
MEETING: Committee of the Whole Meeting
DATE: September 1, 2026
TIME: 6:00 PM
PLACE: Town Council Chambers

Agenda

- 1. Call to Order & Land Acknowledgement**
- 2. Approval of Agenda**
 - 2.1 Additions to the Agenda
- 3. Conflict of Interest**
- 4. Acceptance of Minutes**
 - 4.1 Minutes of the Committee of the Whole Meeting of June 2, 2026
- 5. Business Arising from the Minutes**
 - 5.1 Virtual Council Meeting Policy – Draft
- 6. New Business**
 - 6.1 Antigonish Regional Emergency Management (AREMO) Evacuation Plan - Draft
 - 6.2 Town of Antigonish Technology Use – Policy
 - 6.3 Golf Fore Health – Mayor Cameron
 - 6.4 Certificate of Recognitions – Mayor Cameron
- 7. Correspondence**
 - 7.1 British Home Child Day Sept 28th – Illumination Request – Informational
 - 7.2 Letter from Strait Area Chiefs, Mayors, Wardens re: Cell Service
 - 7.3 International ArtsGames Committee's (IAC) – Global Initiative
- 8. Councillor & Committee Reports**
- 9. Adjournment**

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**Committee of the Whole
June 2, 2026
Town Council Chambers**

Present

Mayor S. Cameron
Deputy Mayor A. Murray
Councillor L. MacLellan
Councillor P. McKenna
Councillor D. Roberts
Councillor J. Pelly
Councillor J. Sullivan

Also in Attendance

R. Delorey, CAO
M. Fougere, Municipal Clerk
K. Meisner, P.Eng., Director of Infrastructure and Engineering
S. Long, Marketing and Communications Officer
K. MacInnis, Director of Community Development
M. Barkhouse, Director of Corporate Services
D. Dunn, Housing Accelerator Fund Coordinator (HAF)

Gallery (Online)

1. Call to Order & Land Acknowledgment

Mayor S. Cameron called the meeting to order at 6:10 p.m. and provided a land acknowledgement recognizing that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people and that we are all treaty people.

2. Additions to the Agenda

2.1 Additions to the Agenda

Motion: That Council accept the agenda as presented.

Moved by: Councillor McKenna

Seconded by: Councillor MacLellan

Motion carried.

3. Conflict of Interest

Councillor McKenna declared a conflict of interest with respect to item 7.3 Town Services and Affordable Housing Grant Applications.

4. Acceptance of Minutes

4.1 Minutes of the Committee of the Whole Meeting of May 5, 2026

The minutes of the Committee of the Whole Meeting held May 5, 2026, were accepted as presented.

5. Banner Requests

5.1 Festival Antigonish Summer Theatre

The Festival Antigonish Summer Theatre banner request was presented for information. The item will be brought forward to the June Regular Council meeting for consideration.

Council discussed the possibility of developing a policy for recurring banner requests. It was noted that several requests are presented annually, often with a financial component, and a policy may streamline the approval process for recurring requests.

6. Business Arising from the Minutes

Councillor MacLellan requested an update regarding e-scooter operations in the Town. The CAO advised that the current e-scooter company operating in the Town has submitted a vending permit application. Discussion focused on the current lack of restrictions regarding operating locations, including Main Street, sidewalks, and speed limits. Council also discussed the potential use of geofencing to limit where scooters may operate.

Council discussed whether municipalities have the authority to prohibit e-scooter operations. Councillor McKenna expressed the view that the operator should be advised that failure to comply with established limits or expectations could result in restrictions on operating within the Town.

The CAO noted that, in the absence of provisions under the Motor Vehicle Act, e-scooters are intended to operate on streets. The CAO further noted that enforcement presents challenges, including the limited ability of by-law enforcement officers to stop riders.

Mayor Cameron advised that correspondence from the company had been circulated to Council. The letter outlined measures being taken to improve safety, including efforts to address issues related to helmets being removed by users and enhancements to helmet locking systems.

7. New Business

7.1 Branding Memo – Informational

A memo was circulated in Council's agenda package for informational purposes.

Discussion followed regarding the condition and replacement of highway tourism signage. Staff advised that the signs are part of a provincial program developed in collaboration with the former Antigonish Regional Authority and are subject to provincial standards and requirements.

Council also discussed potential future signage options.

7.2 Noise Exemption By-Law for Antigonish Music Festival

Council received information regarding a request from the Antigonish Music Festival for a Noise Exemption By-law extension to 12:00 a.m. on August 7 and 8.

The matter will be brought forward to a future Council meeting for consideration.

7.3 Town Services and Affordable Housing Grant Applications – Memo

Councillor McKenna declared a conflict of interest and excused himself from the discussion.

CAO, R. Delorey provided an overview of the Town Services and Affordable Housing Grant Program, noting that four applications were received, of which two met the eligibility criteria. The program has a budget of \$50,000.

The item was presented for discussion and will be brought forward to a future Council meeting for consideration.

Councillor McKenna returned to the meeting.

7.4 Municipal Finance Corporation (MFC) Borrowing Resolutions

M. Barkhouse reviewed a memo included in Council's agenda package regarding Municipal Finance Corporation borrowing resolutions and the requirement for ministerial approval. The proposed borrowing relates to several capital projects, including the Library project and water and sewer infrastructure initiatives.

The CAO advised that the budgeted amount for the sewer project and current estimates do not align and that additional borrowing may be required. Discussions are ongoing, and recommendations will be brought back to Council for consideration.

7.5 Capital Re-Allocations

A memo regarding capital re-allocations was circulated in the Council package. K. Meisner spoke to the memo.

Council discussed funding considerations related to Hospital Way, including timing of design work and implications for potential funding applications. Questions were raised regarding program eligibility, application timelines, and overall project approach. Discussion also included broader infrastructure considerations, including Bay Street and cost-sharing implications.

The CAO advised that the memo was for information and noted that updated information, including recent tender results, will be brought forward to Council for further consideration at the June 16 Regular Council meeting.

Council expressed appreciation for the information provided.

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8. Correspondence

8.1 Recognition – Royal Canadian Legion 100th Anniversary

Mayor Cameron noted that he would like to recognize the Royal Canadian Legion's 100th Anniversary at a future Council meeting.

No further discussion took place.

8.2 President's Night of Xaverian Legacy - June 20, 2026

Council discussed the possibility of booking a table for the event. It was agreed that the matter would be brought forward to a future Council Meeting for consideration.

8.3 Letter from J. Paradis re: Safety Concerns on Proposed Crosswalk Location 23 Main St.

Mayor Cameron spoke to the correspondence received from Mr. J. Paradis regarding safety concerns related to the proposed crosswalk location at 23 Main Street.

Councillor McKenna questioned whether Mr. Paradis understood the mandate of the railway and the recommendations of the professionals involved. The Mayor noted that Mr. Paradis understands the rationale but does not agree with the decision from a safety perspective.

No further discussion took place.

8.4 CACL Ham and Bean Dinner & Auction – June 5, 2026

Council discussed the CACL Ham and Bean Dinner & Auction event to be held on June 5, 2026, and directed the Clerk to circulate the event information to Council members interested in purchasing individual tickets.

No further discussion took place.

9. Councillor & Committee Reports

Councillor Roberts spoke to the Police and License Committee report, which had been circulated to Council, and provided an update on discussions related to civic addressing. Councillor Roberts also presented a recommendation from the Fire Committee respecting access to fuel tanks located at the Towns Public Works Depot through the use of a key swipe card system.

Councillor Pelly provided an update on recent meetings and community events she attended.

Deputy Mayor Murray provided an update on recent meetings and community events he attended.

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Councillor Sullivan provided infrastructure updates regarding the GRID Modernization Project, Sewer Treatment Facility upgrades, Bay Street Phase 1, James Street water line design work, West Street Phase 2 construction, source water well development, sidewalk construction projects, and repairs to the Town's street sweeper.

Councillor McKenna provided an update from the Pictou Antigonish Regional Library (PARL) Board, including information on the Donation Station capital campaign and library service changes within the region.

Councillor MacLellan provided his report.

Mayor Cameron provided an update on recent meetings and activities.

Motion: That Council move to go In- Camera at 7:28 p.m.

Moved by: Councillor Pelly

Seconded by: Councillor MacLellan

Motion carried.

10. In-Camera

10.1 Contract Negotiations - MGA Section 22(2)(e)

10.2 Personnel Matters – MGA Section 22(2)(c)

Motion: That Council rise from the In-Camera Session.

Moved by: Councillor Sullivan

Seconded by: Deputy Mayor Murray

Motion Carried.

Council rose from the In-Camera Session at 9:04 p.m.

11. Adjournment

With no further business, Deputy Mayor Murray moved for adjournment at 9:04 p.m.

Mayor Sean Cameron

Randy Delorey, CAO

Virtual Meeting Policy

1. Purpose

The purpose of this Policy is to establish the procedures and requirements for conducting meetings of Council and Council Committees by electronic means, and for participation by individual Council members through electronic means, in accordance with the Municipal Government Act of Nova Scotia.

This Policy is intended to:

- Ensure transparency, accountability, and public access to municipal decision-making;
- Facilitate participation by Council members when attendance in person is not practical;
- Establish consistent operational standards for virtual and hybrid meetings; and
- Ensure compliance with legislative requirements respecting notice, public access, quorum, voting, and records management.

2. Authority

This Policy is adopted pursuant to Section 19A of the Municipal Government Act, which authorizes municipalities to conduct Council and Committee meetings by electronic means where provided for in a procedural policy.

3. Scope

This Policy applies to:

- Regular Meetings of the Town Council;
- Special and Emergency meetings of Council;
- Meetings of Committees of Council;
- Meetings of other municipal entities;
- Public hearings required under municipal legislation; and
- Individual members participating electronically in otherwise in-person meetings.

This Policy does not apply to:

- Training sessions and workshops where no business is conducted; or
- Employee meetings.

4. Definitions

Electronic Means means any technology that allows participants to simultaneously hear and see one another and allows the public to hear and see the proceedings in real time.

Hybrid Meeting means a meeting where some participants are physically present and others participate by electronic means.

Virtual Meeting means a meeting conducted entirely through electronic means.

Member means a member of Council or a Council Committee.

Chair means the Mayor, Deputy Mayor, Committee Chair, or person presiding over a meeting.

5. Authorization to Conduct Virtual Meetings

5.1 Council meetings and Committee meetings may be conducted wholly or partially by electronic means.

5.2 The Mayor, in consultation with the Chief Administrative Officer and Clerk, may determine whether a scheduled meeting will be conducted:

- In person;
- Virtually; or
- In a hybrid format.

5.3 Council may direct that a particular meeting be held virtually or in hybrid format by resolution.

6. Notice Requirements

6.1 When a meeting is to be conducted by electronic means, notice shall be provided to the public not less than two (2) days before the meeting.

6.2 The notice shall include:

- The date and time of the meeting;
- The location for in-person attendance for hybrid meetings;
- The method by which the meeting will be conducted; and
- Instructions for public access;

6.3 Public notice shall be provided through the posting on the Town's official website and five other locations within the Town of Antigonish as required in Section 19A 4(b)

These notice requirements are intended to satisfy the MGA section 19A requirement that the public receive advance notice respecting the manner in which the meeting will be conducted.

7. Public Access

7.1 Virtual meetings shall be conducted using technology that enables participants in the meeting and members of the public to hear and see the meeting as it occurs.

7.2 Where feasible, the Town shall livestream virtual meetings in accordance with the Town's Live Streaming Policy.

7.3 If technical difficulties interrupt public access, the Chair may:

- Temporarily recess the meeting until access is restored; and/or
- Adjourn the meeting to another date and time.

7.4 A failure of an individual member of the public to access the meeting due to their own technical limitations shall not invalidate proceedings.

8. Participation by Members

8.1 Council meetings are in person by default. Hybrid and virtual meetings are authorized to expand opportunity for elected officials, staff, and third-party participants to actively attend Council meetings on an exception basis.

8.2 The technology used must permit:

- The public to see and hear the participating member during the meeting; and
- All participants to see and hear one another simultaneously.

8.3 Members participating electronically are deemed present for purposes of quorum and voting.

8.4 Members participating electronically shall:

- Join from a location with adequate connectivity;
- Ensure they can be clearly seen and heard (maintain video and audio connectivity);
- Maintain confidentiality during any closed session; and
- Avoid distractions that interfere with meeting proceedings.

9. Quorum

9.1 Members attending electronically shall be counted toward quorum.

9.2 If the loss of connectivity reduces attendance below quorum, the meeting shall be recessed until quorum is restored or the meeting is adjourned.

10. Voting

10.1 All votes during virtual or hybrid meetings shall be conducted by recorded vote, unless otherwise permitted by law.

10.2 The Chair shall clearly state the motion under consideration before the vote is called.

10.3 Each member shall verbally indicate their vote when requested by the Chair.

10.4 The Clerk shall record the vote in the minutes.

11. Rules of Order

11.1 Council's governance rules and applicable legislation continue to apply to virtual and hybrid meetings.

11.2 For in person and hybrid meetings the Chair of the meeting must participate in person;

11.3 The Chair may establish reasonable protocols governing:

- Speaking order;
- Recognition of speakers;
- Management of technical disruptions.

11.4 Members shall keep their cameras and microphones activated, except when excused by the Chair. Disabling camera and microphone will be equivalent to leaving the Council table in an in-person meeting and the Member shall no longer be counted towards quorum, until they return to the hybrid or virtual meeting, by re-enabling their camera and microphone.

12. Public Participation

12.1 Where public participation is permitted by Council policy or applicable legislation, members of the public may participate electronically.

12.2 The Clerk may establish registration procedures and submission deadlines.

12.3 The Chair may remove participants who:

- Disrupt proceedings;
- Use offensive or abusive language;
- Fail to follow meeting procedures; or
- Present a cybersecurity risk.

13. In-Camera Meetings

13.1 In-camera sessions conducted electronically shall use secure technology and access controls.

13.2 Only individuals entitled to attend the in-camera session shall be permitted access.

13.3 Participants shall confirm that no unauthorized person can hear or view the proceedings.

14. Technical Failures

14.1 The Chair may recess a meeting to address technical difficulties.

14.2 If a member loses connection during debate or voting, the Clerk shall note the interruption in the minutes.

14.3 A meeting may continue where:

- Quorum remains present; and
- Public access remains available.

14.4 If public access is materially interrupted, the Chair shall determine whether

- Proceedings should be suspended until access is restored; and/or
- Proceedings are adjourned to a later date.

14.5 At the Chair's discretion, or by motion of Council, in person and hybrid meetings that maintain quorum during technological interruptions may continue without the electronic means.

