Town of Annapolis Royal
Council Meeting
Agenda
November 20, 2024 at 6:00 pm

Acknowledge that the meeting is taking place in Mi'kma'ki, the traditional (or ancestral) territory of the Mi'kmaq People

1. Call to Order

2. Present

3. Regrets

4. Absents

5. Additions to Agenda

6. Approval of Agenda

7. Approval of Minutes
   i. Council Minutes – October 16, 2024 **(TAB 1)**

8. Presentations

9. Public Input

10. New Business
    i. Quarterly Finance Updates
       a. 2nd Quarter General Operating Budget **(TAB 2)**
       b. 2nd Quarter Capital Budget **(TAB 3)**
    ii. Write-off roll #00092398 and roll #04997409 Final Taxes
    … that Council approve the write-off roll #00092398 and roll #04997409 final taxes in the amounts $680.85 and $3,244.80 respectively for the Town of Annapolis Royal for the Town owned properties
    iii. Growth and Renewal for Infrastructure Development Program (GRID) Funding Request for Approval (**TAB 4) DM**

11. Unfinished Business
    i. Workers' Compensation Board Rates for 2025 **(TAB 5)** Director of Finance
    ii. Request for Decision: Repeal Establishing the Traffic Flow Advisory Committee Policy **(TAB 6)**
    … that Council repeal the Establishment the Traffic Flow Advisory Committee Policy #2012-4 dated December 17, 2012, as of November 21, 2024
    iii. Annapolis Royal Volunteer Fire Department Town Truck Replacement Request **(TAB 7)**
    iv. Lawrencetown Community Development Cooperative Broadband Update
    v. Request for Decision: FCM Growing Canada's Community Canopy Grant **(TAB 8) DM**

12. Recommendations from Committees, Boards and Commissions

Committee of the Whole

MOTION
… that Council appoint Councillor Sybil Skinner-Robertson as Deputy Mayor for the term of two years, until December 31, 2026.

MOTION
… that Council appoint Councillor Sadkowski and Councillor Myers to the Audit Committee until December 31, 2026.

MOTION
… that Council appoint Councillor Skinner-Robertson to the Environment Advisory Committee until December 31, 2026.

MOTION
… that Council appoint Councillor MacDonald and Councillor Skinner-Robertson to the Marketing and Economic Development Committee until December 31, 2026.

MOTION
… that Council appoint Councillor Myers and Councillor MacDonald to the Planning and Heritage Advisory Committee until December 31, 2026.

MOTION
… that Council appoint Councillor Sadkowski and Councillor Skinner-Robertson to the Board of Police Commissioners until December 31, 2026.

MOTION
… that Council appoint Mayor Boyer and Councillor Skinner-Robertson as alternate to the Inter-Municipal Service Agreement until December 31, 2026.

MOTION
… that Council appoint Mayor Boyer and Councillor Skinner-Robertson to the Annapolis County Inter-Municipal Working Group until December 31, 2026.

MOTION
… that Council appoint Councillor Sadkowski to the Friends of Annapolis Pool Society until December 31, 2026.

MOTION
… that Council appoint Councillor MacDonald to the Annapolis Valley Regional Library Board until December 31, 2026.

MOTION
… that Council appoint Councillor Skinner-Robertson and Councillor Myers to the Regional Emergency Management Office until December 31, 2026.

MOTION

… that Council appoint Councillor Myers to the Water Source Protection Agency until December 31, 2026.

MOTION (TAB 9)
… that Council approve the Inclusion, Diversity, Equity and Anti-Racism (IDEA) Strategy dated October 2024.

MOTION
… that Council Councillor Skinner-Robertson as the Chair of the Task Team for the deer concern in the Town of Annapolis Royal.

13. **Reports from Committees, Boards and Commissions**

i.	Mayor's Report	Mayor Boyer **(TAB 10)**
ii.	Chief Administrative Officer's Report	CAO Millett-Campbell **(TAB 11)**
iii.	Planning Services Report	CAO Millett-Campbell **(TAB 12)**
iv.	Water Report	for Council Review **(TAB 13)**

Please send all Committee reports to Kim Dunning by the second Thursday of each month (before noon)

14. **Correspondence**
    i. Thank You Letter **(TAB 14)**
    ii. Community Alcohol Partnership (CAP) Annapolis Valley Committee **(TAB 15)**

15. **In-camera**

Under Section 22(2) of the *Municipal Government Act:*
    i. In-camera minutes of October 16, 2024 **(TAB A)**

Business Items

    i. Labour relations and contract negotiations

16. **Adjournment Next meetings**

Planning and Heritage Advisory Committee	Dec 2 @ 4:00 pm
Committee of the Whole	Dec 4 @ 6:00 pm
REMO (Town of Middleton)	Dec 9 @ 6:30 pm
Marketing and Economic Development Com.	Dec 10 @ 6:00 pm
Traffic Flow Advisory Committee	Dec 12 @ 1:00 pm
Environment Advisory Committee	Dec 13 @ 9:30 am
Board of Police Commissioners	Dec 11 @ 10:00 am
IMSA	Dec 18 @ 10:00 am
Council	Dec 18 @ 6:00 pm
ACIMWG (Town of Annapolis Royal)	Dec 19 @ 6:30 pm

Town of Annapolis Royal
Council Meeting
Unapproved Minutes
October 16, 2024 at 6:00 pm

1. Call to Order	Mayor Boyer called the meeting to order at 6:00 pm acknowledging that the meeting was being live streamed and was taking place in the ancestral territory of the Mi'kmaq People.
2. Present	Mayor Amery Boyer, Deputy Mayor Michael Tompkins Councillor Paul Wear, Councillor Paula Hafting, Councillor Holly Sanford, Director of Finance (DoF) Robinson and Recording Secretary Kim Dunning Member of the Public: Lesley Hodder (left at 6:22 pm)
3. Regrets	CAO Sandi Millett-Campbell
4. Absents	None
5. Additions to Agenda	Addition of New Business iii. Request from Friends of the Annapolis Pool Society Addition of New Business ii. EAC – Term of Reference Addition of In camera i. Labour relations and contract negotiations
6. Approval of Agenda	**MOTION #C2024-10-16-01** The agenda was approved with the above additions by unanimous consent.
Edits to the Minutes	None
7. Approval of Minutes	**MOTION #C2024-10-16-02** The Council Meeting Minutes of September 18, 2024 were approved by unanimous consent.

8. Presentations

i. Thank you Mayor and Councillors

DoF Robinson gave a gift to all Council members and would like to thank them for all they have done during their time here, it is greatly appreciated. They added that Councillor Wear has moved out of town, but they are able to attend this final meeting under the Municipal Government Act (MGA) guidelines.

9. Public Input

Lesley Hodder from the Friends of the Annapolis Pool Society asked if a Public Works employee could receive training for Certified Pool Operator (CPO) as they currently do not have one for the next season. They added that this certificate lasts for five years, and the pool season will be from May to September. They also stated that there is a controller and sensor in place, which are brand new and will be used when the pool is full. Every pool is required to have a CPO, and in previous years the pool has had a volunteer fill this role. Unfortunately, due to the closure of the pool for this year, this person is unable to fill this role. The CPO will need to come in and take a morning sample of the water, and during the day staff will communicate with them on any issues/concerns. The only other time is if there is fouling in the pool and in the last five

years, this has only occurred twice. Many other facilities use Public Works for the position, and there are normally two people in this role to provide suitable coverage. There is an urgency as the course is only offered twice a year and the nearest one is in Halifax from October 29 to 31, 2024. The Friends of the Pool Society would like to ask Council to approve sending one/two Public Works employees to attend this course at their expense (travel, accommodation and training), and they have volunteers who would open and close the pool so this wouldn't needed to be covered.

Councillor Sanford asked how much time this would take, and Lesley Hodder responded 15 minutes approximately.

Councillor Wear added that Public Works time is stretched and had concerns on the time commitment part.

Councillor Sanford also added that this request should be going to the Chief Administrative Officer as Council cannot direct staff. DoF Robinson advised that they had reached out to Public Works, and were advised that they don't have the time, and they had also asked the Active Living Coordinator (ACL) Scanlan if they would be available, and they aren't allowed to in their current position. They also added that this request is for next week and that is a concern also.

Deputy Mayor Tompkins also added that six days a week could be problem, and there are concerns regarding the six days of opening as Public Work staff are unionized and would need to be paid for 4 ½ hours for the Saturday, even though they would be coming in for 15 minutes. Leslie Hodder responded that in previous years, they had only been open from Monday to Friday, and last year was an exception.

Councillor Hafting asked how many foulings have occurred and Mayor Boyer stated that it was previously mentioned that it had happened twice in five years. Councillor Hafting also asked if the pools in other municipalities are run by volunteers or municipalities, and Lesley Hodder responded that it is normally municipalities, so the Town is in a unique position.

It was recommended that DoF check online to see what other alternatives are available.

ACTION: Check for other alternatives and report back
NAME: DoF Robinson
DUE: October 23, 2024

10. Unfinished Business
None.

11. New Business

i. Appoint Animal Control By-law Enforcer

MOTION #C2024-10-16-03
It was regularly moved and seconded that Council appoint Ashley Gervais as the Animal Control Officer for the term ending December 31, 2024. **Motion carried.**

ii. Draft Term of Reference (ToR)

Mayor Boyer requested direction from Council regarding the draft ToR. Councillor Sanford asked if the wording for Proposed Tasks no. 4 should be '*make recommendations to the Environment Advisory Committee (EAC)*' and not Council, and it was agreed that this should be changed to EAC. Councillor Hafting added that there are plans to develop a template for municipalities to use for coastal planning.

iii. Request from Friends of the Annapolis Pool Society
This was discussed during Public Input

12. Recommendations from Committees, Boards and Commissions

Planning and Heritage Advisory Committee

MOTION
It was regularly moved and seconded that approval be given to the applicant at 238 St Anthony Street to rebuild a small front deck (in the same material/style), reorienting the steps to exit to the side as detailed in the application AR24-27-HER, providing the requirements of the Land Use By-Law are met. **Motion deferred.**

Councillor Wear asked about the size of the deck, and after further discussion it was agreed to get more information on the dimensions on the stairs/deck. Ratification needs to be done by tomorrow, and DoF Robinson will contact them and share the dimensions for review/approval.

ACTION: Need dimensions of stairs/deck
NAME: DoF Robinson
DUE: October 17, 2024

13. Reports from Committees, Boards and Commissions

i. Mayor's Report
As presented. Mayor Boyer added that the Pony Express was at the County yesterday and will be at the O'Dell Museum tomorrow (October 17, 2024) and details are available at Town Hall.

ii. Chief Administrative Officer's Report
Absent.

iii. Planning Services Report
As presented.

iv. Water Report
As presented.

v. Marketing and Economic Development Committee (MEDC)
Mayor Boyer shared the MEDC page in the Town Crier Newsletter and advised that the last scheduled meeting was cancelled. Councillor Sanford added that there was a

good turnout at the recent Roundtable at the Legion, and they discussed the various grants that are available.

vi. Planning and Heritage Advisory Committee (PHAC)
This was included in the Recommendations from Committees. Mayor Boyer added that PHAC will also have a page in the Town Crier Newsletter, and a new member has joined this committee.

vii. Board of Police Commissioners (BoPC)
No meeting.

viii. Twinning Committee
Mayor Boyer advised that work is ongoing on the draft Twinning Agreement and the Natal Day Committee may offer a solution for the banking arrangements.

ix. Library Report
Councillor Wear advised that 2024/25 is on track as expected, and there are currently 2095 participants for 2024 registered. The heat pumps have been installed in the Academy, and there were discussions on investments at the last meeting (7.1% yield in 2024, and 6.5% so far this year). A large part of this is the endowment received and it has increased the amount by $200,000. They would recommend keeping an eye on this as there currently aren't any plans to spend this additional amount.

x. Traffic Flow Advisory Committee
Councillor Wear advised that the last scheduled meeting was cancelled.

xi. IMSA Interim Board
No meeting.

xii. Environment Advisory Committee (EAC)
Mayor Boyer advised that EAC has added a column to the Town Crier Newsletter. Councillor Hafting advised that they are currently working on a Nova Scotia Coastal Task Team, and the big news is that there will be a Climate Conference on November 2, 2024, from 10:00 am to 4:00 pm at the Hub. There is the chance to test drive an EV, and it will all be held at the gym, and refreshments will be provided. There will also be a sign-up sheet there for the Downtown Clean-up that is planned for November 9, 2024.

xiii. Academy Condo Board
Councillor Hafting advised that the Annual General Meeting was held on September 26, 2024 and listed the outgoing and incoming members. The AGM report and financials have been sent to DoF Robinson. Over the last year, six units have sold and have new owners. They would also like to thank the volunteers, and the Facility Manager continues to work 25 hours a week. Upcoming projects may include: repainting wood trim, replacing decking, repairing the portico, window maintenance and further brick repointing. The Hub has a generator and will be available as a comfort centre, and now there will be three comfort centres in the Town (Hub, Legion and Fire Hall).

ACTION: Share AGM report and financials with Council
NAME: DoF Robinson
DUE: October 18, 2024

xiv. Friends of the Annapolis Pool Society
Councillor Hafting added that there has just been a presentation from the Friends of the Annapolis Pool Society, and their meeting was held on October 9, 2024. Final reports are being prepared for all the grants, and the big repair should be completed in two weeks. Planning is ongoing for next year and they would like to note that volunteers are always welcome.

xv. Accessibility Advisory Committee
No meeting.

14. Correspondence

i. Thank you letter
Everyone appreciated the compliment note received.

ii. Thank you letter from Mayor Boyer
Mayor Boyer would like to personally thank Deputy Mayor Tompkins, Councillor Paul Wear, Councillor Paula Hafting and Councillor Sanford for all they have done during their time here. They also thanked the Town's CAO, Chief of Police, Department Heads and staff for all their support during 2020-2024 Council.

. **MOTION #C2024-10-16-04**

It was regularly moved and seconded that Council move into camera to approve in-camera minutes and discuss Labour relations and contract negotiations at 6:48 pm.
Motion carried.

MOTION #C2024-10-16-06
It was regularly moved and seconded that Council move out of camera at 6:56 pm.
Motion carried.

15. Next Meeting
November 20, 2024

16. Adjournment
The meeting was adjourned at 7:15 pm

Amery Boyer, Mayor

Kim Dunning, Recording Secretary

Town of Annapolis Royal
Income Statement

30-Sep-24

AcctName	Current Month	Fiscal YTD	YTD Budget	% Used	Prior YR YTD	Annual Budget
REVENUE						
TAXES	$ -	$ 831,388	$ 820,374	101.34	$ 747,072	$ 1,595,513
GRANTS IN LIEU OF TAXES	$ -	$ 475,290	$ 474,637	100.14	$ 438,672	$ 497,784
SERVICE PROVIDED TO OTHER GOV	$ 2,608	$ 26,105	$ 31,300	83.40	$ 30,488	$ 104,600
CONDITIONAL TRANSFERS FED PROV	$ -	$ -	$ -	0.00	$ -	$ 324,439
LICENCES AND PERMITS	$ 265	$ 6,030	$ 3,968	151.97	$ 2,740	$ 7,100
FINES	$ 480	$ 1,100	$ 4,000	27.51	$ 3,377	$ 8,000
RENTALS/LEASES/SALES	$ 3,815	$ 23,156	$ 24,864	93.13	$ 31,447	$ 50,200
RETURN ON INVESTMENTS	$ 3,085	$ 22,800	$ 15,000	152.00	$ 18,255	$ 30,000
PENALTIES & INT ON TAXES	$ 904	$ 8,447	$ 4,500	187.72	$ 5,492	$ 9,000
CONCESSIONS AND FRANCHISES	$ 18,066	$ 112,492	$ 64,150	175.36	$ 78,935	$ 126,400
UNCOND. TRANS. OTHER GOV	$ 10,489	$ 120,978	$ 120,978	100.00	$ 95,978	$ 191,956
RECREATION	$ 24,190	$ 50,240	$ 51,000	98.51	$ 29,995	$ 67,000
MARKETING	$ 90,886	$ 126,046	$ 8,030	1569.70	$ 87,586	$ 214,969
TOTAL REVENUE	$ 154,788	$ 1,804,072	$ 1,622,801	111.17	$ 1,570,038	$ 3,226,961

AcctName	Current Month	Fiscal YTD	YTD Budget	% Used	Prior YR YTD	Annual Budget
EXPENSES						
GENERAL GOVERNMENT SERVICES						
LEGISLATIVE	$ 4,539	$ 77,385	$ 90,874	85.16	$ 64,509	$ 173,288
GENERAL ADMINISTRATIVE	$ 19,140	$ 110,187	$ 110,232	99.96	$ 93,106	$ 220,090
TAXATION	$ 1,545	$ 8,112	$ 52,455	15.46	$ 8,795	$ 64,062
OTHER GENERAL ADMINISTRATIVE	$ 1,211	$ 19,471	$ 22,264	87.45	$ 20,466	$ 40,046
Totals	$ 26,434	$ 215,155	$ 275,825	78.00	$ 186,875	$ 497,485
PROTECTIVE SERVICES						
POLICE PROTECTIONS	$ 41,365	$ 247,692	$ 257,056	96.36	$ 211,600	$ 503,238
LAW ENFORCEMENT	$ 3,913	$ 5,033	$ 5,697	88.35	$ 2,134	$ 11,394
FIRE PROTECTION	$ -	$ 139,987	$ 138,485	101.08	$ 138,485	$ 166,840
EMERGENCY MEASURES	$ -	$ -	$ -	0.00	$ -	$ 6,910
TREES/ANIMALS	$ 2,641	$ 20,174	$ 24,624	81.35	$ 16,126	$ 26,904
Totals For:	$ 47,919	$ 412,886	$ 425,862	96.95	$ 368,345	$ 715,286
TRANSPORTATION SERVICES						
COMMON SERVICES	$ 15,103	$ 79,956	$ 97,084	82.36	$ 73,452	$ 180,118
ROAD TRANSPORT	$ 786	$ 151,350	$ 158,345	95.58	$ 33,352	$ 623,168
Totals For:	$ 15,889	$ 231,306	$ 255,429	90.56	$ 106,804	$ 803,286
ENVIRONMENTAL HEALTH SERVICES						
SEWERAGE & HEALTH SERVICES	$ 11,306	$ 119,776	$ 163,426	73.29	$ 92,658	$ 243,485
GARBAGE COLLECTION & DISPOSAL	$ 272	$ 55,534	$ 55,182	100.64	$ 44,425	$ 92,438
Totals For:	$ 11,578	$ 175,310	$ 218,608	80.19	$ 137,083	$ 335,923
RECREATION & MARKETING SERVICE						
RECREATION FACILITIES	$ 5,330	$ 37,654	$ 42,637	88.31	$ 44,818	$ 84,327
MARKETING	$ 2,780	$ 31,354	$ 29,740	105.43	$ 61,204	$ 50,991

AcctName	Current Month	Fiscal YTD	YTD Budget	% Used	Prior YR YTD	Annual Budget
Totals For:	**$ 8,110**	**$ 69,007**	**$ 72,377**	**96.34**	**$ 106,021**	**$ 135,318**
CULTURAL SERVICES	**$ 1,403**	**$ 12,984**	**$ 12,811**	**101.35**	**$ 11,057**	**$ 22,653**
ECONOMIC DEVELOPMENT	**$ 6,402**	**$ 59,143**	**$ 69,856**	**84.66**	**$ 59,834**	**$ 99,686**
FISCAL SERVICES	**$ 73**	**$ 16,368**	**$ 18,863**	**86.77**	**$ 17,030**	**$ 68,185**
TRANSFER TO OWN RESERVES	**$ -**	**$ -**	**$ -**	**0.00**	**$ -**	**$ 257,000**
UNCONDITIONAL TRANSFERS OTHER	**$ 20,036**	**$ 132,184**	**$ 141,889**	**93.16**	**$ 120,835**	**$ 292,139**
TOTAL INCOME	$ 154,788	$ 1,804,072	$ 1,622,801	111.17	$ 1,570,038	$ 3,226,961
TOTAL EXPENSES	$ 137,845	$ 1,324,343	$ 1,491,521	88.79	$ 1,113,885	$ 3,226,961
TOTAL TO DATE	**$ 16,943**	**$ 479,729**	**$ 131,281**	**22.38**	**$ 456,152**	

Town of Annapolis Royal
Fiscal Year Period April 01,2024 To September 30, 2024
FUND04 - General Capital and FUND03 Water Capital

Account	Account Name	Actual	Budget
04-44111Z	TCA - Recreation Facilities - Playground	$19,121	$ 100,000
04-31113Z	TCA - Sanitary Sewers - Lift Station Riverview Drive	$4,970	$ 17,000
04-39111Z	TCA - Town Hall Equipment - Commercial Panel	$4,714	$ 5,000
04-31112Z	TCA - Sanitary Sewers - Solar Panels	$111,311	$ 118,000
04-38111Z	TCA - Police Equipment - Radios	$19,929	$ 22,000
04-38111Z	TCA - Police Equipment - Car	$70,194	$ 69,000
04-36111Z	TCA - PW Equipment - Side by Side	$51,176	$ 57,000
04-31113Z	TCA - Sanitary Sewers - Lift Station Wetlands (GAS TAX)	$23,193	$ 30,000
04-44111Z	TCA - Recreational Facilties - Pool $30,000 (GAS TAX)	$30,000	$ 30,000
03-34212Z	Water Meter Reader	$18,177	$ 18,200
03-34522Z	Water Mains - Water Main Saddles	$0	$ 28,000
		$352,785	**$494,200**

Annapolis Royal
Nova Scotia

REQUEST FOR DECISION

TOPIC: Growth and Renewal for Infrastructure Development Program (GRID).

DATE: November 14, 2024 **PROPOSED BY:** CAO Millett Campbell

TAB # & REFERENCES	Presentation, Flood Risk Assessment and Adaptation Concepts, map of location
BACKGROUND	Staff have applied to FCM Local Leadership for Climate Adaption (LLCA) funds and would like to apply for the GRID looking to offset the grant funding on the shoreline restoration project. This is an implementation grant to build up the shoreline along the boardwalk by restoring the salt marsh and reinstate aquatic habitat and biodiversity within the inter-tidal zone. Staff have been approved under the Flood Risk Investment Infrastructure program (FRIIP) but have requested a change in the scope to include the shoreline restoration and waiting for confirmation from the Province. In the Flood Risk Assessment and Adaptation Concepts report under Section 3.7 refers to the shoreline restoration.
PROPOSAL	The council give staff direction to proceed with filling out the GRID application by way of motion to support the application. The deadline for the application is December 13, 2024. Currently Council does not have to confirm funding, just the application to see if we are successful.
BENEFITS	This project is close to $1 million dollars, but currently we have a couple of applications on the go to support the project. LLCA covers upto 60%, and under FRIIP we have $25K.
DISADVANTAGES	Staff time on the grant application only.
COSTS & SOURCE OF FUNDING	None
CAO REVIEW/ COMMENTS	This is a new grant and looks like a good fit for the shoreline restoration project.
DRAFT MOTION/ RECOMMENDATION	…that Council approves the submission of the Shoreline Restoration project under the Growth and Renewal for Infrastructure development Program.

