

Staff Report

November 12, 2019

CAO and Municipal Clerk– Alain Muisse

Municipal Administration Building *Council Priority (multiyear)

The public road is substantially complete, and we are protecting the newly constructed road as there is lots of water still on location. While we are about a week behind schedule, we are still anticipating a late January release of our tender, and if all goes well, construction to commence in March of 2020.

Affordable and Alternative Housing *Council Priority (multiyear)

With a development permit issued for a potential project in West Pubnico, we are working with the developer to obtain appropriate plans for septic and other services. Once the information is received by the developer, we will be able to enable more movement on this project.

With the substantial completion of the public road, we will establish actual costs to provide services and access to the back lot. Furthermore, we will finalize a design for the back lot for Council's approval. Once these steps are completed, then an RFP will be issued publicly to generate interest in alternative/affordable housing. Our design does not contemplate the entire lot to be used in this way. Ultimately, it's Council's decision but our design will likely allow for at least two such investments on two separate lots, with some mixture of traditional residential lots. At this point, we expect the RFP could be issued after the December council meeting.

Rural Internet – WREN *Council Priority (multiyear)

The CAO's in the WREN region participated in a teleconference call with Develop NS highlighting some concerns with the process of issuing RFP's to internet service providers. The discussion was led primarily by Even Nemeth as he is the lead on this project. We were able to deliver our concerns, and we are unsure this will have an effect on the process. As a potential co-funder of a solution, we ensured our voices were heard. The Wardens from the WREN group also signed a letter of concern earlier, which resulted in this initial meeting.

Mariners Center expansion *Council Priority 2019-20

Nothing significant to update on the Mariners Center funding applications or expansion currently. The vision statement for the Mariners Center is completed and requires a meeting prior to issuing officially. The search for a new executive director is ongoing.

Yarmouth International Airport Corporation *Council Priority 2019-20

A board meeting is expected on November 18th, 2019. Items that will be for discussion is the status of the runway patchwork, urgent repairs required on electrical infrastructure, and updates on funding agreements, that are still outstanding. There remains uncertainty on the status of a long-term funding agreement. Argyle and Town have agreed to extend the existing funding agreement to January 31, 2020, however MODY has not agreed to this. Time continues to be of the essence. In the meantime, as lead CAO, there is an ongoing requirement to keep an eye on day to day, coordinate infrastructure projects, and navigate negotiation of 2 additional contractual requirements. Argyle continues to bill the Airport monthly for these services. Budgeted revenues were \$12,000, actual could reach \$27,000.

Land use bylaw and municipal planning strategy

WSP will be leading public consultation on the municipal planning strategy. They will be in Tusket, Pubnico and Wedgeport this coming Thursday and Friday. They selected areas with high movements, and landed on Carl's Store Tusket, Dennis Point Restaurant in Pubnico, and Shoppe a Carl in Wedgeport. There will also be surveys and other methods of engagement. WSP already got fantastic feedback from staff, council and our newly reformed Planning Advisory Committee. The MPS and LUB documents are very dated and require a major overhaul. This work represents some of the more important work that you support and do, as it defines what we want (and don't want) in our communities and how Council and staff are to be directed in this work.

Yarmouth Area Industrial Commission (YAIC)

No meeting since our last report, nothing significant to report.

Economic development

We are awaiting final signoff and sale of the property for sea cucumber facility, and the development agreement would be signed therewith. Also, Charlene and I have been attending meetings in Shelburne to push forward the concept that Argyle could be pre-approved for aquaculture development through the creation of an Aquaculture Development Agreement. Staff at the Shelburne office appear very eager and capable to assist us.

Provincial Work, AMA and other

I attended the NSFAM conference last week, my first as a board member. The new President is Mayor Mood as you are all no doubt aware. My role as outgoing AMA president is to be a board member for the NSFAM, the time commitment as outgoing president shall be less onerous, and I am happy to pass the torch on to great AMA volunteers.

