



Schedule 'B' In County Travel and Expense Claim Form

NAME: Ronalda Boudreau			
PERIOD COVERED: October 2025			
FROM: October 1, 2025		TO: October 31, 2025	
DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
October 1, 2025	Went to St. George's Channel Community Hall, Dundee Resort and Rec Building	73.00	
October 5, 2025	Registration in St. Peter's at 2:00 pm	80.00	
October 6, 2025	Registration in St. Peter's at 10:00 am	71.00	
October 7, 2025	Registration in St. Peter's at 10:00 am	71.00	
October 7, 2025	Registration in St. Peter's at 2:00 pm and Louisdale at 2:45 pm	78.00	
October 7, 2025	Registration in L'Ardoise at 6:00 pm, River Bourgeois at 6:30 and LaPicasse at 7:45 pm	108.00	
October 8, 2025	Registration in St. Peter's at 10:00 am	71.00	
October 8, 2025	Registration in Red Islands at 1:00 pm	120.00	
October 9, 2025	Registration in St. Peter's at 10:00 am	71.00	
October 9, 2025	Registration in L'Ardoise at 6:00 pm	102.00	
October 15, 2025	Registration at La Picasse at 10:00 am	11.00	
October 17, 2025	Registration in Red Islands at 9:30 am	120.00	
October 20, 2025	Registration at arena at 5:30 and 6:15 pm and in St. Peter's at 7:30	80.00	
October 22, 2025	Registration in Lower River at 10:00 am	62.00	
October 22, 2025	Registration in St. Peter's at 6:30 pm	80.00	
October 23, 2025	Went to arena to drop off supplies	36.00	

Totals: 1234.00 \$0.00

Rate: \$0.5932

Total Mileage (\$): \$732.01

Total Expenses Claimed: \$732.01

ACCOUNT #:	10 270 4120 270130	CHEQUE #:	
SIGNATURE:	<i>Ronalda Boudreau</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	31-Oct-25	INITIAL:	

Goods Rec'd. Date.....	Initial.....	
Prices Checked.....		
Add. & Ext. Checked.....		
Approval for Payment.....		
Discount Date.....		
Paid by Cheque No.....		
Distribution: Acct No.....	4120 270130	

METS



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	
Purpose of Travel:	Water Distribution Course - Quality Inn, 370 Dieppe Blvd, Dieppe NB	
Departure Date/Time:	26 Oct-25	4:00pm
Return Date/Time:	30-Oct-25	7:30pm
Approval to Travel:	Date:	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	770.00	385.00	0.00		385.00	770.00
Total Cost of Mileage:	\$456.76	\$228.38	\$0.00	\$0.00	\$228.38	\$456.76
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	\$20.00	\$20.00	\$20.00	\$20.00	\$80.00
Lunch	\$25	\$25.00	\$25.00	\$25.00	\$25.00	\$100.00
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
Total Amount Being Claimed	\$268.38	\$85.00	\$85.00	\$85.00	\$303.38	\$826.76

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 _____

HST

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

Claimant Signature: [Signature]

Date Submitted: NOV 3 2025

Travel Approved by Supervisor: [Signature]

GL Code: 102423060 242210

Goods Rec'd. Date.....	Initial.....
Frics Checked.....	[Signature]
Add. & Ext. Checked.....	[Signature]
Approval for Payment.....	[Signature]
Discount Date.....	
Paid by Cheque No. <u>242210</u>	
Debit Card No. <u>3000 242210</u>	



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	
Purpose of Travel:	Water Distribution Course - Quality Inn, 370 Dieppe Blvd, Dieppe NB	
Departure Date/Time:	26-Oct-25	4:00pm
Return Date/Time:	30-Oct-25	7:30pm
Approval to Travel:	Date: Oct 8, 2020	

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00					0.00
Total Cost of Mileage:	\$0.00					\$0.00
Accommodation/Hotel Name:						
<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)						
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed						\$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 _____

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



ATLANTIC CANADA

Section • American Water Works Association
MA • Water Environment Federation

Water Distribution

Level I & II

October 27-30, 2025

Dieppe, NB

COURSE SUMMARY:

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

It will provide a basic knowledge of water distribution practices and focuses on the practical aspects of system construction, operation and maintenance.

The intermediate portion will expand on the basic topics by providing an advanced appreciation of water distribution practices and focuses on the practical aspects of construction, operation and maintenance of water distribution.

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

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. For further information, please contact ACWWA Section Office at 902-434-6002.

COURSE LOCATION & TIME:

Registration is at 8:30m 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

Water Distribution Dieppe, NB October 27-30, 2025

Name: Daniel Bowen
Organization: Municipality of the County of Richmond
Mailing Address: 2357 HIGHWAY 206
City, Province: ARICHAT, N.S. Postal Code: B0E 1A0
Phone: 902.631-4502 Email: dbowen@richmondcounty.ca

ACWWA Membership No: 00444740 WEF Membership No: _____
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 DBWDL

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

Card Holder's Name _____

Credit Card Number _____ Expiry _____

Signature _____

Email address for credit card receipt _____

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



AWWA Water Operator Field Guide

Your Price: \$65.00

Yes

Operator Certification Study Guide

Your Price: \$ 85.00

Yes



Cheques should be made payable to:

ACWWA

PO Box 28141 · Dartmouth, NS · B2W 6E2

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



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 \$0.5932
Name of Claimant:	Daniel Bowen	
Destination:	Sandman Hotel – 973 Wilkinson Ave, Dartmouth, NS	
Purpose of Travel:	To write Water Treatment Exam	
Departure Date/Time:	16-Dec-25	Noon
Return Date/Time:	17-Dec-25	6pm
Approval to Travel :		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 600.00	300.00	300.00				600.00
Total Cost of Mileage: \$355.92	\$177.96	\$177.96				\$355.92
Accommodation/Hotel Name:						
<i>Courtyard by Marriott Dartmouth Direct Billed</i>						
Meals: Breakfast \$20		\$20.00				\$20.00
Lunch \$25		\$25.00				\$25.00
Dinner \$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)						
Incidentals (\$10 per overnight stay)	\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)						
Total Amount Being Claimed	\$217.96	\$252.96				\$470.92

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 _____

	Goods Rec'd. List.....Initial. <u>DB</u>
	Prices Checked.....
	Am. & Ext. Checked.....
	Approval for Payment.....
	Discount Date.....
	Paid by Cheque No. _____
	Distribution: 10 242 3080 242210

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

Claimant Signature: [Signature]

Date Submitted: 18/12/25

Travel Approved by Supervisor: [Signature]

GL Code: 10 242 3080 242210



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 \$0.5932

Name of Claimant:	Daniel Bowen	
Destination:	Sandman Hotel – 973 Wilkinson Ave, Dartmouth, NS	
Purpose of Travel:	To write Water Treatment Exam	
Departure Date/Time:	16-Dec-25	Noon
Return Date/Time:	17-Dec-25	6pm

Approval to Travel: *Chris Koudas* *Dec 15, 2025*

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	0.00					0.00
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00			\$0.00
Accommodation/Hotel Name:						
<i>Courtyard by Marriott Dartmouth Direct Billed</i>						
Meals: Breakfast						\$0.00
Lunch						\$0.00
Dinner						\$0.00
Other Meals (Receipts Required)						
Incidentals (\$10 per overnight stay)						\$0.00
Taxi/Parking/Tolls (Receipts Required)						
Total Amount Being Claimed	\$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 _____

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

Our File # 94600-32-1373

November 26, 2025

Daniel Bowen
2357 Highway 206, Box 120
Arichat, NS B0E 1A0

Dear Daniel Bowen:

Re: Application for WT Class I Certification Exam

You have qualified to write the WT Class I certification exam at an upcoming exam session in Halifax on December 17, 2025.

The exam location will be posted on our website two weeks prior to the exam session. Please visit our website as listed below and click on the tab labelled "Examinations".

<http://novascotia.ca/wwoc>

The exam session will begin at 1:00 pm. To ensure the session begins promptly, please arrive between 12:30 and 12:45 pm to register. The following must be brought to the examination session:

- Letter of eligibility and picture ID.
- A calculator and one or two soft lead pencils.
- A cheque or money order for the exam fee of \$100.00. This should be made payable to the Nova Scotia Minister of Finance. **We do not accept cash or credit cards.**

To help you prepare for your exam, the Association of Boards of Certification provides a list of suggested reference material and study guides as well as the Need-to-Know documents for each category of certification on their website at:

http://www.abccert.org/testing_services/info_examinees.asp

If you have any questions or concerns, contact Sandra Hartley at (902) 424-2553.

Yours truly,



Denis Tufts

Program Administration



**Richmond Villa Board Meeting
Wednesday, December 17, 2025**

Time: 6:00 p.m.

Location: Richmond Villa

AGENDA

1. Call to Order
2. Call for Nominations, Appointment of Board Chairperson
3. Call for Nominations, Appointment of Board Vice-Chairperson
4. Items Added to the Agenda
5. Review of Minutes, Re: Regular Meeting – September 16, 2025
6. Business Arising from the Minutes
7. CEO Report
8. Discuss Items Added to the Agenda
 - a) Housing
9. General Business
10. Adjournment



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:	troy macculloch	
Destination:	Truro and then Baddeck	
Purpose of Travel:	CCC Conference and then CB Investor Summit	
Departure Date/Time:	21-Oct	7:00 AM
Return Date/Time:	24-Oct	9:30 AM
Approval to Travel :attached		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	448.00	65.00	264.00		119.00	0.00	448.00
Total Cost of Mileage:	\$265.75	\$38.56	\$156.60		\$70.59	\$0.00	\$265.75
Accommodation/Hotel Name: <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast	\$20	\$20.00	provided	provided	\$20.00		\$40.00
Lunch	\$25	provided	provided	provided			\$0.00
Dinner	\$30	\$30.00	\$30.00	provided			\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00				\$30.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed	\$98.56	\$196.60	\$10.00	\$90.59	\$0.00		\$395.75

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 TM N/A _____

All claims are to be submitted not later than 60 days after return.		Goods Rec'd. Date.....Initial.....
Claimant Signature: <u>[Signature]</u>	Date Submitted: <u>24 Oct 2025</u>	Prices Checked.....
Travel Approved by Supervisor: <u>[Signature]</u>	GL Code: _____	Add. & Ext. Checked.....
		Approval for Payment.....
		Discount Date.....
		Paid by Cheque No.....
		Distribution: Acct. No. <u>10 3127120 212130</u>

#853

24 Oct 2025

Out of County travel for CCC in Truro followed immediately by Travel to and attendance at the CB Investor Summit in Baddeck

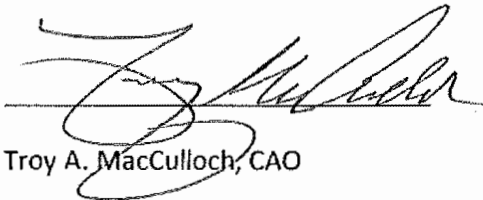
TMA

Oct 21, 0700 hrs – Left New Glasgow for Truro – CCC Conference began at 0830 hrs and carried through to Oct 22.

Oct 22, 1530 hrs – Left Truro for Baddeck

Oct 23 – CB Investor Summit – began at 0830 and carried on until 2100 hrs

Oct 24, 0740 hrs – Left Baddeck for Arichat



Troy A. MacCulloch, CAO

Municipality of the County of Richmond

Troy MacCulloch

From: Lois Landry
Sent: September 2, 2025 12:27 PM
To: Troy MacCulloch
Subject: RE: approval for travel

Each of those is approved for travel
Thanks,
Lois

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

From: Troy MacCulloch <CAO@richmondcounty.ca>
Sent: September 2, 2025 10:09 AM
To: Lois Landry <Lois.Landry@richmondcounty.ca>
Subject: approval for travel

Morning Warden

Looking for approval to attend the following events this Fall

~~AMANS Conference – Sydney – Sept 23-26~~

Community Climate Capacity Conference in Truro – Oct 21-22 (part of our CCC Obligation that both Martin and I attend and take part)

CB Investor Summit – Baddeck - Oct 23-24

Thank you

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

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

www.richmondcounty.ca



COMMUNITY CLIMATE CAPACITY SUMMIT

October 21-22, 2025

Inn on Prince Hotel &
Conference Centre

DAY 1: TUESDAY, OCTOBER 21

8:30 – noon	Registration Opens
9 – 9:20 a.m.	Opening Remarks
9:20 – 9:30 a.m.	Clean Foundation Remarks
9:30 – 9:40 a.m.	Provincial Update (Department of Environment and Climate Change)
9:45 – 10:00 a.m.	Community Climate Capacity Program Update Logan Horrocks and Izzie Collier, Clean Foundation
10 – 11:00 a.m.	Local Leadership in Action Examples of leadership from select participating CCC Program communities
11 – 11:15 a.m.	Break
11:15 a.m. – 12:30 p.m.	Small Group Knowledge Sharing Facilitated networking and knowledge sharing session with peers
12:30 – 1:30 p.m.	Networking Lunch
1:30 – 2:45 p.m.	Breakout Sessions (Concurrent) <ol style="list-style-type: none">1. Coastal Policy Development Gordon Smith, Nova Scotia Federation of Municipalities2. Climate Budget Guide Overview and Economic Development Emma Kirke, Federation of Canadian Municipalities3. Prioritizing Natural Assets Alongside Built Infrastructure Emily Cowin, AIM Network
2:45 – 3 p.m.	Break
3 – 4 p.m.	Panel Discussion: Moving Climate Work Forward Panelists: John Oglivie, Municipality of West Hants Ed Kennedy, Pictou County Paul McNeil, Margaree Salmon Association
4 – 4:25 p.m.	Workshop: Pitching Climate Initiatives Facilitated communication and strategy session
4:25 – 4:30 p.m.	Wrap-Up

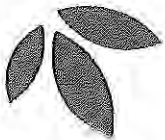
DAY 2: WEDNESDAY, OCTOBER 22

8:30 – 9 a.m.	Hot Breakfast Buffet
9 – 10:30 a.m.	Workshop: Community Partnerships for Equitable Local Climate Action Emma Kirke, Federation of Canadian Municipalities
10:30 – 10:45 a.m.	Break
10:45 a.m. – noon	Breakout Session (Concurrent) <ol style="list-style-type: none">1. Creation of a Municipal Biodiversity Strategy Alisha Christie, Town of Kentville and Sofia Munoz, Clean Foundation2. Engaging and Educating Youth About the Environment Zabrina Prescott, Clean Foundation
Noon – 1 p.m.	Networking Lunch
1 – 2 p.m.	Bringing Traditional Knowledge into Local Climate Action Carolyn Landry, Redfeather's Native
2 – 2:15 p.m.	Break
2:15 – 3:15 p.m.	Final Reflection and Sharing Circle Heather Stevens, Millbrook Culture and Heritage Centre
3:15 – 3:30 p.m.	Closing Remarks

Register today!

Please register and save your money by pre-booking by Thursday, September 14

For more information, visit www.cleanfoundation.ca or contact us at info@cleanfoundation.ca



Questions?

Please contact our team at ccc@cleanfoundation.ca



[CLICK HERE FOR MAP OF THE INVERARY RESORT](#)

The Cape Breton Partnership's Investor Summit annually brings together over 200 business, community and government leaders from across Nova Scotia. Summit attendees will have the opportunity to network, collaborate, and discuss issues facing the local economy, and be able to provide input on building a strong economic future for Unama'ki – Cape Breton.

We are excited to share that the 2025 Investor Summit is a sold-out event for the fourth year in a row!

For further details on this year's Investor Summit, scroll down!

od. 23

Day Agenda



9 a.m.	Welcome and Introductions
9:30 a.m.	Morning Energizer
9:50 a.m.	Cape Breton Partnership Update
10:00 a.m.	Humanity Break
10:30 a.m.	Reel Impact Video Series
10:40 a.m.	Panel: People Powered Growth
11:25 a.m.	Reel Impact Video series
11:45 a.m.	Lunch Break
1 p.m.	Keynote Presentation

2 p.m.	Humanity Break
2:25 p.m.	Reel Impact Video Series
2:30 p.m.	Panel: The Disruptors
3:25 p.m.	Reel Impact Video Series
120 p.m.	Closing Remarks
5 p.m.	Networking Reception
5:30 p.m.	Welcome & Introductions
5:40 p.m.	Gala Dinner
7 p.m.	Evening Keynote
7:30 p.m.	Economic Impact Awards
8 p.m.	Closing Remarks and Networking Reception

English

Dec 16, 2025

In county travel report for Nov – Dec, 2025

Nov 12, 2025 - travel to PH Meeting – Civic Centre – For Mayors, Wardens and Chiefs meeting

Warden Landry was also present

- travelled alone
- Left Arichat for PH at 0915
- 1000 – 12 noon
- returned to Arichat after the meeting

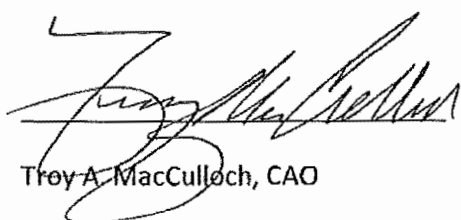
Nov 21, 2025 - travel to PH Meeting - East Hants – AMANS Board of Directors

- travelled to PH alone and then met other Cape Breton Board members and car-pooled to East Hants bldg. for meeting

- Left St Peters for PH at 0630
- 0900 – 12 noon
- returned to PH after the meeting and then on to St Peters

Nov 27, 2025 - travel to PH Meeting at Civic Centre - EDPC Board meeting in afternoon followed by Chamber Gala that evening.

- travelled alone from Arichat
- Left the office for PH at 1130
- Meeting with regional CAO's for lunch
- Meeting with EDPC at 1300 hrs – 1500hrs
- Chamber Gala from 1800 -2000 hrs
- returned to St Peters



Troy A. MacCulloch, CAO

Municipality of the County of Richmond



RICHMOND VILLA BOARD

SPECIAL MEETING

Tuesday, July 8, 2025

6:00 p.m.

Location: Richmond Villa

AGENDA

1. Call to Order
2. In Camera Session
 - a) Personnel
3. Recommendations from In Camera
4. Adjournment



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

Special Meeting

Tuesday, July 22, 2025

6:00 p.m.

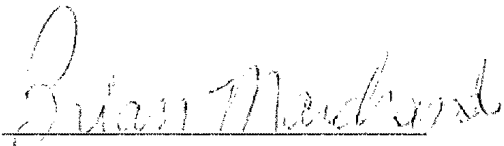
Council Chambers

AGENDA

- 1. Call to Order**
- 2. Roll Call of Councillors**
- 3. Items Added/Approval of the Agenda**
- 4. Grant Applications**
 - a) Acadiaville Community Centre Society – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$7,500
 - b) L'Ardoise Jolly Club – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$6,726
 - c) Grand River Presbyterian Church – Re: Grant application for the Tier 2 Community Grant Funds in the amount of \$7,500
 - d) Village on the Canal Association – Re: Grant application for the Tier 3 Waterfront Development Grant Funds in the amount of \$20,000
- 5. Sponsorship Request**
 - a) St. Peter's Pirate Association – Sponsorship Request
- 6. Request for a letter/affidavit from Cam Samson, Dundee Hills Vacation Village**
- 7. Richmond Arena Report – Follow Up**
- 8. Adjournment**

In county travel report for July 22, 2025

- A) - Fire Service Meeting to discuss Fire Levy.
- B) - July 22 -2025
- C) - Arichat, Nova Scotia
- D) - Started at 9:00 AM & Ended at 10:00 AM
- E) - Troy (CAO), Lois (Warden), Steve Marcellus (EMO), Kathleen Jeffrey (Director Of Finance), Shannon Mury (Director of Recreation)
- F) - Discussing setups where the Fire Levies would be maintained in a Municipal Account, managed by the Fire Services Committee and accounted for by the Director of Finance



Brian Marchand, District 3 Councillor

Municipality of the County of Richmond

Shelley David

From: Melissa Warner <melissa.warner@townofporthawkesbury.ca>
Sent: September 4, 2025 9:40 AM
To: Shelley David
Subject: RE: EXTERNAL: Agenda for Landrie Lake Board meetings in August
Attachments: Agenda August 21 2025.docx

**Agenda – Landrie Lake Board of Directors Meeting
August 5, 2025
2:30 pm
Virtual/PHCC Boardroom**

1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Approval of Minutes – April 7th, 2025
5. Business Arising from the Minutes
6. General Activities / Operations Update
7. Financial Update
8. EverWind Fuels Water Supply Agreement Terms
9. Approved Additions
10. Adjournment

Hi Shelley,

I only have a screenshot of the August 5th one as I wasn't in charge of that meeting.

**AGENDA SPECIAL MEETING
Landrie Lake Board of Directors Meeting
August 21, 2025
3:00 pm
Virtual/PHCC Boardroom**

1. Call to Order
2. Introductions
3. Additions to the Agenda
4. Approval of Agenda
5. Motion to Move In Camera Session
 - a. Contractual Issue
6. Motion to Move out of In Camera Session
7. Motions from In Camera Session
8. Approved Additions
9. Adjournment



Schedule 'B' In County Travel and Expense Claim Form

NAME: Brian Marchand			
PERIOD COVERED:			
FROM: Sept 2-2025 to Oct 29-2025			
DATE	PARTICULARS	MILEAGE (KM)	OTHER EXPENSES
Sept 2-2025	PAC Meeting (Louisdale to Arichat)	35.00	
Sept 9-2025	COW Meeting (Louisdale to Arichat)	35.00	
Sept 10-2025	Fire Service Meeting (Louisdale to Arichat)	35.00	
Sept 15-2025	Audit Meeting (Louisdale to Arichat)	35.00	
Sept 17-2025	Fire Protection Service Meeting (Louisdale to St. Peters)	40.00	
Sept 22-2025	Audit Meeting (Louisdale to Arichat)	35.00	
Sept 23-2025	Reg Meeting (Louisdale to Arichat)	35.00	
Oct 7-2025	PAC Meeting (Louisdale to Arichat)	35.00	
Oct 14-2025	COW Meeting (Louisdale to Arichat)	35.00	
Oct 28-2025	Reg Meeting (Louisdale to Arichat)	35.00	
HSEB			

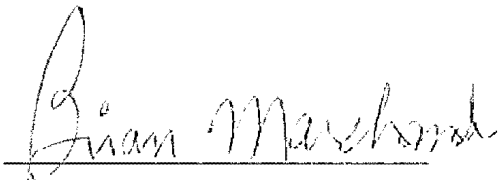
Goods Rec'd. Date.....	Initial <i>BM</i>
Prices Checked.....	<i>g</i>
Add. & Est. Checked.....	<i>g</i>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No. <i>10210210210210</i>	
Distribution Check No. <i>210130</i>	

Totals:	355.00	✓	\$0.00
Rate:	\$0.5932		
Total Mileage (\$):	\$210.59		
Total Expenses Claimed:	\$210.59		

ACCOUNT #:		SHEQUE #:	
SIGNATURE:	<i>Brian Marchand</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	<i>Oct 29 2025</i>	INITIAL:	

In county travel report for Sept 10, 2025

- A) - Fire Service Meeting to discuss Fire Levy.
- B) - September 10 -2025
- C) - Arichat, Nova Scotia
- D) - Started at 1:00 PM & Ended at 3:00 PM
- E) - Troy (CAO), Lois (Warden), Steve Marcellus (EMO), Kathleen (Director of Finance), Paul Shears (West Bay Road Fire Dept), Blair Stone (St. Peters Fire Dept)
- F) - Discussing setups where the Fire Levies would be maintained in a Municipal Account, managed by the Fire Services Committee and accounted for by the Director of Finance & a future meeting to discuss the Report from 5 years ago.



Brian Marchand

Brian Marchand, District 3 Councillor

Municipality of the County of Richmond



Fire Protection Services Committee Meeting

September 17th, 2025 @ 1900hrs - St. Peter's VFD

Agenda

1. Call to Order
2. Review and approval of the previous meeting minutes.
3. Items to be added to the agenda
4. Old Business – Items in yellow will be pushed to a full day meeting in November.
 - a. Boat Launch
 - b. Dry hydrants
 - c. Fire Services
 - d. Training courses
 - e. Mapping
 - f. Roadways
 - g. EDPC Planning
 - h. TOR – Terms of Reference
 - i. FSANS
 - j. Training Centre Concept/Support
 - k. Airport/Point Tupper
5. New business
 - a. Insurance Renewal
 - b. VFD Registration (draft)
 - c. Communication/Dispatching
 - d. Cost Renumeration
 - e. Mutual Aid Agreements
 - f. Fire Prevention Week
 - g. ESPF – Emergency Services Provider Fund
 - h. Equipment/Inventory
 - i. SAMAA Fire Memorial
6. Items that were added to the agenda.
7. Round Table
8. Next meeting date – TBD – November 26th
9. Adjournment



Schedule 'B' In County Travel and Expense Claim Form

NAME: Brian Marchand			
PERIOD COVERED:			
FROM: Oct 30-2025 to Dec 17-2025			
DATE	PARTICULARS	MILEAGE (KM)	OTHER EXPENSES:
Nov 4-2025	PAC Meeting (Louisdale to Arichat)	35.00	
Nov 11-2025	Travel to Remembrance Day Ceremonies(Louisdale to West Bay)	51.00	
Nov 12-2025	COW Meeting (Louisdale to Arichat)	35.00	
Nov 19-2025	Source Water Protection Committee (Louisdale to Arichat)	35.00	
Nov 24-2025	By-Law/ Policy Committee (Louisdale to Arichat)	35.00	
Nov 25-2025	Reg Meeting (Louisdale to Arichat)	35.00	
Nov 26-2025	Fire Protection Service Meeting (Louisdale to St. Peters)	40.00	
Dec 2-2025	COW Meeting (Louisdale to Arichat)	35.00	
Dec 09-2025	Adult Meeting (Louisdale to Arichat)	35.00	
Dec 16-2025	Reg Meeting (Louisdale to Arichat)	35.00	
Dec 17-2025	Villa (Louisdale to St Peters)	40.00	

Totals: 411.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$243.81

Total Expenses Claimed: **\$243.81**

ACCOUNT #:		CHEQUE #:	
SIGNATURE:	<i>Brian Marchand</i>	AMOUNT:	
APPROVED:	<i>[Signature]</i>	DATE PAID:	
DATE SUBMITTED:	12/17/25	INITIAL:	

MS13

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	<i>g</i>
Add. & Ext. Checked.....	<i>g</i>
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Rec'd. No.....	102102110210130

Shelley David

From: Shelley David
Sent: November 4, 2025 2:49 PM
To: Council
Cc: Troy MacCulloch
Subject: Remembrance Day Ceremony Schedule

Good afternoon,

Please see below for the Remembrance Day ceremonies taking place on Tuesday, November 11.

