





Schedule 'B' In County Travel and Expense Claim Form

<b>NAME:</b> Chris Boudreau			
<b>PERIOD COVERED:</b>			
<b>FROM:</b> May 1, 2025		May 31, 2025	
<b>DATE:</b>	<b>PARTICULARS:</b>	<b>MILEAGE (KM):</b>	<b>OTHER EXPENSES:</b>
May 6, 2025	Return travel home to office for Budget meeting	28.00	
May 7, 2025	Travel to water/sewer facilities with NSECC for audits	45.00	
May 13, 2025	Return travel home to office for COW meeting	28.00	
May 22, 2025	Return travel office to Waste Management Facility to meet with Circular Materials	18.00	
Includes Hotel, Date: _____ Pre-Checked: _____ Add. & Ext. Checked: _____ Approval for Payment: _____ Discount Date: _____ Paid by Cheque No. <u>10242</u> Account No. <u>3080242210</u>		<b>Totals:</b>	119.00 ✓
		<b>Rate:</b>	\$0.5932
		<b>Total Mileage (\$):</b>	\$70.59
		<b>Total Expenses Claimed:</b>	\$70.59
<b>ACCOUNT #:</b>	10-242-3080-242210	<b>CHEQUE #:</b>	
<b>SIGNATURE:</b>	<i>Chris Boudreau</i>	<b>AMOUNT:</b>	
<b>APPROVED:</b>	<i>[Signature]</i>	<b>DATE PAID:</b>	
<b>DATE SUBMITTED:</b>	<i>June 1st 2025</i>	<b>INITIAL:</b>	



Schedule 'B' In County Travel and Expense Claim Form

NAME: Ronalda Boudreau  
 PERIOD COVERED: April 2025  
 FROM: April 1, 2025 TO: April 30, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
April 2, 2025	Registration in St. Peter's for 10:00 am, met a resident at the Riverdale Community Centre	99.00	
April 4, 2025	Registration in Red Islands for 9:30 am	120.00	
April 4, 2025	Went to Rec Building in Louisdale for equipment for a resident	36.00	
April 7, 2025	Registration in St. Peter's for 10:00 am	71.00	
April 7, 2025	Registration in L'Ardoise for 6:00 pm	102.00	
April 8, 2025	Registration in St. Peter's for 10:00 am	71.00	
April 8, 2025	Registration in Louisdale at 1:30 pm	36.00	
April 9, 2025	Registration in St. Peter's for 10:00 am	71.00	
April 9, 2025	Registration in Red Islands for 1:00 pm	120.00	
April 9, 2025	Registration in L'Ardoise for 6:00 pm	102.00	
April 10, 2025	Registration in St. Peter's for 10:00 am	71.00	
April 10, 2025	Recreation Advisory Committee Meeting at 7:00 pm in Louisdale	45.00	
April 11, 2025	Registration in Red Islands for 9:30 am	120.00	
April 14, 2025	Registration at La Picasse at 6:30 pm and iFit at 7:00 pm	11.00	
April 15, 2025	Registration at La Picasse at 9:30 am and 11:00 am	22.00	
April 15, 2025	Registration in St. Peter's at 6:00 pm, 6:30 pm and in L'Ardoise at 7:30 pm	102.00	
April 16, 2025	Registration in Lower River at 10:00 am	62.00	
April 17, 2025	Registration in Louisdale at 3:30 pm and 5:00 pm	72.00	
April 19, 2025	Registration in L'Ardoise at 9:00 am and 10:30 am	131.00	
April 24, 2025	Registration in Louisdale at 5:00 pm and 6:00 pm	45.00	
April 26, 2025	Registration in L'Ardoise at 9:00 am and 10:30 am	131.00	
April 27, 2025	Registration in Louisdale at 2:30 pm, 3:30 pm and 4:30 pm	71.00	

Goods Rec'd. Date..... Initial: MB  
 Prices Checked.....  
 Add. & Ext. Checked.....  
 Approval for Payment.....  
 Discount Date.....  
 Paid by Cheque No. 4120 270130  
 Distribution Acct. No.....  
 Totals: 1711.00 ✓ \$0.00  
 Rate: \$0.5932  
 Total Mileage (\$): \$1,014.97  
 Total Expenses Claimed: \$1,014.97

ACCOUNT #: 10 270 4120 270130 CHEQUE #:  
 SIGNATURE: Ronalda Boudreau AMOUNT:  
 APPROVED: [Signature] DATE PAID:  
 DATE SUBMITTED: 30-Apr-25 INITIAL:







Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Shaun Boudreau	
Destination:	Halifax	
Purpose of Travel:	Annual Workplace Health & Safety Conference	
Departure Date/Time:	26-Mar-25	
Return Date/Time:	28-Mar-25	
Approval to Travel: <i>Shaun Boudreau</i>		Date: <i>March 24, 2025</i>

Description	26-Mar	27-Mar	28-Mar	Day 4	Day 5	Total
Total Mileage (# of Km):	606.00	303.00	303.00			606.00
Total Cost of Mileage:	\$353.78	\$176.89	\$176.89	\$0.00	\$0.00	\$353.78
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast	\$20					\$0.00
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>	<b>\$216.89</b>	<b>\$40.00</b>	<b>\$206.89</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$463.78</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

*HST*

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add & Ext Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Act. No. <i>10212 2170 212430</i>	

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

Claimant Signature: *Shaun Boudreau*

Date Submitted: *Apr 22, 2025*

Travel Approved by Supervisor: *Shaun Boudreau*

GL Code: *10212 2170 212430*

# Safety Services Conference

## Invoice

Click here to print the invoice.  
(/Home/GoToProfiles/8104460a-86ff-4f99-b379-246553386f1c)

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2025 Nova Scotia Workplace Health & Safety Conference

## Contact Details

Shaun Boudreau  
Municipality of the County of Richmond  
csmartell@richmondcounty.ca

## Registration Information

Registration/Invoice # 5418965  
Registration Date 2/11/2025 11:09:05 AM

## Registration Details

Item	Fee
Early Bird - Member	\$795.00
Subtotal:	\$795.00
Tax	\$0.00
<b>Total:</b>	<b>\$795.00</b>

## Payment Instructions

**CREDIT CARD PAYMENTS WILL APPEAR AS AGENDA MANAGERS ON YOUR STATEMENT.**

Please make cheques payable to Safety Services Nova Scotia and mail to:

Agenda Managers  
2979 Oxford Street  
Halifax, NS B3L 2W3

Payment by E-Transfer - send to [SafetyServices@agendamanagers.com](mailto:SafetyServices@agendamanagers.com) (mailto:SafetyServices@agendamanagers.com). Answer to security question should be Halifax.

**If you wish to pay by credit card please call 902-422-1886. A 3% service fee will apply.**

## Cancellation Policy

Cancellation deadline is **Friday, Feb 28, 2025**.

Cancellations received in writing prior to the cancellation deadline will be charged a \$50 cancellation fee. Cancellations received after the cancellation deadline will not be refunded. Cancellations and substitutions should be forwarded to the Conference Secretariat at [SafetyServices@agendamanagers.com](mailto:SafetyServices@agendamanagers.com) (mailto:Conference%20Secretariat%3CSafetyServices@agendamanagers.com%3E?Subject=Cancel%20my%20registration%20-%20Atlantic%20Workplace%20Health%20+%20Safety%20Conference).

**If you wish to make changes to your registration, please call 1-902-422-1886 or email [SafetyServices@agendamanagers.com](mailto:SafetyServices@agendamanagers.com) (mailto:SafetyServices@agendamanagers.com).**

## **ANNUAL WORKPLACE HEALTH & SAFETY CONFERENCE SCHEDULE**

### **WEDNESDAY | MARCH 26**

4:00 – 6:00 PM

Registration Open and Exhibitor Move in

6:00 – 7:00 PM

Safety Services Nova Scotia Annual General Meeting

### **THURSDAY | MARCH 27**

7:30 AM – 4:00 PM

Registration Open

7:30 – 8:45 AM

Buffet Breakfast

8:45 – 9:15 AM

Welcome and Opening Remarks

9:15 – 10:15 AM

Opening Keynote: Joe Roberts

10:15 – 11:00 AM

Refreshment Break in Exhibit Area

11:00 AM – 12:00 PM

#### **Concurrent Session 1**

**ROOM: COMMONWEALTH Psychological, Psychosocial, and Cognitive Fitness for Duty**

Bryan Cater, Doctor of Occupational Therapy, Lifemark Health Group

**ROOM: HARBOUR A Safety Ducks and Swimming Pools: Salient Safety Through Routine Equipment Testing and Incident Reporting**

Jennifer MacDonald, University Teaching Fellow, Dalhousie University; Joshua Bates, Instructor, Dalhousie University†

**ROOM: HARBOUR B Safety Leadership – Be a Great Safety Leader**

Gajanan Markande, Corporate Safety Manager, BMP†

**ROOM: MARITIME From Burnout To Boundaries™ For Safety Leaders**

Alison Butler, Owner, Alison Butler Training Inc.

Mathew MacLeod, CRSP, Senior Occupational Health and Safety Specialist, Canadian Centre for Occupational Health and Safety (CCOHS)

**ROOM: NORTHUMBERLAND**The Atlantic effect of changes to the CSA standards for Machine Guarding in 2023

Alan Brown, National Marketing Development Manager, ABB

**ROOM: LUNENBURG**From Awareness to Action: Combatting Workplace Harassment

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

4:00 PM – 4:30 PM

**ROOM: ELEMENTS**

**Workplace Detox: A Legal Perspective on Harassment and Bullying at Work**

Julian Dickinson, Lawyer, Julian Dickinson Law

4:00 PM – 7:00 PM

Free time for delegates (grab a light supper)

7:00 PM – 10:00 PM

East Coast Conference Party, featuring *Signal Hill*

**FRIDAY | MARCH 28**

7:30 AM – 2:00 PM

Registration

8:00 – 9:00 AM

Buffet Breakfast

9:00 – 10:00 AM

**Concurrent Session 4**

**ROOM: COMMONWEALTH**Tips for Employers on the Importance—and Value—of Timely and Safe Return to Work

Brandon Gallant, OT Reg. (NS), Return-to-Work Specialist, Workers' Compensation Board of Nova Scotia; Stephen Vigneau, CRSP, Workplace Consultant, Workers' Compensation Board of Nova Scotia

**ROOM: HARBOUR A**There's More to Due Diligence Than 'Cover Your Arse'

Ryan Conlin, Partner, Stringer LLP

**ROOM: HARBOUR B**The Practical Application of HOP

Eduardo Lan, Senior Consultant, Fisher Improvement Technologies

**ROOM: ELEMENTS**Isn't it Ironic: The Things that Aren't Driving Safety Improvements, and What to do Instead

Julian Hogeterp, Senior Director, Corporate Safety & Health Services, J.D. Irving, Limited

**ROOM: BEDFORD**Contractor Safety Integration and Audit Program

Matt Chapman, Project Manager, Dalhousie University; Scott McPherson, EH&S Specialist, Dalhousie University

**ROOM: NORTHUMBERLAND**Wireless Risks, Navigating RF Radiation Exposure on the Job.

Alex MacDonald, RF Safety Officer, Eastlink

**ROOM: LUNENBURG**Character versus Competency: Exploring the Psychosocial Hazards Present in Professional Development for Safety Professionals

Dave Elniski, Principal Consultant, ECS Inc.

2:30 – 3:00 PM

Refreshment Break in Exhibit Area

3:00 – 4:00 PM

**Concurrent Session 3**

**ROOM: COMMONWEALTH**Implementing a Strategy for Gradual Onset Psychological Injuries: Best Practice for Employers

Adèle Green, Director, Disability Management & Workers' Compensation, J.D. Irving, Limited

**ROOM: HARBOUR A**Embracing Error as Normal: Shifting from Blame to Curiosity in Human and Organizational Performance

Eduardo Lan, Senior Consultant, Fisher Improvement Technologies

**ROOM: HARBOUR B**Making a roadmap for Pedestrian Segregation

Michael Joy, Sales Manager, Central and Atlantic Canada, Proax Technologies

**ROOM: MARITIME**Safety Branch Tools and Resources: A Practical Approach

Blaise MacNeil, Safety Advisor, Nova Scotia Department of Labour, Skills and Immigration; Sterling Kendall, Nova Scotia Department of Labour, Skills and Immigration

**ROOM: BEDFORD**The Importance of ISO in Occupational Health and Safety

Jessica Dawson, ISO Coordinator and OHS Consultant, Safety Services Nova Scotia

**ROOM: ELEMENTS**Preparing for Emergency: Climate Change and Emergency Preparedness Workshop

**ROOM: BEDFORDNSCC Students - The Missing Piece**

Aidan Welsh, Student, NSCC Institute of Technology; Brittany Ritchie, Student, NSCC Institute of Technology; D'Andra Graham, Student, NSCC Institute of Technology; Elodie Papp, Student, NSCC Institute of Technology; Erica Armstrong, Student, NSCC Institute of Technology; Joel Conrad, Student, NSCC Institute of Technology

**ROOM: ELEMENTSBUILDING Unbreakable Resilience: Fostering Psychological Safety in the Workplace**

Karen Dean, President, Karen Dean Inc.

**ROOM: NORTHUMBERLAND Don't Reinvent the Wheel: Adding Psychological Health and Safety into Everything You Do**

Kate Peardon, Workplace Health & Safety Consultant, Nova Scotia Public Service Commission; Wendy Hutchison, Workplace Health & Safety Consultant, Nova Scotia Public Service Commission

**ROOM: LUNENBURG The Cannabis Conundrum: How to Keep Employees Safe and Manage a Cultural Reality?**

Nadine Wentzell, Director, Nadine Wentzell Consulting Inc.

12:00 – 1:30 PM

Buffet Lunch & Exhibits Open

1:30 – 2:30 PM

**Concurrent Session 2**

**ROOM: COMMONWEALTH Updates from the Safety Branch**

Beth Campbell, Manager Engineering and Science, Nova Scotia Department of Labour, Skills and Immigration; Don Hartt, Director Technical Safety, Nova Scotia Department of Labour, Skills and Immigration; Fred Jeffers, Executive Director, Nova Scotia Department of Labour, Skills and Immigration

**ROOM: HARBOUR A Introducing the GRO Framework: Practical Solutions for Addressing Psychosocial Hazards**

Louise Trotter, Founder, Executive Consultant, Sprout Safety

**ROOM: HARBOUR BRapid-Fire Return-to-Work: 60 Tips in 60 Minutes**

Adèle Green, Director, Disability Management & Workers' Compensation, J.D. Irving, Limited

**ROOM: MARITIME One of these things is not like the other; Distinguishing management from leadership in protecting mental health in the workplace**

Todd Leader, Founder & Consultant, Leader Development

**ROOM: MARITIME****The Challenges and Repercussions of Adhering (or not) to PPE in the Field - a personal story**

Eugene Gutierrez, Executive Director, Threads of Life; Johanna LeRoux, Volunteer Speaker, Threads of Life

**ROOM: BEDFORD****How to implement Psychological Health and Safety Standard - CSA Z1003**

Gajanan Markande, Corporate Safety Manager, BMP

**ROOM: ELEMENTS****Coaching Teams to be Better Leaders**

Susan Power, Founder & CEO, PowerUp Leadership

**ROOM: NORTHUMBERLAND****Inclusive Leadership: Cultivating Accessibility Confidence**

Corrie Melanson, Learning Lead, Sea Change CoLab

**ROOM: LUNENBURG****Risk Treatment: How to effectively use the Hierarchy of Controls to reduce the risk of injury**

Darrel Nickerson, President, DKN Enterprises Ltd.

10:00 – 10:30 AM

Refreshment Break in Exhibit Area

10:30 – 11:30 AM

**Concurrent Session 5**

**ROOM: COMMONWEALTH****LSI/WCBNS Joint Information Session**

Fred Jeffers, Executive Director, Nova Scotia Department of Labour, Skills and Immigration; Tracey Newman, MBA, CA, CPA, Vice President, Prevention & Employer Engagement, Workers' Compensation Board of Nova Scotia

**ROOM: HARBOUR A****Workplace Mental Health: Navigating Workplace Challenges with Resilience**

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

**ROOM: HARBOUR B****Enterprise Risk Management ERM - OHS Management Systems**

Robin Angel, Strategic Advisor, Province of Nova Scotia

**ROOM: MARITIME****Evolution of Safety Training and Culture: Reducing the Impact of High Turnover**

Jennifer MacDonald, University Teaching Fellow, Dalhousie University; Katie Reid, EH&S Specialist - Faculty of Science, Environmental Health and Safety, Dalhousie University

**ROOM: BEDFORD****The Birth of a Contractor OH&S Program**

Alishia Ivany, Manager, Health, Safety & Emergency Planning, Nova Scotia Provincial Housing Agency; Stewart Sampson, OH&S Coordinator, Nova Scotia Provincial Housing Agency

**ROOM: ELEMENTS****Leading a Psychologically Safe Workplace**

George Thomson, OH&S Officer, Annapolis Valley Regional Centre for education

**ROOM: NORTHUMBERLAND****Making Sense of the Data**

Ryan Davis, President, Statera RMI / Ryner Safety Inc.

**ROOM: LUNENBURG****Win-Win: Transformational Aspects of Psychological Safety Beyond Reducing Psychological Injury**

David Deveau, VP Corporate Safety and Sustainability, Inland Group of Companies

11:30 – 2:00 PM

Closing Luncheon and Keynote: Big Daddy Tazz



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

Schedule 'C' Out of County Travel and Expense Claim Form

<b>Travel and Expense Claim</b>		<b>Rate \$0.5932</b>
<b>Name of Claimant:</b>	Daniel Bowen	
<b>Destination:</b>	Halifax	
<b>Purpose of Travel:</b>	Waste Water Treatment Course - Quality Inn, 370 Dieppe Blvd, Dieppe NB	
<b>Departure Date/Time:</b>	27-Apr-25	4:00pm
<b>Return Date/Time:</b>	01-May-25	7:30pm
<b>Approval to Travel :</b>	<b>Date:</b>	

Description	27-Apr	28-Apr	29-Apr	30-Apr	01-May	Total
<b>Total Mileage (# of Km):</b>	770.00	385.00			385.00	770.00
<b>Total Cost of Mileage:</b>	\$456.76	\$228.38			\$228.38	\$456.76
<b>Accommodation/Hotel Name:</b>						
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
<b>Meals:</b> 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	\$30.00	\$150.00
Other Meals (Receipts Required)						
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00	\$10.00		\$40.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$268.38	\$85.00	\$85.00	\$85.00	\$258.38	\$781.76

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

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

*HSF 3*

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

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

Claimant Signature: [Signature]

Date Submitted: May 1, 2025

Travel Approved by Supervisor: [Signature]

GL Code: 10242 3080 242210



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Daniel Bowen	
Destination:	Dieppe, NB	
Purpose of Travel:	Waste Water Treatment Course - Quality Inn, 370 Dieppe Blvd, Dieppe NB	
Departure Date/Time:	28-Apr-25	
Return Date/Time:	01-May-25	
Approval to Travel:	<i>Daniel Bowen</i>	Date: <i>April 23, 2025</i>

Description	28-Apr	29-Apr	30-Apr	01-May	Total
Total Mileage (# of Km):	0.00		0.00	0.00	0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accommodation/Hotel Name:	\$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)					\$0.00
Taxi/Parking/Tolls (Receipts Required)					\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

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

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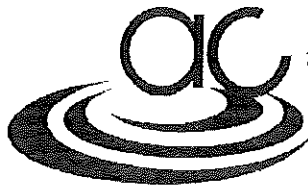


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<b>All claims are to be submitted not later than 60 days after return.</b>	
Claimant Signature:	_____
Date Submitted:	_____
Travel Approved by Supervisor:	_____
GL Code:	_____



ATLANTIC CANADA  
WATER & WASTEWATER ASSOCIATION  
Provincially Federated Association  
Atlantic Canada Section



## Wastewater Treatment

### Level I & II

*April 28-May 1, 2025*

*Dieppe, NB*

#### **COURSE SUMMARY:**

This course will be offered as a combined Level I and II course with topics relevant to Wastewater Treatment.

It will provide operators with the basic knowledge of wastewater treatment plant components and treatment methods used with varying degrees of complexity.

The intermediate portion will cover all core areas of wastewater treatment including:

- Detailed treatment processes and systems
- Emerging technologies
- Mathematics
- Complex chlorine and chemical problem solving involving flow and filtration rate
- Enhanced safety components
- Troubleshooting tips
- Maintenance details
- Introductory management practices

It will cover a variety of practical applications for Atlantic Canada and is recommended for operations staff who maintain Level I and II facilities.

#### **COURSE FORMAT:**

This course is four days in length. Course manual and other material will be sent to the training facility for each attendee.

It is important to register early to ensure course manuals are ordered. Last minute cancellations and no shows will be responsible for the payment of the course manual. Manuals will be mailed out to those who are not in attendance after the course.

#### **REGISTRATION INFORMATION:**

Registration can be made by faxing or mailing the registration form on the reverse of this page, or on-line at [www.acwwa.ca](http://www.acwwa.ca). For further information, please contact ACWWA Section Office at 902-434-6002.

#### **COURSE LOCATION & TIME:**

Registration is at 8:30 am at:

Quality Inn  
370 Dippe Blvd.  
Dieppe, NB

Please fax or mail this form *at least 2 weeks prior* to the course.  
Registrations can also be made on the ACWWA webpage at [www.acwwa.ca](http://www.acwwa.ca)

**Wastewater Treatment**

**Dieppe, NB**

**April 28-May 1, 2025**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Company Mailing Address  
\_\_\_\_\_

City, Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

ACWWA Membership #: \_\_\_\_\_ WEF Membership #: \_\_\_\_\_  
If no membership number is listed, you will be invoiced as a non-member. See pricing below.

**Fee for ACWWA or WEF Members & Employees of UTILITY Members**

Course:  $\$995.00 + \$149.25 \text{ HST (15\%)} = \$1144.25$

**Fee for Non – Members**

Course:  $\$1075.00 + \$161.25 \text{ HST (15\%)} = \$1236.25$

Fees include coffee breaks each day, but not meals.

**Invoices will be sent to the address listed above.**

**PO number to be included on the invoice** \_\_\_\_\_

**Payment can be made by Visa, Master Card or cheque.**

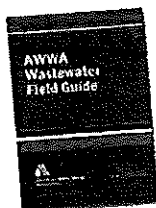
Card Holder's Name \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Expiry \_\_\_\_\_ CVV \_\_\_\_\_

Signature \_\_\_\_\_

Email address for credit card receipt \_\_\_\_\_

**Please check below if you would like to purchase additional materials.**



This guide is a compilation of information, charts, graphs, formulas, and definitions that are used by wastewater system operators in performing their daily duties.

Price: \$75.00 Yes \_\_\_\_\_

Wastewater Operator Certification Study Guide This book provides sample questions and answers for Classes I, II, III, and IV wastewater operator certification exams.

Price: \$125.00 Yes \_\_\_\_\_



Cheques should be made payable to:

**ACWWA**

PO Box 28141 · Dartmouth, NS · B2W 6E2

Phone 902-434-6002 Fax 902-435-7796

**RE: Daniel Bowen registration**

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From ACWWA <contact@acwwa.net>

Date Tue 4/8/2025 6:45 PM

To Carla Martell <Carla.Martell@richmondcounty.ca>; 'joubertacwwa@gmail.com' <joubertacwwa@gmail.com>

You don't often get email from contact@acwwa.net. [Learn why this is important](#)

Yes, for sure.

Thanks

Clara Shea  
ACWWA  
Executive Director  
P: 902-434-6002  
F: 902-435-7796  
C: 902-830-9208  
Website: acwwa.ca

**From:** Carla Martell <Carla.Martell@richmondcounty.ca>

**Sent:** April 8, 2025 3:41 PM

**To:** contact@acwwa.ca

**Subject:** RE: Daniel Bowen registration

Hi Clara

Daniel just got a cancellation notice for the Wastewater Treatment Level 1&2 that was scheduled for Halifax.

Is it possible to switch his registration to the Dieppe NB Wastewater Treatment Level 1&2 course which is scheduled for April 28 – May 1??

Thanks  
Carla

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Carla Martell

Public Works - Department Administrator

Municipality of the County of Richmond

Phone: (902) 226-0586

**From:** Carla Martell  
**Sent:** March 26, 2025 2:32 PM  
**To:** [contact@acwwa.ca](mailto:contact@acwwa.ca)  
**Subject:** Daniel Bowen registration

Good afternoon,  
I am following up on a Registration form for the Wastewater Treatment Level 1&2 in person course taking place in Halifax.

Have you received the form for Daniel Bowen? Also, is it possible to get invoiced for this course instead of using a Credit Card?

Thanks

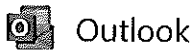
---

Carla Martell

Public Works - Department Administrator

Municipality of the County of Richmond

Phone: (902) 226-0586



**Fw: Reservation Cancellation #65009405 for Four Points by Sheraton Halifax**

From Shelley David <Clerk@richmondcounty.ca>  
Date Tue 4/8/2025 4:03 PM  
To Carla Martell <Carla.Martell@richmondcounty.ca>

Hi Carla,

As per your request, I have cancelled Daniel's room. Cancellation details below.

Thanks,  
Shelley

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



**Shelley David**  
Municipal Clerk / Communications Officer

Phone: 902.226.3971  
Mobile: 902.631.5929  
Email: clerk@richmondcounty.ca  
2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0  
www.richmondcounty.ca

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**From:** Four Points Reservations <reservations@res-marriott.com>  
**Sent:** Tuesday, April 8, 2025 4:02 PM  
**To:** Shelley David <Clerk@richmondcounty.ca>  
**Subject:** Reservation Cancellation #65009405 for Four Points by Sheraton Halifax



1496 Hollis Street Halifax, Nova Scotia B3J 3Z1 Canada +1-902-423-4444

Tuesday, April 15, 2025 – Wednesday, April 16, 2025

209.00 CAD per night per room  
rate program

Wednesday, April 16, 2025 – Thursday, April 17, 2025

214.00 CAD per night per room  
rate program

[Book Another Stay](#)

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## Contact Us

### Phone Numbers

Call 1-888-236-2427 in the US and Canada

[For everywhere else, call our Worldwide Telephone Numbers](#)

[FREQUENTLY ASKED QUESTIONS >](#)



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---

**Fw: Your Reservation at Quality Inn Airport in Dieppe is Confirmed.**

---

From Shelley David <Clerk@richmondcounty.ca>  
Date Mon 4/14/2025 9:48 AM  
To Carla Martell <Carla.Martell@richmondcounty.ca>

Good morning Carla,

Please see the room details for Daniel's stay in New Brunswick. Also, note that the hotel will require a photo ID and a payment for the damage deposit. As Daniel informed me that he does not have a personal credit card, I phoned the hotel and can confirm that they accept Debit Cards upon check-in to secure the damage deposit. The hold will be \$100.00, which will be returned upon checkout.

Thank you,

Shelley

THE MUNICIPALITY  
OF THE COUNTY OF  
**RICHMOND**



**Shelley David**

Municipal Clerk / Communications Officer

Phone: 902.226.3971

Mobile: 902.631.5929

Email: clerk@richmondcounty.ca

2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0

www.richmondcounty.ca

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---

**From:** Choice Hotels Reservations <choicehotels@reservations.choicehotels.com>

**Sent:** Monday, April 14, 2025 9:40 AM

**To:** Shelley David <Clerk@richmondcounty.ca>

**Subject:** Your Reservation at Quality Inn Airport in Dieppe is Confirmed.

You don't often get email from choicehotels@reservations.choicehotels.com. [Learn why this is important](#)

Open this message to review your booking details.

View In Web



Earn rewards for your stay.  
[Join Choice Privileges Rewards®](#)



## Quality Inn Airport

370 Boulevard Dieppe, , Dieppe, NB, E1A 8H4, CA

+1 (506) 803-9099

[Review All Hotel Details & Amenities](#)

# Daniel, your reservation is confirmed.

**Confirmation Number: 982646363**



 Check-in:

**27**

Sun, Apr 27, 2025  
4:00 PM

 Check-out:

**1**

Thu, May 1, 2025  
11:00 AM

 Print

[View Reservation Details >](#)

[Book Another Reservation >](#)

## Summary of Charges

Room Type:	1 King Bed, No Smoking
Number of Rooms:	1
Number of Occupants:	1
Daily Rates:	Apr 27, 2025 for 4 nights at \$124.00 (per night)

Estimated Tax and Other Charges: \$94.39

Estimated Total: \$590.39

**Cancellation Policy:** Free Cancellation until Apr 26, 2025 at 4:00:00 PM local hotel time.

**Standard Guarantee Policy:** Policies vary by hotel. Please view your reservation details online [here](#) to confirm the policy of the hotel you have booked.

**Hotel Notice:** Extended parking is only available to those booking Stay and Fly Packages. Please contact the property for further information. Pet accommodation 25.00 CAD plus tax per night, per pet and maximum of 45 lbs. Limit 2 pets per room. Refundable deposit is not required. Pet accommodation 25.00 CAD plus tax per night, per pet and maximum of 45 lbs. Limit 2 pets per room. Refundable deposit is not required.

## Have your plans changed?

Your reservation may be changed or cancelled, without charge, via one of the following methods:

- From the [View Reservation Details](#) page
- If you are in the US, please call **800-424-6423** and give them your confirmation number. If you are outside of the US, please find the international reservation number for your region on our [support page](#).
- By calling the hotel directly at **+1 506-803-9099**

Confirmation Number: 982646363

[MODIFY YOUR RESERVATION >](#)



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Choice Privileges Loyalty Services, LLC, 915 Meeting St, Suite 600, North Bethesda, MD 20852 United States

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Please fax or mail this form *at least 2 weeks prior* to the course.  
Registrations can also be made on the ACWWA webpage at [www.acwwa.ca](http://www.acwwa.ca)

**Wastewater Treatment**

**Halifax, NS**

**April 14-17, 2025**

Name:

Daniel Bowen

Company:

Municipality of the County of Richmond

Company Mailing Address

2357 Highway 206, P.O. Box 120

City, Province:

Amherst, NS

Postal Code:

B0E 1A0

Phone:

902 226 2400

Email:

Daniel.Bowen@RichmondCounty.ca

ACWWA Membership #: 00444740

WEF Membership #:

If no membership number is listed, you will be invoiced as a non-member. See pricing below.

**Fee for ACWWA or WEF Members & Employees of UTILITY Members**

Course:  $\$995.00 + \$149.25 \text{ HST (15\%)} = \$1144.25$

**Fee for Non - Members**

Course:  $\$1075.00 + \$161.25 \text{ HST (15\%)} = \$1236.25$

Fees include coffee breaks each day, but not meals.

Invoices will be sent to the address listed above.

PO number to be included on the invoice

N/A

Payment can be made by Visa, Master Card or cheque.

Card Holder's Name

To be provided via telephone.

Credit Card Number

Expiry

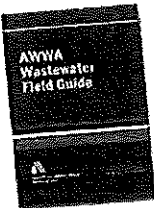
CVV

Signature

Please Invoice Us.

Email address for credit card receipt

**Please check below if you would like to purchase additional materials.**



This guide is a compilation of information, charts, graphs, formulas, and definitions that are used by wastewater system operators in performing their daily duties.

Price: \$75.00 Yes

Wastewater Operator Certification Study Guide This book provides sample questions and answers for Classes I, II, III, and IV wastewater operator certification exams.

Price: \$125.00 Yes



Cheques should be made payable to:

**ACWWA**

PO Box 28141 · Dartmouth, NS · B2W 6E2

Phone 902-434-6002 Fax 902-435-7796

Switched to Dieppe, NB  
April 28 - May 1, 2025



Schedule 'B' In County Travel and Expense Claim Form

NAME: Shelley David			
PERIOD COVERED:			
FROM: <del>February 4, 2025</del> <sup>SD</sup> May 1, 2025   May 31, 2025 <sup>SD</sup>			
DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
May 14, 2025	Return Trip - Admin building to Louisdale Lions Hall (3125 Whiteside Rd) - deliver banner for Housing forum	33.80	
May 29, 2025	Return Trip - Admin building to Louisdale Lions Hall (3125 Whiteside Rd) - Community Evacuation	33.80	
<b>Totals:</b>		67.60	\$0.00
<b>Rate:</b>		\$0.5932	
<b>Total Mileage (\$):</b>		\$40.10	
<b>Total Expenses Claimed:</b>		\$40.10	

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

Goods Rec'd. Date..... Initial: *SD*  
 Prices Checked..... *g*  
 Add. & Ext. Checked..... *g*  
 Approval for Payment.....  
 Discount Date.....  
 Paid by Cheque No. .... *2120 212130* ✓  
 Distribution: Acc'y No. ....





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

## **RCMP Advisory Board Meeting**

Wednesday, June 18, 2025

6:00 p.m.