I attended numerous meetings as part of the organizing committee of Experience Argyle. We have many more staff members that have volunteered to help and coordinate which has been a very positive experience.

I took an online course last week on accounting standards for non-profit organizations, which I was able to do partially on my drive to NSFM! Technology was helpful in this case!

Working alongside Scott Muise and Kim Rowley to adjust our grants to organizations processes.

I attended a Green Energy Committee meeting that highlighted potential other investments we could get into as a municipal group. Aaron Long, PEng was in attendance and was a wealth of knowledge and information regarding renewable energy.

Department of Public Works – Hans Pfeil

West Pubnico Sewer Treatment Plant (WPSTP)

Plant Operations

The plant operates at a high level of efficiency and is compliant with NSDoE guidelines. The last month was fairly quiet and operations are getting back to normal.

All 12 pumping stations are being monitored on a regular interval everything seems to work normal. We were required to perform minor repairs to pump station #5, which were within budget. Based on our annual report to NSDoE we received a warning due to a lack of pH testing. We have increased our testing schedule to a daily routine and are looking into the option of an automated pH reading system to be added to our SCADA system.

Regarding the performance issues with the Dewatering Truck we had allowed ABCO Industries to perform a further individual test on the screen and the dewatering mechanism. They tried to adjust the screen once more to allow for a better water flow and higher solid retention capacity. The truck was brought to Lunenburg for this work and was returned on November 1st. We are still waiting to hear back from ABCO about the outcome of the test day, but our own observation was not too positive. We are continuing to work with ABCO Industries to look at options of taking the truck back and reimburse us. The extend of the reimbursement is not clear yet. More info will follow on this process

We are also in pursue of an alternative dewatering process but had to put a hold on that initiative due to the ongoing truck testing efforts. We had engaged Trident Solutions and are looking at a Multi Disk Press that seems promising in exceeding our need for the dewatering process. A test run will be started as soon as the dewatering truck return option is clearer in order determine the suitability of this process.

This month we didn't come across any sewer connections and didn't receive any connection requests either.

Past Initiatives

We were awarded by the province with a pilot project for solar energy production and we are happy to report that all panels have been installed at the West Pubnico Sewer plant and we started operation mid October. Under this program we are selling 100% of the solar energy back to NS Power and this installation will generate some revenue for the Municipality.

Future Initiatives

We are still working on solutions to support the development of a Vodka Distillery in West Pubnico. It is their goal to connect to our sewer system but due to their high organic matter conditions we need to look into a pre-treatment system to level out the values and make it possible to treat their commercial discharge. ABLE Engineering is helping the owner with creating a feasible option of pre-treating the distillery effluent before it can be accepted by our sewer system.

Tusket Sewer Treatment Plant

Plant Operations

The operation of this system continues in a relatively orderly basis, with our permit good until 2024. We are in compliance with NSDoE operating parameters. We submitted our annual NSDoE report and did not receive any comments as of yet.

According to our records we are operating far under the effluent limits set out in our permit. The Tusket Sewer System was running smoothly over the last month and we did not experience any major break downs.

The Tusket Falls Brewery on site system for the brewing water disposal had some issues due to incorrect operation by the brewery. We discussed several options to resolve the issue and are preparing to have all tanks pumped out and cleaned in order to reset the system. Once this is done, we will move forward with the field bed repairs. Further testing of the suspended solid values will determine the need for an additional ATU (Advanced Treatment Unit) to the system in order to filter out more solids and make this system somewhat fail safe. As this is a specialty item and not normal sewer operation to us, we are going through a steep learning curve right now.

We had one connection to the system and supported the business with the installation process. No further connection requests have been received otherwise.

With the development of the new road extension in Tusket, we will be extending the sewer main line by 300m as well and will offer 7 new connection spots along that new section. Construction started October 3rd, 2019 and work is well underway. We expect completion of the project within the next two weeks.

