup>rd</sup>, 2023,

- To EMO Storage for storage of generator from Fourchu

March 6<sup>th</sup>, 2023,

- Monthly Emergency Planning Meeting with Strait Richmond Hospital

March 9<sup>th</sup>, 2023,

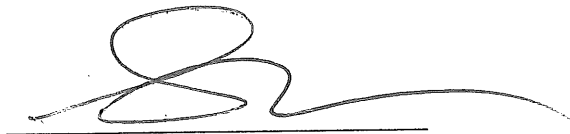
- To landfill and EMO storage for generator access (maintenance purposes)

March 23<sup>rd</sup>, 2023,

- Fire Protection Services Meeting St. Peter's VFD

March 24<sup>th</sup>, 2023,

- Meeting with Point Tupper community – M&NP, Cabot Gypsum, EverWind Fuels and PHP



Steve Marcellus - ESC

Municipality of Richmond County



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

*C*

<b>TRAVEL EXPENSE CLAIM</b>		<b>Rate \$0.5770</b>
Name of Claimant:	Steve Marcellus	
Destination:	Truro, NS	
Purpose of Travel:	FSANS Conference 2023	
Departure Date/Time:	March 31st, 2023	
Return Date/Time:	April 2nd, 2023	
Approval to Travel		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	478.00 ✓	232.00	14.00	232.00	0.00	0.00	478.00
Total Cost of Mileage:	\$275.81	118.63	\$8.08	\$133.86	\$0.00	\$0.00	260.57
Accommodation/Hotel Name: Inn on Prince	\$142.60	\$142.60	\$0.00	\$0.00	\$0.00	\$0.00	\$285.20
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals: Breakfast \$20		\$20.00	\$20.00				\$40.00 ✓
Lunch \$25	\$25.00	provided	provided				\$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					\$20.00 ✓
Taxi/Parking/Tolls (Receipts Required)							\$0.00
<b>Total Amount Being Claimed</b>	\$341.46	\$210.68	\$183.86	\$0.00	\$0.00		720.70

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

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

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

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

Claimant Signature: [Signature]

Date Submitted: APRIL 3, 2023

Travel Approved by Supervisor: [Signature]

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

*HST 3*

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: Acct. No.....	<u>102293030229270</u>



**INVOICE**

Steven Marcellus  
Canada

**Room No.** 318  
**Arrival** 03/31/23  
**Departure** 04/02/23  
**Confirmation No.** 267073096  
**Folio No.** 30276  
**Cashier No.** 2104  
**Custom Ref.**  
**Page No.** 1 of 2

**Company Name** Fire Service Association of Nova Scotia  
**Group Name** Fire Service Association of Nova Scotia  
**Guest Name**

Date	Description	Charges	Credits
03/31/23	Accommodation Charge	124.00	
03/31/23	HST 15%	18.60	
04/01/23	Accommodation Charge	124.00	
04/01/23	HST 15%	18.60	
04/02/23	MasterCard XXXXXXXXXXXX1908 XX/XX		285.20
<b>Total Charges</b>		285.20	
<b>Total Credits</b>			285.20
<b>Balance</b>			0.00

MY CARD AS THEY  
REQUESTED THE RESERVATION  
CARD.

**Merchant ID** **Credit Card #** XXXXXXXXXXXXXXX1908  
**Transaction ID** 23560815 **Credit Card Expiry** XX/XX  
**Approval Code** 01178Z **Capture Method** Manual

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

Inn on Prince Hotel and Conference Centre Truro | 437 Prince Street | Truro, Nova Scotia B2N 1E6  
Hotel: (902) 895-1651 | Toll Free: (888) 895-1651 | Fax: (902) 893-9455  
Email: [reservations@innonprince.com](mailto:reservations@innonprince.com) | [www.innonprince.com](http://www.innonprince.com)  
HST# 863776738RT0005



## ANNUAL CONFERENCE – April 1/2, 2023

Truro Holiday Inn, 437 Prince St. Truro, NS

### “The Wild, Wicked & The Everyday”

#### Saturday, April 1

8:00am - 9:00am

9:00am - 9:30am

Registration; Coffee/tea; Mingle with Manufacturers

#### Opening remarks & Annual General Meeting

- o Call to order / Moment of silence / Roll call verification
- o Recognition / Introduction of new members
- o Approval of the agenda (Additions / deletions)
- o Approval of minutes – AGM – May 1, 2022
- o Business arising from the minutes
- o President report
- o 1<sup>st</sup> Vice President report
- o 2<sup>nd</sup> Vice President report
- o Administrative Assistant report