St. Peter's RCMP Detachment

### **Agenda**

1. Call to Order
2. Items Added/Approval of Agenda
3. Review of Minutes – March 19, 2025
4. Business Arising from the Minutes
5. Policing Report, Re: Richmond County Stats
6. Items Added to the Agenda
7. Questions or Concerns
8. Next Meeting Date (September 17, 2025)
9. Adjournment



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5932</u>
Name of Claimant:	Shelley David		
Destination:	Membertou, NS		
Purpose of Travel:	Business Meeting		
Departure Date/Time:	6:15 a.m.	( Breakfast was included in the meeting)	
Return Date/Time:	11:25 a.m.		
Approval to Travel :Yes (Approval - June 11, 2025)		Date: June 23, 2025	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <span style="float: right;">238.00</span>	238.00	0.00	0.00	0.00	0.00	238.00
Total Cost of Mileage: <span style="float: right;">\$141.18</span>	\$141.18	\$0.00	\$0.00	\$0.00	\$0.00	\$141.18
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast <span style="float: right;">\$20</span>						\$0.00
Lunch <span style="float: right;">\$25</span>						\$0.00
Dinner <span style="float: right;">\$30</span>						\$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>	\$141.18	\$0.00	\$0.00	\$0.00	\$0.00	\$141.18

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

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

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	.....
Add. & Ext. Checked.....	.....
Approval for Payment.....	.....
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acct. No.....	10 712 2120 212130

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

Claimant Signature: Shelley David

Date Submitted: June 23, 2025

Travel Approved by Supervisor: [Signature]

GL Code: [Signature]

## Shelley David

---

**From:** Shelley David  
**Sent:** June 23, 2025 11:36 AM  
**To:** Shelley David  
**Subject:** FW: Cape Breton breakfast – Engage Nova Scotia June 23, 2025

**From:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Sent:** June 11, 2025 11:39 AM  
**To:** Shelley David <Clerk@richmondcounty.ca>  
**Subject:** RE: Cape Breton breakfast – Engage Nova Scotia June 23, 2025

You are approved for travel

troy

HE MUNICIPALITY OF THE COUNTY OF RICHMOND  
LA MUNICIPALITÉ DU COMTE 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  
Anichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

**From:** Danny Graham <dgraham@engagenovascotia.ca>  
**Sent:** June 4, 2025 2:54 PM  
**To:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Subject:** Cape Breton breakfast – Engage Nova Scotia June 23, 2025

Troy

On behalf of Dr. Gaynor Watson-Creed (Chair of the Board of Directors) and myself, I would like to invite you to, **The Road Ahead: 2025 Quality of Life Survey** breakfast gathering with other leaders in the community and the Board of Directors of Engage Nova Scotia, at **Membertou Convention Centre, Muin Room on June 23rd 8:00 am - 9:30 am.**

Engage Nova Scotia began in 2012 with a commitment to “igniting a culture of civic engagement” from Yarmouth to Glace Bay. With many local collaborators we have been fortunate to host community forums throughout Cape Breton, and the rest of the province.

In 2019 we undertook the Nova Scotia 2019 Quality of Life Survey. Over 2500 Cape Breton residents took the time to respond to 230 questions about their quality of life.

Since then, we have been driving the data into action. These efforts have led to breakthrough local understanding on issues of affordability, disabilities, gender equity, housing, community health, climate change and much more.

The 2019 survey was administered to 20% of Nova Scotia households. **This fall 100% of Nova Scotia households will be given a chance to participate in the survey** – which means we will be even better able to understand stories in smaller regions, and for populations that historically have faced barriers to educational, employment and other opportunities.

We are very excited to share with you details about the upcoming survey, highlighting pathways to promotion and participation. With your support, we can make life better for those in our community who we care about and across every region of the province. In this breakfast we will share details about the upcoming survey and answer your questions about what is new and how, by promoting and participating in the upcoming survey, you can make life better for those you care about and your region of the province.

Please RSVP by June 11<sup>th</sup> to Barb Smeltzer at [bsmeltzer@engagenovascotia.ca](mailto:bsmeltzer@engagenovascotia.ca).

We hope you can join us.

Danny Graham  
Chief Engagement Officer  
Engage Nova Scotia



[Unsubscribe](#)





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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5932</u>
Name of Claimant:	Kathleen Jeffrey		
Destination:	White Point Beach Resort - 75 White Point #2 Road, Hunts Point, NS		
Purpose of Travel:	2025 AMANS Spring Conference		
Departure Date/Time:	May 7th, 2025	6:30AM	
Return Date/Time:	May 9th, 2025	4:30PM	
Approval to Travel :	Date:		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	439.00	0.00	439.00	0.00	0.00	878.00
Total Cost of Mileage:	\$260.41	\$0.00	\$260.41	\$0.00	\$0.00	\$520.83
Accommodation/Hotel Name:	White Point Resort	\$0.00	\$0.00	\$254.25	\$0.00	\$254.25
<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
Dinner	\$30	\$30.00				\$30.00
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>	<b>\$320.41</b>	<b>\$30.00</b>	<b>\$559.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$910.08</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distributed A/c No.....	

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

Claimant Signature: Kathleen Jeffrey

Date Submitted: 05/12/2025

Travel Approved by Supervisor: [Signature]

GL Code: 10-212-2120-212130



Schedule 'C' Out of County Travel and Expense Claim Form

**Travel and Expense Claim** Rate \$0.5932

Name of Claimant:	Kathleen Jeffrey		
Destination:	White Point Beach Resort - 75 White Point #2 Road, Hunts Point, NS		
Purpose of Travel:	2025 AMANS Spring Conference		
Departure Date/Time:	May 7th, 2025	7:00AM	
Return Date/Time:	May 9th, 2025	12:10PM	

Approval to Travel : Date: April 30, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <span style="float: right;">0.00</span>	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Mileage: <span style="float: right;">\$0.00</span>	\$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 <span style="float: right;">\$20</span>						\$0.00
Lunch <span style="float: right;">\$25</span>						\$0.00
Dinner <span style="float: right;">\$30</span>						\$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 4. b i)**

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

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

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

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

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

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

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

WestJet RBC World Elite Mastercard (9540)

Current Balance	Available Credit	Last Payment
-----------------	------------------	--------------

Credit Limit:  
Statement  
Balance:  
Statement

Payment Due:  
Minimum Payment:

Enter your question here

Search

Authorized Transactions

Total: ·

Date	Description	Debit	Credit

Posted Transactions

Date Range:

Amount Range:

Date	Description	Debit	Credit
May 9, 2025	FS *WHITE POINT BEACH, HUNTS POINT	\$254.25	



75 White Point Beach Resort Road, Hunts Point, Nova Scotia B0T 1G0  
 Toll Free: 1-800-565-5068 | Local 1-902-354-2711 | Fax 902-354-7278  
 www.whitepoint.com

Reservation Number 218087

Send to **Kathleen Jeffrey**

Phone

Guest Name **Kathleen Jeffrey** Arrival Date **5/7/2025** Departure Date **5/9/2025**

Group **Assoc Of Municipal Administrators Of N** Room Information **324 - One Bedroom WhitePoint Cottage**

Bill To **Kathleen Jeffrey**

Phone

Folio Number 277659

Trans Date	Description	Voucher	Amount
<b>Charges</b>			
5/7/2025	Assoc Of Municipal Administrat	22I-324	225.00
5/7/2025	HST	22I-324	31.50
5/8/2025	Assoc Of Municipal Administrat	22I-324	225.00
5/8/2025	HST	22I-324	31.50
Subtotal			513.00
Total Charges			513.00

**Payments**

2/5/2025	Visa	#####4349	092440 324	0000224895	-258.75
5/9/2025	Mastercard	#####9540	05366J 324	0000238091	-254.25
Subtotal					-513.00
Total Payments					-513.00
<b>Balance Due:</b>					<b>0.00</b>

	HST	Total
Total Tax	\$63.00	\$63.00

HST# 105671234RT0001

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

# Event Schedule

WEDNESDAY

**May 7**

THURSDAY

**May 8**

FRIDAY

**May 9**

🔍 Search by session title

## Municipal Finance Officers (MFO) Session: Navigating PSAB Updates and Sustainability Reporting

🕒 May 7, 12:00 PM - 3:00 PM

📍 Atlantic Room

[View Details →](#)

### Speakers



**Bailey Church**

Partner, Accounting Advisory Services, KPMG Canada

## Accessibility Confident Leadership Lab

🕒 May 7, 1:00 PM - 3:00 PM

📍 Lakeside Lodge

[View Details →](#)

### Speakers



**Corrie Melanson**

Strategy and Learning Lead, Sea Change CoLab Inc.

## Chief Administrator Officer's (CAO) Forum

🕒 May 7, 4:30 PM – 6:30 PM

📍 Lakeside Lodge

[View Details →](#)

## Conference Registration Desk

🕒 May 7, 6:30 PM – 8:30 PM

📍 Founders Lounge

[View Details →](#)



## Opening Reception

🕒 May 7, 6:30 PM – 10:00 PM

📍 Oceanfront Terrace

[View Details →](#)



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[Register](#)

## CONTACT

902-240-1857

[rtoole@amans.ca](mailto:rtoole@amans.ca)

**in**

# Event Schedule

WEDNESDAY

**May 7**

THURSDAY

**May 8**

FRIDAY

**May 9**

🔍 Search by session title

## Hop Outside – Self-Guided Wellness Activity

🕒 May 8, 7:00 AM – 8:00 AM

📍 Outside - Whitepoint Grounds

[View Details →](#)

## Breakfast for Conference Delegates

🕒 May 8, 7:30 AM – 10:30 AM

📍 Elliot's Dining Room

[View Details →](#) ✓

## Morning Networking and Early Bird Draws

🕒 May 8, 8:30 AM – 9:00 AM

📍 Atlantic Room

[View Details →](#)

## Conference Registration Desk

🕒 May 8, 8:30 AM – 9:30 AM

📍 Founders Lounge

[View Details →](#)

## Welcome & Greetings

🕒 May 8, 9:00 AM – 9:20 AM

📍 Atlantic Room

[View Details →](#)



## Getting Trumped

🕒 May 8, 9:20 AM – 10:10 AM

📍 Atlantic Room

[View Details →](#)



### Speakers



**Andrew Grantham**

Executive Director & Senior Economist, CIBC Capital Markets

## Accessibility Directorate – Built Environment Standards

🕒 May 8, 9:25 AM – 10:10 AM

📍 Lakeside Lodge

[View Details →](#)

### Speakers



**Maddi Adams**

Manager of Compliance, Accessibility Directorate, Province of Nova Scotia

## Networking Break/Viewing of Exhibits

🕒 May 8, 10:30 AM - 10:45 AM

📍 Atlantic Room

[View Details →](#)

## Optimizing Municipal Finances - Choosing the Right Software for Efficiency & Transparency

🕒 May 8, 10:45 AM - 11:35 AM

📍 Atlantic Room

[View Details →](#) ✓

### Speakers



**Brian Luciano**

Chief Financial Officer, Municipality of the County of Inverness

## Planning for Council Transitions - A Smooth Handover for Effective Governance

🕒 May 8, 10:45 AM - 11:35 AM

📍 Lakeside Lodge

[View Details →](#)

### Speakers



**Sally Christie**

Chief of Staff, Chief Administrative Office, Halifax Regional Municipality

## Shaping Municipal Responses: Navigating Increased Responsibilities - World Cafe Session

🕒 May 8, 11:40 AM - 12:25 PM

📍 Atlantic Room

[View Details →](#) ✓

## Delegates' Luncheon

🕒 May 8, 12:30 PM – 1:15 PM

📍 Elliot's Dining Room

[View Details →](#)



## Luncheon Sponsor Presentation

🕒 May 8, 1:20 PM – 1:25 PM

📍 Atlantic Room

### Speakers



**Maylia Parker**

Executive Director, Atlantic, Electronic Products Recycling Association (EPRA)

[View Details →](#)



### Sponsors

EPRA 

## Department of Municipal Affairs Update

🕒 May 8, 1:25 PM – 2:00 PM

📍 Atlantic Room

[View Details →](#)

### Speakers



**Valerie Pottie-Bunge**

Associate Deputy Minister, Department of Municipal Affairs



## Tariffs, Trade and Procurement

🕒 May 8, 2:00 PM – 3:00 PM

📍 Atlantic Room

### Speakers



**Chris Mitchell**

Chief Procurement Officer, Executive Director Procurement, Service Nova Scotia

[View Details →](#)



**Louis Coutinho**

Retired Chief Administrative Officer formerly with the Town of Windsor, Current Owner of Avondale Sky Winery



**Michael Hatfield**

Procurement Officer, Municipality of the District of East Hants

## Navigating the AI Landscape

🕒 May 8, 2:05 PM – 3:00 PM

📍 Lakeside Lodge

[View Details →](#)

### Speakers



**Brad Lyon**

Senior Consultant – Compliance, Privacy & Cloud Consulting, Bulletproof

## Networking Break/Viewing of Exhibits

🕒 May 8, 3:00 PM – 3:15 PM

📍 Atlantic Room

[View Details →](#)

## Gold Sponsor Presentation

🕒 May 8, 3:15 PM - 3:20 PM

📍 Atlantic Room

### Speakers



**Matt Drover**

Senior Director of Energy Delivery, Nova Scotia Power

[View Details →](#)

### Sponsors



## Building Stronger Partnerships - Through Experiences

🕒 May 8, 3:20 PM - 4:00 PM

📍 Atlantic Room

### Speakers



**Donna Hatt**

Economic Development Officer, Town of Bridgewater

[View Details →](#)



## Afternoon Wellness Activities

🕒 May 8, 4:30 PM - 5:30 PM

📍 Lakeside Lodge

[View Details →](#)



F

H

Schedule

[rtoole@amans.ca](mailto:rtoole@amans.ca)

S

## Thursday Evening Dinner

🕒 May 8, 6:30 PM - 7:45 PM

📍 Atlantic Room

[View Details →](#)



E

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## Evening Entertainment: Drag Bingo

🕒 May 8, 8:00 PM - 9:30 PM

📍 Atlantic Room

✓ View Details →

## Hospitality Suite

🕒 May 8, 9:30 PM

📍 Ocean Lodge

View Details →

# Event Schedule

WEDNESDAY

**May 7**

THURSDAY

**May 8**

FRIDAY

**May 9**

---

🔍 Search by session title

## Hop Outside – Self-Guided Wellness Activity

🕒 May 9, 7:00 AM – 8:00 AM

📍 Outside – Whitepoint Grounds

[View Details →](#)

## Breakfast for Conference Delegates

🕒 May 9, 7:30 AM – 10:30 AM

📍 Elliot's Dining Room

[View Details →](#)

## Morning Networking and Early Bird Draws

🕒 May 9, 8:30 AM – 9:00 AM

📍 Atlantic Room

[View Details →](#)

## Department of Labour, Skills and Immigration Update

🕒 May 9, 9:00 AM - 9:30 AM

📍 Atlantic Room

[View Details →](#)

### Speakers



**Michelle Thomason**

Director of Innovation and Planning, Safety Branch with the Department of Labour, Skills and Immigration

## Keynote Session: 10 Leadership Behaviors that Sabotage Success



🕒 May 9, 9:30 AM - 10:30 AM

📍 Atlantic Room

[View Details →](#)

### Speakers



**Phil Jewell**

Impact Leadership

## Networking Break/Viewing of Exhibits

🕒 May 9, 10:30 AM - 10:45 AM

📍 Atlantic Room

[View Details →](#)

# Beyond Shelter: Rethinking Housing, Safety & Policy in Rural and Urban Nova Scotia

🕒 May 9, 10:45 AM - 11:45 AM

📍 Atlantic Room

## Speakers

[View Details →](#)



**Brent Haase**

Building Official, Municipality of the District of Chester

F



**Max Chauvin**

Director of Housing and Homelessness, Halifax Regional Municipality



H

S

a

S

## Closing Ceremonies and Grand Prize Draw

[View Details →](#)

E

🕒 May 9, 11:45 AM - 12:00 PM

📍 Atlantic Room

Sponsors

Register

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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Lois Landry	
Destination:	Inn on Prince Truro	
Purpose of Travel:	NSFM Spring Conference	
Departure Date/Time:	April 30/25 at 6:00 pm	
Return Date/Time:	May 2/25 at 2:00 pm	
Approval to Travel : Yes, CAO via email		Date: Feb. 3, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	398.00	199.00	0.00	199.00	0.00	0.00	398.00
Total Cost of Mileage:	\$236.09	\$118.05	\$0.00	\$118.05	\$0.00	\$0.00	\$236.09
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Bill							
Meals: Breakfast	\$20						\$0.00
Lunch	\$25		\$25.00				\$25.00
Dinner	\$30	\$30.00					\$30.00
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>	\$128.05	\$40.00	\$143.05	\$0.00	\$0.00		<b>\$311.09</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

See attached agenda.

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	.....
Add. & Exp. Checked.....	.....
Approval for Payment.....	.....
Discount Date.....	.....
Paid by Cheque No.....	.....
Account No.....	.....

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

Claimant Signature: Lois Landry

Date Submitted: May 12/25

Travel Approved by Supervisor: [Signature]

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

## Lois Landry

---

**From:** Troy MacCulloch  
**Sent:** February 3, 2025 2:05 PM  
**To:** Lois Landry  
**Subject:** RE: NSFM Spring Conference Hotel Information

You are approved for travel

Troy

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



**Troy MacCulloch, CMML, FSAScot**  
Chief Administrative Officer

**Phone:** 902.226.3970  
**Mobile:** 902.631.4120  
**Email:** [cao@richmondcounty.ca](mailto:cao@richmondcounty.ca)

2357 Hwy 206, P.O. Box 120  
Anichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

**From:** Lois Landry <[Lois.Landry@richmondcounty.ca](mailto:Lois.Landry@richmondcounty.ca)>  
**Sent:** February 3, 2025 2:04 PM  
**To:** Shelley David <[Clerk@richmondcounty.ca](mailto:Clerk@richmondcounty.ca)>  
**Cc:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** RE: NSFM Spring Conference Hotel Information

Hi, Shelley/Troy

Troy, I'm asking for permission to attend this out of county event.

Shelley, can you book me into the hotel where the event is being held for two nights, but check about the cancellation policy? If the event really only starts on May 1, I'll probably go up that day. It sounds like there are only optional tours on April 30, but if there is more than that, I'll go up the night before.

Thanks,  
Lois

Lois Landry, Warden  
Municipality of the County of Richmond  
Tel: (902) 631-0332

**From:** Shelley David <[Clerk@richmondcounty.ca](mailto:Clerk@richmondcounty.ca)>  
**Sent:** February 3, 2025 10:18 AM  
**To:** Council <[Council@richmondcounty.ca](mailto:Council@richmondcounty.ca)>  
**Cc:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** FW: NSFAM Spring Conference Hotel Information

Good morning,

Please see the announcement below.

Thank you,

Shelley

THE MUNICIPALITY  
OF THE COUNTY OF  
**RICHMOND**

LA MUNICIPALITÉ  
DU COMTE DE



**Shelley David**

Municipal Clerk / Communications Officer

Phone: 902.226.3971

Mobile: 902.631.5929

Email: [clerk@richmondcounty.ca](mailto:clerk@richmondcounty.ca)

2357 Hwy 206, P.O. Box 120

Arichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

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**From:** AMANS List Serve <[amans@lists.gov.ns.ca](mailto:amans@lists.gov.ns.ca)>  
**Sent:** February 3, 2025 10:11 AM  
**To:** AMA Maritime List Serve <[amans@lists.gov.ns.ca](mailto:amans@lists.gov.ns.ca)>  
**Subject:** NSFAM Spring Conference Hotel Information

**\*\* EXTERNAL EMAIL / COURRIEL EXTERNE \*\***

Exercise caution when opening attachments or clicking on links / Faites preuve de prudence si vous ouvrez une pièce jointe ou cliquez sur un lien

**NSFM 2025 SPRING CONFERENCE**

**Inn on Prince**

The **NSFM 2025 Spring Conference** will be held at the Inn on Prince in Truro, April 30 – May 2. The planning committee is diligently working on an interesting and informative program. Watch the *Monday Memo* for updates. The event will commence the afternoon of April 30, with optional site tours and conclude by noon on May 2. Official conference opening: morning of May 1. We look forward to hosting you in Truro. Room block is open

- Room rate: \$139 ++ s/d
- Contact: (902) 895-1651
- Please indicate you are booking into the **Nova Scotia Federation of Municipalities** room block

### **Best Western Glengarry**

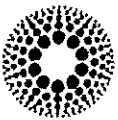
- When the Inn on Prince is full, a block of rooms is available at the **Best Western Glengarry** (Room rate \$169 ++ s/d)
- Glengarry contact info: (902) 893-4311 or [Click Here](#)

--

Judy Webber | She/her | Director of Events and Member Development  
NOVA SCOTIA FEDERATION OF MUNICIPALITIES

t +1.902.240.1624

[nsfm.ca](#) | [facebook](#) | [twitter](#) | [linkedin](#) | [instagram](#)



NOVA SCOTIA FEDERATION  
OF MUNICIPALITIES

*NSFM is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaw. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities who have been here for over 400 years.*

You are currently subscribed to amans as: [clerk@richmondcounty.ca](mailto:clerk@richmondcounty.ca)  
To unsubscribe send a blank email to [leave-769048-8134121.81c34425192f7354cba57fdf7deffd87@lists.gov.ns.ca](mailto:leave-769048-8134121.81c34425192f7354cba57fdf7deffd87@lists.gov.ns.ca)

# Event Schedule

WEDNESDAY

## Apr 30

THURSDAY

## May 1

FRIDAY

## May 2

### Registration Open

[View Details →](#)

🕒 April 30, 12:00 PM - 7:30 PM

📍 Crush Area

### Optional Site Tour - TAAC Revitalization Project & Hemlock Woolly Adelgid prevention at Victoria Park

[View Details →](#)

🕒 April 30, 2:00 PM - 4:00 PM

📍 Bus Departure from Inn on Prince

Off-Site Tour

## Meet & Greet Reception

🕒 April 30, 7:30 PM – 8:30 PM

📍 Birch/Aspen/Maple - Upper Floor

[View Details →](#)

Reception

### PAGES

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- Venue/Accommodations
- Schedule
- Speakers
- Sessions
- Sponsors
- Register

### CONTACT

902-423-8331

[info@nsfm.ca](mailto:info@nsfm.ca)

[nsfm.ca](http://nsfm.ca)



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# Event Schedule

WEDNESDAY  
**Apr 30**

THURSDAY  
**May 1**

FRIDAY  
**May 2**

🔍 Search by session title

## Opening

🕒 May 1, 8:15 AM - 9:00 AM      📍 Elm/Oak - Convention Level

Plenary

## Speakers



**Mayor Pam Mood**  
President, Nova Scotia Federation of Municipalities

[View Details →](#)



**Honourable John Lohr**  
Minister, Department of Municipal Affairs



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



**Mayor Cathy Hinton**  
Mayor, Town of Truro

## Municipal Climate Change Frontrunners

🕒 May 1, 9:00 AM - 10:00 AM

📍 Elm/Oak - Convention Level

Plenary

### Speakers



**Warden Linda Gregory**  
Municipality of the District of Digby

[View Details →](#)



**Mayor Suzanne Lohnes-Croft**  
Town of Mahone Bay



**Terry Thibodeau**  
Coordinator for Renewable Energy and Climate Change, Municipality of the District of Digby



**Dylan Heide**  
CAO, Town of Mahone Bay

## Networking Break

🕒 May 1, 10:00 AM - 10:20 AM

📍 Crush Area

Coffee Break

[View Details →](#)

### Sponsors



## Department of Municipal Affairs Update

🕒 May 1, 10:20 AM - 10:50 AM

📍 Elm/Oak - Convention Level

Plenary

[View Details →](#)

### Speakers



**Valerie Pottie Bunge**

Associate Deputy Minister, Department of Municipal Affairs

## Beyond the Town Hall: Creative Approaches to Citizen Engagement

🕒 May 1, 11:00 AM - 12:00 PM

📍 Elm/Oak - Convention Level

Concurrent

[View Details →](#)

### Speakers



**Marcia MacAdam**

Davis Pier

## Navigating Social Media: Strategies for Municipal Elected Officials

🕒 May 1, 11:00 AM - 12:00 PM

📍 Birch/Aspen/Maple - Upper Floor

Concurrent

[View Details →](#)

### Speakers



**Elizabeth MacRae**

Vice President, Crestview Strategy

## Delegates' Luncheon

[View Details →](#)

🕒 May 1, 12:15 PM - 1:15 PM

📍 Elm/Oak - Convention Level

## Emerging Issues - an update from NSFM

🕒 May 1, 1:45 PM - 2:30 PM

📍 Elm/Oak - Convention Level

Plenary

[View Details →](#)

### Speakers



**Mayor Pam Mood**

President, Nova Scotia Federation of Municipalities



**Juanita Spencer**

CEO, Nova Scotia Federation of Municipalities

## Unlocking Opportunity: Transforming Surplus Infrastructure into Housing

🕒 May 1, 2:40 PM - 3:40 PM

📍 Elm/Oak - Convention Level

Concurrent

[View Details →](#)

### Speakers



**Mayor Jim Ryan**

Town of Pictou



**Mayor Lennie White**

Town of Westville



**Dianne Kelderman**

President & CEO, Nova Scotia Co-operative Council

# The Nova Scotia Guard and the Department of Emergency Management

🕒 May 1, 2:40 PM - 3:40 PM

📍 Birch/Aspen/Maple - Upper Floor

Concurrent

[View Details →](#)

## Speakers



**Sandra McKenzie**

Deputy Minister, Department of Emergency Management



**Meredith Cowan**

Executive Director, Planning and Preparedness Branch, Department of Emergency Management

## Networking Break

🕒 May 1, 3:40 PM - 4:00 PM

📍 Crush Area

Coffee Break

[View Details →](#)

## Sponsors



## Networking Cafe – Conversations That Matter

🕒 May 1, 4:00 PM - 5:00 PM

📍 Elm/Oak - Convention Level

[View Details →](#)

Networking Tables

## PAGES

[Home](#)

[Venue/Accommodations](#)

## CONTACT

902-423-8331

S

## Social Night at the Truro Farmers Market

S

🕒 May 1, 7:30 PM – 10:30 PM

S

📍 Truro Farmers' Market – 15 Young Street

[View Details →](#)

S

### R Sponsors



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# Event Schedule

WEDNESDAY  
**Apr 30**

THURSDAY  
**May 1**

FRIDAY  
**May 2**

---

🔍 Search by session title

## Less Talk, More Action: Five Thoughts for a Changing Municipal Landscape

🕒 May 2, 7:45 AM - 8:30 AM

📍 Birch/Aspen/Maple - Upper Floor

Sponsor Session

[View Details →](#)

### Speakers



**Kevin Latimer, KC**  
Partner, Cox and Palmer



**Chris Markides**  
Urban Planner, ZZAP Architecture and Planning

### Sponsors



## Department of Environment and Climate Change Update

🕒 May 2, 8:45 AM – 9:45 AM      📍 Elm/Oak – Convention Level

Plenary

[View Details →](#)

### Speakers



**Andrew Murphy**

Associate Deputy Minister, Department of Environment and Climate Change



**Jillanna Brown**

Stormwater Engineer, Water & Industrial Facilities Unit, Sustainability & Applied Science Division, Department of Environment and Climate Change

## NSFM Advisory Committee Updates

🕒 May 2, 9:45 AM – 10:15 AM      📍 Elm/Oak – Convention Level

[View Details →](#)

Plenary

## Practical Approaches to Inclusivity: Municipal Policies at Work

🕒 May 2, 10:15 AM – 11:00 AM      📍 Elm/Oak – Convention Level

Plenary

[View Details →](#)

### Speakers



**Tracey Jones-Grant**

Managing Director Diversity & Inclusion, Halifax Regional Municipality



**Brittany Traynor**

Manager of Community Development, Municipality of the County of Kings

## Prize Draws and Closing

🕒 May 2, 11:00 AM - 11:10 AM

📍 Elm/Oak - Convention Level

[View Details →](#)

Plenary

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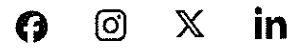
[Register](#)

## CONTACT

902-423-8331

[info@nsfm.ca](mailto:info@nsfm.ca)

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A

## **Information for Travel and Expense Policy: In County Travel: Lois Landry**

### **Meeting with Shaw Developers and Town of Port Hawkesbury Officials**

#### **Purpose of Meeting**

To discuss housing projects in other municipalities that might be of interest in Strait Region

#### **Date of Meeting**

May 5, 2025

#### **Place of Meeting**

Civic Centre, Port Hawkesbury

#### **Start and End Time of Meeting**

11:00 am to 1:00 pm

NOTE: 10:30 to 11:00 am was relevant to PHK only

#### **Persons Present at the Meeting**

Terry Doyle and Brenda Chisholm-Beaton from Town of Port Hawkesbury

Lois Landry and Troy MacCulloch from Richmond County

Officials from Shaw Development

Tom Gunn, Consultant with At Home Housing

John Bain, Director of EDPC

#### **Brief Statement of Discussions Held**

As affordable housing becomes more pressing to the Strait Region, Shaw was able to provide examples we may be able to emulate in the area.

## **Move It! Event in St. Peter's**

B

### **Purpose of Meeting**

To celebrate Accessibility Week and recognize the importance of Access Awareness.

### **Date of Meeting**

May 29, 2025

### **Place of Meeting**

East Richmond Education Centre, St. Peter's

### **Start and End Time of Meeting**

1:00 pm to 2:30 pm

### **Persons Present at the Meeting**

Students and staff of East Richmond Education Centre

Danielle Martell, Economic Development Officer

Amanda Mombourquette, Councillor for District 4 and Chair of IDEA Committee

Lois Landry, Warden of MOCR

### **Brief Statement of Discussions Held**

Event to celebrate Access Awareness Week in Richmond County, incorporating youth and schools.

## Meeting at Strait Richmond Hospital re: CT Scanner

C1

### **Purpose of Meeting**

As a follow up to letter sent by Council to Minister of Health and Wellness, invitation extended to Warden to attend preliminary discussions about possibility of a CT scanner at the Strait Richmond Hospital.

### **Date of Meeting**

June 2, 2025

### **Place of Meeting**

Strait Richmond Hospital, Evanston

### **Start and End Time of Meeting**

11:00 am to 12:00 pm

### **Persons Present at the Meeting**

Lois Landry, Warden

Glenn Cox, Executive Director Community and Rural Health – Eastern Zone

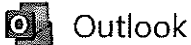
Rayleen McGhee, Department of Health and Wellness

Andrew Heighton, Department of Health and Wellness

Hope David, Strait Richmond Hospital

### **Brief Statement of Discussions Held**

To begin preliminary discussion about possibility of CT Scanner coming to Strait Richmond.  
Introductory email attached.



---

**Meeting with the Warden of Richmond County regarding CT scanner**

---

From Cox, Glenn <Glenn.Cox@nshealth.ca>

Date Tue 5/6/2025 2:51 PM

To McGhee, Raylene <Raylene.McGhee@nshealth.ca>; Heighton, Andrew <Andrew.Heighton@nshealth.ca>;  
David-Boudreau, Hope <Hope.David-Boudreau@nshealth.ca>

Cc Oakley, Tracy <tracy.oakley@nshealth.ca>

Hi everyone just wondering what your availability would be for a meeting in the next two weeks to meet with Lois Landry regarding the possibility of CT at the Strait, very preliminary and would have the meeting at Strait Richmond Board Room



Glenn Cox RPh, BSc Pharm, MBA  
Executive Director Community and Rural Health  
Eastern Zone  
Cape Breton Regional Hospital  
1482 George St  
Sydney NS B1P1P3  
Cell: 902-577-5784  
[www.nshealth.ca](http://www.nshealth.ca)

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D.

## **Chiefs, Mayors, Wardens Committee Meeting: Terms of Reference**

### **Purpose of Meeting**

To make changes to bring to CMW Committee meeting in the fall.

### **Date of Meeting**

June 2~~0~~, 2025

### **Place of Meeting**

Port Hawkesbury Civic Centre

### **Start and End Time of Meeting**

11:00 am to 12:00 pm

### **Persons Present at the Meeting**

Lois Landry, Warden

Brenda Chisholm Beaton, Mayor of the Town of Port Hawkesbury

Melissa Warner, Clerk, Town of Port Hawkesbury

Keith MacDonald, CAO, Municipality of the County of Inverness

### **Brief Statement of Discussions Held**

As Chiefs, Mayors, Wardens of Strait Region re-establishes the committee that was quite vibrant pre-COVID, a sub-committee was struck to revisit and revise terms of reference to bring to larger group at the fall meeting. Working draft attached which was circulated in lieu of an agenda to sub-committee members.

D<sub>2</sub>

# Strait Area Leadership Forum

## Terms of Reference

### 1. Mandate & Purpose

The Strait Area Leadership Forum serves as a collaborative platform for political and administrative leaders from Mi'kmaq First Nations and neighbouring municipalities in the Strait Area. The Forum aims to:

- **Foster Regional Collaboration:** Encourage joint initiatives and partnerships to address shared challenges and opportunities.
- **Advance Reconciliation:** Promote understanding and cooperation between Indigenous and non-Indigenous communities.
- **Coordinate Advocacy Efforts:** Develop unified positions on regional issues to effectively engage with provincial and federal governments.
- **Share Knowledge and Best Practices:** Facilitate the exchange of information, experiences, and strategies among member communities.

### 2. Membership

#### Full Members:

- Chiefs and Executive Officers of participating Mi'kmaq First Nations.
- Mayors, Wardens, and Chief Administrative Officers of participating municipalities in the Strait Area.

#### Invited Participants:

- Representatives from provincial and federal governments, regional organizations, or other stakeholders, as agreed upon by consensus.

### 3. Governance and Operations

- **Chairing and Hosting:** Each Forum meeting is hosted by a different member government, with the host community will chair the meeting.
- **Meeting Frequency:** The Forum convenes quarterly. Additional meetings may be scheduled as needed, subject to consensus.
- **Agenda Setting:** The host community is responsible for preparing the meeting agenda. A call for agenda items will be circulated in advance of the meeting.
- **Meeting Records:** The host is also responsible for taking minutes and circulating them to all members following the meeting.
- **Decision-Making:** The Forum operates on a consensus basis. Where consensus cannot be reached, differing viewpoints will be documented, and decisions may be deferred for further discussion.

### 4. Communications

- **Internal Communication:** Meeting summaries and relevant documents will be shared among members and archived in a centralized, accessible location.
- **External Communication:** Any public statements, media releases, and advocacy materials require approval from all participating members.