15. Recording and Records Management

15.1 The Town may record and livestream virtual meetings, in accordance with the Town's Live Streaming Policy.

16. Privacy and Security

16.1 The Town shall utilize reasonable measures to protect personal information and meeting security.

16.2 Meeting platforms shall incorporate appropriate safeguards, including:

- Password protection;
- Waiting rooms or controlled admission;
- Participant authentication where required; and
- Administrative controls over screen sharing.

16.3 Members shall comply with all applicable privacy legislation and municipal policies.

17. Severability

If any provision of this Policy is found invalid by a court or tribunal, the remaining provisions shall remain in force.

18. Review

This Policy shall be reviewed at least once every term of Council or sooner if legislative amendments require revision.

ANTIGONISH REGIONAL EMERGENCY EVACUATION PLAN

Antigonish, Nova Scotia



Version 1.0
May 05, 2026

Approval Signatures:

Nicholas MacInnis
Warden
Municipality of the County of
Antigonish

Sean Cameron
Mayor
Town of Antigonish



Record of Amendments

Amendment No.	Version No.	Section/Pages Amended	Amended By	Approval Date
1				
2				
3				
4				
5				
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Distribution List

Copy No.	Organization
1	Antigonish Regional Emergency Management Organization (EMO Coordinator)
2	Municipality of the County of Antigonish (CAO)
3	Town of Antigonish (CAO)
4	Nova Scotia Department of Emergency Management
5	Municipality of the County of Antigonish Office - EOC (Multi-Purpose Room)
6	Town of Antigonish Office – EOC (Town Chambers)
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1.0 Introduction

1.1 Background

This Evacuation Plan is only one part of preparedness efforts that include training, exercises and the debriefing of actual events. As the Antigonish Regional Emergency Management Organization grows, so will the Evacuation Plan. Due to the nature of major emergencies, there may be a need to adapt the plan during an evacuation or sheltering-in-place as well. Therefore, the following plan should not be seen as a definitive rigid solution, but rather the basis for continuous planning efforts.

As a result of an emergency incident in the Antigonish region an evacuation may be the chosen form of protective action. Evacuation may result in a tremendous psychological effect on those persons directly affected. Adequate communication with people involved is essential and shall include explaining that an evacuation is pending, what they shall be required to do and when they should be required to react if an evacuation is issued. A decision to evacuate should only be made when absolutely required.

First response agencies alone cannot be expected to deal with a large-scale evacuation and relocation of residents. An effective response will require participation and cooperation between municipal services, provincial resources and volunteer services such as ground search and rescue and humanitarian organizations.

1.2 Authorities

The authority for an evacuation is afforded by the Nova Scotia Municipal Government Act.

The legal authority for local authorities to order an evacuation rest within the Nova Scotia Emergency Management Act (1990) Section 14(f) – Protection of property and health or safety.

Protection of property and health or safety – Section 14

Upon a state of local emergency being declared in respect to a municipality or an area thereof, the mayor/ warden may, during the state of local emergency, in respect of such municipality or an area thereof, do everything necessary for the protection of property and the health and safety of persons therein may:

- a) Cause an emergency management plan or any part thereof to be implemented;

- b) Acquire or utilize or cause the acquisition or utilization of personal property by confiscation or any means considered necessary;
- c) Authorize or require a qualified person to render aid of such type as that person may be qualified to provide;
- d) Control or prohibit travel to or on a road, street or highway;
- e) Provide for the maintenance and restoration of essential facilities, the distribution of essential supplies and the maintenance and coordination of emergency medical, social and other essential services;
- f) Cause or order the evacuation of persons and the removal of livestock and personal property threatened by an emergency and make arrangements for the adequate care and protection thereof;
- g) Authorize the entry by a person into any building or upon land without warrant;
- h) Cause or order the demolition or removal of any thing where the demolition or removal is necessary or advisable for the purpose of reaching the scene of an emergency, or attempting to forestall its occurrence or of combating its progress;
- i) Order the assistance of persons needed to carry out provisions mentioned in this Section;
- j) Regulate the distribution and availability of essential goods, services and resources;
- k) Authorize and make emergency payments;
- l) Assess damage to any works, property or undertaking and the costs to repair, replace or restore the same;
- m) Assess damage to the environment and the costs and methods to eliminate or alleviate the damage.

1.3 Purpose

The purpose of this Evacuation Plan is to provide a path through which a timely and effective evacuation and reception of people can be achieved.

The Plan will be activated as soon as it becomes apparent that, due to an emergency of such magnitude as to warrant its implementation, evacuation and relocation of people is necessary.

Should a major incident occur in our region, the A.R.E.M.O. Emergency Management Coordinator (EMC) or designate, on the advice of the first response agency, will consult with the EOC DIRECTORS (CAOs) to activate the Emergency Management Plan (E.M.P.). The EMC or alternate will activate the notification procedure set out in the Emergency Management Plan (E.M.P.), so members of the Emergency Operations Centre (EOC) are alerted and instructed to report to the EOC.

If the need to evacuate and relocate residents of the affected area(s) is clear, the provisions of the Evacuation Plan shall be implemented. In such events, the

Municipality shall discuss the need to declare a State of Local Emergency (SOLE), if a mandatory evacuation is needed. If there is a fire or the possibility of fire, the Fire Chief or Alternate has the authority to declare the mandatory evacuation at the current time there is no advantage to declaring a SOLE.

2.0 THEORY OF OPERATION

2.1 General

Evacuation is one means of protecting the public from the effects of a hazard; protection is achieved by moving people away from the hazard. In planning for evacuation, the characteristics of the hazard and its magnitude, intensity, speed of onset, and anticipated duration are all significant factors. These will determine the number of people to be evacuated, the distance people must be moved to ensure their safety, the need for reception facilities, and the extent of traffic control and security required.

The community must be prepared to conduct both small-scale (e.g. single facility or limited local) and large-scale (e.g. extensive local and regional) evacuations at all times of the day both from known hazard areas and from unexpected incident locations.

2.2 Types of Evacuation

2.2.1 Pre-Emptive Evacuation

- Given adequate warning about a hazard, sufficient resources, and a likely threat, it will be advisable to conduct pre-emptive evacuations.
- A pre-emptive evacuation may be undertaken when if delayed, conditions (weather or other hazard) would impede evacuation.

2.2.2 No Notice Evacuation

- It may be advisable to carry out an evacuation even while a threat is facing a community.
- With an evacuation of this type, decision may need to be made with limited information.
- Decision-makers, such as the EOC Director/ Incident Commander, must be willing to make decisions with whatever information is available at the time. They may have little or no time to wait for additional information because any delay may have a significant impact on public safety.
- Pre-planning will be instrumental in supporting decision-making in no-notice situations.

- Evacuations of this nature are done when life safety is at extreme risk. Such an evacuation poses increased risk to all involved.
- To acquire resources and expedite the evacuation normally requires extraordinary measures (i.e., a State of Local Emergency has been declared).
- Emergency responders may require personal protective equipment, as responder safety will be critical.
- Provincial or Federal assets may be required to facilitate an evacuation of this type.

2.2.3 Post Incident Evacuations

- After a threat has already impacted a community (i.e., flooding), it may be necessary to:
 - Remove residents from an environment that is no longer able to support them, or
 - Prevent or mitigate the onset of additional consequences leading to a prolonged or new emergency.

2.2.4 Partial Evacuations

- Larger incidents may affect the entire region.
- Evacuations of this type often involve a larger number of evacuees, possibly from more than one municipality.
- This will require concentrated effort by emergency management personnel to coordinate, transport, and shelter the affected populations, and will place greater demands on staff and resources.
- Incidents that trigger a wide-spread evacuation typically cause far-reaching damage and are therefore more likely to compromise critical infrastructure in a manner that hampers evacuee movement.
- Structural damage to the transportation systems, such as bridges, and highways, may make them unsafe for use.
- If these sites are located on evacuation routes, those routes may be unavailable, and alternatives will need to be identified.
- In cases where the transportation network is severely restricted by such damage, sheltering in-place may be a safer short-term alternative.

2.2.5 Widespread Evacuations

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- In cases where the transportation network is severely restricted by such damage, sheltering in-place may be a safer short-term alternative.

2.2.6 Self-Evacuations

- Self-evacuation is when people choose to evacuate without explicit direction to do so.
- If people self-evacuate, they may still request shelter or other essential services.

2.2.7 Shelter-In-Place

- This is a precaution aimed to keep residents safe while remaining indoors.
- Shelter-in-place means selecting a small, interior room, with no or few windows, and taking refuge there. It does not mean sealing off your entire home or office building.

2.3 Evacuation Organizational Structure

To support a mass evacuation of within the Antigonish region the Antigonish REMO Emergency Coordination Centre is structured under the Incident Command System.

2.4 Possible Community Hazards

The Antigonish REMO Hazard Identification Risk Analysis (HIRA) will be assessed by the A.R.E.M.O. Planning Committee (E.A.R.E.M.O.P.C). The HIRA will determine the potential hazards that may create the need to evacuate. The list below is not extensive, and events are not listed and in any order of risk. The following list is considered potential community hazards that may affect all or part of the region.

- Inland or coastal flooding
- Wildfires
- Weather events (hurricanes, blizzard, ice storms, extreme heat)
- Dangerous goods release (transportation or industrial)
- Highway closures

2.5 Evacuation Considerations

When considering the decision-making process as it relates to evacuations, the following factors need to be evaluated:

- Risk analysis of the underlying cause of the incident such as toxicity of substances, explosive characteristics of substance(s), reactivity characteristics of substance(s), wind direction, topography, fire.
- The number of persons to be evacuated.
- The approximate number of persons requiring special assistance to evacuate.
- Debris and damaged infrastructure.
- Egress routes.
- Time of day.
- Available lead time.
- Safety of emergency workers.
- Potential risk to evacuees during movement.
- Availability of resources to support the movement of evacuees.
- Land use of area – residential, employment, mixed uses.

2.6 Activation of the Evacuation Plan

The Emergency Management Coordinator will periodically evaluate the entire Emergency Management Program, by measuring the performance of selected actions and the achievement of desired results.

2.7 Evacuation Presumptions

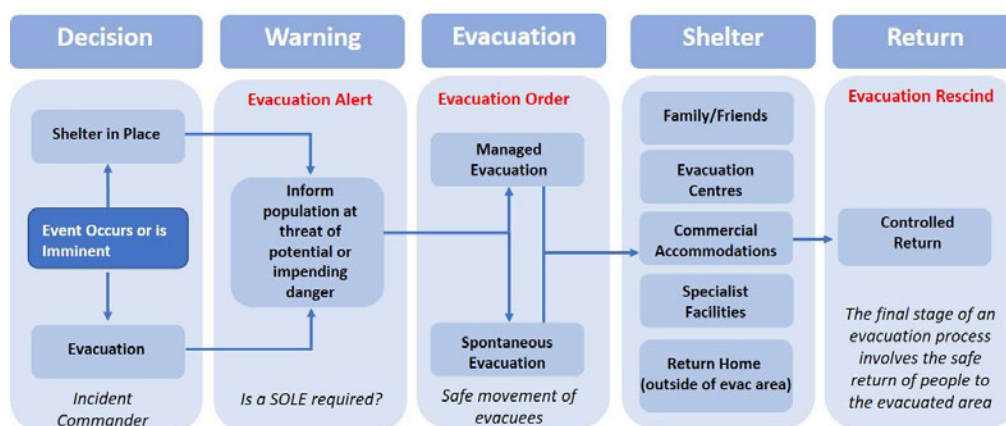
During the development of an evacuation plan, these considerations need to be recognized:

- Spontaneous evacuation will occur when there is sufficient warning of the threat. Between 5 and 20 % of the people at risk will self-evacuate before being directed to do so;
- Some people will refuse to evacuate, regardless of the threat;
- Some individuals will require transportation support to evacuate;
- Some owners of animals will refuse to evacuate unless arrangements have been made to care for their animals;
- Approximately 10 to 20 % of the population impacted will require some form of assistance from local Emergency Services teams in the Reception Centres. This figure could vary depending on the composition of the community.

- Many evacuees will seek shelter with relatives, friends or hotels rather than use government provided facilities;
- For some hazards, such as flooding, designated evacuation routes must be used to safely evacuate people;
- The day of the week and time of day will determine if individuals/families will be at their homes or separated at work and/or school; and
- Many hazards provide a warning period which allows for a planned evacuation and re-entry.

2.8 Evacuation Process

Evacuation takes place within a process that begins with preparing for the possible need to evacuate populations at high risk from imminent or actual disaster. It involves ongoing risk monitoring and management as the situation and needs of evacuees evolve over time, and only ends with their safe, voluntary, and sustainable reintegration back home or in alternate locations.



2.9 Evacuation Operations – Incident Command Team

Once the decision has been made to evacuate an area, the EOC Director shall determine the following:

- Sign the evacuation order;
- Define boundaries of area to be evacuated;

- Indicate main evacuation route(s) to be used and identify necessary traffic control points;
- Assign staging area(s) to be used;
- Time the evacuation will start and if necessary, who will be evacuated first;
- Activate the notification system for affected residents.

2.10 Evacuee Registration and Facility Locations

If an evacuation is necessary, a list of possible facilities is available at the EOC that can be used as Registration Centres, Comfort Centres and/or Emergency Shelters. Once registered, the residents will be directed to appropriate facilities if they require additional support.

The Evacuees who have been relocated to temporary shelters will require a wide range of support services. The Nova Scotia Department of Opportunities and Social Development (DOSD) has the primary responsibility for the provision of all such services, with the assistance of agencies such as the Canadian Red Cross, St. John Ambulance and the Salvation Army. The Canadian Red Cross is under contract with DOSD to provide the following six (6) services in the event of an evacuation.

1. Registration and Inquiry
2. Emergency Clothing
3. Emergency Lodging
4. Emergency Food
5. Personal Services
6. Mental health and psychosocial supports

2.11 Facilities

At first, residents are encouraged to seek shelter with friends, family, hotels or other alternate accommodations. It is important that evacuees register by calling or in person at the reception centre. This will allow authorities to contact you with updates and the re-entry details. There are three types of emergency facilities that may be established:

2.11.1 Comfort Centres

Comfort Centres, sometimes known as Warming or Cooling Centres, are primarily used for residents who are remaining in their homes but do not have full services such as electricity, heat, water etc. The centre can provide a place to go to get light snacks pick up small amounts of needed items and attend to personal hygiene matters. Comfort Centres are normally operated by the municipality and/or local volunteer organizations and are not run by

DOSD, however, DOSD may assist in some cases with supplies like bottled water, for example.