The wreaths will be provided at each location by your contact person.

If you are unable to attend your assigned ceremony or have any questions, please let me know at your earliest convenience.

Thank you,

Shelley

Members of Council	Location	Event	Date	Time	Contact Person
Warden Lois Landry, Cllr. Shawn Samson (Reception to follow the ceremony)	Our Lady of Assumption, Arichat	Church Service	November 11	9:45 a.m.	
	RC Legion Branch 150, Arichat	Ceremony/laying of the wreath	November 11	10:45 a.m.	Jerrick Babin
Deputy Warden Amanda Mombourquette (Your wreath will go from St. Peter's to River Bourgeois cenotaph via George.)	St. Peter's Lion's Club	Ceremony	November 11	9:30 a.m.	
	Cenotaph: St. Peter's	Ceremony/laying of the wreath	November 11	11:30 a.m.	George MacPhee
	Cenotaph: River Bourgeois	Ceremony/laying of the wreath	November 11	12:15 p.m.	
Cllr. Brian Marchand (Your wreath will go to each cenotaph via George.)	Cenotaph: Louisdate	Ceremony/laying of the wreath	November 11	1:30 p.m.	George MacPhee
	Cenotaph: Whiteside	Ceremony/laying of the wreath	November 11	2:30 p.m.	
	Cenotaph: Westbay	Ceremony/laying of the wreath	November 11	3:30 p.m.	
Cllr. Brent Sampson (Reception to follow the ceremony)	L'Ardoise Church	Church Service	November 11	9:30 a.m.	
	Community Centre, L'Ardoise	Ceremony/laying of the wreath	November 11	11:00 a.m.	Theresa Clements



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

Source Water Protection Advisory Committee

November 19, 2025

6:00 p.m.

Council Chambers

Agenda

1. Call to Order
2. Appointment of Chair and Vice Chair
3. Items Added to the Agenda (Approval of Agenda)
4. Review the Terms of Reference
5. Review the Source Water Protection Plan
6. Adjournment



Fire Protection Services Committee Meeting

November 26th, 2025 @ 1900hrs - St. Peter's VFD

Agenda

1. **Call to Order**
2. **Review and approval of the previous meeting minutes.**
3. **Items to be added to the agenda**
4. **Old Business updates**
 - a. Boat Launch
 - b. Dry hydrants
 - c. Fire Services – any follow up discussion from the 22nd meeting
 - d. Training courses
 - e. Mapping
 - f. Roadways
 - g. TOR – Terms of Reference
 - h. FSANS
 - i. Training Centre Concept/Support
 - j. Airport/Point Tupper
 - k. Insurance Renewal
 - l. VFD Registration (draft)
 - m. Communication/Dispatching
 - n. Cost Renumeration
 - o. ESPF – Emergency Services Provider Fund
5. **New business**
 - a. Insurance Renewal
6. **Items that were added to the agenda.**
7. **Round Table**
8. **Next meeting date – TBD – November 26th**
9. **Adjournment**



Richmond Villa Board Meeting
Wednesday, December 17, 2025

Time: 6:00 p.m.

Location: Richmond Villa

AGENDA

1. Call to Order
2. Call for Nominations, Appointment of Board Chairperson
3. Call for Nominations, Appointment of Board Vice-Chairperson
4. Items Added to the Agenda
5. Review of Minutes, Re: Regular Meeting – September 16, 2025
6. Business Arising from the Minutes
7. CEO Report
8. Discuss Items Added to the Agenda
 - a) Housing
9. General Business
10. Adjournment



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

NAME: Steve Marcellus

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

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
09-Oct-25	Fire SCBA equipment donation pick up from West Bay Road VFD	112	
10-Oct-25	Fire PPE pick up from Loch Lomond VFD	150	
	Drop off to Lyle Donovan Victoria EMC for Firefighters without Borders - Port Hastings VFD	108	

Totals: 370.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$219.48

Total Expenses Claimed: **\$219.48**

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

H513

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

November 1st, 2025

Fire - In County travel report for October:

October 9th, 2025,

- Fire SCBA equipment donation pick up from West Bay Road VFD – **112 kms.**

October 10th, 2025,

- Fire PPE donation pick up from Loch Lomond VFD – **150 kms.**
- Donation equipment dropped off to Lyle Donovan (Victoria County EMC) for Firefighters without Borders – Port Hastings VFD – **108 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:	Dartmouth, NS	
Purpose of Travel:	EMC Conference and PSFC Interoperability Forum	
Departure Date/Time:	15-Oct-25	0700hrs
Return Date/Time:	16-Oct-25	2030hrs
Approval to Travel :		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	630.00	315.00	0.00	315.00	0.00	630.00
Total Cost of Mileage:	\$373.72	\$186.86	\$0.00	\$186.86	\$0.00	\$373.72
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			\$40.00
Lunch	\$25	provided	provided			\$0.00
Dinner	\$30	\$30.00	\$30.00			\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)		\$10.00				\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed		\$246.86	\$50.00	\$186.86	\$0.00	\$483.72

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>All claims are to be submitted not later than 60 days after return.</p> <p>Claimant Signature: <u>[Signature]</u></p> <p>Date Submitted: <u>17 OCT 2025</u></p> <p>Travel Approved by Supervisor: <u>[Signature]</u></p> <p>GL Code: <u>10-229-3030-229270</u></p>	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

HST 3



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:	Dartmouth, NS		
Purpose of Travel:	EMC Conference and PSFC Interoperability Forum		
Departure Date/Time:	15-Oct-25	0800hrs	
Return Date/Time:	16-Oct-25	2000hrs	
Approval to Travel:			Date: <u>22 Sept 25</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
Total Amount Being Claimed	\$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 _____

<p>All claims are to be submitted not later than 60 days after return.</p> <p>Claimant Signature: _____</p> <p>Date Submitted: _____</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="2" style="text-align: center;">EMO</th> </tr> </thead> <tbody> <tr> <td style="font-size: small;">Goods Rec'd.</td> <td style="font-size: small;">Date..... Initial....</td> </tr> <tr> <td style="font-size: small;">Prices Checked</td> <td style="font-size: small;">.....</td> </tr> <tr> <td style="font-size: small;">Add. & Ext. Checked</td> <td style="font-size: small;">.....</td> </tr> <tr> <td style="font-size: small;">Approval for Payment</td> <td style="font-size: small;">.....</td> </tr> <tr> <td style="font-size: small;">Discount Date</td> <td style="font-size: small;">.....</td> </tr> <tr> <td style="font-size: small;">Paid by Cheque No</td> <td style="font-size: small;">.....</td> </tr> <tr> <td style="font-size: small;">Distribution</td> <td style="font-size: small;">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
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																

Department of Emergency Management Regional Operations Division
EMC Conference
Oct 15th, 2025
Banook Conference Room, Sandman Hotel and Suites

12:00 pm – 1:00 pm	Registration and lunch
1:00 pm – 1:10 pm	Welcome
1:10 pm – 1:30 pm	Opening Remarks and Overview of Agenda
1:30 pm – 1:45 pm	Introduction of Regions and staff
1:45 pm – 2:45 pm	Updates <ul style="list-style-type: none">• Emergency Management Standards for Municipalities• REMOs• Nova Scotia Firefighters School• Fire Service Review
2:45 pm – 3:00 pm	Coffee Break and Mingle
3:00 pm – 3:30 pm	Introducing NS Alert
3:30 pm – 3:45 pm	Grants and Funding Opportunities
3:45 pm – 4:15 pm	Long Lake Wildfire
4:15 pm – 4:30 pm	Closing Remarks and Adjournment

AGENDA

Morning Session 0:55 am

- Welcome
- Opening Remarks - Honorable Kim Masland, Minister of Emergency Management
- Introduction to ECCC's New Tiered Alerting System - Bob Robichaud
- Smart Applications/APX N-Series - Ali Ghajar

Morning Break 10:30 am

- TMR2 Network Enhancements: Dynamic System Resiliency and ActiveEye - Brianna O'Malley
- 2025 MCS Year in Review - MCS Team
- Special Recognition Award

Lunch and PSFC Vehicle Display 12:30 pm

- Deputy Minister of Emergency Management - Sandra McKenzie
- Operation CODEBREAKER - Emad Aziz
- What is Inherently Safe? - Will Muider
- From First Call to Coordinated Response - Kate Potaran & Amy Marion

Afternoon Break 2:30 pm

- Ian MacKinnon Interoperability Award
- History of Radios in the Maritimes - Rick Tiller
- PSFC AAU Update - Matt Boyle & Todd Brown
- Vehicle Transportation Inspection - Kenny Chisholm
- New Tower Sites and Operation Highland Connect - Jeff Moffat

Dismissal 4:00 pm



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:	NS Fire Training Advisory Committee Meeting		
Departure Date/Time:	24-Oct-25	1300hrs	
Return Date/Time:	25-Oct-25	2030hrs	
Approval to Travel :	Date:		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	660.00	330.00	330.00	0.00	0.00	0.00	660.00
Total Cost of Mileage:	\$391.51	\$195.76	\$195.76	\$0.00	\$0.00	\$0.00	\$391.51
Accommodation/Hotel Name:	Sandman Signature Dartmouth	\$200.72	\$0.00	\$0.00	\$0.00	\$0.00	\$200.72
(Indicate if Direct Bill or Provide Receipt)							
Meals: Breakfast	\$20	provided					\$0.00
Lunch	\$25	provided					\$0.00
Dinner	\$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)		\$10.00					\$10.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed		\$436.48	\$225.76	\$0.00	\$0.00	\$0.00	\$662.23

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: [Signature]

Date Submitted: 27 Oct 2025

Travel Approved by Supervisor: [Signature]

GL Code: 10-229-3020-229230

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



INVOICE

Sandman Signature Dartmouth Hotel

Steve Marcellus
Canada

Print Date 10/25/25
Page No. 1 of 1
Room No. 528
Arrival 10/24/25
Departure 10/25/25
Conf. No. 589897663
Folio No. SDTM 42695
GST No. 121767065 RT 0001

Group Code: 2510FIRE

Company Name: Public Safety Field Communications

Date	Description	Charges CAD	Credits CAD
10/24/25	Room Charge	169.00	
10/24/25	Room - Halifax DMF	5.07	
10/24/25	Room - HST	24.37	
10/24/25	ECO Fees	2.00	
10/24/25	HST - ECO Fees	0.28	
10/25/25	MasterCard XXXXXXXXXXXX2159		200.72

Total	200.72		200.72
Balance	0.00	CAD	

Net Amount	174.07	CAD
HST - ECO Fees	0.28	CAD
Room - HST	24.37	CAD
ECO Fees	2.00	CAD
Total incl. vat	200.72	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		Credit Card #	XXXXXXXXXXXX2159
Transaction ID	20758974	Credit Card Expiry	XX/XX
Approval Code	08969E	Capture Method	Swiped
Approval Amount	200.72	Transaction Amount	200.72

Steven Marcellus

From: Troy MacCulloch
Sent: October 20, 2025 10:27 AM
To: Steven Marcellus
Subject: RE: NS Fire Training Advisory Committee

It would. Normally prior to putting your name forward. However I know sometimes these things just come up.

We can have a chat next week and sort out the details and put something in writing.

troy

*Approved
20 Oct. 25.
TMM.*

THE MUNICIPALITY
OF THE COUNTY OF
RICHMOND
MANUNICIPALITÉ
DU COMTE DE



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

From: Steven Marcellus <EMO@richmondcounty.ca>
Sent: October 20, 2025 10:25 AM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: NS Fire Training Advisory Committee

Morning, not sure if you were fully aware that I was nominated for a seat on the executive for the new Nova Scotia Fire Training Advisory Committee. The link below is the release that came out from the province on the 22nd of September. I was waiting for some follow up information to have a discussion, but there hasn't been any as of yet. They have a first meeting scheduled for this Saturday in Dartmouth.

<https://news.novascotia.ca/en/2025/09/22/province-moves-forward-firefighter-training-plan>

Is this something you would approve for time representing the County?

Steve

AGENDA – October 25 Kick-off meeting Firefighter Training Advisory Committee

Date: October 25, 2025

Time: 10:00AM – 3:00PM

Location: Sandman Hotel, Dartmouth

Purpose: Launch the Firefighter Training Advisory Committee (FTAC), confirm governance, begin regional and subcommittee planning to support interim training plans.

Time	Agenda Item	Lead
9:45 – 10:00	Arrival & Breakfast (Grab-and-go)	Secretariat
10:00 – 10:10	Opening Remarks	Minister Masland (DEM)
10:10-10:30	Introductions	Mark Bettens
10:30-11:30	21SFP Presentation	Ron L'Esperance
11:30 – 12:10	Context & Committee Orientation	Deputy McKenzie & Paul Maynard
12:10-12:45	Lunch (Provided)	
12:45-2:15	Regional Committee plans	Co-Chairs: Paul Maynard & Mark Bettens
2:15 – 3:15	Subcommittee plans	Co-Chairs: Paul Maynard & Mark Bettens
3:15 – 3:30	Next Steps, Closing & Reflection	Co-Chairs: Paul Maynard

*Natural breaks built in throughout.



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

NAME: Steve Marcellus

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

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
06-Oct-25	Meeting with David Young - DEM New Regional Outreach Officer - Sydney REOC	132	
20-Oct-25	EMO Storage for Cummin's tech access - Generator annual service	40	
22-Oct-25	Meetings with local stores for drinking water program - Port Hawkesbury Superstore, Port Hawkesbury Sobeys, Louisdale Coop	153	
23-Oct-25	Meetings with local stores for drinking water program - Arichat Coop, St. Peter's Foodland and Chapel Island ESSO	106	

Totals: 431.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$255.67

Total Expenses Claimed: **\$255.67**

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	10/20/25	INITIAL:	

H&T 3

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

10-229-3030-229270

November 1st, 2025

EMO - In County travel report for October:

October 6th, 2025,

- Meeting with David Young – New DEM Regional Outreach Officer (Sydney REOC) – 132 kms.
 - Discussion in St. Peter's and area visits to Chapel Island and Isle Madame

October 20th, 2025,

- EMO Storage for Cummin's tech access for annual generator service – 40 kms.

October 22nd, 2025,

- Meetings with local area stores for drinking water distribution program – 153 kms.
 - Port Hawkesbury Superstore
 - Port Hawkesbury Sobeys
 - Port Hawkesbury Walmart
 - Louisdale Coop
 - Richmond Recreation building (possible storage)

October 23rd, 2025,

- Meetings with local area stores for drinking water distribution program – 106 kms.
 - Arichat Coop
 - St. Peter's Foodland
 - Chapel Island ESSO

Steve Marcellus - ESC

Municipality of Richmond County



THE MUNICIPALITY
OF THE COUNTY OF

LA MUNICIPALITÉ
DU COMTÉ DE

RICHMOND

NAME: Steve Marcellus

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

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
10-Nov-25	Met with FPSC Chair regarding upcoming meetings - Port Hawkesbury	98	
22-Nov-25	Special Fire Services Meeting - St. Peter's VFD	83	
26-Nov-25	FPSC Meeting - St. Peter's VFD	83	

Totals: 264.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$156.60

Total Expenses Claimed: **\$156.60**

ACCOUNT #:	10-229-3020-229230 - Fire Services	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	2 DECEMBER 2025	INITIAL:	

6

11853

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	g
Add. & Ext. Checked.....	g
Approval for Payment.....	g
Discount Date.....	
Paid by Cheque No.....	
Requisition No.....	3020229230

December 1st, 2025

Fire - In County travel report for November:

November 10th, 2025,

- Met with FPSC Chair regarding upcoming meetings (Port Hawkesbury Provincial Building) – **98 kms.**

November 22nd, 2025,

- Special Fire Services Meeting (Fire service Review) – St. Peter's VFD – **83 kms.**

November 26th, 2025,

- FPSC Meeting – St. Peter's VFD – **83 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: November 1, 2025 to November 30, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
21-Nov-25	Sand bags for Ecole Beau Port - EMO Storage	36	

Totals: 36.00 \$0.00

Rate: \$0.5932

Total Mileage (\$): \$21.36

Total Expenses Claimed: \$21.36

ACCOUNT #:	10-229-3030-229270 - EMO	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	2 DECEMBER 2025	INITIAL:	

NATS

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	9
Add. & Ext. Checked.....	9
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	102295030229270
Distribution Acct. No.....	

December 1st, 2025

EMO - In County travel report for November:

November 21st, 2025,

- Picked up sandbags from EMO storage building for Ecole Beau Port (The Forge event) – **36 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: December 1, 2025 to December 31, 2025

DATE:	PARTICULARS:	MILEAGE (KM):	OTHER EXPENSES:
02-Dec-25	SAMAA Meeting PHK	92	
03-Dec-25	VFD insurance follow up - requested changes	34	

Totals: 126.00 ✓ \$0.00

Rate: \$0.5932

Total Mileage (\$): \$74.74

Total Expenses Claimed: **\$74.74**

ACCOUNT #:	10-229-3020-229230 - Fire Services	CHEQUE #:	
SIGNATURE:		AMOUNT:	
APPROVED:		DATE PAID:	
DATE SUBMITTED:	2 January 2026	INITIAL:	

H&T

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

January 1st, 2026

Fire - In County travel report for December:

December 2nd, 2025 - SAMAA Meeting Port Hawkesbury

- Two-way trip

December 3rd, 2025 - VFD insurance renewal follow up review items

- Office to Isle Madame VFD
- Isle Madame VFD to Landfill
- Landfill to water treatment plant West Arichat

Steve Marcellus - ESC

Municipality of Richmond County



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 \$0.5932
Name of Claimant:	Danielle Martell	
Destination:	The Inverary Resort - 368 Shore Rd, Baddeck, NS	
Purpose of Travel:	CBP Investor Summit	
Departure Date/Time:	10/22/2025 2:00 PM	
Return Date/Time:	10/24/2025 - 10:00 AM	
Approval to Travel :		July 22, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	236.00	118.00	118.00	0.00	0.00	0.00	236.00
Total Cost of Mileage:	\$136.17	\$70.00	\$70.00	\$0.00	\$0.00	\$0.00	\$140.00
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>	Shared accommodations - no hotel cost						
Meals: Breakfast	\$20						\$0.00
Lunch	\$25						\$0.00
Dinner	\$30						\$0.00
Other Meals (Receipts Required)							\$0.00
Incidentals (\$10 per overnight stay)	\$10.00						\$10.00
Taxi/Parking/Tolls (Receipts Required)							\$0.00
Total Amount Being Claimed	\$80.00	\$70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00

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 DM N/A _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add & Ext Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	4120 270130
Distribution: Acct No.....	

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

Claimant Signature: D Martell

Date Submitted: October 24, 2025

Travel Approved by Supervisor: [Signature]

GL Code: 10-270-4120-270130

2025 Cape Breton Partnership Investor Summit



Investor Early Bird Registration \$313.50

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

Thursday, 23 October 2025 at 8:45 AM (ADT) / Doors at 8:00 AM

Eventbrite Completed

HST \$38.50

Order Information

Name

Order #12903979713. Ordered by Dan***** Mar**** on 22 July 2025 11:35 AM

Dan***** Mar****



1290397971321120466713001

Event Information:

Thank you for registering for the 2025 Investor Summit! You will receive a confirmation email detailing your registration. If you do not receive a confirmation email in the next 24 hours, please email info@capebretonpartnership.com.

A reduced room rate has been secured for accommodations at the Inverary Resort for the evenings of both October 22 and 23! To make accommodation arrangements, contact the Inverary Resort directly at 1-800-565-5660 quoting "The Cape Breton Partnership Investor Summit" at the time of booking.

Please note that all rooms at the Inverary Resort have been blocked off for this event, therefore you must call to make a reservation, online booking is not available. As there are limited rooms available, it is recommended you book your accommodations as soon as you are able.

Do you organize events?

Start selling in minutes with Eventbrite!

www.eventbrite.ca



Day Agenda

9 a.m. Welcome and Introduction

9:30 a.m. Morning Energizer



OCEAN LE
Mayor of the County of Inverness

Sponsored by
NS&IR

9:30 a.m. Cape Breton Partnership Update

10:10 a.m. Morning Break



Sponsored by
ANAPOLIS VALLEY



ACADIA CENTRE



REGIONAL CENTRE OF EXCELLENCE



ANCHORED GROUP

10:20 a.m. Regional video series



ART EAST QUILTING CO



Sponsored by
Membedou

10:30 a.m. Panel: People Powered Growth



JEANNE SA-CUNHA
Archived Embracing



ROSELINE BRAIL
Build Your Brand



AMANDA REMINGTON
Nova Scotia Community College

11:25 a.m. Regional video series



Membedou



Sponsored by
Membedou

11:35 a.m. Lunch Break



ID

1 p.m. Keynote Presentation



MICHELLE CEDERSBERG
Keynote Speaker

2 p.m. Morning Break

2:25 p.m. Key Impact Video Series



LAKE SHORE LIVING



Sponsored by
Membedou

2:30 p.m. Panel: The Disruptors



DAVID GOSS
Just Bricks & Concrete



ALAN WILLIAMS
Brands



BILL DYER
Eaton



BRUCE MACLENNAN
Pulitzer

3:25 p.m. See Impact Video Series



THEATRE BADDECK



Sponsored by
Membedou

3:30 p.m. Closing Remarks

Gala Dinner & Evening Agenda



5 p.m. Networking Reception

5:30 p.m. Welcome & Introductions

5:40 p.m. Gala Dinner

7 p.m. Evening Keynote

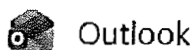


HARMAN SINGH
British Airways

7:30 p.m. Economic Impact Awards



8 p.m. Casino Network and Networking Reception



FW: Payment received

From Shannon Mury <Shannon.Mury@richmondcounty.ca>

Date Tue 22-Jul-2025 11:42 AM

To Danielle Martell <cdspofficer@richmondcounty.ca>

FYI,

It's in my name, but sending along because if I can't go you will.

Thank you,

Shannon Mury

Director

Department of Community Development & Recreation

902.226.3981

From: Eventbrite <noreply@order.eventbrite.com>

Sent: July 22, 2025 11:38 AM

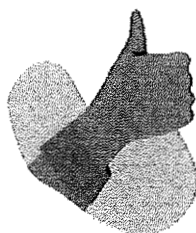
To: Shannon Mury <Shannon.Mury@richmondcounty.ca>

Subject: Payment received

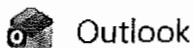
You don't often get email from noreply@order.eventbrite.com. [Learn why this is important](#)



We got your payment



Get tickets now



FW: Order Confirmation for 2025 Cape Breton Partnership Investor Summit

From Shannon Mury <Shannon.Mury@richmondcounty.ca>

Date Tue 22-Jul-2025 11:42 AM

To Danielle Martell <cdspofficer@richmondcounty.ca>

FYI again! I guess the ticket is in your name lol!

Thank you,

Shannon Mury

Director

Department of Community Development & Recreation

902.226.3981

From: Eventbrite <noreply@order.eventbrite.com>

Sent: July 22, 2025 11:42 AM

To: Shannon Mury <Shannon.Mury@richmondcounty.ca>

Subject: Order Confirmation for 2025 Cape Breton Partnership Investor Summit

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



Eventbrite

Your Tickets for 2025 Cape Breton Partnership Investor Summit



**Danielle,
you've got tickets!**



View and save your tickets before the event

A reduced room rate has been secured for accommodations at the Inverary Resort for the evenings of both October 22 and 23! To make accommodation arrangements, contact the Inverary Resort directly at 1-800-565-5660 quoting "The Cape Breton Partnership Investor Summit" at the time of booking.

Please note that all rooms at the Inverary Resort have been blocked off for this event, therefore you must call to make a reservation, online booking is not available. As there are limited rooms available, it is recommended you book your accommodations as soon as you are able.

Questions about this event?