Past Initiatives

We completed the testing of a wireless monitoring system for the Pump Station and the Sewer Plant. The system was installed just recently and is partially active. A few minor parts were missing, and our local electrician will come back soon to finish the work. With this system we are now able to monitor and control all pumps at the pump station and at the sewer plant remotely.

This was a specialty item and the market is very small, though we were able to receive two quotes of products with similar capacity. The product we chose was half the cost of the other quote and far below our anticipated budget. The Mission Communication Module will reduce our overtime on monitoring and troubleshooting of the plant and pump station. We didn't had a chance to complete the storm water infiltration case yet due to a lack of communication of the affected resident with us. We are looking at enforcing the sewer by-law with this case and it may create tension with the resident.

Future Initiatives

CBCL completed the design of a commercial grease interceptor for the Hatfield House Restaurant and we reached out to contractors for quotes, which is in alignment with our procurement policy. It is our intention to complete installation before this winter. This will help to reduce the oil and grease volumes going to the plant and increases the life expectancy of our overall system. During routine sewer maintenance work, we came across the same issue at the Anchored Grounds Café/restaurant and will try to implement the same system at this restaurant.

Municipal Administration Building

We received some of the Class A drawing sets and started the review process and provided further comments to the CAO. The situation at the front parking lot is still on our list with the attempt of improving site circulation and reduce construction costs. We are awaiting a Class A cost estimate over the next few weeks and hope to see good results.

So far it seems that we are about one week behind schedule. We are reviewing the impact of the delay on our general goal to go back to the market in early January 2020.

Tusket New Road Development

In alignment of the development of the New Municipal Administration Building we noticed the potential of the remaining land, about 10 acres and started the process to develop this land in accordance with our land use by-law and strategy. The new road and sewer extension work is well underway. The contractor, Aberdeen Paving is progressing well and completed the sewer extension and is working now to finishing the road work by adding the different layers of gravels. In the early stages we had some issues with unsuitable materials within the road center and we had issued a Memo about this particular topic a few days ago. Due to these issues and the start of the wet season we ran into water drainage issues and had to defer paving into next summer to avoid further cost increases. Nevertheless, the road will be usable and we can continue with the development of 6 properties along the road very soon. This will allow us offering the lots on the market with the attempt of attracting new residents and other housing opportunities.

The development of the entire property is being rolled out in two phases and we are installing the first 300m only. If there is enough interest for more development, we can easily tender out the 2nd phase to open up another 12-15 lots. The goal is to establish a healthy mixed use of the land to encourage further community growth in a sustainable way.

Policy and By-Law Working Group

Due to a high priority on construction projects we postponed the process of registering our By-Laws for the use of SOT's. We are still recommending reviewing our by-laws in close coordination of an experienced lawyer before starting the registration process. This task is scheduled for winter 2019/spring 2020.

The new dangerous and unsightly policy is being reviewed and further refined to allow for better assistance of affected home owners and to retain our tax payer in their homes.

Further By-Laws are under review and will be brought to council over the next few months.

East Pubnico Water Utility

System Operations

Staff continues to monitor and make repairs as necessary. Meter readings are performed on a regular basis. The Popes Road Well is performing better now and the contractor is almost done with the remaining upgrades.

NSDoE approved our water withdrawal application and we were able to extend our allowance to produce water in East Pubnico.

Past Initiatives

The well assessment was completed and revealed excellent data in order to continue with funding applications. Unfortunately, our PCAP application for this initiative was declined by the province due to insufficient funding availability and priorities of other projects in the province.

The pump station at Popes road is being finished up soon and the electrical system is up to date again. With this upgrade we are able to decommission the old pump house and we were able to improve the service on the Lower East Pubnico System.

Future Initiatives

With the well assessment data we are able to continue with the pursuit of funding and try to replace the large water tank on Willet road. Negotiations with the user will be part of this initiative and further discussions are needed. Goal is to replace the Water tank on Willet Road first and improve the well performance at the same time and then focus on the pipe replacement for Middle East Pubnico over the years after.

Wedgeport Sewer Improvement Program

System Operations

All 42 systems are running smoothly. No issues to be reported.