2.11.2 Reception Centres

During an evacuation situation, residents can use a reception centre to provide a safe area of refuge to assess their individual situation and make temporary plans. The centre also allows the DOSD through its partners, such as the Canadian Red Cross, to provide a registration and assessment service. In a reception centre, displaced residents can meet with evacuation officials to discuss personal needs and other issues such as security of the evacuation area, re-entry procedures, etc. It is normally at a reception centre that a determination is made on how many residents do not have alternate temporary housing arrangements. If there are enough residents needing overnight accommodation, an emergency shelter may be set up.

Reception centres are provided by the municipality and managed by the DOSD. A reception centre may be open overnight, but by its definition, it does not offer sleeping accommodations. It is normally only used at the beginning of an event and sometimes it may turn into a shelter if the facility it is in meets the needs of the evacuees. There is no requirement to have the reception centre and the emergency shelter in the same facility.

2.11.3 Emergency Shelters

When enough residents are unable to remain in their homes and no other source of temporary housing, an emergency shelter may be established. The shelter is provided by the municipality and is managed by DOSD through its agreement with the Canadian Red Cross. It operates on a 24/7 basis and provides all the six emergency social services (ESS) including overnight sleeping arrangements. Essentially, the shelter turns into the evacuated resident's home. Therefore, more attention is placed on security and issues around comfort and personal services that will be needed over the time the shelter is operational. Shelters have more requirements for personal space, washrooms, expanded personal hygiene areas, as well as feeding. Food preparation may be done on site if the facility is properly equipped or may be prepared off-site and served at the shelter. Support to the DOSD may be needed, so again, there is an important role for community volunteers.

2.12 Special Needs Populations

Residents of the impacted area may have specialized needs in evacuating. The aged, infirm, hospital patients, nursing home/home for the aged residents, daycares,

schools etc. may require specialized transport to evacuate. The facilities responsible for the care of special groups must have an evacuation plan for their site and a pre-selected destination where the needs of the special groups can be managed.

A portion of the population with special needs, reside in family homes or their own homes and may not have a personal evacuation plan. Special populations under home care need to have a preparedness plan and identify themselves to emergency services personnel to ensure that they can be safely removed from danger.

EHS will be directed to coordinate with other emergency services to facilitate the evacuation of populations with special needs.

2.13 Domestic Animal Care and Relocation

Evacuation and care of domestic animals is an increasingly important issue for emergency managers and the public. As pets are not allowed in shelters, the Regional Emergency Management Coordinator will coordinate with DEM NS for the Disaster Animal Response Team of Nova Scotia assistance in the establishment of pet shelters.

There are several considerations involved in providing domestic animal services:

- Communication to owners that the ultimate responsibility to find alternative lodging for domestic animals lies with the animal owner.
- Emergency management organizations and animal care agencies should work together to coordinate the expertise and resources of both emergency managers and animal care providers.
- Domestic animals need to be housed in a facility separate from shelter facilities due to potential allergies from exposure.
- Protocols for rescue workers who encounter animals are also helpful.
- Local authorities should become familiar with public health considerations and liability.
- Food and medical care for domestic animals.
- Clear guidelines should be communicated to owners, for example, how much food to bring, if kennel cases are required etc.
- Care of individuals always takes priority over the care of domestic animals.

In most cases, Emergency Social Services coordinates with pet services with assistance from local animal shelters and non-profit organizations

2.14 Traffic Management

In most evacuation scenarios, most evacuee movements will take place on roadways and highways, in both personal vehicles and coordinated transit vehicles like school

buses or private vendors. Given the potentially large numbers of vehicles that will be accessing the roadway network at the same time, it is important to consider what can be done to increase the capacity of roadways.

The purpose of traffic management during an evacuation is to ensure:

- Evacuation routes are kept clear and are used as intended
- Emergency vehicles can access the emergency area
- Unauthorized vehicles are kept out of the emergency area

Traffic management tactics may include:

- The assignment of police resources to strategic locations to prevent congestions and unauthorized access to an emergency area.
- The use of additional signage to provide direction to evacuees on routes, destinations, etc.
- Converting two-way roads to one-way.
- Modifying traffic light controls at appropriate intersections.
- Dispatching tow trucks and other equipment as appropriate to remove obstacles.
- Establishing temporary holding lots for disabled vehicles to keep routes clear for evacuating traffic.
- Closure of inbound lanes on selected roads and highways to prevent people from entering an area while evacuations are taking place.
- Establishing a high-occupancy vehicle lane.

In terms of the best tactics to employ in an evacuation, the choice depends on the unique characteristics of our region's transportation network and the characteristics of the emergency.

2.15 Access Control and Security

Security in evacuated areas is extremely important. Those who have evacuated may not do so in the future if their property has been damaged or stolen during their absence.

Along with controlling traffic during an evacuation, law enforcement will establish roadblocks to limit entry into evacuated areas and, where possible, conduct periodic roving patrols within such areas to deter theft by those on foot. To the extent possible, fire services will take measures to ensure continued fire protection.

Access control points, devices and procedures are predetermined by law enforcement or would be developed or secured by law enforcement specific to the event. These access points or roadblocks may be manned by law enforcement and/or fire service personnel.

If an evacuated area has sustained damage and cannot be reoccupied for an extended period, it may be desirable to implement a permit system with a sign-in/sign-out protocol, to monitor and limit access to emergency workers, homeowners, business owners, utility workers, and contractors restoring damaged structures and removing debris.

2.16 Demobilization and Re-Entry

2.16.1 Return to the Risk Area

The process for re-entry into the evacuated areas must be coordinated to ensure safety of the public, protection of property, and the continuation of response and recovery activities. The Municipalities will be responsible for notifying residents when it is safe to return to their homes and businesses. Law enforcement will be responsible for ensuring the return occurs in an orderly and safe fashion.

2.16.2 Re-Entry Scenarios

Once the threat has passed, Antigonish REMO's re-entry procedures may be based upon one of three (3) scenarios:

- Incident has passed and there is little or no damages that affect the communities.
- Effects are isolated to a localized area, operational area, or region of the county with minimal or isolated significant damages.
- Total devastation with significant infrastructure damages over a widespread area.

2.16.3 Re-Entry Decision

The decision of when to permit residents to return to the affected area will be made cooperatively between Antigonish's Regional EOC, supporting agencies and municipalities in the impacted areas based upon the three scenarios above. The decision to allow re-entry will be based on an overall evaluation of the situation, including the following major factors:

- Access – Following a major event a survey (ground or aerial) of the impacted areas should be conducted immediately to identify and prioritize the most seriously damaged areas of the locality. This can determine the level of damage to major routes into the area and help to determine the time needed for debris clearance from those routes.
- Essential Emergency Services – Emergency Service agencies that have been moved to safety prior to an evacuation need to return to their service areas.
- Water Levels – Floodwaters have receded from most of the area.
- Wildfire Areas – Wildfire activity is controlled and no longer a threat to the public.
- Public Health – Water and sewer services are operating, or reasonable accommodations are in place or available.
- Subsistence – Food is available or made available in the impacted area.
- Utilities – Electricity, water, telephone, and propane services are operating, or information is available about when they will be available in the affected area or reasonable accommodations are in place or available.
- Existing services can support the people already in the impacted area as well as an additional influx of people.

2.16.4 Re-Entry Teams

Re-entry teams should begin the process of clearing access to critical facilities and roads to facilitate the re-entry process. The Pre-Re-Entry Teams consist of but are not limited to:

- Public Works Team with heavy equipment (front end loader, backhoe, etc.), and chain saw crews.
- Power Crews to identify and remove downed utility lines (Power, Cable, etc.).
- Emergency Medical Service to provide medical support to victims that are relocated while opening roads.
- Fire Service agencies to provide incident, evacuation, and re-entry support.
- Law Enforcement to provide security for crews.

It needs to be understood that the Pre-Re-Entry Teams are not Search and Rescue Teams, they are only tasked with opening roads to gain access so Search and Rescue Teams and Damage Assessment teams can gain access to areas of destruction.

2.16.5 Informing Evacuees of Re-Entry Procedures

Public Information Officers at the Incident Command Post, and the EOC will coordinate messaging regarding re-entry procedures. This will be done through multiple means, including news releases, public briefings, social media, town and county website messaging and the municipal emergency notification system.

2.16.6 Phased Re-Entry

Once the decision to permit re-entry has been established, law enforcement personnel should set up checkpoints and roadblocks as needed based upon the level of damage that has occurred. Re-entry can proceed as recommended based upon a phased re-entry. This can ensure primary access to essential personnel and help to manage the number of people entering the disaster area.

- **Phase 1** – allows the re-entry of agencies and groups that play key roles in restoring normal operations in the impacted areas following a disaster. Law enforcement personnel should restrict access during this phase to provide for area safety and security. Phase 1 agencies and groups may include, but are not limited to, the following:
 - Law enforcement agencies
 - Search and Rescue Responders
 - Fire and EHS crews
 - Facility/Industry Emergency Response Teams
 - Debris Clearing and Removal Crews
 - Infrastructure and Utilities Repair Personnel
 - Official Damage Assessment Teams
 - Other personnel at the direction of the Antigonish EOC
- **Phase 2** – allows for the short-term limited re-entry of other critical groups as well as residents and business owners to assess damages. The EOC in coordination with public safety personnel should determine when it is safe to begin Phase 2 entry. These groups may include, but are not limited to, the following:
 - All agencies and personnel listed under Phase 1
 - Resident and Business Owners (with Insurance Adjusters and Contractors) to conduct insurance assessments (access may be temporary)
 - Relief Workers
 - Health Agencies
 - Large Box Store Management and Staff (to support recovery ops)

- Hotel/Motel Staff (to prepare for receiving of Provincial and National relief agencies)
- **Phase 3** - allows for the re-entry of only those residents and business owners who can prove they live, own, rent, lease, or otherwise have a need to be allowed into the affected areas. It includes all agencies and personnel from Phase 1 and 2, as well as residents and business owners within the evacuated area. Phase 3 may still involve roadblocks and areas where access is limited.

2.17 Essential Services

Depending on the risk, designated essential services cannot be fully evacuated and minimal staff must remain on the job. In this instance, a plan must be in place to ensure the staff remain safe and an extraction protocol with triggers in case the staff must be evacuated quickly. Each municipal unit in the County must complete a list of these services and the minimal staffing requirements well before an incident occurs.

3.0 RESPONSIBILITIES

Evacuation will be under the direction of the Police, assisted by the Fire Service when requested. Traffic control will be under the direction of the Police with support as required, including the Nova Scotia Department of Public Works and municipal Public Works Departments.

Notifications will normally be by door-to-door (if it is safe to do so) canvassing by police, fire, or others as designated by police – see **Annex I** (Instructions for Door Knockers – Shelter-in-Place), **Annex J** (Instructions for Door Knockers – Evacuation Alert), and **Annex K** (Instructions for Door Knockers – Evacuation Order). Where appropriate, sirens and emergency vehicle Public Announcement systems will be used. Antigonish REMO Emergency Coordination Centre (EOC) Information Officer, or designate, will coordinate with local media outlets for 24-hour announcements are to be kept current, and standard public announcement messages are to be available for immediate use.

Antigonish REMO shall maintain a current listing of transportation resources that can be immediately deployed. These shall include private buses, school buses, taxis, etc. For special needs, such as during severe weather, local snowmobile clubs, ATV clubs, Ground Search & Rescue teams, and area fire department resources, etc. may also be requested to assist.

Antigonish REMO Regional Emergency Management Coordinator (REMC) shall maintain a current listing of registration centres/comfort centres/emergency shelters that can be immediately assessed, such as fire halls, community centres, and

recreation centres, schools, etc., with a current listing of contact names and phone numbers.

Antigonish REMO will liaison with the Red Cross who are responsible to provide (a) registration and inquiry, (b) lodging, (c) feeding, (d) clothing and (e) personal needs during an emergency. The Red Cross is to be notified immediately when an evacuation is being considered or implemented, normally through the 24-hour emergency response number of 1-800-222-9597.

With termination of the need for evacuation, as determined through consultation among the agencies involved, notice shall be given by all appropriate means to evacuees regarding any special procedures or cautions to be taken when returning to their homes.

Antigonish REMO shall be prepared to work with Provincial and Federal authorities as appropriate to arrange any special funding issues that may result from the emergency.

3.1 Site Level – Incident Commander

- Ensure all agencies that will be involved are consulted prior to evacuation
- Determine evacuation area
- Establish a perimeter to exclude people from entering the evacuation area – indicate perimeter on map
- Establish a policy on whether persons will be advised or ordered to evacuate
- Assemble, brief, and deploy personnel
- Announce evacuation plan decisions (boundaries and evacuation routes)
- Distribute evacuation Alerts and/or Orders
- Door-to-door canvassing and house-marking
- Work with local volunteer groups who are providing on the ground support to evacuation such as local Search and Rescue
- Continue to monitor the situation and re-evaluate the need to evacuate, keeping all field units up to date regarding changes
- Provide advice and information on any special precautions that should be taken during and after the event
- Determine the number of people needing transportation
- Determine actions required to establish access control
- Agency in charge: _____
- Resources assigned:
 - Police
 - Fire
 - Public Works

- Other _____
- Determine any specialized resources required
- Agency in charge: _____
- Resources assigned:
 - HAZMAT Teams (special equipment needed)
 - Fire Service (level of Personal Protective Equipment needed)
 - Decontamination (set up area)
 - Ambulance Service (triage and treatment area)

3.2 Emergency Operations Centre

- Inform agencies of the evacuation order including DEM NS.
- Prepare a media release for immediate broadcast to the public.
- Initiate a state of local emergency (SOLE) if required.
- Provide resource support to the site.
- Select reception centres for registry and inquiry and shelters if necessary to accommodate the evacuees.
- Provide information to the Incident Command Team at the site(s).
- Assist the site in identifying the main evacuation routes.
- Arrange for services and resources from neighbouring municipalities, private contractors, volunteer agencies and service clubs to support the requests from site and meet the objectives of the EOC.
- During the emergency/evacuation, authorizing extraordinary municipal expenditures as required.
- Ensuring that pertinent information regarding the emergency is promptly forwarded to the Public
- Information Officer (PIO) for dissemination to the media and to the public.
- Working in conjunction with all stakeholders to handle requests for information, key messaging, and agency media releases to ensure consistency with respect to the emergency.
- Develop a re-entry plan for the inspection of evacuated areas and orderly return of residents after the evacuation order is terminated and inspection is complete.

3.3 Emergency Social Services (ESS)

- Consider Reception Centre locations, number of people who will need to be assisted and for what length of time.
- Establish appropriate facility for Reception Centre outside of any potential risk area

- Activate local ESS to set up needed Reception Centres and Group Lodging facilities
- Ensure Reception Centre locations are announced and provided to people impacted.
- Consider at-risk population evacuation needs.
- Consider potential for domestic animals to be evacuated with families and alert pet care providers.
- Dispatch transportation to special facilities and identified areas where assistance is required.