[Contact the organizer](#) [View event details](#)

Order Summary

Order #[12903979713](#) - 22 July 2025

CA\$313.50 paid by Visa

Appears on your card statement as EB *2025 Cape Breton P

Danielle Martell	1 x Investor Early Bird Registration	\$275.00
HST		38.50 CAD
		313.50 CAD

[View and manage your order](#) in your Eventbrite account.

Refund Policy: Contact the organizer to request a refund. Eventbrite's fee is nonrefundable. [Learn More](#)

[Contact the organizer](#) for any questions related to this purchase.

This order is subject to Eventbrite [Terms of Service](#) and [Privacy Policy](#), and [Cookie Policy](#).

Ticket Information

Ticket #1: Investor Early Bird Registration - 313.50 CAD

Danielle Martell
cdspofficer@richmondcounty.ca

[View ticket information](#)



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 \$0.5932
Name of Claimant:	Amanda Mombourquette	
Destination:	Inverary Inn & Resort	
Purpose of Travel:	Cape Breton Partnership Investor Summit	
Departure Date/Time:	October 23, 2025 / 6:30am	
Return Date/Time:	October 24, 2025 / 8:30am	
Approval to Travel : See emails from Lois Landry / Troy MacCulloch Date: July 23, 2025		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	244.00	122.00	122.00	0.00	0.00	244.00
Total Cost of Mileage:	\$144.74	\$72.37	\$72.37	\$0.00	\$0.00	\$144.74
Accommodation/Hotel Name	Inverary - Direct	\$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	\$0.00				\$0.00
Dinner	\$30	\$0.00				\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$0.00	\$0.00			\$10.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$102.37	\$92.37	\$0.00	\$0.00	\$0.00	\$194.74

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 AM N/A _____

HST 3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution No.....	2110 210130

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

Claimant Signature: Amanda Mombourquette

Date Submitted: 16-Nov-25

Travel Approved by Supervisor: Troy MacCulloch

GL Code: _____



[CLICK HERE FOR MAP OF THE INVERARY RESORT](#)

The Cape Breton Partnership's Investor Summit annually brings together over 200 business, community and government leaders from across Nova Scotia. Summit attendees will have the opportunity to network, collaborate, and discuss issues facing the local economy, and be able to provide input on building a strong economic future for Unama'ki – Cape Breton.

We are excited to share that the 2025 Investor Summit is a sold-out event for the fourth year in a row!

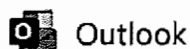
For further details on this year's Investor Summit, scroll down!

Day Agenda



9 am	Welcome and introductions
9:30 am	Morning Energizer
9:50 am	Cape Breton Partnership Update
10:10 am	Nutrition Break
10:30 am	Reel Impact Video Series
10:40 am	Panel: People Powered Growth
11:25 am	Reel Impact Video series
11:45 am	Lunch Break
1 p.m.	Keynote Presentation

1 p.m.	Nutrition Break
2:05 p.m.	Reel Impact Video Series
2:50 p.m.	Panel: The Disruptors
3:25 p.m.	Reel Impact Video Series
3:50 p.m.	Closing Remarks
5 p.m.	Networking Reception
5:30 p.m.	Welcome & Introductions
5:40 p.m.	Gala Dinner
7 p.m.	Evening Keynote
7:30 p.m.	Economic Impact Awards
10 p.m.	Closing Remarks and Networking Reception



RE: Are you interested in attending the 2025 Investor Summit?

From Lois Landry <Lois.Landry@richmondcounty.ca>
Date Wed 2025-07-23 2:20 PM
To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Shelley David <Clerk@richmondcounty.ca>
Cc Troy MacCulloch <CAO@richmondcounty.ca>

Approved for Travel

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

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: July 23, 2025 12:03 PM
To: Shelley David <Clerk@richmondcounty.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>
Subject: RE: Are you interested in attending the 2025 Investor Summit?

Hi Shelley,
I'm interested in attending!

Troy and Lois – could I get approval to travel as per our policy?

Thanks!

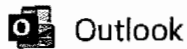
Amanda

Amanda Mombourquette
District 4 Councillor, Richmond County
902-631-0690

From: Shelley David <Clerk@richmondcounty.ca>
Sent: Wednesday, July 16, 2025 3:52 PM
To: Council <Council@richmondcounty.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Are you interested in attending the 2025 Investor Summit?

Good afternoon,

Please see the email below regarding the 2025 Investor Summit. I wanted to check if anyone is interested in attending this event, and if you will need room accommodations at the Inverary Resort. Tickets are on sale now, with early bird pricing available through August 11. If you're planning to attend, please let me know as soon as possible so I can coordinate registration and lodging accordingly.



RE: Are you interested in attending the 2025 Investor Summit?

From Troy MacCulloch <CAO@richmondcounty.ca>

Date Wed 2025-07-23 1:52 PM

To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>

Approved for travel

Thanks,

Troy

THE MUNICIPALITY OF THE COUNTY OF RICHMOND



Troy MacCulloch, CMML, FSASc
Chief Administrative Officer

Phone: 902.226.3970
Mobile: 902.631.4120
Email: cao@richmondcounty.ca

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

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>

Sent: July 23, 2025 12:03 PM

To: Shelley David <Clerk@richmondcounty.ca>

Cc: Troy MacCulloch <CAO@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>

Subject: RE: Are you interested in attending the 2025 Investor Summit?

Hi Shelley,
I'm interested in attending!

Troy and Lois – could I get approval to travel as per our policy?

Thanks!

Amanda

Amanda Mombourquette
District 4 Councillor, Richmond County
902-631-0690

From: Shelley David <Clerk@richmondcounty.ca>
Sent: Wednesday, July 16, 2025 3:52 PM
To: Council <Council@richmondcounty.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: Are you interested in attending the 2025 Investor Summit?

Good afternoon,

Please see the email below regarding the 2025 Investor Summit. I wanted to check if anyone is interested in attending this event, and if you will need room accommodations at the Inverary Resort. Tickets are on sale now, with early bird pricing available through August 11. If you're planning to attend, please let me know as soon as possible so I can coordinate registration and lodging accordingly.

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

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

www.richmondcounty.ca

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From: Shelley David <Clerk@richmondcounty.ca>
Sent: July 16, 2025 3:30 PM
To: Shelley David <Clerk@richmondcounty.ca>
Subject: FW: 📧 Tickets now on Sale for the 2025 Investor Summit!

From: Cape Breton Partnership <info@capebretonpartnership.com>
Sent: July 16, 2025 3:19 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: 📧 Tickets now on Sale for the 2025 Investor Summit!

[View this email in your browser](#)



CAPE BRETON PARTNERSHIP
**INVESTOR
SUMMIT**



Tickets are now on sale for the 2025 Investor Summit!

The Cape Breton Partnership is excited to announce the 2025 Investor Summit is scheduled for Thursday, October 23, 2025, at the Inverary Resort on Baddeck Bay, presented by our longtime investor, Nova Scotia Power!

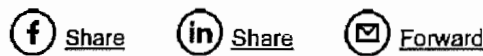
The Investor Summit annually brings together over 200 business, community, and government leaders from across Nova Scotia. Summit attendees will have the

opportunity to network, collaborate, and hear from leaders that are building a strong economic future for Unama'ki - Cape Breton.

From the exciting day-before activities such as the Social Cruise aboard the Amoeba Tours WinStar and dinner at The Freight Shed, to a full day filled with engaging presentations, updates from local and emerging businesses, and valuable opportunities to network, this event offers something for everyone. Plus, with a keynote address from Michelle Cederberg, a recognized leader in health and productivity, this is an event you won't want to miss.

Early bird tickets are on sale now through August 11, and Cape Breton Partnership Investors' enjoy exclusive discounted pricing. Don't miss your chance to be part of this incredible day! Reserve your seat now by clicking the button below.

Purchase Tickets



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You are receiving this email because you are a Cape Breton Partnership Investor, Board Member, opted in to receive communications from the Cape Breton Partnership at one of our events, online through the Cape Breton Partnership website, or have established a contact with the staff. If you do not want to receive any further communications from the Cape Breton Partnership, please click the unsubscribe link below.



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

Travel and Expense Claim		Rate <u>\$0.5932</u>
Name of Claimant:	Amanda Mombourquette	
Destination:	Halifax (Westin)	
Purpose of Travel:	NSFM Fall Conference & Board Meetings	
Departure Date/Time:	November 4, 2025 / 5am	
Return Date/Time:	November 7, 2025 / 4:30pm	
Approval to Travel : See emails from Lois Landry / Troy MacCulloch Date: September 8 & September 9		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	642.00	321.00	0.00	0.00	321.00	0.00	642.00
Total Cost of Mileage:	\$380.83	\$190.42	\$0.00	\$0.00	\$190.42	\$0.00	\$380.83
Accommodation/Hotel Name:	Westin Nova Scotian	\$0.00	\$0.00	\$0.00	\$717.06	\$0.00	\$717.06
<i>(Indicate if Direct Bill or Provide Receipt)</i>							
Meals: Breakfast	\$20	\$20.00					\$20.00
Lunch	\$25	\$0.00					\$0.00
Dinner	\$30	\$30.00					\$30.00
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
Total Amount Being Claimed		\$250.42	\$10.00	\$10.00	\$907.48	\$0.00	\$1,177.89

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 AM N/A _____

11/5/25

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: Acct. No.....	102102110210130

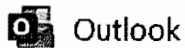
All claims are to be submitted not later than 60 days after return.

Claimant Signature: Amanda Mombourquette

Date Submitted: 16-Nov-25

Travel Approved by Supervisor: Troy MacCulloch

GL Code: 102102110210130



RE: November Conference Accommodations

From Lois Landry <Lois.Landry@richmondcounty.ca>
Date Mon 2025-09-08 12:43 PM
To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>
Cc Shelley David <Clerk@richmondcounty.ca>

Approved for travel.
Thanks,
Lois

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

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Sent: September 8, 2025 12:32 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>
Cc: Shelley David <Clerk@richmondcounty.ca>
Subject: Fw: November Conference Accommodations

Hi all,
Shelley - my accommodations are booked for November as outlined below, but when registration opens later today could you please register me?

Troy and Lois - could I get approval to travel to this event for my claim later?

Thanks!

Amanda

Amanda Mombourquette
District 4 Councillor, Richmond County
902-631-0690

From: Judy Webber <JWebber@nsfm.ca>
Sent: Tuesday, August 26, 2025 8:56 AM
To: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Subject: November Conference Accommodations

Good morning Amanda,

10/9/25, 4:14 PM

Mail - Mombourquette, Amanda - Outlook

As an NSFM Board Member, I've booked your room for the November Conference at the Westin Halifax to avoid any duplicate reservations by staff.

You are booked into a Harbour View King room at the conference rate (\$189++). Billing is set to individual, as NSFM does not cover conference expenses.

Reservation details:

- Arrival: Monday, November 3
- Departure: Friday, November 7
- Confirmation # 1374404

Please contact the Westin directly if you need to adjust your booking.

Board schedule:

- **Tuesday, November 4** – Full-day Board Meeting
- **Friday, November 7** – Meeting of the new Board (for those re-elected), following the conference; last year this meeting ran from 12:15 p.m. to 2:00 p.m.

You will also need to register for the conference once registration opens in the second week of September. We are not able to register for you as there are individual questions on the registration form.

That covers everything for now—please let me know if you have any questions.

Kind regards,
Judy

--

Judy Webber | She/her | Director of Events and Member Development

NOVA SCOTIA FEDERATION OF MUNICIPALITIES

t +1.902.240.1624

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**NOVA SCOTIA FEDERATION
OF MUNICIPALITIES**



**Local Focus,
Lasting Impact**

NSFM Fall Conference
Nov. 4 - Nov. 7, 2025 • Westin Hotel, Halifax, NS



RE: November Conference Accommodations

From Troy MacCulloch <CAO@richmondcounty.ca>
Date Tue 2025-09-09 8:25 AM
To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>

Approved

troy

THE MUNICIPALITY OF THE COUNTY OF RICHMOND



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

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
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Troy and Lois - could I get approval to travel to this event for my claim later?

Thanks!

Amanda

Amanda Mombourquette
District 4 Councillor, Richmond County
902-631-0690

10/9/25, 4:16 PM

Mail - Mombourquette, Amanda - Outlook

From: Judy Webber <JWebber@nsfm.ca>
Sent: Tuesday, August 26, 2025 8:56 AM
To: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>
Subject: November Conference Accommodations

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Kind regards,
Judy

--

Judy Webber | She/her | Director of Events and Member Development

NOVA SCOTIA FEDERATION OF MUNICIPALITIES

t +1,902.240.1624

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



AMANDA MOMBOURQUETTE
 PLEASE COMPLETE
 ST. PETER'S, NS, B0E 3B0
 NO8620 - NSFM Rooming List

Page Number : 1 Invoice Nbr : 1000230350
 Guest Number : 1374404
 Folio ID : A
 Arrive Date : 04-NOV-25 16:40
 Depart Date : 07-NOV-25 12:30
 No. Of Guest : 1
 Room Number : 901
 Marriott Bonvoy Number : 5275

Copy Invoice

Tax ID : 899994933RT0001
 Westin Nova Sc YHZWI 16-NOV-25 20:24 TAM

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-NOV-25	RT901	Room Chrg - Grp - Government	189.00	
04-NOV-25	RT901	HRM Mktg Levy	5.67	
04-NOV-25	RT901	HST Room Tax	27.25	
04-NOV-25	RT901	Guest Self Parking	15.00	
04-NOV-25	RT901	HST Tax 14% Parking	2.10	
05-NOV-25	RT901	Room Chrg - Grp - Government	189.00	
05-NOV-25	RT901	HRM Mktg Levy	5.67	
05-NOV-25	RT901	HST Room Tax	27.25	
05-NOV-25	RT901	Guest Self Parking	15.00	
05-NOV-25	RT901	HST Tax 14% Parking	2.10	
06-NOV-25	29172	Room Service Food Breakfast	10.00	
06-NOV-25	29172	Room Service Gratuity	4.00	
06-NOV-25	29172	Room Service Gratuity	2.10	
06-NOV-25	29172	Room Service HST-14%	2.25	
06-NOV-25	RT901	Room Chrg - Grp - Government	189.00	
06-NOV-25	RT901	HRM Mktg Levy	5.67	
06-NOV-25	RT901	HST Room Tax	27.25	
06-NOV-25	RT901	Guest Self Parking	15.00	
06-NOV-25	RT901	HST Tax 14% Parking	2.10	
07-NOV-25	VI	Visa-4426		-735.41

For Authorization Purpose Only
 xxxxxx4426

Claiming \$717.06 ✓
 (Room Service Charge
 Removed)

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



AMANDA MOMBOURQUETTE
 PLEASE COMPLETE
 ST. PETER'S, NS, B0E 3B0
 NO8620 - NSFM Rooming List

Page Number : 2 Invoice Nbr : 1000230350
 Guest Number : 1374404
 Folio ID : A
 Arrive Date : 04-NOV-25 16:40
 Depart Date : 07-NOV-25 12:30
 No. Of Guest : 1
 Room Number : 901
 Marriott Bonvoy Number : 5275

Date	Time	Code	Authorized
04-NOV-25	16:40	086180	765.45

Approve EMV Receipt for VI - 4426: PIN Verified
 Application Label: VISA CREDIT AID: A0000000031010
 ARC: 00 IAD: 06011203642002 TSI: E800 TVR: 0080008000

** Total	735.41	-735.41
*** Balance	0.00	

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room/Levy	Fd & Bev	Gratuity	Taxes	Other	Total	Payment
11-04-2025	0.00	0.00	0.00	0.00	239.02	239.02	0.00

Continued on the next page

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



AMANDA MOMBOURQUETTE
 PLEASE COMPLETE
 ST. PETER'S, NS, B0E 3B0
 NO8620 - NSFM Rooming List

Page Number : 3 Invoice Nbr : 1000230350
 Guest Number : 1374404
 Folio ID : A
 Arrive Date : 04-NOV-25 16:40
 Depart Date : 07-NOV-25 12:30
 No. Of Guest : 1
 Room Number : 901
 Marriott Bonvoy Number : S275

Date	Room/Levy	Fd & Bev	Gratuity	Taxes	Other	Total	Payment
11-05-2025	0.00	0.00	0.00	0.00	239.02	239.02	0.00
11-06-2025	0.00	0.00	0.00	0.00	257.37	257.37	0.00
11-07-2025	0.00	0.00	0.00	0.00	0.00	0.00	-735.41
Total	0.00	0.00	0.00	0.00	735.41	735.41	-735.41

Signature _____

Event Schedule

TUESDAY

Nov 4

WEDNESDAY

Nov 5

THURSDAY

Nov 6

FRIDAY

Nov 7

Registration Desk

🕒 November 4, 12:00 PM - 7:00 PM

[View Details →](#)

📍 Commonwealth Foyer - Conference Level

Meetings that Matter: Governance, Strategy, and Public Trust

🕒 November 4, 2:00 PM - 4:00 PM

📍 Commonwealth Ballroom - Conference Level

[View Details →](#)

Pre-Conference Session @ Additional Charge

Speakers



Kristan Hines

Senior Vice-President, Corporate & Public Affairs, NATIONAL Public Relations

Meet & Greet Reception

🕒 November 4, 7:00 PM - 8:30 PM

📍 Elements - Lobby Level

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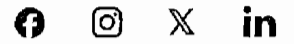
[Register](#)

CONTACT

902-423-8331

info@nsfm.ca

nsfm.ca



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Event Schedule

TUESDAY

Nov 4

WEDNESDAY

Nov 5

THURSDAY

Nov 6

FRIDAY

Nov 7

🔍 Search by session title

Registration Desk Hours

🕒 November 5, 8:00 AM - 5:00 PM

[View Details →](#)

📍 Commonwealth Foyer - Conference Level

Conference Opening

🕒 November 5, 8:30 AM - 9:45 AM

📍 Commonwealth Ballroom - Conference Level

Speakers



Mayor Pam Mood
President NSFM, Town of Yarmouth



Juanita Spencer
CEO, Nova Scotia Federation of Municipalities

[View Details →](#)



Mayor Andy Fillmore
Halifax Regional Municipality



Lia MacDonald
Senior Vice-President, Customer Strategy and Information, Nova Scotia Power

Sponsors



Keynote - One Peace Won't Hurt

🕒 November 5, 9:45 AM - 10:45 AM

📍 Commonwealth Ballroom - Conference Level

Keynote

[View Details →](#)

Speakers



Tareq Hadhad
CEO and President, Peace by Chocolate

Sponsors



Networking Break/Viewing of Exhibits

🕒 November 5, 10:45 AM – 11:15 AM

📍 Mezzanine & Atlantic Ballroom

Networking Break/Viewing of Exhibits

[View Details →](#)

Sponsors



Fireside Chat with the Honourable John A. MacDonald

🕒 November 5, 11:15 AM – 11:45 AM

📍 Commonwealth Ballroom – Conference Level

Fireside Chat

[View Details →](#)

Speakers



Honourable John A. MacDonald

Minister, Department of Municipal Affairs, Province of Nova Scotia

Delegates' Luncheon

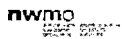
🕒 November 5, 12:00 PM – 1:00 PM

📍 Commonwealth Ballroom – Conference Level

Buffet Luncheon

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Sponsors



NSFM Emerging Issues

🕒 November 5, 1:15 PM – 2:00 PM

📍 Commonwealth Ballroom – Conference Level

Plenary

[View Details →](#)

Speakers



Mayor Pam Mood
President NSFM, Town of Yarmouth



Juanita Spencer
CEO, Nova Scotia Federation of Municipalities

Fireside Chat with the Honourable Claudia Chender

🕒 November 5, 2:00 PM – 2:30 PM

📍 Commonwealth Ballroom – Conference Level

Fireside Chat

[View Details →](#)

Speakers



Mayor Pam Mood
President NSFM, Town of Yarmouth



Honourable Claudia Chender
Leader, Nova Scotia NDP

Networking Break/Viewing of Exhibits

🕒 November 5, 2:30 PM – 3:00 PM

📍 Mezzanine & Atlantic Ballroom

Networking Break/Viewing of Exhibits

[View Details →](#)

Sponsors



Governance and Oversight in Nova Scotia Policing

🕒 November 5, 3:00 PM - 4:00 PM

📍 Commonwealth Ballroom - Conference Level

Panel

Speakers



Bill MacDonald

Police Complaints Commissioner, NS Office of Police Complaints
Commissioner

[View Details →](#)



Virginia Brooke

President, Nova Scotia Association of Police Governance



Erin Nauss

Director, Serious Incident Response Team (SIRT)



Genevieve Coutlee

Senior Counsel - Team Leader, Reviews, Civilian Review and Complaints
Commission for the RCMP/ Government of Canada

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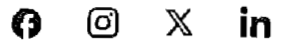
[Register](#)

CONTACT

902-423-8331

info@nsfm.ca

nsfm.ca



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Municipal Success Stories: Engagement that Works

🕒 November 5, 4:00 PM – 5:00 PM

📍 Commonwealth Ballroom – Conference Level

Panel

[View Details →](#)

Speakers



Elspeth McLean-Wile

Mayor, Municipality of the District of Lunenburg

MW

Megan Wludyka

Chief Communications Officer, Municipality of the County of Inverness

MW

Michelle Ward

Director of Community Development, Town of New Glasgow

Dinner on your Own

🕒 November 5, 5:00 PM – 7:00 PM

[View Details →](#)

Evening Reception at Pier 21

🕒 November 5, 7:00 PM – 9:00 PM

📍 Pier 21 – 1055 Marginal Road (Offsite Event)

Offsite Reception

[View Details →](#)

Sponsors



Event Schedule

TUESDAY

Nov 4

WEDNESDAY

Nov 5

THURSDAY

Nov 6

FRIDAY

Nov 7

🔍 Search by session title

Coffee Available

🕒 November 6, 7:30 AM – 8:30 AM

📍 Mezzanine & Atlantic Ballroom

[View Details →](#)

Sponsors



Registration Desk Hours

🕒 November 6, 7:45 AM – 5:00 PM

📍 Commonwealth Foyer – Conference Level

[View Details →](#)

Update from the Federation of Canadian Municipalities

🕒 November 6, 8:30 AM - 9:00 AM

📍 Commonwealth Ballroom - Conference Level

[View Details →](#)

Plenary

Speakers



Councillor Tim Tierney
Federation of Canadian Municipalities

Ministers' Panel

🕒 November 6, 9:00 AM - 10:00 AM

📍 Commonwealth Ballroom - Conference Level

Panel

Speakers



Honourable John A. MacDonald
Minister, Department of Municipal Affairs, Province of Nova Scotia

[View Details →](#)



Honourable Timothy Halman
Minister, Department of Environment and Climate Change, Province of Nova Scotia



Honourable Fred Tilley
Minister, Department of Public Works, Province of Nova Scotia



Honourable John White
Minister of Housing, Department of Growth and Development, Province of Nova Scotia

Update from the Department of Municipal Affairs

🕒 November 6, 10:00 AM - 10:30 AM

📍 Commonwealth Ballroom - Conference Level

Plenary

[View Details →](#)

Speakers



Paul LaFleche

Executive Deputy Minister, Department of Municipal Affairs

Networking Break/Viewing of Exhibits

🕒 November 6, 10:30 AM - 11:00 AM

📍 Mezzanine & Atlantic Ballroom

Networking Break/Viewing of Exhibits

[View Details →](#)

Sponsors



MUNICIPAL GROUP OF COMPANIES

Update from the Department of Environment and Climate Change

🕒 November 6, 11:00 AM – 11:30 AM

📍 Commonwealth Ballroom – Conference Level

[View Details →](#)

Plenary

Speakers



Andrew Murphy

Associate Deputy Minister, Department of Environment and Climate Change

Fireside Chat with the Honourable Derek Mombourquette

🕒 November 6, 11:30 AM – 12:00 PM

📍 Commonwealth Ballroom – Conference Level

[View Details →](#)

Fireside Chat

Speakers



Honourable Derek Mombourquette

Interim Leader, Nova Scotia Liberal Party

Delegates' Luncheon

🕒 November 6, 12:15 PM - 1:15 PM

📍 Commonwealth Ballroom - Conference Level

Buffet Luncheon

[View Details →](#)

Sponsors



AGM

🕒 November 6, 1:30 PM - 3:15 PM

📍 Commonwealth Ballroom - Conference Level

Plenary

[View Details →](#)

Networking Break/Viewing of Exhibits

🕒 November 6, 3:15 PM - 3:45 PM

📍 Mezzanine & Atlantic Ballroom

Networking Break/Viewing of Exhibits

[View Details →](#)

Sponsors



Basic Income Guarantee: Opportunities and Challenges for Municipalities

🕒 November 6, 3:45 PM - 4:45 PM

📍 Commonwealth Ballroom - Conference Level

Concurrent Panel

[View Details →](#)

Speakers



Councillor Belle Hatfield
Town of Yarmouth



Roger Tatlock
Member, Basic Income Guarantee - Nova Scotia

Legal Support for Councils: Exploring the Role of the Municipal Solicitor

🕒 November 6, 3:45 PM - 4:45 PM

📍 Harbour Suites - Lobby Level

Concurrent

[View Details →](#)

Speakers



Noella Martin
Partner, Burchell Wickwire Bryson

CN in Nova Scotia: How the railway and municipalities can work together

🕒 November 6, 3:45 PM - 4:45 PM

📍 Lunenburg Room - Conference Level

Concurrent

[View Details →](#)