Past Initiatives

42 Systems have been installed and are operational. All landscaping issues have been addressed and the sites are starting to look normal again.

Future Initiatives

Our ICIP application for Phase 3 was successful and we received \$1,042,000CAD for another 50 sites. We are currently in preparation of the next phase and will try to run another round of installations by next summer. More info will follow once we have the 50 sites confirmed.

Animal Control

SPCA is handling all of our domestic animal complaints and they had a few calls without major issues. With the loss of the Yarmouth Dispatch center we also lost the service for dog control issues. The SPCA can be directly reached under 902-307-0475 in case of any dog issues.

No other animal complaints were filed.

Garbage Handling

This month all pick-ups were performed as per schedule.

Building Inspection Report

To date, in this year's building season, staff have issued 134 Building Permits. Staff as also issued 42 development permits. Last month's variance request was not challenged, and staff is in the process of issuing the building permit. Note, that a demolition permit is tallied under the Building Permit numbers. We have provided background information for several possible rezoning inquires, in addition to the West Pubnico rezoning. Staff has received 4 enquires about rezoning land but we are working with the planners, so as to not overlap item in the LUB review.

Fire Inspections

We are currently working on a shared service solution with neighboring municipalities to fill this position and offer the full range of service to our residents again. The CAO should have more information on this topic.

Sub-Division Activity

We have 19 sub-division files on the go so far in 2019. The type of subdivision, be it Instrument of Subdivision or Final Plan of Subdivision, is pretty well equal. There are no large multi lot subdivisions on the books, as the majority of activity, is 2-3 lot subdivisions or consolidation of existing lots. One large subdivision created last calendar year has been expanding both in lot count and building development

Unsightly or Dangerous

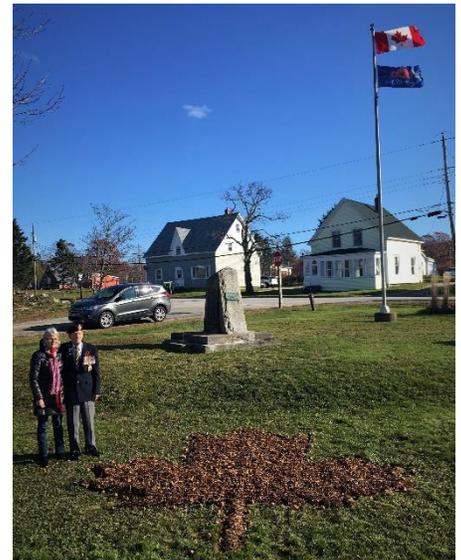
Operations are going back to normal and we have more time to deal with incoming complaints. Over the last month we received several new complaints about unsightliness and buildings in derelict conditions. Over the next few weeks staff will focus on a minor illegal dumping clean up and follow up with open cases. One particular is located in East Pubnico and the owner has not followed our request yet. This year's cases are mostly smaller issues and the owners are dealing with the situations over time. We are working on a severe noise complaint and were able to confirm

the actions in the field. Warnings have been issued and we continue to receive complaints about the situation. Unfortunately, we were not able to confirm the continuation in the field yet, but we are trying to make time for this case. Issuing fines would be the next step if we can confirm the situation a second time and the disturbance doesn't stop.

The new dangerous and unsightly policy is under review and with the approval of the CAO it will be handed over to the committee for review and comments.

Maintenance

Staff was able to repair and improve the picnic area at the East Kemptville Ballfield. They repaired the spectator seating with new wood and installed a metal roof on the picnic shelter. A paint job was done also, and the area looks like new. We had received a request from the Wedgeport Legion to support them with a planting bed in preparation of next year's 75th Anniversary of the Dutch Liberation during WWII by the Canadians. The Netherlands donated 1.1 million special Tulips to Canada as a thank you for the service of 1.1million Canadian soldiers during that time. Tuskett is receiving 75 of these Tulips and our staff worked closely with local veterans to create a maple leaf shaped planting bed. The Tulips were planted along the edge of the bed and you will be able to see the maple leaf shape once the Tulips are in bloom.