3.4 Royal Canadian Mounted Police (RCMP)

- Establish Perimeters – establishment of inner and outer perimeters at the emergency or disaster site
- Crowd and traffic control – control to facilitate the movement of emergency vehicles, and if necessary, disperse crowds within the emergency site
- Evacuation lead – lead the evacuation of designated buildings or areas
- Animal control – act as liaison with the Humane Society when animal control is required
- Coroner assistance – provision of assistance to the coroner

3.5 Strait Area Ground Search and Rescue

- Search and rescue – provide search and rescue personnel for missing persons under the direction of the RCMP
- Evacuation support – assist in evacuation activities, first aid, and help in assembly areas

3.6 Canadian Red Cross

- Emergency shelters – manage designated emergency shelters and reception centres
- Primary provider – support affected populations by providing sufficient personnel for food, clothing, shelter, reception and information, registration and inquiry, and other personal services

3.7 Department of Natural Resources

- Wildfire management – responsible for wildfire control and management

4.0 PUBLIC EDUCATION & AWARENESS OF EVACUATION PROCEDURES

Since public awareness of evacuation procedures will contribute to an effective evacuation process, ongoing public awareness and education shall be an integral component of this plan. To this end, this Evacuation Plan, as part of the A.R.E.M.O. Emergency Management Plan, shall be posted on the Municipality of the County of Antigonish and the Town of Antigonish websites in order that the public may have access to it and printed information shall be provided to residents in historically vulnerable areas. During an emergency evacuation, residents are to be able to access to the local media sources for information and instructions.

4.1 Evacuation Warnings

To be effective, Evacuation Warnings/Announcements should have the following characteristics:

- **Authority**—Warnings are more credible and more likely to stimulate appropriate public actions if they are issued by a recognized authority.
- **Consistency**—To avoid confusion and uncertainty, it is important that consistency be maintained when multiple warnings are issued to the public.
- **Accuracy**—Accuracy and currency of information contained in the warning also affect understanding and belief. Errors can cause people to doubt subsequent warnings.
- **Clarity**—An unclear warning can cause people to misunderstand or ignore it. Warnings should be in simple language, without the use of jargon.
- **Level of Certainty**—Certainty determines the level of belief in a warning and affects decision making by those to whom the warning is given.
- **Level of Detail**—Insufficient information creates confusion, uncertainty and anxiety, and public imagination will tend to fill the information void. This can promote rumours, uninformed misconceptions, or fears.
- **Clear Guidance**— Messages containing clear guidance about protective actions people should take and the time available for doing so are more effective than those which provide no specific instructions.
- **Repetition of Warnings**—Where time permits, warnings should be repeated preferably using more than one delivery method. This provides confirmation of the warning message, helps increase persuasiveness and overcomes the problem of people not responding after hearing a warning only once.
- **Impact Areas**—Warning information that clearly states the areas actually or likely to be affected by the event is most effective.
- **Methods of Information Dissemination**—Warnings are more effective if a range of methods is used rather than a single method, thereby reaching as many people as possible in the shortest time. Methods need to be chosen to

fit the time-frame available and should recognize that some modes are appropriate in reaching many people but with only relatively simple or generalised information (i.e., radio, television) whereas others can provide more specific information to targeted individuals (i.e., telephone, facsimile machine, computer, two-way radio, door knocking or use of community leaders or wardens). Use of the Emergency Warning Signal “Alert Ready” will enhance the effectiveness of electronic media warnings by alerting listeners for an urgent safety message to follow.

- Information Dissemination for Special Needs Groups—Consideration must be given to the specific problems of special needs groups. Dissemination to, and receipt of information by, many of these groups will pose different challenges, for example, language. Neighbours can also help by checking on special-needs people in proximity.

4.2 Essential Content - Evacuation Warning Messages

Evacuation Warning Messages will be prepared by the Public Information Officer in conjunction with advice from available specialists. Information should include:

- The issuing authority;
- The date and time of issue;
- An accurate description of the hazard (what has happened or is likely to happen);
- The area that is likely to be affected immediately by the hazard and any areas that may be affected in the longer term, for example, in the case of flood, areas that will be inundated once banks of dykes have been over-topped;
- Advice to those receiving the warning including:
 - evacuating (including anticipated duration of absence, if known) or staying indoors;
 - risk minimizing measures (if staying);
 - what to bring, for example, medication, or what not to bring, for example, pets, unless advised otherwise;
 - listening to a local radio station or monitoring municipal websites and social media for advice;
 - securing of premises and personal effects;
 - evacuation routes;
 - assembly areas;
 - assistance available (transport, medical, relief centres, counselling);
 - not using telephone unless absolutely necessary;
 - safeguarding domestic pets and other animals; and
- What is being done to control the hazard; and
- The time the next warning will be issued or advise that no further warning will be issued.

5.0 PLAN EVALUATION, REVIEW and MAINTENANCE

5.1 Plan Evaluation and Responsibilities

The Antigonish Emergency Management Coordinator is responsible for coordinating the exercising of the Emergency Evacuation Plan (EEP). The EEP will be evaluated and compiled biennially.

5.2 Plan Maintenance and Responsibility

The Antigonish EEP will be maintained by the A.R.E.M.O. Emergency Management Planning Committee (A.R.E.M.O.P.C.) and the A.R.E.M.O. Emergency Management Coordinator (EMC).

The EEP will be reviewed biennially and, where necessary, revised by a meeting(s) of the A.R.E.M.O. Planning Committee (A.R.E.M.O.P.C.) and the A.R.E.M.O. Advisory Committee (A.R.E.M.O.A.C.). The EEP shall be revised subject to the approval of Municipal Councils.

ANNEXES

Annex A – Abbreviations and Definitions

Assembly Points/Areas

Assembly Points or areas are designated areas within the community which are to be used in the case of emergency situations. They are intended to provide a safe area for individuals to congregate while either waiting for emergency personnel to respond or to receive transport to Reception Centres and/or Group Lodging facilities. Can also be known as staging areas.

At Risk Populations

For the purposes of this document at-risk populations are described using the functional needs framework as described within the following framework.

The framework includes people with disabilities as well as individuals who do not identify as having a disability, but have limitations in any of the following key functional areas:

Communication needs: limited ability to speak, see and hear, read or understand English, limitations in learning and understanding;

Medical needs: assistance with bathing or feeding, managing medications, on dialysis or oxygen, operating power-dependent equipment to sustain life;

Independence needs: maintaining functional independence with medical equipment such as wheelchairs, walkers, or scooters;

Supervision needs: persons with dementia or Alzheimer’s, prisoners and unaccompanied children;

Transportation needs: persons who cannot drive due to disabilities, age, addictions, legal restrictions, socioeconomic factors.

The functional needs approach points to a diverse group of individuals potentially in need of additional assistance before and during emergencies.

Chokepoint	“Chokepoint” is synonymous with “bottleneck” and is often an area of high centrality in the transportation system.
CRC	Canadian Red Cross
DEM	Department of Emergency Management
DOSD	Depart. of Opportunities and Social Development
EOC	A pre-designated facility established by a local authority to coordinate the overall agency or jurisdictional response and support to site operations. When the site-level response requires resources or coordination not immediately available at site, an EOC should be activated.

ESS	Services that are provided short term to preserve the emotional and physical well-being of evacuees and response workers in emergency situations.
EHS	Emergency Health Services
Emergency Shelter	A location designated by the local ESS team, in cooperation with the local authority, which provides dormitory style accommodation for people displaced from their homes because of an emergency or disaster. These services are usually provided in local community centres, school gymnasiums and arenas. At an Emergency Shelter individuals will normally be provided with a sleeping space, meals as well as information about the emergency.
Evacuation	Removal of people from an area that is either directly or imminently to be impacted by a disaster or emergency.
Evacuation Alert	The population in an area is informed that they may be required to evacuate soon and that they should prepare accordingly. While Evacuation Alerts may give the population an estimated notice period for evacuation, the reality of the situation may require immediate action with very short notice. Evacuation Alerts do not require a declaration of a state of local emergency.
Evacuation Order	The population is ordered to evacuate an area according to a formal written document that outlines the area in question and why an evacuation is necessary. Evacuation Orders are based on the authority granted through the declaration of a state of local emergency covering the impacted area under the Emergency Program Act. This is an order and as such does not allow for any discretionary decision on the part of the population. They must leave the area immediately.

Evacuation Rescind	When the emergency which necessitated the evacuation is under control and the hazard/emergency zone is declared safe, a Rescind of the Evacuation Order is issued.
Group Lodging	See Emergency Shelter.
HAZMAT	Hazardous Materials
HRVA	The purpose of Hazard Risk and Vulnerability Assessment (HRVA) is to help a community make risk-based choices to address vulnerabilities, mitigate hazards and prepare for response to and recovery from hazard events. “Risk-based” means based on informed choices of alternate unwanted outcomes. In other words, communities make risk reduction choices based on the acceptability of consequences and the frequency of hazards. Hazard Risk and Vulnerability Assessment (HRVA) is not an end. The purpose of hazard, risk and vulnerability analysis planning is to anticipate problems and possible solutions to help save lives and property, reduce damage, and speed a community’s recovery. HRVA helps us work towards disaster-resilient communities.
Incident Commander	The individual responsible for the management of all incident operations at the incident site.
Tactical Evacuation	An evacuation resulting from a hazard impact that forces immediate action, thereby allowing little or no warning and limited preparation time.
Pre-Planned Evacuation	A pre-planned evacuation is an evacuation resulting from an event that provides adequate warning and preparation time.
RCMP	Royal Canadian Mounted Police

Reception Centre	A location designated by a local authority ESS Team, as a safe gathering place for people displaced from their homes because of an emergency or disaster. At a Reception Centre, individuals may register to receive Emergency Social Services (food, clothing, and/or lodging) as well as information about the emergency.
Relocation	Removing people and animals from an area that is safe at the present time but may become hazardous and/or contaminated soon.
EMC	Emergency Management Coordinator
REMO	Regional Emergency Management Organization
Self-Evacuation	When individuals make the decision to evacuate although there is no official Evacuation Order in place for their area.
Shelter-in-Place	“Shelter-in-Place” is a protective measure that encourages the population to stay indoors and perform safety measures (such as closing windows) for the duration of the threat.
SOLE	State of Local Emergency
Traffic Control Points	Points along the evacuation route that have stations to control the flow of traffic.

Annex B – Evacuation Alert

_____ - **EVACUATION ALERT**

DATE: _____ TIME: _____

An Evacuation Alert has been issued by the _____ at the Antigonish Emergency Coordination Centre.

(Briefly describe event and potential risk)

Because of the potential danger to life and health, the _____ has issued an Evacuation Alert for the following areas:

Geographic description including boundaries and properties potentially impacted.

An Evacuation Alert has been issued to prepare you to evacuate your premises, or property should it be found necessary. You may need to leave your home because of an emergency. We provide this warning so that you may prepare yourself and your family to leave immediately if requested to do so. Residents will be given as much advance notice as possible prior to evacuation; however, you may receive limited notice due to changing conditions.

**** Map/description of potential evacuation route and map of evacuation alert area to be provided ****

WHAT YOU SHOULD DO WHEN AN ALERT IS IN EFFECT

Upon notification of an ALERT, you should be prepared for the Evacuation Order by:

- Locating all family members or co-workers and designate a Reception Centre outside the evacuation area, should an evacuation be called while separated.
- Gathering essential items (see 'What you Should Take' section). Have these items readily available for quick departure.
- Preparing to move any disabled persons and/or children.
- Moving pets and livestock to a safe area.
- Arranging to transport your household members or co-workers in the event of an evacuation order. If you need transportation assistance from the area, please call _____.
- Arranging accommodation for your family if possible. In the event of an evacuation, Reception Centres will be opened if required.
- Monitoring news sources for information on evacuation orders and locations of Reception Centres.

WHAT YOU SHOULD TAKE IF EVACUATION ORDERED

For your personal comfort and safety, we recommend you take the following items with you:

- Personal information for all family members (birth certificates, health cards, driver's license)
- Money (cash, cheques, debit cards, credit cards)
- Cell phone(s) and chargers
- Medications and medical aids such as wheelchairs or walkers
- House and personal insurance information
- Personal care items for 3-days (72-hours)
- Toys, games, favourite items for children
- Car seats for children that require them
- Change of clothing
- Name and phone numbers of family members and important contacts

Pets

If possible, take your household pets with you in an appropriate carrying case. Take food and any medications your pets will need for 3 days. Leashes or restraining devices should be brought with your pets. Pets should have identifying collars as appropriate. If you need assistance evacuating your pets, please call _____

immediately. If you are unable to take your pets with you, be prepared to evacuate without them and emergency personnel will make all reasonable efforts to ensure their safety.

Further information will be issued at _____ or should the situation change. For more information, contact: _____.

Mayor/ Warden

Annex C – Evacuation Order

_____ - **EVACUATION ORDER**

DATE: _____ TIME: _____

YOU MUST LEAVE THE AREA IMMEDIATELY

An Evacuation Order has been issued by _____ the
due to immediate danger to life safety due to:

(Briefly describe event and potential risk)

Members of _____ will be expediting
this action.

(Agencies)

The Evacuation Order is in effect for the following areas:

(Geographic description)

**** Map/description of potential evacuation route and map of evacuation order area
to be provided ****

WHAT YOU SHOULD DO:

- You must leave the area immediately
- Follow the travel route provided and register at _____
(ESS Reception Centre address)
- If you need transportation assistance from the area, please advise the individual providing this notice or call (contact number) _____
- Close all windows and doors
- Shut off all gas and electrical appliances, other than refrigerators and freezers
- Close gates (latch) but do not lock
- Gather your family: take a neighbour or someone who needs help
- Take critical items (medicine, purse, wallet, and Keys) only if they are immediately available.
- Take pets in pet kennels or on leash
- Do not use more vehicles than required
- Do not use the telephone unless you need emergency service.

YOU MUST LEAVE THE AREA IMMEDIATELY

For more information, contact:

Mayor/ Warden

Annex D – Evacuation Rescind

_____ - **EVACUATION RESCIND**

DATE: _____ TIME: _____

Evacuation Order issued: Date _____ Time: _____

To the area(s)
Is **rescinded**.

For more information, please contact: _____.