9:30am - 10:10am

Department of Health and Wellness - EHS update - Jeff Fraser

10:10am - 10:30am

OnStar emergency services - Charlene Poranganel

10:30am - 11:00am

Break - Time with Suppliers / Manufacturers – SPONSORED BY: JP FINANCIAL LTD

11:00am - 12:00pm

Critical Incident Stress Management - Wendy Refuse

12:00pm - 1:00pm

Door Prizes & Lunch - Time with Suppliers / Manufacturers – SPONSORED BY ONSTAR

1:00pm - 1:40pm

Office of the Fire Marshal - Doug MacKenzie, Fire Marshal of Nova Scotia

1:40pm - 2:10pm

Fire smart Canada - Kara McCurdy, Wildfire prevention officer

2:10pm - 2:40pm

Break - Time with Suppliers / Manufacturers – SPONSORED BY CBRFES

2:40pm - 3:20pm

#### Annual General Meeting

- o Report of the Finance committee report
  - o Presentation of the 2021 Financial report
  - o Presentation of the 2022 Budget
- o Report of the By-Laws Committee
- o Report of the Resolutions Committee
- o Report of the Nominating Committee
- o Report of Critical Incident Stress Management???
- o Report of the Conference Committee
- o Report of the Vehicle Insurance Levy Fund Committee

3:20pm - 4:00pm

PSPNET - Luke Schneider, Ph.D., Psychologist

4:00pm - 6:00pm

Free Time

6:00pm - 6:30pm

Cocktail Mingle Time

6:30pm - 8:00pm

Banquet Dinner - Recognitions, Guest speaker (Tentative)

8:00pm

Free time to mingle

**Sunday, April 2**

08:30am - 09:00am  
09:00am - 10:00am  
10:00am - 10:30am

Coffee/tea; Mingle with Manufacturers – SPONSORED BY JUST US! COFFEE ROASTERS  
*Public Safety & Field communications - Matthew Boyle, Scott Hawkes*

Annual General Meeting

- Report of the Fire Dispatch committee
- Report of the Standards Committee
- Report of the Governance committee
- Report of the Fire Fighter Health and Wellness committee
- Report of the Operational Communications Committee

10:30am - 11:00am  
11:00am - 11:30pm  
11:30am - 12:00pm  
12:00pm - 12:30pm  
12:30pm - 1:45pm

Break - Time with Suppliers / Manufacturers – SPONSORED BY MACLEOD LORWAY

*Canadian Red Cross - Emergency support - Jennifer Gunn*

*Society of Atlantic Heroes - Tim Brodie, Francine Perreault*

Lunch

Annual General Meeting

- Report of the First Responders Committee
- Report of the Department of Natural Resources committee
- Report of the Director to the Maritime Fire Chiefs Association
- Report of the Director to the Canadian Association of Fire Chiefs
- Report from the Nova Scotia Firefighters School
- Report of the Accreditation Committee
- Report of the Transportation Infrastructure Renewal committee
- Report of the Joint Municipal Fire Service Review

1:45pm - 2:00pm

Door Prizes, Wrap Up

**Dress: Business Casual / Banquet – Dress Uniform/Formal**

**SPECIAL THANKS TO ALL OUR SPONSORS, VENDORS AND ATTENDEES.**

**SAVE THE DATE FOR FSANS  
NEXT CONFERENCE**

**APRIL 27<sup>TH</sup> & 28<sup>TH</sup> 2024**

**THANK YOU**



**INN ON  
PRINCE**  
HOTEL & CONFERENCE CENTRE TRURO

**INVOICE**

---

Steven Marcellus  
Canada

**Room No.** 318  
**Arrival** 03/31/23  
**Departure** 04/02/23  
**Confirmation No.** 267073096  
**Folio No.** 30276  
**Cashier No.** 2104  
**Custom Ref.**  
**Page No.** 2 of 2

**Company Name** Fire Service Association of Nova Scotia  
**Group Name** Fire Service Association of Nova Scotia  
**Guest Name**

---

**Approval Amount** 285.20

**Transaction Amount** 285.20

---

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

Inn on Prince Hotel and Conference Centre Truro | 437 Prince Street | Truro, Nova Scotia B2N 1E6

Hotel: (902) 895-1651 | Toll Free: (888) 895-1651 | Fax: (902) 893-9455

Email: [reservations@innonprince.com](mailto:reservations@innonprince.com) | [www.innonprince.com](http://www.innonprince.com)