CAO'S INITIALS: smc **TARGET DECISION DATE: November 2024**

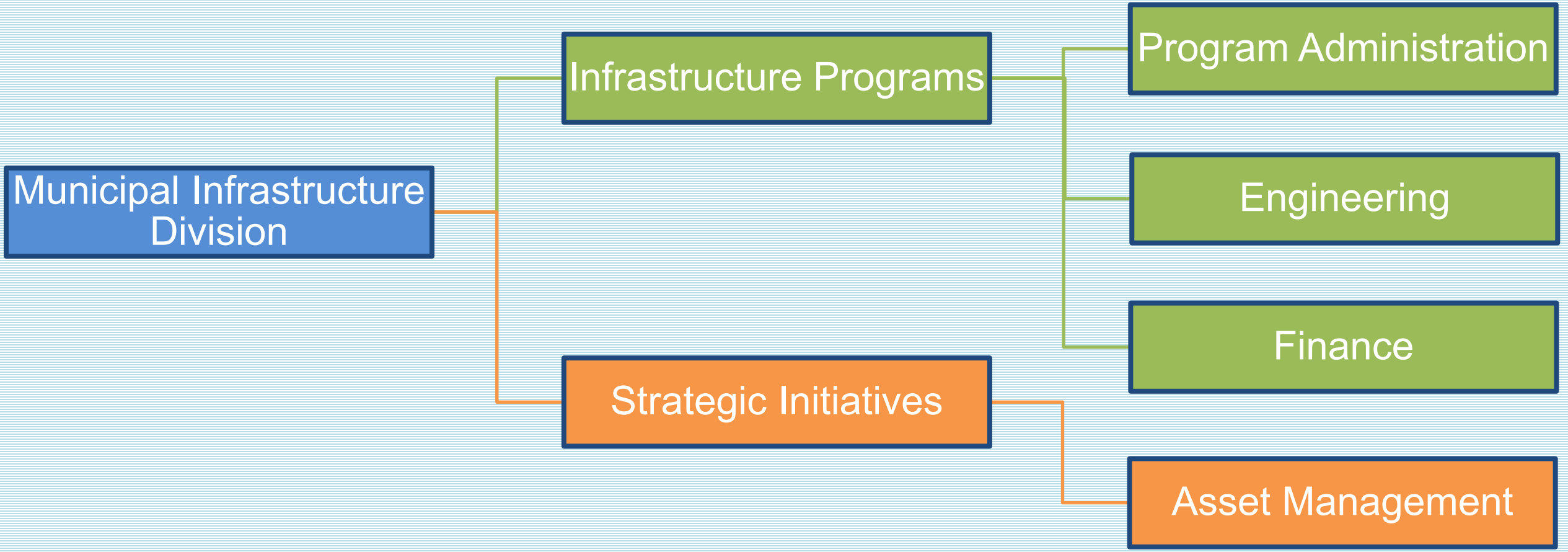
Growth and Renewal for Infrastructure Development Program (GRID)

Department of Municipal Affairs and Housing

November 7th, 2024

NOVA SCOTIA

Municipal Infrastructure Division Overview



GRID

- Service Exchange Agreement
- Application-based program, which supports provincial priorities and provides municipalities with increased flexibility in leveraging funding
- Pipeline approach to funding.
- February launch annual programs (PCAP/FRIIP/MIP, etc.)
- GRID 2025-26 August launch

GRID

Objectives	Eligible Recipients	Budget	Cost Share	Eligible Projects
Growth and renewal of services	Rural Municipalities	$15M (annually)	Up to 50%	Water
Address Critical Capacity Issues	Regional Municipalities			Wastewater/Stormwater
Build accessible and adaptable Communities	Towns			Accessibility
Enable the preservation and expansion of services to support housing	Villages			Climate Change Adaptation

NOVA SCOTIA

Application (Project Readiness)

F.) PROJECT READINESS			
Is this a multi-phase project? Please indicate phase of the project (ie. Phase 2 of 5) *	Yes ☐	No ☑	Phase ____ of ____
Nature of Project (select all that apply): *	Study ☐	Design ☐	Construction ☐
Has the following been completed for this project? *	Study ☐	Pre-Design ☐	Design ☐
If Yes, when were they completed? (MM/YYYY) *	Study	Pre-Design	Design
Are permits required to do the project? *	Select		
Required Permits *	**Permit Status ***		
	Select		
	Select		
	Select		

NOVA SCOTIA

Application (Funding Priority)

- Shovel-Ready Projects
- Critical Capacity Issues
- Health and Safety
- Expansion of Services
- Accessibility
- Adaptability to Climate Change
- Enable or preserve housing

G.) PROGRAM PRIORITIES		
Priorities	**Select ***	**Please describe ***
Total applications submitted applicant? Please note that if two applications are submitted only one project can be approved per fiscal year)	Select	
Priority of this application	Select	
Is this project required to come into compliance with Federal or Provincial standards and/or regulations?	Select	
Does the project address a critical capacity issue? (e.g. treatment plant over capacity)	Select	
Does the project address an immediate environmental and/or health and safety issue?	Select	
Does the project enable new housing development? (e.g. the upgrade or extension of water/wastewater services that support new housing development)?	Select	

NOVA SCOTIA

Application (Project Outcomes)

- Water
- Wastewater/Stormwater
- Climate Change Adaptation
- Accessibility

H.) PROJECT OUTCOMES	
Water	
Outcome Indicator	**Input Value** *
Length of deteriorated water pipe replaced (m)	
Existing # of households with improved municipal water service	
Length of water service extended or upgraded (m)	
Increased # of properties with access to municipal water system	
Increased # of households that will have improved fire protection	
Increased # of households that will be equipped with residential water meters	
Increased capacity to supply, treat or store potable water (m^3)	

Wastewater/Stormwater	
Outcome Indicator	**Input Value** *
Length of deteriorated wastewater pipe replaced (m)	
Length of wastewater service extended or upgraded (m)	
Increased # of properties with access to municipal wastewater system	
Increased capacity to collect and/or treat wastewater (m^3 per year)	
Length of combined sewer systems separated (m)	
Type of stormwater asset(s) receiving improvements. Specify # and/or length of asset(s) below.	

NOVA SCOTIA

Application (Project Costs)

Eligible Costs	Ineligible Costs
• Engineering services and project management • Design as a stand-alone project • Construction inspection and administration • Construction and equipment acquisition as per plans and specifications	• Costs incurred before Oct 18, 2024 • Interim financing costs • Non-fixed assets which are not essential for the operation of the asset • Operation and maintenance costs • Land acquisition • Leasing land, buildings and other facilities • Real estate fees and related costs • Overhead costs, including salaries and other employment benefits of any employees of the Recipient

I.) PROJECT COSTS		
Class Estimate *		Select
Professional Fees *		
Materials/Supplies *		
Contractor *		
Contingency*		
Other (Please Specify) *		
TOTAL ELIGIBLE COSTS		$ 0
HST*		
HST Rebate*		
TOTAL NET ELIGIBLE COSTS		$ 0

NOVA SCOTIA

Application (Use of other Funding Sources)

- Funding from GRID can be leveraged by municipalities as their portion of any cost-shared infrastructure program, provided that the other programs do not prohibit this.
- If multiple funding sources are used for a project, specific requirements of each grant program must be respected.
- All grants supporting the project must be clearly outlined in the project proposal.
- DMAH must be informed if additional grants are obtained after GRID funding approval.

J.) PROJECT FUNDING

Funding Sources	Amount $ *	% of Funding*	Funding Status *	Describe Funding Source *	Provide estimated approval date*	Is this funding required for project to proceed? *
GRID requested amount			Pending Approval	GRID	January 2025	Select
Municipal Sources (i.e. reserve, debt or approved in capital budget)			Select			Select
Other Provincial Sources			Select			Select
Federal Sources			Select			Select
Other			Select			Select
TOTAL PROJECT FUNDING	**$ 0**	100%				

NOVA SCOTIA

Application Submission

Application Window

- Oct 18, 24 to Dec 13, 2024 (open 8 weeks)

How to Apply

- Guide and Application Form available on program website
- Submit to program email (GRID@novascotia.ca)

Application Considerations

- Prioritize submissions under same program (Max of 2 submissions-only 1 approval per cycle)
- Include Council/Commission Resolutions (Villages also require municipal support)
- Clearly define scope and outcomes
- Detailed cost estimates (template provided)
- Include KML location shapefile

NOVA SCOTIA

Application Review Process

- Submitted applications will be reviewed for eligibility, completeness, and alignment with provincial priorities.
- Application Review can take 6-8 weeks
- Eligible Costs: Oct 18, 2024 to March 31, 2026

NOVA SCOTIA

Project Approval and Reporting

Agreements / Terms and Conditions

100% funding released once signed T&Cs received

Project Monitoring Reports

Amendments (scope changes or extensions)

Final Reporting due 60 days after project end date

Project Closeout Report

- Outcome measures
- Statement of Expenditures
  - ✓*Invoices*
  - ✓*Proof of Payment*

NOVA SCOTIA

Email and Website

Submit application form and email inquiries to:

GRID@novascotia.ca

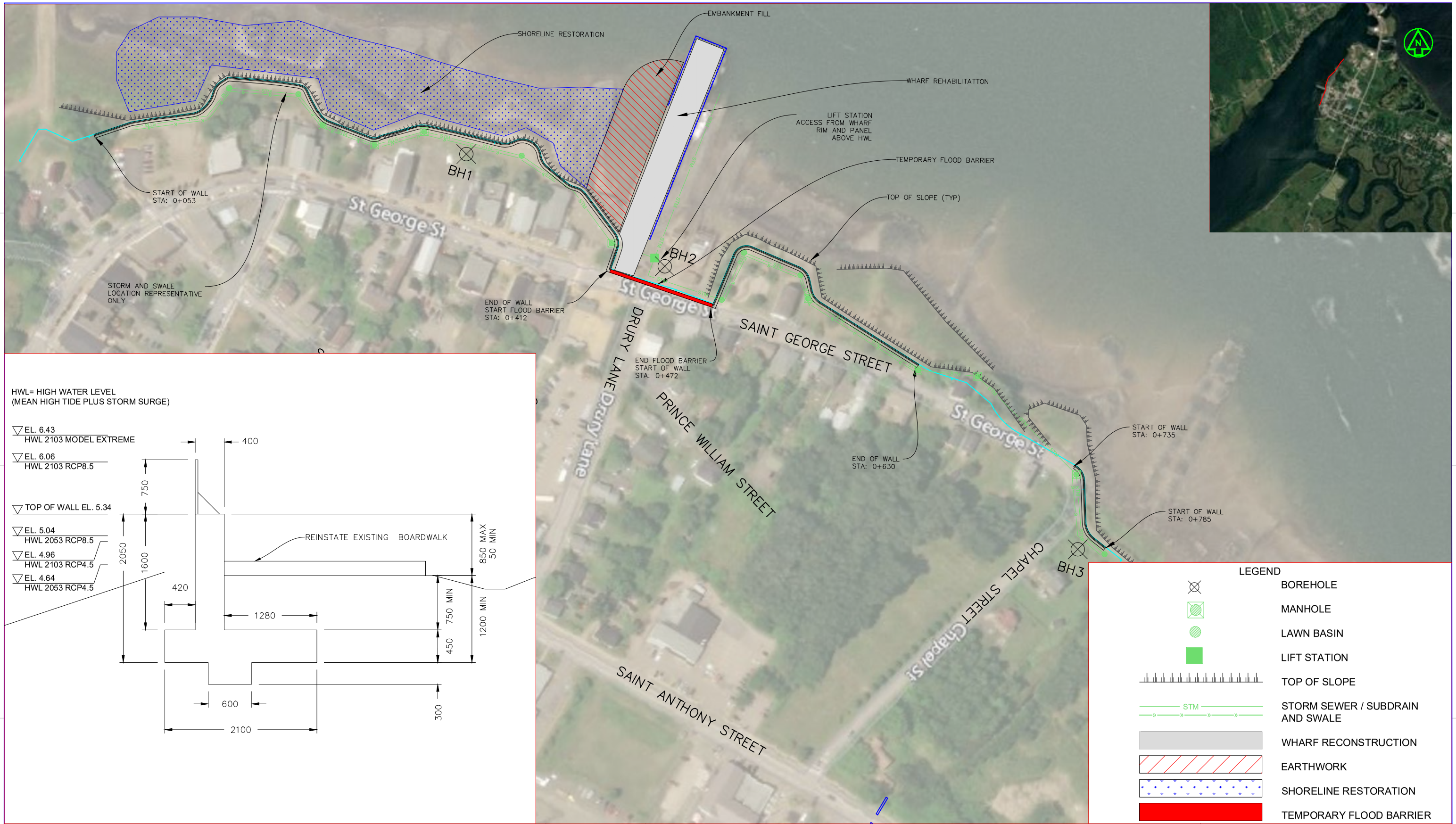
Guide and Application forms can be downloaded from website:

https://beta.novascotia.ca/apply-funding-support-municipal-infrastructure-projects-growth-and-renewal-infrastructure-development-program

NOVA SCOTIA

Thank you!

NOVA SCOTIA



HWL= HIGH WATER LEVEL
(MEAN HIGH TIDE PLUS STORM SURGE)

LEGEND

- BOREHOLE
- MANHOLE
- LAWN BASIN
- LIFT STATION
- TOP OF SLOPE
- STORM SEWER / SUBDRAIN AND SWALE
- WHARF RECONSTRUCTION
- EARTHWORK
- SHORELINE RESTORATION
- TEMPORARY FLOOD BARRIER

CONCEPT DESIGN
NOT FOR CONSTRUCTION

REGISTERED PROFESSIONAL

No.	DESCRIPTION	BY	CHK'D	DATE	ROLE	NAME	SIGNATURE	DATE
					DRAFTSPERSON	MUHAMMAD M. HAYAT		20231231
No.	ISSUED FOR REPORT	MD		20240430	PROJ. MANAGER	MATT DELORME		20240430

REVISIONS

DRAWING APPROVAL STATUS:

ANNAPOLIS ROYAL SEAWALL

CONCEPT DESIGN LAYOUT

PLAN

SCALE N.T.S. OR AS NOTED

DWG. No. AIM-110-010-CIV-300-1001

REV 00

Town of Annapolis Royal

Flood Risk Assessment and Adaptation Concepts

Final Report Prepared: April22nd, 2024

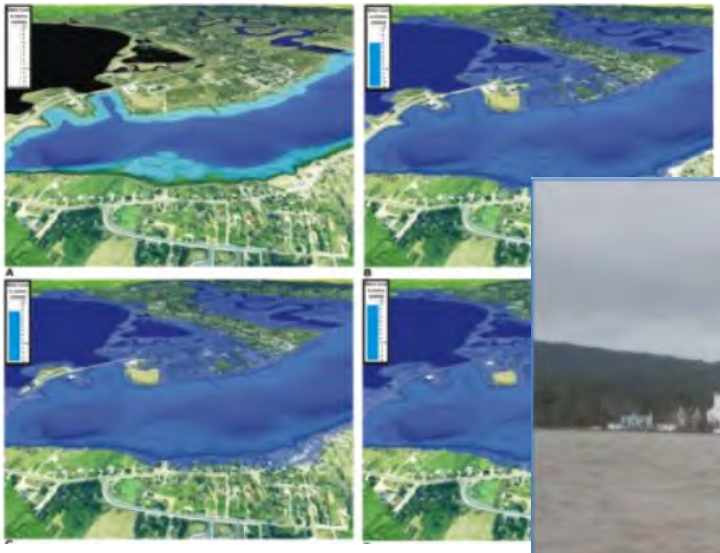


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Table of Contents

Executive Summary

The Town of Annapolis Royal commissioned this report to investigate adaptation measures to protect the Town from coastal flooding of the Annapolis River. Numerous reports have been completed in the past to study the impact of coastal flooding on the Town's infrastructure and how this flood risk will change as a result of climate change. This report is intended to:

a) Incorporate the results of these previous reports,
b) Supplement prior climate change assumptions with a risk management approach that considers uncertainty in forecasts and multiple scenarios from the Intergovernmental Panel on Climate Change (IPCC) sixth assessment report (AR6),
c) Investigate climate adaptation options that can provide a flexible adaptation pathway for impacts of climate change over the next eighty years,
d) Provide advice on risk decisions to assist Annapolis Royal in taking immediate action toward adaptation, and
e) Provide cost estimates to allow capital financing strategies to be put into place.

The level of risk is established by looking at the likelihood that something will occur and the impact if it does occur. These two elements, the likelihood or probability, and the impact or consequence, together form the risk of an event. For example, something that happens often with low, but not inconsequential, impacts could be considered a similar risk as something that has an extremely low chance of occurring but a greater impact.

Annapolis Royal is currently at moderate risk of flooding from a major storm surge event coinciding with high tide levels in the Bay of Fundy, with this risk increasing in the future. In the near-term (five to twenty years), the increased risk of higher water levels is from larger storm surges resulting from increased wind energy in storms. In the longer term (thirty to one hundred years), risk increases from both increased wind-driven storm surge and predicted sea-level rise.

A small portion of the central core and large extent of the eastern lowlands will flood during current projections of the 100-year (one percent chance of occurring annually) flood event. Currently the eastern extents of the Town are protected by water management at the tidal plant. Any solution selected must include a plan to maintain flood control measures at the causeway to be effective.

Climate change increases the predicted occurrence of these large events, or to think of it another way, increases the amount of flooding expected from that one-percent change per year event. This makes risk increase over time, so it becomes high- to very high-risk once climate impacts are considered. By considering the possible future occurrences, a risk management approach can minimize the potential loss of services, damage to properties, disruption to businesses and displacement of people with climate adaptation measures.

Canada has experienced dramatically rising costs from weather related damage in the last forty-years. There is a staggering amount of infrastructure at risk, and we as a Canadian society bear those costs through the cost of national emergency relief for catastrophic events, uninsured loss of property, decreased economic activity or increasing costs of insurance, particularly in high-risk zones. This has prompted a call for action through the National Adaptation Strategy (NAS) for everyone to understand that we share many of these costs whether the disaster occurs in our backyard or across the country. The NAS encourages all residents and communities to think about adaptation in this respect so we can make sensible decisions nationally about investing in adaptation work and minimize the risk of future costs and community disruption. Adaptation measures can save five to six dollars in damage for every dollar spent, or up to fifteen dollars for every dollar spent if economic and social costs are considered as well[1].

Adaptation pathways are a key concept in today's climate field. An adaptation pathway is a decision-making approach that allows infrastructure owners to maintain resilient infrastructure through the large amount of uncertainty inherent in climate predictions. This uncertainty comes both from the possible variation in how aggressively the global community reduces greenhouse gas production over the next thirty-years, as well as from uncertainty in the modelling used to predict climate impacts. This reality of climate forecasting means that there are models of low emission futures, with lower impacts, and higher emission futures, with higher impacts. Within each of these models, there is uncertainty that results in a range of impacts that gets wider the further into the future the modelling seeks to predict. Adaptation pathways allow us to construct cost-effective protection now to be resilient to more moderate impacts, while allowing future expansion if evidence demonstrates we are on a more catastrophic path.

Climate change is increasing the severity of weather events. The cost-benefit analysis presented here demonstrates that action now will cost less than the "do-nothing" option. The probabilistic analysis in this report shows that there is expected to be an increasing cost risk from flood events as a result of climate change, and that considered over the next eighty years, adaptation is a more cost-effective option than responding to a disaster through emergency funding or insurance.

Risk related to coastal flooding in Annapolis Royal is mostly related to flooding of private properties on St. George Street and inundation of the wastewater treatment plant on the east side of the Town. To a lesser extent, there is minor or moderate risk to other municipal infrastructure such as streets and underground utilities from these flood events.

This report discusses several options: doing nothing and repairing damage as it occurs, managed retreat to relocate people and services from at-risk areas, construction of a seawall along the existing boardwalk location with a flood gate at the existing causeway, construction of a flood

[1] Damage Control: Reducing the Costs of Climate Impact in Canada, Canadian Climate Institute. September 2022.

barrier at Goat Island in the Annapolis River Basin, and construction of a storm gate at Digby Gut that would protect the entire river valley.

The combination of a new seawall and managing upstream impacts at the Highway 1 causeway is the most resilient, cost-effective and practical option to maintain the character and heart of this historic site while protecting it from coastal flood risk. It is also able to be constructed in a way that allows flexibility to protect Annapolis Royal over the life of the infrastructure while avoiding major impacts to the existing waterfront and view across the river.

The conceptual design of the new seawall can accommodate expansion if required in thirty to forty years without having to remove any of the wall structure. The design is based on climate forecasts based on the eighty-year impacts from the IPCC. The IPCC sixth assessment report (AR6) identifies forecasts based on shared socio-economic pathway (SSP) scenarios that represent how aggressively we, as a global society, will reduce greenhouse gas emissions in the coming decades[2]. The design proposed in this report uses forecasts from models based on SSP2-4.5, the intermediate emissions scenario. Adaptation pathways are planned considering SSP5-8.5, the very-high emissions, or worst-case scenario. The lower estimate assumes that globally, there is sustained action to reduce reliance on fossil fuels; and the higher estimate assumes greenhouse gas production continues with existing trends. This results in a lower cost of construction for the project and reduces the likelihood of over-adapting and spending scarce infrastructure funding on over-built infrastructure, while accommodating future expansion should we find ourselves on the more catastrophic climate impact path.

In simpler terms, despite worldwide efforts and current policy it is almost certain that flood levels predicted in the intermediate scenario will occur, while it is less likely – though still possible – that the greater flood levels predicted in the very high emissions scenario will occur, and these only after several decades have passed. The design plans for the very likely scenario and allows for an adaptation pathway to adjust in the future for the less likely scenario weather patterns and sea-level data monitoring confirms it is occurring.

Finally, the proposed solution seeks opportunity in crisis. With a major infrastructure project like the one needed here, there is an opportunity to enhance the waterfront with natural, artistic, cultural and heritage features that will increase the attraction to this already popular destination. There is also opportunity to restore marine habitat that has been impacted by development, restore natural species, build shoreline habitat and increase biodiversity in the Annapolis River.

[2] IPCC, 2023: Summary for Policymakers. In: Climate Change 2023: Synthesis Report. Contribution of Working Groups I, II and III to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change [Core Writing Team, H. Lee and J. Romero (eds.)]. IPCC, Geneva, Switzerland, pp. 1-34, doi: 10.59327/IPCC/AR6-9789291691647.001

The total cost estimate of the seawall concept is **$4.65 million**, including detail design, construction management, project management and construction. The report also provides conceptual cost estimates of additional work that may be interrelated with the seawall construction: rehabilitation of the Town Wharf and shoreline salt marsh restoration. Any infrastructure adaptation project must be accompanied by a floodwater management plan at the Highway 1 causeway to replace the flood control inherent in the tidal plant operation.

The cost of adaptation is lower than the likely cost of major coastal flooding risk over the next eighty years. However, the municipal contribution to support this project is significant. The project will primarily protect function of the downtown core and private properties along the waterfront. Private property flood risk is higher closer to the wharf. The Town will need to consider novel financing strategies such as aggressive reserve funding, alternative revenue sources, contributions from industry and additional contributions from the community.

Damage estimates include both private and public property. Potential damage to municipal property includes the wastewater treatment plant, King's Theatre and damage to roadways, but do not include environmental damages from flooding of the wastewater lagoons. The damage to municipal property is a smaller fraction of anticipated damage than that to private property, and the wastewater treatment facility can be protected by non-structural means by developing a flood management plan at the former tidal plant causeway crossing. The Town is recommended to review their obligations with respect to flooding of private property found in the document ***Climate Risk, Responsibility, and Liability for Municipalities: Exploring Municipalities' Responsibilities to Consider, Manage, and Disclose Climate Change Flood Risks*** **(CLIMAtlantic, 2022)** prior to deciding to invest in high-cost hard infrastructure. Diversion of municipal funds to flood protection measures must be balanced with municipal obligations to maintain infrastructure for core services. Without contributions from private sources such as insurance organizations or impacted property owners, the Town may consider other pathways to risk mitigation through its duty to inform and robust emergency response measures.

Impacts of catastrophic events are more than damage to infrastructure. Major flood events impact the social fabric of the community, physical and mental health of its residents and long-term sustainability of this historic location. This report discusses in detail the assumptions, uncertainties, risks, cost estimates and recommended activities for climate adaptation in Annapolis Royal to allow the Town and its residents to make well-informed decisions, discuss activities with permitting agencies, consult with First Nations and inform the local community to plan for success of future generations.

1 Introduction

Annapolis Royal is located on the banks of the Annapolis River on the northwest coast of Nova Scotia. The Annapolis River is a 120-kilometer-long river, conveyed from its headwaters near Aylesford, Nova Scotia to its outlet to the Bay of Fundy at Digby Gut. The outlet is 20-kilometers west of Annapolis Royal. Annapolis Royal is located near the end of the estuarine section of the river, which runs from Bridgetown to Digby Gut. Tidal mixing occurs here as high tides in the Bay of Fundy push ocean water into the freshwater stream of the river.

River levels vary because of changing tide levels in the Bay of Fundy, which has a 9.7 metre variance between lowest and highest tides. This analysis considers risk factors for coastal flooding at Annapolis Royal from high tides, storm surges and high river flows during spring melt or following a major storm event.

Reviewing background information for this report made it clear that there is no lack of data or study on the Annapolis River. There have been many studies done in the past, and the authors of this report would like to acknowledge the work of John Bottomley for his summary of past reports[3] and CLIMAtlantic for assistance in defining the most relevant climate data in this report. The summary of past reports is included as **Appendix A**.

Despite data and evidence contained in reports produced since 1998 that Annapolis Royal is indeed at risk from climate-change related extreme weather events, the Town has not had the opportunity to construct adaptation or protection measures in the last decade. In discussing this with stakeholders from Annapolis Royal and reviewing the past body of work, there are two main barriers.

First, Annapolis Royal is a small community with limited municipal revenue. Even if funding for adaptation work heavily subsidizes the cost of a major project, it is challenging for Annapolis Royal to support the municipal contribution with current revenue and cash reserves. This financing gap is made more acute with a loss of approximately 16% of past revenue with the closure of the Annapolis Tidal Plant. Further, any use of revenue and reserves diverts infrastructure spending from needed upgrades to core service infrastructure, risking failure from aging and lack of maintenance.

Secondly, while there has been substantial work in recent years toward climate mitigation, there has been little funding available for climate adaptation action, and disaster mitigation funding has typically only followed a catastrophic event.

[3] Bottomley, John (2022) Flood Risk Assessment, Town of Annapolis Royal, Annapolis Royal

To address the first barrier, the Town will need to consider novel approaches to financing the infrastructure project. Without unconventional funding strategies – including investigating overland flood insurance for impacted properties, contributions from the insurance industry and contributions from impacted property owners – funding the project will impact the Town's ability to support capital renewal of existing infrastructure like roads, water lines, sewer lines and facilities. It could also result in heavy debt loads that, with recent high interest rate variability, could cause the Town financial risk. Annapolis Royal is not alone in these challenges. Across the country, all levels of government and private sector are coming to realize that we will be unable to delver all the needed adaptation work at the speed and scale needed with conventional infrastructure funding models[4].

The second barrier has been addressed through policy and funding changes at a federal level. Along with the National Adaptation Strategy, the Canadian government announced new funding streams to support major capital projects with the goal of climate adaptation. This report is intended to support application(s) for funding under these streams.

The risk assessment in **Appendix B** and detailed technical discussion in **Appendix C** are based on the Public Infrastructure Engineering Vulnerability Committee (PIEVC) Protocol. The PIEVC Protocol was developed by Engineers Canada to assess the change in risk of infrastructure service failure from future climate change and is currently under the oversight of the Climate Risk Institute (CRI) and Institute for Catastrophic Loss Reduction (ICLR). The assessment considers the increasing cost risk of delaying action (the "do-nothing" option) against the cost of a proposed adaptation solution. Because there is no certainty in if, when or how often disaster-scale events would occur, the Town should use this information to make strategic risk management decisions, and plan for emergency measures if adaptation work is deferred or not constructed.