Mayor/ Warden

Annex E – Evacuation Contact

Incident: _____

Date: _____ Time: ____

Name of Person Contacted:		Signature of Person Contacted:	
Civic Address Location of Contact:			
Phone Numbers of Contact Location:			
Emergency Contact Name & Number (once evacuated)	Name:		Phone Numbers:
Number of Persons at Location	Adults		Minors
	Males	Females	Males Females
Transportation Available	Yes		No
Pets/Livestock	Evacuate with People		Could not Evacuate
	Species	#	Species #
Special Needs or Assistance Required:			
Contact Made By: (Print Name)		Signature:	

F – Potential Evacuation Routes

To Be Developed

Annex G – Evacuation Planning Worksheet

Threat Information					
Type	Details				
Fire					
Natural Disaster					
Hazardous Materials					
Civil Disobedience					
Other					
Impact	Details				
Life Safety					
Environmental					
Other					
Comments:					
Population / Location					
Population Size - # of	Persons:			Animals:	
Density	☐ High	☒ Medium	☐ Low		
Type	☐ Residential	☐ Commercial	☐ Industrial		
Special Considerations					
Type	Yes	No	Type	Yes	No
Schools			Transport Available		
Hospitals			Translators		
Population (shut-in)			Physical Disabilities		
Secure Treatment / Jail			Non-Housed		
Shelters Available			Visitors / Tourists		
Location / Distance (Plot on Map)					
Distance from incident to population		M:		Km:	
Direction threat is from population		☐ North	☐ South	☒ East	☐ West
Terrain is:		☐ Flat	☐ Sloped	☐ Steep	☐ V. Steep
Available Evacuation Routes:					
Comments:					

Hazardous Materials Conditions				
Condition:	☐ Contained	☐ Not Contained	☐ Controlled	☐ Uncontrolled
	☐ Continuous	☐ Not Continuous	☐ Stable	☐ Unstable
Description:	☐ Puff	☐ Pool	☐ Plume	☐ Other
Location:	☐ Ground	☐ Elevated	☐ Accessible	☐ Inaccessible
Temperature:	Ambient:	On Fire:	Heated:	Cooled:
Describe evacuation plan (Plot on Map) ☐ Confirm area to be evacuated ☐ Determine if immediate evacuation or shelter-in-place required ☐ Determine evacuation routes (roadways, highways etc.) ☐ Determine alternate route in case primary exits are blocked ☐ Identify and develop transportation plan for those that request support ☐ Identify a safe assembly point for impacted persons to assemble (<i>ensure plenty of space for everyone to gather so you can perform a head count and double-check that everyone got out safely</i>) ☐ Develop communication plan, clearly communicate evacuation instructions to everyone in impacted area ☐ Issue evacuation message via alert ready, CJFX, The Hawk (Door knockers)				

Annex H – Acknowledgement of Refusal to Evacuate

A formal advisory of an emergency and instructions to evacuate, were given to:

occupying the residence at:

Despite these warnings, the occupant(s) have chosen not to evacuate the premises.

The occupant has been informed that:

- The safety of occupants of these premises may be compromised;
- Occupants refusing to evacuate may not fully benefit from the emergency services provided by A.R.E.M.O., as resources will largely be assigned to assisting the evacuation effort;
- Occupants' refusal to evacuate may place emergency response personnel in unnecessary danger; and
- Occupants refusing to evacuate may become liable for personal injury or property damage caused directly or indirectly by their refusal to evacuate when so requested by civil authorities.

Responder

Date

Annex I – Instructions for Door Knockers – Shelter-in-Place

1. Go to door quickly. Knock loudly or ring doorbell
2. Advise occupants of the need to Shelter-in-Place
3. Advise occupants to take the following measures:
4. Give occupants a copy of the *“Shelter-in-Place Instructions for Residents”*
5. Gather information from the occupants and complete the Shelter-in-Place Information Spreadsheet. The purpose of this spreadsheet is to gather information in case an ‘Evacuation Order’ is issued.

Tell occupants to monitor media for updates, or go to Municipal Websites for updates:

- Municipality of the County of Antigonish
- Town of Antigonish

Instructions for Residents – Shelter-in-Place

- Get everyone inside immediately, including pets.
- Close all doors and windows.
- Shut down furnace, air conditioners, and exhaust fans and vents.
- Close fireplace dampers.
- If possible, enter a room with no or few windows and seal any doors, windows, vents with plastic sheeting and tape.
- Place wet towels at base of door(s).
- Monitor local media for updates or go to Municipal websites for updates.
- Remain inside until an “All Clear” message has been given by emergency officials.



Annex J – Instructions for Door Knockers – Evacuation Alert

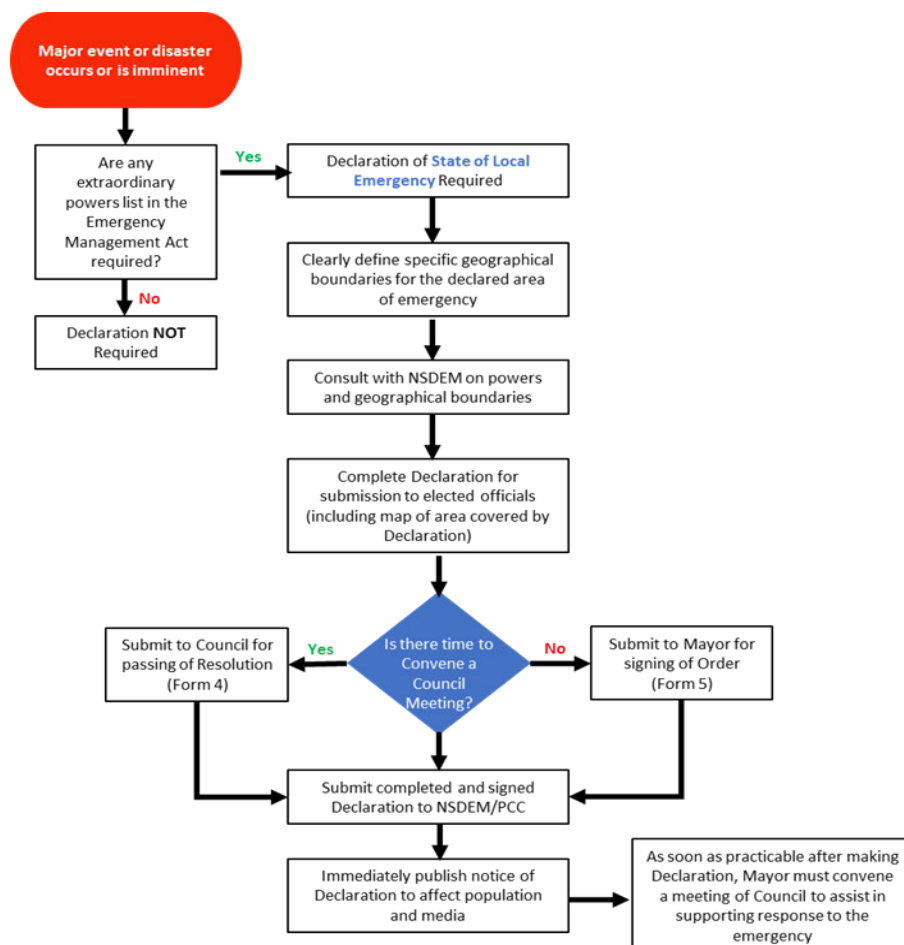
1. Go to door. Knock loudly or ring doorbell
2. Advise occupants of the 'Evacuation Alert' and give them a copy of the Evacuation Alert and map. Make sure occupants understand that they are not required to leave at this time but must leave the area immediately if an 'Evacuation Order' is issued.
3. Advise occupants to have their emergency kit and important documents ready to go, which should include things like insurance and personal papers such as birth certificates. They should also pack:
 - a. Several days' clothing.
 - b. Medicines, prescriptions, and mobility aids.
 - c. Consider pets and get leashes, carriers, and pet food ready to go.
 - d. Also consider the kids and bring some comfort items, like a favourite toy or colouring books to help keep them busy.
 - e. Don't forget to check in on family, friends and neighbours who may have mobility or other issues to contend with.
 - f. This is a good time to collect precious photos and mementos that can't be replaced.
4. Tell occupants to stay tuned to local radio stations and Municipal Websites or follow the Municipalities' Facebook page for updated emergency information.
5. Complete the Evacuee Information Spreadsheet. Make sure you ask if any of the occupants may require assistance to evacuate if an Evacuation Order is issued. Note their names, address and phone number and report this information to the Emergency Coordination Centre.
6. *People that are not able to evacuate independently, or who need more time to evacuate, should consider evacuating at this time. While the Municipality will try to give as much notice as possible, Evacuation Orders may be issued very quickly. The Emergency Coordination Centre can help arrange transportation for people who want to voluntarily evacuate at this time.*
7. If the occupants are not home, leave the Evacuation Alert in a visible location. Note the address of the home on the Evacuation Alert Information Spreadsheet and note that occupants were not home.
8. Advise occupants that a Reception Centre will be established if an Evacuation Order is issued. Evacuees can bring their pets with their leash and/or kennel. Animals will not be allowed in the Reception Centre (Exception: seeing eye dogs and special service dogs) but will be kept in a secure location outside the Reception Centre.

Annex K – Instructions for Door Knockers – Evacuation Order

1. Go to door quickly. Knock loudly or ring doorbell.
2. Advise occupants of the Evacuation Order and give them a copy of the Evacuation Order and map. Make sure occupants understand that they must leave the area immediately.
3. Complete the Evacuation Contact Information (Annex E). Make sure you ask if any of the occupants require assistance to evacuate. If yes, report this information to the Emergency Operations Centre.
4. If the occupants are not home, leave the Evacuation Order in a visible location. Note the address of the home on the Evacuee Information Spreadsheet and note that occupants were not home.
5. Advise occupants that a Reception Centre has been established and provide the location. Evacuees can bring their pets with their leash and/or kennel. Animals will not be allowed in the Reception Centre (Exception: seeing eye dogs and special service animals) but will be kept in a secure location outside the Reception Centre.
6. If evacuees do not have transportation, provide the location of evacuation transportation muster points.
7. *Ask occupants if they intend to evacuate. If occupants refuse to leave do not force them. If they have children under the age of 19, note the address and notify your Supervisor at the Emergency Coordination Centre. Ask for the name of their next of kin and dentist. Record this information. If time permits, ask them to sign a simple statement that they understand and accept the risks and that emergency services may not be able to assist them if the threat worsens.*

Annex L – Declaring a State of Local Emergency (SOLE)

(Reference: Nova Scotia Emergency Management Act)



1. Cause an Emergency Management Plan or any part thereof to be implemented.
2. Acquire or utilize personal property by confiscation or any means concerned necessary.
3. Authorize or require a qualified person to render aid.
4. Control or prohibit travel to or from an area or road, street or highway.
5. Provide for the maintenance and restoration of essential facilities, the distribution of essential supplies and the maintenance and coordination of emergency medial, social and other essential services.
6. Cause or order evacuation of persons and the removal of livestock and personal property threatened by an emergency and make arrangements for the adequate care and protection thereof.
7. Authorize the entry by a person into any building or upon land without warrant.
8. Cause or order demolition or removal of any thing where the demolition or removal is necessary or advisable for the purpose of reaching the scene of an emergency, of attempting to forestall its occurrence or of combating its progress.
9. Order the assistance of persons needed to carry out the provisions mentioned.
10. Regulate the distribution and availability of essential goods, services and resources.
11. Authorize and make emergency payments.
12. Assess damage to any works, property or undertaking and the cost to repair, replace or restore the same.
13. Assess damage to the environment and the costs and methods to eliminate or alleviate the damage.

Annex M – Contact List

NSP Power Outage
1-877-428-6004

Forest Fires/Poaching/Wildlife
Emergencies
1-800-565-2224

Bell Aliant Outage
611 or 1-506-663-4032/ 866-502-2914

Transportation and Renewal
1-844-696-7737

Eastlink Outage
1-888-345-1111

Environmental Emergencies (oil
spills and gas leaks)
1-800-565-1633

NS Department of Emergency Management
1-866-424-5620

Maritime Northeast Pipeline
Emergencies
1-888-444-6677

Disaster Animal Response Team
1-902-233-4089

Department of Natural Resources
Antigonish Office 902-863-4513

A.R.E.M.O. Regional Emergency Management Organization

Town of Antigonish Office
902-863-2351
After Hours
902-863-9699

Municipality of County of Antigonish Office
902-863-1117
After Hours
902-318-3077

A.R.E.M.O. EMO Coordinator
Blaise MacDonald
902-867-7152
Blaise.MacDonald@Antigonishcounty.ca

911 - This is for emergencies only. If someone's health, safety, and/or property are threatened, and help is needed right away.

511 - For information about Provincial roads in Nova Scotia.

211 - For community and social services.

Town of Antigonish Technology Acceptable Use Policy

Title

1. This policy shall be known and may be cited as the **Technology Acceptable Use Policy**.

Scope

2. This policy applies to:
 - a. Staff, Elected Officials, Contractors, Partners, and others using Technology in a Municipal Building, or working on behalf of the Municipality at any location, including home based or remote work.
 - b. Use of Municipally owned laptop or desktop computers, cell phones, tablets, or other electronic devices.
 - c. Use of Municipal building control systems, signage, video surveillance systems, printers, and industrial control (SCADA) systems.
 - d. Use of Municipal data networks – including “guest” networks – provided by the Municipality by any device, including personally owned devices where such usage is authorized.

Rationale

3. The Municipality provides Technology for the purpose of providing Municipal services to its citizens. While other usage, including limited personal use as defined in this policy, may be acceptable, this policy is primarily concerned with the following:
 - a. **Legal Compliance;**
 - b. **Providing a Safe, Welcoming, and Inclusive Workplace;**
 - c. **Clarifying and Reinforcing Expectations;**
 - d. **Maintaining Technical Capabilities and Performance of Municipal Systems;**
 - e. **Protection of Municipal Assets;**
 - f. **Cyber Security; and**
 - g. **Maintaining Organizational Reputation and Workplace Culture**

No Expectation of Privacy

4. Users of Municipal Technology or data networks should be aware that any activity may be monitored for performance, troubleshooting, and compliance purposes. **There should be no expectation of privacy while using Municipal technology.**

Policy

5. For the purposes of this policy, use of the word **AUTHORIZED** shall imply authorization by the Chief Administrative Officer or designate.
6. **The following activities are prohibited** while using Municipal technology:
 - a. **Illegal Activity** – any activity that is in violation of International Law, the Criminal Code of Canada, the Laws of Nova Scotia, or Municipal Bylaws.
 - b. **FOIPOP / PIIDPA / MGA Violations** – this may include using Municipal Technology for any purpose that violates the legislation or jeopardizes another individual's personal privacy, as well as transporting a Municipal device or Municipal data (including electronic transmission) outside Canada without obtaining prior authorization.
 - c. **Improper Storage of Municipal Data**
 - i. Consistent with PIIDPA legislation no personally identifiable data shall be stored or transmitted outside Canada, unless authorized in accordance with the legislation.
 - ii. Municipal data may only be stored in locations authorized by the Municipality (currently including but not limited to Microsoft OneDrive, Teams, SharePoint, Outlook, and Diamond).
 - iii. Users may not use third-party cloud-based storage (such as DropBox, Google Drive, iCloud, Sync and others) for storing Municipal data. These services may be accessed if files are shared from an external organization (i.e. consultants, PNS, Government of Canada).
 - iv. Unencrypted storage of data on USB or other external storage is prohibited.
 - d. **Inappropriate Usage**
 - i. Using Municipal technology to produce, send, receive, print, or otherwise access and disseminate material that is fraudulent, harassing, embarrassing, sexually explicit, obscene, intimidating, bullying, defamatory, racist, or other material that may be deemed to be undesirable by the Municipality.
 - ii. Accessing file sharing sites or applications (BitTorrent, Android TV, and other similar services)
 - iii. Gambling and online Gaming
 - iv. Accessing online dating apps and services
 - e. **Copyright or License Violations**
 - i. Improper downloading of copyrighted material, including video, audio, and graphical content.