HST# 863776738RT0005



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

*Pre Authorization  
only* JM

**TRAVEL EXPENSE CLAIM** Rate **\$0.5113**

Name of Claimant:	Steve Marcellus
Destination:	Truro, NS
Purpose of Travel:	FSANS Conference
Departure Date/Time:	March 31st, 2023
Return Date/Time:	April 2nd, 2023

Approval to Travel Date: *29 Jan, 2023*

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

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

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

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

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











Re: Expense Claim - Jan-Feb 2023

Amanda Mombourquette

to:

Jason Martell

17/03/2023 11:37 AM

Cc:

Troy MacCulloch

Hide Details

From: Amanda Mombourquette/Richmond

To: Jason Martell/Richmond@Richmond

Cc: Troy MacCulloch/Richmond@Richmond

Hi Jason - can you just scratch it from the claim please?

Thanks,

Amanda

-----Jason Martell/Richmond wrote: -----

To: Amanda Mombourquette/Richmond@Richmond

From: Jason Martell/Richmond

Date: 03/17/2023 11:36AM

Cc: Troy MacCulloch/Richmond@Richmond

Subject: Re: Expense Claim - Jan-Feb 2023

Good morning Warden,

The January 9th meeting is technically ineligible for reimbursement based on the requirement in the policy to submit within 60 days of the travel being incurred.

Thank you.

Jason

Jason Martell, CPA  
Chief Financial Officer

Municipality of the County of Richmond  
2357 Hwy 206 PO Box 120  
Arichat, NS B0E 1A0  
T902.226.3973 F902.226.0295



\* Amanda Mombourquette---16/03/2023 10:45:17 AM---Apologies - there was an out of county item on that claim. Please see the revised. Thanks, Amanda

From: Amanda Mombourquette/Richmond

To: Troy MacCulloch/Richmond@Richmond

Cc: Jason Martell/Richmond@Richmond

Date: 16/03/2023 10:45 AM

Subject: Re: Expense Claim - Jan-Feb 2023

Apologies - there was an out of county item on that claim. Please see the revised.

Thanks,

Amanda

-----Amanda Mombourquette/Richmond wrote: -----

To: Troy MacCulloch/Richmond@Richmond

From: Amanda Mombourquette/Richmond

Date: 03/16/2023 10:36AM

Cc: Jason Martell/Richmond@Richmond

Subject: Expense Claim - Jan-Feb 2023

Hi there,

Please see the attached expense claim for January and February 2023. I'll submit separately for the month of March.

Thanks!

Amanda

[attachment "2023-Feb Mombourquette Expense Claim In County.pdf" removed by Amanda Mombourquette/Richmond][attachment "2023-Feb Mombourquette Expense Claim In County-REV.pdf" deleted by Jason Martell/Richmond]

03950



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

TRAVEL EXPENSE CLAIM Rate \$0.5113

Table with 2 columns: Field Name (Name of Claimant, Destination, Purpose of Travel, Departure Date/Time, Return Date/Time) and Value (Amanda Mombourquette, Inverary Inn, Baddeck, Cape Breton Island Mayors, Wardens, Chiefs Meetings, March 2, 2023 at 4:30pm, March 3, 2023 at 1:30pm)

Approval to Travel: CAO via email Date: Feb 22, 2023

Main expense table with columns: Description, Day 1, Day 2, Day 3, Day 4, Day 5, Total. Rows include Mileage, Accommodation, Meals, and Total Amount Being Claimed (\$154.76).

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 AM N/A

Signature and date fields: Claimant Signature (Amanda Mombourquette), Date Submitted (March 16, 2023), Travel Approved by Supervisor.

Checklist for processing: Copies Reviewed, Prices Checked, Add & Ext. Checked, Approval for Payment, Discount Date, Paid by Cheque No., Distribution/Accounting.

Handwritten notes: NBT 3, 01021002100210/10

*Warden Approval.*

**Re: travel permission**  
Amanda Mombourquette to: Troy MacCulloch

2023-02-22 03:08 PM

History: This message has been replied to.

*TMA*

Approved.  
Could I request the same please?  
Thanks,  
Amanda

-----Troy MacCulloch/Richmond wrote: -----  
To: Amanda Mombourquette/Richmond@Richmond  
From: Troy MacCulloch/Richmond  
Date: 02/22/2023 03:01PM  
Subject: travel permission

Hi Warden,

Can I please have your approval to attend the Mayors and CAO's meeting in Baddeck?