The risk management discussion explores the time-based changes in this risk of the public bearing this cost. Triple bottom line cost analysis is outside of the scope of this report, but an overview of social and environmental impacts is discussed as they may be significant considerations in decision making.

[4] Canadian Climate Institute, 2023: Mobilizing Private Capital For Climate Adaptation Infrastructure [Ewart, T., Coffee, J. and Miller, S.], https://climateinstitute.ca/wp-content/uploads/2023/05/mobilizing-private-capital-climate-adaptation-infrastructure.pdf

2 Risk Assessment Overview

Appendix B contains the results of the climate risk analysis for coastal flooding. Risk is defined as a combination of:

a) the probability, or likelihood, of infrastructure being exposed to a severe weather event, and
b) the potential consequence of exposure of infrastructure to that severe weather event.

A complete explanation of the risk analysis process is in **Appendix C, Section C4**. Infrastructure elements at greatest risk are the wastewater treatment plant, Town Wharf, and private properties along the waterfront.

The wastewater treatment plant lies on the eastern side of Town, with coastline behind the causeway and tidal plant flow control system. Recommendations for ongoing water management at the tidal plant site is presented in more detail in **Section 3.6.2**.

The Town Wharf is already at risk from structural failure because the aging sheet pile encasement, which was installed to rehabilitate the original wooden wharf, is reaching its end of life. The steel panels exhibit significant rust and narrowing of the steel section, with some locations perforated through. It is at risk from structural damage during current high-water events, and this risk will increase with time. A detailed wharf structural report was issued by Able Engineering on September 22, 2022, along with the conclusion that rehabilitation or replacement is necessary in the next five years. **Section 4** of this report discusses possible integration of the wharf rehabilitation with this project. Because this project is already viewed as a priority because of the risk of structural failure in the near-term, costs of wharf reinstatement are not included in the damage estimates in **Appendix C**.

The other major impact is to private buildings within the Town boundaries. **Appendix D** contains flood maps that show the extent of the various 100-year storm surge scenarios discussed in **Appendix C**. The mapping demonstrates that aside from the wharf and water treatment plant, a proposed seawall and flow management strategy at the causeway would be supported by a need to protect public and private properties - many with historical significance - within the Town.

There would also be some minor potential impacts to the pavement structure, sanitary sewer system and stormwater system. These costs would be minor compared to potential structural damage, insurance costs, uninsurable building damage, loss of commercial activity and loss of habitable space both near and long-term. Transportation corridors, particularly along St. George Street will be impacted during flooding, but would be reinstated following cleanup of debris.

There are also wind-related risks to telecommunication and power infrastructure as stronger extreme gusts are expected with climate change. However, this has not been assessed in **Appendix C** as it is not under Town jurisdiction and is outside the scope of this report.

3 Options Assessment

Several options are available to address climate risk to the waterfront, and in this section each option is discussed as it relates to timeframe, feasibility, economic considerations and socio-environmental concerns to develop a preferred option for analysis.

3.1 Managed Retreat

Managed retreat is a strategy that seeks to adapt to changes in weather patterns from climate change by protecting (through regulation) or abandoning properties at risk. Typically, properties are acquired by a level of government and converted into green space or recreational use parks that are not at risk from major damage from a weather event. Restricting development on at-risk land and planning for relocation after a catastrophic event occurs are considered low-monetary cost measures of dealing with climate risk. Where these measures involve private property, there is a lengthy process of consultation and consensus building.

Managed retreat strategies are best used in locations where there is readily available land for relocation and where relocation does not carry costs greater than other adaptation options. Neither of these ideal conditions is present in Annapolis Royal. In determining the feasibility of this strategy, Town management and the project team considered that:

a) The Annapolis Royal Historic District which encompasses the downtown area, was designated a national historic site in Canada in 1994 because of its mix of 18th, 19th and early 20th century architecture, its distinctive sense of history and place as former colonial capital and significant Acadian history, and early roots in contact between the first settlers and Indigenous populations,
b) There are a substantial number of medium density commercial and mixed-use properties that cannot be readily relocated elsewhere within the area,
c) There is no nearby urban centre to relocate the commercial heart of the Town,
d) There is little remaining area within the Town limits to relocate the downtown core, and
e) The cost of relocating service infrastructure and reconstructing buildings would be far greater than other adaptation measures available.

Based on this high-level screening of this option, managed retreat is not a feasible option.

3.2 Emergency Response Measures

Annapolis Royal participates in a Regional Emergency Management Organisation (REMO) with neighboring municipal units. The goal of the REMO is to plan for response to potential disasters, one of which is catastrophic flooding of the downtown core. The engineering analysis has demonstrated that the downtown core is at moderate risk of flooding currently, with increasing

risk over time from a 1:100-year storm surge event. The increasing risk is because the flood depth of a 1:100-year flood event (with a one percent per year likelihood based on historic data) will become greater as average and peak wind velocities increase and sea-level rises, generating higher storm surge water levels for a given storm recurrence.

The analysis in **Appendix C** takes an approach of assessing increasing cost impacts of a standard weather event over time, in this case the 1:100-year storm surge. That is, the event with one percent chance per year of occurring will have greater flood extents and greater damage costs in the future. This convention is adopted because climate projections are well suited to this approach.

However, note that it also true that the current 1:100-year flood event would be expected to become more likely in the future. That is, another way of looking at the climate impacts is that more frequent, smaller flood events are predicted from climate change projections along with more impactful infrequent events.

Developing constructed adaptation measures requires significant capital investment and multiple years of planning. During this time there is a small, but not statistically insignificant chance that a catastrophic flood event could occur. Also, if the Town determines that constructing a large, engineered structure is not a viable option, a robust emergency response plan can provide sufficient risk mitigation for catastrophic flooding events. Regardless of the chosen action, Annapolis Royal should prepare the emergency response measures for such an event, including:

a) Developing a communication plan for residents in at risk areas when there is a forecast of a major storm / wind event that can coincide with high tide, and in particular with higher astronomical, or king tides,
b) Developing an evacuation plan that considers floodwater interruption to the road network, especially in low areas by the Town Wharf. The evacuation plan should consider how to mobilize people and goods before, during and after floodwaters, when streets may not be passable due to water and debris,
c) Establishing default lines of communication to provincial and federal disaster relief departments,
d) Identifying processes and resources to make it easier to engage insurance companies and aiding residents in navigating the process,
e) Educating residents about the risk of overland flooding and that default insurance policies do not typically cover damage from water running over the ground,
f) Identifying temporary residences for displaced residents immediately following an event and longer-term residence for residents with uninhabitable homes,
g) Identifying programs for assistance to businesses with lost revenue during reconstruction periods,

h) Identifying challenges and solutions if freezing weather follows a flood event, and
i) Identifying responsibilities and a plan to address sewage overflow and ingress into buildings.

Planning early and establishing the protocols to update plans, the Town will be able to mitigate consequences of a disaster event such as those seen throughout Nova Scotia in recent years.

3.3 Adaptive Building

Adaptive building seeks to build flood resilient infrastructure that minimizes the reconstruction required after a flood event. This typically includes using building materials for structures and exterior cladding that is resistant to water damage and can be more easily cleaned following sewage overflow from the collection system. Electrical and mechanical infrastructure is installed on higher floors, above the predicted flood elevation. It can be costly, and difficult to enforce without updates to national and local building codes.

These measures are most effective in new buildings where they can be designed to purpose. While retrofitting these measures is possible, the relative savings in damage do not always offset the cost of design and construction, and the changes can reduce usable area for commercial or residential purposes in the building. Also, Annapolis Royal, as a national heritage site, needs to retain the character and architecture of its buildings.

Because of the technical difficulty, cost to retrofit older buildings and the inevitable impact on the character of the Town, this option is not feasible for Annapolis Royal.

3.4 Goat Island Barrier

The option to construct a flood protection barrier and gate at Goat Island was discussed during preliminary public consultation meetings. This option was determined to be undesirable when compared to the proposed solution of a seawall discussed in **Section 3.6**. The overall length of the wall would be comparable to the seawall discussed in **Section 3.6**, with increased costs of due to the depth of the river reaching 15 meters in the project site, complications with maintaining navigable waters, impacts to aquatic habitat and biological function, and unknown impacts on erosion and sediment transportation. Based on the potentially high cost, unknown risks and technical challenges with such an installation, this protection measure is not feasible to pursue.

3.5 Digby Gut Storm Gate

Annapolis Royal is not the only municipality at risk from elevated flood levels in the Annapolis Valley. Impact of major storm surge events can extend to Bridgetown. In the Netherlands, where there is a similar tidally influenced river that impacts far inland, they constructed the Maeslant structure, a massive tide gate at the ocean outfall that can be closed when storms are predicted to cause high surges. Built in the 1990's, the structure protects Rotterdam and nearby coastal

communities from storm surges up to three metres. It was first put into effect in 2007 during a large storm event and has proven to be effective in controlling inland flooding.

However, an estimate of the current cost of such a barrier in Nova Scotia would be optimistically estimated at $1.5 billion, not considering the significant technical, material procurement and construction expertise that would need to be obtained for such a project. While the construction would be an economic boon to the area, and the gate itself would be a world class attraction, the economic benefits would not outweigh the cost to communities to support the project and return on investment would be long after there were irreparable effects on capital renewal of existing infrastructure and financial stability of the communities.

With anticipated flood damage from a single flood event throughout the Annapolis Valley on the order of $100 million in current dollars, this project would not be feasible from a cost-benefit perspective.

3.6 Seawall

Because other structural and regulatory management measures are not feasible, a waterfront seawall is the preferred adaptation option to protect the Town from current and future flood risk. A schematic of the wall location and key infrastructure is shown in **Figure 3-1**.

Figure 3-1: Schematic of Proposed Seawall

3.6.1 Proposed Seawall

The elevations given in this section are heights relative to the Canadian Geodetic Vertical Datum of 2013 (CGVD2013).

The cost and detailed technical analysis of a seawall design concept, included in **Appendix C**, should be measured against the increasing likelihood of need for emergency measures discussed in **Section 3.2 and** emergency response costs when considering risk management strategies to build resilience against climate change impacts. **Table 3-1** summarizes key flood elevations, shown in bold, used in the seawall concept design, with reference to how likely they will occur based on current climate change forecasts. Details on how the flood elevations were developed are in **Appendix C, Section C13.**

Table 3-1 Peak Water Elevations

Likelihood	Year	100 yr. Flood Elevation (m)
More Likely to Occur (RCP4.5 Moderate Case)	2023	4.37
	2053	4.64
	2103	**4.96**
Less Likely to Occur (RCP8.5 Worst Case)	2023	4.37
	2053	**5.04**
	2103	**6.06**
Model Extreme	2103	**6.43**

The proposed wall is a cantilevered concrete wall along the shore along the current boardwalk and riverfront trail. **Appendix E** contains general arrangement and concept wall sections that were used to generate the cost estimates. Detailed cost estimates are included in **Appendix F**. The top of wall in the concept design has been set at elevation **5.34 metres**. This top of wall elevation results in a maximum wall height of **780 millimetres** above existing ground, near the lighthouse.

The wall elevation provides approximately **500 millimetres** of freeboard for the moderate climate change prediction to year **2103**, or **300 millimetres** of freeboard for the worst-case predictions in **2053**.

The concept has also been designed to resist overturning sliding or uplift failure for the worst-case elevation of **6.06 metres** in **2103**. This means that the wall will be stable if the barrier is extended in the future should data demonstrate that we are tracking closer to the worst-case scenario by **2053**, at which time there will be less uncertainty in the rate of climate change impacts. This approach allows future expansion without reconstructing the wall foundations or face. The last line item is the modelling extreme prediction, with 1.5 metres of sea level rise by 2100.

3.6.2 Causeway Flood Control

For the seawall to be effective, flood control at the tidal station causeway crossing will be required. If water levels are not managed through the causeway, there is a high likelihood that flooding will occur on the eastern side of the Town, which can reach the western side through the system of channels and culverts to the French Basin.

The flood mapping in **Appendix D** assumes equal water levels on either side of the causeway river crossing. In reality, the narrow passage at the causeway could restrict flow to the north side of the causeway. This would prevent the peak level of the storm surge from fully developing on the north side of the causeway, and by extension, on the east side of town. This would mitigate, but not prevent, flooding on the east side of Town. Hydraulic modelling of these flow dynamics is outside the scope of this report but should be undertaken as part of the long-term management strategy of the causeway flow.

We strongly recommend that if any flood mitigation measures are put in place to protect the downtown and waterfront on the west side of town, that it be accompanied by an agreement with the authority having jurisdiction over the causeway river crossing to ensure that there are adequate measures in place to prevent high tide and storm surge water levels from fully developing across the causeway. This could be done by maintaining a controlled gate system similar to the one used during operation of the tidal generating plant, or it could be a detailed hydraulic study to confirm expected water levels on the north side of the causeway during various tide and storm surge events. Note that the latter option is very likely to trigger the need for various flood control measures on the east side of town, which could range from simple installations like tide gates on culverts, to more major interventions such as seawalls or raising the Highway 1 embankment to protect against longer term scenarios with more pronounced climate change effects.

3.6.3 Proposed Storm Sewer System

The proposed concept also includes new catch basins and a new storm sewer behind the wall to collect runoff from properties. This runoff would no longer be able to run over the boardwalk into the river and must be collected to an outfall.

Flow from this system is conveyed to a proposed stormwater pump station near the existing sewage lift station at the boat works. This pump station will collect runoff from the waterfront, seepage from behind and under the proposed wall, and stormwater from the existing outfall. When Annapolis River levels are lower than approximately the level of the boardwalk, stormwater will flow by gravity through a pipe similar to the existing concrete outfall beside Town Wharf and pumping will not be required.

When river levels are higher than the water in the stormwater pipe system, a flap gate on the gravity pipe will close, preventing backflow from the river into the storm system. Provided water levels do not reach a critical level where they will flood streets or properties, stormwater will collect in the underground storm sewers until the river levels are low enough to discharge by gravity. If water levels reach a critical level that risk flooding streets or properties, the pumps will activate and drain the system to safe levels until the river recedes sufficiently to drain without pumping. In effect, this pump system will only be required during extreme events of heavy rainfall combined with high tide and storm surge conditions and is not expected to incur large ongoing energy expenses for operation. Cost of the pump station will be the initial capital costs, plus routine pump maintenance costs. With proper routine maintenance the life of the pumps is expected to exceed thirty years because of the low run-time expected.

3.6.4 Access to Town Wharf and Annapolis Royal Haul Up Association

The proposed design needs to accommodate access to the Town Wharf and to the Annapolis Royal Haul Up Association (ARHUA) property. This is challenging, as during design storm surge events, both of these areas are under flood waters. During development of the protection concept, the design team considered permanent flood protection for these areas – in effect, extending the wall to provide permanent protection.

At the wharf, this would require raising the elevation of the wharf approximately 600 millimetres in the base scenario, and over one metre in the worst-case scenario. This would not be possible without reconstructing the entire wharf because, as discussed in more detail in **Section 3.8**, the existing wharf is experiencing critical structural degradation and cannot support any extension.

Secondly, the ARHUA needs to maintain access to the river beside the wharf as well as to land access at St. George Street. A permanent barrier would interfere with one or the other of these requirements.

Lastly, major changes in grade at the wharf or the ARHUA would create changes in grade, or slopes from the road to the wharf / ARHUA that were not traversable by vehicles. There is insufficient distance between the areas that would need to be raised and the street to maintain a maximum eight percent (or lower in the case of the wharf) desirable grade for vehicle traffic.

Because of these functional and geometric restrictions, a permanent barrier at this location is not feasible. To maintain access to these locations while providing adequate flood protection, the concept design proposes a section of temporary flood protection as shown in **Figure 3-1**.

3.6.5 Temporary Flood Protection

Temporary flood protection refers to protection measures that are not permanently in place. Instead, they are deployed by Public Works only when there is a possibility of flood risk. This type

of emergency measure is used to protect urban areas that experience frequent street flooding from undersized storm sewers to prevent flow into underground parkades or other at-risk, low-elevation areas. The samples shown here are intended to be indicative of how the flood barriers work and are not intended to endorse or warrant the performance of any particular temporary flood barrier.

The proposed design leaves a gap in the seawall from the south side of the Town Wharf to the park north of the ARHUA. The final wall design will have keyways where the wall terminates for the temporary flood barrier to abut the wall structure. When deployment is required, that is, when there is a forecast of a large post-tropical storm event that could coincide with high tide, the flood barriers will be laid between the ends of the wall. **Figure 3-2** shows a picture of temporary flood barriers deployed before a flood event.

Figure 3-2: Temporary Flood Barrier - Deployment

Once the flood barrier has been laid out, it can be driven over, and will not impact operation of the wharf or ARHUA while it is in place. Once flood waters begin to rise in front of the barrier, the water pressure starts to lift the leading edge of the barrier, as seen in **Figure 3-3**.

Figure 3-3: Temporary Flood Barrier – Rising Flood Water

The barrier will effectively extend the seawall, providing temporary flood protection for the duration of the storm event, shown in **Figure 3-4**. These barriers are expected to have some seepage below and around the edges that will be captured in the Town stormwater system, conveyed to the lift station and pumped out with the rest of the stormwater. The seepage will be a much lower rate than the stormwater inflow that the system is designed to accommodate.

Figure 3-4: Flood Barrier in Place

In considering whether temporary flood measures could be appropriate for the full extent of the waterfront, rather than constructing the seawall, the following considerations are relevant:

a) The barriers are available with heights up to 1.5 metres. This would provide protection to elevation 5.7 metres, higher than the best-case scenario, but 300 millimetres lower than the worst-case scenario.
b) Because it is lower than the worst-case scenario, this option is insufficient to provide an adaptation pathway to long-term protection if climate change impacts follow the worst-case predictions in the future.
c) Despite being available with heights up to 1.5 metres, common use of these flood barriers is up to a height of 675 millimetres. 675 millimetres is sufficient to provide protection to the 2053 worst-case flood elevation of 5.04 metres at the wharf, but no higher. If the Town elects to pursue an option with greater heights, we recommend working with suppliers to field proof effectiveness and stability under the higher water levels prior to proceeding.
d) The maximum length of continuous flood protection required is 580 metres, or 1900 feet. The barriers are sold in 15 metres, or 50-foot lengths. The wharf temporary protection would require four lengths of flood barriers, whereas the maximum length would require thirty-eight lengths of flood barriers. The Town should confirm stability of barriers without interim support with suppliers to confirm if there is a need for interim support such as concrete keyways at intervals through the installation.
e) The temporary barrier sits on the ground surface. This increases the risk of high floodwaters undermining the ground during a flood event. The barrier would likely need a concrete pad over much of the length to provide a consistent base for the barrier.

f) Deployment of the 38 lengths of flood barrier could be a multi-day process for public works, which will would require earlier preparation and more frequent response to forecasted extreme events.
g) The subdrain, storm sewer and pump station will still be required to deal with runoff behind the barrier, seepage through the ground under the barrier and seepage through the barrier joints and under the barrier.

Based on the additional risk inherent in using a surface based temporary flood barrier and lack of adaptation pathways for future worst-case scenarios, the temporary flood barrier is not selected as the preferred option. However, it can be pursued as a lower-cost alternative if funding cannot be secured for the seawall, provided additional investigation for proof of concept is undertaken prior to construction of concrete pads, the stormwater collection system and interim support columns if needed.

3.6.6 Estimated Cost

The estimated cost of the concept seawall design, including the storm sewer system is $4.42 million, which includes a 25% contingency for unknown factors in the detail design phase. **Appendix E** contains concept drawings of the seawall along the river shoreline for a combined distance of **570-metres**. The temporary flood protection barriers would be required for the **60-metre** gap at the wharf and ARHUA with an estimated cost of $53,000. Detailed engineering, site inspection and project management are anticipated to be an additional $180,000. The total estimated cost to deliver the concept design through construction is **$4.65 million**. A detailed breakdown of cost estimate items can be found in **Appendix F**.

A detailed cost estimate of work to prepare a working platform and install intermittent supports for a temporary flood barrier instead of a permanent wall was outside of the scope of this report, which was intended identify and provide costs for one preferred option. However, to assist the Town in decision making, the opinion of probable cost (order of magnitude costing) for the temporary barrier solution, provided that it is validated by proof of concept, is $1.5 million for site preparation and concrete, plus $456,000 for the flood barriers for a total of **$1.96 million**.

3.7 Shoreline Restoration

The existing waterfront has been impacted with over two hundred years of development which has altered the riverbanks and salt marshes that originally thrived in the inter-tidal zone. With this work along the waterfront, there is an opportunity to incorporate shoreline restoration to reinstate aquatic habitat and biodiversity within the intertidal zone. The section at the lighthouse, shown in **Figure 3-5**, shows conceptually how the shoreline could be adjusted by rearranging the existing boulders shore protection to create a biodiversity rich salt marsh habitat.

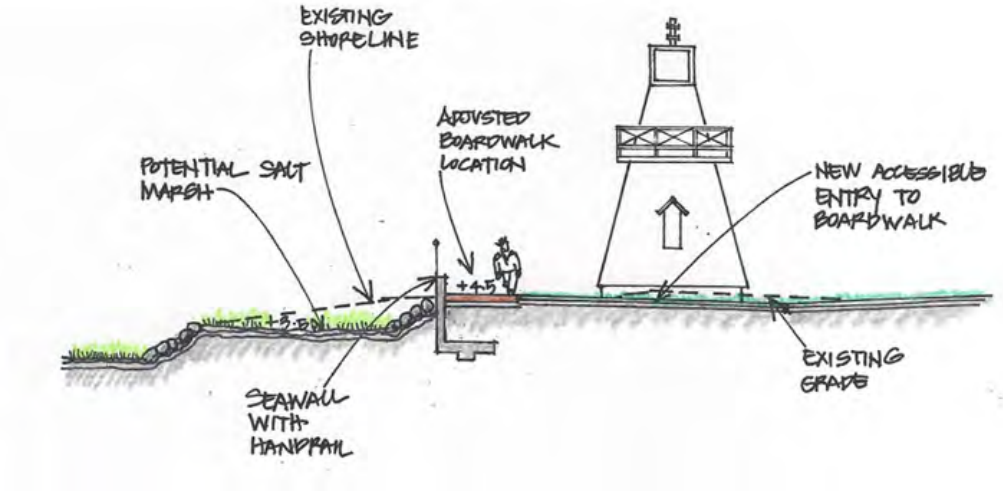

Figure 3-5: Section at the Lighthouse

The area between the Town Wharf and the King's Theatre has been protected with a mix of large stone and driven sheet pile walls, shown in **Figure 3-6**.

Figure 3-6: Existing Condition at Town Wharf

It is proposed that the area be infilled in levels to match aquatic environments that sustain life and create biodiversity. This work will correspond to proposed wharf retention measures to

protect Town Wharf. The photos in **Figure 3-7** are examples of built intertidal green spaces – a diverse salt marsh habitat which offers shoreline erosion protection as well.

The section and plan view in **Figure 3-8** shows a conceptual idea of what shoreline restoration could look like between the wharf and the King's Theatre. Refer as well to report **Section 3.8** for a detail through the wharf showing how intertidal terracing can be used as part of a wharf rehabilitation strategy.

The cost of the shoreline restoration is highly variable depending on the extent, length and breadth of construction. The estimated cost of this restoration work is $750,000 based on the extents shown on the drawing in **Appendix E**. Detail design, specifications, project management, site inspection and monitoring are expected to be approximately $95,000 for a total of **$845,000.**

The shoreline restoration is not required for stability of the seawall because the seawall cost estimate includes an accommodation for moving and importing armour stone to protect the toe of the wall against erosion and debris. The shoreline restoration is an additional environmental enhancement that may open access to special-purpose funding if incorporated into the project, as well as improve the look, useability and tourism benefit of the waterfront.