Speakers

H



Thomas Bateman
Manager, Public Affairs, CN



Samantha Mignault
Manager, Legislative Affairs, CN

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Reception

🕒 November 6, 6:30 PM - 7:00 PM

📍 Mezzanine

Powered by PheedLoop

Reception

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Banquet

🕒 November 6, 7:00 PM - 9:30 PM

📍 Commonwealth Ballroom - Conference Level

Banquet

[View Details →](#)

Sponsors



Event Schedule

TUESDAY

Nov 4

WEDNESDAY

Nov 5

THURSDAY

Nov 6

FRIDAY

Nov 7

🔍 Search by session title

Registration Desk Hours

🕒 November 7, 7:45 AM - 10:00 AM

[View Details →](#)

📍 Commonwealth Foyer - Conference Level

How Short-Term Rentals are Supporting Nova Scotia Tourism

🕒 November 7, 8:00 AM - 8:55 AM

📍 Harbour Suites - Lobby Level

Interactive Plenary

[View Details →](#)

Speakers

AH **Alex Howell**
Policy Lead, Canada, Airbnb

Sponsors



Navigating the Policy and Personal: Social Media in the Municipal World

🕒 November 7, 9:00 AM - 10:00 AM

📍 Commonwealth Ballroom - Conference Level

Concurrent

[View Details →](#)

Speakers

 **Mayor David Mitchell**
Vice-President, NSFM, Town of Bridgewater

PH **Patrick Hirtle**
Deputy CAO, Region of Queens Municipality

Advancing DEIA: Tailoring your Approach to Fit your Municipality

🕒 November 7, 9:00 AM - 10:00 AM

📍 Tradewinds - Lobby Level

Concurrent

[View Details →](#)

Speakers



Shruti Gola Taraschi-Carr

Director, Race Relations, Equity and Inclusion, Nova Scotia Human Rights Commission

Mental Health in Office: Real Talk, Real Tools

🕒 November 7, 10:05 AM - 11:00 AM

📍 Commonwealth Ballroom - Conference Level

Plenary

[View Details →](#)

Speakers



Mayor David Mitchell

Vice-President, NSFM, Town of Bridgewater



Rob Wolf

Manager, Special Programs, Access Wellness NS, TELUS Health



Lisa DiDomizio

Senior Consultant, Health and Performance, HUB International

Fireside chat with Peter Gregg, President and CEO of NS Power

F	🕒 November 7, 11:00 AM - 11:45 AM	F
H	📍 Commonwealth Ballroom - Conference Level	H
S	Fireside Chat	S
A		A

[View Details →](#)

Speakers



Peter Gregg
President and CEO, Nova Scotia Power

Sponsors



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Draws and Closing

🕒	November 7, 11:45 AM - 12:00 PM	View Details →
📍	Commonwealth Ballroom - Conference Level	



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:	Amanda Mombourquette	
Destination:	Gabriel Centre, 50 Gabriel St., Eskasoni, NS B1T 1K5	
Purpose of Travel:	CEPI Steering Committee (Quarterly)	
Departure Date/Time:	October 22, 2025 / 8am	
Return Date/Time:	October 22, 2025 / 3:30pm	
Approval to Travel : See emails from Lois Landry / Troy MacCulloch Date: November 17, 2025		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 178.00	178.00	0.00	0.00	0.00	0.00	178.00
Total Cost of Mileage: \$105.59	\$105.59	\$0.00	\$0.00	\$0.00	\$0.00	\$105.59
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					\$0.00
Lunch \$25	\$0.00					\$0.00
Dinner \$30	\$0.00					\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$0.00	\$0.00	\$0.00			\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$105.59	\$0.00	\$0.00	\$0.00	\$0.00	\$105.59

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 AM N/A _____
 Council-appointed Committee _____

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

Claimant Signature: Amanda Mombourquette
 Date Submitted: 18-Nov-25
 Travel Approved by Supervisor: Troy MacCulloch
 GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Disbursement No.....	210 210 150

BRAS D'OR LAKES CEPI

Steering Committee Meeting

10:00 – 2:00

October 22, 2025

Eskasoni Gabriel Centre and Zoom

50 Gabriel Street, Eskasoni (Under the Church)

1. Opening Prayer – Dr. Albert Marshall
2. Review of Agenda – Amanda Mombourquette
3. Review of Minutes of June 4, 2025, Steering committee meeting – Mary Beth
4. Update of Barachois Pond task team(Amaguadees pond) – Stan and Ron
5. Update on Rec fish Task Team – Stan
6. Update on Reef Ball Project - Stan
7. Update Forestry Task Team - Stan
8. Presentation for Octopus project – Shelley Denny
9. Lunch
10. Update Tourism Task Team presentation – Robert Bernard and Terry Smith
11. Roundtable Updates
12. Closing Prayer – Dr. Albert Marshall
13. Next Meeting – Amanda Mombourquette



RE: Expense Claim Approvals

From Lois Landry <Lois.Landry@richmondcounty.ca>

Date Mon 2025-11-17 11:09 AM

To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>

Hi, Amanda:

You are approved for travel on Nov. 21, and I'm approving, after the fact, these meetings for Oct. 9 and 22 of this year.

While I'm usually a stickler for policy, I acknowledge that these are easy to overlook because a motion of Council placed you on these committees. We have, in fact, referenced this situation as one item we want to address in potential revisions to the Travel and Expense Policy.

That said, since this email serves as a reminder about the need to get pre-approval for any travel outside of the County, I will not retroactively approve any other requests. Please ensure all expenses are submitted within the 60-day time frame required in the existing policy.

Thanks,
Lois

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

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>

Sent: November 16, 2025 9:11 PM

To: Lois Landry <Lois.Landry@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>

Subject: Expense Claim Approvals

Hi Lois and Troy,

I've had CEPI and Pitu'paq meetings in the last couple of months, specifically:

- CEPI Steering Committee - October 22, 2025 in Eskasoni (agenda attached)
- Pitu'paq Board Meeting - October 9, 2025 in Wagmatcooko (agenda attached)

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I also have a CEPI Management Meeting scheduled for November 21 for which I'm seeking approval.

11/18/25, 11:33 AM

Mail - Mombourquette, Amanda - Outlook

Thanks!

Amanda

Deputy Warden Amanda Mombourquette

District 4 Councillor, Richmond County

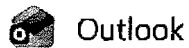
902-631-0690

amanda.mombourquette@richmondcounty.ca

www.richmondcounty.ca

<https://www.facebook.com/AmandaMombourquetteDistrict4Richmond>





RE: Expense Claim Approvals

From Troy MacCulloch <CAO@richmondcounty.ca>

Date Mon 2025-11-17 11:13 AM

To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>

Approved

troy

THE MUNICIPALITY OF THE COUNTY OF RICHMOND



Troy MacCulloch, CMML, FSASc

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

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>

Sent: November 16, 2025 9:11 PM

To: Lois Landry <Lois.Landry@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>

Subject: Expense Claim Approvals

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Thanks!

Amanda

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





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:	Amanda Mombourquette	
Destination:	Wagmatcook Learning Centre	
Purpose of Travel:	Pitupaq Meeting	
Departure Date/Time:	October 9, 2025 / 7:00am	
Return Date/Time:	October 9, 2025 / 12:30pm	
Approval to Travel : See emails from Lois Landry / Troy MacCulloch Date: November 17, 2025		

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	218.00	218.00	0.00	0.00	0.00	218.00
Total Cost of Mileage:	\$129.32	\$129.32	\$0.00	\$0.00	\$0.00	\$129.32
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	\$0.00				\$0.00
Dinner	\$30	\$0.00				\$0.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$0.00	\$0.00	\$0.00			\$0.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$149.32	\$0.00	\$0.00	\$0.00	\$0.00	\$149.32

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 AM N/A _____

Council-appointed Committee _____

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

Claimant Signature: Amanda Mombourquette

Date Submitted: 18-Nov-25

Travel Approved by Supervisor: [Signature]

GL Code: _____

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Advt. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Acct No.....	<u>210 210 210 180</u>

ACC 3



Pitu'paq Agenda

October 9, 2025

Location: Wagmatcook Learning Centre

In-Person / MS Teams Option

Time: 9:00 am – 11:00 am

- Opening Prayer
- Roundtable Introductions
- Approve Agenda
- Approve Minutes – August 27, 2025
- Pitupaq Budget Presentation – Billy Taylor
- Clean Foundation Update – Laura McCardle
- Indigenous Services Canada – Alicia Danttouze
- RFP – Mary Lee and Amanda
- Notional Budget – Mary Lee and Amanda
- Next Meeting Date
- Adjourn Meeting
- Closing Prayer



RE: Expense Claim Approvals

From Lois Landry <Lois.Landry@richmondcounty.ca>

Date Mon 2025-11-17 11:09 AM

To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>

Hi, Amanda:

You are approved for travel on Nov. 21, and I'm approving, after the fact, these meetings for Oct. 9 and 22 of this year.

While I'm usually a stickler for policy, I acknowledge that these are easy to overlook because a motion of Council placed you on these committees. We have, in fact, referenced this situation as one item we want to address in potential revisions to the Travel and Expense Policy.

That said, since this email serves as a reminder about the need to get pre-approval for any travel outside of the County, I will not retroactively approve any other requests. Please ensure all expenses are submitted within the 60-day time frame required in the existing policy.

Thanks,
Lois

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

From: Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>

Sent: November 16, 2025 9:11 PM

To: Lois Landry <Lois.Landry@richmondcounty.ca>; Troy MacCulloch <CAO@richmondcounty.ca>

Subject: Expense Claim Approvals

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I also have a CEPI Management Meeting scheduled for November 21 for which I'm seeking approval.

11/18/25, 11:33 AM

Mail - Mombourquette, Amanda - Outlook

Thanks!

Amanda

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





RE: Expense Claim Approvals

From Troy MacCulloch <CAO@richmondcounty.ca>

Date Mon 2025-11-17 11:13 AM

To Amanda Mombourquette <Amanda.Mombourquette@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>

Approved

troy

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



Troy MacCulloch, CMML, FSASc
Chief Administrative Officer

Phone: 902.226.3970

Mobile: 902.631.4120

Email: cao@richmondcounty.ca

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

www.richmondcounty.ca

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Thanks!

Amanda

Deputy Warden Amanda Mombourquette
District 4 Councillor, Richmond County
902-631-0690
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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:	Shannon Mury	
Destination:	Holiday Inn, 300 Esplanade, Sydney NS B1P 1A7	
Purpose of Travel:	AMANS Fall Conference	
Departure Date/Time:	4:00 PM	Sept 23, 2025
Return Date/Time:	3:30pm	Sept 26, 2025
Approval to Travel :		Date: August 6, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 240.20	122.00	0.00	0.00	118.20	0.00	240.20
Total Cost of Mileage: \$142.49	\$72.37	\$0.00	\$0.00	\$70.12	\$0.00	\$142.49
Accommodation/Hotel Name: Holiday Inn <i>(Indicate if <u>Direct Bill</u> or Provide Receipt)</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meals: Breakfast \$20		\$20.00	\$20.00	\$20.00		\$60.00
Lunch \$25						\$0.00
Dinner \$30	\$30.00	\$30.00				\$60.00
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$10.00	\$10.00			\$30.00
Taxi/Parking/Tolls (Receipts Required)						\$0.00
Total Amount Being Claimed	\$112.37	\$60.00	\$30.00	\$90.12	\$0.00	\$292.49

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 _____

HSI 3

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

Claimant Signature:	<u>[Signature]</u>
Date Submitted:	Oct 6, 2025
Travel Approved by Supervisor:	<u>[Signature]</u>
GL Code:	10-770-1120-270130

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Disbursement No.....	4120-270130



Tuesday, Sep 23: Jack Yaizer

09:00 AM - 03:30 PM

Records Management Workshop

Featuring the 4th Edition of the AMA Records Management Manual

Jack Yaizer

Responsive Service Delivery & Operational Innovation

Kelly Sloan

Retired, Former Deputy Clerk, Town of New Glasgow

Pre-Registration RequiredThe AMA Records Management Committee has completed a full update of the Records Management Manual, now in its 4th edition. We're excited to present this revamped workshop exclusively at the Fall Conference. Join us for an engaging, hands-on workshop on Records Management, featuring the 4th Edition of the AMA Records Management Manual. The workshop will explore the foundations for Records Management and do a deep dive into record classification and the updated manual. **Why Attend?** Municipalities have a legal and operational duty to properly document, classify, and retain records—not just for transparency and efficiency but to comply with evolving privacy laws. ...

Tuesday, Sep 23: Cabot Room

09:00 AM - 12:00 PM

Trust, Confidence and Connection: Elevate Your Municipal Communications

Hosted by Redbrick Communications

Cabot Room

Responsive Service Delivery & Operational Innovation

Andrea Montgomery, APR, Prosci

Vice President, Redbrick Communications

Pre-Registration RequiredIn May, AMANS hosted a sold-out workshop with Redbrick Communications, and due to overwhelming interest, they're back for the Fall Conference with an updated and expanded offering! Municipal communications should be a strategic function that builds trust, mitigates risk, and demonstrates the value of taxpayer dollars. Join Andrea Montgomery, Vice-President at Redbrick Communications, for a hands-on, three-hour deep dive that shows how leading municipalities are rebuilding public trust, confidence and connection. **Why attend?** See what "great" looks like – real-world case studies from leading municipalities, large and small. • Measure where you stand – learn how Redbrick's Municipal Communications Maturity Index can spot ...

Tuesday, Sep 23: Mariner Ballroom AB

12:00 PM - 03:30 PM

Municipal Finance Officer (MFO) Session

Embedding Risk into Municipal Finance: Tools, Controls, and Governance – A Hands-on Workshop for Finance Leaders

Mariner Ballroom AB Responsive Service Delivery & Operational Innovat...

Bruce Peever
Partner, KPMG

Suk Bedi
Director, KPMG

In today's environment of fiscal pressures, public scrutiny, and rapid change, local governments can't afford to treat risk management as a compliance exercise. Strong internal controls and a robust enterprise risk management (ERM) framework are not only safeguards – they're strategic tools to strengthen decision making, safeguarding public trust and creating resilience. This interactive workshop will bring finance leaders together to explore how Internal Controls over Financial Reporting (ICFR) and ERM can work hand-in hand to support transparency, accountability, and good governance. Participants will engage in a workshop activity where they identify key financial risks and the controls they have or should ...

Tuesday, Sep 23: Cabot Room

01:00 PM - 04:00 PM

Work Smarter with AI Workshop

Hosted by VMP

Cabot Room Responsive Service Delivery & Operational Innovat...

Shawn Green
Co-Founder and CEO, VMP Group

Pre-Registration Required We're excited to offer a new, practical AI workshop designed specifically for municipal administrators and staff who are curious about how artificial intelligence can support daily work, decision-making, and creativity—without the tech jargon. This hands-on, user friendly, workshop will help to build comfort and confidence with AI tools like ChatGPT, streamline repetitive tasks, improve communication workflows, or simply understand what AI is—and what it isn't. Led by Shawn Green, CEO and co-founder of VMP Group, this session takes the mystery out of AI and delivers real-world strategies you can apply immediately. Shawn brings over 17 years of experience in AI, ...

Tuesday, Sep 23: Mariner Ballroom C

01:00 PM - 03:00 PM

Leading Change at Work: Addressing Domestic Violence Workshop

Hosted by Transition House Association of Nova Scotia

Mariner Ballroom C Leading People & Culture

Ann de Ste Croix
Executive Director, Transition House Association of Nova Scotia (THANS)

Krystal Lowe
Education & Prevention Lead, Transition House Association of Nova Scotia (THANS)

Pre-Registration Required - Free of Charge Max 50 Participants This interactive half-day session is designed for all employees and employers and begins with the foundational knowledge needed to recognize, respond to, and refer in situations related to domestic and intimate partner violence in the workplace. Grounded in trauma-informed, strengths-based practices, the session then builds on these basics to explore more complex dynamics, including coercive control, emotional and financial abuse, and how these may impact safety, performance, and well-being at work. Participants will also reflect on the role of workplace culture in either enabling or disrupting cycles of harm, and leave with tools ...

Tuesday, Sep 23: Cabot Room

04:30 PM - 06:30 PM

Chief Administrative Officer (CAO) Forum

CAO's Only

Cabot Room Strategic Leadership & Governance

This session provides an opportunity for CAOs from each municipality to gather, engage in candid discussions, and strategize about the issues affecting their municipalities and regions. Session Agenda: 4:30 – 5:45 PM: CAOs-only discussion 5:45 – 6:30 PM: Networking reception with the Department of Municipal Affairs Deputy Minister Paul LaFleche and Associate Deputy Minister, Valerie Pottle Bunge. Light snacks will be provided. Important: Attendance is limited to CAOs and their designated deputies to ensure focused and confidential conversations on these critical topics.

Tuesday, Sep 23: NSCC Campus

06:00 PM - 07:00 PM

NSCC Sydney - Waterfront Campus Tour

Hosted by Jenna Sampson, Campus Engagement Lead - NSCC

NSCC Campus

Pre-Registration Required - Free of Charge Date: Tuesday, September 23, 2025 Time: 6:00 PM – 7:00 PM Location: NSCC Sydney Waterfront Campus Hosted By: Jenna Sampson, Campus engagement Lead - NSCC Explore Cape Breton's Most Innovative Learning Environment. Join us for a guided tour of the new NSCC Sydney Waterfront Campus, an impressive, future-focused facility that opened its doors in 2024 and now anchors the downtown waterfront with stunning views and purpose-driven design. During the last AMA Conference in Sydney (2022), this site was still under construction—now, you'll get to experience the transformation in person! Led by NSCC's own Jenna Sampson, this curated one-hour walkthrough will showcase: Green ...

Tuesday, Sep 23: NSCC Campus

07:00 PM - 10:00 PM

Opening Reception + Registration

NSCC Campus

Date: Tuesday, September 23, 2025 Time: 7:00 PM – 10:00 PM Location: NSCC Sydney Waterfront Campus Room: Main Lobby Directions: 6-minute walk to the right of the Conference Venue (Click Here for Map) Parking: Free parking available on-site at NSCC Let the 2025 Fall Conference begin! We are kicking things off in style at the newly opened, state-of-the-art NSCC Sydney Waterfront Campus. Join fellow municipal professionals for an evening of networking, food and drink. This relaxed evening is designed to welcome delegates and set the tone for an engaging conference ahead. Whether you're reconnecting with colleagues, meeting new peers, or chatting with our sponsors and exhibitors, this is ...

Wednesday, Sep 24: Holiday Inn - Lobby

Guided Morning Walk

Holiday Inn - Lobby

Start your morning with a refreshing 30–45 minute walk along the Sydney boardwalk, facilitated by the Cape Breton Regional Municipality Recreation Department—grab a coffee, enjoy the fresh air, and connect with colleagues before the day's sessions begin.

Wednesday, Sep 24: Exhibitor Area - Lower Lobby

07:30 AM - 10:30 AM

Registration Desk

Exhibitor Area - Lower Lobby

Located in the Lower Lobby, the registration desk is your first stop upon arrival. Pick up your conference badge, delegate bag, and any additional materials. Our team will be on hand to answer questions and help guide you through the start of your Fall Conference experience.

Wednesday, Sep 24: Mariner Ballroom ABC

08:30 AM - 08:45 AM

Conference Kick off & Early Bird Draws

Mariner Ballroom ABC

Start your day with a relaxed networking opportunity and a chance to win fun prizes from fellow municipalities! Swing by the Lower Lobby to grab a coffee and take time to explore the exhibitor booths before sessions begin. Early Bird Prize Draws will be held at 8:15 a.m. in Mariner Ballroom ABC. Morning Refreshments: Coffee, tea, and light continental-style snacks will be available during the early morning break. We recommend enjoying a full, nutritious breakfast at your hotel before joining the day's sessions.

Wednesday, Sep 24: Mariner Ballroom ABC

08:45 AM - 09:45 AM

Adapting to Economic Uncertainty

Opening Keynote

Mariner Ballroom ABC

Strategic Leadership & Governance

Brock Dickinson, MA, Ec.D (F)

Entrepreneur-in-Residence and Adjunct Professor, University of Waterloo

From Trump, trade and tariffs and, to Canada's own attempts at nation-building projects and the elimination of interprovincial barriers, we're living in a world of big questions, high anxiety and large-scale challenges. But what does this mean at the local level? How can communities avoid getting caught in the crossfire of the global trade war? Brock brings his signature mix of data, insight and humour to the challenges ahead. This session will explore what Canada's next economy look like, and how this shapes local issues from housing to infrastructure and even taxation.

Wednesday, Sep 24: Mariner Ballroom ABC

09:45 AM - 10:30 AM

Whole-of-Government Response to Inquiry Recommendations

Mariner Ballroom ABC

Strategic Leadership & Governance

Ali Shaver

Director – Strategic Planning, Research and Evaluation, Department of Communities, Culture, Tourism and Heritage

Heather Ternoway

Director, Inquiry Response Division, Executive Council Office

Shiva Nourpanah

Director, Programs and Outreach, Status of Women Office

This plenary will provide an update on the province's coordinated response to recommendations from the Desmond Fatality Inquiry and the Mass Casualty Commission. Representatives from across government will share work underway in three key areas: Community Safety, Well-Being and Health, Gender-Based Violence and Intimate Partner Violence, Public Safety and Policing Reform. This will be an opportunity to hear about ongoing work and explore how municipalities can support meaningful change. Session Moderator: Paul LaFleche, Deputy Minister - Department of Municipal Affairs

Wednesday, Sep 24: Exhibitor Area - Lower Lobby

10:30 AM - 11:00 AM

Exhibitor Showcase & Refreshment Break

Exhibitor Area - Lower Lobby

Grab a coffee, enjoy a light snack, and take this dedicated time to connect with our amazing exhibitors — a vital part of the AMANS Fall Conference experience. Our vendors bring valuable tools, services, and innovations that support the work of municipalities across Nova Scotia. Whether you're looking to solve a problem, spark a new idea, or simply learn what's out there, this is the perfect time to stop by and start a conversation. Don't forget your Stamp Card! Visit each exhibitor booth to collect stamps and be entered into our Exhibitor Prize Draw, taking place during Thursday's Exhibitor Lunch. The more stamps, ...

Wednesday, Sep 24: Mariner Ballroom ABC

11:00 AM - 12:00 PM

Real Talk: Mental Health in Municipal Government

Hosted by Hub International

Mariner Ballroom ABC

Leading People & Culture

Janine McInnis

Vice President, Benefits Consulting, HUB Atlantic

Lisa DiDomizio

Senior Consultant, Health and Performance, HUB International

Paul Nopper

Chief Administrative Officer, Town of Lunenburg

Rob Wolf

Manager, Special Programs Access Wellness NS, Telus Health Coaching US/UK/Canada and Telus Health Virtual Care Allied Health Team Lead, Telus Health
Municipal leaders face constant demands, public scrutiny, and high expectations—all of which can take a significant toll on mental well-being. In this session, guest CAO, Paul Nopper, will share their personal experiences navigating mental health challenges in a leadership role. Mental health professional, Rob Wolf, will offer practical strategies and tools to help manage stress, build resilience, and support overall wellness. This session offers a candid conversation about the realities of municipal leadership and how to protect your mental health while serving your community.

Wednesday, Sep 24

12:00 PM - 01:15 PM

Lunch & Opening Ceremonies

Kick off the 2025 AMANS Fall Conference with a warm welcome and a great meal! This lunch event marks the official opening of the conference, offering a relaxed atmosphere to reconnect with familiar faces and meet new colleagues from across the province. While you enjoy a delicious lunch, take in welcoming remarks from distinguished guests who help shape municipal leadership in Nova Scotia. This is your chance to build connections that will carry through the rest of the conference.

Wednesday, Sep 24: Mariner Ballroom ABC

01:15 PM - 02:45 PM

Building Safer Workplaces: Insights from the Safety Branch

Mariner Ballroom ABC

Responsive Service Delivery & Operational Innovat...

Alicia Doiron, PEng CIH

Occupational Hygienist, Occupational Health & Safety Division of the Nova Scotia Department of Labour, Skills and Immigration

Blaise MacNeil

Safety Advisor, Occupational Health & Safety Division of Nova Scotia Labour, Skills and Immigration

Fred Jeffers

Executive Director, OHS, Occupational Health & Safety Division of Nova Scotia Labour, Skills and Immigration

Lori Ross, CHSC

Safety Lead, Municipality of the County of Inverness

Ray Grant, PEng

Mgr. Elevators/Lifts/Amusements & Electrical Safety, Provincial Chief Electrical Inspector, Technical Safety Division of Nova Scotia Labour, Skills and Immigration

Robin Keddy

Senior Inspector, Occupational Health and Safety Division of NS Department of Labour, Skills and Immigration

Did you know? Occupational health and safety and technical safety are regulated by the Safety Branch. Join representatives from Nova Scotia's Occupational Health and Safety (OHS) and Technical Safety (TS) divisions for a dynamic panel discussion on the province's evolving safety landscape. Get to know about the Safety Branch; what they do, how they do it and why. Learn about the different units within the Safety Branch that help keep your workplaces and public spaces safe. Join our panel of occupational safety and technical safety representatives in a discussion that focusses on the challenges, risks, and opportunities that municipalities face ...