Thanks

Troy

Troy A. MacCulloch, CMML, FSAScot  
Chief Administrative Officer  
Municipality of the County of Richmond  
2357 Hwy 206 PO Box 120  
Arichat, NS B0E 1A0  
T 902.226.3970 F 902.226.1510



MAYORS/WARDENS/CHIEF'S/CAO'S MEETING  
MARCH 2-3, 2023

TOPICS
REGIONAL RESPONSE TO EMO
REGIONAL FIRE SERVICES COORDINATOR
CELL AND BROADBAND SERVICES
HOUSING
GARBAGE
COMMUNICATIONS – SALTWIRE MEDIA RURAL DELIVERY SERVICE
RAILWAYS
UNAMA'KI DISCUSSIONS
TRANSIT
GATEWAY PROJECT
TRAILS
WATER TAXI SERVICE

AGENDA – DAY ONE		
TIME	ITEM	RESPONSIBLE
10:00AM	EMERGENCY ADVISORY COMMITTEE	JENNIFER JESTY
11:00AM	HOUSING	MARIE WALSH
	LUNCH	
1:00PM	BROADBAND AND CELL SERVICE DISCUSSION	
2:00PM	GENERAL DISCUSSION ON TOPICS	ALL
4:00PM	GARBAGE FUTURE	GFL
THE NARROWS WILL BE OPEN FOR SUPPER WITH ENTERTAINMENT PROVIDED.		

AGENDA – DAY TWO		
TIME	ITEM	RESPONSIBLE
9:00AM	REGIONAL COLLABORATIONS DISCUSSION	ALL
	LUNCH	
12:30 – 2:00PM	WHAT'S NEXT? ACTION ITEMS	ALL







Re: Expense Claim - Jan-Feb 2023

Amanda Mombourquette

to:

Jason Martell

17/03/2023 11:37 AM

Cc:

Troy MacCulloch

Hide Details

From: Amanda Mombourquette/Richmond

To: Jason Martell/Richmond@Richmond

Cc: Troy MacCulloch/Richmond@Richmond

Hi Jason - can you just scratch it from the claim please?

Thanks,

Amanda

-----Jason Martell/Richmond wrote: -----

To: Amanda Mombourquette/Richmond@Richmond

From: Jason Martell/Richmond

Date: 03/17/2023 11:36AM

Cc: Troy MacCulloch/Richmond@Richmond

Subject: Re: Expense Claim - Jan-Feb 2023

Good morning Warden,

The January 9th meeting is technically ineligible for reimbursement based on the requirement in the policy to submit within 60 days of the travel being incurred.

Thank you.

Jason

Jason Martell, CPA  
Chief Financial Officer

Municipality of the County of Richmond  
2357 Hwy 206 PO Box 120  
Arichat, NS B0E 1A0  
T902.226.3973 F902.226.0295



LA MUNICIPALITÉ  
DU COMTE DE  
**RICHMOND**

\* Amanda Mombourquette---16/03/2023 10:45:17 AM---Apologies - there was an out of county item on that claim. Please see the revised. Thanks, Amanda

From: Amanda Mombourquette/Richmond  
To: Troy MacCulloch/Richmond@Richmond  
Cc: Jason Martell/Richmond@Richmond  
Date: 16/03/2023 10:45 AM  
Subject: Re: Expense Claim - Jan-Feb 2023

Apologies - there was an out of county item on that claim. Please see the revised.

Thanks,

Amanda

-----Amanda Mombourquette/Richmond wrote: -----

To: Troy MacCulloch/Richmond@Richmond

From: Amanda Mombourquette/Richmond

Date: 03/16/2023 10:36AM

Cc: Jason Martell/Richmond@Richmond

Subject: Expense Claim - Jan-Feb 2023

Hi there,

Please see the attached expense claim for January and February 2023. I'll submit separately for the month of March.

Thanks!

Amanda

[attachment "2023-Feb Mombourquette Expense Claim In County.pdf" removed by Amanda Mombourquette/Richmond][attachment "2023-Feb Mombourquette Expense Claim In County-REV.pdf" deleted by Jason Martell/Richmond]





# 2023 State of the Strait Business Update

**Name:** 2023 State of the Strait Business Update

**Date:** March 22, 2023

**Time:** 8:00 AM - 1:00 PM  
ADT

**Website:** Strait Area Chamber of Commerce  
[<http://www.straitareachamber.ca>]

Sorry, public registration for this event has been closed.

## Event Description:

You're invited to our State of the Strait Business Update on March 22nd at the Port Hawkesbury Civic Centre! This event is a great local networking opportunity that is hosted by the Strait Area Chamber of Commerce and offers local businesses from a variety of sectors an opportunity to share with the audience their plans for 2023 and highlight 2022 accomplishments. Panelists will each speak about upcoming projects, accomplishments and/or future developments – the event is designed to develop business-to-business connections, and it truly sets the tone for the region's business climate over the course of the upcoming year.

