

Municipality of the District of Argyle - Clerk Report

Date of meeting	Topic	Action Item/Motion	Status	Tasked to	Comments
13-Sep-22	Boundary Review	"It is moved by Deputy Warden Nicole Albright and seconded by Councillor Calvin d'Entremont to approve the options for approval for public engagement for 7 councillors and 9 councillors as presented."	Complete	Alain & team	Staff is reaching out to community groups and organizations to do a presentation regarding the Boundary Review. An open house will take place again and surveys are being handed out in paper copies and online.
13-Sep-22	CAT Ferry	"It is moved by Councillor Calvin d'Entremont, seconded by Councillor Kathy Bourque to the premier, cc MLA Colton LeBlanc and Minister Masland regarding Argyle Council's concerns regarding the negative comments that were said in the media."	Complete	Alain	letter was included as business arising for info
13-Sep-22	Council vs COW Meeting	Consider 2 regular meetings, start to repeal the by-law, start 2 policies	Complete	Chantalle	Repeal of by-law has begun on October 11, 2022.
13-Sep-22	By-Law #30 - Tusket Wastewater - First Reading	"It is moved by Councillor Calvin d'Entremont and seconded by Councillor Kathy Bourque to pass the first reading of the amended By-Law #30 - Tusket Wastewater. Staff will advertise the first reading in the paper."	Complete	Chantalle	Published in the paper on Sept. 21
27-Sep-22	Article C49 - Investment Policy	"It is moved by Councillor Guy Surette and seconded by Councillor Ted Saulnier to approve the Investment Policy to send it to the Office of Municipal Affairs for approval."	Complete	Office of the CAO	To be reviewed with Marilyn Hay.
11-Oct-22	Cyber Security	"It is moved by Councillor Glenn Diggdon, and seconded by Deputy Warden Nicole Albright to authorize the CAO to spend up to \$10,000, exceeding our current approved budget, to engage Grant Thornton to lead an IT audit of our municipality for the 2022-2023 fiscal year."	Complete	Alain	Contract signed
11-Oct-22	Organizational Chart Amendments - Addition of Accounting Clerk	"It is moved by Councillor Guy Surette and seconded by Councillor Kathy Bourque to approve the classification of full-time accounting clerk, replacing the current part-time administrative assistant position"	Complete	Alain/Scott/Marsha	Ad to be completed by Marsha Job posted - closing November 2
11-Oct-22	By-Law #30 - Tusket Wastewater	"It is moved by Deputy Warden Nicole Albright and seconded by Councillor Ted Saulnier to approve the second reading of the amended By-Law 30 - Tusket Wastewater. Staff will advertise in the paper the passing of the by-law amendments."	Complete	Chantalle	Published on October 19, 2022 Staff to mail certified copy of by-law to minister
11-Oct-22	By-Law 25 - Repeal - Addition, First Reading (step one in repealing the council procedure by-law)	"It is moved by Councillor Guy Surette and seconded by Councillor Kathy Bourque to approve the first reading of the addition to by-law 35 - Repeal."	Complete	Chantalle	
11-Oct-22	Letter of Support - Multiple organizations	"It is moved by Councillor Calvin d'Entremont and seconded by Councillor Glenn Diggdon to provide a letter of support to la societe touristique bon temps" "It is moved by Councillor Glenn Diggdon and seconded by Councillor Guy Surette to provide a letter of support to the Pubnico Legion, Abrams River School House Society, and Village Friends"	Complete	Alain	
11-Oct-22	Service Exchange Survey	"It is moved by Deputy Warden Nicole Albright and seconded by Councillor Gordon Boudreau to approve the Service Exchange Survey answers as presented"	Complete	Alain	
11-Oct-22	Fall Grants to Organizations	"It is moved by Councillor Gordon Boudreau and seconded by Councillor Glenn Diggdon to approve the fall grants to organization as presented and to allow staff to divide the \$1100 remaining amongst Argyle organizations"	Complete	Chantalle	Cheques have been mailed.
11-Oct-22	Laurel Hills Cemetery	"It is moved by Councillor Kathy Bourque and seconded by Councillor Calvin d'Entremont to provide a District Community Grant of \$500 to the Laurel Hills Cemetery"	Ongoing	Chantalle	Chantalle to prepare letter for cheque.