Wednesday, Sep 24: Cabot Room

01:15 PM - 02:45 PM

Team Coaching: A Proven Method to Strengthen Performance & Fulfillment

Hosted by Fire Inside Leadership Inc.

Cabot Room

Leading People & Culture

Glenn Horne

Chief Administrative Officer, Town of Wolfville

Julian Young

Partner, Fire Inside Leadership

Data from Team Coaching International shows that fewer than 10% of teams consider themselves high performing before engaging in team coaching, highlighting a widespread need for development. Even in high-functioning municipal teams, evolving challenges—such as rapid change, complexity, and uncertainty—can hinder effectiveness and strain relationships. These issues, while common, are not inevitable. With a strategic and intentional investment in team development, municipalities can significantly enhance performance, reduce stress and burnout, and retain leadership talent. Team coaching empowers municipal teams to foster stronger relationships, create a more positive work environment, and unlock their collective potential for sustained high performance. This session will ...

Wednesday, Sep 24: Jack Yaizer

01:15 PM - 02:45 PM

Build Trust with Better Communications

Hosted by Redbrick Communications

Jack Yaizer

Responsive Service Delivery & Operational Innovat

Andrea Montgomery, APR, Prosci

Vice President, Redbrick Communications

Effective communications is about building trust. Never has that been more important for municipalities than now. Join Andrea Montgomery, Vice President at Redbrick Communications, for an interactive session on how municipalities are stepping up their communications game. Session Highlights: • Learn what's working now: real-world examples from leading municipalities about how they are adapting to a changing landscape and where they are investing. • Gather practical tips and tools: strategies to better meet internal and community needs and prepare to navigate tough challenges. • Determine your next move: how Redbrick's Municipal Communication Maturity Index can help you figure out where you stand today and where the ...

Wednesday, Sep 24

02:45 PM - 03:00 PM

Movement Break

Movement boosts attention and energy. Your body (and brain) will thank you!

Need a reset? This 15-minute Movement Break is your chance to get up, stretch, and recharge before diving into the next round of sessions. Whether you join a light stretch, take a walk, or just move at your own pace, this break is all about feeling good and staying focused. Bonus: Enjoy a light, energizing snack — perfect to take back to your table as you settle in for the next session.

Wednesday, Sep 24: Cabot Room

03:00 PM - 04:00 PM

Service Driven, Future Focused: PVSC's Delivery of Objective and Valued Data Products and Services

Cabot Room

Jeff Caddell

Director of Valuation Standards, Property Valuation Services Corporation (PVSC)

Paul Beazley

Municipal Account Manager, Property Valuation Services Corporation (PVSC)

Property Valuation Services Corporation (PVSC) recognizes the importance of providing accurate, objective and valued data products and services for municipalities, real property owners, and other property data uses. Our strategic plan focuses on leveraging data as an asset across the business to enable wider digital transformation and value, laying the framework for greater innovation, continued operational excellence, and modern service delivery. Join our session to discover how quality, accountability, service excellence, and innovation is built into the work we do — and why it matters to you. As a municipal leader, this is your opportunity to learn, engage, and ask questions about property assessment ...

Wednesday, Sep 24: Jack Yaizer

03:00 PM - 04:00 PM

Recruitment & Retention: Effective Strategies for Municipality Realities



Janice Tanner Ernst
Senior HR Consultant, KBRS

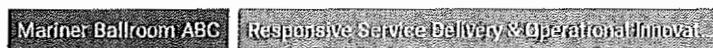
Mark Gillis
Partner, KBRS, Meridia Recruitment Solutions

In today's competitive job market, attracting and retaining the right talent is no small feat, especially for municipalities navigating budget constraints and compensation limitations. This session will explore how municipal leaders can take a strategic, holistic approach to talent management that balances these challenges while remaining competitive and compelling to top talent. Whether you're facing talent shortages, turnover, or succession risks, this session will offer actionable strategies to attract and retain the people who power your organization's success. **Session Highlights:** Align recruitment and retention strategies with budget and operational realities. Strengthen your value proposition beyond compensation by leveraging purpose, flexibility, development, and culture. Make informed, ...

Wednesday, Sep 24: Mariner Ballroom ABC

03:00 PM - 04:00 PM

Fraud Prevention: Mitigating Cyber-Risk



Ian MacMillan, CISM, CISA, QSA
Senior Manager, Cyber Security Risk Management, MNP

Paul Shirriff
Senior Manager, Cash Management, CIBC

Join the CIBC and MNP presentation on Cyber Security, Fraud and what are Anti-Money Laundry Rules. During this session, participants will hear about how fraudsters are being identified and learn about best practices to fight fraud. The session will be referencing current examples of fraud events, and the participants will gain an understanding of the different types of fraud and the risks it poses to their municipality. Some benefits you might expect from attending this session: **Cyber Security: Enhanced Awareness and Risk Mitigation** **Improved Compliance and Regulatory Understanding** **Strengthened Data Protection Practices** **Fraud and Money Laundering: Are significant risks for organizations and financial institutions. Effective management of these ...**

Wednesday, Sep 24

Evening Activity: Explore the Fortress of Louisbourg & Dine at The Bothy

This is a ticketed event and pre-registration was REQUIRED. Tickets will not be available during the conference. Join us Wednesday evening for a memorable outing to the Fortress of Louisbourg, one of Cape Breton's most iconic and immersive historic sites. You'll have the opportunity to explore the grounds at your own pace, or—if you're feeling brave—take part in a guided ghost tour that brings the site's haunted past to life. **Fortress of Louisbourg & Ghost Tour Participants** The admission fee of \$9.69 per attendee has been covered up front. An invoice will be sent to attendees following the event. **Fortress of Louisbourg Website - ...**

Thursday, Sep 25

Morning Wellness Activity: Guided Walk

Details to be provided

Thursday, Sep 25: Mariner Ballroom ABC

08:15 AM - 08:30 AM

Early Bird draws

Mariner Ballroom ABC

Start your day with a relaxed networking opportunity and a chance to win fun prizes from fellow municipalities! Early Bird Prize Draws will be held at 8:15 a.m. in Mariner Ballroom ABC. Morning Refreshments: Coffee, tea, and light continental-style snacks will be available during the early morning break only. We recommend enjoying a full, nutritious breakfast at your hotel before joining the day's sessions.

Thursday, Sep 25: Mariner Ballroom ABC

08:30 AM - 09:30 AM

Putting AI to Work: The Future of Local Government

Mariner Ballroom ABC

Responsive Service Delivery & Operational Innovation

Shawn Green
Co-Founder and CEO, VMP Group

Artificial Intelligence is redefining how municipalities deliver services—enabling teams to work more efficiently, streamline operations, and better meet the needs of their communities. This session introduces municipal teams to the transformative potential of AI, with a focus on practical, real-world applications already being adopted by local governments. The session will also address important considerations around ethics, data security, and privacy—helping leaders navigate both the opportunities and responsibilities that come with AI adoption. Participants will leave with a clearer understanding of how AI can be integrated into the municipal workplace to support better decision-making, enhance service delivery, and boost productivity.

Thursday, Sep 25

09:30 AM - 09:45 AM

Movement Break

Movement boosts attention and energy. Your body (and brain) will thank you!

Need a reset? This 15-minute Movement Break is your chance to get up, stretch, and recharge before diving into the next round of sessions. Whether you join a light stretch, take a walk, or just move at your own pace, this break is all about feeling good and staying focused.

Thursday, Sep 25: Mariner Ballroom ABC

09:45 AM - 10:30 AM

2025 Annual General Meeting

Mariner Ballroom ABC

Join your Association at the Annual General Meeting. Come learn more about the latest updates and recent projects the Association has been working on.

Thursday, Sep 25: Exhibitor Area - Lower Lobby

10:30 AM - 11:00 AM

Exhibitor Showcase & Refreshment Break

Exhibitor Area - Lower Lobby

Grab a coffee, enjoy a light snack, and take this dedicated time to connect with our amazing exhibitors – a vital part of the AMANS Fall Conference experience. Our vendors bring valuable tools, services, and innovations that support the work of municipalities across Nova Scotia. Whether you're looking to solve a problem, spark a new idea, or simply learn what's out there, this is the perfect time to stop by and start a conversation. Don't forget your Stamp Card! Visit each exhibitor booth to collect stamps and be entered into our Exhibitor Prize Draw, taking place during Thursday's Exhibitor Lunch. The more stamps, ...

Thursday, Sep 25: Cabot Room

11:00 AM - 12:00 PM

Short-Term Rentals: Regulation and Enforcement in Evolving Communities

Cabot Room Responsive Service Delivery & Operational Innovat

Jordyn Michaela Mahar

Director of Short-Term Rentals, NS Department of Growth and Development

As short-term rentals (STRs) continue to impact housing availability, community cohesion, and municipal resources, local governments are under growing pressure to regulate effectively and enforce consistently. Building on discussions from the AMANS Spring Conference, this in-depth session will examine practical approaches to managing STRs in diverse municipal contexts. Participants will explore tools for licensing, enforcement, and compliance monitoring—while balancing the economic benefits of tourism with residents' needs for long-term housing and community stability. The session will also highlight case studies from municipalities that have implemented STR bylaws or enforcement strategies, and provide opportunities to share experiences, challenges, and emerging practices. Whether your ...

Thursday, Sep 25: Mariner Ballroom ABC

11:00 AM - 12:00 PM

Nature-Based Solutions for Municipal Resilience: Opportunities, Roles, and Implementation Options

Mariner Ballroom ABC Responsive Service Delivery & Operational Innovat

Kaytland Smith

Senior Funding and Engagement Specialist, Clean Foundation

Climate hazards like flooding, coastal erosion, and extreme heat are increasing across Nova Scotia—and every municipal department has a role to play in responding. This session explores how Nature-based Solutions (NbS) offer cost-effective, multi-benefit approaches to addressing climate hazards while supporting community well-being, infrastructure, and the environment. Through real Nova Scotian examples, practical tools, and a hands-on group activity, participants will discover how to identify opportunities, connect cross-departmentally and take immediate steps toward implementing NbS in their own communities.

Thursday, Sep 25: Jack Yaizer

11:00 AM - 12:00 PM

Engaging Diverse Communities in Governance: Building Inclusive Participation

Jack Yaizer

Craig Pollett

Vice President (Atlantic), Strategic Steps Inc.

How can municipalities ensure all voices are heard in local decision-making? This session explores how to meaningfully engage underrepresented and equity-deserving communities in civic life and policy development. Combining governance best practices and conversations from the life experience of panelists, this session highlights practical strategies for inclusive engagement. From accessible public engagement to inclusive program design, participants will learn how municipalities can remove barriers, build trust, and foster representation among groups often left out of traditional processes. Participants will leave with actionable ideas to strengthen public input, improve equity outcomes, and make local government more reflective of the communities it serves.

Thursday, Sep 25

12:00 PM - 01:00 PM

Exhibitor Networking Lunch & Draws

Join your conference exhibitors for a lively networking lunch. Enjoy the opportunity to connect and learn more about their products and services. Exhibitors will be drawing names from completed passports to award exciting prizes, so be sure to get yours signed for a chance to win!

Thursday, Sep 25: Mariner Ballroom ABC

01:00 PM - 01:30 PM

Cyber Threats and Lessons from the Frontlines

Mariner Ballroom ABC

Bryan Beard

Lead Penetration Tester, IMP Solutions

Jeremy Agnew

Sr. Solutions Architect, IMP Solutions

Attackers are opportunistic, and don't only go after large organizations. If there is an opportunity, attackers will strike often before the organization has any idea they've been breached. Come join Bryan and Jeremy as they explore today's modern threat landscape, its impact and effects on organizations of all sizes, as well as go through real-world case studies from recent breaches.

Thursday, Sep 25: Mariner Ballroom ABC

01:30 PM - 02:30 PM

Closing the Gap: How Municipal Teams Can Secure More Funding

Mariner Ballroom ABC

Strategic Leadership & Governance

Danny Graham

Chief Engagement Officer, Engage Nova Scotia

Glenn Horne

Chief Administrative Officer, Town of Wolfville

Jeff Gushue

Chief Administrative officer, Town of Yarmouth

Keith Macdonald

Chief Administrative Officer, Municipality of the County of Inverness

Lisa MacDonald

Chief Administrative Officer, Town of New Glasgow

Since Covid, literally billions of dollars in government funding has gone unclaimed some of it because municipalities often lack the time, capacity, or resources to apply. Moderated by Danny Graham from Engage Nova Scotia, this plenary brings together four respected CAOs for a candid discussion on how to help our smaller municipal teams move council priorities to outcomes. Powered by a unique privacy first storytelling tool by goodbit.co, CAO anecdotes, and live input from the floor, this plenary will explore the project funding journey, turning real experiences into actionable insights - an interactive, trustworthy, and focused deliberation highlighting gaps, misconceptions, ...

Thursday, Sep 25: Mariner Ballroom ABC

02:30 PM - 03:15 PM

Department of Emergency Management Office: Information Session

Knowledge Exchange: Lessons in Emergency Management Partnerships From the Long lake Fire

Mariner Ballroom ABC

Strategic Leadership & Governance

Sandra McKenzie

Deputy Minister, Department of Emergency Management

Details to be provided

Thursday, Sep 25

03:15 PM - 03:30 PM

Movement Break

Movement boosts attention and energy. Your body (and brain) will thank you!

Need a reset? This 15-minute Movement Break is your chance to get up, stretch, and recharge before diving into the next round of sessions. Whether you join a light stretch, take a walk, or just move at your own pace, this break is all about feeling good and staying focused. Bonus: Enjoy a light, energizing snack — perfect to take back to your table as you settle in for the next session.

Thursday, Sep 25: Mariner Ballroom ABC

03:30 PM - 04:30 PM

Connect & Collaborate: Open Networking Hour

Mariner Ballroom ABC Strategic Leadership & Governance

We're providing the space and opportunity for you to connect with peers on your own terms. This unstructured networking session invites you to gather in the Mariner Ballroom ABC, grab a table, and explore key leadership themes together. Share ideas, exchange experiences, and build relationships in a relaxed setting — a chance to spark new conversations and strengthen connections.

Thursday, Sep 25: Cabot Room

03:30 PM - 04:30 PM

Accountability in Action: The Correct Path Forward After a Workplace Injury

Cabot Room Strategic Leadership & Governance

Adam Grant, PEng
Director of Infrastructure, Region of Queens Municipality

Willa Thorpe, PhD
Chief Administrative Officer, Region of Queens Municipality

On July 28, 2023, a Region of Queen's (Region) employee suffered life altering injuries as a result of a workplace accident. An investigation carried out by the Nova Scotia Occupational Safety Division resulted in the Region receiving several charges under the Occupational Health and Safety Act. In an effort to demonstrate its accountability for the accident, the Region has engaged additional resources to assist with the establishment of a Safety Management System and key steps to ensure an effective implementation of this system to drive continuous improvement in Occupational Health & Safety. This session will provide the opportunity for the ...

Thursday, Sep 25: Exhibitor Area - Lower Lobby

06:00 PM - 06:30 PM

Presidents Reception

Exhibitor Area - Lower Lobby

AMANS President invites all conference attendees to the President's Reception and Annual Banquet. A small reception preceding the President's Banquet will take place before the President's Banquet in the Lower Lobby.

Thursday, Sep 25: Mariner Ballroom ABC

06:30 PM - 08:30 PM

Presidents Banquet

Mariner Ballroom ABC

This will include a dinner and presentation of awards for long service, professional development, etc. This dinner is included with registration. There will be a cash bar available. Note: Dress code is semi-formal.

Thursday, Sep 25

Evening Hospitality Suite

After a packed day of learning, join us in the Hospitality Suite for a relaxed and informal evening. Whether you're catching up with colleagues, making new connections, or just looking to unwind, this is the perfect space to recharge. Drop by for a drink and great conversation with fellow delegates. No agenda — just good company.

Friday, Sep 26: Mariner Ballroom ABC

08:15 AM - 08:30 AM

Final Early Bird Draws

Mariner Ballroom ABC

Start your final conference day with a relaxed networking opportunity and a chance to win fun prizes from fellow municipalities! Early Bird Prize Draws will be held at 8:15 a.m. in Mariner Ballroom ABC. Morning Refreshments: Coffee, tea, and light continental-style snacks will be available during the early morning break only. We recommend enjoying a full, nutritious breakfast at your hotel before joining the day's sessions.

Friday, Sep 26: Mariner Ballroom ABC

08:30 AM - 09:30 AM

Current and Emerging Legal Issues

Mariner Ballroom ABC

Amy Bradbury
Partner, Burchell Wickwire Bryson LLP

This session will provide an update on legal issues and developments including recent changes to workers' compensation and occupational health and safety legislation, defamation claims and social media and other emerging legal issues.

Friday, Sep 26: Mariner Ballroom ABC

09:30 AM - 10:00 AM

Provincial Update - DMA

Mariner Ballroom ABC Strategic Leadership & Governance

Elizabeth Kennedy
Executive Director of Policy, Planning and Strategic Relations, Department of Municipal Affairs

Details to be provided

Friday, Sep 26

10:00 AM - 10:15 AM

Movement Break

Movement boosts attention and energy. Your body (and brain) will thank you!

Need a reset? This 15-minute Movement Break is your chance to get up, stretch, and recharge before diving into the next round of sessions. Whether you join a light stretch, take a walk, or just move at your own pace, this break is all about feeling good and staying focused. Bonus: Enjoy a light, energizing snack — perfect to take back to your table as you settle in for the next session.

Friday, Sep 26: Mariner Ballroom ABC

10:15 AM - 11:15 AM

Purposeful Leadership: We do it Together

Closing Keynote

Mariner Ballroom ABC

Nikki Martin

Speaker, Facilitator, Author & Screenwriter, Equity Advocate, NM Creative Inc.

Get inspired to reimagine how you lead, collaborate, and show up for the communities you serve. This powerful session builds skills in inclusive communication and conflict navigation, while encouraging curiosity and imagination as essential tools for forging bold new paths. Nikki explores how assessing your lens, biases, and positionality in relation to power—and becoming more self-aware in both action and reaction—can transform your leadership. You'll gain insight into moving from knowledge to meaningful action, embracing changes in how you lead and respond—an increasingly vital approach when serving diverse communities.

Friday, Sep 26: Mariner Ballroom ABC

11:15 AM - 11:30 AM

Closing Ceremonies

Mariner Ballroom ABC

Wrap up the AMANS 2025 Fall Conference with excitement and celebration at our Closing Ceremonies and Grand Prize Draw!



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Live, Virtual, Hybrid Event Technology



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

Travel and Expense Claim		Rate \$0.5932
Name of Claimant:	Brent Sampson	
Destination:	Digby Pines Resort	
Purpose of Travel:	NSCPA & NSAPG Conference	
Departure Date/Time:	October 15 th , 1:00pm	
Return Date/Time:	October 17 th , 12:15pm	
Approval to Travel : Attached		Date: July 28 th , 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	1064.00	532.00	0.00	532.00	0.00	0.00	1,064.00
Total Cost of Mileage:	\$631.16	\$315.58	\$0.00	\$315.58	\$0.00	\$0.00	\$631.16
Accommodation/Hotel Name:	Digby Pines Resort	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Direct Bill</i>							
Meals: Breakfast	\$20	N/A	N/A				\$0.00
Lunch	\$25	N/A	N/A				\$0.00
Dinner	\$30	\$30.00	N/A				\$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
Total Amount Being Claimed	\$355.58	\$10.00	\$315.58	\$0.00	\$0.00		\$681.16

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 _____

HST 3

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution Acct No.....	10360 2110 21030

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

Claimant Signature: *[Signature]*
 Date Submitted: *08 20, 2025*
 Travel Approved by Supervisor: *[Signature]*
 GL Code: _____

SDAY OCTOBER 15TH

1M Golf Tournament

Digby Pines Golf Course
*BBQ to follow

8:45 AM

Welcome

Chief Robert Walsh - NSCPA
Virginia Brooke – NSAPG

9:00 AM

**NS Department of Justice
Opening Remarks**

Michelle Higgins, Assistant Deputy Minister

Update on Programs & Initiatives

Public Safety & Policing

Hayley Crichton, Executive Director
Charcy Marchand, Director

9:00 PM **Meet & Greet**

**Registration
&
Trade Show**

Main Lobby
Digby Pines Resort

10:15 AM

Police Complaints Process

Commissioner Bill MacDonald
Office of the Police Complaints Commissioner

10:45 AM

Nutrition Break / Trade Show

11:00 AM

Collision Reporting Centres in NS

Jacqueline Massi
Accident Support Services International

SDAY OCTOBER 16TH

M Breakfast

Main Dining Room

11:30 AM

CSIS Intelligence Sharing

Deputy Director

12:15 PM

Lunch / Trade Show

M Registration Opens

Main Lobby

1:15 PM

**CACP Special Purpose Committee
Mass Casualty Commission**

Deputy Chief Darren Pringle, SPS

M - 5:00 PM

Trade Show

Digby Hall - Salon C

2:15 PM

Motorola Digital Technology Solutions

Ken Robinson, Regional Sales Manager

3:00 PM

Nutrition Break / Trade Show

M - 4:45 PM

Plenary Sessions

Digby Hall - Salon A/B

3:15 PM

**Policing Standards for
Transparency, Accountability & Public Trust**

Devon Clunis
Former Inspector General of Police, Ontario

GALA DINNER

Digby Hall - Salon A/B

6:00 PM Reception

7:00 PM Dinner

Guest Speaker: Devon Clunis

FRIDAY OCTOBER 17TH

8:00 AM **Breakfast**

Main Dining Room

9:00 AM **Roundtable Discussion**

Digby Hall - Salon A/B

10:00 AM **Nutrition Break**

10:15 AM **NSCPA & NSAPG
Business Meetings**

12:00 PM **Lunch**

Brent Sampson

From: Troy MacCulloch
Sent: July 28, 2025 8:41 AM
To: Brent Sampson; Shelley David
Cc: Lois Landry
Subject: RE: NS Chiefs of Police Association & NS Association of Police Governance Fall 2025 Conference

Approved for travel. Im assuming we will have to prebook the companion meal, so we will pay up front and then the cost of that meal will come off you reimbursement.

Will probably be the easiest and most transparent way to do it.

Troy

THE COMMONWEALTH OF VIRGINIA
COUNTY OF 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
Arlchat, NS B0E 1A0
www.richmondcounty.ca

From: Brent Sampson <Brent.Sampson@richmondcounty.ca>
Sent: July 28, 2025 8:30 AM
To: Shelley David <Clerk@richmondcounty.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>
Subject: RE: NS Chiefs of Police Association & NS Association of Police Governance Fall 2025 Conference

Hi Shelley

I would like to register for this conference but will not be attending the golf tournament on Wednesday. I would however like to register a companion meal for my wife Maragaret on Thursday evening. I will have the steak, and she will have the scallops. The additional charge for the companion meal I will pay out of pocket so if you can just let me know what's the best way to do that, whether I pay the county or just pay them at the conference. Also, CAO I would like to officially request permission to attend this so I've copied both yourself and the Warden.

Brent Sampson

Brent Sampson

From: Lois Landry
Sent: July 28, 2025 9:54 AM
To: Brent Sampson; Shelley David
Cc: Troy MacCulloch
Subject: RE: NS Chiefs of Police Association & NS Association of Police Governance Fall 2025 Conference

Approved for travel.
Thanks,
Lois

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

From: Brent Sampson <Brent.Sampson@richmondcounty.ca>
Sent: July 28, 2025 8:30 AM
To: Shelley David <Clerk@richmondcounty.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>
Subject: RE: NS Chiefs of Police Association & NS Association of Police Governance Fall 2025 Conference

Hi Shelley

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Brent Sampson

From: Shelley David <Clerk@richmondcounty.ca>
Sent: July 16, 2025 1:42 PM
To: Shawn Samson <Shawn.Samson@richmondcounty.ca>; Brent Sampson <Brent.Sampson@richmondcounty.ca>; doug.eva@seaside.ns.ca; Stacey Morrison <slmorrison@live.ca>; Jim Wilson <cjam31@icloud.com>; Kelly, Brad (RCMP/GRC) <brad.kelly@rcmp-grc.gc.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: NS Chiefs of Police Association & NS Association of Police Governance Fall 2025 Conference

Good afternoon,

As discussed in our last board meeting, I am forwarding the information for the upcoming NS Chiefs of Police Association & NS Association of Police Governance 2025 Fall Conference.