Reserve your tickets today!

\* By registering for this event you agree to use of your picture for marketing of future events and follow-up advertising from this event.

## Location:

Port Hawkesbury Civic Centre, Bear Head Room  
606 Reeves Street,  
Port Hawkesbury, NS

## Date/Time Information:

Date: March 22, 2023  
Time: 8:00 am - 1:00 pm

## Contact Information:

Susan Fox Phone: 902-625-1588  
Send an Email  
[[membership@straitareachamber.ca](mailto:membership@straitareachamber.ca)]

## Fees/Admission:

Chamber Member Ticket: \$85 (+tax)  
Future Chamber Member Ticket: \$95 (+tax)

Please phone the office at 902-625-1588 to book a table of 8  
Chamber Member tables - \$650  
Future Chamber Member Tables - \$730

## Set a Reminder:

Enter your email address below to receive a reminder message.



[Business Directory](#) [Events Calendar](#) [Hot Deals](#) [Member To Member Deals](#) [Job Postings](#) [Contact Us](#)

Powered by  
**GrowthZone**

Printed courtesy of [www.straitareachamber.ca](http://www.straitareachamber.ca) – Contact the Strait Area Chamber of Commerce for more information.  
609 Church Street, Suite 101, Port Hawkesbury, NS B9A 2X4 – (902) 625-1588 – [info@straitareachamber.ca](mailto:info@straitareachamber.ca)



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

<b>TRAVEL EXPENSE CLAIM</b>		Rate <b>\$0.5113</b>
<b>Name of Claimant:</b>	Shannon Mury	
<b>Destination:</b>	Inverary Inn, Baddeck	
<b>Purpose of Travel:</b>	Business & Breakfast Session in Support of International Women's Day	
<b>Departure Date/Time:</b>	2023-03-01 3:00:00 PM	
<b>Return Date/Time:</b>	2023-03-02 11:00:00 AM	
<b>Approval to Travel</b>		<b>Date:</b> Feb 10, 2023

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
<b>Total Mileage (# of Km):</b> 0.00	268.42					268.42
<b>Total Cost of Mileage:</b> \$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$137.24
<b>Accommodation/Hotel Name:</b>						\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						\$0.00
<b>Meals:</b> 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>\$137.24</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 SM N/A

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

Claimant Signature:

Date Submitted: 02-Mar-23

Travel Approved by Supervisor:

GL Code: 10-270-4120-270170

1513

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	g
Add. & Ext. Checked.....	g
Approval for Payment.....	g
Discount Date.....	
Paid by Cheque No.....	
Distribution Acc No.....	10-212-2120-212130

[View this email in your browser](#)

# Upcoming Event

## **BUSINESS & BREAKFAST**



In Support of International Women's Day!



Lynne MacLennan  
Economic Development Officer,  
Inverness County  
Cape Breton Partnership



Joline Vassallo  
Commercial Account Manager,  
Sydney Credit Union



Eirinn Fraser  
Business Advisor,  
Centre for Women in Business

**MARCH 2, 2023** **8 AM - 9:30 AM**

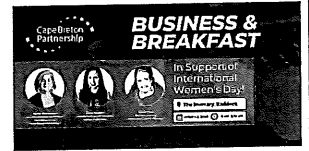
**The Inverary, Baddeck**



Join the [Cape Breton Partnership](#), [Sydney Credit Union](#), and [the Centre for Women in Business](#) for the next Business & Breakfast: In Support of International Women's Day, happening [Thursday, March 2, 2023 at the Inverary Resort in Baddeck from 8 – 9:30 a.m.](#)

This is your chance to hear from industry experts about programs available for

# Business & Breakfast In Support of International Women's Day Registration



Inverary Resort, 368 Shore Road, Baddeck, NS B0E 1B0, Canada

Thursday, 2 March 2023 from 8:00 a.m. to 9:30 a.m. (AT)

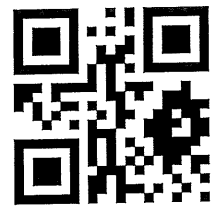
Free Order

### Order Information

Order #5816374399. Ordered by Shannon Mury on 10 February 2023 12:39 PM

### Name

Shannon Mury



58163743999480639659001

### Event Information:

Thank you for registering. For more information, please contact the Cape Breton Partnership at [info@capebretonpartnership.com](mailto:info@capebretonpartnership.com) or 902-562-0122.