## Appendices

### Appendix A: List of Participating Communities

- We'koqma'q First Nation
- Wagmatcook First Nation
- Membertou First Nation
- Eskasoni First Nation
- Potlotek First Nation
- Paqtnkek First Nation
- Town of Port Hawkesbury
- Municipality of the County of Inverness
- Municipality of the County of Richmond
- Municipality of the County of Antigonish
- Town of Antigonish
- Municipality of the District of Guysborough
- Town of Mulgrave

### Appendix B: Meeting Agenda and Protocols

To support productive, inclusive, and respectful meetings, the following agenda format is recommended:

#### Sample Agenda:

1. Welcome and Opening (including land acknowledgement and/or cultural protocol)
2. Introductions and Attendance
3. Review and Approval of Agenda
4. Review of Previous Meeting Minutes
5. Regional Updates Roundtable
6. Focus Discussion Topics
7. Opportunities for Collaboration
8. Next Steps and Action Items
9. Schedule for Next Meeting
10. Closing Remarks

Meetings may include an optional cultural component (e.g., shared meal, visit to cultural site), or presentations or workshops on topics of particular interest.

# Strait Area Mayors, Chiefs & Wardens MOU Sub-Committee Meeting

E

Date: Friday June 20, 2025

Time: 11:00 a.m.

Location: Boardroom, Port Hawkesbury Civic Centre

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## AGENDA

1. Meeting Call to Order
2. Update – Manager of Energy - M. Thomsen
3. Open Discussion
4. Next Steps
  - a) Membership at the table
  - b) Future action items
  - c) Next Meeting date
5. Adjournment

## EverWind Project Update Briefing & Workshop

Friends United, Cleveland, NS  
Wednesday, June 25, 2025 – 5 p.m.  
Hosted by EverWind & Partners

### AGENDA

5:00 - 5:05 **Welcome, Acknowledgments & Housekeeping**

Lead: Claire Parsons, Director of Communications, and Graham Marshall, Strategic Advisor, Membertou First Nation

5:05 - 5:15 **Opening Remarks**

Speakers: Trent Vichie, CEO and Founder, and representatives from the Government of Canada, Province of Nova Scotia, and Municipality of the County of Richmond

5:15 - 5:35 **Keynote Presentation - EverWind Project Overview**

Lead: Andrew Robson, Senior VP Terminals

5:35 - 6:00 **Q&A and Discussion**

Lead: Andrew Robson & EverWind team members

6:00 - 6:45 **Working Session 1 – Fulfilling Canada's Hydrogen Ambition:  
EverWind in the Global Hydrogen Market**

Session Lead: Matthew Borys, VP Corporate Development

#### Presentation Outline:

1. Canada's Opportunity
  - a. Brief Market Overview
2. Canada's Early Success
  - a. Policy Overview
  - b. Investments
3. Challenges & Solutions - Market Development
  - a. Auction Launch
  - b. Domestic Demand
4. Q&A and Open Discussion (30 mins)

6:45 – 7:00                    **15-minute Break**

7:00 - 7:45                    **Working Session 2 – Nova Scotia as a Green Energy Superpower:  
EverWind's Role in Advancing Nova Scotia's Green Hydrogen Future**

Session Lead: Brendan Chard, VP of Power

Presentation Outline (15 mins):

1. The Nova Scotia Advantage
  - a. Why are we investing here
    - i. Terminal
    - ii. First Nations
    - iii. Supportive Government
2. Nova Scotia's Success
  - a. How are we winning in NS?
    - i. Land Security
    - ii. Permitted Wind
    - iii. Strait Crossing
    - iv. PPAs
3. How Can Nova Scotia Win? Removing Remaining Risks
  - a. Water; moving from why to how?
    - i. Solution & Opportunity
  - b. Hydrogen Power Agreement with NSP
    - i. Solution & Opportunity
4. Q&A and Open Dialogue (30mins)

7:45 - 8:15                    **Working Session 3 – Maximizing Municipal Benefits: EverWind in  
Your Community**

Session Lead: Mark Stewart, Director of Engagement

Presentation Outline (15 minutes):

1. Overview of EverWind in Your Communities
2. How can municipalities best prepare to maximize benefit from wind and hydrogen developments?
  - a. Infrastructure
  - b. Municipal zoning/planning policy
  - c. Community Engagement
3. Economic Development Opportunities
  - a. Investment

F3

- b. Revenue/Taxation
- c. Employment/Training
- d. Procurement
- 4. Outstanding Items
  - a. Water
  - b. Permitting process for wind & plant
  - c. Community & business support
- 5. Q&A and Open Dialogue (30 minutes)

8:15 – 9:00            **Q&A / Closing Remark/Reception**

Drinks and food / reception



Schedule 'C' Out of County Travel and Expense Claim Form

<b>Travel and Expense Claim</b>		<b>Rate \$0.5932</b>
Name of Claimant:	Lois Landry	
Destination:	Rotterdam, The Netherlands	
Purpose of Travel:	World Hydrogen Summit (in place of Energy Manager)	
Departure Date/Time:	2025-05-19 13:00	
Return Date/Time:	2025-05-23 23:30	
Approval to Travel :CAO & Energy Manager (going in lieu)		Date: March 19, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	566.00	283.00	0.00	0.00	0.00	283.00
Total Cost of Mileage:	\$335.75	\$167.88	\$0.00	\$0.00	\$0.00	\$167.88
Accommodation/Hotel Name:	Marriott Rotterdam	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Direct Bill w/Bfast. Air induced bfast/supper</i>						
Meals: Breakfast	\$20					\$0.00
Lunch	\$25	\$25.00	\$25.00	\$25.00	\$25.00	\$100.00
Dinner	\$30	\$30.00	\$30.00	\$30.00	\$30.00	\$120.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00	\$10.00		\$40.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$207.88	\$65.00	\$65.00	\$65.00	\$192.88	\$595.75

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

Agenda attached, but my role was to work the NS booth to talk to investors. I attended sessions when others were in the booth representing Richmond's interests. I was at 100% of the booth operating times.

*HST3*

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution A/c No.....	10210 2100 210110

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

Claimant Signature: LL

Date Submitted: July 24/25

Travel Approved by Supervisor: [Signature]

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



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

Schedule 'C' Out of County Travel and Expense Claim Form

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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
Meals: Breakfast						\$0.00
Lunch						\$0.00
Dinner						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

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

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

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

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

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

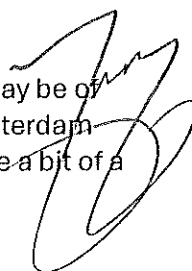
GL Code: \_\_\_\_\_

**Lois Landry**

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**From:** Martin Thomsen  
**Sent:** March 21, 2025 11:29 AM  
**To:** Lois Landry  
**Cc:** Troy MacCulloch  
**Subject:** RE: Rotterdam options  
**Attachments:** World Hydrogen Summit 2024 - Briefing Note FINAL.pdf

*Approved for  
travel  
for  
Warden  
Energy  
MOR*



Hi Warden,

Thank you.

We'll proceed on that basis. I'll speak to Shelley and get you booked.

Once dates have been firmed up, we can have a chat about making some introductions to people that may be of interest speaking to over there. For example, we had a really interesting conversation with the City of Rotterdam about local government's role in green hydrogen production and export/import. It may be good to arrange a bit of a follow up to that conversation.

In the meantime, I'm Ccing the briefing note I did on last years trip for your information.

Thanks,  
Martin

**From:** Lois Landry <Lois.Landry@richmondcounty.ca>  
**Sent:** March 21, 2025 11:23 AM  
**To:** Martin Thomsen <Energy@richmondcounty.ca>  
**Cc:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Subject:** RE: Rotterdam options

Hey,

I'm fine to travel solo, so it doesn't matter if I'm on the same flight as Guysborough. The port tour is less important to me, and certainly not worth the \$3K. I'll YouTube it!

I think the Atlantic delegation package is 100% the best bet. The travel dates (depart Monday and arrive Tuesday, with departure anytime on Friday) seems to work for those dates. Assuming there is no delay in arriving at Rotterdam, the reception sound like a really good use of time.

I don't think the full summit pass is worth it, really.

L

Lois Landry, Warden  
Municipality of the County of Richmond  
Tel: (902) 631-0332

**From:** Martin Thomsen <Energy@richmondcounty.ca>  
**Sent:** March 21, 2025 9:26 AM  
**To:** Lois Landry <Lois.Landry@richmondcounty.ca>  
**Cc:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Subject:** RE: Rotterdam options

Hello again,

I'm really sorry, but I mixed some dates up there. They've changed the format again (just received an updated program from the organizer).

My recommendation below still stands, however the dates are slightly different.

Exhibition is on 21<sup>st</sup> and 22<sup>nd</sup>, not 20<sup>th</sup> and 21<sup>st</sup> as stated below. So if we go with Option 3 we should not be doing the same flight itinerary as Guysborough. We could instead look at leaving Monday 19<sup>th</sup> (arriving Tuesday 20<sup>th</sup>) and then leaving Friday 23<sup>rd</sup>.

Many apologies for the confusion.

Thanks,  
Martin

**From:** Martin Thomsen  
**Sent:** March 21, 2025 9:23 AM  
**To:** Lois Landry <Lois.Landry@richmondcounty.ca>  
**Cc:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Subject:** Rotterdam options

Hello Warden,

Following our chat on Wednesday, I've done a bit more digging on Rotterdam.

I spoke to Sean O'Connor, Director of Economic and Community Development with MODG. Him and Barry Carrol, CAO, are leaving on Sunday 18<sup>th</sup> May with an arrival in the morning of Monday 19<sup>th</sup> May. They then leave on Thursday 22<sup>nd</sup> May. I've looked at the schedule and these times would probably suit you as well, however it wouldn't leave room for any side activities on the shoulder days of the conference.

For the summit registration there are basically three options:

#### **1. Full Summit Pass**

Full access to Summit and Exhibition space 20<sup>th</sup> May to 22<sup>nd</sup> May. Note that the exhibition space is only 20<sup>th</sup> and 21<sup>st</sup> May, so 22<sup>nd</sup> May is summit speakers and panels only.

A tour of the Port of Rotterdam is indeed included with a full summit pass, however I spoke to the organizers and they're still working with the Port on arranging logistics. However, Port tours will be offered for Monday 19<sup>th</sup> May and Friday 23<sup>rd</sup> May.

There is also a Gala dinner that can be purchased on top of this, however going by last year's experience I would probably give that a pass and instead arrange a dinner in the city with other delegates.

A full summit pass ticket is 2,699 Euros (\$4,210), but I have a 30% discount code so it would be 1,889 Euros (\$2,947).

## 2. Free Exhibition Pass

Access to the Exhibition space only and again, note that the Exhibition is only on for 20<sup>th</sup> and 21<sup>st</sup> May. In addition to the trade show format, there is also a bunch of talks taking place in the Exhibition space as well. Again, going by last year's experience, I thought these were just as informative and useful as the ones taking place in the Summit space (however, much less formal).

Does not include the port tour or the Gala dinner add-on.

## 3. Registration for Atlantic Canada Delegation through EnergyNL

I spoke to the organizer at EnergyNL, and you can register as part of an Atlantic Canada Delegation. This only includes the free Exhibition Pass, however does have a few more benefits:

Registered delegates will receive:

- Exhibition floor access
  - Exhibitor badges provided
- Support at the Atlantic Canada Pavilion
- Networking opportunities
  - Opportunities at the booth and exhibition floor
  - Networking space
    - Multiple areas within the booth
    - Invitation to the Atlantic Canada Reception on Tuesday, May 20 at the Marriott Rotterdam Hotel
    - Additional fee of \$50 + HST per person will apply
- Access to the room block at the Marriott Rotterdam Hotel
- Storage (coats, electronics, etc.)
- Private meeting room space (complimentary to reserve daily)

This costs \$350 + HST and I would strongly recommend we buy a ticket for you to the Atlantic Canada Reception at \$50.

Again, this is without a tour of the Port.

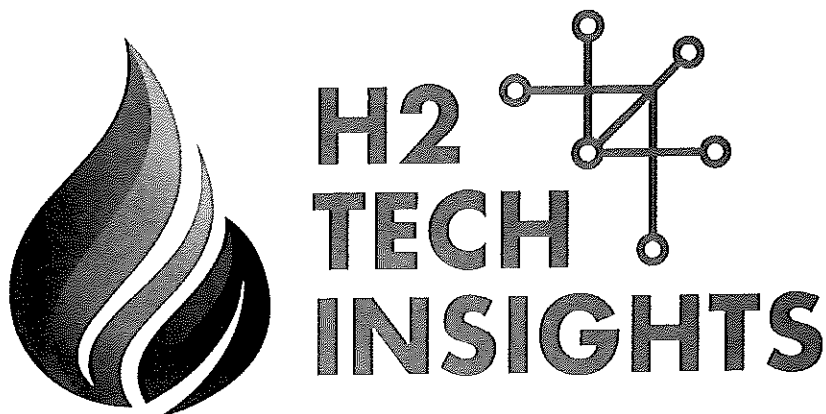
## Recommendation

Really depends on how highly a tour of the Port is valued. It really is awesome but it is essentially at the cost of \$3,000. My recommendation is Option 3. And if you're travelling on the same dates as Guysborough that does leave Monday 19th open (however you'll probably be pretty knackered after the overnight flight!). We could look into a more touristy harbour sightseeing tour for you on that day. That obviously wouldn't have the networking or the industry presentations that the one included with the Summit pass has. However, it would still give you an idea of the magnitude of the port and the industrial activity taking place.

Let me know what you think. Happy to chat through in more detail as well.

Thanks,  
Martin

Martin Thomsen  
Manager of Energy Sector Development  
Municipality of the County of Richmond / Town of Port Hawkesbury  
E: [energy@richmondcounty.ca](mailto:energy@richmondcounty.ca)  
P: +1 902 227 5204



**21 – 22 MAY 2025**

**HALL 5 – ROTTERDAM AHOY, NETHERLANDS**

IN PARTNERSHIP WITH:



Government of the Netherlands



City of Rotterdam



Port of Rotterdam

***HYDROGEN IS HAPPENING:***

***NAVIGATING INDUSTRY CONSOLIDATION WITH SOLID FIDS***

*Part of the SEC World Hydrogen Series*

*The Largest and Most Senior Hydrogen Summits*



**WORLD  
HYDROGEN  
2025**  
SUMMIT & EXHIBITION



**HYDROGEN  
AMERICAS  
2025**  
SUMMIT & EXHIBITION



**ASIA-PACIFIC  
HYDROGEN  
2025**  
SUMMIT & EXHIBITION



## **HALL 5 – H2 TECH INSIGHTS STAGE**

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**WEDNESDAY 21 MAY**

**10:15 – 10:30 BUNKERING HYDROGEN; A VIABLE OPTION?**

- **Peter Bos**, Leading professional Maritime solutions for renewable energy, **Royal HaskoningDHV**

**10:30 – 10:45 GREEN ENERGY IN NEWFOUNDLAND AND LABRADOR**

- **Susan Wilkins**, Executive Director of Renewable Energy, **Dept. of Industry, Energy & Tech (Gov of Newfoundland & Labrador)**

**10:45 – 11:00 *Canada Pavilion***

**11:00 – 11:15 *Resato Hydrogen Technology***

- **Martijn Kruisweg**, CCO, **Resato Hydrogen Technology**

**11:15 – 11:30 THE ADVANTAGES OF AUTOMATION IN SCALING UP HYDROGEN PLANTS**

- **Jyri Kaivosoja**, Senior Product Manager, **Valmet**

**11:30 – 11:45 COMPRESSION STRATEGIES FOR GREEN HYDROGEN PRODUCTION - CONSIDERATIONS WHEN SELECTING COMPRESSION EQUIPMENT FOR GREEN H2 PRODUCTION**

- **Neil Hodnett**, Global Hydrogen Business Development Manager, **Haskel**

**11:45 – 12:00 NAVIGATING THE JOURNEY FROM HAR1 TO HAR2**

- **Jacob Martin**, Business Development Manager, **Petrofac**

**12:00 – 12:15 INCREASING EFFICIENCY WITHOUT COMPROMISING SAFETY**

- **Gavin Cornall**, Global Segment Manager Power, **Roxtec**

**12:15 – 12:30 POWER SUPPLIES FOR LARGE-SCALE ELECTROLYSIS**

- **Bart de Vries**, Business Development & Sales Manager, **VONK**

**12:30 – 12:45 ELECTROLYSIS WITHOUT MEMBRANES – THE STORY SO FAR**

- **Jon Duffy, CEO, CPH2**

**12:45 – 13:00 360° HYDROGEN SAFETY: ADVANCED DETECTION OF GAS AND FLAME HAZARDS**

- **Chandan Das, BDM – International (New Energy), MSA Safety**

**13:00 – 13:15 INTELLIGENT OPERATION MANAGEMENT AND GRID INTEGRATION OF ELECTROLYZERS**

- **Steffen Aust, Industry Lead - Hydrogen Business, SMA Solar Technology AG**

**13:15 – 13:30 NAVIGATING HYDROGEN MARKET STAGNATION: GLOBAL INSIGHTS**

- **Bastian Knoors, Hydrogen Director, Royal HaskoningDHV**

**13:30 – 13:45 WHY MYTHEN MEMBRANE IS SET TO REVOLUTIONIZE THE WORLD OF ALKALINE WATER ELECTROLYSIS**

- **PhD, Chemical- and Bioengineering Christoph Kellenberger, CEO & Co-Founder, Novamem AG**

**13:45 – 14:00 PORTFOLIO OF JETTY-LESS SOLUTIONS FOR AMMONIA EXPORT AND IMPORT TERMINALS**

- **Philippe Lavagna, New Energies Terminals - Product Account Manager, Imodco / SBM Offshore**

**14:00 – 14:15 *Vattenfall***

**14:15 – 14:30 AIR LIQUIDE - FROM RENEWABLE AMMONIA TO LIQUID HYDROGEN: POWERING TOMORROW WITH ENHANCE**

- **Jessie Ponce, Hydrogen Energy Business Development Manager, Air Liquide**
- **Kevin Redonnet, Lead Product Developer LH2, Air Liquide Engineering & Construction**

**14:30 – 14:45 SMALL-SCALE HYDROGEN LIQUEFICATION - THE REAL COST**

- **Mark Hoskins, Chief Revenue Officer, FABRUM**



**14:45 – 15:00 DEPENDABLE GAS COMPRESSION SOLUTIONS DRIVING THE ENTIRE POWER-TO-X ECOSYSTEM**

- **Oliver Franz, Sales Manager HME, Burckhardt Compression**

**15:00 – 16:00 HYDROGEN ASSET DEVELOPMENT IN EUROPE FOR EUROPEAN OFFTAKE**

- **Anne Mette Hilmen, Director General, Norwegian Ministry of Energy**
- **Corin Taylor, Segment Lead Hydrogen NEW, DNV**
- **Henrik Solgaard Andersen, Director Hydrogen NEW, Equinor**
- **Vibeke Rasmussen, SVP, Yara Clean Ammonia**
- **Luciana Mendes, Global Sales Manager, Alfa Laval Nordic**
- **Hanne Martinussen, CEO, Hydrogen Mem-Tech**
- **Luke Idiculla, Application Engineer, Hystar**
- **Ivar-Jo Theien, Head of CCS & Fuels, Innovation Norway**

**16:00 – 16:15 REGULATORY FRAMEWORK AND COMPLIANCE ALONG THE HYDROGEN VALUE CHAIN**

- **Régis Prévost, Product Line Manager, Teledyne Gas and Flame Detection**

**16:15 – 17:00 DELIVERING HYDROGEN & E-FUELS TO EUROPEAN DEMAND CENTRES – TRACKING THE SUCCESS OF IMPORT INFRASTRUCTURE PROJECTS**

- **Audny van Helden, Senior Commercial Advisor, Power-2-X**
- **Afkenel Schipstra, Director Hydrogen, Energy Transition Fund at Copenhagen Infrastructure Partners**
- **Theopolina Kapani, Head of Technical and Construction, Green Hydrogen Namibia**
- **Monica Swanson, Program Manager International Hydrogen, Port of Rotterdam**
- **Marita Nilsson, Hydrogen Technology and Innovation Lead, Stegra**
- **Cosima Sagmeister, Consulting Associate, Charles River Associates**

**17:00 – 17:15 UPSHIFT TO THE VIBRANT EARTH: KAWASAKI'S VISION WITH CENTRIFUGAL HYDROGEN COMPRESSORS**

- **Moe Murata, Assistant manager, Kawasaki Heavy Industries**

**17:15 – 17:30 DECARBONISATION OF MARITIME FUELS WITH RENEWABLE HYDROGEN AND AMMONIA**

- **Rogier Blokdijk, Hydrogen for Mobility Business Development Manager Maritime, Air Products**

**17:30 – 17:45 AIR LIQUIDE SUPPORTS FINCANTIERI FOR WAVE 2 THE FUTURE PROJECT:  
ENABLING GREEN CRUISING WITH HYDROGEN TECHNOLOGIES**

- Giovanni Brangani, Market Unit Manager, Air Liquide S.p.A.
- Paolo Guglia, Innovation Manager, Fincantieri S.p.A.

**17:45 – 18:00 STACKED GASKET PERFORMANCE IN ELECTROLYSERS**

- Julia Köder, Applications Engineer, Teadit
- Johannes Müller, Energy Transition Manager, Teadit International Produktions GmbH

## ***HALL 5 – H2 TECH INSIGHTS STAGE***

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### ***THURSDAY 22 MAY***

**10:00 – 10:15 CLOSING THE CARBON CIRCLE – TOWARDS CLEAN HYDROGEN AND  
CARBON-BASED FUELS**

- Hans ten Dam, R&D Director, HyGear

**10:15 – 10:30 *Shanghai Phoenix Technology Co. , Ltd.***

**10:30 – 10:45 *Canada Pavilion***

- Daniela Louback, Business Developer, UH2

**10:45 – 11:00 CLEANTECH SOLUTIONS FOR SEA AND LAND POWER PLANTS**

- Martin Simic, Director of Strategic Development, AKA Energy Systems

**11:00 – 11:15 AIR LIQUIDE - ADVANCING HEAVY-DUTY DECARBONIZATION WITH  
HYDROGEN SOLUTIONS**

- Diederick Luijten, Vice President Hydrogen Energy Northern Europe Cluster, Air Liquide

**11:15 – 11:30 TECHNICAL DUE DILIGENCE FOR RENEWABLE HYDROGEN ASSETS: KEY  
CONSIDERATIONS AND APPROACH**



- **Daniel Gonzalez**, Global Technical Lead Hydrogen, **Bureau Veritas**

#### **11:30 – 11:45 INTEGRATED MEMBRANE REACTORS FOR HYDROGEN PRODUCTION FROM BIOGAS**

- **Igor Egaña**, Business Development Director, **H2SITE**

#### **11:45 – 12:00 HYDROGEN-POWERED RESILIENCE - NET-ZERO BACKUP SOLUTIONS FOR FUTURE-READY DATA CENTERS**

- **Abdessamad Saidi**, Senior Business Development Manager -Hydrogen, **INNIO Jenbacher GmbH & Co OG**
- **Ronald van den Bosch**, Director of Projects, **NorthC**

#### **12:00 – 12:15 NET ZERO SEAMLESS STEEL TUBES FOR GREEN ENERGY SOLUTIONS**

- **Eliseo Salcedo**, Sales Development Manager, **Tubos Reunidos Group**

#### **12:15 – 13:15 NORWEGIAN ASSET DEVELOPMENT & TECHNOLOGY LEADERSHIP**

- **Thomas Kittilsen Zandjani**, Senior Business Developer, **Å Energi**
- **Kjetil Bøhn**, CEO, **Gen2 Energy**
- **Erik Bolstad**, CCO, **HydrogenPro**
- **Simen S Eriksen**, CCO, **Norwegian Hydrogen**
- **Mikkel Tørrud**, CEO, **North Ammonia**
- **Isabelle-Louise Aabel**, Project Manager, **HyVard Consortium**
- **Simen Martinsen**, Business Development Manager, **BPT**
- **Nills Magne Reilstad**, CCO, **Hydepoint**
- **Jørn Helge Dahl**, Global Director Business Development, **Hexagon Purus**

#### **13:15 – 13:30 Moeve**

#### **13:30 – 14:30 AUSTRALIAN INNOVATION IN ACTION**

- **Dr. Patrick Hartley**, Head of Hydrogen Mission, **CSIRO**
- **Amy Halliday**, Energy Justice Officer, Director of SSE, **Star Scientific Europe GmbH**
- **Mark Rheinlander**, Founder & CEO, **Carbon 280**
- **Dr. Jehan Kanga**, Founder & CEO, **Rux Energy**

#### **14:30 – 14:45 THE UTILIZATION OF LIQUID HYDROGEN FOR GLOBAL DECARBONIZATION, FROM INDUSTRY TO MARITIME MOBILITY**



- **Erwan Bruneau**, Solutions and Commercialisation Manager Hydrogen, **Air Products**

**14:45 – 15:00 SAFE STARTUP AND OPERATION OF WATER ELECTROLYZERS**

- **Dr. Helmut Lademann**, Managing Director, **R2 GmbH**

**15:00 – 15:15 ADVANCED TECHNOLOGY AND APPLICATION OF FLEXIBLE GREEN HYDROGEN PRODUCTION**

**15:15 – 15:30 DIGITALIZING MULTI-GAS NETWORKS FOR A SUSTAINABLE FUTURE**

- **Georg Herder**, IT Manager Energy Transport, **Gasunie**
- **Igor Radujkov**, Business Development Manager, **Schneider Electric**

**15:30 – 15:45 OPPORTUNITIES AND CHALLENGES IN THE DEVELOPMENT OF THE EUROPEAN LOW-CARBON HYDROGEN MARKET**

- **Dr. Jonathan Harray**, Business Development Manager, **Johnson Matthey**

**15:45 – 16:00 UPSHIFT TO THE VIBRANT EARTH: KAWASAKI'S VISION WITH CENTRIFUGAL HYDROGEN COMPRESSORS**

- **Moe Murata**, Assistant manager, **Kawasaki Heavy Industries**

**16:00 – 16:15 METHANOL REFORMER: METHANOL-TO-HYDROGEN-TO-ELECTRICITY**

- **Thibaud Vincendon**, Sales&Marketing Manager, **Methanol Reformer**

**16:15 – 16:30 CLEAR100+ PLANT: SIMPLIFYING, SCALING, AND SUSTAINING GREEN HYDROGEN PRODUCTION**

- **Christophe Goddin**, Product Owner, **Rely Solutions**

**16:30 – 16:45 HELLONEXT - HYDROGEN SOLUTIONS**

- **Ricardo Esteves**, Eng., **Hellonext**

**16:45 – 17:00 DNV**

- **Jules Smeets**, Principal Consultant Green Hydrogen, **DNV**

**17:00 – 17:15**

**17:15 – 17:30**

**17:30 – 17:45**



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	troy macculloch	
Destination:	White Point Beach	
Purpose of Travel:	AMANS Conference	
Departure Date/Time:	07-May	0900 AM
Return Date/Time:	09-May	1300 PM
Approval to Travel :attached		Date: 18 april

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	779.00	458.00	0.00	321.00	0.00	0.00	779.00
Total Cost of Mileage:	\$462.10	\$271.69	\$0.00	\$190.42	\$0.00	\$0.00	\$462.10
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	included	\$20.00			\$45.00
Dinner	\$30	\$30.00	included				\$30.00
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>		\$356.69	\$30.00	\$230.42	\$0.00	\$0.00	<b>\$617.10</b>

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

MSFS

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

Claimant Signature: [Signature]  
 Date Submitted: 12 May 2025  
 Travel Approved by Supervisor: [Signature]  
 GL Code: \_\_\_\_\_

Goods Rec'd. Date.....	Initial <u>9</u>
Prices Checked.....	<u>9</u>
Add. & Ext. Checked.....	<u>9</u>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Cont. No.....	<u>2132120210130</u>

## Troy MacCulloch

---

**From:** Lois Landry  
**Sent:** April 16, 2025 9:29 AM  
**To:** Troy MacCulloch  
**Subject:** Re: travel approval

Approved

Enjoy the conference  
Lois

[Get Outlook for iOS](#)

---

**From:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Sent:** Wednesday, April 16, 2025 8:57:09 AM  
**To:** Lois Landry <Lois.Landry@richmondcounty.ca>  
**Subject:** travel approval

Morning Warden

Looking to for approval to reserve my spot for the AMANS Spring Conference on May 7- 9

Thanks,

Troy

THE MUNICIPALITY OF RICHMOND  
LA MUNICIPALITÉ DE RICHMOND



**Troy MacCulloch, CMML, FSAScot**  
Chief Administrative Officer

Phone: 902.226.3970  
Mobile: 902.631.4120  
Email: [cao@richmondcounty.ca](mailto:cao@richmondcounty.ca)

2357 Hwy 200, P.O. Box 120  
Richat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

# Event Schedule

WEDNESDAY  
**May 7**

THURSDAY  
**May 8**

FRIDAY  
**May 9**

## Municipal Finance Officers (MFO) Session: Navigating PSAB Updates and Sustainability Reporting

🕒 May 7, 12:00 PM - 3:00 PM    📍 Atlantic Room

### Speakers



**Bailey Church**  
Partner, Accounting Advisory Services, KPMG Canada

*Kathleen*

[View Details →](#)

## Accessibility Confident Leadership Lab

🕒 May 7, 1:00 PM - 3:00 PM    📍 Lakeside Lodge

[View Details →](#)

**Speakers**



**Corrie Melanson**

Strategy and Learning Lead, Sea Change CoLab Inc.