Kind regards,



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 \$0.5932
Name of Claimant:	Brent Sampson	
Destination:	Tracadie Fire Hall	
Purpose of Travel:	NSGSAR Awards banquet	
Departure Date/Time:	16:30:00	
Return Date/Time:	21:30:00	
Approval to Travel :Attached		Date:November 2nd/3rd

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km):	178.00	178.00	0.00	0.00	0.00	178.00
Total Cost of Mileage:	\$105.59	\$105.59	\$0.00	\$0.00	\$0.00	\$105.59
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
Total Amount Being Claimed	\$105.59	\$0.00	\$0.00	\$0.00	\$0.00	\$105.59

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 _____

11513

<p>All claims are to be submitted not later than 60 days after return.</p> <p>Claimant Signature: <u>[Signature]</u></p> <p>Date Submitted: <u>Nov 24th 2019</u></p> <p>Travel Approved by Supervisor: <u>[Signature]</u></p> <p>GL Code: _____</p>	<p>Goods Rec'd. Date.....Initial <u>BS</u></p> <p>Prices Checked.....<u>BS</u></p> <p>Add'l. Exp. Checked.....<u>BS</u></p> <p>Approval for Payment.....<u>BS</u></p> <p>Discount Date.....</p> <p>Paid by Cheque No.....</p> <p>Distribution: Acc't No. <u>10210 2110 210/30</u></p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Brent Sampson

From: Troy MacCulloch
Sent: November 5, 2025 8:22 AM
To: Brent Sampson; Lois Landry
Subject: RE: SAGSAR Awards Banquet

Approved here too

Thanks Cllr

t

THE MUNICIPALITY OF RICHMOND
LE DÉPARTEMENT DE LA MUNICIPALITÉ DE RICHMOND



Troy MacCulloch, CMML, FSASc
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

From: Brent Sampson <Brent.Sampson@richmondcounty.ca>
Sent: November 4, 2025 8:12 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>
Subject: Fw: SAGSAR Awards Banquet

Would it be able to seek permission to attend this event on behalf of the county.

Brent

Sent from my Bell Samsung device over Canada's largest network.

From: Shelley David <Clerk@richmondcounty.ca>
Sent: Friday, October 31, 2025 1:10:55 PM
To: Council <Council@richmondcounty.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: FW: SAGSAR Awards Banquet

Good afternoon,

Brent Sampson

From: Lois Landry
Sent: November 4, 2025 8:49 PM
To: Brent Sampson; Troy MacCulloch
Subject: Re: SAGSAR Awards Banquet

Approved

Thanks for going
L

[Get Outlook for iOS](#)

From: Brent Sampson <Brent.Sampson@richmondcounty.ca>
Sent: Tuesday, November 4, 2025 8:11:35 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>; Lois Landry <Lois.Landry@richmondcounty.ca>
Subject: Fw: SAGSAR Awards Banquet

Would it be able to seek permission to attend this event on behalf of the county.

Brent

Sent from my Bell Samsung device over Canada's largest network.

From: Shelley David <Clerk@richmondcounty.ca>
Sent: Friday, October 31, 2025 1:10:55 PM
To: Council <Council@richmondcounty.ca>
Cc: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: FW: SAGSAR Awards Banquet

Good afternoon,

Please see the invitation below for the SAGSAR Awards Banquet, taking place on November 22, 2025, at 6 p.m. at the Tracadie Fire Hall.
The RSVP deadline is November 5. If you wish to attend, please use the form in the email below to register.

Kind regards,

Shelley

SAGSAR Awards Banquet

1: Purpose of Meeting

The Strait Area Ground Search and Rescue organization held an awards banquet to recognize long serving members.

2: Date of Meeting

November 22nd, 2025

3: Place of Meeting

Tracadie Fire hall 10205 highway #4 Monastery

4: Start and End time of Meeting

The event began at 6pm and ran until about 8pm at which time they had music for anyone who wished to stay longer.

5: Person(s) present at the Meeting

Many members of the SAGSAR as well as councillors from the County of Antigonish, Town of Antigonish, District of St. Mary's, Members of the RCMP and the regional EMO.

6: Brief Statement of discussions held

This was an awards banquet recognizing members having served 5, 10, 15, 20, 25, 30, 35, and 40 years. A dinner was held followed by presentations of certificates and plaques.

Johnstown Community Development Co-operative Ltd.

Notice of Annual General Meeting

The Annual General Meeting of the Johnstown Community Development Co-operative will take place on Sunday, November 16, 2025 at 7:00 p.m. at the Johnstown Parish Hall, Johnstown, NS.

Rita Campbell, Chair, JCDC Ltd.

Note: We will have a discussion **about the Irish Cove walking trail** as part of the 2025 JCDC AGM. **Everyone is welcome to attend and join the discussion.** Feedback, ideas, and comments on the work of JCDC are welcomed as are new members.

**JCDC Ltd.
Annual General Meeting
Sunday, November 16, 2025 Johnstown Parish Hall
Johnstown, NS 7:00 p.m.**

A G E N D A

1. Call to Order
2. Minutes of the Previous AGM – held November 17, 2024
Approval of the Minutes of the Previous AGM
3. Treasurer's Report
4. Business Arising from the Previous Annual General Meeting
5. Report of the Chair
6. New Business
Irish Cove Walking Trail Project Update
7. Nominating Committee Report
8. Other
9. Adjournment



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

Travel and Expense Claim		Rate \$0.5932
Name of Claimant:	Sharla Sampson	
Destination:	Holiday Inn Sydney - Waterfront / NSCC Waterfront Campus	
Purpose of Travel:	Recreation Nova Scotia Conference / Cape Breton Parasport Roundtable	
Departure Date/Time:	21-Oct-25	9:00 AM
Return Date/Time:	24-Oct-25	3:30 PM
Approval to Travel :		Date: February 25, 2025

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	1002.00	255.00	249.00	249.00	249.00	0.00	1,002.00
Total Cost of Mileage:	\$594.38	\$151.27	\$147.71	\$147.71	\$147.71	\$0.00	\$594.39
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			\$50.00
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
Total Amount Being Claimed	\$206.27	\$167.71	\$167.71	\$192.71	\$0.00		\$734.39

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 JS N/A _____

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

Claimant Signature:	<i>Sharla Sampson</i>
Date Submitted:	29-Oct-25
Travel Approved by Supervisor:	<i>[Signature]</i>
GL Code:	10 270 4120 270130

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	9
Add. & Ext. Checked.....	9
Approval for Payment.....	9
Discount Date.....	
Paid by Cheque No.....	
Distribution No.....	10 270 4120 270130

MSIS



Outlook

RE: RNS Conference 2025 - Planning Committee

From Shannon Mury <Shannon.Mury@richmondcounty.ca>

Date Tue 2025-02-25 12:50 PM

To Sharla Sampson <Sharla.Sampson@richmondcounty.ca>

Hi Sharla,

Please consider this approval for both requests. I am pleased to see your interest in participating on the conference planning committee, you will be a great asset!

Keep me posted on the progress of the event.

Thank you,

Shannon Mury

Director

Department of Community Development & Recreation

902.226.3981

From: Sharla Sampson <Sharla.Sampson@richmondcounty.ca>

Sent: February 25, 2025 12:47 PM

To: Shannon Mury <Shannon.Mury@richmondcounty.ca>

Subject: Fw: RNS Conference 2025 - Planning Committee

Hello,

I've been invited to join the planning committee for the 2025 RNS conference that will be held in Cape Breton. A meeting is being held on March 4 in Sydney to provide an overview of the planning process, the expectations for committee members, and an opportunity to discuss various ways to contribute the success of the conference.

I also have attached the Recreation for Mental Health Workshop.

I'm requesting permission to attend both the RNS planning committee meeting and the Recreation for Mental Health workshop.

Sharla,

THE MUNICIPALITY OF THE COUNTY OF
LA MUNICIPALITÉ DU COMTE 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

2357 Highway 206, Arichat, NS B0E 1A0

www.richmondcounty.ca

Schedule at a Glance

1

Tuesday, October 21, 2025

- 12:00-2:30pm** In-Person Anti-Racism Training
- 3:00-4:00pm** Sowing Seeds & Planting Roots
- 5-6:30pm** Parasport CB @ NSCC
- 6:00-8:00pm** NSCC Tour & Student/Professional Networking Event - NSCC Sydney Waterfront Campus

Wednesday, October 22, 2025

- 9:30-10:30am** Registration ✓
- 10:30-11:00am** Opening Ceremony ✓
- 11:00-12:00pm** Keynote Address ✓
- 12:00-1:00pm** Lunch ✓
- 1:00-2:00pm** RNS Education Planning Session ✓
- 2:15-3:15pm** Education Session Series #1 ✓
 - ISANS - Building Welcoming & Inclusive Spaces in Recreation
 - Undercurrent Youth Society & Community Prevention of Hope Network - Youth Substance Prevention Strategy
 - Dalhousie University - Strengthening Equipment Loan Programs in Nova Scotia
- 3:30-5:00pm** Open Hearth Park Presentation, Tour, Games ✓
- 6:00-8:30pm** RNS Awards Ceremony & Banquet ✓
- 8:30-10:30pm** Post-Banquet Kitchen Party

To see the full schedule,
visit recreationns.ns.ca
or scan this QR Code!



Scan Me

Schedule at a Glance

2

Thursday, October 23, 2025

- 8:00-9:00am** Breakfast
 - 9:00-10:15am** RNS AGM
 - 10:30-11:25am** Education Session Series #2
 - BGC Cape Breton & Harbourstone Enhanced Core - Bridging Generations: A Summer of Youth & Elder Engagement
 - Coxheath Hills Wilderness Recreation Association - Wilderness Connections: Community, Belonging & the Outdoors
 - Active Living Alliance for Canadians with Disability, - Municipal Guide: Best Practices for Disability Inclusion
 - 11:30-12:30pm** Lunch / Rec Showcase & Headshots
 - 12:30-1:25pm** Education Session Series #3
 - Trail Strategy Coordinating Group & CCTH - Exploring the Power of TAM! (Trail Asset Management Information)
 - Island Skateboard Association - Animoting Public Spaces Through Skateboarding
 - Dalhousie University - Mobilizing the Benefits of Nature for Wellbeing
 - 1:30-2:25pm** Education Session Series #4
 - Shift Partnership - Advancing Inclusive Recreation
 - Cape Breton University - Connecting Research to Recreation
 - Rachel Bedingfield - Reflection on the National Inclusive Parks & Greenspaces Symposium
 - 3:00-4:30pm** Grant Potter Memorial Hockey Game - C200
Accessibility Directorate Information Session
 - 5:00-7:00pm** Fiddles & Flavor - Flavor H20
 - 8:00-10:30pm** Regional Games
- ## Friday, October 24, 2025
- 9:00-10:00am** Breakfast
 - 10:00-11:00am** The Landscape of Recreation Post-Secondary Education in Canada ✓
 - 11:15-12:15pm** Engage Nova Scotia: 2025 Quality of Life Survey ✓

8/5

Cape Breton Parasport Roundtable Agenda

October 21st 2025

Objectives *CBU Ben Egan parasport SPORT NS*
John, Sue, Joey, Zack
Brian, CBU/RCenter

- 1) Bring together program leads of Parasport programs/in the Cape Breton Region to share back Sport NS's Parasport Strategy
- 2) Identify some key next steps for each of the stakeholders moving forward
- 3) Enable collaboration between program leads in the Cape Breton Region

Schedule

5:00 PM	Start
5:00 PM	<p>Welcome & Introductions</p> <ul style="list-style-type: none"> • Who you are • What program / sport / organization you are involved with • Location / Town
5:10 PM	<p>Background</p> <ul style="list-style-type: none"> • Strategy Engagement Process • Themes Heard • Scope of Strategy & What's Within Our Control/Influence
5:20 PM	<p>Parasport Strategy Overview</p> <ul style="list-style-type: none"> • High Level Overview of 7 Strategic Priorities • Specific Initiatives Related to Priorities
5:30 PM	<p>Discussion</p> <ul style="list-style-type: none"> • Questions/ Discussion on Strategy • Partnership/Collaboration Opportunities Amongst Stakeholders Attending • Discussion of Strategic Priority 2 for the Cape Breton region
6:15 PM	<p>Sport NS Info Session</p> <ul style="list-style-type: none"> • Overview of existing supports & resources offered by Sport NS
6:30 PM - <i>6:50 PM</i>	End



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

Travel and Expense Claim			Rate <u>\$0.5932</u>
Name of Claimant:	Clint Samson		
Destination:	Digby Pines Golf Resort and Spa, 103 Shore Road, Digby, NS		
Purpose of Travel:	AMTC Conference		
Departure Date/Time:	07-Oct-25	8:30am	
Return Date/Time:	10-Oct-25	7:30pm	
Approval to Travel : See attached			

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	982.00	491.00	0.00	491.00	0.00	982.00	
Total Cost of Mileage:	\$582.52	\$291.26	\$0.00	\$291.26	\$0.00	\$582.52	
Accommodation/Hotel Name:	Digby Pines		\$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	\$25.00	\$25.00	\$100.00	
Dinner	\$30	\$30.00	\$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	
Total Amount Being Claimed		\$356.26	\$65.00	\$35.00	\$346.26	\$0.00	\$802.52

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 CS. N/A _____

<p>All claims are to be submitted not later than 60 days after return.</p> <p>Claimant Signature: </p> <p>Date Submitted: <u>14-Oct-25</u></p> <p>Travel Approved by Supervisor: </p> <p>GL Code: <u>10 212 2120 212130</u></p>	<p>Goods Rec'd Date..... Initial.....</p> <p>Prices Checked.....</p> <p>Add. & Ext. Checked.....</p> <p>Approval for Payment.....</p> <p>Discount Date.....</p> <p>Paid by Cheque No.....</p> <p>Distributed To: <u>2120 212130</u></p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

11513



2025 CONFERENCE AGENDA

47TH ANNUAL AMTC FALL CONFERENCE

OCTOBER 7 - 10, 2025

SAILING INTO DIGBY

ASSOCIATION OF MUNICIPAL TAX COLLECTORS OF NOVA SCOTIA

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



PASS IN YOUR SURVEY AND NAME TAGS FOR A CHANCE TO WIN!!

Tuesday, October 7

7:00 - 9:00 Register - Executive House #29

Wednesday, October 8

7:00 - 8:00 Breakfast (on your own)

8:15 - 8:30 Announcements

8:30 - 8:45 Presentation to Cancer Care Program

8:45 - 10:00 Collection Committee

10:00 - 10:20 Break

10:20 - 12:00 Collections Committee

12:00 - 1:30 Lunch (on your own)

1:30 - 3:00 PVSC

3:00 - 3:20 Break

3:20 - 4:30 PVSC

Supper (on your own)

7:00 Survivor

Thursday, October 9

7:00 - 8:00 Breakfast (on your own)

8:15 - 8:30 Announcements

8:30 - 10:00 Time & Workload Management

10:00 - 10:20 Break

10:20 - 12:00 Time & Workload Management

12:00 - 1:30 Lunch (on your own)

1:30 - 2:00 AGM/Election

2:00 - 3:00 Service NS - Senior Grants

3:00 - 3:20 Break

3:20 - 4:30 Service NS - Senior Grants

6:00 Banquet (Nautical Theme) & Entertainment

Friday, October 10

7:00 - 8:00 Breakfast (on your own)

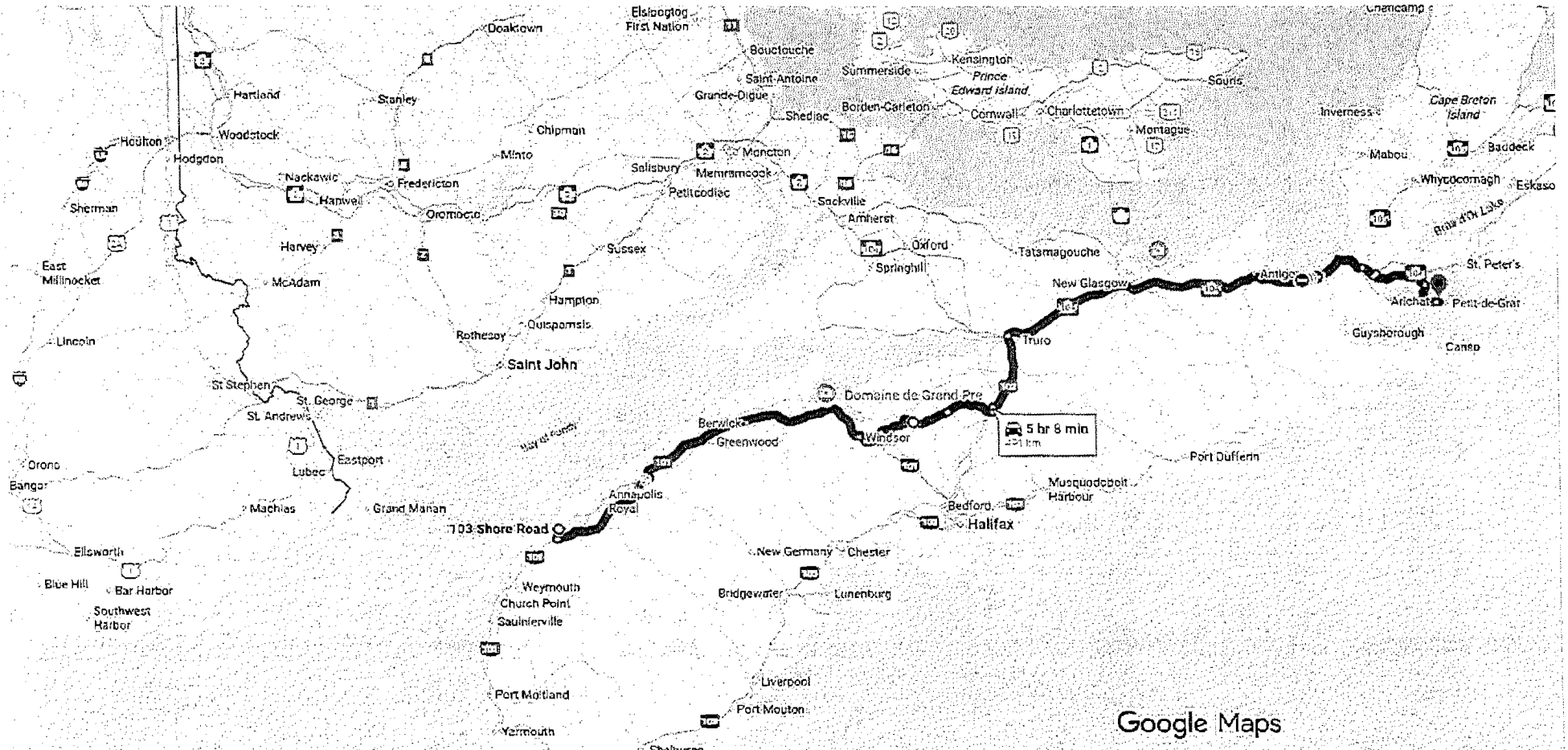
8:15 - 8:30 Announcements

8:30 - 10:00 Situations & Scenarios

10:00 - 10:20 Break

10:20 - 12:00 Situations & Scenarios

Thank you for coming!
Safe travels! See you next year!



via NS-101 E and Trans -
Canada Hwy/NS-104 E
4 hr 53 min without traffic

5 hr 8 min
491 km

Explore new places along this route

Add suggested stops



Digby Pines Golf Resort and Spa

INVOICE

103 Shore Road
Digby, NS B0V 1A0

111932

Tel. 1-902-245-2511, Fax. 1-902-245-6133

Friday, October 10, 2025

Samson, Clint ✓
2357 Hwy 206
Arichat, NS B0E1A0

Arrival Date **October 07, 2025**
Departure Date **October 10, 2025**
of Nights **3**

Room No. **310**
Adults **1**
Sub Folio **A**

Group: Association of Municipal Tax Collectors

Folio Items	Item Description	Price	Qty	Discount	Ext. Price
Tuesday, October 07, 2025					
	Room Charge				179.10
Wednesday, October 08, 2025					
	Room Charge				179.10
Thursday, October 09, 2025					
	Room Charge				179.10
Subtotal					537.30
Digby Marketing & Promotions Levy					16.11
HST					77.46

Payment Details

Payment	Notes	Date	Amount
POST	Posted to WEB Folio: 222144	18-Aug-2025	0.00
VISA 4349	Municipality of the County of	10-Oct-2025	630.87
			630.87

Total	\$ 630.87
Payments	\$ 630.87
Balance	\$ 0.00

Thank you for choosing Digby Pines Golf Resort and Spa: Nova Scotia's Iconic Resort - Open Year-Round.

At Digby Pines Golf Resort and Spa, whispers of yesterday mingle with the promise of a today just waiting to be discovered.

Please note that a finance charge of 2% per month will be applied to all past due invoices - net 30

HST 5

Goods Rec'd. Date.....	Initial.....	9
Prices Checked.....		9
Add. & Ext. Checked.....		9
Approval for Payment.....		9
Discount Date.....		
Paid by Cheque No.....		
Distribution: Appl. No. 2120 212130		



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 \$0.5932
Name of Claimant:	Clint Samson	
Destination:	Digby, NS	
Purpose of Travel:	AMTC Conference	
Departure Date/Time:	07-Oct-25	
Return Date/Time:	10-Oct-25	
Approval to Travel:	<i>Kathleen Jeffrey</i> 8/12/25	

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
Total Cost of Mileage:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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					\$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
Total Amount Being Claimed	\$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 _____

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

Claimant Signature: _____

Date Submitted: _____

Travel Approved by Supervisor: *Kathleen Jeffrey*

GL Code: _____

Clint Samson

From: Association of Municipal Tax Collectors of Nova Scotia
<tracey.maceachern@antigonishcounty.ca>
Sent: July 25, 2025 9:11 AM
To: Clint Samson
Subject: Fall Conference Registration Now Open

You don't often get email from tracey.maceachern@antigonishcounty.ca. Learn why this is important

Can't see this message? [View in browser](#)



Association of Municipal Tax Collectors of Nova Scotia

47th Annual Fall Conference

Oct 07 - 10, 2025

Digby Pines Golf Resort and Spa

MEMBERSHIP

It's that time of year!

Registration is now open for our 2025 Annual Fall Conference.

*Please click the link below to access the Membership and
Registration Form. Please send in your Membership & Registration*

*as soon a possible. Thank you.
See you at Conference!*


More Info



Oct 07, 2025, 7:00 PM – Oct 10, 2025, 12:00 PM

CONFERENCE TITLE

Digby Pines Golf Resort and Spa, 103 Shore Rd, Digby, NS B0V
1A0, Canada

Click here to go to AMTC 

This email was created with Wix. [Discover More](#)

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THE DIGBY PINES GOLF RESORT & SPA
THE DIGBY PINES GOLF RESORT & SPA
Digby, NS
Canada
B0V1A0

1-800-667-4637

Merchant #: 0008663312
Type: MOTO
Invoice #: 2000011562

Bus. type: Web
Folio #: 222144
Staff #: 1

8/18/2025 10:01:09

Card #: *****4349
Card type: VISA

Transaction: Auth.
Total: 1.00

Aut. #: 0A0
Reference #: 033720

*** Auth. - Success ***

TYPE: PURCHASE
INVOICE: 2000011562
AUTH #: 033720
AMOUNT: CAD\$ 1.00
DATE/TIME: 25/08/18 10:01:12
CARD TYPE: Visa
CARD #: XXXXXXXXXXXX4349
REFERENCE #: 662457740010010650 M

01 APPROVED - THANK YOU 027

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

Cardholder will pay card issuer above
amount pursuant to Cardholder Agreement.

Clint Samson

From: Digby Pines Golf Resort and Spa <pines@digbypines.ca>
Sent: August 18, 2025 10:01 AM
To: Clint Samson
Subject: Ready, Set, Reserved! Clint, Digby Pines is waiting for you

You don't often get email from pines@digbypines.ca. [Learn why this is important](#)

x

Thank you for your Web Reservation

Dear Mr. Clint Samson

Thank you for your reservation! It is our pleasure to confirm the details for your upcoming visit. For your convenience, we've included your itinerary as well as helpful information about your visit.

Your Booking Information:

Confirmation Number: 222144
Total Amount: \$
Deposit: \$0.00

Reservation Details:

Your Stay Details

Confirmation Number: 111932
Check In : Tuesday, October 7, 2025
Check Out : Friday, October 10, 2025
Room Type: Standard Room with King Bed and Pull Out
Number of Adults: 1
Number of Youth: 0
Number of Children: 0
Total Amount: \$ 630.87 (Includes Tax and Surcharges)



Plant a Tree

The Digby Pines Spa is proud to feature Eminence Organic skin care products.

A tree is planted for every Eminence product purchased at our Spa or through our Purchase Online Eminence link.

Purchase Eminence Products Online

Hotel Policies

Check-in time: 4:00 PM - If you should arrive early, you are welcome to use the facilities while you wait for your guestroom to become available. Check-out time: 11:00 AM

We highly recommend you reserve any Teetimes, Spa Appointments, Churchill's Dinner Reservations, and Activities bookings in advance as space is limited. If you have booked a package including one of these, a reservation for your teetime, dinner, or spa is still required and is subject to their availability.

Cancellation/Modification: We do require notification of room cancellation or stay modification at least 3 days prior to arrival. Cancellations received within the 3 day period will result in a charge for one night stay plus HST.

Spa Cancellation: We require at least 24 hours in advance to cancel a spa appointment. If not cancelled at least 24 hours in advance, a 25% charge for the service will be applied.

A valid photo ID must be present at check-in.

For your security, only guests listed in the reservation will be allowed to check-in and receive keys. If someone else in your party will be checking in, please notify guest services at 1-800-667-4637, then dial 0 to speak with front desk.

Pets Policy: Pets are welcome in our cottages with a maximum of 2 pets per cottage. A \$50 Pet fee per pet will apply. Please do notify us if you are travelling with a pet. [Full policy can be found online.](#)

Smoke Free Policy: For your comfort, Digby Pines offers a Smoke-Free Environment. Failure to comply will result in a minimum \$300 charge to your account. Please ask guest services for the nearest designated smoking area.