### Attendee Questions:

**Do you have any dietary restrictions? Please list all here.**

No





THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

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**AUDIT COMMITTEE MEETING**

Thursday, November 17, 2022, 6:00 p.m.

Council Chambers

**AGENDA**

1. Call to order
2. Review of Minutes: May 16, 2022
3. Presentation of Financial Statements – Chief Financial Officer
4. Grant Thornton Audit Report
5. Question and Answer Period
6. Recommendation to Council
7. Adjournment

**Johnstown Community Development Co-operative Ltd.  
Notice of Annual General Meeting**

The Annual General Meeting of the Johnstown community Development Co-operative will take place on Sunday, November 27, 2022 at **2:00 p.m.** at the Johnstown Parish Hall, Johnstown, NS.

Betty MacNeil, Secretary, JCDC Ltd.

**JCDC Ltd.  
Annual General Meeting  
November 27, 2022  
Johnstown Parish Hall, Johnstown, NS  
2:00 p.m.**

**A G E N D A**

1. Call to Order
2. Minutes of the Previous AGM – held on November 7, 2021  
Approval of the Minutes of the Previous AGM
3. Treasurer's Report
4. Business Arising from the Previous Annual General Meeting
5. Report of the Chair
6. New Business
  - Report of the Trail Committee – David Pearson
  - Nominating Committee Report – Rita Campbell \*
7. Other
8. Adjournment

**\*Please Note: The current Board (Rita Campbell, Chair, Dave Pearson, Vice-Chair, Howard MacIntyre, Treasurer, Betty MacNeil, Secretary, Louise Campbell, Roger Cormier and Kathleen Percivaluk) have agreed to serve another term. Any member who wishes to join the Board may submit his/her name at the AGM.**

## Blanket Exercise

On November 30<sup>th</sup> we as a council attended a blanket exercise along with the council from Potlotek at "Friends United" located in Kempt Road, Richmond county. This was an exercise facilitated through employees of the Native Friendship centre in Halifax to better understand the history of the first nations in North America.

d) Start and end time of meeting: 6pm - 8pm

e) Person(s) present at the meeting: Richmond County Warden and Councillors, Potlotek Chief and Councillors, Staff



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMITÉ DE

**RICHMOND**

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## PLANNING ADVISORY / HERITAGE COMMITTEE MEETING

Monday, December 19, 2022, 6:00 p.m.

Council Chambers

### AGENDA

1. Call to order
2. Items Added to the Agenda (Approval of the Agenda)
3. Review of Minutes re:
  - a) November 8, 2022
4. Delegation
  - a) Germaine MacDonald, re: Planning Process Discussion
5. Staff Reports, re:
  - a) Development Agreement by 1543513 Ontario Inc. for Tourist Cottages/Cabins in Walkerville
  - b) Proposed Rezoning by Clair Rankin for Portions of Properties in St. Peter's from Residential Rural to the Residential Village
  - c) Point Tupper Industrial Zones Review (Tentative)
6. Questions/Answers
7. Adjournment



# **Queen Elizabeth II Platinum Jubilee Medal Ceremony**

## **A) Purpose of meeting**

**This was medal ceremony for recipients and the guests of those chosen as medal recipients.**

## **B) Date of meeting**

**January 22<sup>nd</sup>,2023**

## **C) Place of meeting**

**Louisdale Lions Den #3128 Whiteside road**

## **D) Start and end time of meeting**

**The ceremony started at 2pm and there were light snacks afterwards so it likely ran until about 3:30pm**

## **E) Persons Present at the meeting**

**MLA Boudreau, Warden Mombourquette, Myself, Councillor Samson, Councillor Diggdon, Councillor Bernard (Potlotek) as well as the award recipients and their invited guests.**

## **F) Brief Statement of Discussions held**

**As stated this was an awards ceremony so MLA Boudreau discussed the great impacts the recipients had on their community and presented the medals on behalf of the province.**



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

## RECREATION ADVISORY COMMITTEE MEETING

### AGENDA

**Date:** February 9, 2022

**Time:** 7:30 pm

**Location:** Richmond Arena Boardroom/Virtual

1. Call to Order
2. Items added to agenda
3. Approval of agenda
4. Review of Minutes: January 12, 2023
5. Update from Recreation Department
  - a. Online Booking
  - b. Vending Machine
  - c. Master Plan
  - d. Funding re Online Trails Map
  - e. Concept/Feasibility Study
6. Programming Recommendations
7. Items Added
8. Round Table
9. Next Meeting
10. Adjournment



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

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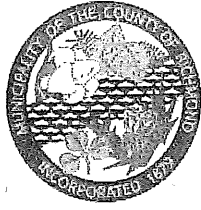
**PLANNING ADVISORY / HERITAGE COMMITTEE MEETING**

Tuesday, February 14, 2023, 7:00 p.m.