Figure 3-7: Shoreline Restoration

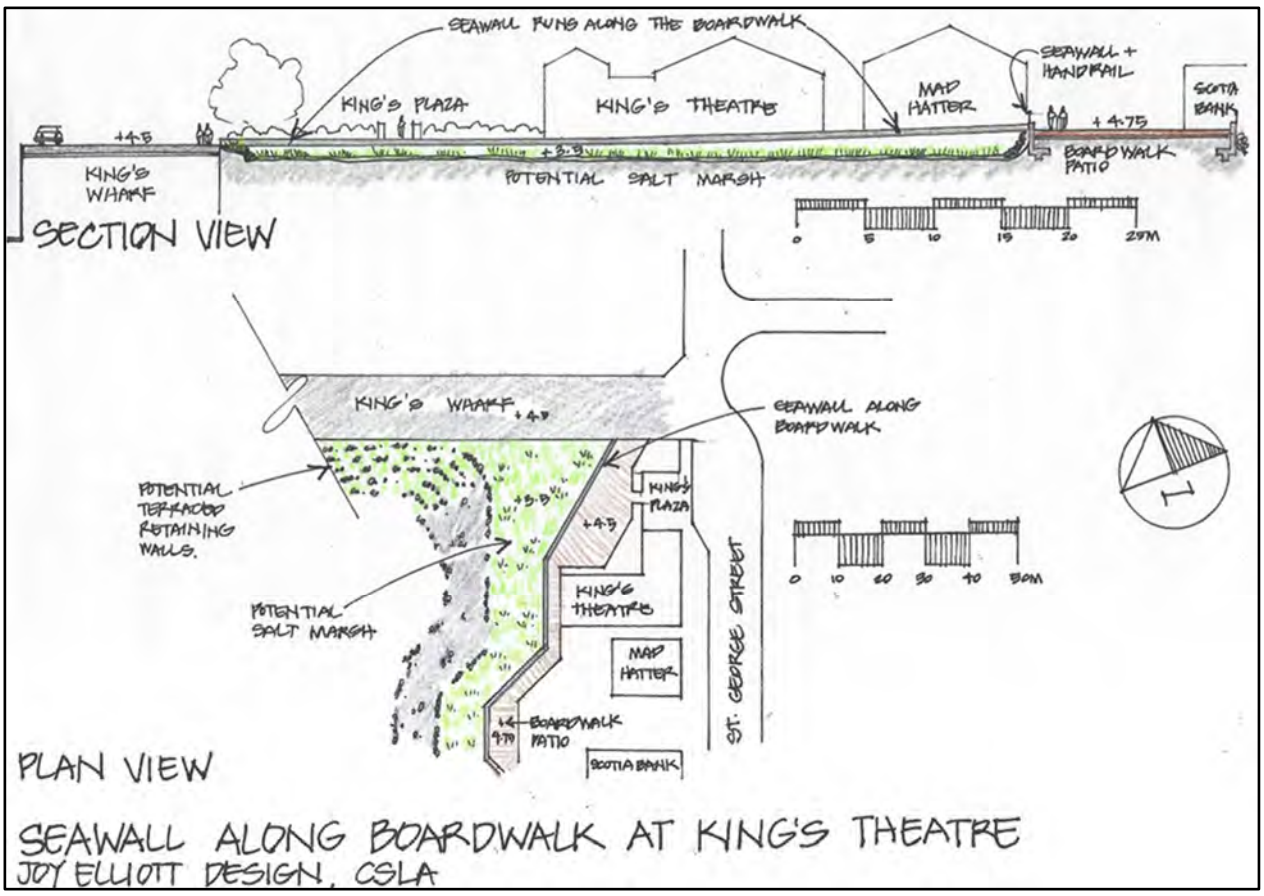

Figure 3-8 Terracing and Shoreline Restoration at King's Theatre

3.8 Wharf Replacement

The Town is assessing options to address structural issues at the Town Wharf, following a structural report issued by Able Engineering on September 22, 2022, with the conclusion that rehabilitation or replacement is necessary in the next five years. On the understanding that this is a priority for the Town, this report has incorporated this section to discuss how the wharf rehabilitation could be incorporated into the waterfront construction and shoreline rehabilitation.

The original wharf was timber construction and the current corrugated sheet piles were installed as a rehabilitation of the original wharf. Rather than reconstruct a new wharf, the Town could construct a new shell around the wharf to retain the existing fill as the existing sheet piles continue to degrade and perforate. **Figure 3-9** shows a plan view of the concept for rehabilitation of the wharf. The concept incorporates a terraced fill embankment as part of the coastal restoration on the south side of the wharf, which reduces the amount of wall required for rehabilitation.

It is not intended here to provide a design of the wharf rehabilitation, as this is outside the scope of this report. However, the Town has requested an order of magnitude cost estimate for rehabilitation that includes an embankment fill on the south side and potential to tie into

shoreline restoration that will contribute to habitat restoration and beautification of the waterfront by the King's Theatre. The cost estimate provided here is based on the following assumptions should this be adopted as a preferred approach, subject to validation through detailed structural design. Note that cost estimates do not include cost of design, construction support and project management.

a) The existing wharf will be retained, with the exception of the concrete cap which will be demolished and replaced,
b) Steel H-Piles will be driven around the wharf at 1.8 metre spacing,
c) Facing for the new walls will be 75 millimeter thick, 300-millimetre x 1.8 metre long treated and marine painted timber or stainless-steel structural mesh,
d) As shown in Section A-A in **Figure 3-10**, the embankment can be used as a tie-back to support the opposite H-Piles and reduce the depth required for piling,
e) On the west end of the wharf, the embankment is not possible to construct because the river bottom drops off steeply. In this area, two options are available:
    a. Drive the H-Piles deeper to get the required stability. This will require additional cost in pile length and installation time, as well as increase the risk of hitting obstructions or rock during piling, but saves cost in steel fabrication, or
    b. Fabricate a steel structure by connecting the H-Piles with cross beams and stiffening plates to provide global stability, which incurs less piling cost but more structural fabrication cost.

Once the shell has been constructed, the wharf cap can be repoured.

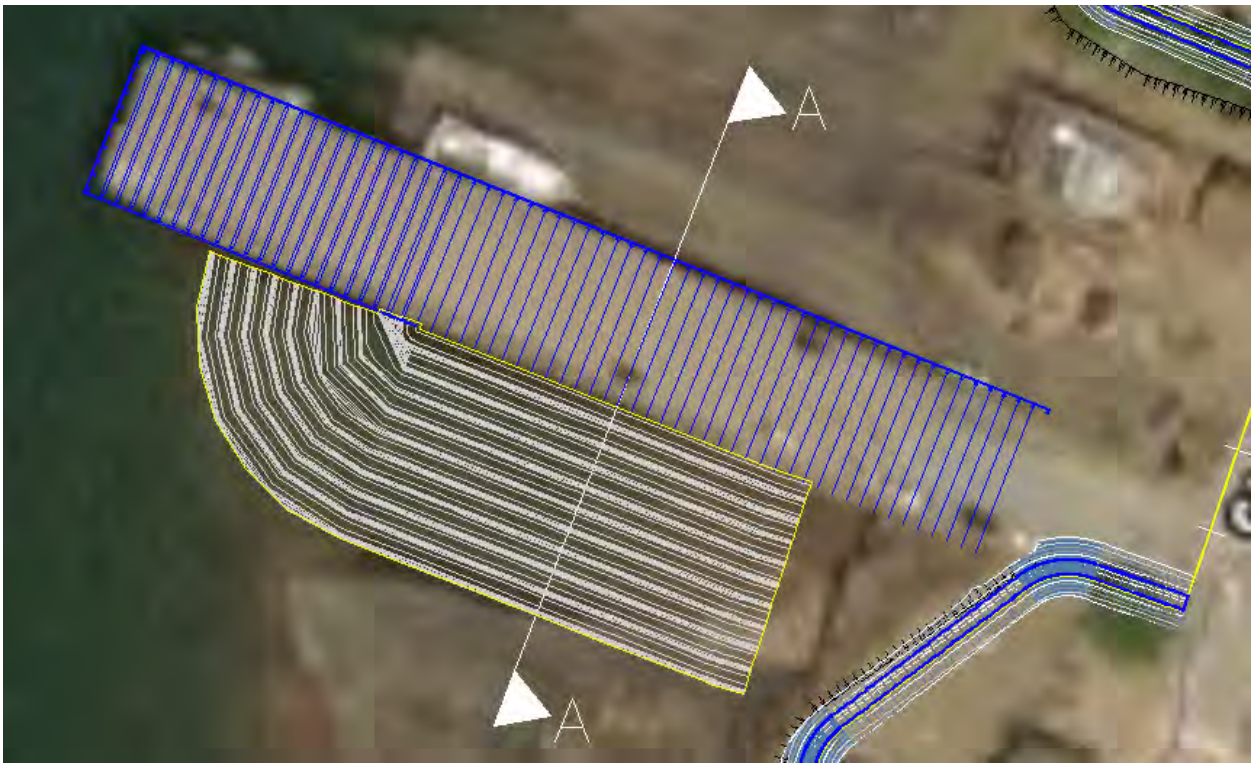

Figure 3-9: Wharf Rehabilitation Plan View

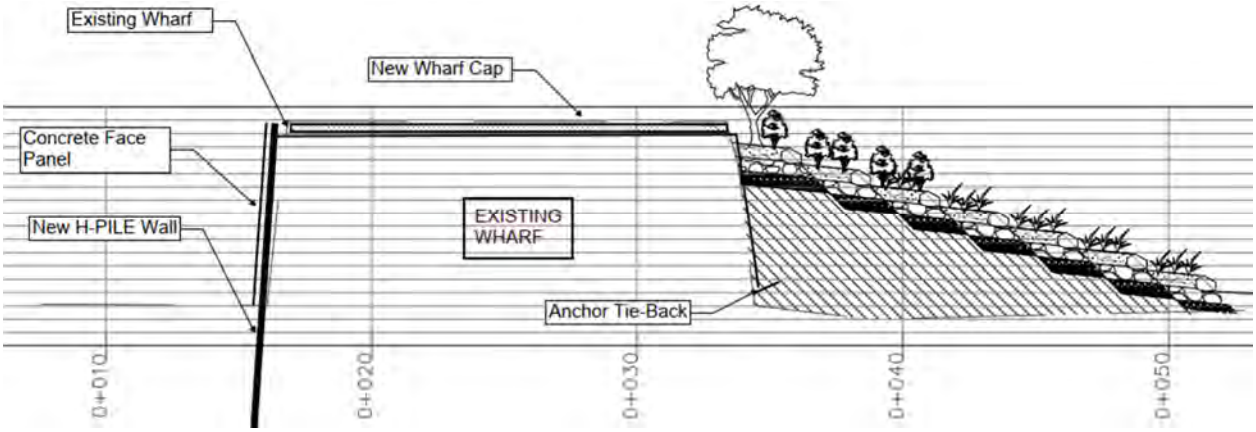

Figure 3-10: Wharf Rehabilitation Concept Section A-A

The opinion of probable cost for this construction is shown in **Table 3-2**. During discussions with town stakeholders, there has been an opportunity identified to include precast facing panels on the outside of the wall. The architectural pre-cast panels would allow for cultural and artistic elements to be incorporated into the wall; however, this carries significant extra cost because the precast facing panels are not used as structural elements to retain fill to the heights required

for the wharf. Costs are presented in tabular format to show an overview of cost elements in the concept.

Table 3-2 Wharf Rehabilitation Opinion of Probable Cost

Element	Approximate Cost (2023$)
Steel Piling and Wall Face	$ 630,000
Structural Steel Work	$ 325,680
Tie-Back System	$ 87,000
Embankment fill, rock placement and geotextile	$ 726,200
Vegetation and Planting	$ 56,000
Concrete capping	$ 140,875
Miscellaneous Staging and Other Elements	$ 38,245
Subtotal	**$ 2,004,000**
Geotechnical Investigation and Detail Design	**$ 162,500**
25% Contingency for unknowns (includes contingency on design)	$ 541,625
Total without architectural panels	**$ 2,545,625**
Architectural Pre-Cast Panels	$ 1,128,000
25% Contingency for unknowns	$ 282,000
Total with architectural panels	**$ 3,955,625**

4 Seawall Design Basis

This section provides the basis of the concept design of the seawall that should be considered if the Town proceeds to detail design and construction. All elevations are given in Canadian Vertical Geodetic Datum (CGVD) 2013.

- Design life of the wall shall be 100 years.
- Concrete mix shall be developed considering the possibility of saltwater exposure from estuarine conditions, which will become more pronounced with sea level rise.
- Drilling logs and an interpretive report are included as **Appendix G** of this report. The dominant substrate is a firm clay material overlain with some areas of imported fill. Based on the drill logs, it is expected that most of the wall foundation will be on native clay material, but the cost estimate includes a provision to remove and replace pockets of material where unsuitable fill is encountered.

- Maximum bearing pressure of the firm clay has been assumed to be 75 kPa with a maximum design wall bearing pressure of 45 kPa.
- Minimum factor of safety against overturning shall be 1.5.
- Top of wall is set at elevation 5.34 metres with a design water level of 5.04 metres.
- Minimum frost depth to bottom of wall is 1.2 metres.
- Handrail height is 450 millimetres with top of rail at elevation 5.78 metres.
- Maximum water level in the worst-case climate forecast is 6.05 metres.
- Handrail design should accommodate bending moments from a water level to top of rail at its lowest elevation in the event it is integrated as part of the barrier in the future.
- Handrail heights should be set to meet code while minimizing the impact to the visual line across the river. Height may vary depending on the height of wall above the boardwalk.
- Wall overturning and sliding should consider current conditions, design conditions and worst-case water elevations, as well as low tide conditions.
- The toe of the wall will need to be protected from erosion and undermining by armour stone or living shoreline.
- Elevations of the existing boardwalk shall be retained.
- Access to the existing boardwalk shall be retained at all current locations. At the lighthouse, the boardwalk and wall shall be stepped out toward the river to straighten this section of walkway.
- Existing stair access from the deck behind the King's Theatre to the waterside shall be reinstated with steps over the wall from the boardwalk side.
- Wall design should include considerations that the wall may need to be extended up to 900 millimetres in the future, so rebar design and upstand thickness should allow for this modification if required.

Adaptation pathways shall be considered in the design of the wall. The current design basis will protect against flooding from the current highest astronomical tides, the 100-year return period storm surge with SSP2-4.5 climate projections to 2103, or the 100-year return period storm surge with SSP5-8.5 climate projections to 2053. If sea-level rise and increased storm surge from more powerful winds is found to be tracking on the worst-case scenario, remedial work will be required to increase the level of protection from the wall in approximately thirty years. There is no way to predict what materials, technologies or funding will be available at this time, but the detail design should consider at least two possible solutions.

The first is extending the wall with additional concrete. The design shall demonstrate how an additional section of wall could be added to the top of the existing wall without compromising the function, global stability or bearing capacity of the existing wall and foundations.

The second option would be to retain the view through the handrail at the current design height and install a floating flood barrier that would brace against the handrail during high water levels and drop back below the top of wall once the surge recedes. The design shall demonstrate how such a mechanism could be developed and installed without compromising the function, global stability or bearing capacity of the existing wall and foundations. An illustrative sketch of such a-mechanism is shown in **Figure 4-1**.

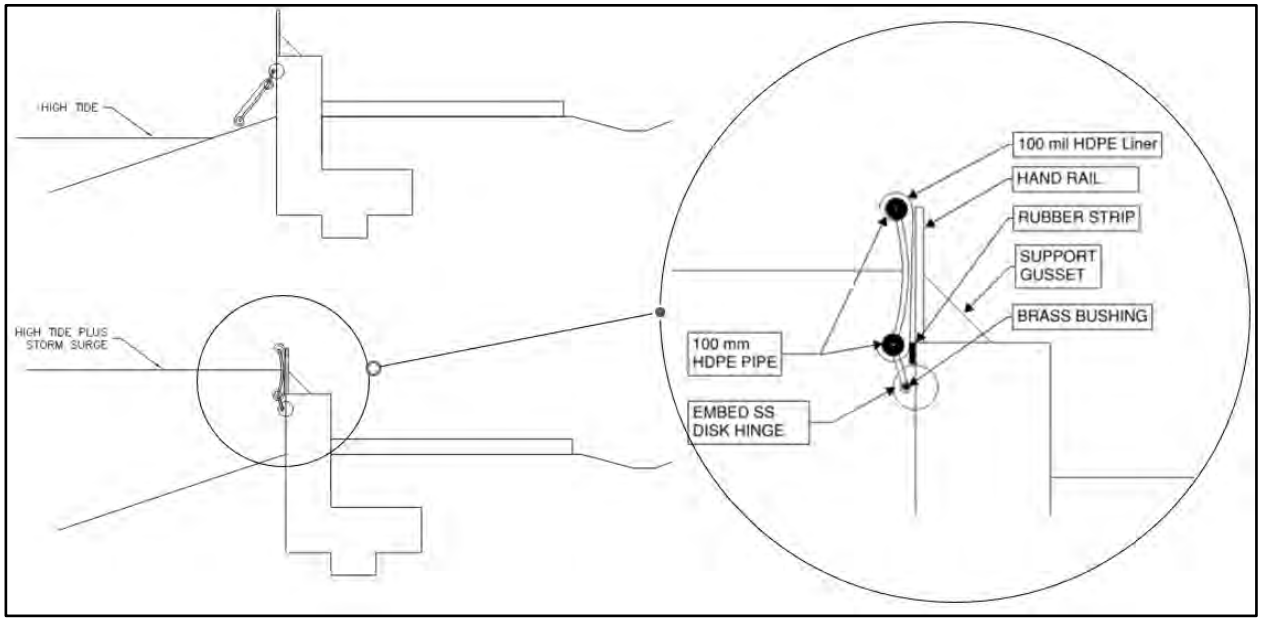

Figure 4-1: Schematic of Floating Flood Barrier

5 Culture and Heritage Considerations[5]

Annapolis Royal is known as the 'Cradle of our Nation.' Long before Europeans arrived here, the Mi'kmaq inhabited the area. The Annapolis River (previously known as the Dauphin River) was an important link in the overland route to the South Shore of what is now Nova Scotia. The site of present-day Annapolis Royal is situated on the shallow south facing banks of the Annapolis Basin – a good but shallow harbour and was firmly established as a Mi'kmaq habitation site.

The first Europeans visited the area in 1604 when the French explorers began a friendship with the Mi'kmaq under the leadership of Chief Membertou. Battles between the French and the English for control over these lands continued between 1613 and 1763 when France transferred

[5] Sources: https://annapolisroyal.com/visitors/history-timeline/
https://annapolisheritagesociety.com/community-history/history-annapolis-royal/
https://en.wikipedia.org/wiki/Annapolis_Royal
https://parks.canada.ca/lhn-nhs/ns/fortanne/culture/histoire-history

power over the land to Britain. The 17th and 18th Centuries saw the area become a center for European colonization.

The first fort was built in present-day Annapolis Royal by the Scottish in 1629. The French built the star shaped European fortification beginning in 1702 but by 1706 the British gained control and the area was named Annapolis Royal. The new Field Officers Quarters were built at the fort in the 1790's and the site became known as Fort Anne in 1800.

This area supported a thriving Acadian population until 1755 when they were deported during the Great Upheaval. They left behind a legacy of dykes which protected productive farmlands. Many of these are still in use today. The New England Planters began to settle in Annapolis County in 1760. The period between 1781-1783 saw an influx of United Empire Loyalists including Black families.

After the War of 1812, calm was restored to the area and attention turned to economic pursuits. Many lavish homes were built in Annapolis Royal using the wealth generated by the growth of the shipping industry and from ship building. The Annapolis Royal Port was connected to the productive Annapolis Valley farmlands by the Windsor – Annapolis Royal Railway. The sea link allowed this small town to achieve a high level of industry that belied its small size. The Town boasted a dozen working wharves at this time. This high level of economic growth allowed the culture of the area to thrive. There was a music hall, a rink, a theatre, numerous churches as well as numerous inns and many stylish homes.

When the British withdrew from the Town in 1854, the Town declined, but local citizens helped to establish the Town as Canadas first National Historic Site in 1917. It is the largest registered Historic District in Canada with 135 Registered Heritage Properties, Canada's oldest wood framed building and the oldest example of an Acadian style home. Since 1900, the Town's major economic activity has been tourism.

Annapolis Royal has long attracted a unique population of artists, writers, musicians and other creative people. The tranquil streets, historic sites, and scenic beauty make the small town a haven for those with an artistic spirit. The community celebrates and supports their local artisans – which has resulted in a thriving artistic community that adds a creative energy to the Town.

Community spirit shines in Annapolis Royal. There are many active volunteers who strengthen the unity and pride within the Town. This strong sense of community creates a warm and inviting atmosphere.

Multiple gardens (both public and private), tree lined streets, a public waterfront boardwalk, a unique shopping area, an enviable selection of restaurants, world class accommodations, important heritage sites, exciting art community and theatre combined with many wonderful recreation opportunities make this small town a must-see destination.

The proposed seawall project will protect this unique site with its rich diversity of culture and heritage. While the Town is small, it is not possible to relocate the resources of the worst flood prone area. The Town is only 2.04 square kilometers in size and there is no vacant land to move to even if the current buildings and infrastructure could be relocated. While the population of Annapolis Royal is only 530 inhabitants, the Town serves as a catchment for 9,000 local citizens. In addition, tourism numbers soar during the spring, summer and fall months.

The seawall is critical to protect this vibrant town with its iconic heritage and cultural landscape from destruction by rising flood waters and storm related events. The design allows the existing connection between the upland elements to remain. **Figure 5-1**, a section drawing at the Amphitheatre shows how the outdoor stage area will remain accessible to the boardwalk. This is a critical link for the Amphitheatre as this is the accessible connection to the stage area. The photograph in **Figure 5-2** shows the existing condition for reference. The low height of the wall (shown on the section drawing) continues to allow views to the Annapolis Basin. Additionally, the seawall construction will not disrupt the existing salt marsh habitat.

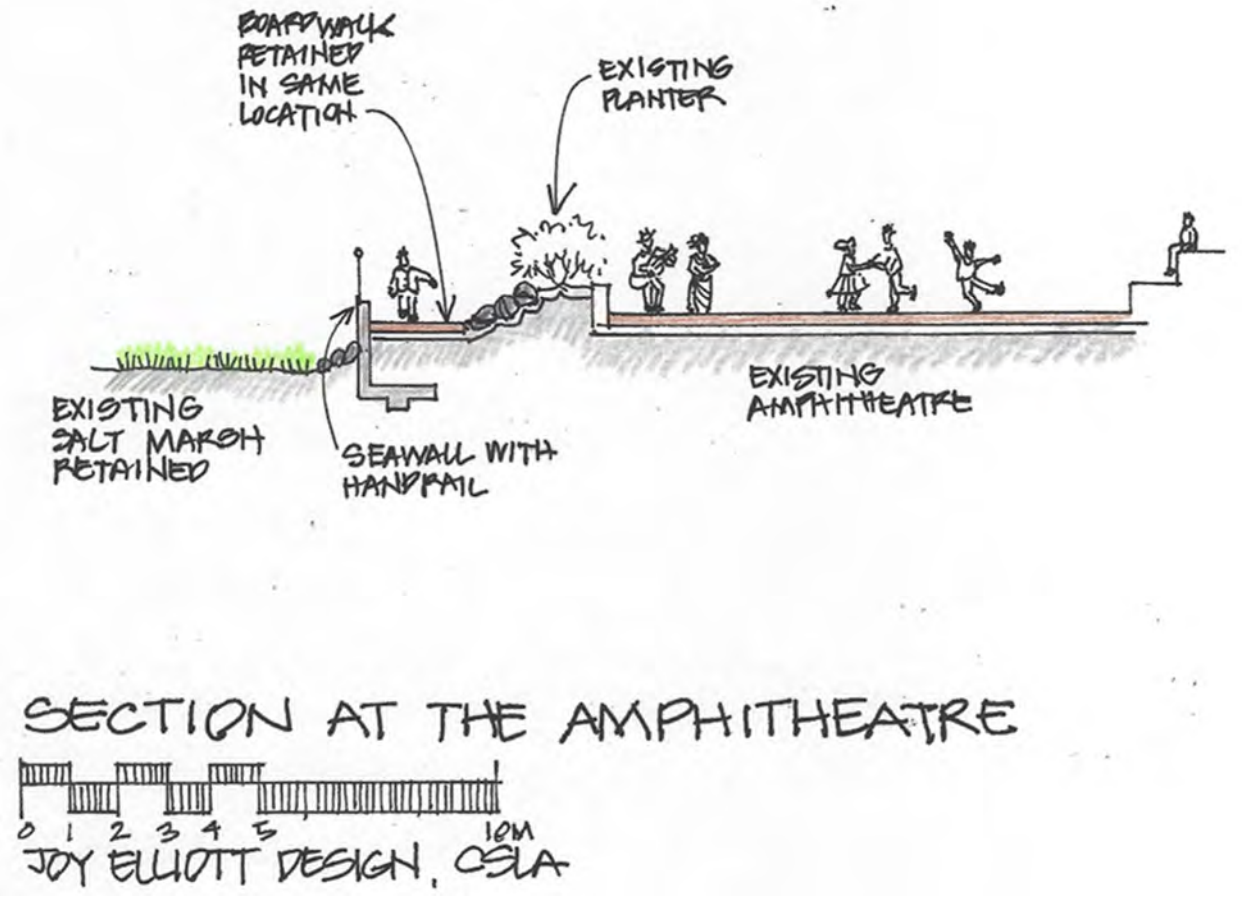

Figure 5-1: Section at the Amphitheatre

Further along the boardwalk, the seawall offers an opportunity to improve the crooked alignment of the existing boardwalk resulting in a safer condition. This important public connection

between the boardwalk and the upland park is retained. There is also the opportunity to rearrange the existing boulders shore protection to create a biodiversity rich salt marsh habitat. **Figure 5-3** shows the new boardwalk location at the lighthouse and illustrates the existing crooked section of boardwalk that will be straightened with the new installation.