All rates are quoted in CAD and are subject to HST.

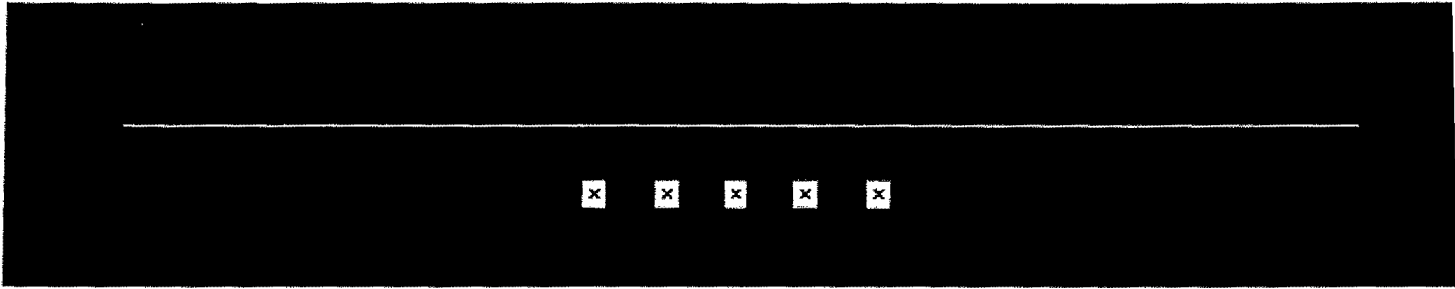
"We are in Mi'kma'ki, the ancestral lands and unceded territory of the Mi'kmaq people"

www.digbypines.ca

Digby Pines Golf Resort & Spa

PO BOX 70, 103 SHORE ROAD, DIGBY, NS B0V 1A0

TOLL-FREE: 1-800-667-4637 DIRECT: 902-245-2511 FAX: 902-245-6133



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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:	Martin Thomsen		
Destination:	Truro		
Purpose of Travel:	Attend Community Climate Capacity Summit		
Departure Date/Time:	20-Oct-25	03.00pm	
Return Date/Time:	22-Oct-25	05.00pm	
Approval to Travel:	<u>Attached</u>		Date:

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total	
Total Mileage (# of Km):	438.00	216.00	0.00	222.00	0.00	0.00	438.00
Total Cost of Mileage:	\$259.82	\$128.13	\$0.00	\$131.69	\$0.00	\$0.00	\$259.82
Accommodation/Hotel Name: Inn on Prince <i>(Indicate if Direct Bill or Provide Receipt)</i>	\$0.00	\$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					\$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
Total Amount Being Claimed	\$168.13	\$40.00	\$131.69	\$0.00	\$0.00		\$339.82

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 enclosed

11853

<p>All claims are to be submitted not later than 60 days after return.</p> <p>Claimant Signature: <u>[Signature]</u></p> <p>Date Submitted: <u>27 October 2025</u></p> <p>Travel Approved by Supervisor: <u>[Signature]</u></p> <p>GL Code: _____</p>	Goods Rec'd. Date.....Initial.....
	Prices Checked.....
	Add. & Ext. Checked.....
	Approval for Payment.....
	Discount Date.....
	Paid by Cheque No.....
	10-26040.71-260200

Martin Thomsen

From: Troy MacCulloch
Sent: September 2, 2025 11:42 AM
To: Martin Thomsen
Subject: RE: You're Invited! Clean Foundation's Community Climate Capacity Summit | October 21-22, 2025

Approved

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
2357 Hwy 206, P.O. Box 120
Richel, NS B0E 1A0
www.richmondcounty.ca

From: Martin Thomsen <Energy@richmondcounty.ca>
Sent: September 2, 2025 11:11 AM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: FW: You're Invited! Clean Foundation's Community Climate Capacity Summit | October 21-22, 2025

Hello Troy,

Seeking approval to attend the CCC Summit as described below and in the attached,

Thanks,
Martin

From: Community Climate Capacity <ccc@cleanfoundation.ca>
Sent: August 20, 2025 3:01 PM
Subject: You're Invited! Clean Foundation's Community Climate Capacity Summit | October 21-22, 2025

Join us at the **COMMUNITY CLIMATE CAPACITY SUMMIT**



Good afternoon,

On behalf of Clean Foundation and our Community Climate Capacity Program team, we invite you to our second Community Climate Capacity (CCC) Summit.

When: October 21-22, 2025

Where: Inn on Prince Hotel & Conference Centre | 437 Prince Street, Truro, NS

Registration Cost: Complimentary

Join us as we bring together community representatives from across Nova Scotia to share ideas, celebrate progress and strengthen local climate initiatives. The CCC Summit will foster collaboration between partners, spark innovation and support the development of practical, community-driven climate solutions.

We're excited to host the Summit in the Town of Truro—the hub of Nova Scotia and one of our valued partner communities!

Building on the success of our first CCC Summit, this event will feature even more interactive sessions and networking opportunities.

Please see the attached poster for event highlights and use the optional calendar placeholder to save the date. More program details will follow soon.

Registration Details

Primary Community Liaison

As the primary liaison for your community, your complimentary registration includes:

- Full event access for one (1) designated attendee.
- Nutrition breaks during event hours.
- Up to two (2) nights' accommodations at the Inn on Prince Hotel & Conference Centre.*
- Round-trip mileage reimbursement within Nova Scotia for one (1) attendee.

***IMPORTANT:** To confirm your commitment, please book your own on-site accommodations under Clean Foundation's group block. Your reservation will be transferred to our master billing account at check-in. Visit the [primary community liaison registration page](#) for full details.

Additional Attendees

We welcome and encourage additional representatives from your community to attend. Registration is complimentary. Travel-related expenses are the responsibility of these participants.

- Additional attendees may register individually or all at once.
- Accommodations: Group rate available. Full details are available on the [registration page](#).

REGISTER TODAY! Please use the appropriate link below.

Primary Community Liaison Registration: For the one designated attendee per community.

Additional Attendees Registration: For any other community representatives.

Note: Registration is managed through Simpli Events. Registered attendees will receive a confirmation email from info@simplievents.com.

Accommodations Deadline

All attendees are asked to book their on-site accommodations by **September 18, 2025**, to assure availability.

Thank you for participating in Clean Foundation's Community Climate Capacity Program. We look forward to seeing you at the Summit!


—The Community Climate Capacity team



Kaytland Smith (she/her)
Senior Specialist, Funding and Engagement
(E): ksmith@cleanfoundation.ca | (P): 782-321-5061
www.cleanfoundation.ca



Clean Foundation provides the knowledge, tools and inspiration needed to encourage the actions that lead to positive environmental change. Clean works in the ancestral and unceded territories of the Mi'kmaq and Wolastoqiyik.

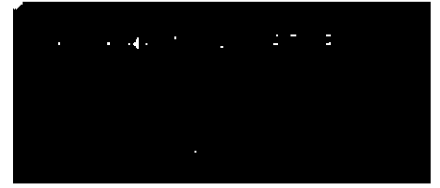
 Book time to meet with me

This communication (including attachments) may contain privileged or confidential information of the Clean Foundation and is intended for a specific individual. If you are not the intended recipient, you should delete this communication, including any attachments, without reading or saving them in any manner and you are hereby notified that any disclosure, copying, or distribution of this communication, or the taking of any action based on it, is strictly prohibited.

Please consider the environment before printing this email.



COMMUNITY CLIMATE CAPACITY SUMMIT



DAY 1: TUESDAY, OCTOBER 21, 2025

8:30 – noon	Registration Opens
8:30 – 9:00 a.m.	Hot Breakfast Buffet
9 – 9:20 a.m.	Opening Remarks
9:20 – 9:30 a.m.	Clean Foundation Remarks Scott Skinner, President and CEO, Clean Foundation
9:30 – 9:40 a.m.	Department of Environment and Climate Change Update Timothy Halman, Minister of Environment and Climate Change
9:45 – 10:00 a.m.	Community Climate Capacity Program Update Logan Horrocks and Izzie Collier, Clean Foundation
10 – 11:00 a.m.	Local Leadership in Action Lauren Clark, Town of Mahone Bay Elta Romia Gindi, Municipality of the District of Lunenburg Mary Best, Clean Foundation (on behalf of Cape Breton Regional Municipality)
11 – 11:15 a.m.	Break
11:15 – 12:30 p.m.	Climate Pitch Workshop Kaytland Smith, Clean Foundation
12:30 – 1:30 p.m.	Networking Lunch
1:30 – 2:45 p.m.	Breakout Sessions (Concurrent) <ol style="list-style-type: none">1. Municipal Budgeting for Climate Goals Isabelle Oke, Federation of Canadian Municipalities Jillian Hudgins, City of Fredericton Jillene Marlowe, Memorial University of Newfoundland2. Developing Coastal Policy and Templates Gordon Smith, Nova Scotia Federation of Municipalities3. Understanding and Valuing Natural Assets Emily Cowin, AIM Network
2:45 – 3 p.m.	Break
3 – 4 p.m.	Panel Discussion: Moving Climate Work Forward Panelists: John Ogilvie, West Hants Regional Municipality Ed Kennedy, Pictou County Alex Cadell, Nova Scotia Environment and Climate Change Moderator: Kortney Dunsby, Clean Foundation
4 – 4:25 p.m.	Peer Problem Solving for Real-World Climate Challenges Sofía Muñoz, Clean Foundation
4:25 – 4:30 p.m.	Wrap-Up

DAY 2: WEDNESDAY, OCTOBER 22, 2025

8:30 – 9 a.m.	Hot Breakfast Buffet
9 – 10:30 a.m.	Workshop: Growing the Circle – Partnerships for Equitable Climate Action Jessie Grainger, Federation of Canadian Municipalities Dr. Corrine Cash, Mount Allison University Meaghan MacNeil, Municipality of the County of Antigonish Tammy Feltmate, Municipality of the County of Antigonish
10:30 – 10:45 a.m.	Break
10:45 a.m. – noon	Breakout Session (Concurrent) <ol style="list-style-type: none">1. The Unlikely Policy: A Case Study on the Town of Kentville's Biodiversity Strategy Alisha Christie, Town of Kentville and Sofía Muñoz, Clean Foundation2. Tools in Action with Housing, Infrastructure and Communities Canada (HICC) Renita Kralik, HICC and Kallyn DeGrace, Clean Foundation3. Youth Engagement with Impact Zabrina Prescott, Clean Foundation
Noon – 1 p.m.	Networking Lunch
1 – 2 p.m.	The Seven Sacred Teachings: Connecting to Local Climate Action Carolyn Landry, Redfeather's Native Art Cultural Services
2 – 2:15 p.m.	Break
2:15 – 3:15 p.m.	Final Reflection and Sharing Circle Heather Stevens, Millbrook Cultural & Heritage Centre
3:15 – 3:30 p.m.	Closing Remarks



Seeking more detail?

Session overviews and speaker introductions are detailed on the following pages.

Funded by:





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

Travel and Expense Claim Rate \$0.5932

Name of Claimant:	Martin Thomsen	
Destination:	Halifax	
Purpose of Travel:	Attend NZA's OSW R&D Forum 2025 in Halifax	
Departure Date/Time:	23 Sept'25, 03.30pm	
Return Date/Time:	24 Sept'25, 08.00pm	

Approval to Travel: see attached Date: _____

Description	Day 1	Day 2	Day 3	Day 4	Day 5	Total
Total Mileage (# of Km): 626.00	313.00	313.00	0.00	0.00	0.00	626.00
Total Cost of Mileage: \$371.34	\$185.67	\$185.67	\$0.00	\$0.00	\$0.00	\$371.34
Accommodation/Hotel Name: The Halliburton	\$356.96	\$0.00	\$0.00	\$0.00	\$0.00	\$356.96
<i>(Indicate if Direct Bill or Provide Receipt)</i>						
Meals: Breakfast \$20		\$17.10				\$17.10
Lunch \$25						\$0.00
Dinner \$30	\$30.00	\$10.02	\$0.00			\$40.02
Other Meals (Receipts Required)						\$0.00
Incidentals (\$10 per overnight stay)	\$10.00	\$0.00	\$0.00			\$10.00
Taxi/Parking/Tolls (Receipts Required)		\$25.50				\$25.50
Total Amount Being Claimed	\$582.63	\$238.29	\$0.00	\$0.00	\$0.00	\$820.92

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 enclosed

Goods Rec'd. Date.....	Initial.....
Prices Checked.....	
Add. & Ext. Checked.....	
Approval for Payment.....	
Discount Date.....	
Paid by Cheque No.....	
Distribution: (cc) to.....	10-26-01-4071-260200

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

Claimant Signature: [Signature]

Date Submitted: 1 October 2025

Travel Approved by Supervisor: [Signature]

GL Code: _____

Martin Thomsen

From: Troy MacCulloch
Sent: September 4, 2025 12:56 PM
To: Martin Thomsen
Subject: RE: Forum News: 37 Speakers and 8 Panel Session Topics Now Confirmed and More to Come

May be good for us to keep a presence...

If it works with your schedule, I would be fine with you attending on our behalf

troy

THE MUNICIPALITY OF RICHMOND
LA MUNICIPALITÉ DE RICHELIEU



Troy MacCulloch, CMML, FSA Scot
Chief Administrative Officer

Phone: 902.226.3970
Mobile: 902.631.4120
Email: cao@richmondcounty.ca

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

www.richmondcounty.ca

From: Martin Thomsen <Energy@richmondcounty.ca>
Sent: September 4, 2025 12:50 PM
To: Troy MacCulloch <CAO@richmondcounty.ca>
Subject: RE: Forum News: 37 Speakers and 8 Panel Session Topics Now Confirmed and More to Come

We did speak about it a little while ago. We decided I wasn't going to go, but I sure can.

We're still involved with the OSW CoE stuff so perhaps I should go?

Thanks,
Martin

From: Troy MacCulloch <CAO@richmondcounty.ca>
Sent: September 4, 2025 12:46 PM
To: Martin Thomsen <Energy@richmondcounty.ca>
Subject: FW: Forum News: 37 Speakers and 8 Panel Session Topics Now Confirmed and More to Come

You going to this?

I cant – at AMANS from 23-26

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

2357 Hwy 206, P.O. Box 120

Arichal, NS B0E 1A0

www.richmondcounty.ca

From: Net Zero Atlantic <info@netzeroatlantic.ca>

Sent: September 4, 2025 12:17 PM

To: Troy MacCulloch <CAO@richmondcounty.ca>

Subject: Forum News: 37 Speakers and 8 Panel Session Topics Now Confirmed and More to Come

THE LATEST NEWS & OPPORTUNITIES FROM

net-zero
atlantic

September 4, 2025



We Are Enabling Conditions for Action:

37 Speakers and 8 Panel Session Topics Now Confirmed

With the drive toward advancing nation-building projects, a focused program designed to strengthen the enabling conditions for offshore wind development is what we need to meet the challenges head-on and move ideas forward.

Our sessions are organized across **3 critical streams**—Technical, Environmental, and Policy & Regulatory. Together, they offer distinct areas of focus and have attracted speakers with timely insights and perspectives from both international and local viewpoints that are relevant to our region. Joining us are **7 international speakers**, bringing lessons learned

from other regions and broadening our local collective understanding of what's possible.

Next in Forum news – More speakers, times, final sessions, and poster presentation titles will be added to the program soon.



A Program Reflecting Complexity & Opportunity

The following are the confirmed session titles. Each session is supported by 3-4 speakers. You can view their presentation titles by visiting the Forum's event page.

Technical

- Enabling Resilience: Design Considerations for Extreme Weather Events
- Grid Integration, Innovation, and Infrastructure

Policy & Regulatory

- National and International Perspectives on Fisheries Coexistence with Offshore Wind

- Advancing Offshore Wind Data Management Strategies for Nova Scotia

Environmental

- Cumulative Environmental Effects: Frameworks and Approaches
- Tracking Change: Assessing Ecological Effects of Offshore Wind Development

- Pathways to Sustainable and Inclusive Offshore Wind: Economy, Equity, and Indigenous Knowledge
- Indigenous and Community Perceptions and Engagement in Nova Scotia's Offshore Energy Future



Still Deciding?

Why This Forum Matters

To enable conditions for informed action, we need time to connect, awareness of who is doing what, and the means to follow up.

- The R&D Forum convenes voices who do not often get to meet in one room: Researchers, Innovators, Indigenous Leaders, Fishers, Policymakers, Community Representatives, and Industry.
- Aligning our efforts is an immediate need. A focused gathering offers a practical opportunity to elevate smart policy and advance the information needed to address gaps and support next steps.
- We all have a vested interest in the future of offshore wind in Nova Scotia. This forum is building on a roadmap informed by stakeholders for stakeholders attending the forum.

Learn more about what insights and declared needs have informed this year's R&D Forum.



About Net Zero Atlantic

Net Zero Atlantic (NZA) is a leading energy research organization advancing Atlantic Canada's transition to a low-carbon future. We are encouraging growth of a sustainable energy sector by

identifying knowledge gaps, connecting experts to projects, and leading applied research. Our work covers critical areas in need of development, such as hydrogen, offshore wind (OSW), geothermal energy, and energy system modelling. Learn more about Net Zero Atlantic at www.netzeroatlantic.ca





the halliburton

HALIFAX'S BOUTIQUE HOTEL

Martin Thomsen
2357 Hwy 206
Arichat, Nova Scotia
Canada
B0E 1A0

Page # 1
Res. # 123141
Checked in Tue Sep 23/25 - 8:36pm
Departing Wed Sep 24/25
Nights 1
Room Rate 304.00
Room 110

Date	Description	Reference	Charges	Credits
Sep23	Paid by Visa	062498		356.96
Sep23	Best Available Rate		304.00	
Sep23	Halifax Hotel Tax		9.12	
Sep23	HST		43.84	
<i>Total Outstanding</i> 0.00			-----	-----
			356.96	356.96

Thank you for choosing The Halliburton for a home while in Halifax. We look forward to your next visit.

Above room charges include a Halifax Marketing Levy of 3.0%

Our H.S.T. # is R133 088 278

Charge Summary:
HST

43.84

Halifax's Boutique Hotel



the halliburton

HALIFAX'S BOUTIQUE HOTEL

Martin Thomsen
2357 Hwy 206
Arichat, Nova Scotia
Canada
BOE 1A0

Page # 1
Res. # 123448
Checked in Tue Sep 23/25 - 5:03am
Departing Wed Sep 24/25
Nights 1
Room Rate 0.00
Room 110

Date	Description	Reference	Charges	Credits
Sep23	Breakfast	x1 Fr:Rm110	17.10	
<i>Total Outstanding</i>			17.10	0.00

Thank you for choosing The Halliburton for a home while in Halifax. We look forward to your next visit.

Above room charges include a Halifax Marketing Levy of 3.0%

Our H.S.T. # is R133 088 278

Charge Summary:

HST 2.10

Halifax's Boutique Hotel



Royal Bank

RBC® ION™ Visa¹

MARTIN THOMSEN [REDACTED] 3410
STATEMENT FROM SEP 16 TO OCT 14, 2025

2 OF 4

MARTIN THOMSEN
[REDACTED] 3410 - PRIMARY (continued)

TRANSACTION DATE	POSTING DATE	ACTIVITY DESCRIPTION	AMOUNT (\$)
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
SEP 23	SEP 24	THE HALLIBURTON HALIFAX NS 747034415267102739072508	\$356.96

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
SEP 24	SEP 25	THE HALLIBURTON HALIFAX NS 747034415266103632170548	\$17.10

Thank you for choosing RBC Royal Bank

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An eStatement is an environmentally friendly alternative that has the same look as a printed statement. View your eStatements any time---day or night---anywhere you have internet access. Plus enjoy the added option of being notified every month by email when your eStatement is available. An eStatement is an official bank document so you can access archived statements online for up to 7 years¹. Sign up today at rbconlinebanking.com or call 1-800 ROYAL® 5-5 (1-800-769-2555).

¹ Starting from when eStatements were first launched in Online Banking for your product, and as long as your account remains open and you continue to be enrolled in Online Banking. For Visa¹ accounts, they were launched on November 14, 2006.

Welcome to the
Halifax Regional Municipality

Zone B

Pay Station ID: PS098

Plate: HGC385

Session Start: Wednesday September 24 08:36 AM

Session Valid Until: Wednesday September 24 05:36 PM

Amount Paid: \$25.50 (HST Included)
HST: \$3.13

PURCHASE
VISA
Amount: \$ 25.50
Card #: *****3410
23/09/2025 08:36:51 AM

DUPLICATE
APPEARED - THANK YOU
- IMPORTANT -
Retain this copy for your records
CARDHOLDER COPY

Tim Hortons # 100860
750 Westville Rd, New Glasgow, NS, B2H 2J8
902-752-5988

Drive-Thru
Order #: 170

1 MD Dark Roast	\$1.80
1 Black	
1 LG Chili	\$6.99
1 Yelera Bun	

Subtotal:	\$8.79
HST:	\$1.23
Total Tax:	\$1.23

Grand Total: \$10.02

Visa: \$10.02
Change Due: \$0.00

Cashier: SHIFT 2

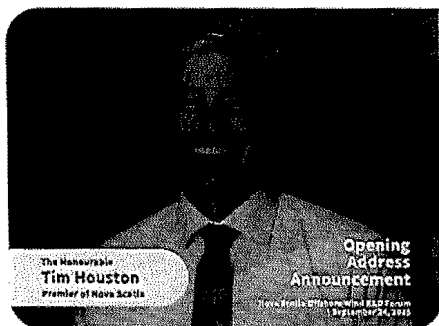
GST/HST#: 102697998
09-24-2025 06:34:35 PM
Receipt #: 265988502
Order ID: 260079801

VISA	*****3410
Card Entry:TAP_ICC	Sequence:000514
Trans Type:Purchase	\$10.02
Term #:	102
REF #:	00000514
Application Label:	VISA CREDIT
AIO #:	A0000000031010
TUR #:	0000000000
TSI #:	0000
Auth #:030416	Approved

Guest Copy
RECEIPT REPRINT

Nova Scotia Offshore Wind R&D Forum 2025

The Nova Scotia Offshore Wind R&D Forum is convened by Net Zero Atlantic in partnership with [Nova Scotia Department of Energy](https://beta.novascotia.ca/government/energy). (<https://beta.novascotia.ca/government/energy>).



Premier Tim Houston Joins the Forum, Setting the Tone with Opening Address

The Honourable Tim Houston, Premier of Nova Scotia, is giving the opening address for the Forum. His address promises to set the tone for a program focused on collaboration and action in offshore wind.

Joining the Premier are 43 speakers, 9 panel sessions, and 2 keynote speakers confirmed, making the 2025 program near complete and completely focused.

You are invited to scroll through the confirmed program details and find the sessions you think will meet head-on the challenges we are facing and will help us move from ambition to action.

[LEARN MORE \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#program\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#program)

Contents

[Forum Overview \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#overview\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#overview)

[Registration and Accommodation \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#registration\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#registration)

[Program of Speakers & Sessions \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#program\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#program)

[Poster Presentations \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#posters\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#posters)

[Sponsorship \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#sponsorship\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#sponsorship)

[Forum 2024 \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#forum-2024\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rd-forum#forum-2024)



"From Ambition to Action: Aligning Offshore Wind R&D with Real-World Outcomes"

The Nova Scotia Offshore Wind R&D Forum 2025 is a one-day, purpose-driven gathering of researchers, innovators, indigenous and community leaders, policymakers, and industry professionals. Convened by **Net Zero Atlantic** in partnership with the **Nova Scotia Department of Energy**, the Forum aligns research with the practical, technical, and regulatory needs for Nova Scotia's offshore wind development.

Date: Wednesday, September 24, 2025 (8:30AM - 6:30PM AT)

Location: The Westin Nova Scotian (1181 Hollis St, Halifax, NS B3H 2P6)

The development of offshore wind in Nova Scotia presents a generation-defining opportunity to build a sector that delivers sustainable economic growth, energy security, and climate resilience. As the Province moves toward issuing licences for offshore wind energy development, the focus is shifting from ambition to action.

As Nova Scotia prepares for its first offshore wind Call for Bids in 2025, the Forum builds on the momentum of the R&D Roundtable held in June 2025 and the [Regional Assessment of Offshore Wind Development in Nova Scotia's Final Report \(https://iaac-aeic.gc.ca/050/documents/p83514/160595E.pdf\)](https://iaac-aeic.gc.ca/050/documents/p83514/160595E.pdf) to take stock of progress, refine research priorities, and define what's needed next. Together, we aim to translate insights into coordinated action, align efforts across sectors, and drive real-world outcomes through shared knowledge and innovation.

Why Attend?

- **Shape the Future:** Contribute to defining the research and partnerships needed to move projects from planning to production.
- **Stay Ahead:** Get the latest updates on offshore wind R&D in Nova Scotia and beyond, including what's emerging, what's working, and where the gaps are.
- **Make Connections:** Build relationships across sectors, industry, academia, Indigenous leadership, communities, government, and NGOs.
- **Advance Your Work:** Align your research, policy, or investment priorities with Nova Scotia's offshore wind activities and initiatives.
- **Collaborate for Real-World Outcomes:** Be part of coordinated action that reduces duplication, supports better decision-making, and advance sustainable development.