Industrial Park

We continue to receive requests from interested buyers for the remaining lots. It appears that the medicinal processing plant will proceed, and we are available to support the owner with the sewer connection requirements. The Tuskett Falls Brewery is reviewing their chances on re-zoning their lot and are looking into a possible food serving use.

Staff

No updates on staff this month. Some of us are taking time off to go hunting or spend quality time with family before the Christmas Season is starting.

We are trying to improve our time off scheduling to avoid department closures or unattended phones for a longer period of time.

Software

All software is up to date and working good for us. The PC to run the SCADA software for our plant was replaced and the system is running more reliable than before and the contractor added a few features at no cost to make the operation even better for Vaughn.

Joint Occupational Health and Safety Committee

The Municipality initiated a new Joint Occupational Health and Safety Committee at the end of October 2018 as required by Provincial regulations. A special bulletin board has been established in the Kitchen of the Municipal Admin. Building and information about the regulations, local inspectors, committee members, first aid staff, agendas and meeting minutes are being posted on a regular basis. Any safety related issues should be reported immediately to your supervisor or committee member!

We are making good progress on our Safety Program and still a few steps away from completing the program. Next steps are to focus on our violence in the workplace procedures and we will roll out an assessment program soon to establish a base line and review options for improvement. WHMIS training was offered to all employees and we are waiting for the last few people to complete the training.

We are also reviewing necessary training for some specialty items due to some innovative work performed by some of us.

Our main goal of this program is to establish a healthy understanding of safety needs for all of our tasks and create a mindset that includes safe work practices at all time.

Miscellaneous

1. Staff supported the Yarmouth Airport with another round of runway repairs and the work was completed by Aberdeen Paving Ltd. Another 700m of severe cracks were repaired along Runway 06-24 and makes this runway a bit safer once it re-opens.
2. Staff, CAO and the Warden completed an Asset Management training course partially funded by FCM to help with the establishment of a local policy and better understanding of assets and operation. We have a good understanding of this procedure now and will continue to complete our full asset management program. This program will help us with the long- and short-term planning of our financial commitment to our assets and is a universal guiding tool for council. It helps us evaluate certain needs and provide clarification during funding applications to increase our chances to be successful.
3. We hired WSP Canada Inc. from Dartmouth, NS to help us with the review and update of our MPS and LUB documents. The project will help us renewing our strategy in conducting

business and guide residents in an easier and more understandable way. The project is scheduled between October 2019 and March 2020. More updates will follow soon.

Director of Recreation Services- Natalie d'Entremont

Workplace Wellness

- November 27 – Get over the month Workplace wellness – Hot chocolate Break
- November 28th – 8am French Toast Breakfast.

Argyle Recreation Commission: ARC has formed an Ad Hoc committee to look at Access and Inclusion in our recreation programs. This committee will meet in November to start talking about what this means (financially, resources, etc.).

Trails

- **Nakile Accessible Trail:** I assisted Nakile in applying for funding to hire a consultant to design a plan for an accessible trail.
- I'm working with Hubert Pothier to connect a trail from across Ecole Belleville to the Rails to Trails. This work is part of the AT Plan.

Committee work

- November 6 – Southwest Nova Athletics
- November 6 – Workplace wellness
- November 6 – ReSport Zoom meeting (Provincial work)
- November 7 - Yarmouth Shelburne Municipal Recreation Association
- November 8 – South Shore Connect meeting
- November 8 - Gender Equity Team for recreation facilities
- November 14 – Tri County Early Years Partnership
- November 21 – ReSport meeting in Dartmouth
- November 14 – Experience of Argyle

School Advisory Committee – Drumlin

I attended the first 2019/20 SAC meeting at Drumlin Heights on October 30. The school has a new Principal. This committee has more responsibilities now that the school boards no longer exist.