11-Oct-22	Kings Lake Garbage	Discussed under fall grants to organizations, consider it elsewhere. Perhaps a policy to be developed	Complete	Alain	Policy amended to be approved, see 25 oct item
11-Oct-22	Organizational Chart - addition of names	Deputy CAO was asked by Council to provide names on the Organizational Chart with position titles.	Complete	Scott	
25-Oct-22	Alcohol Warning Labels - Letter of Support	It is moved by Councillor Guy Surette and seconded by Councillor Ted Saulnier to write a letter of support for Alcohol Warning Labels.	Complete	Office of the CAO	

25-Oct-22	Funding letters of support	Write a letter of support to the following groups: Patchwork pals, CAPEB, and le village	Complete	Office of the CAO	
25-Oct-22	Kings Lake Garbage	Resolution made. Provide Kings Lake Association with \$3500	Complete	Alain/Marsha	
25-Oct-22	Kings Lake Garbage	Resolution made. Amend By-Law #41 to add instruction on how association can apply for funding.	Complete	Alain	By-Law set for second reading with amendments.
25-Oct-22	Firefighter Recruitment	It is moved by Councillor Calvin d'Entremont and seconded by Councillor Glenn Diggdon to have staff invite the Fire Coordinator from Barrington to an Argyle Council Meeting to discuss the Fire Coordinator position.	Complete	Scott	Council and selective staff members to attend the AMFAA Meeting on December 8
25-Oct-22	Yarmouth Area Industrial Commission - Nominator	It is moved by Councillor Guy Surette and seconded by Councillor Richard Donaldson to accept the YAIC's ask to become a nominator for the Port Management Board.	Complete	Scott/Chantalle	
08-Nov-22	District Community Grant - Plymouth School	It is moved by Councillor Ted Saulnier and seconded by Councillor Gordon Boudreau to provide a District Community Grant in the amount of \$500 to the Plymouth School.	Complete		
08-Nov-22	LUB and MPS Changes	Approved first reading, schedule public hearing.	Step complete	Scott	
08-Nov-22	SAR Social Fund	It is moved by Councillor Glenn Diggdon and seconded by Councillor Kathy Bourque to approve a one-time funding request for the SAR Social Club in the amount of \$3000.	Complete		
08-Nov-22	Solar Project	It is moved by Councillor Kathy Bourque and seconded by Councillor Guy Surette to authorize the CAO to negotiate and sign an MOU with interested municipal partners to apply for a large scale solar project. The CAO will be allowed to negotiate up to 50% participating interest of the initial total cost of the project with municipal partners.	Completed	Alain	on January 18, 2023 agenda to approve
22-Nov-22	Council Procedural Policy	Create Appendix B - Adding and deleting agenda items	Complete	Chantalle	
22-Nov-22	By-Law 42 - Outdoor Light Pollution	It is moved by Councillor Glenn Diggdon and seconded by Councillor Calvin d'Entremont to advise staff to seek feedback from business owners regarding the Outdoor Light Pollution By-Law #42.	Ongoing	Alain	
22-Nov-22	Boundary Review	It is moved by Warden Danny Muise and seconded by Councillor Kathy Bourque to have staff prepare a recommendation to the Utility and Review Board that the Municipality of the District of Argyle continues to have 9 Councillors representing the Municipality with the amendments of the following districts:	Complete	Alain/Scott	Scott sent to UARB
		District 1 – Communities of East Kempt and Hubbard's Point would no longer be in this District, replaced with SAR, Rocco Point and Eel Brook.			
		District 4 – Community of Hubbard's Point would be added to the existing communities of Amirault's Hill, Sluice Point, and the Islands.			