Figure 5-2: Existing Conditions at the Amphitheatre

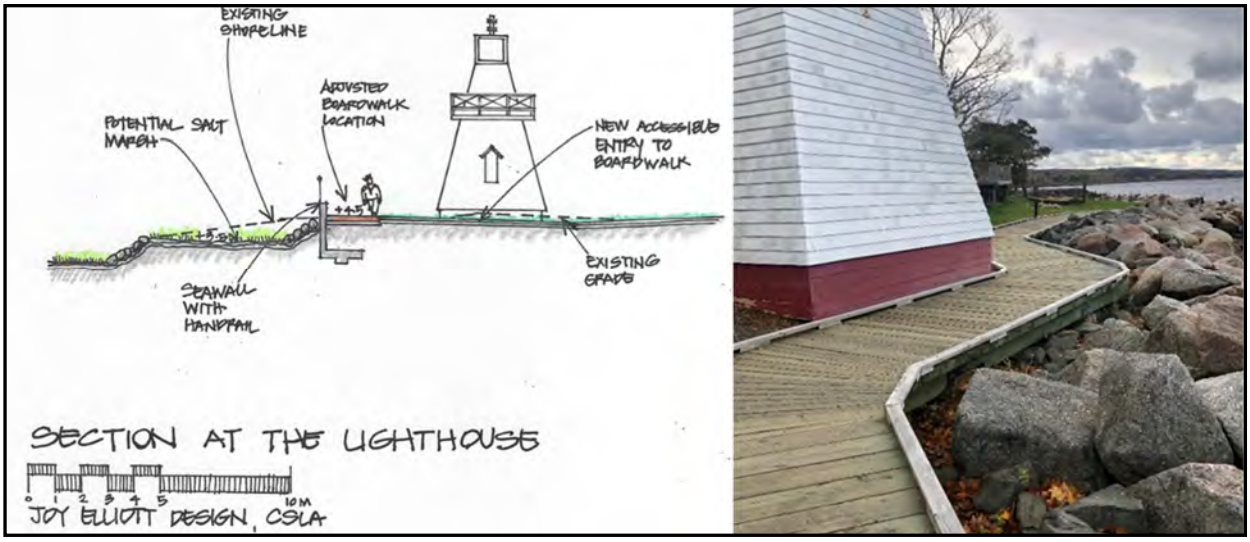

Figure 5-3: Boardwalk Improvement at the Lighthouse

The existing patio space on the boardwalk will be retained allowing this well-loved public gathering space to be retained. The important connection between the adjacent business patio remains unchanged and views of the Annapolis Basin will be left open, shown in **Figure 5-4**. This site also offers the potential to create a salt marsh habitat.

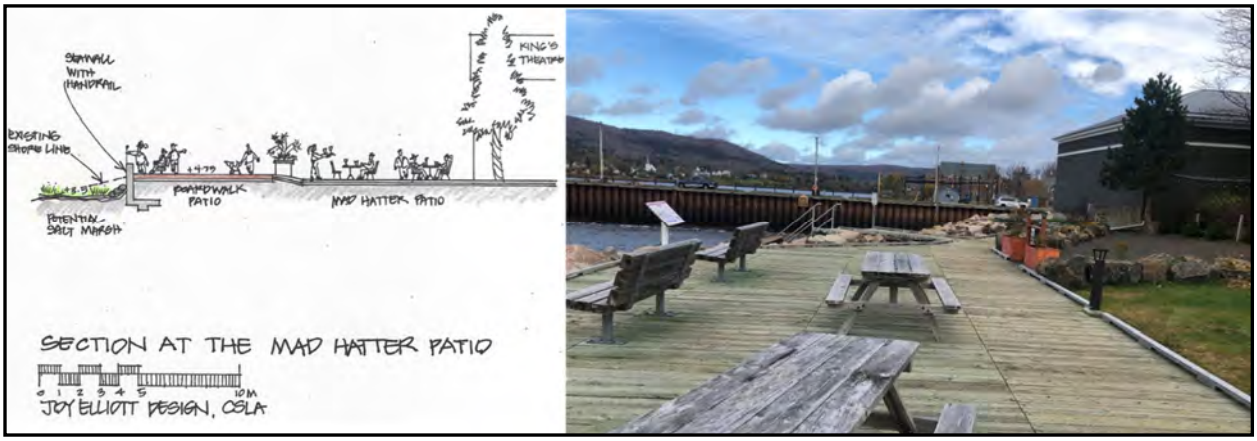

Figure 5-4: Proposed Wall at Boardwalk Patio

In addition, the wall offers a unique opportunity to add another layer of interest and attraction to the Town. Not only will the seawall hold back the flood waters, but the proposed 570 lineal meters of wall could become a canvas for the community to tell its story. The photos that follow show some images of concrete wall art to demonstrate the possibilities using cast or stamped concrete to tell a story of Annapolis Royal's history through art.

The proposed low seawall also offers the potential to add seating in select locations. Below are two image ideas, in **Figure 5-5**, showing what could be possible.

Figure 5-5: Integrated Wall Seating Areas

6 Indigenous Consultation

One of the guiding principles of Canada's National Adaptation Strategy is to respect jurisdictions and uphold Indigenous rights[6]. With respect to jurisdiction, all land in Nova Scotia is considered unceded Mi'kmaq territory[7]. In this regard, any impact from storm surge or riverine flooding, as well as the potential impacts of adaptation works discussed in this report fall under the duty to consult with First Nations. This report has been developed in part to open a collaborative effort in exploring risk mitigation and climate adaptation efforts with local First Nations as part of the climate adaptation roadmap. There is great potential for not only consultation, but collaboration on aspects of the project discussed in this report like shoreline restoration, native species habitat, historical markers, informative signage and storytelling through art.

7 Financial Analysis

The technical analysis in Appendix C demonstrates that it is more cost-effective to adapt to climate change than respond to a disaster through emergency response funding or insurance claims. The financial assessment in **Appendix C, Section C15** is summarized in **Table 7-1**. This table shows the risk weighted costs of flood damage. These costs are developed by weighting the total damage expected from a flood event, in current dollars by the percentage likelihood from **Table 7-2** that such an event will occur once, twice or more over the study period.

[6] Canada's National Adaptation Strategy: Building Resilient Communities and a Strong Economy, Environment and Climate Change Canada. 2022

[7] Supreme Court Ruling, R v. Simon. 1985, s50.

Table 7-1 Estimated Damage by Flood Depth

Scenario	Average Cost Impact per Event	Cumulative Percentage Weighted Cost
2053 RCP4.5	$5,982,799	$1,800,822
2103 RCP4.5	$7,563,329	$6,209,493
2053 RCP8.5	$9,102,445	$2,739,835
2103 RCP8.5	$20,626,968	$16,934,740

Table 7-2 Probability of Storm Occurrence

Number of 1:100-Year Events	To 2053	To 2103
None	73.6%	43.3%
One	22.6%	36.4%
Two	3.3%	15.1%
Three	0.3%	4.1%
Four	Negligible	0.8%
Five	Negligible	Negligible
Cumulative Sum	30.1%	82.1%

It is generally accepted that given current global climate policy, continuing reliance on fossil fuels, and still increasing annual greenhouse gas emissions, that the best-case scenario of RCP2.6 is not a realistic possibility to achieve by the end of the century, so it has not been considered here.

The estimated cost of the flood wall in current dollars is **$4.65 million**. **Table 7-1** demonstrates that, in current dollars, if climate change forecasts follow the moderate scenario of RCP4.5, which under current models has a high likelihood of being met or exceeded, that it would cost less to respond to a flood event than construct the wall before 2053. However, extending the projections to 2103, or considering the worst-case scenario, results in the wall being a lower cost of adaptation than the potential damage.

RCP8.5 is sometimes referred to as the “business as usual” scenario, where emissions continue along current trajectories. Under this scenario, the risk-weighted costs exceed the cost of the wall by 80% for the thirty-year period to 2053, and by 430% when considering the full study period of eighty years to 2103. Interpolating from these assessments, interim climate scenarios

would be cost neutral over the medium term and still overwhelmingly cost positive over the longer term.

The financial assessment in **Appendix C** considers the cost of damage to structures. It does not consider other related costs such as interruption to the business community, access to services provided by those businesses if they are shut down for a long time, potential loss of heritage buildings if damage is severe enough and impacts to tourist traffic from functional loss of buildings like the King's Theatre. These are difficult to quantify but are important considerations in decision making.

8 Conclusions and Recommendations

Based on this analysis, there is increasing risk over the coming decades from coastal flood risk in Annapolis Royal from the impacts of climate change. The financial analysis demonstrates that under all but the most optimistic of climate projections that taking adaptation action will be more cost effective than waiting for and responding to disaster events which have increasing likelihood of occurring over time.

Near-term (five year) risk of a major flood event in the downtown area only slightly greater than historic baseline conditions. Sea level rise has been minimal over the last one-hundred years, but there is a weak statistical indication that wind energy, responsible for storm surges, has already increased somewhat. However, the period of record is too short for reliable statistical analysis of the magnitude of that increase.

The most urgent action needed is for the Town Wharf, which is at risk not only from climate driven events, but also from the aging sheet pile structure. This is recommended to be the first priority over the next five-years, with a decision made to rehabilitate or demolish the wharf.

There is substantial future risk of catastrophic flooding over the medium term (thirty-years). Managing this flood risk is recommended as a priority over the next twenty years, and sooner if funding is available to support long-term adaptation projects. The risk increases the longer adaptation activities are delayed. Out of the potential adaptation strategies, only two are feasible: emergency response planning to mitigate the consequences of flood events or construction of a structural barrier along the waterfront. Construction of a barrier should protect against flooding to CGVD2013 elevation 5.34. This will provide flood protection for intermediate forecasts to 2103, or for worst-case climate forecasts to 2053. The wall shall be designed to allow future expansion or alternative flood protection for the worst-case scenario to 2103 without having to remove or reconstruct the wall. Because climate forecasts are continually changing as new data and modeling is developed, the designers should consider whether to accommodate future expansion to RCP8.5 upper limits of 1.1 metres of sea level rise by 2100 or the modeling

extreme worst-case scenario of 1.5 meters through a workshop to discuss the value of reduced risk versus cost in a workshop with the Town.

The following list of recommendations will provide various levels of protection against current and future risk:

a) **Emergency response planning**: This is a low-cost, high value exercise that can be started immediately. The Town should develop an emergency response plan that contains at minimum, the following elements:
    i. a communication plan for residents in at risk areas when there is a forecast of a major storm / wind event that can coincide with high tide.
    ii. an evacuation plan that considers floodwater interruption to the road network. Evacuation plan should consider mobilizing people and goods before, during and after floodwaters, when streets may not be passable due to debris.
    iii. default lines of communication to provincial and federal disaster relief departments for potential damage more than $10,000,000.
    iv. procedures to engage insurance companies and aiding residents in navigating the process.
    v. identification of temporary residences for displaced residents immediately following an event and longer-term residence for residents with uninhabitable homes.
    vi. identification of programs for assistance to businesses with lost revenue during reconstruction periods.
    vii. process to address challenges and solutions if a surge event is followed by freezing weather.
    viii. contingency planning to address sewage overflow and ingress into buildings.

b) **Wharf Rehabilitation**: The wharf can be abandoned (removed), rehabilitated or replaced. The cost to rehabilitate or replace the wharf is on the order of **$2.5 million** dollars to **$5 million** dollars, depending on rehabilitation versus replacement, the size of a replacement and aesthetics of the wharf finish. The Town should consider the costs versus benefits of retaining this structure. Benefits may include considerations other than financial (such as tourism, community support and heritage value) but these need to translate into a community willingness to support the financial requirements of the work. Costs may also be experienced in less obvious ways, such as lost opportunities to upgrade existing roads and underground utilities, resulting in a lower service level from these core municipal services.

c) **Climate Adaptation**: If the Town decides to invest in adaptation through constructing a flood barrier along the existing boardwalk and trail system, there are several other actions recommended to accompany pursuit of funding from conventional sources.

i. Consider the "do-nothing" option. The greatest risk to municipal service infrastructure is the wastewater treatment plant, which can be protected through operational flood control through the causeway. There is potential for hydraulic connections from flooding on the west side of town, but this could be addressed with temporary flood barriers like the ones described earlier in this report. Most of the infrastructure protected by a proposed seawall is privately owned. Even with outside financing, there will be a substantial municipal contribution required which will increase municipal debt loads and delay upgrades to roads, facilities and underground utilities. Continuing public consultation is recommended to ensure that the community understands these trade-offs and compromises and the purpose for which they are intended.

ii. Commence consultation with Bear River First Nation to understand the cultural implications of this work and explore opportunities for collaboration.

iii. Engage with sponsors / potential contributors through businesses or large industry. Annapolis Royal is a premier destination in Nova Scotia. Corporate contributions to this project would be highly visible to thousands of people per year. With its proximity to the amphitheatre, Fort Anne and the downtown core, there is ample opportunity to publicize contributions of engaged corporate citizens.

iv. Consult with local businesses to determine their current protection from overland flooding through insurance and costs of that insurance. Some commercial insurance policies do not cover overland flooding, and deductibles vary greatly. Hurricane Fiona demonstrated that disaster relief funding can be slow to arrive. There may be a business case for local corporate contribution to the project through lump sum or installments when costs of deductibles, loss of revenue following a flood event and increasing rates as the insurance industry absorbs more frequent costs from climate change.

v. Seek funding from tourism related sources and incorporate this as an opportunity to build an attraction, not just flood protection infrastructure. Allow for input from the community and local experts on the function and design of the installation.

vi. Consider the big picture. Annapolis Royal's response to climate change is just one other key event in a long and storied history. With such a vibrant and creative community, actions taken now can reflect the place of Annapolis Royal within Canada's history, and the place of these decisions within Annapolis Royal's history.

vii. Start a reserve fund in the asset management plan to support construction of potential adaptation measures. This reserve fund should not take precedence over

maintenance of critical infrastructure systems but can take precedence over non-essential development activities.

viii. Engage provincial and federal elected officials to determine proposed courses of action to fund needed adaptation projects for small coastal communities in Nova Scotia.

9 Closure

This report (including any enclosures and attachments) has been prepared for the exclusive use and benefit of the Town of Annapolis Royal and solely for the purpose for which it is provided. The report is not intended nor are to be used as a guarantee or warranty, expressed or implied, regarding the future adequacy, performance or condition of any inspected structure, item or system. The inspector is not an insurer of any inspected conditions. Unless we provide express prior written consent, no part of this report should be reproduced, distributed or communicated to any third party. We do not accept any liability if this report is used for an alternative purpose from which it is intended, nor to any third party in respect of this report.

Matt Delorme, P.Eng.

Affix Professional Seal

Experience Rating Statement for 2025

PRIVATE

TOWN OF ANNAPOLIS ROYAL
BILLING CONTACT
285 SAINT GEORGE ST
PO BOX 310
ANNAPOLIS ROYAL, NS B0S 1A0

Business No:	108124710NW0001
Date:	October 31, 2024

Page:	1

Your 2025 assessment rate: $3.18 per $100 assessable payroll

SECTION A: Your Rate Components

Basic Industry Rate:	$4.07	
Experience Rating Merit/Demerit:	$-0.89	see details in Section D below
Rate Surcharge:	$0.00	
Levy	$0.00	
TOTAL RATE for 2025	$3.18	per $100 assessable payroll

Note: Your company's workplace injuries and the associated costs determine your Experience Rating Adjustment. You can control your rate by eliminating workplace injuries and helping injured workers return to work in a safe and timely manner.

Your 2025 rate could have been as low as: $3.18 or as high as: $5.86

SECTION B: SIC and Industry Group

To set rates, we classify employers by the industry in which they operate, and group industries with similar activities and risk into industry groups.

Your Standard Industrial Classification (SIC) Code:
8351 Executive and Legislative Administration, Local Government

Your Industry Group for 2025
8350 Municipalities

SECTION C: Cost and Payroll

Assessable Payroll

2023	**$524,354.00**
2022	**$556,340.00**
2021	**$456,404.00**
TOTAL	**$1,537,098.00**

Cost of New Injuries

from 2021 to 2023	$0.00

SECTION D: Your Experience Rating Details

Experience Rating for 2025 is calculated using injury and payroll data from the years 2021 to 2023. The 3-year costs and payroll are determined, and costs are weighted so that the more recent experience has more impact on rates.

The key measure in determining your Experience Rating is the "cost ratio", which is your weighted cost figure divided by your payroll. The lower your cost ratio relative to your rate group, the lower your rate will be.

Your Cost Ratio is:	**100.00% Lower**	Than Your Rate Group's Cost Ratio
Resulting Merit/Demerit:	**-22.00% Merit**	Produces an Experience Rating Adjustment of **$-0.89**

Experience Rating Statement for 2025

PRIVATE

TOWN OF ANNAPOLIS ROYAL
BILLING CONTACT
PO BOX 310
ANNAPOLIS ROYAL, NS B0S 1A0

Business No:	108124710NW0003
Date:	October 31, 2024

Page:	1

Your 2025 assessment rate: $4.32 per $100 assessable payroll

SECTION A: Your Rate Components

Basic Industry Rate:	$4.07	
Experience Rating Merit/Demerit:	$0.25	see details in Section D below
Rate Surcharge:	$0.00	
Levy	$0.00	
TOTAL RATE for 2025	$4.32	per $100 assessable payroll

Note: Your company's workplace injuries and the associated costs determine your Experience Rating Adjustment. You can control your rate by eliminating workplace injuries and helping injured workers return to work in a safe and timely manner.

Your 2025 rate could have been as low as: $3.45 or as high as: $5.32

SECTION B: SIC and Industry Group

To set rates, we classify employers by the industry in which they operate, and group industries with similar activities and risk into industry groups.

Your Standard Industrial Classification (SIC) Code:
8323 Police Services, Local Government

Your Industry Group for 2025
8350 Municipalities

SECTION C: Cost and Payroll

Assessable Payroll

2023	**$270,068.00**
2022	**$251,751.00**
2021	**$234,371.00**
TOTAL	**$756,190.00**

Cost of New Injuries
from 2021 to 2023 $4,385.06

SECTION D: Your Experience Rating Details

Experience Rating for 2025 is calculated using injury and payroll data from the years 2021 to 2023. The 3-year costs and payroll are determined, and costs are weighted so that the more recent experience has more impact on rates.

The key measure in determining your Experience Rating is the "cost ratio", which is your weighted cost figure divided by your payroll. The lower your cost ratio relative to your rate group, the lower your rate will be.

Your Cost Ratio is: **72.60% Higher** Than Your Rate Group's Cost Ratio
Resulting Merit/Demerit: **6.14% Demerit** Produces an Experience Rating Adjustment of **$0.25**

Annapolis Royal
Nova Scotia

REQUEST FOR DECISION

TOPIC: Repeal Traffic Flow Advisory Committee

DATE: November 7, 2024 **PROPOSED BY:** CAO Millett Campbell

TAB # & REFERENCES	Policy to Establish the Traffic Flow Advisory Committee
BACKGROUND	Staff have reviewed the current structure and feel that the Committee of Council is no longer required. The Current Committee only met three times to date in 2024. Items mostly discussed are complaint driven and can be handled at the staff level. If at any time an item needs to be further discussion staff will make a report on the decision and bring the item to the next meeting of Council.
PROPOSAL	Staff are recommending repealing the current policy to Establish the Traffic Flow Advisory Committee and not replace the policy.
BENEFITS	Less scheduled meetings for Council members and staff. Staff will meet on an as needed basis.
DISADVANTAGES	
COSTS & SOURCE OF FUNDING	None
CAO REVIEW/ COMMENTS	It is good to review the policies and see where we can streamline the process to save staff time.
DRAFT MOTION/ RECOMMENDATION	…that Council repeals the Establish the Traffic Flow Advisory Committee Policy as of November 21, 2024.

CAO'S INITIALS: smc **TARGET DECISION DATE: November 2024**

TOWN OF ANNAPOLIS ROYAL

POLICY

Title: **Policy Establishing the Traffic Flow Advisory Committee**	
Policy No: **2012-4**	Supersedes: - - -
Effective Date: **December 17, 2012**	Date approve by Council Resolution: **December 17, 2012**

Policy Statement:

1. Council hereby establishes the Traffic Flow Advisory Committee as a standing committee.

2. The mandate of the Traffic Flow Advisory Committee is to

   a) gather information in order to identify and explore potential traffic issues in Town including but not restricted to safety, speeding, signage, traffic calming, and traffic direction (one way/two way streets);

   b) carry out public consultation and to access experts in various fields as required, subject to bringing forward to Council any budget requests relevant to the Committee carrying out its mandate;

   c) take such other steps consistent with the Policy that the Committee reasonably deems necessary to carry out its mandate;

   d) advise and make recommendations to Council and to report to Council monthly;

   e) take action on such matters as are lawfully delegated to it be statue or by Council.

3. The Committee is authorized by Council for form sub-committees or task force s to deal with a particular issue within the Committee's mandate and that any sub-committee or task force be chaired by a member of the Traffic Flow Advisory Committee.

4. The Traffic Flow Advisory Committee shall be composed of two Council Members, Chief of Police, and Local Traffic Authority, and, that members be appointed by Council annually, in December of year.

   (Portion of Section 4, Suspended for One Year – COW January 9, 2013) "two Town business representatives, one Town resident north of Highway 1 and one Town resident south of Highway 1."

Mayor Michael Tompkins

Chief Administrative Officer Carol St-Amour

July 25/13
Date

July 25/13
Date

ANNAPOLIS ROYAL VOLUNTEER FIRE DEPARTMENT
TOWN TRUCK REPLACMENT

As we all are aware the town truck is soon in need of replacement. The town's truck is a 2002 E-One which is 22 years old. Underwriters state that a front-line fire engine has a front-line life span of 20 years. Right now, we use our county funded truck to cover this 20-year rule. The E-One is still meeting basic needs within the jobs it is used for but the conversation needs to be started on a decision moving forward.

Deficiencies known on current truck include

- Leaking seal between pump and gear box
- Siren equipment in need of replacement
- Worn door gaskets
- Halogen lighting
- PTO generator (lights and power) using oil
- Can not be a front-line truck
- Cabinet hinges starting to become worn
- Showing some frame rust
- A/C and heat working but A/C needs work and heating is poor

These are just some examples of things that the age of the truck is starting to show.

Some fire department members have shown interest and the conversation has been brought to the attention of the town CAO about the possibility of replacing this truck with an ariel apparatus. Currently we have a wait time of approximately 40-50 minutes for our closest ariel truck to arrive in the time of

need. The recent fire at the Whisky Teller in Annapolis Royal has shown us the importance of this piece of equipment and how it can be utilized in the area. With us already having a pumper truck in the fire station we feel that acquiring another apparatus to do the same job may not be the best direction to go and purchasing an ariel will allow us to broaden our capabilities and be able to respond faster to emergencies that would require an ariel. Some emergencies we do around the area now are completed with a fire pumper but could be completed safer and easier with an ariel device.

Examples of jobs for an ariel:

- Steel roofs
- Academy condos
- Queen Ann
- Town hall
- Major fires at high elevation
- AWEC
- All connected or close buildings downtown
- Chimney fires

An ariel can be used for a lot more than just structural firefighting. There is a large spectrum of jobs for this device. Recently in a fire study that was hired out by the County of Annapolis to have done on our fire service there were 3 options for our fire department for future secession planning, all 3 of these options have the recommendation and state the need for an ariel apparatus especially in the town of Annapolis Royal.

We would like to ask that town council take into consideration this recommendation to replace the current truck to not only help

better the fire protection and emergency response we as firefighters provide to our area but to also assist in making our jobs easier with the difficult tasks we face while doing this job. As mentioned before, the Whiskey Teller fire we faced downtown Annapolis Royal opened our eyes as a fire department on how much we could currently utilize an ariel apparatus.

Ariel specification required:

- 1 Single axle truck (4 feet longer than a pumper)
- 75' ladder device
- Quint style truck (ladder only)
- 1500 GPM pump
- Min. 500-gallon poly tank
- 5 jump seats for SCBA firefighters

The reasoning behind the single axle truck is it still gives us the maneuverability around the area but also gives us 75' which will reach everything we need to (essentially a pumper with a ladder on the roof). One great thing about a ladder truck is that the 20-year certification rule does not apply to them. I am not sure why but this is how it works.

We would propose that we buy a used truck to help save costs and where it will be used for specific jobs this will work out for us. Having to not worry about the 20-year rule would allow us to buy something 2005-10ish and not have any worries. We have found, just by looking out of curiosity, a completely refurbished from the ground up 75' quint that is in show room condition priced at $325k – US that would more than exceed our needs.

The town's current truck would be sold by us for the town and used towards the payment of the ladder device. Price to be discussed in a private out of camera conversation. We thank you for listening to our presentation and hope that you take this into consideration.

- Annapolis Royal Fire Department

Photo of truck we have found. 2005 Piece 75' Quint (more available upon request)

TOWN OF ANNAPOLIS ROYAL

POLICY

TITLE: **Fire Area Rate Policy**	
POLICY NO.: **#2024-09**	SUPERSEDES:
EFFECTIVE DATE: June 19, 2024	DATE APPROVED BY COUNCIL: June 17, 2024 MOTION #C2024-07-17-12

1. Purpose

The purpose of this Policy is to support the Fire Services that are being provided in the Town of Annapolis Royal substantially through the efforts of volunteers, both in the direct provision of the service, and in fund-raising activities undertaken to finance these endeavours. The demands of modern living have made it more difficult for volunteers to undertake all the work necessary to provide these services.

2. Scope

Municipalities have a broad range of area rate powers. Section 75 of the Municipal Government Act provides that area rates may be used to finance all or part of the cost of any municipal service or facility that the Council deems to be of benefit to an area.

3. Policy and Procedures

3.1 Council

The Annapolis Royal Town Council shall consider the establishment of an area rate upon receipt of an application submitted in accordance with the terms of this policy.

3.2 Application

An application for the establishment or continuation of a fire area rate shall be submitted to the Town, having as its objective the provision of fire services by the Annapolis Royal Volunteer Fire Department referred to in this policy as the “applicant”. The application shall set out evidence of the department is in good standing and shall include a budget in support of the proposed area rate.

3.3 Ratepayer

“Ratepayer” means a person residing within the Town and rated on the current assessment roll of the Town and the spouse of such person as defined in the Matrimonial Property Act.

3.4 Area to which the rate applies

An application for the establishment of an area rate shall define the area to which the rate is to apply, with sufficient clarity to allow for proper implementation of the rate for billing purposes. The area shall be defined by resolution of the Council at the time of the setting of the area rate.

3.5 Timing of Area Rate Submission

Area rate application will be considered by Council only during the Town's budget process. Applications must be submitted by March 1, in each year starting in March 2025.