- ii. Use of images or other intellectual property in work products (websites, presentations, newsletters, etc.) without a valid license or authorization from the copyright holder.
 - iii. Installation of software downloaded from any source without authorization.
- f. **Unauthorized Access** – other than for the purposes of approved generic accounts and workstations (i.e. Kiosks, reception computers, Council presentation equipment):
 - i. Using or attempting to use another’s computer or email account password without authorization.
 - ii. Allowing another person to use your computer or email account.
 - iii. Accessing data, documents, or records that are not required for the performance of your duties or enabling others to do so.
 - iv. Allowing a third party (family member, independent service technician, friend) to access, modify, or otherwise use your Municipal device.
- g. **Theft or Destruction of Data** – including malicious modification or deletion of data, unauthorized bulk deletion of email records, and copying Municipal data without authority (including scanning or photographing Municipal documents).
- h. **Tampering with Security Controls**
 - i. Altering or otherwise interfering with security settings on Municipal Devices relating to automatic updates, antivirus, firewall, network, and remote management settings.
 - ii. Installation of unauthorized remote access software (Chrome Remote Desktop, TeamViewer, AnyDesk, VNC, etc).
 - iii. Installation or use of unapproved VPN software or configurations.
- i. **Unauthorized Hardware Modifications** – excepting the attachment of approved peripherals (keyboards, mice, monitors, printers, etc):
 - i. Addition to or removal of hardware components from Municipal devices without authority.
 - ii. Any activity that may invalidate the manufacturer’s warranty.
- j. **Hacking** – the following activities are actively monitored and are prohibited:
 - i. Attempting to access restricted portions of the data network, an operating system, or security software.
 - ii. Using hacking tools including password crackers, Wi-Fi scanners, packet analyzers, keyloggers, and others.
 - iii. Deliberately initiating activity that could be construed as a denial-of-service attempt either internally or externally.
 - iv. Tampering with or otherwise altering data wiring and cabling without authorization.
- k. **Personal Use of Industrial Control (SCADA) systems** – the personal use provisions of this policy do not apply to building control, signage, video surveillance, and Industrial Control (SCADA) systems. Personal use of these systems of any type is prohibited.
- l. **Usage for Commercial or Political Business** – except as authorized for the conduct of Municipal Council business and allowed under the Nova Scotia Elections Act:
 - i. Use of Municipal devices, accounts, or networks for commercial or personal advertisements, solicitations, promotions, “pyramid” or multi-level-marketing schemes, or other commercial activities not related to Municipal work.

- ii. Use of Municipal devices, networks, or accounts for political purposes promoting any candidate or political party.
- m. **Excessive Personal Use** – any personal use that exceeds the duration or other limits specified under the “Allowable Personal Use” section of this policy, personal use that interferes with the use of others in providing Municipal services, or personal use that incurs direct or indirect financial costs to the Municipality.

Reporting Violations

- 7. Users who are aware of or suspect violations of this policy are required to report them to their Supervisor, Chief Administrative Officer, or to Strait-IT (in that order of precedence).
- 8. Suspected violations of this policy will be investigated in accordance with Municipal Council / HR practices, applicable procurement policy, and/or collective agreements as applicable. Substantiated violations may result in administrative or disciplinary action as prescribed in the Municipal Human Resources Policy, restriction or termination of contracts, or actions as outlined in the Municipal Code of Conduct for Elected Officials.
- 9. All occurrences of illegal or suspected illegal activity will be promptly reported to the appropriate law enforcement agency.

Acceptable Personal Use

- 10. The Municipality provides Technology principally for the purpose of conducting Municipal Business. Recognizing the requirements for work / life balance, managing childcare, and other factors that impact our daily lives, the Municipality allows for **incidental** personal usage of Municipal Technology.
- 11. Personal usage should be limited to times that are appropriate for doing personal things, such as scheduled breaks and lunch hours, or such other times as approved by a supervisor.
- 12. Personal use outside of normal working hours or outside the office should comply with other aspects of this policy regarding personal use.
- 13. Users may use “public” wi-fi networks to connect personally owned cell phones, provided such usage does not negatively impact the provision of Municipal services.
- 14. All users should be aware of their environment when using Municipal technology for personal use. What may be appropriate in a meeting room or private office may not be in an open workspace or in the view of the public.

Equipment

15. All technology used in the conduct of Municipal business shall normally be owned and managed by the Municipality. Any exceptions to this guidance (contractors, auditors, and other circumstances) must be approved by the Chief Administrative Officer in consultation with Strait-IT. **Use of personal devices to conduct Municipal business is not normally permitted and, other than cell phones, should not be in the workplace.**
16. End users assigned equipment for Municipal use are expected to take reasonable precautions to prevent physical damage and shall report any such damage promptly. Users may be held responsible for costs related to repairs or replacement of damaged municipally issued equipment due to reckless or negligent actions.
17. Where product accommodation is required due to physical, sensory, or other impairment, the CAO and Strait-IT shall work with the user and other medical or subject-matter experts to ensure technology is accessible and appropriate.
18. Computer equipment which is no longer required shall be retained by the Municipality to ensure secure data disposal, redeployment within the Municipality, or other usage as approved by the Chief Administrative Officer.
19. No departing employee or elected official may retain any Municipal Technology when they leave the employment of the Municipality, unless such technology is of a personalized nature to address a physical, sensory or other impairment and cannot reasonably be reused by someone else. The Chief Administrative Officer may authorize retention in such cases, provided it does not conflict with other legislation or policy governing disposal of assets.
20. Users **may** be held responsible for costs related to repairs or replacement of damaged municipally issued equipment due to reckless or negligent actions.
21. Installing software that is not authorized for usage is prohibited.

Melanie Fougere

From: Melanie.Fougere@townofantigonish.ca
Subject: FW: EXTERNAL: British Home Child Day Sept 28th

From: donna bonaparte <[REDACTED]>
Sent: August 18, 2026 11:09 AM
To: AT-Communications <communications@townofantigonish.ca>
Subject: EXTERNAL: British Home Child Day Sept 28th

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom It May Concern,

I'm a British home child descendant living in antigonish. On Sept 28 we like to light up in memory of the home children. I was wondering if town hall could light up in memory of these children. Hopefully this is something you can do. Look forward to hearing from you.

Regards

Donna Bonaparte.
Sent from my iPhone

Strait Area Chiefs, Mayors, and Wardens

XXX, 2026

Honourable Fred Tilley
Minister of Public Works
PO Box 186
Halifax, NS B3J 2N2

RE: Cell Service in Strait Region

Dear Minister Tilly,

We are writing on behalf of the Strait Area Chiefs, Mayors, Wardens and CAO's to express concern regarding the cellular connectivity in our region. For years, there has been a lack of consistent cellular connectivity, and we have advocated as individual units and as regional partners for upgrades. We understand that Build Nova Scotia is responsible to address the cellular gaps. We would like to request an update on the timeline for the proposed towers and a further update on plans to expand cellular connectivity across our region.

The latest concern is the decline in existing service as the build out from 3G to 5G continues. Perhaps the change from Huawei and ZTE technologies has also contributed to the decline. Many of our residents are noticing that there are gaps now where there was service before.

What may seem like a simple inconvenience is, in reality, a serious issue affecting public safety, economic development, and the long-term sustainability of rural communities. For instance, in emergency situations, poor connectivity can have life-threatening consequences. Residents travelling rural roads, seniors living alone, volunteer firefighters, and first responders all depend on reliable communication. Furthermore, during severe weather events and power outages, which heavily impact our area, many communities are left with limited or no dependable way to contact emergency services or receive updates. The challenges extend beyond safety with more people now working remotely, attending virtual appointments, running businesses online, and relying on mobile connectivity for banking, education, and day-to-day communication.

We are asking for immediate attention to these matters and for meaningful collaboration between the appropriate governments, regulators, and telecommunications providers to identify coverage gaps and invest in long-term solutions. We want commitment that the areas that are now seeing a decline in service will also be addressed and have service upgrades through Build Nova Scotia.

HON. FRED TILLY

Page 2

Cellular connectivity upgrades were also recently identified as a recommendation in the Provincial Fire Service Review. Cellular connectivity is an essential service, and our residents, businesses and visitors deserve to have reliable service they can trust.

Sincerely,

Chair, Strait Area Chiefs, Mayors, and Wardens

On behalf of :

- Municipality of the County of Richmond
- Municipality of the District of St. Mary's
- Municipality of the County of Inverness
- X
- X
- X
- X
- X
- X
- X
- X

CC: Hon. Kim Masland, Minister of Emergency Management
David Benoit, CEO of Build Nova Scotia
Hon. Sean Fraser, MP for Central Nova
Jaime Battiste, MP for Cape Breton-Canso-Antigonish
Mike Kelloway, MP for Sydney-Glace Bay
Hon. Trevor Boudreau, MLA for Richmond
Hon. Michelle Thompson, MLA for Antigonish
Hon. Greg Morrow, MLA for Guysborough-Tracadie
Kyle MacQuarrie, MLA for Inverness
Dianne Timmins, MLA for Victoria-The Lakes
Claude Bourgeois, MLA for Chéticamp-Margarees-Pleasant Bay



ArtsGames

FINANCIAL OVERVIEW

Bringing the world to your Municipality



JUNE 1, 2026

INTERNATIONAL ARTSGAMES COMMITTEE (IAC)

www.artsgames.com

The ArtsGames Financial Framework: Shared Investment, Scalable Success

Because Canada's 3,500+ municipalities vary greatly in size, resource depth, and infrastructure, the International ArtsGames Committee (IAC) does not apply a "one-size-fits-all" financial model. Instead, we work with each selected host city to tailor a scalable public-private partnership that aligns with your specific municipal budget and strategic growth plans.

Our baseline philosophy is simple: **This is a low-risk, high-return economic development initiative.**

1. The Funding Structure: Shielding Local Taxpayers

The primary financial engine for the establishment of each International ArtsGames Federation (IAF) is a targeted **\$6 million injection from the Federal Budget**, championed by our unified municipal coalition.

- **The Goal:** To mostly cover the core establishment, operational, and administrative launch costs of the global headquarters.
- **The Protection:** Unlike traditional major sporting events (which often require municipalities to take on massive debt for stadium construction), the ArtsGames model utilizes existing local spaces or modular, scalable cultural footprints. **You will not be asked to fund major capital deficits. But you are being asked to do what you can for this global cultural ecosystem to succeed.**

2. What is Expected from Host Municipalities? (The "Skin in the Game")

While federal funding carries the primary weight, a permanent global headquarters requires active local stewardship. Municipal support is scalable and negotiated individually, typically focusing on **operational integration** rather than direct cash outlays:

- **In-Kind Infrastructure:** Provision, long-term leasing, or repurposing of municipal facility space to house the Federation's administrative headquarters and core staff.
- **Logistical & Operational Support:** Local zoning alignment, transit coordination for visiting international delegations, and cross-promotion through municipal tourism and cultural boards.
- **Collaborative Seed Alignment:** For municipalities with larger economic development portfolios, opportunities exist for matching local innovation grants or public-private sponsorships to accelerate local jobs and programming.

3. The Financial Return: What Your Municipality Gains

An IAF is an economic engine disguised as a cultural institution. The financial benefits scale dynamically based on your city's capacity:

- **Direct Economic Injections:** Year-round business travel, international summits, and elite delegate hosting bring recurring, non-seasonal revenue directly to your local hospitality, retail, and transit sectors.
- **A Sustainable "Jobs-First" Ecosystem:** This initiative replaces temporary event gig-work with permanent, high-quality, full-time administrative and executive positions within your community.
- **Global Brand Equity:** Your city's name will be permanently tied to an international governing body, exponentially increasing your profile for foreign direct investment, corporate sponsorships, and provincial tourism grants.

The Bottom Line: No municipality is being asked to write a blank check. Your collaboration may unlock a \$6 million federal asset that will permanently anchor a global industry in your region. Every financial plan is customized to ensure it fits your council's fiscal comfort zone while maximizing local economic yields.



ArtsGames

At a Glance

Committee of the Whole Agenda Package

Agenda September 1, 2026

Page 72 of 91

Be Part of History

We are proud to present this brief introduction to the International Artsgames Committee (IAC) Incorporated.

For more than 20 years, ArtsGames Movement's founders have staged events at various Olympic Games to highlight the power of arts and entertainment to demonstrate the excellence, which exists in all cultures.

Just as the Olympics had its inaugural partners over decades, the ArtsGames Movement has attracted some of the world's most experienced change agents who share a singular focus on providing a positive impact through the arts, that is sustainable and global.

We invite you to explore this opportunity to align with our symbol of global excellence.



IAC and Federations Overview



ArtsGames

The International ArtsGames Committee has developed the first world-class nation-versus-nation interdisciplinary arts and entertainment competition in the world. It is structured to mirror the business model of the International Olympic Committee (IOC).

The International ArtsGames Committee (IAC) is as an independent organization, which is **not part of the IOC**. It uses the successes of the Olympic organizational structure and planning and many of its top stakeholders are Olympians, Olympic Administrators and Cultural Icons. The IAC has developed this in consultation with several IOC administrators and broadcasters.

However, The IOC focuses on sport and the IAC is a private corporation with a focus solely on the arts.

30 International ArtsGames Federations (IAFs) are being structured to mirror the reach of International Sports Federations such as FIFA (which administrates soccer).