		District 5 – Communities of SAR, Eel Brook and Rocco point eliminated, and replaced with East Kempt			
22-Nov-22	Draft Strategic Plan	It is moved by Councillor Kathy Bourque and seconded by Councillor Gordon Boudreau to proceed with the first draft of the strategic plan as presented by Staff.	Complete	Alain	Draft actions completed, to be reviewed internally
22-Nov-22	Request for tax interest write off	It is moved by Councillor Glenn Diggdon and seconded by Councillor Kathy Bourque to write off the interest on AAN # 01054619 for a total of \$245,67.	Complete	Finance	
13-Dec-22	Second Reading - MPS and LUB Amendments	All passed except Section 8.1 Large Scale Wind Turbine - Next steps are to post in paper and mail to the minister.	Complete	WSP/Scott	Sent to the Minister and the paper as applicable.

13-Dec-22	Second Reading - MPS and LUB Amendments	It is moved by Councillor Ted Saulnier and seconded by Councillor Gordon Boudreau to defer section 8.1 of the proposed amendments to the Land Use By-Law to the Regular Meeting in February to allow staff and advisors more time to prepare and consider the public comments received. Motion Carried. (8 in favour, 0 against)	Complete	WSP/Scott	
13-Dec-22	Community Funding Requests	It is moved by Deputy Warden Nicole Albright and seconded by Councillor Glenn Diggdon to direct staff to look at the way money is being dispersed and make categories and bring back to council. The categories to look at removing from the Grants to Organization process are: sponsorship, seniors, festivals, and capital investment projects.	Ongoing	Alain/Scott	
13-Dec-22	Community Funding Requests	It is moved by Councillor Gordon Boudreau seconded by Councillor Ted Saulnier approve the funding request for the Festival de Wedgeport in the amount of \$2109 + \$500 in kind.	Completed	Finance/CAO Office	Bleacher have been purchased and in Mun argyle Depot Feb/23
13-Dec-22	Article C49 - Council Procedural Policy	It is moved by Councillor Guy Surette and seconded by Councillor Ted Saulnier to approve the Council Procedural Policy with the following amendments: Define Councillor vs Staff Requests in Appendix B, Add "for decision" under order of business for Regular and Special Council Meetings. 1. Define councillor vs staff requests in appendix b 2. Add: for decision under order of business for regular and special council meetings. 3. Add a sentence under department head reports that indicate that verbal presentations shall be organized prior to the televised executive meeting, but the report shall be on televised council for questions and comments.	Ongoing	Office of the CAO	
13-Dec-22	Medical First Responders	It is moved by Councillor Glenn Diggdon and seconded by Councillor Guy Surette to write a letter to the MLA expressing concerns regarding the lack of ambulance services in the area and that Council feels the First Responders are being used due to this.	Complete	Office of the CAO	Mailed January 17, 2023
13-Dec-22	Argyle Emergency Fund	It is moved by Councillor Guy Surette and seconded by Councillor Gordon Boudreau to advise staff to look for funding to increase the Argyle Emergency Fund for the next February Regular Meeting.	Complete	Finance/Alain	Brought to Executive Meeting in January. Refer down
13-Dec-22	Article P34 - Employee Health and Dental Insurance	7-day notice. To be brought back to Regular Council in January	Complete	Chantalle to add to agenda January	
13-Dec-22	First reading of By-Law Amendments	All passed - By-Law 11, By-Law 27A, and By-Law 30	Complete	Chantalle	Published in Vanguard on January 11, 2023. To bring to Regular February Meeting
13-Dec-22	Timber Cup Sponsorship	It is moved by Councillor Guy Surette and seconded by Deputy Warden Nicole Albright to be a gold sponsor for the Timber Cup Sponsorship in the amount of \$500.	Complete	Chantalle/Finance	
13-Dec-22	CNOY Sponsorship	It is moved by Councillor Glenn Diggdon and seconded by Deputy Warden Nicole Albright to approve a sponsorship in the amount of \$500 for the Coldest Night of the Year.	Complete	Chantalle/Finance	
13-Dec-22	Fidelis House	Deferred until January Executive Meeting	Complete	Chantalle	
13-Dec-22	Highway 308 Sidewalk?	Councillor Surette raised a concern regarding the Highway 308 and lack of Sidewalk to amenities for Highschool Students	Complete		Was brought up at January meeting. Refer to AT Plan.

12-Jan-23	Asset Retirement Obligation Policy - Article C51	Passed	Complete	Chantalle	To be signed and sealed.