Pilot Project – “Sport and Recreation -a better system”

Misty James, Yarmouth Rec, and I are working on a pilot project with a researcher from UNB. We are designing a workshop for recreation, sport and health care leaders to come together to discuss what would be a better sport and recreation system in Yarmouth County that would reach people that we are not presently reaching. Our goal of the is to come out with ideas that could be tried as a prototype by one of our community sport organization. Our learnings would be passed on to ReSport Provincial Core Team. This workshop is being planned for March 2020.

Adult Pickleball: École Belleville on Tuesday evening from 6:30pm to 8:00pm. No equipment necessary and instructions provided. We have been averaging 8 to 10 adults per week.

Deputy Clerk – Kim Rowley

I have been working with the 9 fire departments to gather all training, certificates & gear information. I have received information from 8 of the departments. With this I have been making spreadsheets to help us better understand their training and to recognize which departments have insufficient training. I have been maintaining contact with Janine Muise, Guy Muise & Al Boudreau. They have been very helpful with gathering information & talking to the departments. I also attend the EMO meetings.

On October 7th, I went to Pubnico with Janine Muise from EMO to talk to residents & pass out letters regarding the EMO Exercise on October 13th. We reached out to those in the surrounding area.

I completed the ICS 200 course in Liverpool on October 23 & 24. I also completed the WHMIS course on October 17th, taught by Charles Pothier here at the office.

On October 2, 3 & 10 I was training in the Finance Department. I will be able to help when times are busy or short staffed.

The Grants to Organizations is a project I am working on with Alain & Scott. We would like to re-design the program with the approval from Council. Right now, it's done on paper applications & we would like to have an online system to make it easier for the Non-Profit Groups who apply each year, to help council better understand what the group is asking to for & help us on the admin side. Our goal is to make this more efficient for everybody.

I have been getting everything finalized for our 5th annual Experience of Argyle – Taste portion. We have all the permits, vendors information, décor, signage & volunteers. We are working to get the last little details together. Otherwise, we are set to go!

I have been working more with Recreation. November will be a busy month with a noon time hike, bus trip, After the Bell program & The Athletic Award Ceremony.

I am on the Workplace Wellness Committee & have been helping with the different events we have planned.

The Christmas Committee has been working on making our Christmas party a great night. We have everything we need for the evening booked & now working on our creativity side.

Director of Programming and Active Living - Ginette d'Entremont

Senior events

On Friday November 15, we have organized a 55+ bus trip to the Acadia Christmas Craft Fair.

Yarmouth County Athletic Awards

The YCAA will be held on Friday November 29th at École secondaire de Par-en-Bas. The special award winners are:

Jeff Gates – Yarmouth County Male Coach of the Year

Leah Muise – Yarmouth County Female Coach of the Year

Matt Barron – Yarmouth County Male Athlete of the Year

Lindsey Minard – Yarmouth County Female Athlete of the Year

Blake Newell – Yarmouth County Male Youth Athlete of the Year

Megan d'Entremont – Yarmouth County Female Youth Athlete of the Year

Marcel Doucette – Yarmouth County Male Fair Play Award

Andrea Doucette – Yarmouth County Female Fair Play Award

Adam Churchill – Yarmouth County Male Volunteer Award

Tina Comeau – Yarmouth County Female Volunteer Award

Calvin Smith – Yarmouth County Male Official of the Year

After the Bell

The After the Bell program began on Wednesday November 6th and will run for 6 weeks before Christmas and will resume in January and run for another 10 weeks. To date we have 8 girls registered for our program. I have applied for Provincial funding to assist with running the program.

Professional Development

I will be attending PAPE (Physical Activity Practitioners Exchange) sessions on November 21 & 22 in Dartmouth.

Meetings attended

Argyle Recreation Commission on October 17.

Health Promoting Schools October 29 at Plymouth School.

Yarmouth Shelburne Municipal Recreation Association on November 7 in Yarmouth.

Tree Lighting

The Tree lighting ceremony will be held on Sunday December 1st at 6pm at the Archives.

