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

Hospitality Expenses - Reporting period: July 1, 2026 – September 30, 2026

Hospitality expenditures are guided by the Municipality of the County of Richmond Hospitality Policy.

YY/MM/DD	Destination	Business Objective / Purpose	Department	Meals & Beverages	Meeting Space	Gratuities	Token Gift	Other	Total Cost to Municipality
2026 07 8	Council Chambers	Funding Contribution Cheque Presentations	Community Development and Recreation	$35.99					$35.99
2026 07 23	Friends United	Pitu'paq Board Meeting	Deputy Warden	$359.25		$44.89			$404.14
								Total Quarterly Expenses	**$440.13**

*before taxes

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

Hospitality Expense Request Form

COPY

All hospitality expenses must be preapproved before they are incurred. All hospitality expenses incurred must be supported by itemized receipts. Refer to the Hospitality Policy for more information.

Destination and Purpose

Date of Request	July 2, 2026
Department	Community Development & Recreation
Employee Name	Shannon Mury
Title	Director
Location	Council Chambers
Date Of Event	July 8, 2026
Business Purpose of Event or Activity	Funding Contribution Cheque presentations

Estimated Hospitality Expense Details

Guests, including names and positions, if known	Various community organizations
Meal Costs	**$50.00**
Meeting Space Costs	**$0.00**
Gratuities	**$0.00**
Token Gift Costs	
Other expenses	
Total Expenses	**$50.00**

Approval

Claimant Signature	
Date Submitted	July 2 2026
GL Code	10-212-2170-212402
Signing Authority Approval	

COPY

Charles Forest CO-OP
2743 HIGH ROAD
ARICHAT, NS
B0E 1A0

Served by: SHEILA TYRRELL

Member card number: ****438

Tray Bites Sm Sz		$35.99 1C
	SUBTOTAL	$35.99
	HST 1 14%	$5.04
TOTAL		$41.03
Charge Account	TENDER	$41.03
Cash	CHANGE	$0.00
	NUMBER OF ITEMS	1

Name Danielle

Signature

Term	Tran	Store	Oper	07/07/26
1	3244	9277	110	14:17:28

Thank You for Shopping
Charles Forest CO-OP
HST #102924792RT

* * * * * * * * * *
SHARE YOUR THOUGHTS
FOR A CHANCE TO WIN $500
IN FOODLAND GIFT CARDS!

Hold on to this receipt and
complete our short online
Customer Survey by visiting:
http://Atlantic.Foodland.ca/MyFoodland

NO PURCHASE NECESSARY.

Rules on Contest website. Eligible for residents over the age of majority of New Brunswick; Newfoundland and Nova Scotia and Prince Edward Island. Contest ends Aug 1 2026.

Skill tesing question to be correctly answered to win.

Odds of winning depend on number of entries received.
* * * * * * * * * *

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

Request and Approval to Incur Hospitality Event Expenses Form

All hospitality-related expenses require prior authorization. All hospitality expenses incurred must be supported by itemized receipts. Refer to the Hospitality Policy for further information.

Destination and Purpose

Date of Request	July 14, 2026
Department	
Employee Name	**Amanda Mombourquette**
Title	**Deputy Warden**
Location	**Friends United International Convention Centre**
Date Of Event	**July 23, 2026**
Purpose Of Event Or Activity	**Pitu'paq Board Meeting**

Estimated Hospitality Expense Details

Number of Attendees	15
Meal Costs	**$430**
Meeting Space Costs	**$0**
Gratuities	**$85**
Gift Costs	**$0**
Other expenses	**$0**
Total Expenses	**$515**

Goods Rec'd. Date..... Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acc't. No. 10-212-2170-212402

Approval

Claimant Signature	
Date Submitted	**July 14, 2026**
GL Code	10-212-2170-212402
CAO Approval	

Outlook

RE: Pitu'paq Hospitality Form Approval Request

From Troy MacCulloch <CAO@richmondcounty.ca>
Date Wed 7/15/2026 8:19 AM
To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>

Good here too – just need the invoice once you receive it, after the event, for Clint.