12-Jan-23	Repeal - Article C13 - Group Insurance and Medical Plan	Repealed	Complete	Chantalle	To be signed and sealed.
12-Jan-23	WREN LOC Quorum Requirements	It is moved by Councillor Guy Surette and seconded by Deputy Warden Nicole Albright to approve the WREN LOC Quorum Requirements as requested.	Complete		
12-Jan-23	Planting Trees in SWNS	It is moved by Councillor Boudreau and seconded by Councillor Donaldson to approve the request for the planting trees initiative.	Complete	Scott S	Letter sent.
12-Jan-23	Article P34 - Employee Health and Dental Insurance	It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to approve the Employee Medical and Dental Benefits Policy as presented.	Completed'	Chantalle	To be passed and staff advise
12-Jan-23	District Community Grant - Papillons and Pissenlits	It is moved by Councillor Glenn Diggdon and seconded by Councillor Richard Donaldson to provide Papillons et Pissenlits with a District Community Grant in the amount of \$500.	Complete	Chantalle/Finance	Cheque to be issued
12-Jan-23	Waste Check - Blue Bags	Have Scott M share it. Maybe have Waste Check come do learning sessions?	Complete	Scott M to begin sharing content	Content has begun getting shared on social media.
13-Jan-23	Club Social des Iles	Councillor Surette received Club Social des Iles correspondence. They have been approved as a comfort centre. They received a grant of \$17,000 for a new generator from the province. They ended up needing \$2500 more than they originally planned. Councillor Surette would like to see this on the next meeting.	Complete		Brought to Executive Meeting in January.
31-Jan-23	Argyle Emergency Fund	It is moved by Councillor Glenn Diggdon and seconded by Councillor Guy Surette to transfer \$4000 from the Community Litter Clean Up Program to the Argyle Emergency Fund for the period ending March 31, 2023.	Complete	Finance	
31-Jan-23	Argyle Emergency Fund	It is moved by Councillor Kathy Bourque and seconded by Councillor Ted Saulnier to have staff present a policy for the Argyle Emergency Fund by April 30, 2023.	Ongoing	Office of the CAO	
31-Jan-23	Club Social des Iles - Funding Request	It is moved by Councillor Richard Donaldson and seconded by Councillor Guy Surette to provide the Club Social des Iles with \$2,000 in funding in the 2023-2024 fiscal year.	Ongoing	Finance and Alain	
31-Jan-23	District Community Grant Request - TVSC	It is moved by Councillor Guy Surette and seconded by Councillor Kathy Bourque to provide the Twin Village Social Club with a \$500 District Community Grant.	Complete	Chantalle and Finance	
31-Jan-23	District Community Grant Request - Sluice Pt Betterment	It is moved by Councillor Guy Surette and seconded by Councillor Richard Donaldson to provide the Sluice Point Betterment Committee with a District Community Grant in the amount of \$500.	Complete	Chantalle and Finance	
31-Jan-23	District Community Grant - Le Village	It is moved by Councillor Calvin d'Entremont and seconded by Councillor Glenn Diggdon to provide Le Village Historique Acadien de la Nouvelle-Ecosse with a District Community Grant in the amount of \$500.	Complete	Chantalle and Finance	
31-Jan-23	District Community Grant - Abrams River SchoolHouse	It is moved by Councillor Richard Donaldson and seconded by Councillor Calvin d'Entremont to provide the Abram's River School House Society with a \$500 District Community Grant.	Complete	Chantalle and Finance	
31-Jan-23	Radiothon Sponsorship	It is moved by Councillor Guy Surette and seconded by Councillor Richard Donaldson to provide the hospital Radiothon Sponsorship in the amount of \$1000.	Complete	Chantalle and Finance	
31-Jan-23	Argyle Volunteer Banquet	Councillor Bourque requested to have this item brought to the next meeting.	Completed	Chantalle	To add to February Regular - On the Feb 9 Agenda
31-Jan-23	By-Law 41 Amendments - The Maintenance and Improvement of Private Roads	It is moved by Councillor Gordon Boudreau and seconded by Councillor Ted Saulnier to approve the first reading of By-Law 41 – The Maintenance and Improvement of Private Roads.	Completed	Chantalle	Published in Vanguard Febraury 22, 2023- brought to March Regular for passing.