Council Chambers

AGENDA

1. Call to order
2. Items Added to the Agenda (Approval of the Agenda)
3. Review of Minutes re:
  - a) December 19, 2022
4. Heritage - Correspondence Action Required
  - a) Margaret Herdman, Friends of St. John's Centre for the Arts & Karen Walker, Whiteside Church Preservation Society, Re: Heritage Plaques.
  - b) Margaret Herdman, Isle Madame Lighthouse Preservation Society, Re: Interpretive Panels for Lighthouse Heritage on Isle Madame.
5. Staff Reports, re:
  - a) Municipal Heritage Property Designation Scoring Criteria
  - b) Public Participation Program Regarding Engagement with Abutting Municipalities.
6. Items Added to the Agenda
7. Questions/Answers
8. Next Meeting Date
9. Adjournment



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

## RECREATION ADVISORY COMMITTEE MEETING

### AGENDA

**Date:** March 9, 2023

**Time:** 7:00 pm

**Location:** Richmond Arena Boardroom/Virtual

1. Call to Order
2. Items added to agenda
3. Approval of agenda
4. Review of Minutes: February 9, 2023
5. Update from Recreation Department
  - a. Master Plan
  - b. March Break Activities
  - c. Other
6. Programming Recommendations
7. Items Added
8. Round Table
9. Next Meeting
10. Adjournment



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

**TRAVEL EXPENSE CLAIM** Rate **\$0.5113**

Name of Claimant:	Brent Sampson
Destination:	Baddeck, NS
Purpose of Travel:	Mayors/Wardens/CAO's
Departure Date/Time:	March 2nd, 2022 - 10:00 am
Return Date/Time:	March 3rd, 2022 - 2:30 pm

Approval to Travel Date: February 22, 2023

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25						\$0.00
Dinner \$30	\$30.00					\$30.00
Other Meals (Receipts Required)	-\$27.58					-\$27.58
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$12.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12.42</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 BS N/A \_\_\_\_\_

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

Claimant Signature:

Date Submitted: March 13th, 2023

Travel Approved by Supervisor:

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

HST-3

Goods Rec'd. Date.....	Initial <u>BS</u>
Prices Checked.....	<u>BS</u>
Add. & Ext. Checked.....	<u>BS</u>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Rec't No.....	102102 (10210130)

MAYORS/WARDENS/CHIEF'S/CAO'S MEETING  
MARCH 2-3, 2023

TOPICS	
	REGIONAL RESPONSE TO EMO
	REGIONAL FIRE SERVICES COORDINATOR
	CELL AND BROADBAND SERVICES
	HOUSING
	GARBAGE
	COMMUNICATIONS – SALTWIRE MEDIA RURAL DELIVERY SERVICE
	RAILWAYS
	UNAMA'KI DISCUSSIONS
	TRANSIT
	GATEWAY PROJECT
	TRAILS
	WATER TAXI SERVICE

AGENDA – DAY ONE		
TIME	ITEM	RESPONSIBLE
10:00AM	EMERGENCY ADVISORY COMMITTEE	JENNIFER JESTY
11:00AM	HOUSING	MARIE WALSH
	LUNCH	
1:00PM	BROADBAND AND CELL SERVICE DISCUSSION	
2:00PM	GENERAL DISCUSSION ON TOPICS	ALL
4:00PM	GARBAGE FUTURE	GFL
THE NARROWS WILL BE OPEN FOR SUPPER WITH ENTERTAINMENT PROVIDED.		

AGENDA – DAY TWO		
TIME	ITEM	RESPONSIBLE
9:00AM	REGIONAL COLLABORATIONS DISCUSSION	ALL
	LUNCH	
12:30 – 2:00PM	WHAT'S NEXT? ACTION ITEMS	ALL

Inverary Resort on Baddeck Bay  
P.O. Box 190  
368 Shore Road  
Baddeck, Nova Scotia  
B0E 1B0  
Telephone: 902 295 3500

Troy MacCulloch  
2357 Hwy 206  
Arichat  
Nova Scotia  
B0E 1A0

Page # 1  
Res. # 428805  
Checked in Thu Mar 2/23 - 11:25am  
Checked out Fri Mar 3/23 - 9:12am  
Nights 1  
Room Rate 149.00  
Promo Code  
Room 195