3.6 Annual Application and Accountability

An area rate does not continue automatically from year to year. An application must be submitted each year for the continuation of an area rate. In each year following the setting of an area rate, an applicant shall submit to Council, audited financial statements covering the preceding year, and a statement of activities carried on in that year, the budget, and the amount of the proposed rate for the coming year.

3.7 Application of the Area Rate

An area rate for fire services established under this policy shall be applied to all taxable property assessment including residential, resource and commercial assessments for the Town of Annapolis Royal.

3.8 Town Staff

Town staff shall provide the assessment data to the applicant and such advice to Council, as Council requires.

3.9 Council Budget Decision

Council will review the area rate in application process but has the final decision on setting the area rate each year.

THIS IS TO CERTIFY that this policy was duly passed by a majority vote of the whole Council at a duly called Council meeting held on the_____ day of _____ 2024.

GIVEN under the hand of the CAO and under the seal of the Town of Annapolis Royal the _____ day of _____ 2024.

_____

Sandi Millett-Campbell
Chief Administrative Officer

Annapolis Royal
Nova Scotia

REQUEST FOR DECISION

TOPIC: FCM Growing Canada's Community Canopy Grant

DATE: November 14, 2024 **PROPOSED BY:** CAO Millett Campbell

TAB # & REFERENCES	Grant application, Tree Planting plan, financials (Project Budget and Milestones / Sources of Funding documents will be included in your mail slot).
BACKGROUND	Staff, Angelika Waldow, Cassidy Walker have been working for months on putting together an application to FCM for planting trees in and around town to enhance our tree canopy. We also have partners with Good Beginnings Day care, AWEC, Historic Gardens, The Condo, private residents to plant between 90-100 trees over a two-year period. The Town would also be responsible for the upkeep of all the trees for an additional year. There is also an option to apply for the Tree Canada grant in the amount of $10k to be able to stack with the FCM grant, giving the chance to reduce the town's share of the funding requirements.
PROPOSAL	The Council reviews the pending application and decide if Council would like to give a commitment of funds for the next two fiscals years.
BENEFITS	Enhancing the tree canopy with up to 50% funding from FCM and possible additional funding if successful. Great opportunity to rebuild the tree canopy with the recent loss of larger trees due to weather events.
DISADVANTAGES	Budget costing. Extra staff and contractor work for the 2-3 year period.
COSTS & SOURCE OF FUNDING	
CAO REVIEW/ COMMENTS	I recommend that Council agrees to makes a motion to support the FCM Tree Canopy application funding and pursues the funding from Tree Canada to reduce the town's share of the grant.
DRAFT MOTION/ RECOMMENDATION	"…that Council approves to write a letter in support of the FCM Growing Canada's Community Canopy grant application and commit to the financial Town share of the grant in the amount of $11,260 over a period of two years in the operating budget of 2025-2026 and 2026-2027, and that staff apply for the Tree Canada grant to offset the town's portion of the FCM Tree Canopy grant if successful.

CAO'S INITIALS: smc **TARGET DECISION DATE: November 2024**

GREEN MUNICIPAL FUND | FONDS MUNICIPAL VERT

Full Application Form: Growing Canada's Community Canopies (GCCC)– Tree Planting

Before you begin

This application form is designed to evaluate your project's suitability for the Growing Canada's Community Canopies grants for tree planting projects. It provides us with essential information about you and your project to help us make a funding decision.

This form has six sections:

- Applicant information
- Project information
- Project approach
- Project benefits
- Budget and workplan
- Declaration and signature

IMPORTANT: GROWING CANADA'S COMMUNITY CANOPIES APPLICATION GUIDE – TREE PLANTING

Before proceeding, please make sure that you're following the instructions in the Growing Canada's Community Canopies Application Guide – Tree Planting to fill out this form.

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

As you will be submitting your application form and supporting documents through FCM's funding portal, please make sure you are uploading files in supported formats. Please refer to our attachment guidelines to find out which file formats are accepted, what the limits are on file size, and what to do if your files are too large.

Please provide supporting documentation as specified in the Growing Canada's Community Canopies Application Guide – Tree Planting.

Consultants may assist lead applicants in preparing submissions, but they cannot submit applications. Only a lead applicant with the "application contact" role can submit the application.

Applicant information

IMPORTANT: GROWING CANADA'S COMMUNITY CANOPIES APPLICATION GUIDE – TREE PLANTING
Before proceeding, please make sure that you're following the instructions in the Growing Canada's Community Canopies Application Guide – Tree Planting to fill out this form.

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

1. Participating organizations

Please include details on participating organizations in the table below. Note: Indicate the legal name of your organization.

Organization name	Organization role
Town of Annapolis Royal	Lead Applicant and Municipality

Add Row | Remove Row

2. Project contacts

Please include project contacts in the table below. Note: Indicate the legal name of your organization. If your organization is not a municipal government, the initiative must be undertaken in partnership with a municipal government. Please provide the contact information of the municipality you are collaborating with.

Organization name	Contact name	Contact role	
Town of Annapolis Royal	Sandi Millett Campbell	Application Contact	
Address 285 St George Street			
City Annapolis Royal	Province/Territory Nova Scotia	Postal Code B0S 1A0	Phone Number (902) 532-2043
Email cao@annapolisroyal.com			
Organization name Town of Annapolis Royal	Contact name Amery Boyer	Contact role Secondary Contact	
Address 285 St George Street			
City Annapolis Royal	Province/Territory Nova Scotia	Postal Code B0S 1A0	Phone Number (902) 532-0556
Email mayorboyer@annapolisroyal.com			
Organization name Independent Contractor - Town of Annapolis Royal	Contact name Angelika Waldow	Contact role Consultant	
Address 285 St George Street			
City Annapolis Royal	Province/Territory Nova Scotia	Postal Code B0S 1A0	Phone Number 902-220-8638
Email angelika.m.waldow@gmail.com			
Add Row		Remove Row	

Project information

IMPORTANT: **GROWING CANADA'S COMMUNITY CANOPIES APPLICATION GUIDE – TREE PLANTING**

Before proceeding, please make sure that you're following the instructions in the **Growing Canada's Community Canopies Application Guide – Tree Planting** to fill out this form.

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

3. Project overview

Please indicate your project's working title. This title will be used publicly to identify the project.
Annapolis Royal Tree Canopy Legacy

Has the municipality where trees are being planted previously received funding through the Government of Canada's 2 Billion Trees Program or from a provincial or territorial program funded through the 2 Billion Trees program?

◯ Yes ◉ No

Has the municipality where trees are being planted previously accessed funding through GCCC for tree planting?

◯ Yes ◉ No

4. Project description

Please include a short description of the project.

Our plan is to plant a large amount of trees (native long living and tall tree species that can rebuild the canopy) and to plant a good variety of trees to increase resistance to diseases (focus on native species). An experienced tree contractor will work with public works and our partner organizations and residents to identify suitable locations for trees and select the right species, also considering infrastructure like powerlines, water and sewer pipes, snow removal, and visibility for traffic.
We plan to engage partner organizations and private residents who are keen to plant more trees and maintain them. This will also include the high school and will engage students to help plant and maintain the trees, creating a feeling of ownership for the planted trees.

5. Project site(s)

Will the tree planting be a long-term initiative where the site allows for permanent planting of trees?

◉ Yes ◯ No

Will your project transition intact non-forested ecosystems (such as native grasslands and wetlands) to forests?

◯ Yes ◉ No

6. Incremental planting

Will this project result in incremental tree planting (over and above normal planting activities)?

◉ Yes ◯ No

7. Legally required activities

Are the planting activities in this project legally required (e.g., following commercial activity or as a condition for impact assessment approval)?

◯ Yes ◉ No

8. Permits

Appropriate permits, approval and authorizations are required for funding to be administered. Have all required permits and regulatory approvals for this project been secured?

◯ Yes ◯ No ◉ N/A

9. Planting on non-municipal land

If tree planting is to occur on non-municipal lands, has support been obtained?

(●) Yes ( ) No ( ) N/A

Project approach

IMPORTANT: **GROWING CANADA'S COMMUNITY CANOPIES APPLICATION GUIDE – TREE PLANTING**

Before proceeding, please make sure that you're following the instructions in the **Growing Canada's Community Canopies Application Guide – Tree Planting** to fill out this form.

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

10. Project team

Please describe in the table below the roles and responsibilities of the project team and partners

Name	Title
Angelika Waldow	Contractor
Organization	**Years of experience**
Town of Annapolis Royal	30
Scope of responsibilities	
As project coordinator, Angelika, the Tree Consultant, will oversee planning, logistics, implementation and maintenance. This includes: - project planning and development: developing the tree plan, - material acquisition and maintenance: sourcing trees and caring for them, planting supplies, etc., - stakeholder management: development and maintaintenance of relationship swith partnering organizations (where trees will be planted), - outsourcing work as needed by schools, community volunteers, and professionals if needed, - implementation: overseeing planting of trees, including safety management, proper planting practices and support engagement and education of volunteers, and - maintenance: maintaining tree health for trees planted.	
Name	**Title**
Sandi Millet-Campbell	CAO
Organization	**Years of experience**
Town of Annapolis Royal	20
Scope of responsibilities	
As the Project Manager, Sandi will be responsible for the overall development and oversight, as well as the financial management of the project.	
Name	**Title**
Cassidy Walker	Climate Lead
Organization	**Years of experience**
Clean Foundation	4
Scope of responsibilities	
As the assigned climate lead for Annapolis Royal through Clean's Community Climate Capacity program, Cassidy will be providing the Town with additional capacity and support for local climate action.	
Name	**Title**
Amery	Mayor

Organization	Years of experience
Town of Annapolis Royal	30

Scope of responsibilities

As a member of Council, she is the elected official champion and will provide support for this project within the community.

Add Row	Remove Row

11. Project preparation

Please describe any preparatory work that has been or will be carried out, including site-preparation activities.

We will be planting half of the trees in 2025 and half of them in 2026.

Trees are being selected in nurseries. This will ensure quality and availability (Spring 2025).

Sourcing and acquisition of materials

Tree sites are being mapped and identified this summer (2024).

Specific tree species will be selected for planting based on location this summer (2024).

Planting season will start in late summer/early fall 2025. We will use the time in the spring of 2025 to select the trees and order more if needed for 2026.

After pick up, the trees will be stored in a safe location where they can be watered until planting time.

We will hire an excavating contractor with a very small bucket suitable for digging holes in urban locations.

Tree locations will be marked, and the grass will be cut out around the area where the tree is going (hole about twice the size of the root bale).

All materials will be ready (soil amendments/bone meal – low nitrogen for trees, bark mulch, pieces of drain tile, stakes if needed or rebar, wire for protection, rope, water) for late summer 2025 planting.

We will re-fill the holes with a quality soil mix (existing soil, topsoil, bone meal) to maintain a safe working environment and ensure that students will be able to help with tree planting.

12. Engagement strategy

Please describe in the table below the project's engagement plan.

Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Historic Gardens	Collaborate

Description

Annapolis Royal Historic Gardens : They have created a tree plan for the requested trees, have a plan in place to support the implementation and maintenance of the planted trees, and have a written letter of support. The planting strategy at this location is enhancing the Acadian Settlement Demonstration with native trees of that era to support the cultural significance of Acadian history and the deportation.

Stakeholder or rights holder, including equity-deserving groups	Level of engagement
The Academy Condominium	Involve

Description The area targeted for planting is on the property of The Academy but adds street trees and shading to the public sidewalk. The area has lost several old trees and also has several elm trees threatened by Dutch Elm Disease. The area is also used by the local day care and day camps who will be involved in the planting activities. They have created a tree plan for the requested trees , have a plan in place to support the implementation and maintenance of the planted trees, and have a written letter of support.

Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Annapolis West Education Centre	Collaborate

Description The Education Centre hopes to provide experiential learning for its Options and Opportunities (O2) class through tree planting and stewardship. The school has committed to planting and maintaining tree species that are significant to the Mi'kmaq and the Wabanaki Acadian Forest and also plans to install Mi'kmaq language signs to identify the species of each tree. It also plans to incorporate this project into the teachings for Agriculture and Netukulimk/ Eptuaptmumk (Mi'kmaq way of sustainable resource management and two eyed seeing).

Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Private Stakeholders	Involve

Description Queen Anne Inn- The area targeted for planting is on the property of the Inn but adds street trees and shading to the public sidewalk on the other side of the property. They have created a tree plan for the requested trees, have a plan in place to support the implementation and maintenance of the planted trees, and have a written letter of support. The consultant will engage residents, community members and organizations to be involved with the plan and planting activities throughout the project. All equity deserving groups will be welcomed and included throughout the process. Communications will be done through the Town's Accessibility Advisory Committee.

Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Clean Annapolis River Project (CARP)	Consult

Description The Clean Annapolis River Project (CARP) is a charitable, community-based, non-governmental organization working to enhance the ecological health of the Annapolis River watershed through science, leadership and community engagement. CARP has agreed to support the project with resources, especially with flood risk management, climate change education, and storm water mitigation expertise.

Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Clean Foundation	Involve

Description The Clean Foundation is a program delivery non-profit organization which supports the fair transition to a cleaner economy and green society. Clean is supporting the Town of Annapolis Royal through the Community Climate Capacity program; it has provided a dedicated staff person to work with the Town on local climate action over the next three years.

Stakeholder or rights holder, including equity-deserving groups Reconciliation: There will be a priority on planting trees that are culturally significant to the Mi'kmaq and creating opportunities to connect with and learn more about the Mi'kmaq language and culture. The Annapolis West Education Centre also plans to install Mi'kmaq language signs to identify the species of each tree planted at the school in Mi'kmaq. Accessibility: Nature and green spaces should be accessible to everyone in a community, and this project will help to provide	

more urban greenery to Annapolis Royal, which can improve the quality of life of people living in the area. Providing O2 experiential learning opportunities: Options and Opportunities (O2) is a Nova Scotia program offering students a high school experience that helps prepare them for successful transition from high school to the post-secondary education needed to pursue their chosen career paths.	Level of engagement Involve
Description	
Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Description	
Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Description	
Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Description	
Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Description	
Stakeholder or rights holder, including equity-deserving groups	Level of engagement
Description	

Add Row	Remove Row

Please describe any inclusive engagement practices that were or will be part of the project.

13. Connection to long-term forest management and planning objectives

Please describe in the table below how this project is connected to long-term forest management and planning objectives.

Long-term forest management or planning objective	Description of how planting activities are linked
Supporting diversification of urban forest biodiversity	Existing native trees in Annapolis Royal are dying at an alarming rate due to increased risks from climate change, invasive species, and diseases. Supporting the biodiversity of trees species will make the urban forest more resilient to the impacts of these invasive species.
Long-term forest management or planning objective	Description of how planting activities are linked
Succession Planning	This project will help address threats to the existing urban forest like frequent storms, new insects and diseases. Planting professionally selected trees and early maintenance will increase the rate of survival of trees. Engagement of youth and stakeholder will create ownership and education around urban forests and enhance long-term care and management of trees within the Town.

Add Row	Remove Row

14. Tree planting

Please indicate the proposed number of trees to be planted.
95

15. Planting plan

Do you have a planting plan (or equivalent) prepared or reviewed by a professional with urban tree or forest health training (arborist, forester, biologist, ecologist, landscape architect or horticulturalist)?

◉ Yes ○ No

Please check the box if the planting plan includes detailed specifications regarding the planning of:

- ☑ Site selection
- ☑ Site analysis
- ☑ Stock selection
- ☑ Species selection
- ☑ Planting design
- ☑ Planting techniques
- ☑ Soil-preparation techniques

16. Species selection

Please select if/how the tree selection will contribute to forest resilience to climate change:

- ☑ Planting a variety of tree species to promote biodiversity
- ☑ Planting resilient tree species that can withstand warming climates

☐ Planting fire-resistant species in fire-prone areas	☑ Avoiding planting species threatened by current endemic pests and diseases
☑ Planting higher-quality stock and tree species	☐ Other

Please elaborate on your selection above to describe how tree selection will contribute to forest resilience.
Red Maple (acer rubrum): Red Maple is a native tree that is available as several selections and is the most versatile tree in our region. Red maple can tolerate a wide variety of soil conditions, even clay, and grows fast and healthy.
It is considered a very good street tree.

Sugar maple (acer saccharum): Beautiful native long living trees. Not as tolerant to urban conditions, likes fresher soils and better drainage. Good choice for food security projects and micro sites with good drainage. Tolerates shade when young.

Silver Maple (acer saccharinum): Excellent fast growing tree for open spaces, tolerates wet soils, should not be planted near a sidewalk or buildings. It is borderline native to our area, but there is historic evidence that it is native to this area. There is a natural stand not far from here. It also crosses easily with red maple. There are some fast growing and tolerant crosses available like “Autum Blaze “ and “Autumn Fantasy”.

Yellow Birch (betula allegheniensis): Stunning as an older tree with its golden bark. Long living tree tolerates some shade and some drainage issues, not as versatile as red maple but an excellent street tree. The buck deer love to rub against them for the minty smell, so they need good protection.

Red Oak (Quercus Rubra): Excellent choice for sites with better drainage. Large wide spreading shade tree. Long living, good habitat tree.

White Birch (betula papyrifera): Important tree for Mi’kmaw people, used for canoe building. Very pretty with the white bark, not so tolerant to urban conditions and poor drainage but good for a park situation.

Iron wood (ostrya virginiana) and striped maple (acer pennsylvannica): for well drained understorey planting.

Tamarack (Larix laricina): Excellent native deciduous conifer for wetter locations.

American Elm (only Dutch Elm resistant cultivars): Very versatile , suitable for many locations here. Early flowering.

Tulip Tree (Liriodendron tulipifera): The tulip tree is also borderline native to NS but seems to be a great, healthy, non invasive tree that is suitable for many locations and a good handsome street tree.
Avoiding ash trees for now because of Emerald Ash Borer until we can secure injection programs.

Smaller native trees and shrubs in support of bees and birds

Mountain Ash (sorbus americana)

Beautiful native flowering trees, tolerates our climate and soils

Witch hazel
fall flowering native shrub, small tree

Staghorn sumac (rhus typhina)

Summer sweet (Clethra Alnifolia)
late flowering, good for bees

Elderberry(Sambucus Americana)

High Stem apple trees for bees

Willow trees for early bee food

Historic Gardens extra trees :

Red pine (Pinus resinosa)

Amelanchier spec native

Mountain Maple (Acer spicatum)

Striped Maple (Acer pensylvanicum)/understorey tree

Wire Birch (betula populifolia)

Cucumber Magnolia (Magnolia acuminata)
- native to Eastern North America

White Sassafras (sassifras albidum) Carolinium tree species

Does the species selection include any species considered invasive by regional, provincial or federal authorities?

◯ Yes ◉ No

17. Maintenance plan

Please explain how trees will be maintained in the long term, including schedules and tasks for tree maintenance such as watering, mulching, weeding, pruning practices, fertilization, tree support removal, and pest and disease management.
The Town of Annapolis has an ongoing maintenance plan and budget for trees. Students and property owners will be included in maintenance education so that they will know how to do it properly and independently.
Maintenance Practices:
- Water once a week for 2 summers (use drain tile to get water to the roots)
- Weed around the mulch circle and refresh mulch at least once a year
- Inspect from root to crown, look for diseases and signs of distress
- Inspect staking and deer protection, make sure there is no rubbing
- Remove staking/protection when the tree is stable enough. Deer protection can only be removed when the crown starts above 1.40 cm and the trunk is thick enough so that the deer bucks can't get it in between their antlers
- Winter staking for visibility and communications to snow plowing contractors about where the trees are, staking them out with re-bar/orange tops for visibility
- Gentle structural pruning to lift the crown up as the trees grows. 50 % of height should be crown
- Removal of second leaders , other gentle structural pruning to prevent future issues

Please provide information on how tree mortality will be addressed and include strategies for replanting.

Tree mortality is will be prevented by species and individual tree selection, site selection and preparation as well as maintenance and monitoring.
Engaging lawn mowing contractors and staff as well as snow plowing contractors is very important for tree survival.
Tree mortality is expected to be very low, and trees will be replaced if something happens to them. The Town's survival rate for planted trees has been 98% for the past 10 years.

18. Monitoring

Please provide details on how the trees will be monitored for health and survival after they have been planted, including once the support from the GCCC initiative has ended.
The Town of Annapolis Royal's aforementioned maintenance plan includes monitoring, arborist work, tree protection, watering if needed (during 2 summers & drought conditions), weeding, mulching and structural pruning of smaller trees, technical advice

and elm tree management (the Town still has many large elm trees). Risk mitigation will also be completed to ensure winter protection and visibility during snow plowing operations. The Town has an online street tree inventory which is functional and which will be updated to reflect recent removals and newly planted trees.

19. Agricultural Planting

Does this project involve planting trees on farmland where the land use after the trees have been planted will remain as farmland?

◯ Yes ◉ No

20. Afforestation/reforestation

Does this project involve planting trees on land where there are no or very few trees (afforestation), planting on land that was forested but was disturbed, for example by wildfire or insect infestation (reforestation), or both?

◯ Afforestation ◯ Reforestation ◉ Both ◯ N/A

21. Risk management

Please list in the table below the biggest risks and challenges faced in implementing this project, and how you will manage/ mitigate them.

Risk description Deer/Buck	Mitigation measures If a tree is small, we will put cages around it (rebar and chicken wire); this will happen on the same day the tree is planted If the tree is bigger, we will put a plastic sleeve around the trunk to prevent bucks from scratching it; this will happen on the same day tthat the tree is planted.
Risk description Unstable/weak trees	Mitigation measures If trees seem weak or unstable, we will stake them with fence posts: we will tie two stakes to each side of tree so that it can still move but not fall over and put old garden hose around the rope so that it doesn't cut into the tree.
Risk description Lawnmowers and whipper snippers	Mitigation measures The areas around trees planted will be mulched so that there is no need to cut too close to the trees. There will also be training/ education provided to maintenance staff to make them aware of how to properly care for the planted trees.
Risk description Snow plowing	Mitigation measures In the winter, we will stake the trees with tall rebar with an orange top so that snowplowing contractors can clearly see the trees. The Town will also speak with/educate Public Works and maintenance staff on how to care for and be mindful of the trees.
Risk description Drought	Mitigation measures The Town will not plant in the spring because the spring is short and summers are very dry in the Annapolis region of NS. Best practice is to plant in August/September. We will also utilize 30 cm pieces of drain tile to plant upright with the trees so that water can go straight to the roots instead of running off.
Risk description Public Vandalism	Mitigation measures The Town will plan public engagement events and resources and include the community in the planting process so that there is ownership in caring for the trees planted.

Risk description	Mitigation measures
Infrastructure damage	We will ensure that we are aware of power and utility lines, and underground infrastructure like water lines and sewer in the vicinity. Not planting near infrastructure will prevent trees or their root being damaged when infrastructure repairs are needed.
Risk description	Mitigation measures
Construction	Trees will be protected when needed construction is planned or scheduled in the area.
Add Row	Remove Row

Project benefits

IMPORTANT: **GROWING CANADA'S COMMUNITY CANOPIES APPLICATION GUIDE – TREE PLANTING**

Before proceeding, please make sure that you're following the instructions in the **Growing Canada's Community Canopies Application Guide – Tree Planting** to fill out this form.

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

22. Community climate change resilience

Please select how your project will build community resilience to climate change by planting trees in areas of greatest need.

- ☑ Planting in population areas with disproportionately low canopy cover
- ☐ Planting with the intention of mitigating flood risk
- ☑ Planting in areas where evidence demonstrates high susceptibility to the urban heat island effect
- ☑ Planting to improve equitable access to the benefits of tree canopy

Please elaborate on your selection above to describe how your project will build community resilience to climate change by planting in areas of greatest need.

Annapolis Royal is located in the warmest part of Nova Scotia. The weather can be very changeable because of the location of the peninsula. Over the last 20 years, the Town has made a real effort to avoid planting invasive tree species and to focus on the reintroduction of native tree species. Unfortunately, the Wabanaki Acadian forest has been struggling with many tree diseases and insects and this is seriously affecting many native species and the Annapolis Urban Forest. Additionally, a lot of the existing trees in Town were planted around the 1850s, they are getting quite old and are increasingly susceptible to the intensifying impacts of climate change, particularly natural disasters like tropical storms.

With the help of this program, Annapolis Royal will enhance its urban forest climate change resilience by reintroducing native tree species and managing diseases and pests effectively. The Town will select climate-resilient species and prioritize species that are resistant to existing invasive pests. Collaborating with experts and engaging the community in tree planting and maintenance ensures sustainable urban forestry amidst climate challenges and aging tree populations.

23. Socio-economic benefits

Does your municipality have a diversity and inclusion plan, target or practice to increase workforce participation of under-represented groups?

- ◯ Yes
- ◉ No

Does your organization have a social procurement policy?

- ◯ Yes
- ◉ We are currently developing a social procurement policy
- ◯ Unsure what social procurement is
- ◯ We have a social procurement framework or guidelines
- ◯ We are interested in developing a social procurement policy
- ◯ No

Please describe how your project will include social value and/or sustainability considerations in its procurement practices, including steps that are being taken to procure trees from the most local source possible for this project.

The Town's current procurement policy promotes sustainable procurement while identifying and exploring opportunities to work with and support social enterprises and businesses owned by and who employ under-represented populations. The Town's policy refers to goods which are manufactured or produced in Nova Scotia. The town recognizes the importance of buying locally and using local suppliers as much as possible. This factor will always be taken into account when considering best value. We also have a Joint Accessibility, Equity, and Anti-Racism Committee that is working to complete a plan by March 2025.