09-Feb-23	By-Law 11 - Animals, By-Law 27A - Solid Waste, By-Law 30 - Tusk	All passed	Complete	Chantalle	Published in Vanguard on March 8, 2023
09-Feb-23	Letter of Support - Extended Producer Responsibility	It is moved by Councillor Glenn Diggdon and seconded by Councillor Gordon Boudreau to send a letter of support for Extended Producer responsibility Concept to the Honorable Tim Halman, Minister of Environment and Climate Change.	Complete	Chantalle	To get Wardens signature and mail.

09-Feb-23	Four-Day Work Week Pilot Project	It is moved by Councillor Glenn Diggdon and seconded by Councillor Ted Saulnier to approve the continuation of the 4 day work week.	Complete		Scott to let Staff know it was approved permanently.
09-Feb-23	Argyle Volunteer Banquet	After much discussion, it is moved by Councillor Richard Donaldson and seconded by Councillor Kathy Bourque to approve honoring one volunteer by virtual ceremony (Option 2).	Complete		
23-Feb-23	Wind Farm Recommendations	It is moved by Councillor Guy Surette and seconded by Councillor Richard Donaldson to accept the PAC's recommendations and give first reading to option 2 as outlined in the planners report requiring a reduced separation distance of 300 m for Seasonal Dwellings and Camps; and to have staff proceed with the advertising and scheduling of a public hearing.	Complete	Scott S and WSP	To be passed at April 13.
23-Feb-23	7-Day Notice - Article C16 - Low Income Property Tax	Staff to look at thresholds.	Complete	Alain	Action by Alain to look at the Threshold amounts
23-Feb-23	Fidelis House	It is moved by and seconded by to have staff reply to the Fidelis House advising them of the Grants to Organization process.	Ongoing		
23-Feb-23	Fire Services Review	It is moved by and seconded by to authorize staff to commence the review of current firefighting services in Argyle and provide multiyear recommendations and actions for both the municipality and the fire departments, with a deadline for the report of March 31, 2024.	Ongoing	Alain	
23-Feb-23	Request for Relief of Taxes	It is moved by and seconded by to relieve the taxes on AAN # 10782597 in the amount of \$540.22.	Complete	Finance	
23-Feb-23	District Community Grant - Wedgeport Nature Trail	It is moved by Councillor Gordon Boudreau and seconded by Councillor Richard Donaldson to provide the Wedgeport Nature Trail Committee with a District Community Grant of \$500.	Complete		Letters written
23-Feb-23	District Community Grant - Plymouth Hall	It is moved by Councillor Ted Saulnier and seconded by Councillor Kathy Bourque to provide the Plymouth Hall with a District Community Grant in the amount of \$500.	Complete		Letters written
09-Mar-23	Rescind Article C45 - COVID 19 Policy	7 day notice. To be brought to March Executive	Complete	Chantalle	Chantalle to add
09-Mar-23	Rescind and to be Replace - Article P9 - Eliminate Conflict	7-day notice. To be brought to March Executive. Needs to be replaced	Complete	Scott	Being replaced with Nepotism
09-Mar-23	Low Income Tax Exemption	It is moved by Councillor Glenn Diggdon and seconded by Councillor Calvin d'Entremont to approve the changes to Article C16 – Low Income Property Tax Exemption.	Complete	Finance/Chantalle	Finance to implement, Chantalle to get signatures on policy.