Community Development Officer Report – Charlene LeBlanc

Period to Oct 4, 2019 to Nov 7, 2019

1. Attended doc recruitment meeting
2. Prepared video on thumb drives and other promotional material for Doc Recruitment swag bags
3. Assisting local fishermen with Atlantic Fisheries Fund
4. Did final water testing for 2019 for the Business Park on the Sea
5. Attended a couple meetings with the Dept of Aquaculture and Fisheries Dept in Shelburne to begin the work towards the ADA (Aquaculture Dev Area) designation
6. Attended the Acadian Musée's 40th anniversary event
7. Met with the Minister of Fisheries re: ADA and our role
8. Preparing for the Experience of Argyle event
9. Was a guest speaker at two of education sessions for Nakile
10. Attended the WREN summit in Meteghan
11. Met WSP at our workshop and shared ideas and concerns
12. Organizing a session for seniors on housing types, criteria and costs
13. Working on a Library update for council
14. Assisting a fire hall with a comfort station project

Senior Safety Coordinators Report – Peggy Boudreau

Program Data:

Overall Clients to date: Municipality of Argyle: 554 Municipality of Yarmouth: 327

New Clients for the Month of October: 7

Visits Overall to Date: 6970

Month of September: 146 Home Revisits: 68 Telephone Revisits: 78

Advocacy Letters written to Community Partners: 1

Referrals:

Referrals from RCMP to Date: 138 Month: 1

Referrals to RCMP to Date: 65 Month: 1

Outstanding Referrals to Date: 43 Month: 0

Town of Yarmouth Referrals: 201 Month: 0

Referrals to Other Agencies:

To Date:

Housing: Referrals: 76 Placements: 17 Month: 2

Continuing Care & Home Care: 205 Month: 3

Adult Protection: 86 Month: 0

Nursing Home/Boarding Home Placement from clients list: 42 Month: 1

Vial of Life Completed:

Month of October: 27

High Risk Active Files:

New Month of October: 1 MODA: 10 Overall High Risk: 213

MODY: 11

Other: Oct. 2: Lunch & Learn at South Ohio Community Hall with the Superstore Nutritionist Stephanie Gagnon. Staff Sargent Cory Bushell also attended and did an impromptu Q & A. 33 people in attendance.

Oct. 3: Met with a CRA representative about free income tax clinics at Tri-County Women's Centre.

Oct 5: Worked with multiple community partners to put on a 50+ Expo with presentations on nutrition, social media safety, power of attorney, and various other workshops and exhibitors. 83 people were in attendance.

Oct. 8: CPR Course

Oct. 9: Lunch & Learn at South Ohio Community Hall with Misty James from Yarmouth Recreation speaking about staying active during the winter months. 31 people in attendance. Oct. 9: CHOICE Housing Meeting

Oct. 10: MODY Staff Meeting

Oct. 16: Co-facilitated the Caregivers Support Group at the Sobey's Community Room

Oct. 16: Lunch & Learn at South Ohio Community Hall with Dr. Shelagh Leahey speaking on overcoming the Winter Blues. 43 People in attendance.

Oct 17: Homecare Staff Appreciation Presentation

Oct 17: Presentation at Greenville Community Hall done with Cst. Mario Gougeon on the Senior Safety Program, Vial of Life and Scam Prevention. 10 People in attendance.

Oct. 21: Meeting at MODY

Oct. 23: Lunch & Learn at South Ohio Community Hall with Dr. Shelagh Leahey speaking on vaccinations for seniors, medical Marijuana and CBD Oil along with a small Q & A. 72 people in attendance.

Oct. 24: Seniors Expanded Team meeting at Yarmouth Hospital

Oct. 30: Seniors Expo Wrap Up Meeting

Oct. 30: Police Advisory Committee

Oct. 31: Community Gathering Meeting Group Oct. 31: MODY Director's Meeting

Court House & Archives – HDO & Archivist Report - Judy Frotten

Municipal Newsletter – Judy has worked with Tara Owens over the past few weeks in order to transition the Municipal newsletter to her. The Fall 2019 newsletter is in the process of being distributed electronically with a small number of paper copies soon available to pick up at strategic (convenient) locations throughout the Municipality. Congratulations to Tara on the completion of her first newsletter!