*Troy*  
**Chief Administrator Officer's (CAO) Forum**

May 7, 4:30 PM - 6:30 PM

Lakeside Lodge

[View Details →](#)

**Conference Registration Desk**

May 7, 6:30 PM - 8:30 PM

Founders Lounge

[View Details →](#)

*Troy & Geoff*  
**Opening Reception**

May 7, 6:30 PM - 10:00 PM

Oceanfront Terrace

[View Details →](#)

# Event Schedule

WEDNESDAY

**May 7**

THURSDAY

**May 8**

FRIDAY

**May 9**

🔍 Search by session title

## Hop Outside – Self-Guided Wellness Activity

🕒 May 8, 7:00 AM – 8:00 AM

📍 Outside – Whitepoint Grounds

[View Details →](#)

## Breakfast for Conference Delegates

🕒 May 8, 7:30 AM – 10:30 AM

📍 Elliot's Dining Room

[View Details →](#)

## Morning Networking and Early Bird Draws

[View Details →](#)

Atlantic Room

May 8, 8:30 AM – 9:00 AM

## Conference Registration Desk

[View Details →](#)

Founders Lounge

May 8, 8:30 AM – 9:30 AM

## Welcome & Greetings

[View Details →](#)

Atlantic Room

May 8, 9:00 AM – 9:20 AM

## Getting Trumped

[View Details →](#)

Atlantic Room

May 8, 9:20 AM – 10:10 AM

### Speakers



**Andrew Grantham**

Executive Director & Senior Economist, CIBC Capital Markets

## ACCESSIBILITY WILLOWVILLE – BUILD COMMUNITARIAN STRENGTH

May 8, 9:25 AM – 10:10 AM

Lakeside Lodge

[View Details →](#)

### Speakers



**Maddi Adams**

Manager of Compliance, Accessibility Directorate, Province of Nova Scotia

## Networking Break/Viewing of Exhibits

May 8, 10:30 AM – 10:45 AM

Atlantic Room

[View Details →](#)

## Optimizing Municipal Finances – Choosing the Right Software for Efficiency & Transparency

May 8, 10:45 AM – 11:35 AM

Atlantic Room

[View Details →](#)

### Speakers



**Brian Luciano**

Chief Financial Officer, Municipality of the County of Inverness

## Planning for Council Transitions – A Smooth Handover for Effective

## Governance

May 8, 10:45 AM - 11:35 AM

Lakeside Lodge

[View Details →](#)

### Speakers



**Sally Christie**

Chief of Staff, Chief Administrative Office, Halifax Regional Municipality

## Shaping Municipal Responses: Navigating Increased Responsibilities - World Cafe Session

May 8, 11:40 AM - 12:25 PM

Atlantic Room

[View Details →](#)

## Delegates' Luncheon

May 8, 12:30 PM - 1:15 PM

Elliot's Dining Room

[View Details →](#)

## Luncheon Sponsor Presentation

May 8, 1:20 PM - 1:25 PM

Atlantic Room

### Speakers



**Maylia Parker**

Executive Director, Atlantic, Electronic Products Recycling Association (EPRA)

[View Details](#) →

**Sponsors**



**Department of Municipal Affairs Update**

May 8, 1:25 PM - 2:00 PM

Atlantic Room

[View Details](#) →

**Speakers**



**Valerie Pottie-Bunge**

Associate Deputy Minister, Department of Municipal Affairs

*missed.*  
*on virtual*  
*call w/ province &*  
*town of ph. for landrove lake*

**Tariffs, Trade and Procurement**

May 8, 2:00 PM - 3:00 PM

Atlantic Room



**Chris Mitchell**

Chief Procurement Officer, Executive Director Procurement, Service Nova Scotia

[View Details](#) →



**Louis Coutinho**

Retired Chief Administrative Officer formerly with the Town of Windsor, Current Owner of Avondale Sky Winery



**Michael Hatfield**

Procurement Officer, Municipality of the District of East Hants

## ✓ Navigating the AI Landscape

May 8, 2:05 PM – 3:00 PM

Lakeside Lodge

[View Details →](#)

### Speakers



**Brad Lyon**

Senior Consultant – Compliance, Privacy & Cloud Consulting, Bulletproof

## ✓ Networking Break/Viewing of Exhibits

May 8, 3:00 PM – 3:15 PM

Atlantic Room

[View Details →](#)

## ✓ Gold Sponsor Presentation

May 8, 3:15 PM – 3:20 PM

Atlantic Room

### Speakers



**Matt Drover**

Senior Director of Energy Delivery, Nova Scotia Power

[View Details →](#)

## Sponsors



## Building Stronger Partnerships – Through Experiences

May 8, 3:20 PM – 4:00 PM Atlantic Room

[View Details →](#)

### Speakers



**Donna Hatt**

Economic Development Officer, Town of Bridgewater

## Afternoon Wellness Activities

May 8, 4:30 PM – 5:30 PM Lakeside Lodge

[View Details →](#)

## Thursday Evening Dinner

May 8, 6:30 PM – 7:45 PM Atlantic Room

[View Details →](#)

# Event Schedule

WEDNESDAY

**May 7**

THURSDAY

**May 8**

FRIDAY

**May 9**

🔍 Search by session title

## Hop Outside – Self-Guided Wellness Activity

🕒 May 9, 7:00 AM – 8:00 AM

📍 Outside – Whitepoint Grounds

[View Details →](#)

## Breakfast for Conference Delegates

🕒 May 9, 7:30 AM – 10:30 AM

📍 Elliot's Dining Room

[View Details →](#)

## Morning Networking and Early Bird Draws

[View Details →](#)

May 9, 8:30 AM – 9:00 AM Atlantic Room

## Department of Labour, Skills and Immigration Update

May 9, 9:00 AM – 9:30 AM Atlantic Room

[View Details →](#)

### Speakers



**Michelle Thomason**

Director of Innovation and Planning, Safety Branch with the Department of Labour, Skills and Immigration

## Keynote Session: 10 Leadership Behaviors that Sabotage Success

May 9, 9:30 AM – 10:30 AM Atlantic Room

[View Details →](#)

### Speakers



**Phil Jewell**

Impact Leadership

## Networking Break/Viewing of Exhibits

May 9, 10:30 AM – 10:45 AM Atlantic Room

[View Details →](#)

## Beyond Shelter: Rethinking Housing, Safety & Policy in Rural and Urban Nova Scotia

May 9, 10:45 AM – 11:45 AM Atlantic Room

### Speakers



**Brent Haase**

Building Official, Municipality of the District of Chester



**Max Chauvin**

Director of Housing and Homelessness, Halifax Regional Municipality

[View Details →](#)

## Closing Ceremonies and Grand Prize Draw

May 9, 11:45 AM – 12:00 PM Atlantic Room

[View Details →](#)

### PAGES

[Home](#)

[Things to Know](#)

### CONTACT

902-240-1857



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	troy macculloch	
Destination:	Guysborough	
Purpose of Travel:	Roundtable with Dalhousie and Everwind	
Departure Date/Time:	27 may at 1100	
Return Date/Time:	27 may at 1730	
Approval to Travel :attached		Date: 27 may

Description	Day 1	Day 2	Day 3	Day 5	Total
Total Mileage (# of Km):	218.00	218.00	0.00	0.00	218.00
Total Cost of Mileage:	\$129.32	\$129.32	\$0.00	\$0.00	\$129.32
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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>\$154.32</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$154.32</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

*11/23*

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

*103/22120212130*

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

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

Date Submitted: *27 May 2025*

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

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

## Troy MacCulloch

---

**From:** Lois Landry  
**Sent:** May 27, 2025 2:01 PM  
**To:** Troy MacCulloch  
**Subject:** FW: Green Hydrogen Roundtable Discussion | May 27

*Approval*

As discussed today, you are approved for travel  
Lois

Lois Landry, Warden  
Municipality of the County of Richmond  
Tel: (902) 631-0332

**From:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Sent:** May 27, 2025 12:41 PM  
**To:** Lois Landry <Lois.Landry@richmondcounty.ca>  
**Subject:** Fw: Green Hydrogen Roundtable Discussion | May 27

This is where I'm at. It is a project between dal and everwind and we are looking to be a stakeholder. As I previously approved Martin for this can you please approve me as I am attending in his stead

Thanks and see you tonight

Troy

Get Outlook for iOS

---

**From:** Jocelyn Adams Moss <Jocelyn.Adams@Dal.Ca>  
**Sent:** Monday, May 26, 2025 2:32:00 PM  
**To:** Troy MacCulloch <CAO@richmondcounty.ca>; jennifer@capebretonpartnership.com <jennifer@capebretonpartnership.com>; jeremy@capebretonpartnership.com <jeremy@capebretonpartnership.com>; Mombourquette,Amanda <Amanda.Mombourquette@nsc.ca>; Tanya Felix <tanya.felix@straitareachamber.ca>; ibernard@potlotek.ca <ibernard@potlotek.ca>; cory.julian@paqtnkek.ca <cory.julian@paqtnkek.ca>; John Esaiw <john.esaiw@porthawkesburypaper.com>; Mita Dasog <mita.dasog@dal.ca>; Michael Freund <michael.freund@dal.ca>; Dean of Science Email <dscience@dal.ca>; Laura Hynes Jenkins <Laura.Hynes.Jenkins@Dal.Ca>; Chad Walker <Chad.Walker@dal.ca>; Hilary Harron <Hilary.Harron@dal.ca>; Mike Smit <Mike.Smit@Dal.Ca>  
**Subject:** Green Hydrogen Roundtable Discussion | May 27

Good afternoon everyone,

Thank you all for agreeing to attend tomorrow's roundtable discussion on **green hydrogen**.

### Meeting details:

**Location:** EverWind Operational Office, 9996 Highway 16, Chedabucto Centre, Guysborough, Nova Scotia

Invite / Agenda

**Troy MacCulloch**

---

**From:** Jocelyn Adams Moss <Jocelyn.Adams@Dal.Ca>  
**Sent:** May 26, 2025 2:32 PM  
**To:** Troy MacCulloch; jennifer@capebretonpartnership.com;  
jeremy@capebretonpartnership.com; Mombourquette, Amanda; Tanya Felix;  
ibernard@potlotek.ca; cory.julian@paqtnkek.ca; John Esaiw; Mita Dasog; Michael  
Freund; Dean of Science Email; Laura Hynes Jenkins; Chad Walker; Hilary Harron; Mike  
Smit  
**Subject:** Green Hydrogen Roundtable Discussion | May 27  
**Importance:** High

Good afternoon everyone,

Thank you all for agreeing to attend tomorrow's roundtable discussion on **green hydrogen**.

**Meeting details:**

**Location:** EverWind Operational Office, 9996 Highway 16, Chedabucto Centre, Guysborough, Nova Scotia

(Room #4 – two doors down from the Independent Grocery Store, in the same complex as the Dollarama)

**Date:** Tuesday, May 27, 2025

**Time:** 2:00 – 3:30 p.m.

If you have any questions or need assistance finding the location, please don't hesitate to text or call me at **902-483-7343**.

Looking forward to the discussion tomorrow!

Safe travel and see you tomorrow.

Jocelyn

**Jocelyn Adams Moss** (she/her)  
Director, Strategic Engagement & Communications  
FACULTY OF SCIENCE  
Life Sciences Centre, Room 823  
**DALHOUSIE UNIVERSITY**  
(902) 483-7343



June 24<sup>th</sup>, 2025

In county travel report for May / June 2025

May 5, 2025 - travel to PH Meeting – Civic Centre – with Shaw Group – Housing Initiative

Warden Landry and Reps from ToPH were also present

- travelled alone
- Left the office for PH at 1015 hrs
- 1030 – 1200 HRS
- Returned to Richmond Co after the meeting.

May 15, 2025 - travel to PH Meeting – Civic Centre – with Everwind

Terry Doyle and Jason MacM – LLWU , Adam Trudeau and Marc Stewart from Everwind

- travelled alone
- Left the office for PH at 12 noon
- 1300 - 1500
- travel was one way to PH

May 21, 2025 - travel to Kempt Rd

Meeting – Friends United - Solar Bank Engagement with Community

- travelled alone
- Left the office for Friends United at 1730
- 1800 – 2000 was Solar Bank Presentation and Q&A.
- returned to St Peter's after the meeting

May 29, 2025 - travel to Louisdale

Community Evacuation Training – Warden and Senior Mgmt Team along with EMO and Clerk all in Training with 26 other agency reps.

- travelled alone
- Left the office for Louisdale at 0800
- 0830 – 1630 Full Day course
- 1130 returned to Arichat for meeting with Mun Affairs from noon until 1330.

May 29, 2025 - travel to Louisdale

Community Evacuation Training – Warden and Senior Mgmt Team along with EMO and Clerk all in Training with 26 other agency reps.

- travelled alone
- Left the office for Louisdale at 1330
- 0830 – 1630 Full day course.
- 1600 returned to Arichat to complete the cheque run .

June 11, 2025 - travel to PH

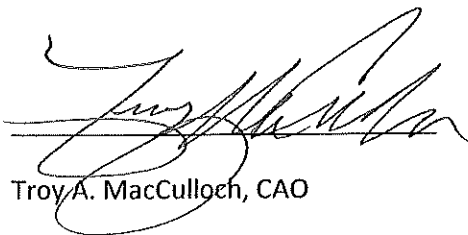
Meeting – Civic Centre – with Warden, CAO K. MacDonald and EDPC Dir. John Bain

- Performance Appraisal of EDPC Director and then meeting with proposed Hotel Developers.
- travelled alone
- Left the office for PH at 1245
- 1315 – 1400 performance appraisal, 1400- 1630 was hotel presentation in the Shannon Studio.
- returned to St Peter's after the meeting.

June 18, 2025 - travel to PH

Regional Tour with Mayor of Town of Pictou and CAO K. Slaunwhite

- Met in PH, tour of Point Tupper, Joint Ind Park and then on to Friends United, Richmond Ind. Park, quick tour of Ile Madame and then on to office in Arichat
- travelled alone
- Left the office for PH at 0930
- 1000 -1500 hrs - discussions with Mayor and CAO regarding Housing and Development incentives and Planning. Warden Landry Joined us at the office from 1300 – 1400.



Troy A. MacCulloch, CAO

Municipality of the County of Richmond



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Clayton MacMillan	
Destination:	Halifax	
Purpose of Travel:	AMANS IT Group and ATLSECCON (Atlantic Cyber Security Conference)	
Departure Date/Time:	2025-04-08 6:00	
Return Date/Time:	2025-04-12 20:30	
Approval to Travel :		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	628.00	314.00	0.00	314.00	0.00	0.00	628.00
Total Cost of Mileage:	\$372.53	\$186.26	\$0.00	\$186.26	\$0.00	\$0.00	\$372.53
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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>		\$271.26	\$85.00	\$261.26	\$0.00	\$0.00	<b>\$617.53</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

Claimant Signature: Clayton MacMillan

Date Submitted: May 12, 2025

Travel Approved by Supervisor: [Signature]

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



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5838</u>
Name of Claimant:	Clayton MacMillan	
Destination:	Halifax	
Purpose of Travel:	AMANS IT Group Meeting and ATLSECCON (Atlantic Cyber Security Conference)	
Departure Date/Time:	2025-04-08 8:30	
Return Date/Time:	2025-04-12 8:30	
Approval to Travel :	Date: 27 Mar 25	

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					\$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 4. b i)**

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

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

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

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

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

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

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

## Clayton MacMillan

---

**From:** Chad West <cwest@countyofkings.ca>  
**Sent:** March 25, 2025 1:40 PM  
**To:** Clayton MacMillan  
**Subject:** FW: In Person IT Managers Meeting

Here's the info for the in-person AMANS IT group meeting ahead of ALTSEC CON. You can fill out the form there if you're able to make it.

Also, would you like me to pass your e-mail along to Jay in Truro so that he can add you to the regular virtual meeting invites?

Chad

**From:** Jay Redmond <jredmond@truro.ca>  
**Sent:** February 13, 2025 11:08 AM  
**To:** Cliff Gail (<cgall@chester.ca> <cgall@chester.ca>); David Hopkins (<dhopkins@wolfville.ca> <dhopkins@wolfville.ca>); Derek Eisan - New Glasgow IT (<deisan@newglasgow.ca> <deisan@newglasgow.ca>); Evan Mackenzie (Cumberland) (<Emackenzie@cumberlandcounty.ns.ca> <Emackenzie@cumberlandcounty.ns.ca>); Evan Newton (<Evan.Newton@bridgewaterpolice.ca> <Evan.Newton@bridgewaterpolice.ca>); it@district.yarmouth.ns.ca; Jason Bethune (<jbethune@kentville.ca> <jbethune@kentville.ca>); Jason Muttart (Summerside) (<jmuttart@city.summerside.pe.ca> <jmuttart@city.summerside.pe.ca>); John Mackinnon (<jfmackinnon@cbrm.ns.ca> <jfmackinnon@cbrm.ns.ca>); Lisa Bozek (<Lisa.Bozek@mjsb.ca> <Lisa.Bozek@mjsb.ca>); Matthew Brown (<mbrown@amherst.ca> <mbrown@amherst.ca>); Matthew Povah (<mpovah@town.windsor.ns.ca> <mpovah@town.windsor.ns.ca>); Phillip H. Evely (<Pevely@cbrm.ns.ca> <Pevely@cbrm.ns.ca>); Rory Chaisson (<rchaisson@charlottetown.ca> <rchaisson@charlottetown.ca>); Scott Muise (Argyle) (<scottmuise@munargyle.com> <scottmuise@munargyle.com>); Sherri Levesque (<slevesque@quispamsis.ca> <slevesque@quispamsis.ca>); Steve Whynacht (<swynacht@regionofqueens.com> <swynacht@regionofqueens.com>); Tammy Teed (<TTeed@amherst.ca> <TTeed@amherst.ca>); Tom Gignac (<tgignac@easthants.ca> <tgignac@easthants.ca> <tgignac@easthants.ca>); Chad West (<cwest@countyofkings.ca> <cwest@countyofkings.ca>); Ben Olsen (<bolsen@annapoliscounty.ca> <bolsen@annapoliscounty.ca>)  
**Subject:** In Person IT Managers Meeting

Ok folks! You asked for it! I have a room reserved at the Halifax Convention Centre on April 9<sup>th</sup> from 11am-1pm. This is the day before the AtI SecCon.

Hopefully we can get a bunch together and have a good chat and maybe grab some lunch afterward!

If you can attend, please fill out the registration form so I know how many to expect.

Jay Redmond

IT Manager

Town of Truro

902-956-1412

## ATLSECCON 2025

Full Schedule
  Plenary
  Track 1
  Track 2
  Track 3
  Track 4
  Track 5
  Track 6

## APRIL 10 • THURSDAY

7:30am – 9:00am	F	<b>Registration &amp; Continental Breakfast</b>	Ballroom Level: Salon
8:00am – 8:45am	F	<b>Sponsor Trade Show &amp; Platinum Suites Open</b>	Convention Hall Level
8:45am – 9:15am	P	<b>Opening Remarks/A Conversation with the ATLSECCON Board</b>	Ballroom
9:15am – 10:15am	P	<b>Opening Keynote - Building the Cybersecurity Talent Pool</b> <i>Speakers: Lesley Carhart</i>	Ballroom
10:15am – 11:00am	F	<b>Sponsor Trade Show Connections</b>	Convention Hall Level
11:00am – 11:45am	T	<b>Ready or not, here it comes!</b> <i>Speakers: Jennifer Hutton</i>	Ballroom
11:00am – 11:45am	R	<b>Maritime Cyber Security and our Continued Journey</b> <i>Speakers: Robert Horwood</i>	Argyle Suite 1
11:00am – 11:45am	C	<b>Psychology of Cyber: The Driving Force Behind Social Engineering Attacks</b> <i>Speakers: David Shipley</i>	Argyle Suite 2
11:00am – 11:45am	K	<b>Your Incident Response Kung Fu Is Old... and Now It Must Die!</b> <i>Speakers: Chris Lincoln</i>	Argyle Suite 3
11:00am – 11:45am	A	<b>The Effects of Weaponized Malware on End-to-End Encryption and Exfiltrating Data from Signal Messenger</b> <i>Speakers: Geoff Green</i>	201
11:00am – 11:45am	6	<b>Modern IT disaster recovery: ensuring continuity in the age of cyber-attacks</b> <i>Speakers: Tarek Habib</i>	202
11:45am – 1:00pm	F	<b>Buffet Lunch Service &amp; Sponsor Trade Show Connections</b>	Convention Hall Level
1:00pm – 1:45pm	T	<b>Do you want to play a game? How about Disabling Civilization?</b> <i>Speakers: James Troutman, Cheryl Biswas</i>	Ballroom
1:00pm – 1:45pm	R	<b>Double Trouble: Twins' Take on File Encryption and Face Recognition</b> <i>Speakers: Jialin (Daniel) Liu, Jiaqi (Andy) Liu</i>	Argyle Suite 1
1:00pm – 1:45pm	C	<b>What Cyber Teams Can Learn from an NFL Lockerroom</b> <i>Speakers: Sean Tufts</i>	Argyle Suite 2
1:00pm – 1:45pm	K	<b>Security vs Compliance - 10 Steps to Implement ISO27001 Effectively and Maximize the Benefits</b> <i>Speakers: Paul Sammut</i>	Argyle Suite 3
1:00pm – 1:45pm	A	<b>Nobody Likes an Oversharer: Getting a Handle on Open Share Exposure in Your Organization</b> <i>Speakers: Brandon Doyle</i>	201
1:00pm – 1:45pm	6	<b>2025: The year of Right of Boom</b> <i>Speakers: George Plytas, Nick Scozzaro</i>	202
1:45pm – 2:00pm	F	<b>Networking Break / Transition to Tracks</b>	Convention Hall Level
2:00pm – 2:45pm	T	<b>Stealthy Signals: Leveraging DNS for Covert Data Infiltration and Exfiltration</b> <i>Speakers: Brendan Hohenadel</i>	Ballroom

2:00pm – 2:45pm	R	<b>Securing the Future: AI Utilization Security Assessment Models</b> <i>Speakers: Richard Rieben</i>	Argyle Suite 1
2:00pm – 2:45pm	C	<b>Shifting Left Sooner: Building Cyber Resilience with the Allies You Didn't Know You Needed</b> <i>Speakers: Deborah Turner-Chappell</i>	Argyle Suite 2
2:00pm – 2:45pm	K	<b>Getting and staying compliant - with any security regulation or framework</b> <i>Speakers: Linda Mitton</i>	Argyle Suite 3
2:00pm – 2:45pm	A	<b>WTF? (Where's the Flag?): An Introduction to CTFs</b> <i>Speakers: Samuel Hansen</i>	201
2:00pm – 2:45pm	6	<b>Solving Secrets Sprawl Takes More Than Security: Why Machine Identity Is Everyone's Problem</b> <i>Speakers: Dwayne McDaniel</i>	202
2:45pm – 3:00pm	F	<b>Networking Break / Transition to Tracks</b>	Convention Hall Level
3:00pm – 3:45pm	T	<b>Security is a service business...zero stars</b> <i>Speakers: Mark Nunnikhoven</i>	Ballroom
3:00pm – 3:45pm	R	<b>How to Use AI Effectively Without Sharing Confidential Information</b> <i>Speakers: Robert Newcombe</i>	Argyle Suite 1
3:00pm – 3:45pm	C	<b>Bake it in, don't bolt it on: Making the case for System Security Engineering (SSE) in the modern Security Context</b> <i>Speakers: Sean Scrivener</i>	Argyle Suite 2
3:00pm – 3:45pm	K	<b>The Critical Nexus of Risk Management in Cybersecurity: A Gap in Professional Training</b> <i>Speakers: Jeff Gardiner, MBA, CD, BSc, BA</i>	Argyle Suite 3
3:00pm – 3:45pm	A	<b>Binlex: A Framework for Malware Genomics</b> <i>Speakers: Lilly Chalupowski</i>	201
3:00pm – 3:45pm	6	<b>The Horrors of the Modern Software Supply Chain</b> <i>Speakers: Jared Perry</i>	202
3:45pm – 4:00pm	F	<b>Networking Break/Transition to Tracks</b>	Convention Hall Level
4:00pm – 4:45pm	T	<b>Lessons from Black Swan Events and Building Anti-Fragile Cybersecurity Systems</b> <i>Speakers: Dave Lewis</i>	Ballroom
4:00pm – 4:45pm	R	<b>A look ahead - Discussing how technologies like SASE and Enterprise Browsers will change how we build secure networks in the very near future.</b> <i>Speakers: Allan Mac Donald</i>	Argyle Suite 1
4:00pm – 4:45pm	C	<b>No One Pings Alone</b> <i>Speakers: Julien Richard</i>	Argyle Suite 2
4:00pm – 4:45pm	K	<b>Risk Management for the Trenches</b> <i>Speakers: Matthew Henshaw</i>	Argyle Suite 3
4:00pm – 4:45pm	A	<b>Secure Your Company on the cheap - using existing tool you already pay for</b> <i>Speakers: Kevin Belyea</i>	201
4:00pm – 4:45pm	6	<b>Detection Engineering 101 for OT/ICS Environment</b> <i>Speakers: Kai Iyer</i>	202
4:45pm – 6:00pm	F	<b>Sponsor Trade Show Reception</b>	Convention Hall Level
6:00pm – 6:00pm	F	<b>Day 1 Ends</b>	Convention Hall Level

F Full Schedule
 P Plenary
 T Track 1
 R Track 2
 C Track 3
 K Track 4
 A Track 5
 6 Track 6

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**APRIL 11 • FRIDAY**


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8:00am – 9:00am	F	<b>Registration &amp; Continental Breakfast</b>	Ballroom Level: Salon
8:00am – 9:00am	F	<b>Sponsor Trade Show &amp; Platinum Suites Open</b>	Convention Hall Level
8:45am – 9:00am	P	<b>Opening Remarks</b>	Ballroom
9:00am – 9:15am	F	<b>Transition To Tracks</b>	Ballroom & Argyle Suites: A1, A2, A3, 201, 202
9:15am – 10:00am	T	<b>Cracking the Vault: Defending Against Modern Active Directory Exploits</b> <i>Speakers: Peter Morin</i>	Ballroom
9:15am – 10:00am	R	<b>Optimal Offensive Security Programs</b> <i>Speakers: Phillip Wylie</i>	Argyle Suite 1
9:15am – 10:00am	C	<b>Reframing Cyber Defence: Are We Seeing the Full Picture?</b> <i>Speakers: Jarett Parent</i>	Argyle Suite 2
9:15am – 10:00am	K	<b>Bringing Agility to Policy Management</b> <i>Speakers: Kirk MacDonald, Stephanie LeBlanc</i>	Argyle Suite 3
9:15am – 10:00am	A	<b>Agile Threat Modeling: a case study for machine learning pipelines</b> <i>Speakers: Natalia Semenova</i>	201
9:15am – 10:00am	6	<b>What Security Professionals Need to Know about Backup Data &amp; Processes</b> <i>Speakers: Rick Vanover, Kirsten Stoner</i>	202
10:00am – 11:00am	F	<b>Sponsor Trade Show Connections</b>	Convention Hall Level
11:00am – 11:45am	T	<b>Crypto currency and investigations</b> <i>Speakers: Karren Jensen</i>	Ballroom
11:00am – 11:45am	C	<b>From Bed Bugs to Bad Actors: Planning for Compromise</b> <i>Speakers: Alex Crandall, Matt Crape</i>	Argyle Suite 2
11:00am – 11:45am	K	<b>Maximizing the Potential of Cyber Risk Transfer</b> <i>Speakers: George Lambropoulos</i>	Argyle Suite 3
11:00am – 11:45am	6	<b>Beyond the Malware: Dissecting Information Stealers' Infection Vectors, Stolen Assets and Countermeasures</b> <i>Speakers: Olivier Bilodeau</i>	202
11:45am – 1:00pm	F	<b>Buffet Lunch Service &amp; Sponsor Prize Draws</b>	Convention Hall Level
1:00pm – 1:45pm	T	<b>Gen AI in SecOps: Hype vs Concrete, Practical Use Cases</b> <i>Speakers: Jason Keirstead</i>	Ballroom
1:00pm – 1:45pm	R	<b>The Dangers of Free Wi-Fi - Phishing with the ESP32</b> <i>Speakers: Leonardo Lees</i>	Argyle Suite 1
1:00pm – 1:45pm	C	<b>Redefining Success in Employee Awareness Training: Understanding &amp; Enhancing the Employee Journey</b> <i>Speakers: Khatija Qureshi</i>	Argyle Suite 2
1:00pm – 1:45pm	K	<b>Hacking boards and hardening governance: Strengthening Information Security Governance</b> <i>Speakers: Gemma Ahn, Kevin Magee</i>	Argyle Suite 3
1:00pm – 1:45pm	A	<b>Attack Vectors Behind the Wheel: Understanding Cybersecurity in Modern Vehicles</b> <i>Speakers: Cole Baker</i>	201

1:00pm – 1:45pm	6 Intergenerational Relationship Building in Canadian Cybersecurity through CyberTitan <i>Speakers: Timothy King</i>	202
1:45pm – 2:00pm	F Networking Break / Transition to Tracks	Convention Hall Level
2:00pm – 2:45pm	T Persōna Theory: Infiltration & Deception of Emerging Threat Groups <i>Speakers: Tammy Harper</i>	Ballroom
2:00pm – 2:45pm	R Hacked Intelligence: The Art of Manipulating AI to Attack at Scale <i>Speakers: Aamir Lakhani</i>	Argyle Suite 1
2:00pm – 2:45pm	C Reality Check from the C-Suite: Why Technical Skills Aren't Enough to Land the CISO Role <i>Speakers: Darren Gallop</i>	Argyle Suite 2
2:00pm – 2:45pm	K Digital Risk - Metrics and Reporting Automation <i>Speakers: Priya Mouli</i>	Argyle Suite 3
2:00pm – 2:45pm	A SOAR Implementation Pain Points and How to Avoid Them <i>Speakers: Saikat Asaduzzaman</i>	201
2:00pm – 2:45pm	6 Exploring OT Security - and How IT Can Help <i>Speakers: Tremayne Durham</i>	202
2:45pm – 3:00pm	F Networking Break / Transition to Plenary	Convention Hall Level
3:00pm – 4:00pm	F Sponsor Tradeshow Closes	Convention Hall Level
3:00pm – 4:00pm	P Closing Keynote - Inside the Mind of a Social Engineer: Real Attacks, Hard Truths, and What They Mean for Your Organization <i>Speakers: Stephanie Carruthers</i>	Ballroom
4:00pm – 5:00pm	P Closing Remarks & Passport Grand Prize Draws	Ballroom
5:00pm – 6:00pm	F Day 2 Ends	Convention Hall Level



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus		
Destination:	Truro, NS		
Purpose of Travel:	FSANS Annual Conference		
Departure Date/Time:	25-Apr-25	1200 hrs	
Return Date/Time:	27-Apr-25	1900 hrs	
Approval to Travel :		Date:	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <span style="float: right;">626.00</span>	232.00	152.00	242.00	0.00	0.00	626.00
Total Cost of Mileage: <span style="float: right;">\$371.34</span>	\$137.62	\$90.17	\$143.55	\$0.00	\$0.00	\$371.34
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast <span style="float: right;">\$20</span>		\$20.00	\$20.00			\$40.00
Lunch <span style="float: right;">\$25</span>		Provided	Provided			\$0.00
Dinner <span style="float: right;">\$30</span>	\$30.00	Banquet	\$30.00			\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00				\$20.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$177.62</b>	<b>\$120.17</b>	<b>\$193.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$491.34</b>

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

Mileage on day two was incurred travelling to Elmsdale, Stewiacke and Valley-Kemptown VFD's to see their training facilities.

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

Claimant Signature: [Signature]

Date Submitted: 29 APRIL 2025

Travel Approved by Supervisor: [Signature]

GL Code: 102293020229230

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<u>SM</u>
Add. & Ext. Checked.....	<u>SM</u>
Approval for Payment.....	<u>SM</u>
Discount Date.....	
Paid by Cheque No. <u>102293020229230</u>	
Disbursement Acct/No.	



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5838</u>
Name of Claimant:	Steve Marcellus		
Destination:	Truro, NS		
Purpose of Travel:	FSANS Annual Conference		
Departure Date/Time:	25-Apr-25	1200 hrs	
Return Date/Time:	27-Apr-25	1900 hrs	
Approval to Travel :	<i>[Signature]</i>		Date: <u>25 Feb 2025</u>

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <i>[Signature]</i> 0.00	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	\$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						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

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

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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:	_____



## **ANNUAL CONFERENCE – April 25<sup>th</sup> – 27<sup>th</sup> , 2025**

*Inn on Prince Hotel & Conference Centre,  
Truro, Nova Scotia*

### **“Coordination And Collaboration Enhancing Emergency Response”**

#### **Friday, April 25th**

4:00 - 6:00pm	Check in
7:00 - 9:00pm	Social night ( <i>Sponsored by Rafflebox Nova Scotia Firefighters 50/50</i> )

#### **Saturday, April 26th**

8:30 - 9:30am	Opening remarks & Annual General Meeting (Session 1)
9:30 - 10:10am	Public Safety & Field communications - Matthew Boyle
10:10 - 10:30am	Break - Time with Suppliers / Manufacturers <i>(Sponsored by Argyle Municipality, Town of Pictou, Richmond Municipality, Barrington Municipality, Town of Shelbourne, Cumberland Municipality, And CBRMFS)</i>
10:30 - 11:00am	Office of the Fire Marshal - Doug MacKenzie, Fire Marshal of Nova Scotia
11:00 – 12:00pm	Laura King - NFPA updates and public education information
12:00 - 1:00pm	Door Prizes & Lunch - Time with Suppliers / Manufacturers ( <i>Sponsored by Nova Scotia Power</i> )
1:00 – 2:30pm	Laura King - Lithium Ion - updated information and case studies
2:30 - 3:00pm	Break - Time with Suppliers / Manufacturers ( <i>Sponsored by Brokerlink Insurance</i> )
3:00 - 4:30pm	Annual General Meeting (Session 2)
4:30 - 6:00pm	Free Time
6:00 - 6:30pm	Cocktail / Mingle Time
6:30 - 8:00pm	Banquet Dinner - Fire Marshal Awards/Recognitions ( <i>Awards Sponsored by Office of the Fire Marshal</i> )
8:00 - 10:00pm	Entertainment – <i>Lisa Baker Yuk Yuks Comedy Show (Sponsored by FSANS)</i>

#### **Sunday, April 27th**

08:30 - 09:00am	Coffee/tea; Mingle with Suppliers
09:00 – 09:30am	Annual General Meeting (Session 3)
09:30 - 10:10am	PSPNET - Dr. Luke Schneider, Canadian Institute for Public Safety Research and Treatment
10:10 - 10:30am	Break ( <i>Sponsored by FSANS</i> )
10:30 - 11:15am	Nova Scotia Power – Susan Smith
11:15 - 12:00pm	Michael Lockett, PCP, Operations Supervisor - Medical First Response (MFR) Services
12:00 - 12:30pm	Lunch ( <i>Sponsored by: FirstDue</i> )
12:30 - 1:45pm	Annual General Meeting (Session 4)
1:45 - 2:00pm	Door Prizes, Wrap Up

***Business Casual***

***Banquet – Dress Uniform / Formal attire is required***



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

NAME: Steve Marcellus

PERIOD COVERED: April 1, 2025 to April 30, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
01-Apr-25	SAMAA Meeting	98	
02-Apr-25	Meeting with FPSC Deputy Chair Blair Stone	82	
23-Apr-25	FPSC Meeting - St. Peter's	83	
30-Apr-25	VFD Wildfire training through DNR - Grand River	122	

Totals: 385.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$228.38

Total Expenses Claimed: **\$228.38**

ACCOUNT #:	10-229-3020-229230 - Fire Services	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	1 MAY 2025	INITIAL:	

11813

Goods Rec'd. Date.....	Initial.....	CS
Prices Checked.....		CS
Add. & Ext. Checked.....		CS
Approval for Payment.....		CS
Discount Date.....		
Paid by Cheque No.....		
Distribution Acct. No.....	3020-229230	✓

May 1<sup>st</sup>, 2025

Fire - In County travel report for April:

April 1<sup>st</sup>, 2025,

- SAMAA Meeting – **98 kms.**

April 2<sup>nd</sup>, 2025,

- Meeting with Blair Stone regarding mapping and future planning – **82 kms.**

April 23<sup>rd</sup>, 2025,

- FPSC Meeting – St. Peter's VFD – **83 kms.**

April 30<sup>th</sup>, 2025,

- VFD Wildfire training through DNR - Grand River VFD – **122 kms.**

Steve Marcellus - ESC

Municipality of Richmond County



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

NAME: Steve Marcellus

PERIOD COVERED: April 1, 2025 to April 30, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
04-Apr-25	Meeting with Eric Goodwin from Team Rubicon	83	
07-Apr-25	Meeting with DFO - Louisdale Detachment	43	
16-Apr-25	Community Meeting at L'Ardoise Jolly Club - VVPR, Voyent presentation	108	
23-Apr-25	Community member site visit request regarding the VVPR and information - River Bourgeois	78	
28-Apr-25	Site visits to the fishing/seafood businesses	57	
30-Apr-25	Comfort Centre/Emergency Shelter site visits with Red Cross personnel	165	

Totals: 534.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$316.77

Total Expenses Claimed: \$316.77

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	1 MAY 2025	INITIAL:	

KST3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	2
Add. & Ext. Checked.....	2
Approval for Payment.....	2
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc't No.....	10 229 3030 229270 ✓

May 1<sup>st</sup>, 2025

EMO - In County travel report for April:

April 4<sup>th</sup>, 2025,

- Meeting with Eric Goodwin with Team Rubicon – **83 kms.**

April 7<sup>th</sup>, 2025,

- Meeting with DFO Louisdale Detachment – **43 kms.**

April 16<sup>th</sup>, 2025,

- Community Meeting at the L'Ardoise Jolly Club – Discussion on the VVPR and Voyent Alerting – **108 kms.**

April 23<sup>rd</sup>, 2025,

- Community Member site visit regarding the VVPR and information – River Bourgeois – **78 kms.**

April 28<sup>th</sup>, 2025,

- Site visits to the fishing/seafood businesses – **57 kms.**
  - Nova Can Seafood – 4 kms
  - I Deveau (formerly clearwater) – 21 kms
  - Petit De Grat Packers – 15 kms
  - Municipal building – 17 kms

April 30<sup>th</sup>, 2025,

- Comfort Centre/Emergency Shelter site visits with Red Cross personnel – **165 kms.**
  - D'Escousse Civic Improvement Hall – 16 kms
  - Rocky Bay Irish Club – 13 kms
  - Royal Canadian Legion 150 – 14 kms
  - Janvrin's Island – 24 kms
  - St Louis Parish Hall – 25 kms
  - St. Peter's Lions Club – 24 kms
  - Lakeside Community Hall – 5 kms
  - Municipal Building – 44 kms

Steve Marcellus - ESC

Municipality of Richmond County



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus	
Destination:	North Sydney, NS	
Purpose of Travel:	CBRM Community Evacuation and Re-Entry Course	
Departure Date/Time:	02-May-25	0600 hrs
Return Date/Time:	02-May-25	1900 hrs
Approval to Travel :		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	338.00	338.00	0.00	0.00	0.00	338.00
Total Cost of Mileage:	\$200.50	\$200.50	\$0.00	\$0.00	\$0.00	\$200.50
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	\$20.00				\$20.00
Lunch	\$25	\$25.00				\$25.00
Dinner	\$30	\$30.00				\$30.00
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>		\$275.50	\$0.00	\$0.00	\$0.00	\$275.50

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

Mileage on day two was incurred travelling to Elmsdale, Stewiacke and Valley-Kempton VFD's to see their training facilities.

