



AETS
Anishinabek Employment
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Email: aets@aets.org

Dear ISETA's,

Thank you for registering to join the Mining Indigenous Workforce Development Roundtable (MIWDR). We kindly ask you to review the information below regarding action items related to your accommodation and travel reimbursement. Additionally, we are seeking your input through a survey to help shape the event agenda according to your priorities and insights.

1. Hotel Information:

DoubleTree by Hilton Ottawa Downtown

33 Nicholas St, Ottawa, ON K1N 9M7

Phone: (613) 230-3033

Event participants are responsible for their own room bookings using the link below.

While participants must provide a credit card upon booking, room fees will be charged to the MIWDR Event Master Account. All other room expenses will be charged to the credit card holder.

Booking link: <https://tinyurl.com/msvwzw58>

Check-in: Monday, September 15th

Check-out: Wednesday, September 17th

Should guests wish to extend their stay at the DoubleTree Hotel, they may do so at their own expense by calling (613) 230-3033, or booking [online](#).

Guests who wish to book alternate accommodation will be entitled to reimbursement in accordance with Treasury Board guidelines (<https://tinyurl.com/nuwhp5xc>). See reimbursement claim details below.

Booking deadline: Room bookings must be made by August 15, 2025. Bookings submitted after the noted deadline will not be guaranteed.

2. Travel Reimbursement Claims:

MiHR and AETS are pleased to offer reimbursement for travel and accommodation expenses in accordance with Treasury Board guidelines.

Reimbursement is guaranteed for at least one representative per organization. If the budget permits, additional representatives may also be eligible for reimbursement.



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Claim coverage is available for Monday, September 15th, and Tuesday, September 16th only.

Claim requests **must** be submitted by **Friday, October 3rd** in order to receive reimbursement.

3. Survey:

We are conducting a short survey to ensure that the MIWDR is shaped by your priorities and insights. Your input will help us better understand the key workforce development challenges facing Indigenous individuals in Ontario's mining industry and guide us in creating meaningful, action-oriented discussions.

Please take a few minutes to complete the following survey:

https://survey.ca1.qualtrics.com/jfe/form/SV_7WMs9IUbmYydtS

We look forward to seeing you at the event!

Tyler Gingras

Indigenous Regional Workforce Development Roundtable Project Coordinator



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