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**INFORMATION BULLETIN INS-25-02**

**September 22, 2025**

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This publication is not a legal document. It contains general information and is provided for convenience and guidance in applying the *Insurance Act*, R.S.N.S. 1989, c. 231, (*Act*), as amended, and *Regulations*. In all circumstances, reference should be made to the legislation.

**Clerk of the Board Responsible for Automobile Insurance Mandate**

The Clerk responsible for handling the automobile insurance mandate for the Nova Scotia Regulatory and Appeals Board is now Pamela McGarrigle. Her contact information is:

**Pamela McGarrigle**, Clerk of the Board  
Email: [pamela.mcgarrigle@novascotia.ca](mailto:pamela.mcgarrigle@novascotia.ca)  
Phone: (902) -424-4448 x9287

Lorine Young is the Administrative Assistant responsible for the automobile insurance mandate and supports Ms. McGarrigle. Her contact information is:

**Lorine Young**, Administrative Assistant  
Email: [lorine.young@novascotia.ca](mailto:lorine.young@novascotia.ca)  
Phone: (902) -424-4448 x9294

To avoid delays in processing, please ensure applications and correspondence under the automobile insurance mandate are not addressed to former Staff, or to the current Chief Clerk. All references to *Clerk* in the Board's Information Bulletins or Rate Filing Requirements should be read as applying to Pamela McGarrigle, Clerk of the Board. All rate applications should be directed to the attention of Ms. McGarrigle and Ms. Young. The Board kindly asks you to update your Board contact information so that those previously responsible for automobile insurance (including Bruce Kiley and Lisa Wallace, et.al.) do not receive such correspondence.

The Board thanks you for your attention to this issue.

Julia E. Clark, LL.B., Vice Chair  
Nova Scotia Regulatory and Appeals Board