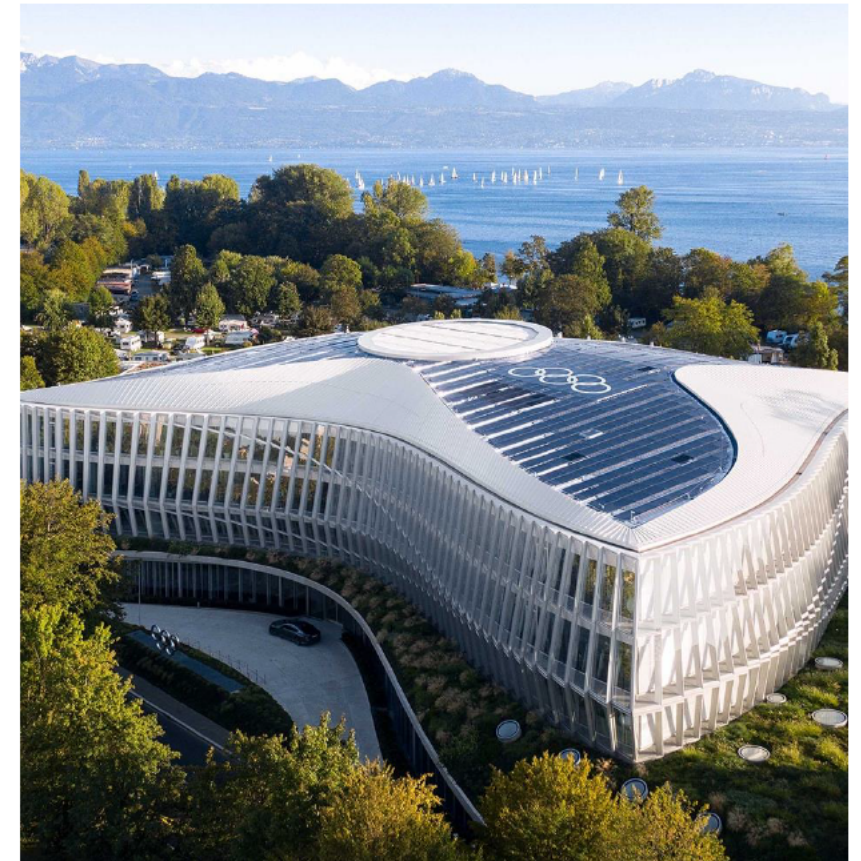
But unlike sports, ArtsGames Federations aggregate **massive volumes of arts & entertainment content and promotional opportunities**.

In effect, they collectively will become the largest global distribution platform for arts and entertainment content in the world. This industry already garners much larger viewership and audience engagement than sports, the missing ingredient to providing the level of support needed by creators that is already being received by athletes, is infrastructure.



Benefit to Regions

- Each of the thirty International ArtsGames Federations, as well as the International ArtsGames Committee (IAC) can provide a tremendous and significant economic and social impact in the regions in which they headquarter.
- Due to the programming of World Championships in 30 different artistic disciplines and a myriad of activities, such as conferences, and cultural events, this initiative is the lightning rod for cultural industries, attracting tourism and economic prosperity to respective regions, similar to what the IOC has accomplished for Lausanne and the entire country of Switzerland.
- A 2022 study by the International Academy for Sports Science and Technology (AISTS) found that the IOC and other international sports organizations in Switzerland generated an average of CHF 1.68 billion annually for the Swiss economy between 2014 and 2019. ¹
- [1. Study highlights economic benefit of sports bodies being based in Switzerland](#)
- www.insidethegames.biz

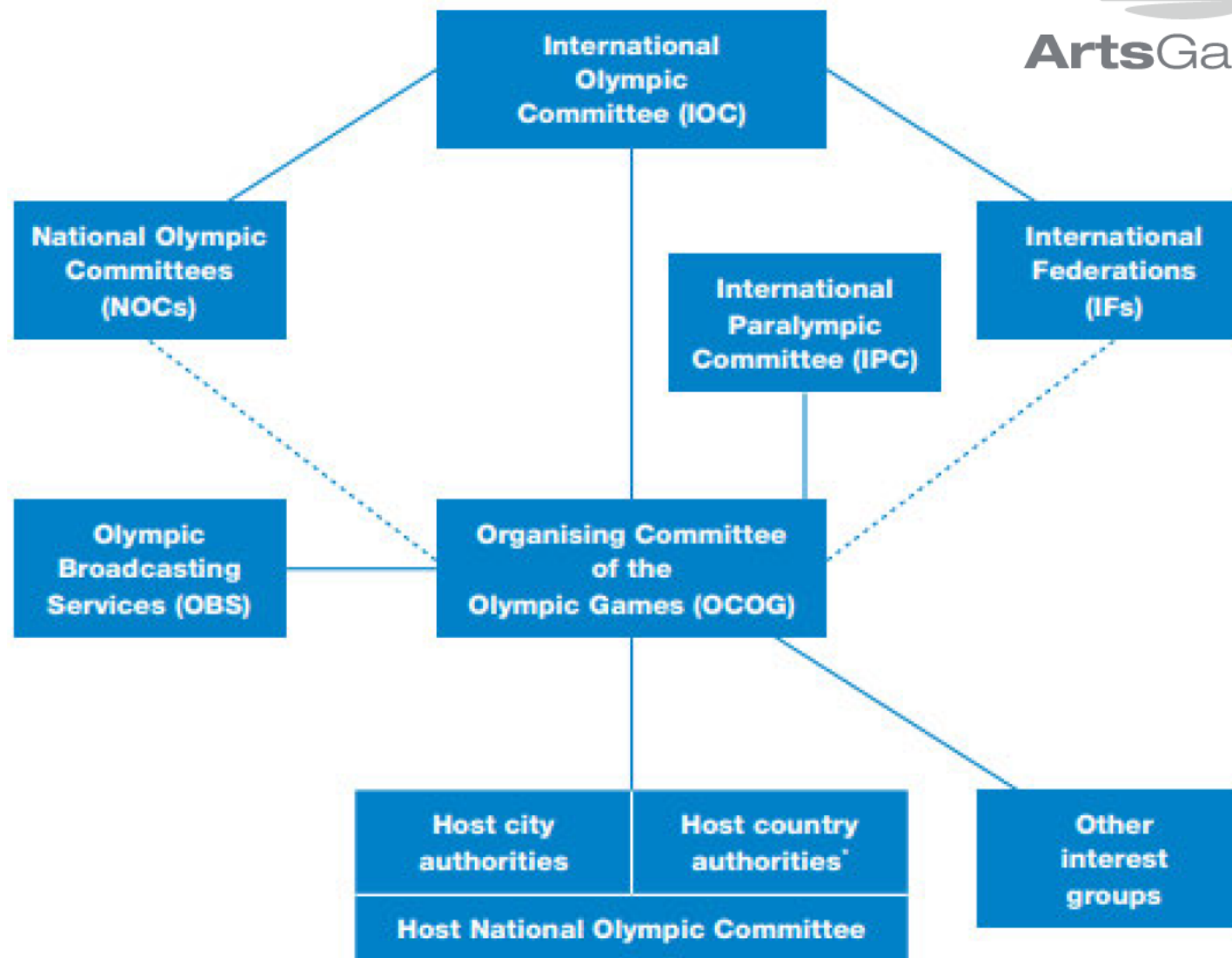


IOC HEADQUARTERS IN LAUSANNE

IOC Structuring



ArtsGames



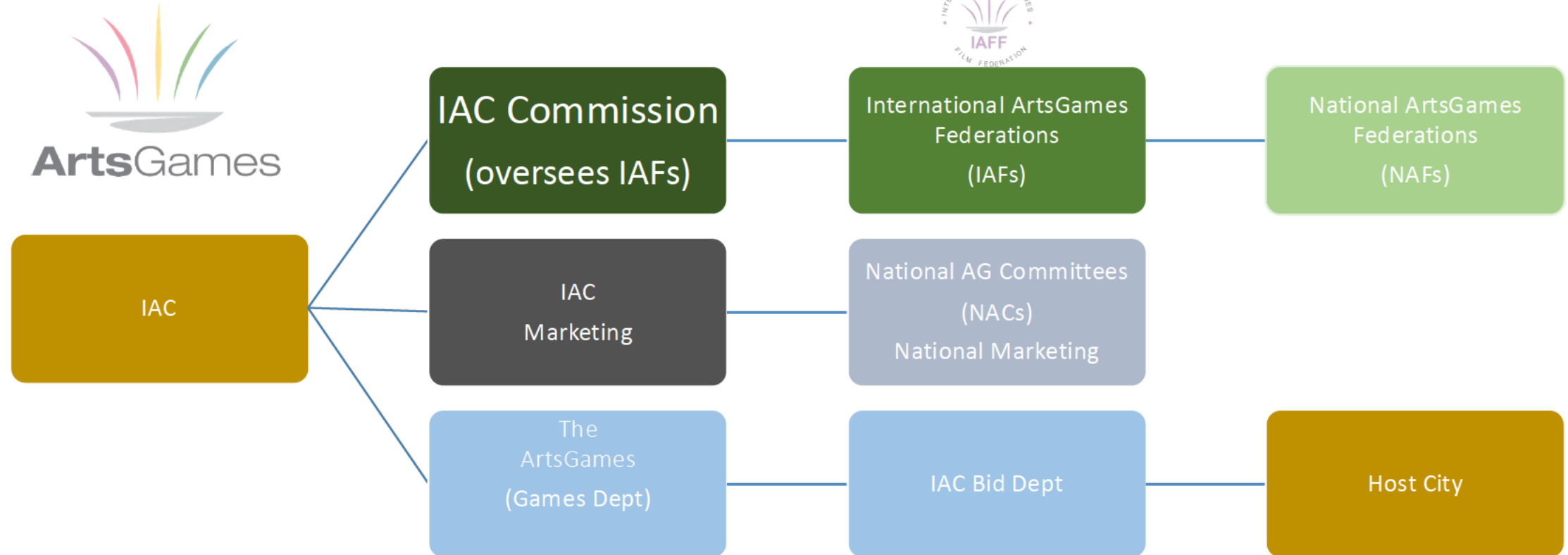
IAC Structuring



ArtsGames

The 4 pillars of this Initiative are:

- The International ArtsGames Committee (IAC) Incorporated
- The ArtsGames Movement (Partnership activities)
- The International ArtsGames Federations & National ArtsGames Federations
- The ArtsGames (The penultimate final competition)



30 Upcoming International Federation Licensees

Each Discipline is governed by an International ArtsGames Federation (IAF), which has been licensed by the IAC

MEDIA ARTS- 3 Federations

- International ArtsGames Film & Documentary Federation (IAFF)
- International ArtsGames Digital Arts and Animation Federation (IADAF)
- International ArtsGames Graphic Novels Federation (IAGNF)

LITERATURE 3 Federations

- International ArtsGames Spoken Word Federation (IASWF)
- International ArtsGames Stories Federation (IASF)
- International ArtsGames Poetry and Prose Federation (IAPPF)

VISUAL ARTS – 3 Federations

- International ArtsGames Artworks Federation (IAAF)
- International ArtsGames Imaging and Photography Federation (IAIPF)
- International ArtsGames Street Arts Federation (IASAF)

(For an example of an IAF see: <https://www.iapercussionfed.org/>)

MUSIC – 9 Federations

- International ArtsGames Percussion Federation (IAPF)
- International ArtsGames Keyboard Federation (IAKF)
- International ArtsGames Jazz Federation (IAJF)
- International ArtsGames Symphonic Music Federation (IASMF)
- International ArtsGames String Instruments Federation (IASIF)
- International ArtsGames Vocals Federation (IAVF)
- International ArtsGames Popular Music Federation (IAPMF)
- International ArtsGames Composer and Arrangers Federations (IACAF)
- International ArtsGames [Cross-Cultural Music](#) Federation (IACCMF)

DANCE – 12 Federations

- International ArtsGames Ballet Federation (IABF)
- International ArtsGames Spanish Dance Federation (ISPF)
- International ArtsGames Chinese Dance Federation (IACDF)
- International ArtsGames South Asian Dance Federation (IASADF)
- International ArtsGames African & Caribbean Dance Federation (IAACDF)
- International ArtsGames Arabic Dance Federation (IADF)
- International ArtsGames Native Dance Federation (IANDF)
- International ArtsGames Tap Dance Federation (IATDF)
- International ArtsGames Street Dance Federation (IASDF)
- International ArtsGames Ballroom Dance Federation (IABDF)
- International ArtsGames Contemporary Dance Federation (IACDF)
- International ArtsGames Adaptive Dance Federation (IAADF)

ArtsGames Affiliated Events and Competitions



ArtsGames

More than 860 international world-class competitions were affiliated with the International ArtsGames Committee, to support the development of the ArtsGames Movement that was in development in Montreal, Canada..

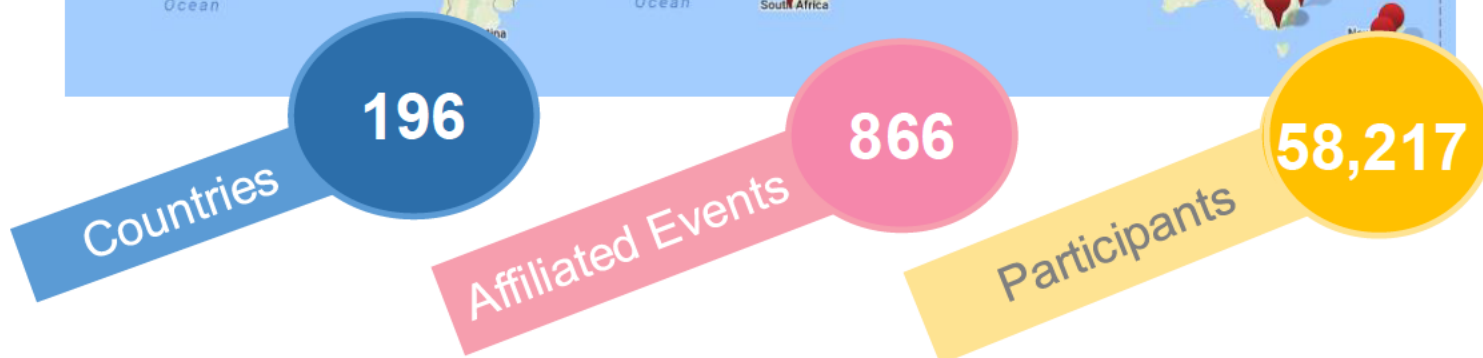
The IAC has strong global connections in which it can now establish IAFs.

After each of the 30 International ArtsGames Federation (IAF) has staged at least 1 World Championship, (to occur every 2 years), The ARTSGAMES, (like the Olympic Games) will occur once every four years thereafter.