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

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

Date Submitted: 5 MAY 2025

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

GL Code: 10-229-3030/229270

Goods Rec'd. Date..... Initial SM

Prices Checked..... SM

Add. & Ext. Checked..... SM

Approval for Payment..... SM

Discount Date.....

Paid by Cheque No.....

Distribution Acct. No. 103293030229270



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus	
Destination:	CBRM - Emera Centre North Sydney	
Purpose of Travel:	Community Evacuation Course - NSDEM	
Departure Date/Time:	02-May-25	0600 hrs
Return Date/Time:	02-May-25	1900 hrs
Approval to Travel:	Date: 09 Apr. 25	

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					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

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

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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

# Course Units

- Unit 1 – Causes of Evacuation
- Unit 2 – Who is at Risk?
- Unit 3 – Community Behaviour in Evacuations
- Unit 4 – Evacuation Requirements
- Unit 5 – Evacuation Communications
- Unit 6 – Re-Entry
- Unit 7 – Evacuation Planning/Course Conclusion



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus	
Destination:	Big Pond, NS	
Purpose of Travel:	Donated SCBA Pick up	
Departure Date/Time:	09-May-25	1030hrs
Return Date/Time:	09-May-25	1545hrs
Approval to Travel :		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	192.00	192.00	0.00	0.00	0.00	192.00
Total Cost of Mileage:	\$113.89	\$113.89	\$0.00	\$0.00	\$0.00	\$113.89
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>	\$138.89	\$0.00	\$0.00	\$0.00	\$0.00	\$138.89

**Written Travel Report - Policy Requirements (Section 4. b i)**

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<p><b>All claims are to be submitted not later than 60 days after return.</b></p> <p>Claimant Signature: <u>[Signature]</u></p> <p>Date Submitted: <u>12-May-25</u></p> <p>Travel Approved by Supervisor: <u>[Signature]</u></p> <p>GL Code: <u>10-229-3020/229230</u></p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Goods Rec'd. Date.....</td> <td>Initial <u>SM</u></td> </tr> <tr> <td>Prices Checked.....</td> <td><u>SM</u></td> </tr> <tr> <td>Add. &amp; Ext. Checked.....</td> <td><u>SM</u></td> </tr> <tr> <td>Approval for Payment.....</td> <td></td> </tr> <tr> <td>Discount Date.....</td> <td></td> </tr> <tr> <td>Paid by Cheque No.....</td> <td><u>10-229-3020-229230</u></td> </tr> <tr> <td>Distribution: Acc/V No.....</td> <td><u>229230</u></td> </tr> </table>	Goods Rec'd. Date.....	Initial <u>SM</u>	Prices Checked.....	<u>SM</u>	Add. & Ext. Checked.....	<u>SM</u>	Approval for Payment.....		Discount Date.....		Paid by Cheque No.....	<u>10-229-3020-229230</u>	Distribution: Acc/V No.....	<u>229230</u>
Goods Rec'd. Date.....	Initial <u>SM</u>														
Prices Checked.....	<u>SM</u>														
Add. & Ext. Checked.....	<u>SM</u>														
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Discount Date.....															
Paid by Cheque No.....	<u>10-229-3020-229230</u>														
Distribution: Acc/V No.....	<u>229230</u>														

## Steven Marcellus

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**From:** Troy MacCulloch  
**Sent:** May 7, 2025 12:43 PM  
**To:** Steven Marcellus  
**Subject:** RE: SCBA pack pick up

Approved

Safe travels

troy

THE MUNICIPALITY / LA MUNICIPALITÉ  
OF THE COUNTY OF / DE LA COMTEE DE  
**RICHMOND**



**Troy MacCulloch, CMML, FSAScot**  
Chief Administrative Officer

**Phone:** 902.226.3970  
**Mobile:** 902.631.4120  
**Email:** [cao@richmondcounty.ca](mailto:cao@richmondcounty.ca)

2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

**From:** Steven Marcellus <[EMO@richmondcounty.ca](mailto:EMO@richmondcounty.ca)>  
**Sent:** May 7, 2025 10:14 AM  
**To:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** SCBA pack pick up

Morning, looking for approval to travel to Big Pond tomorrow to pick up donated Scott SCBA's and spare carbon fiber bottles. This donation brings us closer to having all departments using one brand.

Steve



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

# RICHMOND

NAME: Steve Marcellus

PERIOD COVERED: May 1, 2025 to May 31, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
05-May-25	RCL 150 follow up post Red Cross evaluation report	12	
15-May-25	St. Louis Parish Hall follow up post Red Cross evaluation report	52	
28-May-25	STAC Community Showcase	52	
29-May-25	Community Evacuation Session and Budget changes	50	
	Framboise Wildfire - Initial	213	
30-May-25	Framboise Wildfire - Second day	268	

Totals: 647.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$383.80

Total Expenses Claimed: **\$383.80**

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	5 20 2025	INITIAL:	

11573

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	8
Add. & Ext. Checked.....	67
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc. No.....	10-229-3030-229270 ✓

June 1<sup>st</sup>, 2025

EMO - In County travel report for May:

May 5<sup>th</sup>, 2025,

- RCL 150 follow up post Red Cross evaluation report – **12 kms.**

May 15<sup>th</sup>, 2025,

- St. Louis Parish Hall follow up post Red Cross evaluation report – **52 kms.**

May 28<sup>th</sup>, 2025,

- Community Showcase – St. Louis Parish Hall – **52 kms.**

May 29<sup>th</sup>, 2025,

- Community Evacuation and Re-entry Session – Louisdale Lion's Club – **50 kms.**
- Framboise Wildfire – First Day – **213 kms.**

May 30<sup>th</sup>, 2025,

- Framboise Wildfire – Second Day – **268 kms.**
  - Travel and area recon of damaged areas

Steve Marcellus - ESC

Municipality of Richmond County



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus	
Destination:	Sandman Hotel and Suites, Dartmouth Crossing	
Purpose of Travel:	Inaugural Annual Emergency Management Conference	
Departure Date/Time:	19-May-25	1300hrs
Return Date/Time:	21-May-25	2000hrs
Approval to Travel :		Date:

Description		Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	682.00	328.00	26.00	328.00	0.00	0.00	682.00
Total Cost of Mileage:	\$404.56	\$194.57	\$15.42	\$194.57	\$0.00	\$0.00	\$404.56
Accommodation/Hotel Name:	Sandman Dartmouth	\$177.24	\$0.00	\$0.00	\$0.00	\$0.00	\$177.24
(Indicate if Direct Bill or Provide Receipt)							
Meals: Breakfast	\$20		\$20.00	\$20.00			\$40.00
Lunch	\$25		Provided	Provided			\$0.00
Dinner	\$30	\$30.00	Provided	\$30.00			\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)		\$10.00	\$10.00				\$20.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
<b>Total Amount Being Claimed</b>		\$411.81	\$45.42	\$244.57	\$0.00	\$0.00	\$701.80

**Written Travel Report - Policy Requirements (Section 4. b i)**

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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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<p><b>All claims are to be submitted not later than 60 days after return.</b></p> <p>Claimant Signature: <u>[Signature]</u></p> <p>Date Submitted: <u>26 MAY 2025</u></p> <p>Travel Approved by Supervisor: <u>[Signature]</u></p> <p>GL Code: <u>10-229-3030-229270</u></p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">EMO</th> <th style="text-align: center;">Initial</th> </tr> </thead> <tbody> <tr> <td>Goods Rec'd.</td> <td>Date.....</td> <td style="text-align: center;">[Signature]</td> </tr> <tr> <td>Prices Checked</td> <td>.....</td> <td style="text-align: center;">[Signature]</td> </tr> <tr> <td>Add. &amp; Ext. Checked</td> <td>.....</td> <td style="text-align: center;">[Signature]</td> </tr> <tr> <td>Approval for Payment</td> <td>.....</td> <td></td> </tr> <tr> <td>Discount Date</td> <td>.....</td> <td></td> </tr> <tr> <td>Paid by Cheque No</td> <td>.....</td> <td></td> </tr> <tr> <td>Distribution</td> <td>10-229-3030-229270</td> <td style="text-align: center;">✓</td> </tr> </tbody> </table>	EMO		Initial	Goods Rec'd.	Date.....	[Signature]	Prices Checked	.....	[Signature]	Add. & Ext. Checked	.....	[Signature]	Approval for Payment	.....		Discount Date	.....		Paid by Cheque No	.....		Distribution	10-229-3030-229270	✓
EMO		Initial																							
Goods Rec'd.	Date.....	[Signature]																							
Prices Checked	.....	[Signature]																							
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Approval for Payment	.....																								
Discount Date	.....																								
Paid by Cheque No	.....																								
Distribution	10-229-3030-229270	✓																							

*MS13*



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus	
Destination:	Dartmouth, NS	
Purpose of Travel:	DEM EMC Conference	
Departure Date/Time:	19-May-25	1200 hrs
Return Date/Time:	21-May-25	2000 hrs
Approval to Travel :		
	Date: _____	

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						\$0.00
Lunch						\$0.00
Dinner						\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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Mileage on day two was incurred travelling to Elmsdale, Stewiacke and Valley-Kemptown VFD's to see their training facilities.

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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:	_____



**INFORMATION INVOICE** **Sandman Signature Dartmouth Hotel**

Mr. Steve Marcellus

Print Date 5/21/25  
 Page No. 1 of 1  
 Room No. 301  
 Arrival 05/19/25  
 Departure 05/21/25  
 Conf. No. 587124771  
 Folio No. SDTM  
 GST No. 121767065 RT 0001

Group Code: 2505PSFC

Company Name: Nova Scotia Department of Emergency

Date	Description	Charges CAD	Credits CAD
05/19/25	Room Charge	149.00	
05/19/25	Room - Halifax DMF	4.47	
05/19/25	Room - HST	21.49	
05/19/25	ECO Fees	2.00	
05/19/25	HST - ECO Fees	0.28	
05/21/25	Visa XXXXXXXXXXXX0821		177.24
<b>Total</b>		177.24	177.24
<b>Balance</b>		0.00 ✓ CAD	
Net Amount		153.47 CAD	
HST - ECO Fees		0.28 CAD	
Room - HST		21.49 CAD	
ECO Fees		2.00 CAD	
<b>Total incl. vat</b>		177.24 CAD ✓	

I agree to be personally liable should the indicated company or person fail to pay for any part of the total charges.

**Guest Signature**

Merchant ID	17725685	Credit Card #	XXXXXXXXXXXX0821
Transaction ID		Credit Card Expiry	XX/XX
Approval Code	645194	Capture Method	Swiped
Approval Amount	177.24	Transaction Amount	177.24

**Department of Emergency Management Regional Operations Division**

**2-Day EMC Annual Conference**

**Day 1**

**10:00 AM - 10:15 AM | Registration**

**10:15 AM - 10:30 AM | Welcome**

- Welcome remarks by Department of Emergency Management Minister.

**10:30 AM – 11:15 AM | Opening Remarks & Overview of the Agenda**

- Introduction by the Department of Emergency Management Deputy Minister
- Overview of the meeting goals and objectives
- Presentation on the formation, mission, and objectives of the newly established Department of Emergency Management.

**11:15 AM - 11:45 PM | The Nova Scotia Guard**

- Overview of the role and collaborative efforts between municipalities and the guard.

**11:45 PM - 12:30 PM | Lunch**

**12:30 PM – 1:00PM | Provincial Coordination Centre Changes**

**1:00 PM - 1:30 PM | Public Safety Field Communications (SOA)**

- Presentation on changes at PSFC

**1:30 PM - 2:00 PM Regional Operations, REMOs**

- Presentation on Regional Operations

**2:00 PM – 2:30 | Alerting**

- Alerting Update

**2:30 PM - 3:00 PM Coffee Break & Mingle**

**3:00 PM - 3:30 PM | Training and Exercising Updates (Training and Exercise Division)**

- Presentation and updates on current and upcoming training and exercises available for municipalities.

**3:30 PM - 4:00 PM | Business Continuity**

- Presentation on Municipal BCP supports

**4:00 PM - 4:15 PM | End of Day Closing Remarks**

**6:30 PM – 8:00 PM | Dinner (cash bar) ~ Keynote Presenter (Bob Robichaud)**

**Department of Emergency Management Regional Operations Division**

**2-Day EMC Annual Conference**

**Day 2**

**7:30 AM – 8:30 AM | Breakfast & Mingle**

**8:30 AM – 8:45 AM | Welcome Back and Recap from Day 1 & Intro to Day 2**

**8:45 AM - 9:30 AM | 2025 Wildfire Season Briefing**

**9:30 AM - 10:15 AM | Lessons Learned from Shelburne Wildfires**

- The good, the bad and the lessons learned

**10:15 AM - 10:45 AM | Coffee Break & Mingle**

**10:45 AM – 12:00 PM | Emergency Management Standards for Municipalities**

- Presentation and Discussion on standards for municipal emergency management.
- Facilitated group discussions of challenges and opportunities.

**12:00 PM - 1:00 PM | Lunch & Networking**

- Lunch will be provided.

**1:00 PM - 2:00 PM | Challenges & Strategies in Municipal Emergency Management**

- Facilitated roundtable to share key challenges and the strategies to overcome them.

**2:00 PM – 2:30 PM | Coffee Break & Mingle**

**2:30 PM - 3:30 PM | The Future of Municipal Emergency Management**

- Facilitated group discussions on building resilience and readiness for future emergencies.
- Explore long-term emergency management goals for Nova Scotia municipalities.

**3:30-4:00 Closing Remarks & Adjournment**

- Summary of key outcomes from the two days of discussions.
- Final thoughts from Department leadership.



Schedule 'C' Out of County Travel and Expense Claim Form

<b>Travel and Expense Claim</b>		<b>Rate \$0.5932</b>
Name of Claimant:	Steve Marcellus	
Destination:	Mulgrave, NS	
Purpose of Travel:	PTMS Tier IV Exercise (EverWind)	
Departure Date/Time:	25-Jun-25	0700hrs
Return Date/Time:	25-Jun-25	1700hrs
Approval to Travel :		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	84.00	84.00	0.00	0.00	0.00	84.00
Total Cost of Mileage:	\$49.83	\$49.83	\$0.00	\$0.00	\$0.00	\$49.83
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	\$20.00				\$20.00
Lunch	\$25	provided				\$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>	\$69.83	\$0.00	\$0.00	\$0.00	\$0.00	\$69.83

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

<p><b>All claims are to be submitted not later than 60 days after return.</b></p> <p>Claimant Signature: <u>[Signature]</u></p> <p>Date Submitted: <u>26 JUNE 2025</u></p> <p>Travel Approved by Supervisor: <u>[Signature]</u></p> <p>GL Code: <u>10-229-3030-229270</u></p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">EMO</th> </tr> </thead> <tbody> <tr> <td>Goods Rec'd.</td> <td>Date..... (initial.....)</td> </tr> <tr> <td>Prices Checked</td> <td>.....</td> </tr> <tr> <td>Add. &amp; Ext. Checked</td> <td>.....</td> </tr> <tr> <td>Approval for Payment</td> <td>.....</td> </tr> <tr> <td>Discount Date</td> <td>.....</td> </tr> <tr> <td>Paid by Cheque No</td> <td>.....</td> </tr> <tr> <td>Distribution</td> <td>10-229-3030-229270</td> </tr> </tbody> </table>	EMO		Goods Rec'd.	Date..... (initial.....)	Prices Checked	.....	Add. & Ext. Checked	.....	Approval for Payment	.....	Discount Date	.....	Paid by Cheque No	.....	Distribution	10-229-3030-229270
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Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus	
Destination:	Mulgrave, NS	
Purpose of Travel:	PTMS Tier IV Exercise (EverWind)	
Departure Date/Time:	25-Jun-25	0700hrs
Return Date/Time:	25-Jun-25	1700hrs
Approval to Travel :	Date: <u>13 May 2025</u>	

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					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Written Travel Report - Policy Requirements (Section 4. b i)**

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<p><b>All claims are to be submitted not later than 60 days after return.</b></p> <p>Claimant Signature: _____</p> <p>Date Submitted: _____</p> <p>Travel Approved by Supervisor: _____</p> <p>GL Code: 10-229-3030-229270</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">EMO</th> </tr> </thead> <tbody> <tr> <td>Goods Rec'd.</td> <td>Date..... Initial....</td> </tr> <tr> <td>Prices Checked</td> <td>.....</td> </tr> <tr> <td>Add. &amp; Ext. Checked</td> <td>.....</td> </tr> <tr> <td>Approval for Payment</td> <td>.....</td> </tr> <tr> <td>Discount Date</td> <td>.....</td> </tr> <tr> <td>Paid by Cheque No</td> <td>.....</td> </tr> <tr> <td>Distribution</td> <td>10-229-3030-229270</td> </tr> </tbody> </table>	EMO		Goods Rec'd.	Date..... Initial....	Prices Checked	.....	Add. & Ext. Checked	.....	Approval for Payment	.....	Discount Date	.....	Paid by Cheque No	.....	Distribution	10-229-3030-229270
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Distribution	10-229-3030-229270																

**POINT TUPPER MARINE SERVICES LTD.**

**SECTION 5.0 EXERCISE AGENDA (JUNE 24 - 25<sup>TH</sup>, 2025)**

The pre-exercise portion of the Tier IV will be completed on June 24, 2025, in preparation for the main exercise that begins on June 25, 2025. PTMSL's exercise functions will be completed on, June 25, 2025. Key events for the Tier IV Exercise should include the following:

- Incident Notification (Form 3.3.a & 3.3.b)
- Request for Confirmation of Services (Form 1-C)
- Notification/Mobilization of PTMSL Command & General Staff
- Initial Response Incident Action Plan Development, ICS 201 Series Forms
- Situations/Reporting/IAP Compliance
- Command/General Staff Meeting
- Tactics Meeting and Planning Meeting
- Execute Plan and Access Progress
- Incident Action Plan development and approval
- Exercise De-brief

*Table 5.1 Agenda Action Items*

Period 1 - June 24, 2025 (Pre Exercise)		
Time	Activity	Action by/Presenter(s)
1145	Incident Occurs/Activation	FMO/Polluter/IC
1300	PTMSL Notification/Call Outs (Initial)	EverBridge
1315	IRIAP Development	Planning/Operations
1800	PTMSL Notification/Call Outs (NOP)	EverBridge
Period 2 - June 25, 2025 (TIER IV Exercise)		
Time	Activity	Action by/Presenter (s)
0800	Meeting with FMO/Polluter	FMO/Polluter
0815	Pre-Exercise Safety Briefing	IC/All Sections
TBA	IAP Development	Doc/Planning
TBA	IC/UC Objectives Meeting	Command/Section Chiefs
TBA	Command/General Staff Meeting	Command/Planning
1130	Lunch	All Sections
1300	Tactics Meeting	Ops.
TBA	Planning Meeting	Planning
1500	IAP Development (NOP)	Doc/Planning
TBA	Operations Briefing	Command/Ops
1630	Exercise Debrief	Command/Section Chiefs



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus		
Destination:	CBRM, NS		
Purpose of Travel:	Responding to the Interface: Wildfires		
Departure Date/Time:	03-Jun-25	0600 hrs	
Return Date/Time:	04-Jun-25	1700 hrs	
Approval to Travel :		Date:	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	334.00	167.00	167.00	0.00	0.00	0.00	334.00
Total Cost of Mileage:	\$198.13	\$99.06	\$99.06	\$0.00	\$0.00	\$0.00	\$198.13
Accommodation/Hotel Name:	Travelodge	\$200.62	\$0.00	\$0.00	\$0.00	\$0.00	\$200.62
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals: Breakfast	\$20	\$20.00	\$20.00				\$40.00
Lunch	\$25	\$25.00	\$25.00				\$50.00
Dinner	\$30	\$30.00					\$30.00
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>		\$384.68	\$144.06	\$0.00	\$0.00	\$0.00	\$528.75

**Written Travel Report - Policy Requirements (Section 4. b i)**

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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: 5 JUNE 2025

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

GL Code: 10-229-3020-229230

Fire Services		
Goods Rec'd.	Date.....	Initial.....
Prices Checked		\$
Add. & Ext. Checked		\$
Approval for Payment		
Discount Date		
Paid by Cheque No		
Distribution	10-229-3020-229230	

**Steven Marcellus**

---

**From:** Troy MacCulloch  
**Sent:** May 30, 2025 2:56 PM  
**To:** Steven Marcellus  
**Subject:** RE: [EXTERNAL]- Re: Responding to the Interface Training

Attend what you can – approved and we will work it into your training budget for 25/26

troy

THE MUNICIPALITY OF THE COUNTY OF RICHMOND  
LA MUNICIPALITÉ DU COMTE 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](http://www.richmondcounty.ca)

**From:** Steven Marcellus <EMO@richmondcounty.ca>  
**Sent:** May 30, 2025 1:12 PM  
**To:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Subject:** Fw: [EXTERNAL]- Re: Responding to the Interface Training

This opportunity was sent by CBRM next week Tuesday and Wednesday. I don't have access for an approval.

Steve

Get [Outlook for iOS](#)

---

**From:** Bruce E. MacDonald <[bemacdonald@cbrm.ns.ca](mailto:bemacdonald@cbrm.ns.ca)>  
**Sent:** Tuesday, May 27, 2025 16:18  
**To:** Steven Marcellus <[EMO@richmondcounty.ca](mailto:EMO@richmondcounty.ca)>; Lyle S Donovan <[Lyle.Donovan@VictoriaCounty.ca](mailto:Lyle.Donovan@VictoriaCounty.ca)>; [erin.gillis@invernesscounty.ca](mailto:erin.gillis@invernesscounty.ca) <[erin.gillis@invernesscounty.ca](mailto:erin.gillis@invernesscounty.ca)>  
**Cc:** Mark H. Bettens <[MHBettens@cbrm.ns.ca](mailto:MHBettens@cbrm.ns.ca)>  
**Subject:** FW: [EXTERNAL]- Re: Responding to the Interface Training

Hello all,

The Cape Breton Regional Fire and Emergency Service has scheduled several *Responding to the Interface* training sessions for career staff, with sessions targeting our volunteer members to follow. We would like to invite you to participate in the currently scheduled training sessions.

Due to instructor/student ratio limitations afternoon practical sessions will be observation only to allow career firefighters an opportunity to build on the skills learned during the morning classroom sessions.

Protecting homes and other structures from wildfire is different than the urban structural firefighting for which municipal firefighters are trained. It comes with its own unique dangers, and it requires specific training to ensure firefighters have the skills and knowledge they need to successfully protect interface structures from approaching wildfires.

The objective of the Responding to the Interface training course is “to provide the student with comprehensive information regarding Urban Interface response, command, strategies, and tactics which will allow them to operate safely in their community's fire environment” where the Urban Interface is any area where structures are immediately adjacent to or abutting open/wildland areas.

#### **Course date options:**

Course one – Tuesday, June 3<sup>rd</sup> and Wednesday, June 4<sup>th</sup>

Course two – Thursday, June 5<sup>th</sup> and Friday, June 6<sup>th</sup>

Course three – Saturday, June 7<sup>th</sup> and Sunday, June 8<sup>th</sup>

Course four – Monday, June 9<sup>th</sup> and Tuesday, June 10<sup>th</sup>

#### **Course outline:**

##### **Day 1 - 8:30 am to 12:30 pm Classroom**

- Introduction
- Fire Behavior and Safety
- Structure Triage
- Strategy and Tactics

##### **Day 1 - 1:00 pm to 4:30 pm Hands-on Training (Observation only due to space limitations)**

- Structure Triage
- Structure Prep
- Engine Ops
- Safety

##### **Day 2 - 8:30 am to 12:30 pm Classroom**

- Planning and Resources
- Evacuations
- Leadership and Command

- Final Exam

**Day 2 - 1:00 am to 4:30 pm Operational Readiness Exercises (Observation only due to space limitations)**

- Anchor and Hold
- Bump and Run /
- Fire Front Following

Bruce

Bruce MacDonald  
Manager of Emergency Management  
Cape Breton Regional Municipality  
[bemacdonald@cbrm.ns.ca](mailto:bemacdonald@cbrm.ns.ca)  
Cell: 902-574-3895

## Receipt

Hotels.com itinerary: 72063350141552

Purchase date: May 31, 2025

### Booking details

#### Travelodge by Wyndham Sydney

480 Kings Road, Sydney, NS, B1S 1A8 Canada

Check-in: Jun 3, 2025

Check-out: Jun 4, 2025

1 room x 1 night

Room, 1 King Bed, Non Smoking

Booked for: Steve Marcellus

### Payment details

#### Room price

Tue, Jun 3

CA \$170.85

Taxes & Fees

CA \$29.77

**Total**

**CA \$200.62** ✓

Paid ✓

[MasterCard 1908]

Mobile exclusive: save 15%

Prices shown after CA \$30.15 savings



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

NAME: Steve Marcellus

PERIOD COVERED: June 1, 2025 to June 30, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
11-Jun-25	Isle Madame VFD for PageQ setup and Canso Dispatch for VFD Paging access	116	

Totals: 116.00 \$0.00  
 Rate: \$0.5932  
 Total Mileage (\$): \$68.81

Total Expenses Claimed: \$68.81

ACCOUNT #:	10-229-3020-229230 - Fire Services	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	8 JULY 2025	INITIAL:	

11813

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acc. No.....	10-229-3020-229230 ✓

July 1<sup>st</sup>, 2025

Fire - In County travel report for June:

June 11<sup>th</sup>, 2025,

- Isle Madame VFD for PageQ dispatching set up and Highland Mobile (Canso Dispatch) for County paging – 116 kms.

Steve Marcellus - ESC

Municipality of Richmond County



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

# RICHMOND

NAME: Steve Marcellus

PERIOD COVERED: June 1, 2025 to June 30, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
04-Jun-25	Framboise Fire AAR - Grand River	146	
14-Jun-25	Issue regarding Bell lines being cut - Area survey	52	

Totals: 198.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$117.45

Total Expenses Claimed: **\$117.45**

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	8 JULY 2025	INITIAL:	

1513

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	8
Add. & Ext. Checked.....	8
Approval for Payment.....	8
Discount Date.....	
Paid by Cheque No.....	
Distribution Acct. No.....	10-229-3030-229270 ✓

July 1<sup>st</sup>, 2025

EMO - In County travel report for June:

June 4<sup>th</sup>, 2025,

- Framboise Fire follow up AAR – Grand River VFD Hall – 146 kms.

June 14<sup>th</sup>, 2025,

- Bell issue with lines being cut and copper taken – 52 kms.

Steve Marcellus - ESC

Municipality of Richmond County



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <b>\$0.5932</b>
Name of Claimant:	Steve Marcellus		
Destination:	Cole Harbour Place, 51 Forest Hills Pkwy, Dartmouth, NS		
Purpose of Travel:	NSDEM Nova Charlie 2025 Exercise		
Departure Date/Time:	09-Jun-25	1130hrs	
Return Date/Time:	10-Jun-25	2000hrs	
Approval to Travel :		Date:	

Description		Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	664.00	332.00	332.00	0.00	0.00	0.00	664.00
Total Cost of Mileage:	\$393.88	\$196.94	\$196.94	\$0.00	\$0.00	\$0.00	\$393.88
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		\$20.00				\$20.00
Lunch	\$25	\$25.00	provided				\$25.00
Dinner	\$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)		\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
<b>Total Amount Being Claimed</b>		\$261.94	\$246.94	\$0.00	\$0.00	\$0.00	\$508.88

**Written Travel Report - Policy Requirements (Section 4. b 1)**

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

<p><b>All claims are to be submitted not later than 60 days after return.</b></p> <p>Claimant Signature: <u>SM</u></p> <p>Date Submitted: <u>11 JUNE 2025</u></p> <p>Travel Approved by Supervisor: <u>[Signature]</u></p> <p>GL Code: <u>10-229-3030-229270</u></p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">EMO</th> </tr> </thead> <tbody> <tr> <td>Goods Rec'd.</td> <td>Date.....</td> <td>Initial.....</td> </tr> <tr> <td>Prices Checked</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>Add. &amp; Ext. Checked</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>Approval for Payment</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>Discount Date</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>Paid by Cheque No</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>Distribution</td> <td>10-229-3030-229270</td> <td>.....</td> </tr> </tbody> </table>	EMO			Goods Rec'd.	Date.....	Initial.....	Prices Checked	.....	.....	Add. & Ext. Checked	.....	.....	Approval for Payment	.....	.....	Discount Date	.....	.....	Paid by Cheque No	.....	.....	Distribution	10-229-3030-229270	.....
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Add. & Ext. Checked	.....	.....																							
Approval for Payment	.....	.....																							
Discount Date	.....	.....																							
Paid by Cheque No	.....	.....																							
Distribution	10-229-3030-229270	.....																							



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Steve Marcellus	
Destination:	Cole Harbour Place, 51 Forest Hills Pkwy, Dartmouth, NS	
Purpose of Travel:	NSDEM Nova Charlie 2025 Exercise	
Departure Date/Time:	09-Jun-25	1200hrs
Return Date/Time:	10-Jun-25	2000hrs
Approval to Travel :	Date: <u>13 June 2025</u>	

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					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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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<p><b>All claims are to be submitted not later than 60 days after return.</b></p> <p>Claimant Signature: <u>[Signature]</u></p> <p>Date Submitted: <u>11 JUNE 2025</u></p> <p>Travel Approved by Supervisor: _____</p> <p>GL Code: <u>10-229-3030-229270</u></p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">EMO</th> </tr> </thead> <tbody> <tr> <td>Goods Rec'd.</td> <td>Date.....</td> <td>Initial....</td> </tr> <tr> <td>Prices Checked</td> <td colspan="2">.....</td> </tr> <tr> <td>Add. &amp; Ext. Checked</td> <td colspan="2">.....</td> </tr> <tr> <td>Approval for Payment</td> <td colspan="2">.....</td> </tr> <tr> <td>Discount Date</td> <td colspan="2">.....</td> </tr> <tr> <td>Paid by Cheque No</td> <td colspan="2">.....</td> </tr> <tr> <td>Distribution</td> <td colspan="2">10-229-3030-229270</td> </tr> </tbody> </table>	EMO			Goods Rec'd.	Date.....	Initial....	Prices Checked	.....		Add. & Ext. Checked	.....		Approval for Payment	.....		Discount Date	.....		Paid by Cheque No	.....		Distribution	10-229-3030-229270	
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Approval for Payment	.....																								
Discount Date	.....																								
Paid by Cheque No	.....																								
Distribution	10-229-3030-229270																								

## Steven Marcellus

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**Subject:** Exercise Nova Charlie 2025  
**Location:** Cole Harbour Place (51 Forest Hills Parkway, Dartmouth NS B2W 6C6)

**Start:** Tue 2025-06-10 8:30 AM  
**End:** Tue 2025-06-10 4:00 PM  
**Show Time As:** Tentative

**Recurrence:** (none)

**Organizer:** Laidlaw, Keith Elwin

You don't often get email from keith.laidlaw@novascotia.ca. [Learn why this is important](#)

Hello Emergency Management Partners,

Thank you for registering to attend Exercise Nova Charlie. This will be a one-day discussion-based exercise focussed on educating participants about and testing the new lines of communication created with the establishment of new Department of Emergency Management (DEM) functions while fostering collaboration amongst the emergency management community. We will be using the winter storm scenario from Nova Bravo to look at how the planned DEM concept of operations will operate with our partners.

Our schedule for the day will be:

- 0830 – Registration opens
- 0900 – Welcome, exercise briefing and orientation to the new DEM concept of operations
- 0930 – Turn 1 Warning and Impact Phase
- 1100 – Turn 2 Response Phase
- 1215 – Lunch
- 1300 – Turn 3 Transition to Recovery Phase
- 1430 – Turn 4 Review of Observations and Hotwash
- 1530 – After Action Review process and Closing remarks

Participants will be grouped by function at tables with a facilitator and scribe. Time will be provided for discussion at the tables with findings captured by scribes. Notable findings will be shared during a plenary held at the end of each Turn. Lunch will be provided by the Salvation Army. Light refreshments will be available throughout.

More information will be provided as we get closer to the exercise date.