Group: Mayors, Wardens, CAO's Meeting

Date	Description	Reference	Charges	Credits
Mar02	Dining Food & Beverage	#01040832	54.00 -	
Mar02	Grp rate with breakfast	Rm109 -A. Mombourqu	149.00	
Mar02	CB Island Marketing Levy	Rm109 -A. Mombourqu	2.64	
Mar02	HST	Rm109 -A. Mombourqu	22.75	
Mar02	Group overnight with breakfast	Rm194 -B. Sampson	149.00	
Mar02	CB Island Marketing Levy	Rm194 -B. Sampson	2.64	
Mar02	HST	Rm194 -B. Sampson	22.75	
Mar02	Group overnight with breakfast		149.00	
Mar02	CB Island Marketing Levy		2.64	
Mar02	HST		22.75	
Mar02	Dining Food & Beverage	#01040841 Fr:Rm194	27.58 -	
Mar03	PAID BY VISA L - Thank you	macculloch/1900		604.75
		0.00	604.75	604.75

For your convenience we have provided a copy of your invoice. Please see our Front Desk team for clarity on any and all charges, and please dial 0 when departing your room. Thank you for staying with us and please visit again!

our H.S.T. # is 102520731

Charge Summary:  
HST 68.25

*Deduct from  
Brent's Travel*

*Amanda  
Brent*

*Troy  
Rooms & Thursday Dinner/Supper -*

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

29/06



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

NAME: Brent Sampson

PERIOD COVERED:

FROM: March 20th, 2023 TO March 31, 2023

Table with columns: DATE, PARTICULARS, MILEAGE (KM), OTHER EXPENSES. Includes entries for March 21st and 27th, 2023.

HST 3

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

Totals: 204.00 \$0.00
Rate: \$0.5113
Total Mileage (\$): \$104.31
Total Expenses Claimed: \$104.31

ACCOUNT #, SIGNATURE, APPROVED, DATE SUBMITTED, CHEQUE #, AMOUNT, DATE PAID, INITIAL



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

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**PLANNING ADVISORY / HERITAGE COMMITTEE MEETING**

Tuesday, March 21, 2023, 7:00 p.m.

Council Chambers

AGENDA

1. Call to order
2. Items Added to the Agenda (Approval of the Agenda)
3. Review of Minutes re:
  - a) February 14, 2023
4. Staff Reports, re:
  - a) Point Tupper Industrial Zones
5. Delegation Request for Information - Update
  - a) Summary Offence Tickets
6. Items Added to the Agenda
7. Questions/Answers
8. Next Meeting Date
9. Adjournment



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

**TRAVEL EXPENSE CLAIM** Rate **\$0.5113**

Name of Claimant:	Sharla Sampson
Destination:	Victoria County Courthouse - Council Chambers, Baddeck
Purpose of Travel:	Cape Breton Municipal/Mi'kmaw Physical Activity Leader Session
Departure Date/Time:	Thursday, January 12, 2023 10:00 am
Return Date/Time:	Thursday, January 12, 2023 1:00 pm

Approval to Travel Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	242.00	242.00				242.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$123.73
Accommodation/Hotel Name:						\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20						\$0.00
Lunch \$25	\$25.00					\$25.00
Dinner \$30						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$148.73</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 SS N/A \_\_\_\_\_

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

Claimant Signature: Sharla Sampson

Date Submitted: January 16, 2023

Travel Approved by Supervisor: [Signature]

GL Code: 10-270-4120-270130

Goods Rec'd	Date	Initial
Prices Checked		SS
Add. & Ext. Checked		SS
Approval for Payment		SS
Discount Date		
Paid by Cheque No.		
Distribution: Acct. No.	<u>10-27041202</u>	<u>70130</u>

**Cape Breton Municipal/ Mi'kmaw Physical Activity Leader Session**

12<sup>th</sup> January 2023, 10:00am- 1:00pm

Victoria County Courthouse- Council Chambers

495 Chebucto Street, Baddeck

**Agenda:**

10:00am- Coffee & Catch-up / Icebreaker Activity

10:40am- Brief PAPE review/ feedback

10:50am- Connect/ Online presence update

11:00am- Recreation Association Discussion

11:20am- Project Management Course Discussion

11:45am- Next Meeting Details

12:00pm- Sport Nova Scotia Update- David Ogbuah.

**12:30pm- Lunch**

*1:15pm- (Optional) Travel to Nicholson Trail*

*1:30pm- Hike Nicholson Trail*

*2:30pm- Wrap-up*