In the table below, please describe any other socio-economic benefits your project will generate. Please only select outcomes that you will achieve or measure. Suggested benefits include:

- Improved accessibility
- Improved shared spaces
- Inclusive employment and apprenticeship opportunities
- Other community benefits.

Socio-economic benefits Improved shared spaces	Description The planting of street trees along St. George Street will enhance the tree canopy of the Town and provide shade to residents and community members who utilize active transportation along this route. The current tree canopy has been decreased due to storms, aging trees, Dutch Elm disease and we anticipate losses due to Emerald Ash Borer. Over time, the canopy will continue to grow and provide benefits for future generations.
Socio-economic benefits Improved shared spaces	Description The local high school has an outdoor classroom which currently has no shade, so this project will enhance the use of the classroom as temperatures continue rise in Annapolis Royal. This project will help to foster a deeper connection with nature and promote sustainable practices for future generations. These trees will not only provide outdoor shade, but also make the outdoor classroom a more comfortable learning environment.
Socio-economic benefits Inclusive employment and apprenticeship opportunities	Description The local high school program, Options & Opportunities (O2), will have a hands-on experience as it helps students understand the importance of sustainable agricultural practices and the impact of their choices on the environment. The students will be involved in the process from soil preparation, to planting, to ongoing monitoring & maintenance, and hopefully inspire careers in various environmental fields. By participating in the planning, planting and maintenance of the outdoor classroom, students will develop a sense of ownership and responsibility. This will empower them to be active stewards of the environment and have a positive impact on our community.
Socio-economic benefits Other community benefits	Description Children from the local daycare will also be involved in the planting stage of the project, helping to foster care for the natural environment from a very young age.
Socio-economic benefits Other community benefits	Description Planting around 95 trees within the community will help provide the temperature monitoring shade in public and residential areas and intercept precipitation, thereby reducing the strain on the current storm water system and reducing flood risk. This nature-based climate solution will help sustain municipal infrastructure in the future.
Socio-economic benefits Other community benefits	Description This project will give the Town the opportunity to further educate the public on the financial value of mature trees as natural assets. The Town has successfully used this argument in the past against the request for the removal of mature trees.
Add Row	Remove Row

24. Biodiversity and ecosystem health

Does this project involve work on habitat restoration, specifically habitats for species-at-risk and other species of interest?

(●) Yes ( ) No

If yes, for which species?
The Annapolis Royal Urban Forest is surrounded by ecosystems like the Ducks Unlimited marsh with turtles and many duck and water bird species.
On the south side is the Allain's River flood plain and the Annapolis Basin.
The area is home to a large variety of birds.
Due to early colonization, the Town and surrounding areas is home to an extraordinary number of foreign and invasive species (European Ash, English Oak, Glossy Buckthorn, multiflora roses) . By planting native species, we will attempt to gently restore some more natural balance, provide habitat and hopefully the tress p/lanted will eventually become seed trees.

In the table below, please describe any other biodiversity and ecosystem health benefits the project will generate.

Biodiversity and ecosystem health benefits Biodiversity support	Description Native trees provide habitat and food for local wildlife, including birds, insects, and mammals. This supports the overall biodiversity of the area, contributing to ecosystem resilience.
Biodiversity and ecosystem health benefits Habitat	Description Many plants and animals will benefit from the improved habitat provided by these trees.
Biodiversity and ecosystem health benefits Carbon sequestration	Description Trees are excellent for absorbing carbon dioxide from out atmosphere, while also providing more oxygen, leading to a better environment for everyone and every living thing in the surrounding environment.
Biodiversity and ecosystem health benefits Restoring ecosystem balance (native species)	Description Due to the long colonial history of Annapolis Royal, there is a large number of invasive species, so this will help the Town to restore a greater populations of native species (including the other trees and other organisms that would benefit from more native trees).
Biodiversity and ecosystem health benefits Water quality improvement	Description Trees play a crucial role in water filtration. Their roots help to stabilize soil and reduce runoff into water bodies, which can help maintain water quality in rivers and streams.
Biodiversity and ecosystem health benefits Erosion Control	Description Tree roots help bind soil together, reducing erosion risks, especially important in areas prone to heavy rainfall or near water bodies like the Annapolis River.
Add Row	Remove Row

25. Environmental benefits

In the table below, please describe any other environmental benefits the project will generate.

Other environmental benefits Long-term sustainability	Description By planting native trees, there is a greater likelihood of long-term survival and growth success, as they are well-suited to the local climate, soil types, and environmental conditions.
Other environmental benefits Low maintenance	Description Once established, native trees generally require less water and maintenance compared to non-native species, as they are adapted to local climate and soil conditions.

Other environmental benefits Aesthetic and Cultural Value	Description Native trees contribute to the aesthetic appeal of the landscape, enhancing the quality of life for residents and visitors. They also hold cultural significance, often featuring in local stories, traditions, and histories.
Other environmental benefits Shade & cooling	Description The trees will provide more shade & temperature regulation for the people and animals in the areas where trees will be planted. As temperatures continue to rise in the Town, this shade will be much needed.
Add Row	Remove Row

Budget and workplan

IMPORTANT: **GROWING CANADA'S COMMUNITY CANOPIES APPLICATION GUIDE – TREE PLANTING**

Before proceeding, please make sure that you're following the instructions in the **Growing Canada's Community Canopies Application Guide – Tree Planting** to fill out this form.

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

26. Budget

Please indicate your project's start and end date.

Project start date YYYY-MM-DD	Project end date YYYY-MM-DD
2025-04-01	2028-03-31

Please indicate the dollar value of your funding request and anticipated total project cost.

Funding request ($)	Anticipated total project cost ($)
$30860.00	$61729.00

Declaration and Signature

Information provided in applications to FCM, including all attachments, will be kept confidential. Access to this information will be limited to FCM employees, Tree Canada employees, professional representatives who are involved with your initiative, persons to whom the applicant has granted access, and persons authorized by law.

The information provided in applications, including attachments, is subject to FCM's Privacy Policy.

I do hereby declare that:
The information contained in this application and in the accompanying documents is true, accurate and complete as of the date of submission.
The proposed project meets all applicable provincial/territorial regulations and requirements.
The organization for which I am submitting this application is not one of the following entities excluded from receiving GCCC funding:

· Provincial or territorial governments
· Corporations owned or controlled by a province or territory
· Federal departments (as listed in Schedule 1 of the Financial Administration Act)
· Departmental corporations (as defined in Section 2 of the Financial Administration Act)
· Parent Crown Corporations or wholly owned subsidiaries of parent Crown Corporations (as defined in Subsection 83(1) of the Financial Administration Act)
· Not-for-profit corporations or trusts established by a federal department, departmental corporation, parent Crown Corporation or wholly owned subsidiary of a parent Crown Corporation

The organization for which I am submitting this application has authorized me to do so. **By typing my name and submitting this application, I am providing my signature for the declaration above.**

Consultants are NOT authorized to sign this declaration and submit this application. Only a lead applicant with the "application contact" role can submit the application.

Name Sandi Millett-Campbell	Date YYYY-MM-DD 2024-07-12
Dated at: City Annapolis Royal	Dated at: Province or territory Nova Scotia
Sandi Millett-Campbell Digitally signed by Sandi Millett-Campbell Date: 2024.07.12 11:47:59 -03'00' Signature	2024-07-12 Date YYYY-MM-DD

Growing Canada's Community Canopies Project:

" Annapolis Royal Tree Canopy Legacy"

Tree planting plan

Tree Care Consultant Angelika Waldow

B.Sc Forestry / Forest Engineer University of Applied Forest Sciences Rottenburg a . N. , Germany
Certificate in Tree nursery Gardening
Certified in FEC - Forest Ecosystem Classification , PTA – Pretreatment assesssment

About Urban Foresty in Annapolis Royal:

Annapolis Royal is located in the Wabanaki Acadian Forest Region, which is mostly a forest mix of hardwoods and conifers (More details on the species later) Growing zone 6b
The Town is also located on the land of the Mi'kmaq people and committed to peace and friendship treaties signed in the 1700s.
The Town also recognizes the contributions, history and presence of Black Nova Scotians, Acadians and newer immigrants to the area.
The history of the people cannot be separated from the urban forest and the distribution of tree species still reflects the diverse history.
The existing Town forest consists of many European species like linden species, european ash, norway and sycamore maple and english oak. More recently there has been a spread of invasive glossy buckthorn and multiflora roses. Often the European tree species are very competitive and spread easily.
Over the last 20years the Town has made a real effort to never plant invasive tree species and focus on the reintroduction of native tree species.
Furthermore the Town has a long history of gardening and beautifying green spaces. The climate is very favourable (gardening zone 6b) to planting magnolias, dog woods another exotic species and of course fruit trees.
Especially with the warming climate it is possible to plant tree species which are borderline native to the region. It is important in this case to also research the invasiveness of these plants in their home range.
The Wabanaki Acadian forest has been struggling with many tree diseases and insects and this is really seriously affecting many species and the Annapolis Urban Forest.

- Dutch Elm Disease (affects mostly American Elm, the Town has a strict sanitation program and is injecting a number of select public and private elm tree)
- Diplodia in 2 needle pine trees (Trees had to be taken down to avoid spread)
- Hemlock Wooly Adelgid (This has become a very serious problem, there are injection programs to save the old growth hemlock forests, the Town is monitoring the situation)
- EAB – Emerald Ash Borer (it has been found in Nova Scotia, the Town made an Ash tree inventory and counted over 1000 ash trees, it has not arrived yet but monitoring traps are installed)
- last year was a bad year for ash tree fungal diseases, anthracnose and blister rust.(many ash trees have died off)
- the latest pest is the beech leaf miner which is starting to kill off the beech trees

The Town of Annapolis has an ongoing maintenance plan and budget for trees. This includes monitoring, arborist work, tree protection, watering if needed, weeding, mulching and structural pruning of smaller trees, technical advise and elm tree management (the town still has many large elm trees)
The Town has an online street tree inventory which is functional but needs updating of recent removals and newly planted trees.

The Town has also used value assessments for trees to protect them from removal.

In addition to all the new tree diseases the town has been affected by hurricanes (Arthur, Dorian, Fiona) and a very localized ice storm (the town looked like a hurricane went through it). We have also lost large trees to Dutch Elm Disease and other discussed issues.
A lot of trees in Town have been planted around the 1850s, so they are getting quite old.

Due to all above reasons the Town is feeling a real urgency to replant the urban forest in a large way. It is also important to engage and educate all the partners and youth to assure the long term support for those trees.

Climate :

6b plant hardiness zone

Annapolis Royal is located in the warmest part of Nova Scotia. The weather can be very changeable because of the location of the peninsula.
Mostly the winters are relatively mild, rarely less than minus 20 C, very wet but in recently years there has not been a lot of snow fall.
The spring is traditionally wet but the last 3 years is has been very dry which is very concerning and there is a concern for wild fires.
Summer are traditionally warm and dry and the fall can last into December.
The Town has had much better success planting trees in late summer and early fall, spring can be very short and it goes from too cold straight into too hot and dry.

Soil Condition:

The soils around Annapolis Royal contain a lot of clay and are often waterlogged. In Town there are mostly man made soils (old rail ways, old industries, often there are large rocks in the ground or roots) . Closer to the Annapolis River (estuary of the Annapolis River) there can even be salt in the ground.
For tree planting it is best to use a small excavator and dig out a whole about twice the size of the root bale. Often it is good to be prepared to remove some of the soil and fill the hole with good top soil or a mix of topsoil and the local soil. This give the tree a good start to get established. It is very important to choose the right tree species for the specific location (micro location).

Site analysis:

The planting site is assessed by engaging the property owner, public work or other maintenance persons.
- property lines
- utility and power lines

- underground water and sewer
- traffic
- existing trees and buildings
- snow plowing needs
- soil conditions
- other owners needs
- cultural needs
- wind exposure
- imagine future size of tree above and underground

Stock selections:

Available partnering tree nurseries:

- Briar Patch Nursery in Berwick (1h drive)
- Baldwin's nursery in Flamouth (1.5h drive)
- Blomidon's nursery in Wolfville (1.5h drive)
- Bunch Berry Nurseries (20 min drive but limited stock)
- Thexton Greenhouse (close to Town but very limited stock)
- Charlie the Tree guy (Truro , 3h)

It is important to make contact with the closest nurseries to make sure that stock is available.

1. As soon as the grant is approved trees will be selected at the nurseries. It is best to make the final selection directly at the nursery because of availability.
- trees will be selected by size, mostly for the Town it is important that the crown starts above 1.20 m tall because of the intense deer browsing. The caliber of the trunk can be variable as long as they are strong enough.

- Tree structure – The trees will mostly be in a park or street tree situation. The trees will be individually checked from root to crown.
+ balanced roots, root ball large enough to support tree, no damage or roots girdling
+ looking at grafts or damage on the trunk, sturdiness
+ where does the branching start ? Does the tree have one leader that can be trained to grow taller? It there healthy growth on the tree or does it look stunted? Crown , branching should be about half of the tree to maximize growth at a young age.
+ disease free

Trees will be selected and the picked up in late summer / early fall. This minimizes the damage to trees in the spring when they are soft. They will be transported in a closed transport truck to avoid damage to the leaves and buds.

Species selection :

- no invasive species !

Native species :

<u>Red Maple (acer rubrum)</u>

Red Maple is a native tree that is available as several selections and is the most versatile trees in our region. Red maple can tolerate a wide variety of soil conditions, even the clay and grows fast and healthy.
Very good street tree.

Sugar maple (acer saccharum)

Beautiful native long living trees. Not as tolerant to urban conditions, likes fresher soils and better drainage. Good choice for food security projects and micro sites with good drainage. Tolerates shade when young.

Yellow Birch (betula allegheniensis)

Stunning when older tree with golden bark. Long living trees tolerates some shade and some drainage issues , not as versatile as red maple but excellent street tree. The buck deer love to rub against them for the minty smell, so they need good protection.

Red Oak (Quercus Rubra)

Excellent choice for sites with better drainage. Large wide spreading shade tree. Long living , good habitat tree

White Birch (betula papyrifera)

Important tree for Mi'kmaw people , used for canoe building. Very petty with the white bark, not so tolerant to urban conditions and poor drainage but good for park situation.

Avoiding ash trees for now because of Emerald Ash Borer until we can secure injection programs

If available iron wood (ostrya virginiana) and striped maple (acer pennsylvannica) for well drained understorey planting

Tamarack (Larix laricina)

Excellent native deciduous conifer for wetter locations.

American Elm (only Dutch Elm resistant cultivars)

Very versatile , suitable for many locations here. Early flowering

Silver Maple (acer saccharinum)

Excellent fast growing tree for open spaces, tolerates wet soils , should not be planted near side walk or buildings. It is borderline native to hear but there is historic evidence that it is native to here. There is a natural stand not far from here. It also crosses easily with red maple. There are some fast growing and tolerant crosses available like "Autum Blaze " and "Autumn Fantasy")

Tulip Tree (Liriodendron tulipifera)

The tulip tree is also borderline native to NS but seems to be a great, healthy non invasive tree that is suitable for many locations and a good handsome street tree.

Smaller native trees and shrubs in support of bees and birds

Mountain Ash (sorbus americana)

Beautiful native flowering trees, tolerates our climate and soils

Witch hazel
fall flowering native shrub, small tree

Staghorn sumac (rhus typhina)

summer sweet (Clethra Alnifolia)

late flowering, good for bees

Elder berry(Sambucus Americana)

High Stem apple trees for bees
Willow trees for early bee food

Historic Gardens extra trees :

Red pine (Pinus resinosa)

Amelanchier spec native

Mountain Maple (Acer spicatum)

Striped Maple (Acer pensylvanicum) / understorey tree

Wire Birch (betula populifolia)

Cucumber Magnolia (Magnolia acuminata)
- native to Eastern North America

White Sassafras (sassifras albidum) Carolinium tree species

Planting design :

- Historic Gardens 20 trees

Plan by Historic Gardens

- the Academy 25 trees – planting plan

- Queen Ann Inn – 3 trees

- Christine Igot property - 8 trees

AWEC – 30 trees

- Town 9 trees

Planting season will start in late summer / early fall 2025. We will use the time in the spring to select the trees and order more if needed for 2026. We live in a rural location and availability of the right species and quality can be limited. Also shipping is often not available. Renting a covered truck is the best solution for shipping trees in a safe way.
Spring planting is not advised in Nova Scotia. The spring can be too short and then it gets very dry very quickly. This also saves on watering during the first summer after planting.
After pick up , the trees will be stored in a safe location where they can be watered until planting time.
We will hire an excavating contractor with a very small bucket suitable for digging holes in urban location.
- tree locations will be marked
- the grass will be cut out around the area where the tree is going (hole about twice the size of the root bale)
- trailer parked nearby to receive sod
- excavator digs out the grass in a shallow way
- then excavator will dig up hole, if the soil is decent he will loosen it and leave it in the hole.
- if soil is hard lots of clay or rocks, he will dig it out , discard it and we will fill the hole with good topsoil (ordered ahead of time and available on site)
- All holes for one project get dug in that way ahead of timeline. This will make it safe for foot traffic and it makes it easy to schedule students and other volunteers or staff to help plant the trees without safety concerns
- Trees will be brought in for the scheduled planting time and delivered to the right tree locations
- All materials should be ready (soil amendments / bone meal – low nitrogen for trees, bark mulch , pieces of drain tile, stakes if needed or rebar, wire for protection, rope, water)
- drain tile will be buried besides the roots for easy watering during the first 2 or 3 summers
- students will help to dig out the hole and place the piece of drain tile
- the trees will be carefully pulled out of the container, this may take 2 people.
- loosen the roots, check for girdling, cut if needed
- inspect tree, then place level with the beginning of the root bale. Explain why trees cannot be planted too deeply
- center tree, straighten and back fill making sure there is good soil all around the root bale. Add amendments
Make sure there are no air pockets around the root bale, soil will settle, so best to compact by foot.
- clean up and then add bark mulch, leave trunk to breathe and spare the watering tile
- stake if need with 2 spruce stakes. Tied from 2 sides. We use old garden hose to pad the rope and prevent it from damaging the tree.
- add protection if needed, either build cage out of chicken wire (does not have to start in the bottom) or just a plastic sleeve to protect trunks from buck attacks.

- add protection right away because deer may destroy trees over night(this has happened)

Maintenance plan :

- students and property owners will be included in the maintenance , that way they learn how to do it.

- water once a week for 2 summers (use drain tile to get water to the roots)
- weed around the mulch circle and refresh mulch
- inspect from root to crown, look for diseases and signs of distress
- inspect staking and deer protection, make sure there is no rubbing
- communicate to snow plowing contractors where the trees are , stake them out with re-bar / orange tops for visibility
- discuss long term maintenance like pruning and inspection of trees/ hiring arborists
- advise on when to remove protection

INCLUSION, DIVERSITY, EQUITY AND ANTI-RACISM (IDEA) STRATEGY (DRAFT)

October 2024

Inclusion, Diversity, Equity, and Anti-Racism (IDEA) Strategy

Background

Annapolis County is home to more than 20,000 residents who individually have different backgrounds, education, experiences, languages, cultures, ethnicities, races, abilities, and beliefs.

It is imperative that all local governments and the communities that make up all of Annapolis County provide the required leadership to ensure our entire community is supportive of ALL residents each day. This support requires a wide breadth of strategies, policies, processes, programs, services, and infrastructure that recognizes while equality is desirable, equity is what is needed.

To achieve equity for all, the four local governments in Annapolis County; Town of Annapolis Royal, Village of Lawrencetown, Town of Middleton, and Municipality of the County of Annapolis, have chosen to develop one joint strategy to support the positive growth and change required to create an inclusive, diverse, equitable~~, and~~ county free of racism.

Definitions

As part of this strategy, it is important that all persons reading this strategy understand and use the same terminology. To that goal, definitions from the provincial educational supports are being adopted and attached to this strategy as Appendix "A".

General Commitment

Each of the four local governments individually, and collectively, commit to never intentionally creating any policies, processes, programs, infrastructure, or offer any services, which would, or could be seen or perceived to be discriminatory, exclusive, inequitable, racist, oppressive, or intentionally exclude any person or group that follows these practices as well.

Commitment to Principles of IDEA

As part of each local governments ongoing and daily plan to ensure that its programs, services, and infrastructure are inclusive, diverse, equitable and accessible, we commit to uphold and adhere to the following principles:

a. to articulate and show regularly, our commitment to ensuring that any mission, values, and strategic objectives related to how we are focused on equity, inclusion, and anti-racism, are well documented and communicated publicly.

b. to ensure that the senior leadership of each local government is educated on, and demonstrates a commitment to, equity and anti-racism principles through their policies and practices.
c. to undertake a review of all local government policies beginning in 2025 and every five years thereafter, to confirm that the policies and practices of each local government promote inclusion, diversity, and anti-racism.
d. to reviewing and providing effective oversight of public works and infrastructure operations to ensure equitable placement of future infrastructure and replacement of current infrastructure, scrutinizing for systemic biases and accessibility, while promoting and educating all staff on inclusive and anti-racism training, policies, and initiatives.
e. to provide ongoing and effective training, awareness, and development opportunities for staff, council and commissioners on inclusion, diversity, equity, and accessibility to ensure this knowledge becomes part of the daily culture and practices.
f. to develop a reporting and evaluation system, and work in collaboration with the Advisory Committee, to regularly report on relevant data and initiatives related to improving, advocating for, and completing activities related to inclusion, diversity, equity and accessibility across Annapolis County.
g. to regularly and sincerely engage each year with underrepresented and underserved groups and communities in a meaningful way, including developing joint programs, services, and infrastructure where possible and feasible, vocally speaking in favour of IDEA concepts and plans and denouncing publicly and unequivocally any attempts to orally or in writing, spread hate or fear respecting any person, group, or community within Annapolis County or beyond that respects the principles of IDEA.
h. to carry out all local government functions and decision making with equity, anti-racism, and accessible lenses to show community leadership through transparency of actions, accountability of decisions, and with open and honest discussions regarding racial biases and the basic human rights of fairness and accessibility.
i. to always consider the physical, geographical, communications methods for local government operations, meetings, and events, by providing the widest range of opportunities and access to public services where financially reasonable and technologically possible.
j. to publicly commit to fairness and a desire to ensure underrepresented and underserved communities are aware and encouraged to apply for employment opportunities at all organizational levels, with preference given to persons who meet the job requirements but may otherwise not have been chosen because of a non-recognition of IDEA.

k. to consider the establishment of and support for, an employee resource group for underrepresented and underserved staff to provide opportunities for learning, education, advocacy, support, and training.

IDEA Strategy

It is the intention of this strategy to clearly and unequivocally publicly state each local governments' commitment to IDEA in its organization and to actively promote it to citizens, community groups, businesses, and visitors.

Establishment of Advisory Committee

There shall be an IDEA Advisory Committee established with individual representatives from underrepresented and underserved communities from across Annapolis County who shall meet regularly to provide meaningful and impactful advice and recommendations to all four local governments individually or jointly from time to time, and shall also be tasked with carrying out its own communications and community advocacy role through community events, educational workshops, training, direct advocacy for groups, and consider requests forwarded to them from local governments and the community for advice and recommendations respecting IDEA.

Names and Naming of Public Infrastructure

Each local government, where practical and efficient, shall forward all requests submitted to a municipality or village for naming of roads, streets, buildings, parks and greenspaces, and other municipal-owned or operated properties, or for which the local government wishes to name or re-name at its own discretion, to the IDEA Advisory Committee for review under a diversity and inclusion lens. Such review by the IDEA Advisory Committee shall take place within 30 days of receiving such a request and prepare and submit a written report back to the requesting local government with its assessment of the naming request and any concerns or recommendations it may have. IDEA Advisory Committee is not tasked with making recommendations for new names.

Acknowledgement of Five Governments

All IDEA documents, reports, and other communications issued by the local governments and their staff shall note the fact that there are ~~five~~ four governments within Nova Scotia and recognition of each must be noted when applicable in various situations and always use inclusive language. These governments are federal, provincial, municipal, village, and first nation.

Flags

Where flags are to be flown on properties of one of the noted local governments, recognition shall be extended in order or precedence to the Canadian flag, Grand Council flag, Nova Scotian flag, followed by the local government flag.

Accessibility

Accessibility and access to all local government services is a right that will be protected and advanced. To ensure this advancement takes place, the local governments jointly commit to developing over the next three years, a great practices guidebook, including developing schematics, illustrations, standardized layouts, designs, and dimensions, for various local government infrastructure and services, that meet or exceed national building code or industry / association standards for accessibility. These standards will provide the minimum design criteria for further local government developments and will be shared with community groups and businesses and be recommended for their adoption and implementation as well.

New Construction Input

All four local governments commit to establishing a sub-committee of the IDEA Advisory Committee that will be tasked with reviewing future infrastructure projects, new and major renovations, to provide a review and feedback on accessibility design features both regulated by codes and those not covered by codes but will be appropriate for ease of access by employees, users and guests considering flow, safety, sightlines, physical and visual access and use, along with accessibility considerations to and from the location year round.

Education and Training

All employees and elected officials of the four local governments shall be provided with education and training at least once every four years related to IDEA concepts, practices, and terminology, with such training involving at a minimum, a person or persons from the underrepresented group that the training is related to. At least once per year for employees, and within three months of the swearing in of a new council or commission, such training shall be provided to all councillors and commissioners including previously elected councillors and commissioners, and all new employees hired within the previous one year.