Your DEM Training and Exercising Team



Schedule 'B' In County Travel and Expense Claim Form

NAME: Brian Marchand			
PERIOD COVERED:			
FROM: March 12 - 2025		March 31 - 2025	
DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
March 20-2025	State of the Strait - (Louisdale to Port Hawkesbury)	54.00	
March 25-2025	Regular Council - (Louisdale to Arichat)	35.00	
Totals:		89.00	\$0.00

Rate: \$0.5838  
 Total Mileage (\$): \$51.96  
 Total Expenses Claimed: \$51.96

ACCOUNT #:		CHEQUE #:	
SIGNATURE:	Brian Marchand	AMOUNT:	
APPROVED:	[Signature]	DATE PAID:	
DATE SUBMITTED:	29 APR 25	INITIAL:	

Goods Rec'd. Date.....Initial. *SM*  
 Prices Checked.....  
 Add. & Ext. Checked.....  
 Approval for Payment.....  
 Discount Date.....  
 Paid by Cheque No.....  
 Distribution Acc' No. *1021021021030*

*How?*

State Of The Strait  
2025 BUSINESS UPDATE

## State Of The Strait: 2025 Business Update – March 20, 2025

The Strait Area Chamber invites you for an engaging business event designed to connect, educate, and inspire professionals from across Nova Scotia. This event brings together business leaders, entrepreneurs, and industry experts for a day of insightful discussions and networking opportunities.

For more than a decade, the Strait Area Chamber has invited industry, business, local governments and service providers together to hear updates, future plans and expert presentations on current topics touching the region. Whether you want to build meaningful connections with fellow professionals, explore new business opportunities, or stay informed about industry trends, this event is the perfect place to be.

**Date:** March 20, 2025

**Time:** 7:45 a.m. – 2:00 p.m.

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

**Tickets:** \$95 members / \$125 non-members (plus tax)

**Click here for tickets**, or contact us at 902-625-1588 /

membership@straitareachamber.ca

Chamber Member Tables of 8 available for \$700 (plus tax)

Future Member Tables of 8 available for \$950 (plus tax)

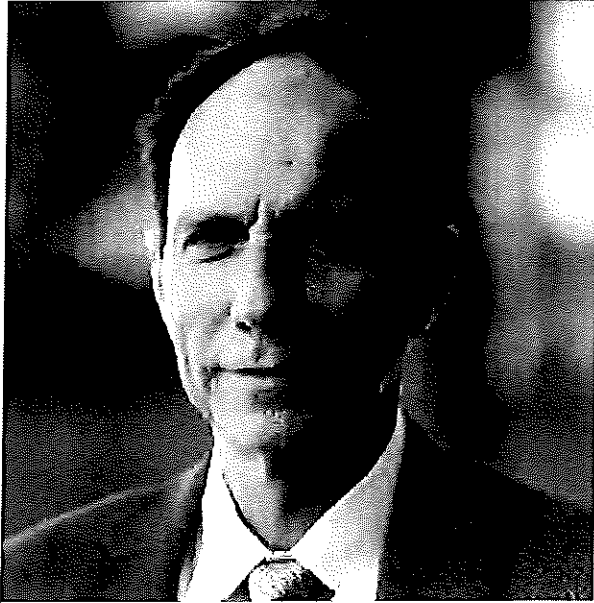
Check out highlights from last year – Vision 2024: **Facebook album**

### **SPEAKER BIOGRAPHIES AND FULL AGENDA BELOW**

Register now

---

## Speaker Biographies



**DAVID MACGREGOR, ASSOCIATE DEPUTY MINISTER,  
DEPARTMENT OF ENERGY – EXECUTIVE COUNCIL OFFICE NS  
(PRESENTER)**

Dave MacGregor was appointed Associate Deputy Minister of the Office of Priorities and Planning by Premier Tim Houston in June of 2022. His mandate is to co-ordinate and expedite the efforts of the various departments working on Hydrogen and Renewable Energy Projects. Dave was the Principal Secretary to Premier John Hamm, from 1999 to 2005. In that role, Dave was the key policy advisor to the Premier on all energy issues. Immediately prior to his current appointment, Dave spent 17 years working at MacGregors Industrial Group, where he was the Manager of the Modular Building Division, which specializes in integrating medium voltage electrical systems and the required mechanical systems for plug-and-play buildings in the renewable energy, electrical utility, industrial and mining markets.



**PHIL DUNCAN, PRESIDENT & CFO – NEURAND GROUP OF COMPANIES (PRESENTER)**

Phillip Duncan, MBA, BSc, C.E.T., PTech, is the President & CFO of the Neurand Group of Companies. All the companies in the group focus on construction services and supply. The group is made up of Airsys Engineering Ltd. located in Dartmouth, Rae Mac Agencies Inc. located in Moncton, and as of November 1st, Mulgrave Machine Works Limited. Phil studied Mechanical Engineering and is a graduate of MUN and earned in MBA in the UK at the University of Liverpool. Prior to taking over the day-to-day management of Neurand, Phil was a manager with Deloitte in their Capital Projects practice in Calgary and spent 15 years working on industrial construction and fabrication projects prior to joining Deloitte.



**ANDREW ROBSON, SENIOR VICE PRESIDENT, TERMINALS – EVERWIND FUELS (PRESENTER)**

Originally from Halifax, NS, Andrew brings over 20 years of progressive experience in the energy sector. Most recently, he led the LPG division at Sol Petroleum, overseeing operations and commercial teams across 14 Caribbean countries. Prior to this, Andrew held various roles at energy companies in Calgary, AB, managing multiple commodities and ensuring seamless product delivery throughout Canada and the US. Andrew is excited to be a senior member of the energy transition team at EverWind, where he leverages his expertise to advance decarbonization efforts from Nova Scotia to the global stage.



**GOEFF CLARKE, DIRECTOR OF SUSTAINABILITY & ECONOMIC DEVELOPMENT – PORT HAWKESBURY PAPER (INDUSTRY & INFRASTRUCTURE PANEL)**

Geoff Clarke is the Director of Sustainability and Economic Development at Port Hawkesbury Paper. Geoff is a Registered Professional Forester who has a Bachelor of Science in Forest Management from UNB and also holds Masters Degrees in both Business and Forestry from the University of Alberta. This is complemented with decades of industrial experience in the natural resources sector across various technical and senior management positions. At PHP, Geoff is involved in the sustainable management of forests, wind, water, and other resources. He is also looking to build onto their core business and create new opportunities within the PHP Business Park.



**PHIL NASH, SENIOR PROJECT ENGINEER – WATERFORD ENERGY SERVICES INC**

### **(INDUSTRY & INFRASTRUCTURE PANEL)**

Phil Nash has extensive history in energy projects and regulatory compliance, offshore operations, drilling, well completions and production engineering roles.

Renewable energy projects include marshaling activities for offshore wind components, port and infrastructure studies, examining floating offshore wind structures, mooring and cable arrangements, and logistics. Phil is a Professional Engineer with WESI, an engineering company working to solve problems in the renewable and non-renewable energy space.



### **TIM GILFOY, CHIEF EXECUTIVE OFFICER – STRAIT OF CANSO SUPERPORT CORPORATION (INDUSTRY & INFRASTRUCTURE PANEL)**

Tim graduated from St. F.X. with an Engineering Diploma and continued his education at Nova Scotia Technical College where he obtained a Bachelor Degree in Civil Engineering in 1975. Tim's professional career included senior positions in both the public and private sectors. Advancing economic opportunities in the Strait of Canso region has always at the forefront of Tim's interest and activities. Throughout the 1980's he worked with the Strait of Canso Industrial Development Authority promoting the advantages of Strait of Canso as a place to establish and grow new business. During the 1990's Tim continued his role in economic development as manager of Enterprise Cape Breton Corporation office in Port Hawkesbury. The Strait of Canso Port has figured prominently in Tim's efforts to grow and diversify the Strait Area economy. In his current position, Tim managed the reconstruction and redevelopment of the Mulgrave Marine Terminal. As Chief Executive Officer with the Strait of Canso Superport Corporation, Tim maintains direct involvement in the day to day operational activities at both the Mulgrave Marine Terminal and Port Hawkesbury Pier as well as promotional activities associated with Corporation's infrastructure and the overall Port.



**DAVID MORGAN, CEO / FOUNDER – CELTIC AIR SERVICES  
(INDUSTRY & INFRASTRUCTURE PANEL)**

Born and raised in Cape Breton, David flew his very first training flight at the Allan J. MacEachen Airport before completing his training at the Nova Scotia Community College's then Aviation Institute in Shearwater, Nova Scotia. He worked with airlines across Canada before launching the start-up Celtic Air Services in 2014 and began operating the Allan J. Airport in 2017. Named to the Top 40 under 40 in Canadian aviation and aerospace, a former commercial pilot, marketing guru, and foodie, Dave believes in sustainable development, creating year-round jobs, and sharing in wins and losses with his team. Celtic Air, a vertically integrated enterprise is growing rapidly, adding services, and building capacity in the luxury aviation space as David, his business partner, Trent Vichie, and their team push skyward in their efforts to create opportunities in Northern Nova Scotia, Newfoundland, New Brunswick, and British Columbia.



**DENNIS KEARNEY, CHIEF TECHNOLOGY & OPERATIONS OFFICER –  
SCOTIACOMP TECHNOLOGIES INC.  
(FOCUS ON MEMBERS PANEL)**

Dennis Kearney is the Chief Technology & Operations Officer at ScotiaComp Technologies, an IT and cybersecurity firm serving businesses across Atlantic Canada, Alberta, and Ontario. With over 20 years of experience in IT leadership, he was instrumental in building ScotiaComp from a local startup into a trusted managed service provider (MSP) and security operations center (SOC), expanding services, creating local jobs, and investing in the Strait Area economy. Beyond his business leadership, Dennis has a strong connection to education, having been an instructor for the IT Generalist Program at Nova Scotia Community College where he mentored emerging IT professionals, some of whom now work at ScotiaComp. At ScotiaComp, he oversees a team providing end-to-end IT management, including cybersecurity, cloud solutions, infrastructure projects, procurement, and 24/7 support for clients in various sectors. As a panel speaker, Dennis shares insights on growing a technology business in rural Nova Scotia, adapting to market demands, the importance of local talent and community partnerships, and the criticality of IT strategy and cybersecurity management for all businesses. He offers practical, real-world advice to fellow business owners.



**KELLY MACINNIS – FINANCE OFFICER, HOME HARDWARE  
BUILDING CENTRES  
(FOCUS ON MEMBERS PANEL)**

As the Finance Officer for my family's three Home Hardware Building Centres, I am proud to be part of a locally owned and operated, genuinely Canadian business. Over the past fifteen years, we've grown from a single location to now opening our third

store, and we're excited to bring our commitment to exceptional customer service to Port Hawkesbury this May. Our mandate is to provide top-quality hardware, building supplies, and more—always with a focus on serving our community with care and expertise.

"We're proud and grateful to bring our business to the heart of Port Hawkesbury—excited to grow together and serve this incredible town and surrounding areas!"



**CATHY TOWER, OWNER / TOUR DIRECTOR – TNT OUTDOOR ADVENTURES (FOCUS ON MEMBERS PANEL)**

Cathy founded TNT Outdoor Adventures Inc. in 2021, with her partner, Turk. Combining her background in business and accounting and his experience and training as guide; along with both having passion for the outdoors, it was the perfect fit. Seeing the opportunity to showcase Cape Breton's incredible trail system, they created an adventure tour company that offers amazing, guided experiences for explorers of all skill levels. Their dedication to outdoor tourism has made TNT Outdoor Adventures a go-to destination for those looking to experience Cape Breton's natural beauty in an exciting and unforgettable way.



**MELISSA LLOYD, OWNER – AIGILITY HUB  
(KEYNOTE SPEAKER)**

Melissa Lloyd is a seasoned entrepreneur and certified prompt engineer specializing in AI mindset, education, and implementation. As a multi-business owner, she simplifies complex AI concepts into practical strategies, empowering non-techies to adopt AI with confidence and ease. With a hands-on approach, Melissa helps businesses seamlessly integrate AI into their operations, ensuring real-world applications that drive meaningful and measurable results.

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## **Agenda**

**7:45 AM**

Registration, Continental Breakfast & Networking

**8:30 AM**

Welcome & Housekeeping

**8:55 AM**

Around the Room Introductions

**9:20 AM**

Presentation – David MacGregor

**9:45 AM**

Panel 1: Industry & Infrastructure

**10:45 AM**

Break & Networking Break

**11:00 AM**

Presentation – Mulgrave Machine Works

**11:15 AM**

Presentation – EverWind Fuels

**11:45 AM**

Panel 2: Focus on Members: Capitalizing on Market Trends

**12:40 PM**

Lunch

**1:00 PM**

Lunch Keynote – Melissa Lloyd

**2:00 PM**

Strait Area Chamber Update / Closing Remarks

**2:10 PM**

Networking

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**THANK YOU TO OUR SPONSORS!**

# EVERWIND



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Register now

Your Success Is Our Success.

JOIN TODAY!

Contact Us



## Address

609 Church Street - Business Suite 101, Port Hawkesbury, NS, B



## Phone

902-625-1588



## Fax

902-625-5985



## E-Mail

[info@straitareachamber.ca](mailto:info@straitareachamber.ca)



Schedule 'B' In County Travel and Expense Claim Form

<b>NAME:</b> Brian Marchand			
<b>PERIOD COVERED:</b>			
<b>FROM:</b> April 1-2025		May 27-2025	
DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
April 1-2025	PAC - (Louisdale to Arichat)	35.00	
April 7-2025	Landry Lake (Louisdale to Port Hawkesbury)	54.50	
April 8-2025	COW (Louisdale to Arichat)	35.00	
April 11-2025	Richmond Volunteer (Louisdale to Whiteside)	29.00	
April 22-2025	REG Council (Louisdale to Arichat)	35.00	
April 23-2025	Fire Service (Louisdale to St Peters)	40.00	
April 24-2025	Budget Meeting-Arena (Louisdale to Arichat)	35.00	
April 28-2025	Budget Meeting-Capital Funding (Louisdale to Arichat)	35.00	
April 29-2025	Audit Meeting (Louisdale to Arichat)	35.00	
May 6-2025	PAC - (Louisdale to Arichat)	35.00	
May 13-2025	In Camera-Policy-COW (Louisdale to Arichat)	35.00	
May 20-2025	Villa - In Camera - (Louisdale to Arichat)	35.00	
May 27-2025	REG Council (Louisdale to Arichat)	35.00	
	HST P		
Goods Rec'd. Date.....Initial.....			
Prices Checked.....			
Add. & Ext. Checked.....			
Approval for Payment.....			
Discount Date.....			
Paid by Cheque No. ....			
Distribution Acct No. ....			
		<b>Totals:</b>	473.50 ✓
		<b>Rate:</b>	\$0.5932
		<b>Total Mileage (\$):</b>	\$280.88
		<b>Total Expenses Claimed:</b>	\$280.88
<b>ACCOUNT #:</b>		<b>CHEQUE #:</b>	
<b>SIGNATURE:</b>	Brian Marchand	<b>AMOUNT:</b>	
<b>APPROVED:</b>	[Signature]	<b>DATE PAID:</b>	
<b>DATE SUBMITTED:</b>	May 27/2025	<b>INITIAL:</b>	







0.5932

Travel and Expense Claim

Rate \$0.5838

Name of Claimant:	David Mayich	
Destination:	Truro, NS	
Purpose of Travel:	FSANS Annual Conference	
Departure Date/Time:	25-Apr-25	1200 hrs
Return Date/Time:	27-Apr-25	1900 hrs

Approval to Travel :

Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	260.00	0.00	260.00	0.00	0.00	520.00
Total Cost of Mileage:	\$154.79	\$0.00	\$154.79	\$0.00	\$0.00	\$309.58
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	Provided	Provided			\$0.00
Dinner	\$30	\$30.00	Banquet	\$30.00		\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00				\$20.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$194.79</b>	<b>\$10.00</b>	<b>\$184.79</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$389.58</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

TRAVEL FRIDAY TO ATTEND SOCIAL NIGHT FOR NETWORKING - ATTENDED ALL SESSIONS PRESENTED DURING THE LEAD DAY CONFERENCE AND AGM SESSIONS WHERE I VOTED MY VOTE AS A MEMBER OF FSANS AND THE ALTERNATE DIRECTOR FOR RICHMOND COUNTY

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

Claimant Signature: DM Mayich

Date Submitted: MAY 12 2025

Travel Approved by Supervisor: [Signature]

GL Code: 10-2293020-229230

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

10-2293020-229230



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim			Rate <u>\$0.5838</u>
Name of Claimant:	David Mayich		
Destination:	Truro, NS		
Purpose of Travel:	FSANS Annual Conference		
Departure Date/Time:	25-Apr-25	1200 hrs	
Return Date/Time:	27-Apr-25	1900 hrs	
Approval to Travel :		Date: 18 Feb, 25	

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					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Written Travel Report - Policy Requirements (Section 4. b i)**

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

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

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

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

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

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

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

# Agenda

**ANNUAL CONFERENCE – April 25<sup>th</sup> – 27<sup>th</sup>, 2025**  
 Inn on Prince Hotel & Conference Centre,  
 Truro, Nova Scotia

**"Coordination And Collaboration Enhancing Emergency Response"**

**Friday, April 25th**

4:00pm - 6:00pm

- Check in
- 7:00pm - 9:00pm
- Social Night (Sponsored by RaffleBox Nova Scotia Firefighters 50/50)

**Saturday, April 26th**

8:30am - 9:30am

- Opening remarks & Annual General Meeting (Session 1)
- 9:30am - 10:10am
- Public Safety & Field communications - Matthew Boyle
- 10:10am - 10:30am
- Break - Time with Suppliers / Manufacturers (Sponsored by Argyle Municipality, Town of Pictou, Richmond Municipality, Barrington Municipality, Town of Shelbourne, Cumberland Municipality, And CBRMFS)
- 10:30am - 11:00am
- Office of the Fire Marshal - Doug MacKenzie, Fire Marshal of Nova Scotia
- 11:00am - 12:00pm
- Laura King - NFPA updates and public education info
- 12:00pm - 1:00pm
- Door Prizes & Lunch - Time with Suppliers / Manufacturers (Sponsored by Nova Scotia Power)
- 1:00pm - 2:30pm
- Laura King - Lithium Ion - updated information and case studies
- 2:30pm - 3:00pm
- Break - Time with Suppliers / Manufacturers (Sponsored by Brokerlink Insurance)
- 3:00pm - 4:30pm
- Annual General Meeting (Session 2)
- 4:30pm - 6:00pm
- Free Time
- 6:00pm - 6:30pm
- Cocktail / Mingle Time
- 6:30pm - 8:00pm
- Banquet Dinner - Fire Marshal Awards/Recognitions (Awards Sponsored by Office Of the Fire Marshal)
- 8:00pm - 10:00pm
- Entertainment – Lisa Baker comedy Show (Sponsored by FSANS)

**Sunday, April 27th**

08:30am - 09:00am

- Coffee/tea; Mingle with Suppliers
- 09:00am - 09:30am
- Annual General Meeting (Session 3)
- 09:30am - 10:10am
- PSPNET - Dr. Luke Schneider, Canadian Institute for Public Safety Research and Treatment
- 10:10am - 10:30am
- Break (Sponsored by FSANS)
- 10:30am - 11:15am
- Nova Scotia Power – Susan Smith
- 11:15am - 12:00pm
- Michael Lockett, PCP, Operations Supervisor - Medical First Response (MFR) Services
- 12:00pm - 12:30pm
- Lunch (Sponsored by FirstDue)
- 12:30pm - 1:45pm
- Annual General Meeting (Session 4)
- 1:45pm - 2:00pm
- Door Prizes, Wrap Up

Business Casual

Banquet – Dress Uniform / Formal attire is required





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

**BY-LAW / POLICY COMMITTEE MEETING**

**Tuesday, May 13, 2025  
6:00 p.m.  
Council Chambers**

**AGENDA**

1. Call to Order
2. Approval of Agenda
3. Review of Minutes
  - a) April 8, 2025
4. By-Law / Policy, Re:
  - a) Dog Control By-Law
  - b) Fire Protection Services Committee Terms of Reference
5. Establishing Priority & Scheduling for the Working List
6. Recommendations to Council (if required)
7. Adjournment



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

**BY-LAW / POLICY COMMITTEE MEETING**

**Tuesday, June 10, 2025  
6:00 p.m.  
Council Chambers**

**AGENDA**

1. Call to Order
2. Approval of Agenda
3. Review of Minutes
  - a) May 13, 2025
4. By-Law / Policy, Re:
  - a) Capital Improvement and Development Policy
  - b) Guidelines for Designation and Use of Off-Leash Dog Areas Policy
5. Establishing Priority & Scheduling for the Working List
6. Recommendations to Council (if required)
7. Adjournment



THE MUNICIPALITY  
OF THE COUNTY OF

LA MUNICIPALITÉ  
DU COMTÉ DE

**RICHMOND**

## **RCMP Advisory Board Meeting**

Wednesday, June 18, 2025

6:00 p.m.

St. Peter's RCMP Detachment

### **Agenda**

1. Call to Order
2. Items Added/Approval of Agenda
3. Review of Minutes – March 19, 2025
4. Business Arising from the Minutes
5. Policing Report, Re: Richmond County Stats
6. Items Added to the Agenda
7. Questions or Concerns
8. Next Meeting Date (September 17, 2025)
9. Adjournment





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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Shannon Mury	
Destination:	Room 211, Eltuek Arts Centre, 170 George Street, Sydney	
Purpose of Travel:	Special Gathering with Creative Nova Scotia Leadership Council and the Nova Scotia Department of Communities, Culture, Tourism and Heritage	
Departure Date/Time:	7:00am	June 20, 2025
Return Date/Time:	3:00pm	June 20, 2025
Approval to Travel :		Date: June 18, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	245.00	245.00	0.00	0.00	0.00	245.00
Total Cost of Mileage:	\$145.33	\$145.33	\$0.00	\$0.00	\$0.00	\$145.33
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	\$20.00				\$20.00
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>	\$190.33	\$0.00	\$0.00	\$0.00	\$0.00	\$190.33

**Written Travel Report - Policy Requirements (Section 4. b i)**

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

\* Had other Community Development/Recreation stops to make prior to session

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	4120 270130
Disbursement Acct. No.....	

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

Claimant Signature: [Signature]  
Date Submitted: June 23, 2025  
Travel Approved by Supervisor: [Signature]  
GL Code: 10-270-120-270130

## Shannon Mury

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**From:** Troy MacCulloch  
**Sent:** June 18, 2025 3:18 PM  
**To:** Shannon Mury  
**Subject:** RE: Note for Shannon re: Nova Scotia Creative Leadership Council

I think it would be great for you to go

Approved

troy

THE MUNICIPALITY OF RICHMOND  
LE MUNICIPALITÉ DE RICHMOND



**Troy MacCulloch, CMML, FSAScot**  
Chief Administrative Officer

**Phone:** 902.226.3970  
**Mobile:** 902.631.4120  
**Email:** [cao@richmondcounty.ca](mailto:cao@richmondcounty.ca)

2357 Hwy 206, P.O. Box 120  
Arichal, NS B0E 1A0  
[www.richmondcounty.ca](http://www.richmondcounty.ca)

**From:** Shannon Mury <[Shannon.Mury@richmondcounty.ca](mailto:Shannon.Mury@richmondcounty.ca)>  
**Sent:** June 18, 2025 10:22 AM  
**To:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** FW: Note for Shannon re: Nova Scotia Creative Leadership Council

Hi Troy,

Seeking permission to attend if you think MOCR should be present?

Thank you,

**Shannon Mury**  
*Director*  
*Department of Community Development & Recreation*  
902.226.3981

**From:** Bill Culp <[bill@capebretonpartnership.com](mailto:bill@capebretonpartnership.com)>  
**Sent:** June 13, 2025 2:00 PM  
**To:** Shannon Mury <[Shannon.Mury@richmondcounty.ca](mailto:Shannon.Mury@richmondcounty.ca)>  
**Subject:** Note for Shannon re: Nova Scotia Creative Leadership Council

Hi Shannon,

The Creative Nova Scotia Leadership Council is hosting an outreach session at Eltuek in Sydney on Friday June 20. They work closely with the Nova Scotia Department of Communities, Culture, Tourism, and Heritage, who will also be in attendance.

I'm working on the invite list and they'd like to invite a representative from Richmond municipality.

I gave them your name as the contact but if you're unavailable or would suggest someone else from the municipality, please feel free to forward the invite to them.

I've already got a few Richmond organizations on their invite list, but we'd like to ensure we have representation from the municipality.

If you have any questions, please let me know. Have a great weekend!

**Bill Culp (He/Him)**

Creative Economy Development Officer

(w) 902-562-0122 | (c) 289-219-1404

[Bill@capebretonpartnership.com](mailto:Bill@capebretonpartnership.com)

*The Board, staff, and Investors of the Cape Breton Partnership are honoured to be living and working on Unama'ki, a part of Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People since time immemorial.*

Good Afternoon,

We're pleased to invite you to a special gathering of the arts and culture sector on Cape Breton Island, hosted by the **Creative Nova Scotia Leadership Council** and the **Nova Scotia Department of Communities, Culture, Tourism and Heritage**.

**Join us for a dynamic and collaborative discussion focused on building a more sustainable future for the arts and culture sector in Nova Scotia.** This is a unique opportunity to connect with peers, share your insights, and help shape the direction of our sector.

**Event Details:**

📅 **Date:** Friday, June 20, 2025

🕒 **Time:** 9:30 AM – 12:00 PM

📍 **Location:** Room 211, Eltuek Arts Centre, 170 George Street, Sydney.

**Accessibility:**

Eltuek Arts Centre is fully accessible, with barrier-free entrances, elevators, universal washrooms, and signage in Mi'kmaq, English, and Braille.

**Agenda Highlights:**

- Welcome & Introductions
- Overview of the Creative Nova Scotia Leadership Council
- Sector Sustainability: Challenges and Opportunities
- Regional Perspectives/ Roundtable Discussion: What's Working and What's Needed, Priorities for Action
- Next Steps & How to Stay Involved

We hope you'll join us for this important conversation. Your voice and experience are vital to shaping a thriving arts and culture sector across the province.

Light refreshments available

Please RSVP by Wednesday June 18. click here [\[https://forms.office.com/r/96t09EJPw2\]](https://forms.office.com/r/96t09EJPw2).

Warm regards,

Craig Mercer

Chair

Creative Nova Scotia Leadership Council

cc

Susan Jeffries

Executive Director

Culture and Heritage Development

CCTH



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5838
Name of Claimant:	Clair Rankin	
Destination:	St. Peter's-Mulgrave-St. Peter's	
Purpose of Travel:	Eastern Counties Regional Library Board meeting	
Departure Date/Time:	06-Mar-25	
Return Date/Time:	06-Mar-25	
Approval to Travel:		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 120.00	120.00	0.00	0.00	0.00	0.00	120.00
Total Cost of Mileage: \$70.06	\$70.06	\$0.00	\$0.00	\$0.00	\$0.00	\$70.06
Accommodation/Hotel Name: \$0.00 <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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>	<b>\$70.06</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$70.06</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

I confirm that I attended 80% or more of the conference I attended: I: CR

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

Claimant Signature: *[Signature]*

Date Submitted: 06-May-25

Travel Approved by Supervisor: *[Signature]*

GL Code: *[Signature]*

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

*11573*

*10-213-2120-212131 ✓*

**EASTERN COUNTIES REGIONAL LIBRARY  
INFORMATION MEETING: THURSDAY, March 6, 2025**

**PRESENT:** Clair Rankin (Chair), Mayor Ron Chisholm, Warden James Fuller, Cllr. Susan Cashin, Lois Ann Dort (via Zoom)

**IN ATTENDANCE:** Laura Emery, Chief Librarian/Secretary to the Board; Carlee Ryan-Director, Human Resources and Finance

**REGRETS:** Cllr. Claude Poirier, Wanda MacDonald, Cllr. Blaine MacQuarrie, ?

**1. Welcome – Land Acknowledgement**

Clair called the meeting to order at 5:06 p.m. and read the Land Acknowledgement.

**2. Approval of the Agenda**

**Motion 78:** Chisholm/Fuller. Approved. That the agenda be approved.

**3. Minutes of the January 16, 2025, meeting**

**Motion 79:** Chisholm/ Cashin. Approved. That the minutes of the January 16, 2025, meeting be approved.

**4. Financial update**

- a) Financial report
- b) Income statement
- c) Grants overview

**5. Human Resources Committee**

**Motion 80:** Fuller/Chisholm. Approved. That we move in camera to discuss the following items:

- a) Director, Communication and Engagement Position
- b) ECRL Directors Compensation review

**Motion 81:** Chisholm/Dort. Approved. That we move out of camera.

**Motion 82:** Chisholm/Fuller. Approved. To approve the Director, Communication and Engagement permanent position.

**Motion 83:** Fuller/Dort. Approved. To approve the ECRL Directors compensation proposal.

**6. CEO report**





Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate \$0.5932
Name of Claimant:	Brent Sampson	
Destination:	Inn on Prince Truro	
Purpose of Travel:	NSFM Spring conference	
Departure Date/Time:	April 30 <sup>th</sup> , 2025/4:00pm	
Return Date/Time:	May 2 <sup>nd</sup> , 2025/ 2:00am <i>JK</i>	
Approval to Travel : Yes		Date: February 17 <sup>th</sup> , 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	464.00	232.00	0.00	232.00	0.00	0.00	464.00
Total Cost of Mileage:	\$275.24	\$137.62	\$0.00	\$137.62	\$0.00	\$0.00	\$275.24
Accommodation/Hotel Name:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Direct Bill</i>							
Meals: Breakfast	\$20						\$0.00
Lunch	\$25		\$25.00				\$25.00
Dinner	\$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00					\$20.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
<b>Total Amount Being Claimed</b>	\$177.62	\$40.00	\$162.62	\$0.00	\$0.00		\$380.24

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*NSFS*

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

Claimant Signature: *Brent Sampson*  
Date Submitted: *May 6<sup>th</sup> 2025*  
Travel Approved by Supervisor: *[Signature]*  
GL Code: \_\_\_\_\_

Goods Rec'd. Date.....	Initial <i>BS</i>
Prices Checked.....	<i>BS</i>
Add. & Ext. Checked.....	<i>BS</i>
Approval for Payment.....	<i>BS</i>
Discount Date.....	
Paid by Cheque No.....	
System Trans. No.....	<i>103102110210130</i>

## Shelley David

---

**From:** Brent Sampson  
**Sent:** May 6, 2025 6:07 PM  
**To:** Shelley David  
**Subject:** FW: NSFM Spring Conference Hotel Information

**From:** Troy MacCulloch <CAO@richmondcounty.ca>  
**Sent:** February 18, 2025 8:51 AM  
**To:** Lois Landry <Lois.Landry@richmondcounty.ca>; Brent Sampson <Brent.Sampson@richmondcounty.ca>; Shelley David <Clerk@richmondcounty.ca>  
**Subject:** RE: NSFM Spring Conference Hotel Information

Approved by me as well – have a great conference

t

THE MUNICIPALITY OF RICHMOND  
LA MUNICIPALITÉ 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  
Richel, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

**From:** Lois Landry <[Lois.Landry@richmondcounty.ca](mailto:Lois.Landry@richmondcounty.ca)>  
**Sent:** February 17, 2025 1:57 PM  
**To:** Brent Sampson <[Brent.Sampson@richmondcounty.ca](mailto:Brent.Sampson@richmondcounty.ca)>; Shelley David <[Clerk@richmondcounty.ca](mailto:Clerk@richmondcounty.ca)>  
**Cc:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** RE: NSFM Spring Conference Hotel Information

Hi, Brent

I approve this travel, though I'll ask the CAO to do the same as we work through the approval process as part of our Travel Policy updates.

Thanks,

Lois

Lois Landry, Warden  
Municipality of the County of Richmond  
Tel: (902) 631-0332

**From:** Brent Sampson <[Brent.Sampson@richmondcounty.ca](mailto:Brent.Sampson@richmondcounty.ca)>  
**Sent:** February 17, 2025 1:55 PM  
**To:** Shelley David <[Clerk@richmondcounty.ca](mailto:Clerk@richmondcounty.ca)>  
**Cc:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>; Lois Landry <[Lois.Landry@richmondcounty.ca](mailto:Lois.Landry@richmondcounty.ca)>  
**Subject:** RE: NSFM Spring Conference Hotel Information

Hi Shelley

Hope you're feeling better. I would like to register for this and have copied the CAO and Warden to seek permission to attend if possible. Thanks.

Brent

**From:** Shelley David <[Clerk@richmondcounty.ca](mailto:Clerk@richmondcounty.ca)>  
**Sent:** February 3, 2025 10:18 AM  
**To:** Council <[Council@richmondcounty.ca](mailto:Council@richmondcounty.ca)>  
**Cc:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** FW: NSFM Spring Conference Hotel Information

Good morning,

Please see the announcement below.