Thanks

troy

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

Troy MacCulloch, CMML, FSAScot
Chief Administrative Officer
Phone: 902.226.3970
Mobile: 902.631.4120
Email: cao@richmondcounty.ca
2357 Hwy 206, P.O. Box 120
Arichat, NS B0E 1A0
www.richmondcounty.ca

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: July 14, 2026 2:26 PM
To: Lois Landry <Lois.Landry@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Pitu'paq Hospitality Form Approval Request

Hi Lois and Troy,

Could I get approval on the attached hospitality form for Pitu'paq Partnership Society's meeting next week? I've also included the agenda so you can see the nature of the proceedings.

Thanks!

Amanda

Deputy Warden Amanda Mombourquette
District 4 Councillor, Richmond County
902-631-0690
amanda.mombourquette@richmondcounty.ca
www.richmondcounty.ca
https://www.facebook.com/AmandaMombourquetteDistrict4Richmond

Outlook

Re: Pitu'paq Hospitality Form Approval Request

From Lois Landry <Lois.Landry@richmondcounty.ca>
Date Tue 7/14/2026 3:35 PM
To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>

Approved on my end

Thanks,
Lois

Get Outlook for iOS

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: Tuesday, 14 July 2026 14:26:23
To: Lois Landry <Lois.Landry@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Pitu'paq Hospitality Form Approval Request

Hi Lois and Troy,

Could I get approval on the attached hospitality form for Pitu'paq Partnership Society's meeting next week? I've also included the agenda so you can see the nature of the proceedings.

Thanks!

Amanda

Deputy Warden Amanda Mombourquette
District 4 Councillor, Richmond County
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www.richmondcounty.ca
https://www.facebook.com/AmandaMombourquetteDistrict4Richmond

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

Outlook

Fw: Invoice from Louie's Cosy Corner

From Shelley David <Clerk@richmondcounty.ca>
Date Tue 8/11/2026 2:17 PM
To Shelley David <Clerk@richmondcounty.ca>

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: Tuesday, August 11, 2026 2:08 PM
To: Shelley David <Clerk@richmondcounty.ca>
Subject: Re: Invoice from Louie's Cosy Corner

Hi Shelley,

I missed that! The attendees were:

- Councillor Mary Lee Johnson, Potlotek (Chair)
- Councillor Amanda Mombourquette, Richmond (Secretary / Treasurer)
- Councillor Donna L. Matheson-LeFort, Victoria (Vice Chair)
- Councillor Angela Pierro, Wagmatcook
- Councillor Esmond (Blue) Marshall, CBRM
- Councillor John MacLennan, Inverness
- Councillor Bertram Bernard, Eskasoni
- Chief Terry Paul, Membertou
- Ron Newcombe, Co-ordinator, CEPI

Thanks!

Amanda

Deputy Warden Amanda Mombourquette
District 4 Councillor, Richmond County
902-631-0690
amanda.mombourquette@richmondcounty.ca
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THE MUNICIPALITY OF THE COUNTY OF RICHMOND
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Louie's COSY CORNER

- A St.Peter's Dining Tradition Since 1935 -

Invoice

Date: July 23, 2026
Invoice #: 72320260001
Customer ID:
Expiration Date:

OA: Louie's Cosy Corner
Louie's Cosy Corner Too
To: Amanda Mombourquette

Salesperson	Job	Payment Terms	Due Date
		Due upon receipt	

Qty	Description	Unit Price	Line Total
15.00	Chinese	$ 19.95	$ 299.25
1.00	Gratuity	44.89	44.89
15.00	Drinks	4.00	60.00

Subtotal	404.14
Sales Tax	$ 56.58
Total	**$ 460.72**

Cheques to be made out to Somewhere Cosy Ltd.

Goods Rec'd. Date.....Initial.....
Prices Checked.....
Add. & Ext. Checked.....
Approval for Payment.....
Discount Date.....
Paid by Cheque No.....
Distribution: Acc't. No. 10-212-2170-212 402