09-Mar-23	Clare/Argyle Tourism Project	It is moved by Councillor Kathy Bourque and seconded by Councillor Calvin d'Entremont that Council supports the partnership between the Municipality of Argyle and the Municipality of Clare for the Clare/Argyle Acadian Tourism Projects with a financial contribution of \$15,000 per project, for a total of \$30,000, divided amongst the next two fiscal years. (2023-2024, 2024-2025)	Complete	Scott	
09-Mar-23	By-Law 41 - The Maintenance and Improvements of Private Road	It is moved by Councillor Richard Donaldson and seconded by Councillor Guy Surette to approve the second reading of By-Law 41 – The Maintenance and Improvement of Private Road.	Complete	Chantalle	To be published in the March 22 issue
09-Mar-23	Strategic Action Plan Items	It is moved by Councillor Richard Donaldson and seconded by Councillor Ted Saulnier that the action items associated with the Strategic plan (2023-28) be approved as presented, and that the CAO finalize the plan for Council, staff and the public	Complete	Alain	
09-Mar-23	Policing Priorities	It is moved by Councillor Guy Surette and seconded by Councillor Calvin d'Entremont to have the CAO submit the policing priorities as presented.	Complete	Alain	
09-Mar-23	District Community Grant Request - Le Nouveaux Horizon de la Barronie	It is moved by Councillor Glenn Diggdon and seconded by Councillor Calvin d'Entremont to approve a \$500 District Community Grant for le Nouveaux Horizon de la Barronie.	Complete	Chantalle/Finance	

30-Mar-23	Second Reading - LUB Amendments re: Wind Development	It is MOVED by Warden Danny Muise and SECONDED by Councillor Kathy Bourque to defer the second reading of the Land Use By-Law Amendments regarding wind energy development until the next meeting to allow time for public comments, as the public hearing was unable to be livestreamed due to technical difficulties.	Complete	Chantalle	To add to next agenda on April 12.
30-Mar-23	7-Day Notice - Article P40 - Nepotism	7-day notice. To be brought to Regular in April	Complete	Chantalle	
30-Mar-23	7-Day Notice - Repeal - Covid 19 Financing Policy, C&D Landfill, Tent Rental	7-Day notice to be brought to Regular in April.	Complete	Chantalle	
30-Mar-23	Nakile Home for Special Care Exemption/Exemption of Taxes for Non-Profits	It is MOVED by Councillor Kathy Bourque and SECONDED by Councillor Glenn Diggdon to add Nakile Home for Special Care to The Municipality of Argyle's Charitable Organization By-Law Exemption Schedule A list, and taxed at a capped amount of \$25,000 plus the Fire Department Area Rate.	Complete	Finance	
30-Mar-23	Repeal - Article C45 - COVID 19 Policy	It is MOVED by Councillor Guy Surette and SECONDED by Councillor Ted Saulnier to Repeal Article C45 – COVID 19 Policy.	Complete	Chantalle/Scott	Chantalle to put in Repeal Binder - Scott S to advise staff it was repealed
30-Mar-23	Transfer Request from Operating Reserve	It is MOVED by Councillor Guy Surette and SECONDED by Warden Danny Muise to authorize the Director of Finance to borrow up to \$800,000 (non interest bearing) from the operating reserve to the operating fund with full repayment by August 15, 2023.	Complete	Marsha	
30-Mar-23	Veterans Banners	It is MOVED by Councillor Kathy Bourque and SECONDED by Councillor Glenn Diggdon to support the Veterans Banners Program and that the cost be budgeted in the 2023-2024 fiscal year budget for an additional 5 banners per district.	Complete	Scott	
30-Mar-23	Letter of Thanks to Rebecca Rose, Community Navigator	It is MOVED by Councillor Guy Surette and SECONDED by Councillor Calvin d'Entremont to have staff write a letter of thanks to Rebecca Rose, the former Community Navigator, as she has resigned from her position.		Alain?	
30-Mar-23	District Community Grants: St. Joseph Church, Harbour Authority of Dennis Point, Pubnico Point Trail Association, Hubbards Point Community Centre, Seal Island Baptist Meeting Place Society, and Societe Bon Temps d'Argyle	Moved and seconded, passed. To be issued	Complete	Chantalle/Finance	
30-Mar-23	Fire Services Capital Grant Request - Lake Vaughan Fire Dept	It is MOVED by Councillor Glenn Diggdon and SECONDED by Councillor Kathy Bourque to defer this item until budget deliberations.			Chantalle to put on Budget agenda
30-Mar-23	Nova Scotia Music Week	It is MOVED by Councillor Calvin d'Entremont and SECONDED by Councillor Glenn Diggdon to provide YASTA with \$10,000 for Nova Scotia Music Week for the 2023-2024 fiscal year budget.	Complete	Finance	To be budgeted in the 2023-2024 fiscal year