Thank you,

Shelley

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



**Shelley David**  
Municipal Clerk / Communications Officer

Phone: 902.226.3971  
Mobile: 902.631.5929  
Email: [clerk@richmondcounty.ca](mailto:clerk@richmondcounty.ca)

2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

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**From:** AMANS List Serve <[amans@lists.gov.ns.ca](mailto:amans@lists.gov.ns.ca)>  
**Sent:** February 3, 2025 10:11 AM  
**To:** AMA Maritime List Serve <[amans@lists.gov.ns.ca](mailto:amans@lists.gov.ns.ca)>  
**Subject:** NSFM Spring Conference Hotel Information

\*\* EXTERNAL EMAIL / COURRIEL EXTERNE \*\*

Exercise caution when opening attachments or clicking on links / Faites preuve de prudence si vous ouvrez une pièce jointe ou cliquez sur un lien

## NSFM 2025 SPRING CONFERENCE

### Inn on Prince

The **NSFM 2025 Spring Conference** will be held at the Inn on Prince in Truro, April 30 – May 2. The planning committee is diligently working on an interesting and informative program. Watch the *Monday Memo* for updates. The event will commence the afternoon of April 30, with optional site tours and conclude by noon on May 2. Official conference opening: morning of May 1. We look forward to hosting you in Truro. Room block is open

- Room rate: \$139 ++ s/d
- Contact: (902) 895-1651
- Please indicate you are booking into the **Nova Scotia Federation of Municipalities** room block

### Best Western Glengarry

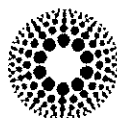
- When the Inn on Prince is full, a block of rooms is available at the **Best Western Glengarry** (Room rate \$169 ++ s/d)
- Glengarry contact info: (902) 893-4311 or [Click Here](#)

--

Judy Webber | She/her | Director of Events and Member Development  
NOVA SCOTIA FEDERATION OF MUNICIPALITIES

t +1.902.240.1624

[nsfm.ca](http://nsfm.ca) | [facebook](#) | [twitter](#) | [linkedin](#) | [instagram](#)



NOVA SCOTIA FEDERATION  
OF MUNICIPALITIES

*NSFM is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaw. We are all Treaty people. We also acknowledge the histories, contributions, and legacies of the African Nova Scotian people and communities who have been here for over 400 years.*

You are currently subscribed to amans as: [clerk@richmondcounty.ca](mailto:clerk@richmondcounty.ca)

To unsubscribe send a blank email to [leave-769048-8134121.81c34425192f7354cba57fdf7deffd87@lists.gov.ns.ca](mailto:leave-769048-8134121.81c34425192f7354cba57fdf7deffd87@lists.gov.ns.ca)

# Event Schedule

WEDNESDAY

## Apr 30

THURSDAY

## May 1

FRIDAY

## May 2

🔍 Search by session title

### Registration Open

🕒 April 30, 12:00 PM - 7:30 PM

📍 Crush Area

[View Details →](#)

### Optional Site Tour – TAAC Revitalization Project & Hemlock Woolly Adelgid prevention at Victoria Park

🕒 April 30, 2:00 PM - 4:00 PM

[View Details →](#)

📍 Bus Departure from Inn on Prince

Off-Site Tour

# Meet & Greet Reception

🕒 April 30, 7:30 PM - 8:30 PM

📍 Birch/Aspen/Maple - Upper Floor

[View Details →](#)

Reception

## PAGES

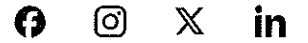
- Home
- Venue/Accommodations
- Schedule
- Speakers
- Sessions
- Sponsors
- Register

## CONTACT

902-423-8331

[info@nsfm.ca](mailto:info@nsfm.ca)

[nsfm.ca](http://nsfm.ca)



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# Event Schedule

WEDNESDAY

**Apr 30**

THURSDAY

**May 1**

FRIDAY

**May 2**

🔍 Search by session title

## Opening

🕒 May 1, 8:15 AM - 9:00 AM

📍 Elm/Oak - Convention Level

Plenary

## Speakers



**Mayor Pam Mood**

President, Nova Scotia Federation of Municipalities

[View Details →](#)



**Honourable John Lohr**

Minister, Department of Municipal Affairs



**Juanita Spencer**

CEO, Nova Scotia Federation of Municipalities



**Mayor Cathy Hinton**

Mayor, Town of Truro

## Municipal Climate Change Frontrunners

🕒 May 1, 9:00 AM - 10:00 AM

📍 Elm/Oak - Convention Level

Plenary

### Speakers



**Warden Linda Gregory**

Municipality of the District of Digby

[View Details →](#)



**Mayor Suzanne Lohnes-Croft**

Town of Mahone Bay



**Terry Thibodeau**

Coordinator for Renewable Energy and Climate Change, Municipality of the District of Digby



**Dylan Heide**

CAO, Town of Mahone Bay

## Networking Break

🕒 May 1, 10:00 AM - 10:20 AM

📍 Crush Area

Coffee Break

[View Details →](#)

### Sponsors



MEDAVIE

## Department of Municipal Affairs Update

🕒 May 1, 10:20 AM - 10:50 AM

📍 Elm/Oak - Convention Level

Plenary

[View Details →](#)

### Speakers



**Valerie Pottie Bunge**

Associate Deputy Minister, Department of Municipal Affairs

## Beyond the Town Hall: Creative Approaches to Citizen Engagement

🕒 May 1, 11:00 AM - 12:00 PM

📍 Elm/Oak - Convention Level

Concurrent

[View Details →](#)

### Speakers



**Marcia MacAdam**

Davis Pier

## Navigating Social Media: Strategies for Municipal Elected Officials

🕒 May 1, 11:00 AM - 12:00 PM

📍 Birch/Aspen/Maple - Upper Floor

Concurrent

[View Details →](#)

### Speakers



**Elizabeth MacRae**

Vice President, Crestview Strategy

## Delegates' Luncheon

[View Details →](#)

🕒 May 1, 12:15 PM - 1:15 PM

📍 Elm/Oak - Convention Level

## Emerging Issues – an update from NSFM

🕒 May 1, 1:45 PM - 2:30 PM

📍 Elm/Oak - Convention Level

Plenary

[View Details →](#)

### Speakers



**Mayor Pam Mood**

President, Nova Scotia Federation of Municipalities



**Juanita Spencer**

CEO, Nova Scotia Federation of Municipalities

## Unlocking Opportunity: Transforming Surplus Infrastructure into Housing

🕒 May 1, 2:40 PM - 3:40 PM

📍 Elm/Oak - Convention Level

Concurrent

[View Details →](#)

### Speakers



**Mayor Jim Ryan**

Town of Pictou



**Mayor Lennie White**

Town of Westville



**Dianne Kelderman**

President & CEO, Nova Scotia Co-operative Council

# The Nova Scotia Guard and the Department of Emergency Management

🕒 May 1, 2:40 PM - 3:40 PM

📍 Birch/Aspen/Maple - Upper Floor

Concurrent

[View Details →](#)

## Speakers



**Sandra McKenzie**

Deputy Minister, Department of Emergency Management



**Meredith Cowan**

Executive Director, Planning and Preparedness Branch, Department of Emergency Management

## Networking Break

🕒 May 1, 3:40 PM - 4:00 PM

📍 Crush Area

Coffee Break

[View Details →](#)

## Sponsors



## Networking Cafe - Conversations That Matter

🕒 May 1, 4:00 PM - 5:00 PM

📍 Elm/Oak - Convention Level

[View Details →](#)

Networking Tables

## PAGES

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## CONTACT

902-423-8331

S

S

## Social Night at the Truro Farmers Market

S

🕒 May 1, 7:30 PM - 10:30 PM

S

📍 Truro Farmers' Market - 15 Young Street

[View Details →](#)

R

### Sponsors



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# Event Schedule

WEDNESDAY

**Apr 30**

THURSDAY

**May 1**

FRIDAY

**May 2**

---

🔍 Search by session title

## Less Talk, More Action: Five Thoughts for a Changing Municipal Landscape

🕒 May 2, 7:45 AM - 8:30 AM

📍 Birch/Aspen/Maple - Upper Floor

Sponsor Session

[View Details →](#)

### Speakers



**Kevin Latimer, KC**  
Partner, Cox and Palmer



**Chris Markides**  
Urban Planner, ZZAP Architecture and Planning

### Sponsors



## Department of Environment and Climate Change Update

🕒 May 2, 8:45 AM - 9:45 AM

📍 Elm/Oak - Convention Level

Plenary

[View Details →](#)

### Speakers



**Andrew Murphy**

Associate Deputy Minister, Department of Environment and Climate Change



**Jillanna Brown**

Stormwater Engineer, Water & Industrial Facilities Unit, Sustainability & Applied Science Division, Department of Environment and Climate Change

## NSFM Advisory Committee Updates

🕒 May 2, 9:45 AM - 10:15 AM

📍 Elm/Oak - Convention Level

[View Details →](#)

Plenary

## Practical Approaches to Inclusivity: Municipal Policies at Work

🕒 May 2, 10:15 AM - 11:00 AM

📍 Elm/Oak - Convention Level

Plenary

[View Details →](#)

### Speakers



**Tracey Jones-Grant**

Managing Director Diversity & Inclusion, Halifax Regional Municipality



**Brittany Traynor**

Manager of Community Development, Municipality of the County of Kings

## Prize Draws and Closing

🕒 May 2, 11:00 AM - 11:10 AM

📍 Elm/Oak - Convention Level

[View Details →](#)

Plenary

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[Schedule](#)

[Speakers](#)

[Sessions](#)

[Sponsors](#)

[Register](#)

## CONTACT

902-423-8331

[info@nsfm.ca](mailto:info@nsfm.ca)

[nsfm.ca](http://nsfm.ca)



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Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Sharla Sampson	
Destination:	City Hall - Cape Breton Regional Municipality	
Purpose of Travel:	Recreation Nova Scotia Planning Conference 320 Esplanade, Sydney, NS B1P 7B9	
Departure Date/Time:	7:30 AM	Friday, April 11, 2025
Return Date/Time:	3:00 PM	Friday, April 11, 2025
Approval to Travel :		Date: April 8, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	249.00	249.00	0.00	0.00	0.00	249.00
Total Cost of Mileage:	\$147.71	\$147.71	\$0.00	\$0.00	\$0.00	\$147.71
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)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$147.71	\$0.00	\$0.00	\$0.00	\$0.00	\$147.71

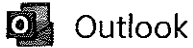
**Written Travel Report - Policy Requirements (Section 4. b i)**

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

Goods Rec'd. Date.....	Date.....	Initial.....	11813
Prices Checked.....			
Add. & Ext. Checked.....			
Approval for Payment.....			
Discount Date.....			
Paid by Cheque No.....	102704120270130		
Distribution Ref. No.....			

All claims are to be submitted not later than 60 days after return.	
Claimant Signature:	Sharla Sampson
Date Submitted:	April 14, 2025
Travel Approved by Supervisor:	[Signature]
GL Code:	10/2704120270130



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**RE: RNS Planning Meeting**

---

From Shannon Mury <Shannon.Mury@richmondcounty.ca>  
Date Tue 2025-04-08 12:04 PM  
To Sharla Sampson <Sharla.Sampson@richmondcounty.ca>

Approved.

Thank you,

**Shannon Mury**  
*Director*  
*Department of Community Development & Recreation*  
902.226.3981

From: Sharla Sampson <Sharla.Sampson@richmondcounty.ca>  
Sent: April 8, 2025 12:02 PM  
To: Shannon Mury <Shannon.Mury@richmondcounty.ca>  
Subject: RNS Planning Meeting

Hello,

I've been invited to a RNS planning meeting for Friday, April 11 at city hall in Sydney.

I'm seeking your permission to join.

Sharla,

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



**Sharla Sampson**

Active Living/Community Engagement Coordinator  
Department of Community Development & Recreation

Tel: 902.226.0664

Cell: 902.631.1367

Email: [sharla.sampson@richmondcounty.ca](mailto:sharla.sampson@richmondcounty.ca)

2357 Highway 206, Arichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)



**Recreation Nova Scotia In-Person Conference Planning Meeting**  
**Friday April 11, 2025**  
**Location: 320 Esplanade, Sydney NS B1P 7B9**  
**10:00am – 2:30pm**

Time	Topic	Conversation Lead	Documentation	Outcome(s)
10:00am - 10:20am	Welcome & Introductions	CBRM	-	<ul style="list-style-type: none"> <li>• Land Acknowledgement</li> <li>• Introductions</li> <li>• Icebreaker Activity</li> </ul>
10:20am- 10:45am	RNS Conference Background	RNS	-	<ul style="list-style-type: none"> <li>• Provide overview of RNS Conference and main objectives</li> </ul>
10:45am – 11:00am	Highland 2024 Co-Chair Knowledge Transfer	Marlene	-	<ul style="list-style-type: none"> <li>• Provide further context to the RNS Annual Conference.</li> <li>• Provide insight into the experience of being a Regional Host.</li> </ul>
11:15am – 11:45am	Overview of Sub-Committees	CBRM	-	<ul style="list-style-type: none"> <li>• Define Roles &amp; Responsibilities of each committee</li> <li>• Outline RNS Staff representation on each committee</li> </ul>
11:45am – 12:15pm	Assignment of Committee Members	CBRM	Alan	<ul style="list-style-type: none"> <li>• Confirm sub-committee roles</li> <li>• Determine if call for sector volunteers is required</li> </ul>
12:15pm – 12:45pm	Lunch (with Menti Poll)	Alan	-	<ul style="list-style-type: none"> <li>• Attendees are encouraged to complete a Menti Poll while eating lunch</li> <li>• Responses will then be used to help frame Conference Theme discussion</li> </ul>
12:45pm-1:30pm	Conference Theme Discussion	Graham	Alan	<ul style="list-style-type: none"> <li>• Review and outline responses from Menti Poll</li> <li>• Determine 2025 Conference Theme</li> </ul>
1:30-2:15pm	Programming Mind Map Activity	Alan	-	<ul style="list-style-type: none"> <li>• Programming Committee can determine areas of focus that are rooted in the 5 goals of the Shared Strategy</li> </ul>
2:15-2:30pm	Sub-Committee Meetings	CBRM	By Committee	<ul style="list-style-type: none"> <li>• Each committee determines a plan for addressing immediate action items outlined within critical path</li> <li>• Determine date of next online full-planning committee meeting</li> </ul>





Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Sharla Sampson	
Destination:	Old Orchard Inn, 153 Greenwich Rd S, Wolfville Ridge, NS B4P 2R2	
Purpose of Travel:	Physical Activity Practitioners Exchange	
Departure Date/Time:	03-Jun-25	9:00am
Return Date/Time:	05-Jun-25	5:00pm.
Approval to Travel :		04-Apr-25

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	771.00	396.00	0.00	396.00	0.00	0.00	792.00
Total Cost of Mileage:	\$469.81	\$234.91	\$0.00	\$234.91	\$0.00	\$0.00	\$469.81
Accommodation/Hotel Name:	Old Orchard Inn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals: Breakfast	\$20		\$20.00	\$20.00			\$40.00
Lunch	\$25	\$25.00					\$25.00
Dinner	\$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)		\$10.00	\$10.00				\$20.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
<b>Total Amount Being Claimed</b>		\$299.91	\$60.00	\$254.91	\$0.00	\$0.00	\$614.81

Written Travel Report - Policy Requirements (Section 4. b i)

Please provide a copy of the agenda or briefly outline the time, location, duration, attendees and purpose of your travel and 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 \_\_\_\_\_

*MSGS*

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution No.....	4120270130


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

Claimant Signature: Sharla Sampson

Date Submitted: Friday, June 6, 2025

Travel Approved by Supervisor: [Signature]

GL Code: 10 270 4120270130

 Outlook

---

**PAPE - Old Orchard Inn**

---

**From** Shannon Mury <Shannon.Mury@richmondcounty.ca>  
**Date** Fri 2025-04-04 2:45 PM  
**To** Sharla Sampson <Sharla.Sampson@richmondcounty.ca>

Hi Sharla,

Please accept this email as an approval for you to attend the PAPE session at the Old Orchard Inn in June.

I couldn't respond to the email you sent because it came through as a meeting invite.

Thank you,

THE MUNICIPALITY  
OF THE COUNTY OF  
**RICHMOND**



**Shannon Mury**

Director  
Department of Community Development & Recreation

Tel: 902.226.3981

Cell: 902.631.4245

Email: [shannon.mury@richmondcounty.ca](mailto:shannon.mury@richmondcounty.ca)

2357 Highway 206, Arichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)



Join us for

# PAPE Spring 2025

Learn and explore key project management themes and tools tailored to support MPAL work.

**See you there!**



June 4th 10am-3:30pm  
June 5th 9am-1pm



Old Orchard Inn  
Wolfville Ridge

## Pre-Event Information PAPE June 4-5 Old Orchard Inn

We look forward to gathering by the shores of the Minas Basin, a short distance from Cape Blomidon, an area with rich significance. Learn more [here](#).

PAPE will be held at the Old Orchard Inn where there are some great options to *make your move*, including:

- Indoor pool at the hotel
- Short drive to the Harvest Moon Trail (the closest spot to park and access the trail would be by Abhaya Mixed Martial Arts.) If you're looking for a walk while at PAPE please connect with Natalie Palmer and she can advise some options!
- Join us for an evening activity on Wednesday!

About the *evening activities*, Wednesday June 4<sup>th</sup> 4:30-5:30pm:

- **Walk at the Kentville Ravine** Scenic guided hike through one of Eastern Canada's rare old-growth hemlock forests. Discover the beauty of Elderkin Brook, explore the newly reopened ravine trail, and enjoy a stop at the waterfall! Along the way, insights will be shared about ancient Hemlocks & invasive threats, landslide recovery & trail restoration, wildlife, local plants & conservation efforts. (*Note: A short section of the trail is steep with exposed roots — sturdy footwear is recommended*). Meet at the Kentville Ravine Public Parking Lot.
- **Disc Golf in New Minas.** Natalie and John will be onsite to show you the course and give instruction if you'd like. Discs provided. Meet at the Louis Millet Centre.
- **Bike ride in Wolfville.** Explore the Harvest Moon Trail by bike. Luke will be at the Rec Hub to loan out bikes and helmets for self guided excursions along the flat, well marked rail trail. Meet at the lawn beside the parking lot at 282 Main Street.

### Meals

- We will be providing lunch on June 4<sup>th</sup> and June 5<sup>th</sup>.
- Breakfast is available at the [Old Orchard Inn](#) (please note that breakfast is not included in the room rate).
  - Tim Hortons and Starbucks are available in New Minas (10min drive)
- Dinner is available at [Old Orchard Inn](#). There are also lots of options for food in Wolfville, New Minas and Kentville. If you are joining an optional activity, our host in each location can make some great recommendations for supper in each spot! There are also some tasty spots down the road in Port Williams. If you you'd like a recommendation, please ask one of our local MPALs!

**Physical Activity Practitioner Exchange  
Project Management  
Old Orchard Inn, Wolfville Ridge  
June 4-5, 2025**

**Day 1: Wednesday, June 4<sup>th</sup>**

**9:30-10:00am**    **Registration** (coffee, tea & refreshments available)

**10:00am**            **Welcome & Introduction**

**10:30am**            **Project Management Session**

*Mike Musial, project management consultant and educator, will share key project management themes and tools to support physical activity work.*

**12:30pm**            **Lunch**



**1:15pm**            **Project Management Session Continued**

*Mike will continue with his tailored session, including time for Q&A.*

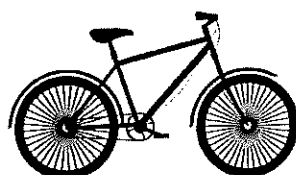
**3:00pm**            **Valley Bike Week Share**

*Bekah Craik, Natalie Palmer and Luke Moffatt will share their collaborative project work celebrating Recreation Month & Bike Week*

**3:15pm**            **Wrap up**

**4:30-5:30**        **Optional Evening Activities**

- ***Walk at the Kentville Ravine** Scenic guided hike through one of Eastern Canada's rare old-growth hemlock forests. Discover the beauty of Elderkin Brook, explore the newly reopened ravine trail, and enjoy a stop at the waterfall! Meet at the Kentville Ravine Public Parking Lot.*
- ***Disc Golf in New Minas.** Natalie and John will be onsite to show you the course, and give instruction if you'd like. Discs provided. Meet at the Louis Millet Centre.*
- ***Bike ride in Wolfville.** Explore the Harvest Moon Trail by bike. Luke will be at the Rec Hub to loan out bikes and helmets for self guided excursions along the flat, well marked rail trail. Meet at the lawn beside the parking lot at 282 Main Street.*



**Physical Activity Practitioner Exchange  
Project Management  
Old Orchard Inn, Wolfville Ridge  
June 4-5, 2025**

**Day 2: Thursday, June 5<sup>th</sup>**

**8:45-9:00am Registration**

**9:00am Welcome**

**9:10am Workplace Movement Updates**

*Veronica Deno (Town of New Glasgow) and Lisa Fenton (Town of Middleton) will share about new work in their workplace environment inspired by our last PAPE session.*

**9:30am South Shore Project Management Share**

*Gord Tate (Municipality of the District of Chester) and Anna Haanstra (CCTH Regional Manager, South Shore) will take us through an interactive project management story share using a project charter tool.*

**10:30am Break (refreshments and movement)**

**10:45am Project Management Story Shares**

*Hear from MPALs about how they have applied project management themes and tools in their work in community.*

- *Jordan Dawe-Ryan, Mi'kmaw Native Friendship Centre*
- *Noah Scanlon, Town of Annapolis Royal*
- *Jess Allen, Town of Amherst*

**12:00pm Regional Breakouts**

*Join attendees from your region to connect on applying project management learnings and to discuss how you would like to build on this learning to support your work.*

**12:30pm Lunch & Closing**





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

Schedule 'B' In County Travel and Expense Claim Form

NAME: <u>Sharla Sampson</u>			
PERIOD COVERED:			
FROM: <u>June 2025</u>		TO: <u>June 2025</u>	
DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
June 20, 2025	Prepare(Louisdale) and delivery Play Bin for Arichat.	33.50	
June 21, 2025	Heartland Tour (Walk) with Doctor Nick Giacomantonio on the St. Peter's Coastal Trail	78.00	
June 23, 2025	Pick up and Deliver workplace Wellness Monthly Snack/Treats	21.90	
June 25, 2024	Pick up and Deliver Surf Hut Gear to Point Michaud	116.00	
June 26, 2025	Pick up and Deliver First Tee Golf Bag and Instructor Binder to Dundee Resort. Pick up Wellness Garden Items from Greenhouse Coop St. Peter's	102.00	
June 30, 2025	Prepare(Louisdale) and delivery Play Bin for Pondville Beach	45.50	
		Totals:	\$0.00

Totals: 396.90  
 Rate: \$0.5932  
 Total Mileage (\$): \$235.44

Total Expenses Claimed: \$235.44

ACCOUNT #:	<u>10 270 4120 270130</u>	CHEQUE #:	
SIGNATURE:	<u>Sharla Sampson</u>	AMOUNT:	
APPROVED:	<u>[Signature]</u>	DATE PAID:	
DATE SUBMITTED:	<u>June 30, 2025</u>	INITIAL:	

MS3

Goods Rec'd. Date.....	Initial.....	<u>g</u>
Prices Checked.....		<u>g</u>
Add. & Ext. Checked.....		<u>g</u>
Approval for Payment.....		<u>g</u>
Discount Date.....		
Paid by Cheque No. <u>102704120270130</u>		
Distribution: Acc't. No. <u>270130</u>		



Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Martin Thomsen	
Destination:	Halifax	
Purpose of Travel:	Attend Hydrogen East and Smart Energy Conferences at Halifax Convention Centre	
Departure Date/Time:	13 April'25, 10.00am	
Return Date/Time:	16 April'25, 06.00pm	
Approval to Travel:	<u>23 Jan. 2025</u>	Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): <span style="float: right;">626.00</span>	313.00	0.00	0.00	313.00	0.00	626.00
Total Cost of Mileage: <span style="float: right;">\$371.34</span>	\$185.67	\$0.00	\$0.00	\$185.67	\$0.00	\$371.34
Accommodation/Hotel Name: Hampton Inn <small>(Indicate if Direct Bill or Provide Receipt)</small>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast <span style="float: right;">\$20</span>						\$0.00
Lunch <span style="float: right;">\$25</span>						\$0.00
Dinner <span style="float: right;">\$30</span>	\$30.00	\$30.00	\$30.00			\$90.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00			\$30.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
<b>Total Amount Being Claimed</b>	\$225.67	\$40.00	\$40.00	\$185.67	\$0.00	\$491.34

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<u>ST</u>
Add. & Ext. Checked.....	<u>ST</u>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: App't No.....	<u>4070 26 0190</u>

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

Claimant Signature:

Date Submitted: 28 April 2025

Travel Approved by Supervisor:

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

## Martin Thomsen

---

**From:** Troy MacCulloch  
**Sent:** January 23, 2025 1:13 PM  
**To:** Martin Thomsen  
**Subject:** RE: Hydrogen East/Smart Energy Conferences

Approved for travel

troy

THE MUNICIPALITY OF THE COUNTY OF RICHMOND



**Troy MacCulloch, CMML, FSAScot**  
Chief Administrative Officer

**Phone:** 902.226.3970  
**Mobile:** 902.631.4120  
**Email:** [cao@richmondcounty.ca](mailto:cao@richmondcounty.ca)  
2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0  
[www.richmondcounty.ca](http://www.richmondcounty.ca)

**From:** Martin Thomsen <[Energy@richmondcounty.ca](mailto:Energy@richmondcounty.ca)>  
**Sent:** January 23, 2025 11:50 AM  
**To:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** Hydrogen East/Smart Energy Conferences

Hello Troy,

I'm looking for approval to go to the [Hydrogen East](#) and [Smart Energy](#) Conferences in Halifax on 14-15 April.

Thanks,  
Martin

Martin Thomsen  
Manager of Energy Sector Development  
Municipality of the County of Richmond / Town of Port Hawkesbury  
E: [energy@richmondcounty.ca](mailto:energy@richmondcounty.ca)  
P: +1 902 227 5204

# Conference Agenda - April 14

[Meet the  
Speakers  
Here](#)

*Program Subject to Change. All Sessions on this day in C4.*

- 7:30 am - 8:15 am      **Registration & Hot Breakfast**
- 8:15 am - 8:40 am      **Conference Opening & Fireside Chat with Timothy Halman, Minister of Environment and Climate Change, Government of Nova Scotia**  
**Room C4**  
**Moderator: Derek Estabrook, Executive Director - Atlantic Hydrogen Alliance**  
**Honourable Timothy Halman, Minister of Environment and Climate Change - Government of Nova Scotia**
- 8:40 am - 9:10 am      **Opening Keynote: Assessing the Current State of the Hydrogen Market and Capturing Future Opportunities**  
**Room C4**  
**Moderator: Michael Simms, Partner - McInnes Cooper**  
**Ted Lomond, CEO - North Atlantic**  
**Matthew Borys, Vice President, Corporate Development - Everwind Fuels**
- 9:10 am - 9:55 am      **Building the Opportunity Economy - What Does it Take to Produce A Successful H2 Ecosystem in Atlantic Canada**  
**Room C4**  
**Moderator: Sarah Buckle, Partner, Sustainability and Climate - Deloitte**  
**Rishi Jain, Managing Director, Business Development - Cross River Infrastructure Partners**  
**Ben Kennedy, Senior Vice President, Operations - Nu:ionic**  
**Pierre Poulain, President and CEO - Powertech**  
**Brendan Chard, VP Power - EverWind Fuels**
- 9:55 am - 10:25 am      **Networking Break**  
**Room C4**
- 10:20 am - 11:00 am      **Creating Consensus - Social License, Consultation and Collaboration For Hydrogen Development and Success**  
**Room C4**  
**Moderator: John Brewer, Conference Director, Hydrogen Projects - EventWorx Corporation**  
**Erin Burbidge, Vice President, Policy, Programs and Innovation - Clean Foundation**  
**Amanda Mombourquette, Manager, Workforce Development - Nova Scotia Community College - NSCC**  
**Tristan Jackson, CEO, Nikutik LP - North Shore Mi'kmaq Tribal Council**
- 11:00 am - 11:40 am      **Putting the H2 In Human Capital - Ensuring the Region Has the Talent to Meet the Expanding Opportunities of the Hydrogen Economy**  
**Room C4**  
**Moderator: Mark Hunter, Manager of Renewable Energy Policy, Department of Industry, Energy and Technology - Government of Newfoundland and Labrador**  
**Sherry Scully, Director of Workforce Development - The PIER at the Seaport, Halifax**  
**Kieran Hanley, Chief Executive Officer - EcoNext**  
**Patty Charlton, Manager, School of Technology and Environment - Nova Scotia Community College**

# Conference Agenda - April 14, Cont'd

Program Subject to Change. All Sessions on this day in C4.

Meet the  
Speakers  
Here!

11:40 am - 12:20 pm  
**Room C4**

**Putting Safety at the Heart of Hydrogen Development**  
**Moderator: Nirmal Gnanapragasam**, Principal Scientist - **Canadian Nuclear Laboratories**  
**Hunter King**, Founder and CEO - **Integrative Nanotech**  
**Pierre B nard**, Professor of Physics - **Universit  du Qu bec   Trois-Rivi res**  
**Theodore Street**, PhD Candidate, Chemical Engineering - **Dalhousie University**

12:20 pm - 1:20 pm  
**Room C4**

**Luncheon**

1:20 pm - 2:20 pm  
**Room C4**

**Essential Insights into the Hydrogen Market in Canada and Overseas**  
**Moderator: Sanjeev Pushkarna**, Director, Business Development - **Nova Scotia Power**  
**Ben Kujala**, Senior Research Lead - **Dunsky Energy + Climate Advisors**  
**Mathieu Demoulin**, Consultant Energy, Resources & Utilities - **Sia-Partners**  
**Ana  ngel**, Head of Hincio North America - **Hincio**  
**Jillian Flanagan**, Regional Practice Leader, Industrial Water - **Stantec**

2:20 pm - 3:00 pm  
**Room C4**

**Hydrogen on the Highway (And on the Tracks and High Seas) - How Hydrogen can Fuel a Transportation Revolution**  
**Moderator: Arvind Ramakrishan**, Director - Sustainability and Climate Change, Transportation & Utilities - **Deloitte**  
**TJ Lawy**, Director - Balance of Plant Components - **Ballard Power Systems**  
**Kevin Dunn**, Technical Lead - Future Fuels, Environmental Policy Directorate - **Transport Canada / Government of Canada**  
**Norman Hendry**, Director, Transit Fleet - **Halifax Transit**  
**Artiom Loginov**, Canada Business Development & Sales Manager - **Accelera by Cummins**

3:00 pm - 3:20 pm  
**Networking Break & Dessert Sponsored by:**

  
Emerson Impact Partner



3:20 pm - 4:00 pm  
**Room C4**

**Hydrogen Risk Mitigation Strategy**  
**Moderator: Jean Paquin**, Director & Senior Strategic Advisor - Energy Solutions North American Operations Schneider Electric - **Schneider Electric**  
**Michael Strobel**, Sr. Director, Solutions Architect - **Aspen Technology**  
**Brad Vescarelli**, National Growth Leader, Energy Power & Renewables - **Marsh Canada Limited**

# Conference Agenda - April 14, Cont'd

Program Subject to Change. All Sessions on this day in C4.

Meet the  
Speakers  
Here!

- 4:00 pm - 4:40 pm  
**Room C4**
- Case Studies in Hydrogen Development and Decarbonization**  
**Moderator: John Brewer**, Conference Director, Hydrogen Projects - **EventWorx Corporation**  
**Paula McGarrigle**, President and CEO - **Solas Energy - Canada**  
**Dan MacDonald**, President - **DMDE Engineering Limited**  
**Jordan MacNeil**, Director, Energy Transition - **Eastward Energy**  
**Regan Isenor**, President & CEO - **Glencoe**
- 4:40 pm - 5:30 pm  
**Room C4**
- Closing Keynote Panel and Concluding Remarks: What You Might Expect for the Future of Hydrogen in the Next 5, 10 and 15 Years**  
**Moderator: Adam Langer**, Principal Consultant - **Langer Public Affairs**  
**Michelle Robichaud**, President - **Atlantica Centre for Energy**  
**Jean Paquin**, Director & Senior Strategic Advisor - Energy Solutions North American Operations - **Schneider Electric**  
**Seth Harris**, Director of Sustainability, Americas - **Emerson**  
**Sagar Kancharla**, Director - Energy Transition Advisory & Investments - **WSP**
- 5:30 pm - 7:30 pm
- Delegate Reception**
- Sponsored by:**
- Durty Nelly's**  
**1645 Argyle St**
- MUST WEAR NAME BADGE TO ENTER**



# Conference Agenda - April 15

Sessions run concurrently. Please take note of the location of the session.

Meet the  
Speakers  
Here!

7:30 am - 8:30 am **Registration & Hot Breakfast**

**Room C4**

8:30 am - 9:30 am **Session A: Interactive Case Study: Waiting for perfect - Port Participation in the Lower Emission Fuel Economy**  
**Room 106** **Sherry Scully, Director of Workforce Development - The PIER at the Seaport, Halifax**

9:45 am - 12:00 pm **Session B: Hydrogen Price - Atlantic Canada Roundtable**  
**Room 107** **Session Moderators: Nirmal Gnanapragasam, Principal Scientist - Canadian Nuclear Laboratories; Arvind Ramakrishnan, Director - Sustainability and Climate Change, Transportation and Utilities - Deloitte; Sagar Kancharla, Director - Energy Transition Advisory & Investments - WSP**  
**Derek Estabrook, Executive Director - Atlantic Hydrogen Alliance**  
**Sven Scholtysik, Director, Research - Net Zero Atlantic**  
**Pierre Martin, Senior Director, Hydrogen - Innergex**  
**Ryan Bobyk, Director, Renewable Hydrogen - Innergex**  
**Myrielle Robitaille, Managing Director, Energy & Environment, Utilities, Transports and Manufacturing | Montréal - Sia Partners**  
**Michael Bird, Manager, Operations, Infrastructure and Regulation - Department of Energy, Nova Scotia**  
**Eric Ferguson, Director, Strategy and Policy - Nova Scotia Power**

10:00 am - 10:30 am

**Networking Break**

# Conference Agenda - April 15

[Meet the  
Speakers  
Here](#)

*Sessions run concurrently. Please take note of the location of the session.*

- 7:30 am - 8:15 am      **Registration & Hot Breakfast**
- 8:15 am - 8:30 am      **Opening Remarks from Nova Scotia Power**  
**Room C1**      **Lia MacDonald**, Vice President, Customer Experience and Innovation
- 8:30 am - 9:20 am      **Session 1: Atlantic Canada: The World's Clean Energy Innovation Hub**  
**Room C1**      **Moderator: Jonathan Calabrese**, Partner, Strategy, Risk and Transactions - **Deloitte**  
**Heather Quinn**, Assistant Deputy Minister, Energy - **New Brunswick Department of Natural Resources and Energy Development**  
**Susan Wilkins**, Executive Director, Renewable Energy - **Government of Newfoundland and Labrador**  
**Keith Collins**, Executive Director of Clean Energy Branch - **Nova Scotia Department of Energy**  
**Ahmed Hanafy**, Partner - **Dunsky Energy + Climate Advisors**
- 8:40 am - 9:40 am      **Breakout Session 1: Digitalization of Energy Management: Unlocking Efficiency and Innovation**  
**Room 109**      **Moderator: Pratap Revuru**, Senior Director, Microgrid Solutions & Strategic Partnerships - **Schneider Electric**  
**Sagar Kancharla**, Director - Energy Transition Advisory & Investments - **WSP Canada**  
**William McEvoy**, Global Industry Principal - Power & Utilities - **AVEVA**  
**Saptak Dutta**, Research Officer - **National Research Council Canada**
- 8:50 am - 9:40 am      **Breakout Session 2: Optimizing the Rollout of Renewable Energy Projects in Atlantic Canada, hosted by CanREA**  
**Room 108**      **Moderator: Jean Habel**, Senior Director for Québec and Atlantic Canada - **Canadian Renewable Energy Association**  
**Debra McLellan**, Sr Technical Advisor, Energy Storage - **Nova Scotia Power**  
**Jennifer Tuck**, Vice President, Government Affairs & Communications - **Potentia Renewables Inc.**  
**Jason Parisé**, Director of Development - Wind Lead - **SWEB Development LP**  
**Bruce Cameron**, Principal Consultant - **Envigour**
- 9:20 am - 9:30 am      **Bob Talk: CNSOER's Role as the Lead and Lifecycle Offshore Energy Regulator**  
**Room C1**      **Introduction: Matt Campbell**, Energy & Environment Sector Lead, Public Sector, Atlantic - **Deloitte**  
**Christine Bonnell-Eisnor**, Chief Executive Officer - **Canada-Nova Scotia Offshore Energy Regulator**

# Conference Agenda - April 15, Cont'd

Sessions run concurrently. Please take note of the location of the session.