The Argus – The Fall 2019 issue of *The Argus* has been collated and is being distributed to Members today. We have started working on the Winter 2019 issue which we expect will go out to Members in early January. *The Argus is our most important program and allows us to maintain the Argyle connection with our members from Canada and the US. AMHGS maintains a membership of approximately 500 paying members.*

Funding requirements for summer staff – Final reporting has been submitted to all funders. We are waiting to receive final installments from Young Canada Works but have been told that they are processing the paperwork.

Fall Events – The Pumpkin Creations event took place at the Archives on Oct. 25, with @55 children participating over two sessions. Pre-registration and assistance from volunteers made the event go smoothly. The 25th Annual Tree Lighting Ceremony will take place at the Court House on Dec. 1st at 6pm with refreshments served (with Santa) at the Archives afterwards. Judy, Kaitlin and Ginette (Rec. Dept.) have been working together on these two events along with Volunteers from the Historical Society. The Historical Society is having a Christmas concert at the Court House on Friday, December 6th. Judy and Kaitlin are looking forward to assisting at Experience of Argyle event on Nov. 14.

Oral History – This project is ongoing, and we continue to conduct interviews as we are able, as well as produce transcripts. We are excited about the possibilities of using this material in the *Argus* and in possible future programming.

Archival Donations – We have received numerous archival donations, which we are processing as we are able. We have also experienced a higher volume of research requests than usual.

Possible collaboration – Judy and Kaitlin continue to discuss potential partnership with Francine Dulong, Co-Artistic Director of Blooming Ludus and are investigating possible funding opportunities which would allow us to enhance our program offerings. Francine is originally from this area and now lives in England. Our last teleconference meeting was Oct. 11 and we will meet again Nov. 8th at 1:30pm.

Professional Development – Kaitlin attended the Canadian Conservation Institute workshop on Care and Handling of Photographic Materials, on Oct. 2 & 3 in Halifax. Judy attended the semi-annual South West Curators' Group meeting at the Admiral Digby Museum on Oct. 25. Judy also attended a MEP (Museum Evaluation Program) Orientation session at Queens County Center in Liverpool on Nov. 5th, offered by ANSM. Argyle Township Court House & Gaol Museum is scheduled to have a (major) evaluation in July 2020, and there is much work to be done in preparation. There are a number of (physical) upgrades/repairs required to be made at the Court House and premises, as well as review and revisions of many of AMHGS & MODA policies, including the renewal of the MOU between the AMHGS and MODA. ANSM has been working towards a new Museum Accreditation system for the past few years and is excited to have launched it recently. If ATCHA meets all the eligibility requirements (the largest piece of which is the July 2020 evaluation), we will be able to apply for accreditation in December 2020.

Association of Nova Scotia Museums (ANSM) – Judy attended the ANSM Board meeting on Oct. 23rd and the next one is scheduled for Dec. 6th (both by teleconference). Judy serves as Secretary and distributes the minutes after each meeting, and is also the regional Board rep for SWNS Curators Group.

Joint Occupational Health & Safety Committee – Judy attended the meeting on Oct. 29th and the next meeting is scheduled for Nov. 28th. Judy and Kaitlin completed the WHMIS course as offered by Charles Pothier on Oct. 10 & 17th.

Wellness Committee Meeting – Kaitlin attended the last meeting on Nov. 6th and the next one is scheduled for Dec. 4th.

Argyle Municipality Historical & Genealogical Society (AMHGS) – AMHGS had their last Board meeting on Oct. 8th, and the next one is scheduled for Nov. 18th. The Events Committee meeting was held on Oct. 8th and will have another one in the next week, to start decorating the Court House for the concert. Judy participates in the AMHGS meetings.