The ARTSGAMES draws the best Competitors from each Federation to represent their respective countries, vying for gold, silver and bronze medals in the world's first global multidisciplinary competition of this century.

These artists are key contributors to our recognition of the excellence which exists in all cultures.

ArtsGames Current Affiliations



Int'l ArtsGames Federations' Overview



The International ArtsGames Committee (IAC) is now licensing International ArtsGames Federations (IAFs) to develop National ArtsGames Federations (NAFs) in their respective artistic disciplines. They are mandated to stage World Championships (ArtsGames Auditions) every 2 years, as well as to host international conventions, bringing NAFs from around the world to its Headquarters annually.

NAFs in every country in the world will develop affiliations with the talent within their nation for their respective discipline. This feeder system will produce the best upcoming artists in the world. The best shall represent their countries in the ArtsGames once the International Federations have met their mandate to stage a World Championship every 2 years.



1. Establish a National Federation in every country within its discipline
2. Launch the Inaugural Federation Annual Convention
3. Conduct at least 3 events per year pertaining to the Federation's discipline
4. Generate – Content i.e. TV programs, Contesting and Promotional Campaigns
5. Provide governance and oversight to National and Regional Competitions
6. Secure celebrity visitation and collaborations within its discipline
7. Field and sanction teams from around the world to compete in the ArtsGames

Revenue Generation



ArtsGames

The two main drivers for the ArtsGames are Sponsorship and Broadcast.

The importance of these two streams of revenues cannot be overstated. They are the backbone of the \$5 billion Olympic Revenue stream.

The ArtsGames' Team has presented to the world's leading sports, arts and entertainment sponsors who are primed to work with the ArtsGames, as evidenced by their support in previous events and their public statements about the ArtsGames initiative.

Due to the content that the ArtsGames generates, films, music, live events, visual arts, we are ambitiously calculating that, notwithstanding the event and licensing fees, we will easily surpass the Olympic Games in product sales.



OBS

OLYMPIC BROADCASTING SERVICES



Procter & Gamble



Broadcasts



ArtsGames

Up until 2008, NBC television represented 50% of the International Olympic Committee's revenue stream.

Today broadcasters are still significant but on par with online and digital platforms. Broadcast sales include original programming emanating from events and initiatives sanctioned by the IAC.

The Olympic Broadcast Service (OBS) has previously distributed ArtsGames content for its broadcast feeds to Olympic Rights Holding broadcasters during the Olympic Games in 2016.

The International ArtsGames Committee (IAC) will continue to make its programming content available for OBS platforms which reach more than 2 billion online viewers and 4.7 billion broadcast viewers.



Addressed to:
Gordon McFarlane
Executive in Charge of Production
Arts Games

Distribution of Arts Games Videos
Olympic Broadcasting Services (OBS)

Madrid, 27 October 2016

This letter is to confirm that we received the edited videos listed below from you following the global launch of the Arts Games at the Rio Media Centre in Rio de Janeiro.

- Arts Games "Be Part of Our history" promotional video (02 minutes)
- Highlights of the Arts Games Launch Press Conference video (06 minutes)
- Arts Games Launch - Artistic Performance Show video (05 minutes)

These videos were made available to the 82 Rio 2016 Rights Holding Broadcasters (RHBs) organisations on the OBS website and distributed via the OBS Website Update newsletter that was sent to all Rio 2016 RHBs.

Sincerely,

Matt Mason
Director of Information Department
Olympic Broadcasting Services

Sample of Sponsorship Synergies which received positive feedback!



ArtsGames

VISION

Be, and be recognized as, the best consumer products and services company in the world.



Procter&Gamble

PROMISE

Two billion times a day, P&G brands touch the lives of people around the world. P&G people work to make sure those brands live up to their promise to make everyday life just a little bit better.

VISION

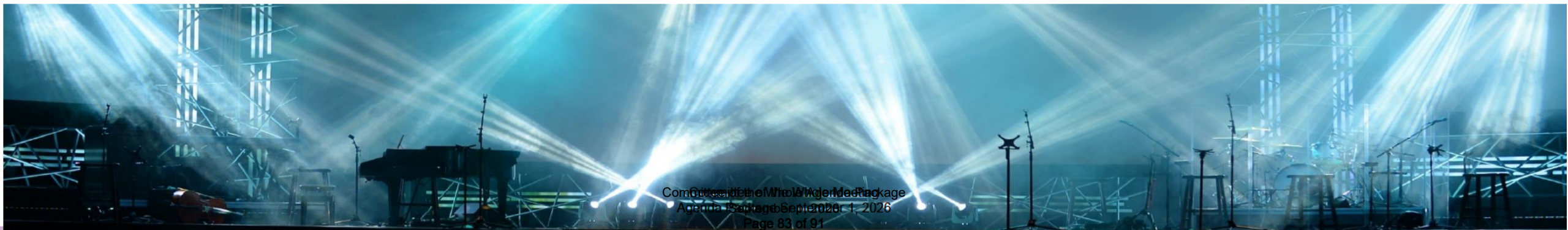
To build an infrastructure for nations to connect through the arts



ArtsGames

MISSION

For cross cultural understanding to flourish everywhere



ArtsGames History



1993

Developed in a conversation between
Oscar Peterson and founder **Sylvia Sweeney**



1996

**Atlanta Olympics
Salute to the Athletes**
Official entertainment programming
for the Canadian Olympic
Committee



1999-2000

**Blueprints Arts and
Entertainment Festival 1 & 2**
Multicultural arts festivals with
385 performers per event



2004

**Athens Paralympic Games
Salute to the Athletes**
Official supplier of Arts and Entertainment
for the Canadian Paralympic Committee



2008

**Beijing Olympics/ Samsung
Marriage of Excellence (Concert
Tour)**
Official cultural programming for the
Beijing Organizing committee



2013

**MOU with International
Paralympic Committee**



2015

Sylvia Sweeney appointment to
International Olympic Committee Cultural Commission



2016

Rio Summer Olympics
ArtsGames Global Launch
At the Rio Olympic Media Centre

The International ArtsGames Committee (IAC) was founded in 1999 by Olympians and Olympic advisors, who have collaborated with the IOC in the past, to bring the world's top artists to various Olympic Games for performances and exhibitions.



ArtsGames

Demonstrating the Excellence in All Cultures



The core financial strategy to launch International ArtsGames Federations (IAFs) focuses on creating a permanent legacy that grows over time, rather than relying on one-off events, which offer few opportunities for long-term growth.

To avoid heavy financial burdens on local taxpayers, it is vital to be included in this collaborative coalition of municipalities to speak as a single, powerful voice to the federal government. The first meeting of municipalities for this objective will occur sometime this summer, with participation triggered by the submission of a letter of interest, which should include a paragraph as to why this could positively impact your municipality.

Below is an overview of the strategic process being employed, to garner the attention and participation of the federal government.

The Rationale: Unprecedented Economic Efficiency

When compared to international sporting events supported by the federal government, there is no comparison between the financial potential efficiency and longevity of a model which establishes permanency and ongoing economic impacts:

- **Major Sports Initiatives:** Recent events (such as FIFA hosting) received **\$500 million** in federal funding, resulting in fleeting, single-event tourism and leaving municipalities with high, ongoing maintenance costs.
- **IAC/IAF Headquarters:** By contrast, this model is built on an ask of **\$6 million from the Federal Government for each of the 31 municipalities to administrate**, for each International ArtsGames Federation (IAF), which has projected revenue self-sufficiency within 3-5 years.
- This relatively small investment not only establishes a permanent global headquarters, but also generates steady, year-round economic activity, global marketing and tourism opportunities, and sustainable employment. In other words, the Federal Government is being asked to seed the launch of these IAFs, while the municipality is responsible for administering those funds. The IAF must ensure a transparent process, which includes employing and training much of its workforce locally and stage World Championships while employing hundreds of local event workers and services providers once every 2 years.

The Process: Securing and Managing Federal Funds

We are executing a coordinated, multi-step process to garner Federal involvement:

1. **A Unified Collective Request:** We are asking the Federal Government to include this global initiative as a dedicated line-item in the upcoming federal budget.
2. **Municipal Letters of Interest:** By providing a second more formal Letter of Interest from our municipality to Minister Champagne, your municipality will be one of 31 in the collective cities who will form a unique coalition of collaborators. This demonstration of unity should provide the federal government with enough interest to support this unified approach and alignment.
3. **Direct Federal Funding:** Once approved, the federal government will grant the requested funds (up to \$6 million, determined on a case-by-case basis) **directly to your municipality**.
4. **Local Oversight and Distribution:** Your local government retains management of the funds, with these monies being distributed from you to the selected IAF according to the specific terms of a formal, legally binding agreement between the IAF and your municipality.
5. **Each IAF is to negotiate a license with the IAC,** which applies licensing terms similar to the Olympic licensing program which is being applied to global arts and entertainment industries for the very first time.

Next Steps

By submitting your letter of interest, you 've positioned your municipality to capture a historic, sustainable economic driver. We look forward to collaborating with you during our first meeting of the 31 selected municipalities which will be held as soon as all 31 schedules can be coordinated for a half-day webinar meeting.

Please find attached a sample letter of interest that may be used to guide your own letter of interest, which is to be addressed to Ms. B. Dyer, Commissioner, International ArtsGames Committee. selectioncommittee@artsgames.com

We thank you for your interest in the International ArtsGames Federation,

The International ArtsGames Committee (IAC)

Host Cities Selection Committee selectioncommittee@artsgames.com
www.artsgames.com

Please write your non-binding letter of interest to demonstrate your interest. You will be advised of the final tally of municipalities who will be invited to the upcoming mid-August meeting.

THIS SAMPLE MAY HELP AS A GUIDE

[Municipal Letterhead]

Date: [Insert Date]

To: Commissioner

International ArtsGames Committee – Selection Committee

Subject: Letter of Interest – Selection as a Host Municipality for the International ArtsGames Initiative

Dear Members of the Selection Committee,

On behalf of the [Insert Name of Municipality], I am writing to formally express our strong interest in being selected as one of the 31 host municipalities for the International ArtsGames Federation (IAF) initiative.

Our community is uniquely positioned to maximize the impact of this investment. Below, we outline how hosting an IAF headquarters aligns perfectly with current federal priorities, enhances our strategic cultural infrastructure, and promises a massive economic return on investment.

1. Alignment with "Nation-Building" and Global Competitiveness Envelopes

Recent federal budget directives explicitly target helping Canadian creative industries compete in an increasingly digital and global marketplace. Partnering with the International ArtsGames Committee allows our municipality to deliver on this vision directly:

- **Global Cultural Leadership:** This initiative will position our city as a premier international hub for cultural innovation and prestige. Hosting a permanent IAF signals to the world that we are a forward-thinking metropolis that values and invests in creative excellence on a global scale.

2. Development of Strategic Cultural Infrastructure

While the arts and culture sector as a whole is broad, establishing a specific, major physical asset within our municipality qualifies this initiative as a **specialized community asset** eligible for strategic federal infrastructure backing. This framework allows us to deliver:

(WRITE YOUR RATIONALE) (i.e.)

- **Major Regional Initiatives:** Our municipality will become the permanent home to year-round global events, including cultural festivals, professional seminars, educational youth programs, the annual AGM hosting delegates from 196 countries, and World Championships held every two years.
- **Youth & Community Empowerment:** This asset provides a powerful platform for local youth and diverse communities to engage directly with international opportunities, fostering inclusive social development, community pride, and accessible pathways to excellence.
- **Optimized Resource Use:** By potentially exploring reoriented funding via avenues like the **Cultural Spaces Fund**, we can maximize efficiency by utilizing and upgrading existing local facilities to house these activities.

3. High Economic Impact and Proven ROI

The federal government justifies strategic budget allocations to arts and culture based on massive returns on investment (ROI) metrics. By establishing a permanent global headquarters rather than hosting a temporary, one-off event, our municipality will generate long-term data points heavily weighed by Finance Canada, including:

- **Sustainable Employment:** Long-term job creation spanning event management, digital broadcasting, administration, and tourism.
- **Year-Round Economic Activity:** Steady, predictable local spending from international visitors, delegates, and competitors, moving away from the fleeting spikes of traditional single-event hosting models.

Conclusion

The [Insert Name of Municipality] is fully prepared to enter the next phase of this process, beginning with a meeting with all selected host city municipalities.

We look forward to bringing this initiative to fruition.

Sincerely,

[Signature] [Name of Mayor / Municipal Authorized Official]

[Title]

[Name of Municipality]

To: Town Council
Chief Administrative Officer

Submitted by: Melanie Fougere, Municipal Clerk (on behalf of Council)

Date: Thursday, August 27, 2026

Subject: Councillor & Committee Reports

1. Councillor Reports

The following is a compilation of Councillor Reports submitted by Councillors for inclusion in the Committee of the Whole Council Agenda Package. Reports reflect activities, meetings, and events attended by members of Council since the last meeting. Only reports received have been included.

Councillor Diane Roberts

Meetings Attended

Special Council Meeting x 2
Antigonish Community Transit Meeting
Joint Council Meeting
Recreation Committee Meeting
Alternative Resource Energy Authority (AREA) Meeting
June Regular Council Meeting
Infrastructure Committee Meeting
CAO Performance Review Meeting

Events Attended

Guysborough Black Community Awards
CACL Ham& Bean Supper
Philippine Independence Day Flag Raising Event
New RK MacDonald Nursing Home – Site Tour
Antigonish Legion Arras Branch 59 - Open House
Emancipation Day event.
Music on Main at St Andrew Junior High School
Family Service Barbecue.
Antigonish Indian Community Flag raising event
Jerome McCarron Pavillion – Open House (New Barn)

Councillor Juanita Pelly

Meetings and Events Attended

Regular Council Meeting on August 18th
August 24th CAO Performance Evaluation & 2026/27 Mandate letter
August 26th Antigonish Affordable Housing Society (AAHS) meeting

Councillor Patrick McKenna

Meetings and Events Attended

Jeff Murray Accessibility awards
RK Fundraising Meeting
RK Board Meeting
RK Steering Committee Meeting(s)
RK MacDonald Appreciation lunch - Cooked for the team
PARL Revenue Committee meeting(s)
Town and County Joint Council Meeting
Jacques Dube interviews CAO Performance review
Grow Social Participation Steering Committee meeting
Canada Day Festivities
Festival Antigonish Opening night
Music on Main Concert series

2. Committee Reports

The following is a compilation of Committee Reports submitted by Councillors in their capacity as Committee Chairs or representatives for inclusion in the Committee of the Whole Council Agenda Package. Reports reflect committee activities, discussions, and updates from recent meetings. Only reports received have been included.

No committee reports were submitted for this reporting period. Some committees paused meetings during July and August.