Meet the  
Speakers  
Here!

- 9:40 am - 10:30 am  
**Room 108**  
**Breakout Session 4: Accelerating Decarbonization at Scale**  
**Moderator: Brent Gilmour**, Chief Commercial Officer, **Canada Green Building Council (CAGBC)**  
**Gregory Balycky**, Senior Director, Investment - **Canada Infrastructure Bank**  
**Lee Hodgkinson**, Head, Sustainability and Technical Service - **Dream Unlimited**  
**Andrew Creese**, Director of Investments - Capital Inc. - **Modern Niagara Group**
- 9:40 am - 10:30 am  
**Room C4**  
**Session 2: The Future of Clean Energy in the US: A View from New England**  
**Introduction: Carolyn Dykema**, Senior Project Manager: Strategic Engagement - **Acadia Center**  
**Moderator: Michelle Robichaud**, President - **Atlantica Centre for Energy**  
**Jason Marshall**, Deputy Secretary & Special Counsel for Federal/Regional Energy Affairs - **Massachusetts Executive Office of Energy and Environmental Affairs**  
**Dan Burgess**, Director - **Maine Governor's Energy Office**  
**Joe Curtatone**, President - **Alliance for Climate Transition (ACT)**
- 9:45 am - 10:05 am  
**Room 109**  
**Breakout Session 3: Enhancing Cybersecurity in Energy: Improving Resilience Through Vulnerability Assessment and Threat Monitoring**  
**Vitor Gonzales**, OT/ICS Security Analyst - **Siemens Canada Limited**
- 10:10 am - 10:30 am  
**Room 109**  
**Special Presentation: Technical and Locational Potential of Atlantic Canada's Offshore Wind Resource**  
**Daniela Pantoja**, Renewable Energy Analyst - **STANTEC**
- 10:30 am - 11:00 am  
**Exhibition Hall - C5**  
**Networking Break - Sponsored by:**
- 

ATLANTIC  
CONTROLS  
Emerson Impact Partner



EMERSON
- 11:00 am - 11:50 am  
**Room 109**  
**Breakout Session 5: Unlocking Offshore Wind in Atlantic Canada: Delivering Power and Economic Potential to Market**  
**Introduction: Sanjeev Pushkarna**, Director, Business Development - **Nova Scotia Power**  
**Moderator: Kiera Walsh**, Project Manager - **Net Zero Atlantic**  
**Nathan Grady**, Associate Director - **Energy and Environmental Economics (E3)**  
**Michael Drunsic**, Vice President, Offshore Wind Market Lead - **WSP**  
**Philip Bassil**, MBA Managing Director, Head of Global Offshore Wind M&A - **Northgreen Capital**  
**Ericka Wicks**, Regional Sector Leader, Energy Transition & Renewable Energy - **Stantec**
- 11:00 am - 11:50 am  
**Room 108**  
**Breakout Session 6: The Grid is a Key Link to Energy Sustainability, hosted by SGIN**  
**Greg Robart**, Chief Executive Officer - **Smart Grid Innovation Network Canada (SGIN)**  
**Sarah Simmons**, Director, Utilities and Innovation - **Power Advisory LLC**  
**David Miller**, Executive Lead: Electricity Projects, Department of Natural Resources and Renewables - **Government of Nova Scotia**

# Conference Agenda - April 15, Cont'd

**Meet the  
Speakers  
Here!**

*Sessions run concurrently. Please take note of the location of the session.*

11:00 am - 11:50 am

**Room C3**

**Session A: Sustainability in Action: Nova Scotia's Clean Energy Transition**

**Moderator: Lauren McNutt**, Managing Consultant - **Dunsky Energy + Climate Advisors**

**Temi Udo-Affia**, Manager of Clean Electricity, Department of Energy - **Government of Nova Scotia**

**Matthew Baker**, Manager of Marine Renewables - **Nova Scotia Department of Energy**

**Krista Phillips**, Head of Strategic Electrification, Department of Energy - **Government of Nova Scotia**

**Liam Duff**, SVP, Canada Renewables - **Renewable Energy Systems Americas Inc.**

11:00 am - 11:50 am

**Room C4**

**Session 3: Bridging the Gap: Integrated Energy Resource Planning (IERP) vs. Integrated Energy System Planning (IESP)**

**Moderator: Tonja Leach**, Executive Director - **Quest Canada**

**Arvind Ramakrishnan**, Director- Sustainability and Climate Change- Transportation and Utilities - **Deloitte**

**Matthew Day**, Executive Director - **WR Community Energy**

**Eddie Oldfield**, Manager Atlantic - **Canadian Renewable Energy Association**

**Chris Milligan**, Director, System Planning & Grid Integration - **Nova Scotia Power**

11:50 am - 12:00 pm

**Room C3**

**Special Presentation: Québec, Your Partner for Energy Projects**

**Maud-Andrée Lefebvre**, Cheffe de Poste (Chief representative) - **Office for Québec in Atlantic Canada**

11:50 am - 12:00 pm

**Room C4**

**Bob Talk: Wahkohtowin**

**Mihskakwan James Harper**, Manager, Business Development - **NRStor Inc.**

12:00 pm - 1:20 pm

**Room C1**

**Networking Luncheon**

**Christine Chiu**, Director, Energy Transition - **RBC**

**Alexis Hou**, Director, Senior Commercial Market - **RBC**

Sponsored by:



1:20 pm - 2:20 pm

**Room 107**

**Smart Energy Pitch Challenge**

**Lark Meadow**, CEO - **Aeon Blue**

**Robert Safrata**, CEO - **Fuse Power Management Ltd.**

**Abdul Onabanjo** - **iFormit Solutions Inc.**

1:20 pm - 1:30 pm

**Room C4**

**Bob Talk: Local Energy for Strong Communities**

**Jamie Stephen**, Managing Director - **TorchLight**

# Conference Agenda - April 15, Cont'd

Sessions run concurrently. Please take note of the location of the session.

**Meet the  
Speakers  
Here!**

1:20 pm - 2:10 pm

Room 109

**Breakout Session 7: Setting the Course: Atlantic Canada's Offshore Wind Regulatory Landscape**  
**Moderator: Mohammad Ali Raza**, Partner - **Cox & Palmer**  
**Elisa Obermann**, Executive Director - **Marine Renewables Canada**  
**Kimberly Doane**, Executive Director, Energy Resource Development - **Nova Scotia Department of Energy**  
**Christine Bonnell-Eisnor**, Chief Executive Officer - **Canada-Nova Scotia Offshore Energy Regulator**

1:20 pm - 2:20 pm

Room C3

**Session B: Small Province, Big Impact: Prince Edward Island's Clean Energy Vision**  
**Moderator: Brady Yauch**, Senior Manager, Markets and Regulatory Affairs - **Power Advisory LLC**  
**Sandra Moore**, Director of the Cleantech Academy and Innovation Centre - **Government of Prince Edward Island**  
**Greg Gaudet**, Director of Municipal Services/Utilities - **City of Summerside**  
**Glen Compton**, Manager, Office of Net Zero - **Government of PEI**

1:20 pm - 2:20 pm

Room 108

**Breakout Session 8: Utility-Scale Solar in Canada: Challenges, Opportunities, and Regional Potential**  
**Ericka Wicks**, Regional Sector Leader, Energy Transition and Renewable Energy - **Stantec**  
**Kyle Jones**, Civil Designer - **Stantec**  
**Barry Osmun**, President - **AzSpeed Solutions**  
**Mark Flinn**, Principal and Business Centre Practice Leader - **Stantec**

1:30 pm - 2:20 pm

Room C4

**Session 4: Industrial Demand Response: Enhancing Grid Stability through Large-Scale Energy Management**  
**Moderator: George Solomon**, Business Development Manager - **Efficiency Nova Scotia**  
**Kevin Dawson**, Vice President, Strategic Integration & Chief Economist - **Alberta Electric System Operator (AESO)**  
**Jonathan Scratch**, Senior Manager - Market and System Adequacy - **Independent Electricity System Operator (IESO)**  
**John Esaiw**, Energy Director - **Port Hawkesbury Paper LP**

# Conference Agenda - April 15, Cont'd

Sessions run concurrently. Please take note of the location of the session.

**Meet the  
Speakers  
Here!**

2:30 pm - 3:20 pm

Room C3

## **Session C: Clean Energy Innovations in Newfoundland and Labrador**

**Moderator: Mark Hunter**, Manager of Renewable Energy Policy, Department of Industry, Energy and Technology - **Government of Newfoundland and Labrador**

**Kieran Hanley**, Chief Executive Officer - **econext**

**Susan Wilkins**, Executive Director, Renewable Energy - **Government of Newfoundland and Labrador**

**Jenna Broders**, Junior Process/Project Engineer - **North Atlantic**

2:30 pm - 3:20 pm

Room C4

## **Session 5: Advancing Wind Energy: A Discussion of the Opportunities & Challenges**

**Introduction: Matthew Upton**, Client Executive - **Marsh Canada Limited**

**Moderator: Sean Fleming**, Managing Director - **ABO Energy Canada Ltd.**

**Ben Kujala**, Senior Research Lead - **Dunsky Energy + Climate Advisors**

**Drew Bernard**, Energy Lead - **Lennox Island First Nation**

**Rory Cantwell**, Chief Executive Officer - **SWEB Development LP**

**Steve Parsons**, CEO, Economic Development - **Eskasoni First Nation**

1:20 pm - 2:20 pm

Room C3

## **Session B: Small Province, Big Impact: Prince Edward Island's Clean Energy Vision**

**Moderator: Brady Yauch**, Senior Manager, Markets and Regulatory Affairs - **Power Advisory LLC**

**Sandra Moore**, Director of the Cleantech Academy and Innovation Centre - **Government of Prince Edward Island**

**Greg Gaudet**, Director of Municipal Services/Utilities - **City of Summerside**

**Glen Compton**, Manager, Office of Net Zero - **Government of PEI**

2:30 pm - 3:20 pm

Room 108

## **Breakout Session 9: BESS-Supported Charging for Heavy-Duty Vessels & Vehicles (Case Study)**

**Michael Voll**, Principal, Sector Lead Smart Technologies - **Stantec**

2:30 pm - 3:50 pm

Room 109

## **Breakout Session 10: Biomass + District Heating = Economic Development + Sustainable Forests**

**Moderator: Jamie Stephen**, Managing Director - **TorchLight**

**Her Worship Nancy Dicks**, Mayor - **New Glasgow**

**Malcolm Cockwell**, Managing Director - **Haliburton Forest & Wild Life Reserve**

**Jeff Salazar**, Director, District Energy Development (East) - **Corix**

3:20 pm - 3:30 pm

Room C4

## **Bob Talk: Energy Money: Transforming Energy Volatility into Economic Opportunity**

**Graeme Brown**, President & CEO - **Satgen**

**Kyle Foulkes**, COO - **Satgen**

3:30 pm - 3:50 pm

Exhibition Hall -  
C5

Networking Break - Sponsored by:



# Conference Agenda - April 15, Cont'd

Sessions run concurrently. Please take note of the location of the session.

**Meet the  
Speakers  
Here!**


- 3:50 pm - 4:30 pm  
**Room C3**
- Session D: New Brunswick's Energy Transition Pathways**  
**Moderator: Lauren McNutt**, Managing Consultant - **Dunsky Energy + Climate Advisors**  
**Michelle Siscoe**, Director, Net Zero Program & Business Transformation Office Director, Net Zero Program & Business Transformation Office - **Saint John Energy**  
**Shawn Lennon Chisholm**, Commercial Sector Efficiency Programs Lead - **NB Power**  
**Samir Yamine**, Director of Asset Management and Environmental Performance - **City of Saint John**
- 3:50 pm - 4:40 pm  
**Room 109**
- Breakout Session 11: Powering the Shift: Building EV Infrastructure for a Greener Future**  
**Moderator: Jeff Turner**, Director, Mobility - **Dunsky Energy + Climate Advisors**  
**Ed Cullinan**, Senior Manager, E- Mobility and Residential Electrification - **Nova Scotia Power**  
**Martha Horsman**, Environmental Professional - Clean Energy Specialist - **Halifax Regional Municipality**  
**Kurt "Your EV Guy" Sampson**, Zero Emission Vehicle Advocate - **CAA Atlantic**
- 3:50 pm - 4:40 pm  
**Room 108**
- Breakout Session 12: The Evolving Energy Grid, hosted by Investissement Québec and Bureau du Québec dans les Provinces atlantiques**  
**Moderator: Dany Leblanc**, Vice President of Estimation, Proposal, and Pre-Construction - **Borea Construction**  
**Jon Sorenson**, North American Development - Executive - **Evlo Energy Storage**  
**Jean-Hugues Lapointe**, Partner, Director - **Cima +**  
**Christopher Ralph**, Director of Smart Mobility and Electrification - **Nordo Stelo**  
**Prem Pillai**, Sales Manager - North America - **Vizimax**
- 4:10 pm - 4:55 pm  
**Room C4**
- Session 6: Optimism in Action: How We Learned to Navigate Challenging Times**  
**Corey Diamond**, Executive Director - **Efficiency Canada**  
**Abhilash Kantamneni**, Director of Action Research - **Efficiency Canada**
- 4:55 pm - 5:00 pm  
**Room C4**
- Day 1 - Closing Remarks**  
**Shane Skinner**, Political Director - **United Brotherhood of Carpenters, Atlantic Canada Regional Council (UBC)**
- 5:00 pm - 6:30 pm  
**Exhibition Hall - C5**
- Smart Energy Social - Sponsored by:**



# Conference Agenda - April 16

[Meet the  
Speakers  
Here](#)

*Sessions run concurrently. Please take note of the location of the session.*

- 7:30 am - 8:00 am      **Registration and Hot Breakfast, presented by** 
- 8:00 am - 8:30 am      **Breakfast with the Honourable Trevor Boudreau, Minister of Energy, Government of Nova Scotia**  
**Room C1**  
**Moderator: Mark Wilson**, Vice President - Energy, Renewables, Thermal Generation and Heavy Industrial Process Sector Leader - **Stantec**  
**Honourable Trevor Boudreau**, Minister of Energy - **Government of Nova Scotia**
- 8:30 am - 9:20 am      **Session 7: Energy Poverty and Equity: Building a Resilient and Inclusive Energy Future**  
**Room C1**  
**Moderator: Erika Shea**, President and CEO - **New Dawn Enterprises**  
**Leon de Vreede**, Senior Policy & Program Planner - **Energize Bridgewater**  
**Josh McLean**, Director, Priorities and Integration - **Efficiency One**  
**Chris Lanteigne**, Director, Customer Care - **Nova Scotia Power**
- 9:20 am - 10:10 am      **Breakout Session 13: The Benefit of Purposefully Designed Procurement Policies for Demand Side Management Programs**  
**Room 109**  
**Moderator: D.M. Stoneman**, Senior Director - **ICF Canada**  
**Yasmin Abraham**, President - **Kambo Energy Group**  
**Kirstin Pulles**, Strategic Project Manager - **Unrooz Solutions**  
**Abhilash Kantamneni**, Director of Action Research - **Efficiency Canada**
- 9:20 am - 10:10 am      **Energy Storage Canada - Session 1: Surveying the 2025 Energy Storage Landscape**  
**Room C3**  
**Moderator: Patrick Bateman** - **Energy Storage Canada**  
**Ammar Nawaz**, Vice President, Distributed Energy Solutions - **Alectra**  
**Jennifer Tuck**, Vice President, Government Affairs and Communications - **Potentia Renewables Inc.**  
**Jon Sorenson**, North American Development - Executive - **Evlo Energy Storage**  
**Rob Boone**, Manager, Grid Modernization - **Nova Scotia Power**
- 9:20 am - 10:10 am      **Breakout Session 14: Delivering Industrial Facility Energy Savings, Decarbonization, and Market Competitiveness**  
**Room 108**  
**Nick Renouf**, Senior Energy Manager - **Efficiency Nova Scotia**
- 9:20 am - 10:10 am      **Session 8: Powering Canada: Financing Resilient, Reliable, and Affordable Non-Emitting Energy Systems**  
**Room C4**  
**Moderator: Jennifer Gray**, Energy & Natural Res. Group Lead, Partner, Project Mgr - **McInnes Cooper**  
**David MacGregor**, Associate Deputy Minister, Department of Energy - **Government of Nova Scotia**  
**Sashen Guneratna**, Managing Director, Investments - **Canada Infrastructure Bank**  
**Mark Sidebottom**, Chief Clean Energy Officer - **Nova Scotia Power**

# Conference Agenda - April 16 Cont'd

[Meet the  
Speakers  
Here](#)

*Sessions run concurrently. Please take note of the location of the session.*

- 10:10 am - 10:30 am      **Networking Break**
- 10:30 am - 11:20 am      **Breakout Session 15: Going Off Coast: Navigating Insurance & Risk Management in Onshore and Offshore Wind Energy**  
**Room 109**      **Brad Vescarelli**, National Growth Leader Energy, Power & Renewables - **Marsh Canada Limited**  
                         **Matthew Upton**, Client Executive - **Marsh Canada Limited**  
                         **Jonathan Butts**, Senior Vice President - **Marsh Canada Limited**
- 10:30 am - 11:20 am      **Energy Storage Canada - Session 2: Beyond Grid-scale - The Potential of Customer-sited Energy Storage Resources**  
**Room C3**      **Moderator: Andrew Thiele**, Sr. Director Policy and Government Affairs - **Energy Storage Canada**  
                         **Sarah Simmons**, Director, Utilities and Innovation - **Power Advisory LLC**  
                         **Homaira Siddiqui**, Manager, Development & Partnerships - **NRStor**  
                         **Errol Pereira**, Senior Director of Engineering and Planning - **EfficiencyOne**
- 10:30 am - 11:20 am      **Session 9: Unlocking Collaborative Potential: Academia's Role in Advancing Smart Energy Innovation**  
**Room C4**      **Introduction: Daryl Genge**, CEO - **Springboard Atlantic**  
                         **Moderator: Joanne Firth**, Industry Liaison Officer - Applied Research & Innovation - **Nova Scotia Community College**  
                         **Lukas Swan**, Associate Professor, Dept. of Mechanical Engineering & Director - **Renewable Energy Storage Laboratory - Dalhousie University**  
                         **David MaGee**, Vice-President Research - **University of New Brunswick**  
                         **Chris Burns**, Strategic Advisor - Former CEO & Co-Founder - **Novonix**  
                         **Derek Estabrook**, Executive Director, **Atlantic Hydrogen Alliance**
- 10:30 am - 11:30 am      **Breakout Session 16: Digitalization of Energy Management: Unlocking Efficiency and Innovation Case Studies - Part B**  
**Room 108**      **Mathieu Lemay**, CEO and Co-founder - **Lemay.ai**  
                         **Sven Cowan**, Canada Program Manager - **NV5 Geospatial**  
                         **Graeme Brown**, President & CEO - **Satgen**  
                         **Saurabh Trivedi**, Software Sales Account Manager - **Hitachi Energy**
- 11:30 am - 12:20 pm      **Energy Storage Canada - Session 3: Risk Management & Best Practices for Battery (BESS)**  
**Room C3**      **Moderator: Leone Benson-King**, Vice President, Corporate Services - **Energy Storage Canada**  
                         **Sashen Guneratna**, Managing Director, Investments - **Canada Infrastructure Bank**  
                         **Craig Barnes**, VP Corporate Strategy and Services - **TERIC Power**  
                         **Christina Savatore**, Senior Vice President - **Hub International (Atlantic) Ltd.**

# Conference Agenda - April 16 Cont'd

[Meet the  
Speakers  
Here](#)

*Sessions run concurrently. Please take note of the location of the session.*

- 11:30 am - 12:20 pm  
**Room 109**
- Breakout Session 17: Practical Considerations for Electrifying Maritime Operations**  
**Trevor Hennigar**, Chief Operating Officer & Co-Founder - **BlueGrid**  
**Alex Ross**, Director of Strategy and Operations Director of Strategy and Operations - **Highmark Power Inc**  
**Terry Thibideau**, Renewable Energy Coordinator - **Municipality of the District of Digby**
- 11:30 am - 12:20 pm  
**Room C4**
- Session 10: Building the Energy Workforce of Tomorrow: Skilling and Upskilling for Atlantic Canada's Transition**  
**Moderator: Michelle Robichaud**, President - **Atlantica Centre for Energy**  
**Sandra Moore**, Director of the Cleantech Academy and Innovation Centre - **Government of Prince Edward Island**  
**Christine Chiu**, Director, Energy Transition - **RBC**  
**Amanda Mombourquette**, Workforce Development, Green Energy Initiatives - **Nova Scotia Community College**
- 11:35 am - 12:00 pm  
**Room 108**
- Breakout Session 18: Electricity in Demand: Labour Market Insights 2023-2028**  
**Sheldon Polowin**, Economist - **Electricity Human Resources Canada (EHRC)**
- 12:30 pm - 12:45 pm  
**Room C4**
- Special Presentation: How Saint John Energy is Redefining Grid Management through Digital Twins**  
**Michelle Siscoe**, Director, Net Zero Program & Business Transformation Office Director, Net Zero Program & Business Transformation Office - **Saint John Energy**  
**Gavin McTavish**, Partner - **Deloitte**
- 12:45 pm - 2:30 pm  
**Room C1**
- Luncheon: The AI Revolution: Transforming Clean Energy for the Future**  
**Introductions: Jennifer Ciccarello**, Account Manager East/Atlantic Canada - **Hitachi** and **Osman Randhawa**, Digital Lead- **Hitachi**  
**Moderator: Lukas Swan**, Associate Professor, Dept. of Mechanical Engineering & Director - Renewable Energy Storage Laboratory - **Dalhousie University**  
**Pratap Revuru**, Senior Director, Microgrid Solutions & Strategic Partnerships - **Schneider Electric**  
**Ahmed Hanafy**, Partner - **Dunsky Energy + Climate Advisors**  
**Devashish Paul**, CEO & Founder - **BluWave-ai**



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

Schedule 'C' Out of County Travel and Expense Claim Form

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Martin Thomsen	
Destination:	Halifax	
Purpose of Travel:	Attending Net Zero Atlantic OSW R&D Roundtable at Dalhousie University Student Union building	
Departure Date/Time:	8 June / 4.00pm	
Return Date/Time:	9 June / 7.00pm	
Approval to Travel :	Date:	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	628.00	315.00	313.00	0.00	0.00	0.00	628.00
Total Cost of Mileage:	\$372.53	\$186.86	\$185.67	\$0.00	\$0.00	\$0.00	\$372.53
Accommodation/Hotel Name:	Garden South Park Inn	\$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)							\$0.00
Incidentals (\$10 per overnight stay)	\$10.00						\$10.00
Taxi/Parking/Tolls (Receipts Required)		\$23.95					\$23.95
<b>Total Amount Being Claimed</b>	\$226.86	\$209.62	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$436.48</b>

Written Travel Report - Policy Requirements (Section 4. b i)

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

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

Agenda attached

*1853*

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Act. No. <u>10260-4071-260200</u>	

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

Claimant Signature: [Signature]

Date Submitted: 25 July 2025

Travel Approved by Supervisor: [Signature]

GL Code: 10260-4071-260200

Welcome to the  
**Halifax Regional Municipality**

Pay Station ID: PS115

Session Start: Monday June 09 08:19 AM

Session **Valid Until:** Monday June 09 **03:19 PM**

Amount Paid: \$23.95 (HST Included)

HST: \$2.94

Zone D

Plate: HGC385

PURCHASE  
VISA  
Amount: \$23.95  
Card #: \*\*\*\*\*3410  
09/09/2025 8:19:37 AM  
TID: \*\*\*\*3359  
Trans Ref: 0013180020 H  
Auth #: 081325  
VISA CREDIT  
AID: 4000000031010  
TEL: 0000  
01/07  
APPROVED - THANK YOU  
- IMPORTANT -  
Retain this copy for your records  
CARDHOLDER COPY

## Martin Thomsen

---

**From:** Troy MacCulloch  
**Sent:** May 21, 2025 9:06 AM  
**To:** Martin Thomsen  
**Subject:** RE: Invitation to Nova Scotia's Offshore Wind R&D Roundtable – June 9, 2025

Approved

troy

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



**Troy MacCulloch, CMML, FSAScot**  
Chief Administrative Officer

**Phone:** 902.226.3970  
**Mobile:** 902.631.4120  
**Email:** [cao@richmondcounty.ca](mailto:cao@richmondcounty.ca)

2357 Hwy 206, P.O. Box 120  
Arichat, NS B0E 1A0

[www.richmondcounty.ca](http://www.richmondcounty.ca)

**From:** Martin Thomsen <[Energy@richmondcounty.ca](mailto:Energy@richmondcounty.ca)>  
**Sent:** May 21, 2025 8:31 AM  
**To:** Troy MacCulloch <[CAO@richmondcounty.ca](mailto:CAO@richmondcounty.ca)>  
**Subject:** FW: Invitation to Nova Scotia's Offshore Wind R&D Roundtable – June 9, 2025

Hi Troy,

Seeking approval to go to this.

No fees associated with attending but would need hotel (1 night Sun-Mon) and mileage reimbursement.

In the office today if you want to discuss.

Thanks,  
Martin

**From:** NZA OffshoreWind <[offshorewind@netzeroatlantic.ca](mailto:offshorewind@netzeroatlantic.ca)>  
**Sent:** May 14, 2025 4:48 PM  
**To:** Martin Thomsen <[Energy@richmondcounty.ca](mailto:Energy@richmondcounty.ca)>  
**Cc:** Shannon Wood <[SWood@netzeroatlantic.ca](mailto:SWood@netzeroatlantic.ca)>; Madison Brennan <[MBrennan@netzeroatlantic.ca](mailto:MBrennan@netzeroatlantic.ca)>  
**Subject:** Invitation to Nova Scotia's Offshore Wind R&D Roundtable – June 9, 2025

You don't often get email from [offshorewind@netzeroatlantic.ca](mailto:offshorewind@netzeroatlantic.ca). [Learn why this is important](#)

Hi Martin,

In partnership with the Nova Scotia Department of Energy, Net Zero Atlantic is pleased to invite you to participate in the upcoming **Nova Scotia Offshore Wind (OSW) R&D Roundtable** focused on developing strategic offshore wind R&D priorities for Nova Scotia.

### **Event Details**

Date: Monday, June 9, 2025

Time: 8:30 a.m. – 3:00 p.m.

Location: Dalhousie Student Union Building (6136 University Avenue, Halifax, NS)

This **invitation-only** event will bring together representatives from research and innovation organizations, provincial and federal governments, Indigenous communities and organizations, offshore wind industry associations, fisheries, electricity utilities, and community stakeholders.

The roundtable will have both participants and observer roles in the facilitated discussions.

We invite you to **actively participate** in the facilitated roundtable discussions by sharing your insights, experiences, and expertise to help shape the conversation.

### **Roundtable Overview**

The purpose of this R&D Roundtable is to collaboratively develop a list of research priorities that will inform a Costed R&D Plan to guide offshore wind innovation and development in Nova Scotia. This work builds on the themes identified in the Final Regional Assessment Report and validated during the 2024 Offshore Wind R&D Forum.

Roundtable Objectives:

- Identify strategic offshore wind research priorities within six broad themes
- Determine partnerships required to deliver on these priorities
- Estimate timelines and costs to support development of a Costed R&D Plan

### **Roundtable Format**

Six broad research themes have been identified for discussion during the Roundtable. Please refer to the attached document for an overview of each theme.

The day will be structured as follows:

- **Morning:** Three concurrent sessions
- **Afternoon:** Three additional concurrent sessions

You have been selected to participate in the following sessions based on your expertise and sector knowledge:

- Morning Session: Indigenous Knowledge and Research
- Afternoon Session: Technology, Innovation, and Upgrades

If you would prefer to join a different research theme session, please let us know in your reply and we will do our best to accommodate.

**Please RSVP by replying to this email by end of day Wednesday, May 21, 2025.**

In your response, kindly confirm:

1. Your attendance
  - a. If you are unable to attend, if possible, please put forward a representative from your organisation that would be able to attend in your place.
2. If you agree with the session themes assigned to you or wish to request a change
3. Dietary restrictions and accessibility needs (if any)

We look forward to your participation in this important initiative to shape the future of offshore wind research and innovation in Nova Scotia.

Kind regards,  
Net Zero Atlantic

The Pier, 1209 Marginal Road, PO Box 336, Halifax, NS B3H 4P8



# Primer Document

The following questions will be helpful to participants when contributing to the goals of the Roundtable and informing the R&D plan:

1. What elements are critical to advancing a sustainable OSW industry in Atlantic Canada effectively and efficiently?
2. Which groups are currently working on resolving the critical questions to enable these elements?
3. Do we understand the timelines and budgets for the required work? Do we understand where delays on specific elements will result in delays of OSW development in Atlantic Canada?

## Roundtable Sessions & Agenda

The Roundtable sessions focus on aspects of OSW R&D including environmental effects of OSW, impact assessment, Indigenous knowledge and research, socioeconomics of OSW, metocean and geological data, and technology, innovation, and upgrades. The sessions will be divided into three concurrent morning sessions and three concurrent afternoon sessions on these topics. The Roundtable contributors have been pre-assigned one morning and one afternoon session based on expertise and interest.

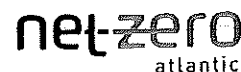
Following opening remarks, Roundtable contributors will move to their pre-assigned sessions. Each session will follow a two-part format, with one hour dedicated to each part. Part one will review the context of the topic and use discussion questions to generate a wide range of ideas and research priorities. In part two, participants will dig deeper to define, prioritize, and expand on the research priorities, and begin identifying timelines and budget estimates. Each group will have a session lead to guide the discussion, a notetaker to summarize key points and outputs, and support from a real-time AI notetaker to record the discussion in detail and allow for the notetaker to review as needed.

A detailed agenda and room assignments are provided below:

**Nova Scotia Offshore Wind R&D Roundtable Agenda  
June 9, 2025 – Dalhousie Student Union Building**

8:30 AM – 9:00 AM	Registration, Coffee & Breakfast Snacks – Room 303		
9:00 AM – 9:30 AM	Welcome Remarks & Facilitation Overview – Room 303		
9:30 AM – 10:30 AM	<b>Morning Concurrent Sessions – Part 1</b>		
	<b>Environmental Effects of Offshore Wind</b>  Room 303  Session Lead: Michael Stokesbury, Acadia University	<b>Impact Assessment</b>  Room 307  Session Lead: Carys Burgess, Impact Assessment Agency of Canada	<b>Indigenous Knowledge &amp; Research</b>  Room 302  Session Lead: Lisa Young, Unama'ki Institute of Natural Resources
10:30 AM – 10:45 AM	Morning Break		

# Primer Document



10:45 AM – 11:45 AM

**Morning Concurrent Sessions – Part 2**

**Environmental Effects of Offshore Wind**

Room 303

**Session Lead:** Michael Stokesbury, *Acadia University*

**Impact Assessment**

Room 307

**Session Lead:** Carys Burgess, *Impact Assessment Agency of Canada*

**Indigenous Knowledge & Research**

Room 302

**Session Lead:** Lisa Young, *Unama'ki Institute of Natural Resources*

11:45 AM – 12:30 PM

Lunch

12:30 PM – 1:30 PM

**Afternoon Concurrent Sessions – Part 1**

**Socioeconomics of Offshore Wind**

Room 303

**Session Lead:** Christopher Milley, *NEXUS Coastal Resource Management*

**Metocean & Geological Data**

Room 302

**Session Lead:** Adam MacDonald, *Nova Scotia Department of Energy*

**Technology, Innovation, & Upgrades**

Room 307

**Session Lead:** Kim Doane, *Nova Scotia Department of Energy*

1:30 PM – 1:45 PM

Afternoon Break

1:45 PM – 2:45 PM

**Afternoon Concurrent Sessions – Part 2**

**Socioeconomics of Offshore Wind**

Room 303

**Session Lead:** Christopher Milley, *NEXUS Coastal Resource Management*

**Metocean & Geological Data**

Room 302

**Session Lead:** Adam MacDonald, *Nova Scotia Department of Energy*

**Technology, Innovation, & Upgrades**

Room 307

**Session Lead:** Kim Doane, *Nova Scotia Department of Energy*

2:45 PM – 3:00 PM

Final Remarks & Close