Public Meetings

Public meetings of the local governments shall be fully open to the general public, except where expressly authorized by law for issues which can be, and are decided by the local government to be, held in closed session. All such meetings where technical equipment is available and used, be video recorded with closed captioning as a minimum. All public meetings where advance notice is provided to the local government at least seven days prior to the meeting by a person who wishes to attend and requires sign language interpretation, shall endeavour to have an American Sign Language (ASL) interpreter present to sign the meeting, to be paid for by the local government, where such services are available within the Annapolis Valley and can be booked prior to the meeting.

Transportation

It is recognized that access to, and the cost of transportation, can be a barrier to members of our community accessing programs, services, and facilities. To support all community members where possible, each local government will consider in its planning and promotion for meetings and events, the provision of free or low-cost transportation options for persons wishing to attend who otherwise would not be able to attend because of transportation difficulties.

Information

Each local government communicates in various way with residents, businesses and visitors, including websites, social media, newspapers, radio advertisements, community media outlets, newsletters, local government brochures, videos, and in numerous other ways. Each local government will commit to reviewing their current communications uses and mediums within the next 12 months, and thereafter develop a plan for updating current resources to meet at least the minimum accessibility requirements, and to begin implementing all new fully accessible communication uses and tools for existing and new communication products within 24 months of the adoption of this strategy.

Events

Once established, the IDEA Advisory Committee shall recommend to the Governance Advisory Committee in December of each year, an amount that they feel should be budgeted by the four local governments to provide the required funding to support important and meaningful IDEA events in various communities during the following year through the direct provision of events, or the nominal funding of community events where IDEA is a main focus.

Appendix "A"

Anti-Racism is defined as the work of actively opposing racism by advocating for changes to political, economic, and social life. This is achieved through the identification and elimination of racism by changing oppressive systems, structures, policies, practices, and attitudes so that historic, current, and future harm can be eliminated and so that power is redistributed and shared equitably.

Discrimination is the act of denying equal treatment and opportunities to individuals and groups. It operates through policies or practices that exclude or limit an individual or groups from accessing services, employment, housing and enjoying all the benefits of society.

Diversity means having a variety of people from a range of different social, economic and ethnic backgrounds, gender identities, sexual orientations, life experiences, competencies and faiths represented on teams, in workplaces in general and particularly in processes like engagement.

Equality is one of the central principles of democracy and is based on the belief that all people should have the same opportunities to be successful and have a productive, enjoyable life. The idea of equality is key to the notion that everyone will be able to achieve based on their efforts and contributions to society instead of their status or position.

Equity recognizes that everyone doesn't begin in the same place in society. Some people face adverse conditions and circumstances making it more challenging with the same effort to achieve the same goals. Equity advocates for those who may have been historically disadvantages, making it difficult for them to be successful. What is "fair" as it relates to equity isn't a question of what is the same but rather the point from which a person begins. Equity considers historical and other factors in determining that is fair.

Hate means provocation, hostility, or intolerance by means of threats, harassment, abuse, incitement or intimidation motivated by the actual or perceived race, religion, national origin, ethnicity, gender, gender identify, gender expression, disability or sexual orientation of any person.

Implicit Bias refers to the unconscious, subtle, involuntary assumptions or judgements we make every day based on our prior experiences and culture. This happens "below the surface", deep in the subconscious, where there is no awareness or intention of bias. Implicit bias can be positive or negative.

Inclusion encompasses norms, practices, and intentional actions to promote participation, engagement, empowerment, and a sense of belonging for

members of historically underrepresented and underserved groups in all aspects of life. It is about celebrating, valuing, and amplifying perspectives, voices, styles, and identities that have been marginalized by promoting an institutional culture and practices to ensure all can experience a welcoming space of fairness, dignity, and human flourishing.

Inclusive language is language that acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities.

Inequity by contrast, refers to a state of unfairness or lack of justice in which biases are being perpetuated and individuals or groups are treated differently and unequally, often resulting in systemic and patterned disparities in opportunities, resources, rights, or outcomes. Inequity can stem from past and current decisions, systems of power and privilege, policies and the implementation of those policies made on social, economic, racial, or gender-based distinctions, and it can manifest in various areas of life, including education, healthcare, employment, and access to basic services.

Intersectionality is defined as the complex, cumulative way in which the effects of multiple forms of discrimination like racism, sexism, and classism, combine, overlap, or intersect, especially in the experiences of marginalized individuals or groups.

Microaggressions are subtle verbal or nonverbal insults or denigrating messages communicated toward a marginalized person, often by someone who may be well-intentioned but unaware of the impact their words or actions have on the target.

Oppression occurs when individuals are mistreated and excluded from society due to their identity. Oppression is the combination of prejudice and institutional power which creates a system that maintains advantage and disadvantage based on social group memberships. Oppression discriminates against some groups and benefits other groups.

Power is the capability to influence the behaviour, thoughts, and decisions of others, oneself, and/or the course of events. It can be derived from the economy, government, or community. Economic power involves managing money and resources, while political power entails implementing changes in government decision-making processes. Social power involves using cultural values, beliefs, and norms to alter people's actions, thoughts, and emotions.

Privilege refers to unearned access to resources that enhance one's chances of getting what one needs in order to lead a comfortable, productive and safe life. It is only readily available to some people as a result of their advantaged social group membership and is often visible to those who have it.

Racism means the discrimination or antagonism by, or the prejudice of, an individual, community or institution against a person or people based on the person's or people's membership or perceived membership in a racial or ethnic group, and having the power to carry out that discrimination, antagonism or prejudice through institutional policies and practices that shape cultural beliefs and values of a society.

Representative diversity is an outcome of proactive measures to correct systemic disadvantage, and to create equitable opportunity structures and pathways for a critical mass of those who are historically underserved and underrepresented.

Social identity is a category of differences that describes a set of common physical traits, characteristics, or attributes. It is influenced by social categories such as class, gender, ethnicity, sexual orientation, and by the social groups we belong to. A social group is a group of people who share a range of physical, cultural, or social characteristics within one of the social identity categories such as sexual identity and romantic orientation, persons with disabilities, race, indigenous identity, religious identity, age, gender identity, and ethnicity.

Stereotypes refer to the widely held, oversimplified ideas we hold about a person or person based on their identities, real or perceived. Usually, stereotypes are based on assumptions, popular opinion, or misinformation, are generally negative, are sweeping and simple, and are often characterized by words such as "always" and "never".

Systems of Oppression helps us better identify inequity by calling attention to the historical and organized patterns of mistreatment like racism, sexism, heterosexism, ableism, classism, and ageism. These systems enable dominant groups to exert control over target groups by limiting their rights, freedom, and access to basic resources such as health care, education, employment, and housing.

Underrepresented or Underserved Communities include Mi'kmaw and person of Indigenous descent, African Nova Scotians and persons of African descent, persons of colour, newcomers including immigrants and refugees, 2SLGBTQIA+ specifically 2 Spirit, lesbian, gay, bisexual/biromantic, transgender, queer and/or questioning, intersex, asexual/aromantic and others whose identities are not reflected, persons with disabilities including physical and mental, persons who are neurodivergent, and in some contexts women.

Appendix "B"

Terms of Reference - Annapolis County Inclusion, Diversity, Equity and Accessibility (IDEA) Advisory Committee

Purpose

The purpose of the Annapolis County IDEA Advisory Committee is to:

a. provide meaningful and impactful advice to Town of Annapolis Royal, Village of Lawrencetown, Town of Middleton, and Municipality of the County of Annapolis related to inclusion, diversity, equity and accessibility, and
b. to research, consult, engage, and consider opportunities to educate and inform local residents, businesses, local governments, and visitors on the importance of diversity and inclusion, the value and benefits of equity and accessibility, and ways in which all persons can work together to support a more welcoming and inclusive community. and
c. act as the voice and advocate for all residents and businesses in Annapolis County, promoting inclusion and accessibility for all, speaking out against and educating those in need when hate, racism, or discriminatory words or actions are promulgated in our community, and being the community voice with the media for such comments and public education, and
d. recommend to the four local governments individually or jointly, new policies, bylaws, practices, programs, services, or infrastructure changes needed to improve inclusion, diversity, equity, and accessibility for all.

Authority

Annapolis County IDEA Advisory Committee has been granted its legal authority to assist the four local governments by providing meaningful and impactful advice regarding inclusion, diversity, equity and accessibility programs, services, and infrastructure throughout Annapolis County by virtue of being delegated this responsibility through permission from their respective Councils and Village Commission with the signing of this Terms of Reference to participate in this Inter-Municipal Group on November ??, 2024. Each Council and Commission gains its responsibility and authority for inter-municipal agreements through various parts of the *Municipal Government Act* including Sections 60 and 61.

Scope

The scope of the Annapolis County IDEA Advisory Committee shall be to review, assess, and make recommendations to Town of Annapolis Royal, Village of Lawrencetown, Town of Middleton, and Municipality of the County of Annapolis' current operations specifically, and the overall community more

generally, looking for opportunities for each municipality and the community to become more inclusive, diverse, equitable, and accessible. including, but not limited to:

1. a review of the current policies, bylaws, and practices of each municipality with an IDEA lens; and
2. a review of the current properties and facilities of each local government with an IDEA lens; and
3. review all materials provided to Advisory Committee members by the Chief Administrative Officers / Clerk/Treasurer or their designates, along with their own independent research, to prepare for each Advisory Committee meeting; and
4. being open and objective to all ideas, suggestions, and opportunities, while understanding the importance of community awareness and education throughout Annapolis County, focusing on long-term community appreciation of the value and contribution of each citizen and their background, culture, knowledge, and skills; and
5. receive presentations, letters, emails, phone calls, and materials from community members and community experts, or community resources where applicable, related to IDEA, and seek to incorporate the relevant information and ideas into current and future workplans; and
6. carry out a review of provincial and federal legislation to ensure all Advisory Committee members are aware of its legal opportunities and constraints and make recommendations for changes to the four local governments where the Advisory Committee feels changes to legislation are needed to support IDEA within Annapolis County and Nova Scotia; and
7. where financial resources allow, create, promote, and recommend to the Chief Administrative Officer / Clerk/Treasurer small grants to community organizations that create, develop, plan, host, or offer programs, services, events, or functions that directly support the goals of IDEA throughout Annapolis County with public awareness and education; and
8. act as the media liaison and public information source for all activities and actions of the IDEA Working Group.

Role of Chairperson

The Chairperson is ultimately responsible for organizing, chairing and facilitating all meetings, ensuring that appropriate research, directions and recommendations are given by the Advisory Committee to staff, including the

provision for adoption of work plans, policy directions, development of strategies, performing IDEA reviews of individual local governments or jointly, and discussing opportunities for enhancing inclusion, diversity, equity and accessibility in each of the local governments, as well as all other items incidental to the effective inter-municipal operations of the four local governments respecting IDEA.

Role of Vice Chairperson

A Vice Chairperson shall be appointed and act in the place of the Chairperson during absences, unavailability or conflicts of interest of the Chairperson.

Role of Chief Administrative Officers and Clerk / Treasurer

Chief Administrative Officers and Clerk/Treasurer shall carry out the functions and roles as requested by the Annapolis County IDEA Advisory Committee from time to time and shall act as staff resources to the Advisory Committee. These persons, or their designates, shall lead the research and report writing aspect of the Advisory Committee's efforts to ensure the Advisory Committee has the best available information upon which to make a decision or recommendations to their own Council or Commission.

Membership

Membership on the Annapolis County IDEA Advisory Committee shall include up to ten (10) persons from across Annapolis County, duly appointed by the IDEA Governance Committee pursuant to the *Municipal Government Act*. Members appointed to the IDEA Advisory Committee should have first hand lived experiences as a person from an underrepresented or underserved community, or work directly in an employment role with such community members, have strong community knowledge, a solid understanding of inclusion, diversity, equity and accessibility policies, practices, and terminology, as well as knowledge and ability to understand and respond to overt discriminatory and racist actions in the community and be comfortable having difficult conversations about such. Each local government's Chief Administrative Officer and Clerk/Treasurer, or designate, shall act as a staff resource to the Advisory Committee.

Reporting Relationship

Annapolis County IDEA Advisory Committee and its members shall report directly to a sub-committee of the four local governments consisting of the Mayors and Deputy Mayors, Warden and Deputy Warden, and Commission Chairperson and Vice Chairperson of each of their respective local government, or Council and Commission designates for operational support, and indirectly to the four

Councils and Commissions of the local governments for budgetary issues. This sub-committee shall be known as the IDEA Governance Committee.

Duration of Appointments

Persons appointed to the Annapolis County IDEA Advisory Committee are to prepare and implement its own workplan in three-year cycles and therefore all members shall be appointed for 3-year terms, beginning on December 1, 2024.

Frequency of Meetings

Meetings of the Annapolis County IDEA Advisory Committee shall be held on such day as the Advisory Committee decides at the first meeting of the Advisory Committee, with such meetings taking place at the time agreed to by the Advisory Committee. Additional meetings may be held, or the above meetings date and times changed, when agreed to by consensus of the Advisory Committee and prior notification is provided to Advisory Committee members.

Quorum Requirements

No decisions may be made at any Annapolis County IDEA Advisory Committee meeting unless a majority of the members of the Advisory Committee duly appointed are present.

Agenda, Minutes and Resolutions

Minutes and recommendations of the Annapolis County IDEA Advisory Committee shall be provided to each member of the Advisory Committee within a reasonable time after the conclusion of such meeting. Chief Administrative Officers and Clerk/Treasurer or designates, will endeavour to provide each member of the Advisory Group with the agenda and required supporting documentation at least seven (7) days prior to each meeting.

Conflict of Interest

It is expected that all members of the Annapolis County IDEA Advisory Committee will adhere to the *Municipal Conflict of Interest Act*, disclosing any pecuniary or indirect pecuniary interest in any matter before the Advisory Committee and refraining from taking part in, or trying to influence either before or after the meeting, any directions or decisions respecting such matters. Any breach of this guideline will require the Chairperson to ask the IDEA Governance Committee to remove that member and appoint another member in their stead. If the breach is by the Chairperson, this shall be reported to the IDEA Governance Committee by the Vice Chairperson.

Resources

Annapolis County IDEA Advisory Committee shall have access to the resources of the three Chief Administrative Officers and Clerk/Treasurer and other appropriate municipal and village staff as authorized by the Chief Administrative Officers and Clerk/Treasurer; to undertake the required research it needs in order to make the most appropriate decisions and recommendations in a timely manner. Requests for resources above the annual budgeted amount for this Advisory Committee shall be made by the Advisory Committee to the IDEA Governance Committee, on an as-needed basis. The Advisory Committee may apply for and accept funding for studies or staff support from external sources through one of the participating municipalities that is within the current municipal budgets or otherwise approved by the IDEA Governance Committee.

Decision Making Process

All decisions of the Annapolis County IDEA Advisory Committee shall be made by consensus vote of Advisory Committee members. Where a consensus is not forthcoming, the decision shall be determined in the negative. The Advisory Committee has authority to oversee and facilitate the research and data collection process by requesting such information from the Chief Administrative Officers and Clerk/Treasurer, and their staff, Advisory Committee members, or other private sector or government sources.

Confidentiality

All meetings of the Annapolis County IDEA Advisory Committee are considered public, except those matters deemed to be private and confidential in nature and subject to Section 22 of the Municipal Government Act. Minutes and subsequent resolutions of such meetings shall be recorded and publicly available upon approval by the Advisory Committee. Information and reports of the Advisory Committee shall be subject to normal Freedom of Information and Protection of Privacy (FOIPOP) regulations.

Communications

All communications and messaging from the Annapolis County IDEA Advisory Committee's work and activities shall come solely from the Chairperson or their designate. It is expected that all decisions of the Advisory Committee will be supported by all members of the Advisory Committee upon ratification. This does not limit the ability of individual member's from speaking freely with the media, but in all such cases the individual Advisory Committee member should be clear that it is their personal opinion and not that of the Annapolis County IDEA Advisory Committee.

Reporting

At least bi-annually, the Chairperson shall provide a written report to the IDEA Governance Committee concerning the Advisory Committee's work plan progress to date, focus, strategies, and priorities. Should any Council or the Commission request an oral presentation directly, this request must be made to the Chairperson who will seek the Advisory Committee's permission to do so or provide more information via alternate means.

Responsibilities

Annapolis County IDEA Advisory Committee shall be responsible for providing advice, feedback and input into the creation of an inclusion, diversity, equity and accessibility workplan for Annapolis County. Thereafter, IDEA Advisory Committee shall review, assess, evaluate and monitor its effectiveness and act as the advocate and voice for residents, businesses, and communities through public engagement, public meetings, and public information, discussing options and opportunities for collaboration, and making timely decisions and recommendations in the best interests of all residents of Annapolis County.

Approved:

_____ _____

Mayor
Town of Annapolis Royal

Date

_____ _____

Chairman Brian Reid
Village of Lawrencetown

Date

_____ _____

Mayor Gail Smith
Town of Middleton

Date

_____ _____

Warden
Municipality of the County of Annapolis

Date

Mayor's Report, November 14, 2024

October 15 & 17, 2024	Attended three Pony Express events at O'Dell House, the Entertainment House (Grand Oak Manor) in Granville Ferry and at Victoria Beach with Town Crier
October 21, 2024	Attended cheque presentation at pool for Friends of the Pool Society Sat in on Natal Day planning meeting for 2025 at Fire Hall
October 22, 2024	Radio Canada interview on election results and small scale community tidal project **Received invitation from Peter James of Acadian Seaplants for members of new Council to visit the plant**
October 23, 2024	Canadian Press interview on election results CTV interview on election results Met with AWEC teacher Colleen Shafner regarding relationship between students and the school to promote leadership in action
October 25, 2024	Received First Poppy at the Legion
October 29, 2024	Bike ride from Town, over causeway to Champlain Elementary School with Dr. Jenni Cram and two of her children to experience first hand the challenges of riding a bike over the causeway to school and back
November 2, 2024	Attended Town Climate Fair at Town gym. Councillor Lynn Longmire agreed to MC the event. 43 people attended the event plus presenters, exhibitors and volunteers bringing total participation to 67
November 6, 2024	Virtual meeting on Town Marsh Restoration Project with DFO officials re potential impacts on fish habitat.
November 11, 2024	Attended Remembrance Day service at the Legion
November 13, 2024	Virtual meeting on Town Marsh Restoration Project re potential sources of funds from FCM under Local Leadership in Climate Adaptation Program Meeting with the CAO regarding FOIPOP request
December 21, 2024	Latest proposed date for Acadian Deportation Memorial event (this will be Acadian monument No. 19)

IMSA

The next meeting will be held on Wednesday, November 20, 2024.

Twinning

The Town has been offered students again for 2025 by the BTS Tourisme Cordouan Program in Royan. A response is required as soon as possible to allow the students to access available Royan Twinning funding. The Town has funds to hire a supervisor but needs to apply to the French Consul in December for matching funds to cover excursions, mileage, etc. The dates are fron May 5 to June 17, 2025. The Town needs to advertise for a supervisor.

The terms of reference have still not been finalized by MEDEC. It is strongly recommended that they be sent “as is” to both Royan and the French Consul’s Office to make sure that the Town is on the right track. Items still outstanding can be flagged.

The City of Royan begins planning for the Town delegation’s trip to France in January 2025. A lead person needs to be recommended and appointed as soon as possible and a delegation needs to be determined and confirmed. Some funding is available through the French Consul’s Office, but any application must be made in December for 2025.

Amery Boyer

PLANNING REPORT

Annapolis Royal

Nova Scotia

NOVEMBER 2024

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TOWN OF ANNAPOLIS ROYAL
BUILDING PERMIT REPORT
Figures based on Fiscal Year April to March

Number of Building Permits		Building Value
OCT	2	$405,808.00
YTD 2024-2025:	12	$1,499,938.00

2024-5 Total Dev/Building Permit Fees	
Total Fees for October	$961.50
Total Fees YTD	$6,318.50

Civic Address	238 St Anthony
Permit	Building Permit
Type	Residential/Addition
Construction	Deck
Fee	$106.00
Est. Value	$5,808.00

Civic Address	21/23 Royal Estates Ln
Permit	Building Permit
Type	Residential / New construction
Construction	Duplex
Fee	$805.50
Est. Value	$400,000.00

Civic Address	52 St Anthony
Permit	Development
Type	Accessory /Solar
Construction	N/A
Fee	$50.00
Est. Value	N/A

Civic Address	
Permit	
Type	
Construction	
Fee	
Est. Value	

Total Permit Summary

		Current Month	Fiscal YTD	Prev. Year Month	Prev Yr. YTD
Residential	**New**	1	2	0	1
	Reno/Addition	1	8	0	1
	Accessory	0	3	0	3
Other (Signs, Occupancy, etc.)		0	3	1	8
Commercial	**New**	0	0	0	0
	Reno/Addition	0	0	0	0
	Accessory	1	1	0	0

3-Year Comparative Building Data

	2024/5	2023/4	2022/3
Total permits for OCT:	2	1	2
	2024/5	**2023/4**	**2022/3**
Total Estimated Value OCT:	$405,808.00	$0.00	$350,000.00
	2024/5	**2023/4**	**2022/3**
Total Build Permits YTD:	12	2	4
	2024-2025	**2023-2024**	**2022-2023**
Total Estimated Value YTD:	$1,499,938.00	$310,000.00	$1,530,000.00

Water Tests 2024

Date Collected	Date Tested	9094 Hwy 8 Lequille		5 St. Anthony		144 Victoria Street		Wastewater
		Water Present/Absence	Chlorine Residual	Water Present/Absence	Chlorine Residual	Water Present/Absence	Chlorine Residual	
								-
10/1/2024	10/1/2024	Absent	0.61	Absent	1.27	Absent	0.85	
10/8/2024	10/8/2024	Absent	0.74	Absent	0.89	Absent	0.1	
10/15/2024	10/15/2024	Absent	0.84	Absent	0.76	Absent	0.42	
10/22/2024	10/22/2024	not provided		Absent	1.11	Absent	1.19	
10/28/2024	10/28/2024	Absent	0.79	Absent	1.13	Absent	0.41	

Nov 6/24

Hello Mayor Amery!

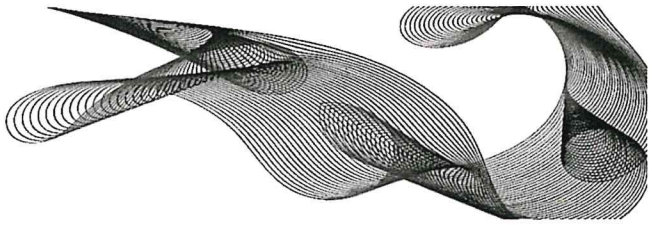
Quick note with huge congratulations not only on being mayor but on leading an all-women council - not contest on what municipality will get the job done!! ☺

Please pass on my best wishes to all. So excited for this historic council in a historic town!

Much Respect,

Mayor Pam, Yarmouth

COMMUNITY ALCOHOL PARTNERSHIP



November 2024

Mayor Boyer

Congratulations on your recent election to the significant position of Mayor for the Town of Annapolis Royal. Our aspirations are for you to have a personally successful experience working with your team as your direction forward is discussed, formulated and enacted.

We are connecting today to introduce you to our Community Alcohol Partnership (CAP) Annapolis Valley committee. We have been engaged in our communities for over a decade with an aim to reduce alcohol related harms.

Our endeavors have included the sharing of valuable fact-based information including, as an example, the recent data identifying the strong connection between alcohol consumption and cancers. We have also connected with our federal government to support formatting labelling on alcohol containers with information needed to protect the health of our citizens.

There is an abundance of evidence-based information relevant to alcohol harms available. This requires broader distribution of knowledge within our communities to improve the level of awareness, while enabling individuals to make healthier

alcohol consumption choices.

While there are positive trends unfolding toward the consumption of non-alcohol drinks within our society, more effort is needed to lessen the numerous known alcohol harms currently occurring.

It is noteworthy to bring your attention to: Canada's Guidance on Alcohol and Health: Final Report, January 2023. One significant fact in circulation is that there is no amount of alcohol that is safe for consumption. Also known is that our province spends more assets treating alcohol induced problems than is generated by taxes collected from alcohol sales. This data is available on our CAP website as is additional, beneficial information. You can access the CAP Annapolis Valley website at – Community Alcohol Partnership Annapolis Valley. A CAP card is attached.

Part of our community engagement has included our conversations and support for other likeminded organizations in other communities and even foreign countries, such as Ireland, to assist in their endeavors to modify their existing alcohol consumption culture.

We are available to speak with you and your council further, when you are prepared to discuss the matter, or if you would prefer to have us deliver a presentation at one of your council sessions. Council representation at our monthly CAP meetings would be welcomed.

Our goal is focused on our community. Together, we can create healthier and more economically sound societies for ourselves and our families.

Daisy J. Dwyer, Chair of Annapolis Valley CAP

Telephone: 902 765 3902

Email: dwyerdj@ns.sympatico.ca

CAP Meeting Schedule

September 2024 – June 2025

(4th Wednesday each month)

These meetings will be held monthly beginning on October 23, 2024, and will continue to June 25, 2025.

Sept. 25 (2024)	1:30- 3:30 PM	No Meeting
Oct. 23 (2024)	1:30- 3:30 PM	Berwick Library In Berwick Town Office
Nov. 27 (2024)	1:30- 3:30 PM	TBA
Jan. 22 (2025)	1:30- 3:30 PM	TBA
Feb. 26 (2025)	1:30- 3:30 PM	TBA
March 26 (2025)	1:30- 3:30 PM	TBA
April 23 (2025)	1:30- 3:30 PM	TBA
May 28 (2025)	1:30- 3:30 PM	TBA
June 25 (2025)	1:30- 3:30 PM	TBA

There will be no meeting in December.