Who Should Attend?

This forum is for anyone building the research foundation to advance offshore wind development in Nova Scotia.

- **Industry:** Understand where R&D can reduce risk and drive project success.
- **Government:** Align policy and investment with emerging research needs.
- **Academia:** Connect your expertise to real-world offshore wind challenges.
- **Indigenous Communities:** Ensure Indigenous knowledge and leadership guide development.
- **NGOs:** Help shape environmentally responsible and socially inclusive research.

- **Fisheries:** Share knowledge on environmental impacts and inform mitigation strategies.



Registration

The Forum promises meaningful discussion, the latest research insights, and practical next steps toward real-world offshore wind development.

Don't miss the chance to be part of the conversation—and the action.

REGISTER NOW (<https://forum2025.eventbrite.ca/>)

Delegate passes and fees*

As a delegate you will have access to the R&D Forum sessions, plenary and keynote, a networking reception, as well as breakfast, lunch, and refreshment breaks.

Private sector - ~~\$350 early~~ / \$390 regular

Non-profit, NGO, academic, and government - ~~\$225 early~~ / \$265 regular

Student - \$50**

Student presenter - Free

Media pass - Free

REGISTER NOW (<https://forum2025.eventbrite.ca/>)

If your organization would like to be invoiced for delegate passes, please email your request to events@netzeroatlantic.ca

Important notes: *Fees do not include taxes or EventBrite fees. **Proof of full-time student status is required to be eligible for the student rate. Proof can be in the form of student ID or other official documentation of enrollment.

Media accreditation

Media credential passes are available to qualified media. Media access includes access to forum sessions only.

For a media pass, please contact Kasia Morrison, Communications and Engagement Lead at kmorrison@netzeroatlantic.ca.

Cancellation policy

Refunds will be accepted up to 14 days prior to the event. After that period, no refunds will be accepted. Please note, that Eventbrite fees are non-refundable under any circumstances. We encourage you to instead transfer your registration to a colleague, guest or client rather than refund your ticket. Please email events@netzeroatlantic.ca to have a name changed on tickets being transferred.

The Westin Nova Scotia is the Forum's preferred hotel

Not only is The Westin Nova Scotian the location of the Forum, it is our preferred hotel. Forum delegates are being offered a **discount for booking by August 25**. The Westin Nova Scotian also offers proximity to many Halifax features, such as The Discovery Centre.

BOOK YOUR ROOM (<https://www.marriott.com/event-reservations/reservation-link.mi?id=1755101036150&key=GRP&app=resvlink>).



Program of Speakers & Sessions

The program will feature panel sessions across three focused streams: **Technical, Environmental, and Policy & Regulatory**. Topics will include grid integration, permitting challenges, community engagement, and environmental impacts such as bird and bat interactions, as well as underwater acoustics.

Through presentations, panel discussions, and facilitated dialogue, the Forum will help define research priorities and practical next steps to support the development of offshore wind in Nova Scotia.

Agenda at a Glance

Nova Scotia Offshore Wind R&D Forum 2025
Wednesday, September 24, 2025 (8:30 AM - 6:30 PM A.T.)
The Westin Nova Scotian (1181 Hollis St, Halifax, NS B3H 2P6)

8:30 AM – 9:05 AM	Registration (open all day) & Continental Breakfast
9:05 AM - 9:40 AM	Opening Remarks Elder Ann

9:40 AM – 10:25 AM	Keynote Speaker Philipp Josef Tremer
10:25 AM – 10:35 AM	Opening Address Premier Tim Houston
10:35 AM – 10:50 AM	<i>Networking Break & Review Posters</i>
10:50 AM – 12:00 PM	Concurrent Sessions
12:00 PM – 12:55 PM	<i>Lunch</i>
12:55 PM – 1:00 PM	Genome Atlantic Britta Fiander
1:00 PM – 1:10 PM	Nova Scotia Offshore Wind R&D Program - Roadmap Overview Ailsdair McLean
1:10 PM – 1:55 PM	Keynote Speaker Peter Nicholson
1:55 PM – 2:05 PM	<i>Transition Break</i>
2:05 PM – 3:15 PM	Concurrent Sessions
3:15 PM – 3:30 PM	<i>Networking Break & Review Posters</i>
3:30 PM – 4:40 PM	Concurrent Sessions
4:40 PM – 4:50 PM	Student Poster Award Announcement
4:50 PM – 5:00 PM	Closing Remarks
5:00 PM – 6:30 PM	<i>Networking Reception</i>

Opening Session

9:05 AM – 9:40 AM (Commonwealth Ballroom)

Elder Ann LaBilloy (<https://netzeroatlantic.ca/sites/default/files/2024-10/Auntie%20Ann%20aBilloy.pdf>), Elder in Residence, Dalhousie University

10:25 AM – 10:35 AM (Commonwealth Ballroom)

The Honourable Tim Houston (<https://premier.novascotia.ca/>), Premier of Nova Scotia

Tim Houston is Nova Scotia's 30th Premier. Born in Halifax, Tim grew up in a military family, moving across Canada before returning to Nova Scotia for his father's retirement posting. After obtaining a Bachelor of Commerce and earning his Chartered Accountant designation, Tim worked internationally before moving back home in 2007 with his wife, Carol, and their children, Paget and Zachary, to be closer to family. Tim's passion for this province and its people—and discussions in hockey rinks—sparked his interest in politics. He was first elected to the Nova Scotia House of Assembly as the MLA for Pictou East in 2013 and later became Leader of the Progressive Conservative Party of Nova Scotia in 2018. In 2020, Tim was awarded his profession's highest mark of distinction, the Fellow (FCPA) designation, by Chartered Professional Accountants of Nova Scotia. Following a successful election campaign centered around "Solutions for Nova Scotians", particularly in healthcare, Tim was sworn in as Premier on August 31, 2021. Now in his second term, Tim is delivering on his promise to "Make it Happen," driving progress and embracing new opportunities to unlock Nova Scotia's full potential.

Special Presentation

1:00 PM - 1:10 PM (Commonwealth Ballroom)

Ailsdair McLean (<https://netzeroatlantic.ca/sites/default/files/2024-11/Ailsdair%20McLean%20Bio.pdf>), Chief Executive Officer, Net Zero Atlantic

Nova Scotia Offshore Wind R&D Program - Roadmap Overview. [Download the Report.](https://netzeroatlantic.ca/research/nova-scotia-offshore-wind-rd-program) (<https://netzeroatlantic.ca/research/nova-scotia-offshore-wind-rd-program>)

Keynote Sessions

9:40 AM – 10:25 AM (Commonwealth Ballroom)

INTERNATIONAL PERSPECTIVE:

Philipp Josef Tremer (<https://www.linkedin.com/in/philipp-josef-tremer-184410236/>), German Offshore Wind Energy Foundation

Presentation Title - "A Brief History of Offshore Wind in Germany – Industry and Policy Challenges to Reach 70 GW by 2045"

Philipp Josef Tremer was born in Nuremberg, Germany, and has been deeply committed to nature conservation and environmental protection for many years. While studying Environmental Engineering in Hamburg, he gained six years of professional experience as a teacher before completing an additional engineering qualification at the Hamburg University of Applied Sciences (HAW). Since 2019, Mr. Tremer has been working as a Project Manager at the German Offshore Wind Energy Foundation. Initially, he was responsible for technical projects such as grid expansion, demand-based night-time marking, decommissioning of offshore wind turbines, and the use of drone technologies in wind farms. In 2022, he expanded his role to include leading the foundation's educational activities and played a key role in establishing the German chapter of OffshoreWind 4 Kids to strengthen young people's knowledge and awareness of offshore wind energy. Since 2023, Mr. Tremer has also been actively involved in the German Offshore Wind Initiative, supporting the international development of the sector in countries including the United States, Japan, and Taiwan. Through his work in the German Export Initiative and the Energy Partnerships program of the Federal Ministry for Economic Affairs and Energy (BMWE), he contributes to raising global awareness of offshore wind energy. Currently, his work focuses on development cooperation, where he is initiating and supporting an association partnership between Indian wind energy organizations and the German Offshore Wind Energy Foundation. The aim of this collaboration is to share expertise and foster the successful development of offshore wind energy in India. With his expertise and passion for renewable energy, Philipp Josef Tremer is dedicated to promoting innovation, education, and international cooperation.

1:10 PM – 1:55 PM (Commonwealth Ballroom)

LOCAL PERSPECTIVE:

Peter Nicholson (<https://climateinstitute.ca/people/peter-nicholson/>), Canadian Climate Institute

Presentation Title - "The Nation-building Power of Atlantic Offshore Wind"

Peter Nicholson is originally from Halifax, educated in physics (BSc, MSc, Dalhousie University) and mathematics (PhD, Stanford). He has served in numerous posts in government, business, science, and higher education. His public service career included positions as Deputy Chief of Staff, Policy in the Office of the Prime Minister of Canada and as Special Advisor to the Secretary-general of the OECD (Organisation for Economic Co-operation and Development) in Paris. Dr. Nicholson's business career has included senior executive positions with Scotiabank in Toronto and telecom holding company, BCE Inc. in Montreal. He retired in 2010 as founding president of the Council of Canadian Academies, an organization that conducts expert panel studies of scientific issues related to public policy. He is currently the Chair of the Board of the Canadian Climate Institute. Dr. Nicholson is a Member of the Order of Canada (C.M.) and the Order of Nova Scotia (O.N.S.) and is the recipient of six Honorary Degrees.

NOVA SCOTIA OFFSHORE WIND R&D FORUM
September 24, 2025

TECHNICAL SESSIONS
Commonwealth Ballroom

10:50 AM - 12:00 PM
GRID INTEGRATION, INNOVATION, AND INFRASTRUCTURE
MODERATOR: Peter Nicholson - Canadian Climate Institute
SPEAKERS: Margaret Pearson - Ryerson University, David Simpson - Dalhousie University, Simon Proby - U.S. Grid Interoperability Consortium - Atlantic

1:10 PM - 1:55 PM
ADMINISTRATIVE OFFSHORE WIND DATA MANAGEMENT STRATEGIES FOR NOVA SCOTIA
MODERATOR: Tom Levin - Natural Resources Canada
SPEAKERS: Brad Scott - Ocean Technology Institute, Peter Smith - Capgemini, Chris Pitt - Ocean Linking Solutions, Andrew Colwell - Acadia University

1:55 PM - 3:30 PM
CHANGING RESILIENCE DESIGN CONSIDERATIONS FOR OFFSHORE WIND TOWER EVENTS
MODERATOR: Anna Marie Belliveau - Project for Earthquake
SPEAKERS: David's Smith - Dalhousie University, Richard G. - Memorial University, Matthew - Dalhousie University, Andrew - University of Prince Edward Island, Anthony - University of Prince Edward Island

ENVIRONMENTAL SESSIONS
Harbour Suite

10:50 AM - 12:00 PM
NAVIGATING OFFSHORE WIND DEVELOPMENT AND SUSTAINABLE FISHERIES
MODERATOR: Steve Simpson - Memorial University
SPEAKERS: Susana Smeets - Fisheries & Oceans Canada, Alex Scott - Nova Scotia Fisheries & Aquaculture Management, Gordon Reid - Centre for Marine Applied Research

1:10 PM - 1:55 PM
REGULATING ENVIRONMENTAL EFFECTS FROM WINDS AND APPROACHES
MODERATOR: Chris Scudellari - Impact Assessment Agency of Canada
SPEAKERS: Stephanie Blevins - Environment & Climate Change Canada, Ian Stewart - University of King's College, Clelia Lippolis - Strategic Development Services Inc.

1:55 PM - 3:30 PM
TRACKING CHANGE-ASSESSING ECOLOGICAL EFFECTS OF OFFSHORE WIND DEVELOPMENT
MODERATOR: Dana Hogg - Aquaviva Projects
SPEAKERS: Heidi Woodcock - Fisheries & Oceans Canada, Robert Leveson - Ocean Technology Forum, Raguveera Madhakar - Project for Earthquake

POLICY & REGULATORY SESSIONS
Trade Winds

10:50 AM - 12:00 PM
PATHWAYS TO SUSTAINABLE AND INCLUSIVE OFFSHORE WIND: ECONOMIC, EQUITY, AND INTERGENERATIONAL KNOWLEDGE
MODERATOR: Nicola Radu - IREDA, Gas & Power
SPEAKERS: Michelle Gault - Dalhousie University, H. Mounir Kouachouh - Simon Fraser University, Agha Ali Khan - Dalhousie University, Rupal Shrivastava - The Government of Nunavut

1:10 PM - 1:55 PM
INDIGENOUS AND COMMUNITY PARTICIPATION ENGAGEMENT IN NOVA SCOTIA'S OFFSHORE WIND FUTURE
MODERATOR: Shannon Wood - Dalhousie Atlantic
SPEAKERS: Sami Saleh - The Government of Nunavut, Elise Gaudin - Acadia University, Steven G. - Dalhousie University

1:55 PM - 3:30 PM
NATIONAL AND INTERNATIONAL PERSPECTIVES ON FLEXIBLE COEXISTENCE WITH OFFSHORE WIND
MODERATOR: Michael O'Brien - Dalhousie Research Council Ltd.
SPEAKERS: Steve Simpson - Canadian Wind Energy Association, Michael O'Brien - Atlantic Policy Complex of Dalhousie University, Matthew Macdonald - Gulf of Maine Research Institute

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Technical Sessions

10:50 AM – 12:00 PM (Commonwealth Ballroom)

Grid Integration, Innovation, and Infrastructure

This session examines how strategic planning, grid innovation, and infrastructure upgrades can enable efficient integration of offshore wind into evolving energy systems.

- Kiera Walsh, Net Zero Atlantic - Moderator
- Nathaniel Pearre, Dalhousie University/Mechanical Engineering - "Offshore Wind Siting Considerations for Grid Value"
- Joshua Singer, Moffatt & Nichol - "Development of Offshore Wind Ports in Atlantic Canada"
- Bojana Zindovic, Managing Consultant, Electricity Regulation & Market Design - Elia Grid International - "Harnessing European Insights: Bridging Provinces with Hybrid Offshore Wind Interconnectors and Energy Islands"
- Daniela Pantoja, Stantec - "Offshore Wind Grid Integration and Transmission Study Phase 1 Results"

2:05 PM – 3:15 PM (Commonwealth Ballroom)

Advancing Offshore Wind Data Management Strategies for Nova Scotia

This panel explores forward-looking approaches to data collection, sharing, and integration in support of sustainable offshore wind development in Nova Scotia.

- Tom Levy, Natural Resources Canada - Moderator
- Brad Covey, Ocean Frontier Institute - "From Data to Deliberation: Rethinking Data Management for Sustainable Offshore Wind"
- Kevin Smith, Fugro - "Advancing Offshore Wind Data Management Strategies for Nova Scotia"
- Jon Pye, Ocean Tracking Network - "Platforms of Opportunity - Offshore Development's Role in Biodiversity Observation"
- Angus Creech, Acadia University - "How Data and Modelling Improve Wind Farm Planning and Operation"

3:30 PM – 4:40 PM (Commonwealth Ballroom)

Enabling Resilience: Design Considerations for Extreme Weather Events

This panel explores how offshore wind infrastructure can be designed to withstand extreme weather conditions driven by climate change, with a focus on wake effects, icing, and performance resilience.

- Anne Marie Belliveau, Projectable Consulting - Moderator
- Lukas Swan, Renewable Energy Storage Laboratory, Department of Mechanical Engineering, Dalhousie University - "Icing and Wake Effects: Advanced Topics for Offshore Wind Farm Siting and Layout"
- Jerjis Kapra, Department of Electrical and Computer Engineering, Dalhousie University - "The Effect of Climate Change on Offshore Wind Turbines in Nova Scotia"
- Marianne Rodgers, Wind Energy Institute of Canada - "Field Trials and Analysis of Leading Edge Protection in a Coastal Environment"
- Anthony Viselli, University of Maine Advanced Structures and Composites Center - "VolturnUS + Concrete Floating Offshore Wind Turbine Deployed Off the Coast of Maine"

Environmental Sessions

10:50 AM – 12:00 PM (Harbour Suites)

Navigating Offshore Wind Development and Sustainable Fisheries

This session examines the intersection of offshore wind development and fisheries, with a focus on understanding ecological impacts, data gaps, and strategies for coexistence.

- Steve Bonnell, Department of Geography, Memorial University - Moderator
- Jessica Sameoto, Bedford Institute of Oceanography – "Sustaining Fisheries in a Changing Ocean: The Impact of Offshore Wind Development on DFO Scientific Surveys"
- Kris Vascotto, Nova Scotia Fisheries Alliance for Energy Engagement (NSFAEE) – "The Importance of Industry Engagement: Understanding Fishing to Inform Location, Mitigation and Compensation"
- Gregor Reid, Centre for Marine Applied Research – "Preliminary Survey Results: Visual Perception and Co-Location of Nova Scotia Offshore Wind Development"

2:05 PM – 3:15 PM (Harbour Suites)

Cumulative Environmental Effects: Frameworks and Approaches

This session investigates how offshore wind interacts with other environmental and human pressures, exploring frameworks that assess cumulative effects across ecosystems and communities.

- Carys Burgess, Impact Assessment Agency of Canada - Moderator
- Stephanie Avery-Gomm, Wildlife and Landscape Science Directorate, Environment and Climate Change Canada - "Demonstrating a Flexible Framework to Assess the Cumulative Effects of Offshore Wind Energy Development and Other Pressures on a Migratory Bird: A Case Study on Northern Gannets (*Morus bassanus*) in Eastern Canada"
- Ian Stewart, University of King's College - "Applying a Social-Ecological Systems Approach to Cumulative Effects Assessment for Offshore Wind in Nova Scotia"
- Celesa L. Horvath, Ventus Development Services Inc. - "From the Working Face: Consulting Practitioners' Insights for Improving the Efficiency and Quality of Impact Assessment in Canada"

3:30 PM – 4:40 PM (Harbour Suites)

Tracking Change: Assessing Ecological Effects of Offshore Wind Development

This panel focuses on tools and techniques for monitoring how offshore wind development affects marine ecosystems, from baseline data collection to long-term ecological tracking.

- Dan Hasselman, AquaVeritas Research - Moderator
 - Hilary Moors-Murphy, Fisheries and Oceans Canada, Bedford Institute of Oceanography - "Passive Acoustic and Oceanographic Moorings to Support Baseline Data Collection and Modelling Efforts in Proposed Wind Energy Areas Off Nova Scotia"
 - Robert Lennix, Ocean Tracking Network - "The Ocean Tracking Network's Capabilities for Offshore Wind Environmental Monitoring"
 - Kaustubha Raghukumar, Integral Consulting Inc. - "From Wind to Whales: Potential Hydrodynamic Impacts of Offshore Wind on Nantucket Shoals Region Ecosystems"
-

Policy & Regulatory Sessions

10:50 AM – 12:00 PM (Trade Winds)

Pathways to Sustainable and Inclusive Offshore Wind: Economy, Equity, and Indigenous Knowledge

This session explores how offshore wind can support equitable development by integrating Indigenous knowledge, fostering inclusive governance, and promoting social and economic resilience.

- Mohammad Ali Raza, Cox & Palmer - Moderator
- Michelle Adams School for Resource and Environmental Studies, Dalhousie University & Ian Stewart, University of King's College - "The Importance of Non-Price Based Assessment Criteria: Ensuring Changing Tides DO Lift All Boats"
- M.N. (Nasir) Tighsazzadeh, Simon Fraser University - "Is an Equitable Energy Transition Possible in an Unequal Community? A Spatial Equity Analysis of Nova Scotia"
- Amy MacKenzie & Rebekah Hutten, 21FSP Advisory Inc. - "The Economic Case for Equity, Diversity, and Inclusion (EDI) in Offshore Wind: Lessons for Nova Scotia"
- Alanna Syliboy, The Confederacy of Mainland Mi'kmaq - "Apoqmatulti'k: Understanding Etuaptmumk"

2:05 PM – 3:15 PM (Trade Winds)

Indigenous and Community Engagement in Nova Scotia's Offshore Wind Future

This panel highlights Indigenous-led approaches to community engagement and evaluations of community perspectives that are shaping a more inclusive and sustainable offshore wind future for Nova Scotia.

- Shannon Wood, Net Zero Atlantic - Moderator
- Zach Sabean, The Confederacy of Mainland Mi'kmaq - "From Presence to Progress: Indigenous-Led Engagement in Offshore Wind"
- Lisa McMinn, Acadia University - "Public Perceptions of Offshore Wind Energy in Nova Scotia: A Research Study in Development"
- Brenden Sommerhalder, MQO Research - "Skeptics, Convertibles, and The Choir: How Nova Scotians Think About Renewable Energy Sources"

3:30 PM – 4:40 PM (Trade Winds)

National and International Perspectives on Fisheries Coexistence with Offshore Wind

This panel brings together global and regional insights on how offshore wind and fisheries can coexist, with lessons from early engagement and multi-use ocean planning efforts.

- Russell Dymtriv - Moderator

- Steve Parsons, Eskasoni Development Corp. - "Collaborating Across Oceans: Building Offshore Wind Understanding in Aberdeen, Scotland"
- Melissa Nevin, Atlantic Policy Congress of First Nations Chiefs Secretariat - "Atlantic First Nations Perspective on Fisheries and Offshore Wind"
- Hannah MacDonald, Gulf of Maine Research Institute (GMRI) - "Lessons from U.S. Fisheries Engagement in Offshore Wind: Building Pathways for Coexistence"



Poster Presentations

Browse the list of poster presenters and their respective research titles below, covering a variety of offshore wind research topics of local and global interest.

Madhuliika Bhati

Dalhousie University

Digital Twin Modelling for Offshore Wind Farms

Tyler Byrne

Ocean Tracking Network

Glider-Based Ocean Sampling in Atlantic Canada

Grace Chang

Integral Consulting Inc

SEABIRD: System for Environmental Assessment of Bird/Bat Interactions with Real-Time Detection

Emma Korein

University of Delaware/School of Marine Science and Policy

Madness or Fairness: Community Perspectives on Offshore Wind Power in the Mid-Atlantic, United States

Kory Melchior

Dalhousie University/Electrical and Computer Engineering

Hybrid Renewable Energy Systems Voltage Stability Enhancement Using Data Driven Machine Learning Approach

Nasrin Sabet

Dalhousie University, Department of Electrical and Computer Engineering

Optimizing Dynamic Wireless Charging of Electric Vehicles Powered by Offshore Wind: A GPS-AI Based Framework for Coastal Energy Systems

Jacob Thompson

Acadia University/School of Engineering

Machine Learning Optimization Trials: NS Grid Demand And Firm, Dispatchable Offshore/Onshore Wind and the Chaos of Weather Patterns

Tim Webster

Nova Scotia Community College's Applied Geomatics Research Group

Topo-Bathymetric Lidar and Other Technologies to Map, Monitor and Model Processes in the Nearshore Coastal Zone to Support Offshore Wind Energy

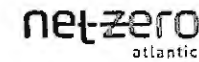


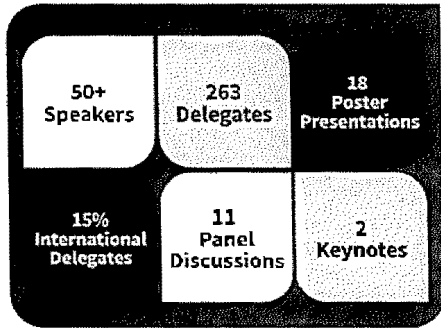
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Review the sponsorship options available: [Sponsorship Package](https://netzeroatlantic.ca/sites/default/files/2025-07/2025%20NS%20QSW%20R%26D%20Forum%20-%20Sponsorship%20Package.pdf) (<https://netzeroatlantic.ca/sites/default/files/2025-07/2025%20NS%20QSW%20R%26D%20Forum%20-%20Sponsorship%20Package.pdf>).

For inquiries, please contact: events@netzeroatlantic.ca (<mailto:events@netzeroatlantic.ca>).





Download the Summary Report on the 2024 R&D Forum

Curious about last year's R&D Forum experience? Wondering what key insights were gained from the speakers and panels? Explore the [2024 program guide \(https://netzeroatlantic.ca/nova-scotia-offshore-wind-rnd-forum-2024#program\)](https://netzeroatlantic.ca/nova-scotia-offshore-wind-rnd-forum-2024#program) to see the speakers, topics, and themes covered, and read the [2024 summary report \(https://netzeroatlantic.ca/sites/default/files/2025-7/2024%20Nova%20Scotia%20Offshore%20Wind%20R%26D%20Forum_Summary%20Report_Final.pdf\)](https://netzeroatlantic.ca/sites/default/files/2025-7/2024%20Nova%20Scotia%20Offshore%20Wind%20R%26D%20Forum_Summary%20Report_Final.pdf) to prepare for the coming Forum in November 2025.

You can also stay informed about **upcoming announcements** and **forum updates** by following [Netzeroatlantic on LinkedIn \(https://ca.linkedin.com/company/netzeroatlantic\)](https://ca.linkedin.com/company/netzeroatlantic) and subscribing to [our newsletter \(https://netzeroatlantic.ca/news\)](https://netzeroatlantic.ca/news).

UPCOMING NEWS & EVENTS

[Clean Energy Conversations in West Hants](#)

Thursday, October 2, 2025

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