

MUNICIPALITY OF THE DISTRICT OF ARGYLE
REGULAR COUNCIL MEETING

Tuesday, June 14, 2022

Zoom 6:30 p.m.

Present: Warden Danny Muise, Deputy Warden Nicole Albright, Councillors: Calvin d'Entremont, Glenn Diggdon, Gordon Boudreau, Richard Donaldson, Ted Saulnier, Guy Surette; Chief Administrative Officer Alain Muise, Deputy Chief Administrative Officer Scott Surette, and Executive Assistant/Recorder Chantalle Newell.

Regrets: Councillor Kathy Bourque

1. Call Meeting to Order

The meeting was called to order at 6:30 p.m. by Warden Danny Muise

2. Moment of Silence for the Passing of Former Councillor, Roderick Murphy Jr.

Warden Danny Muise started the Council Meeting by having a moment of silence for the passing of former Councillor, Roderick Murphy Jr.

3. Approval of Agenda/Conflict of Interest Declaration

a. Agenda

On a motion by Councillor Ted Saulnier and seconded by Councillor Glenn Diggdon the agenda is approved with the addition of 11 I – Request for Letter of Support.

Motion Carried. (8 in favour, 0 against)

b. Conflict of Interest Declaration

Warden Danny Muise asked for any declarations of conflict of interest from the floor.
None declared.

4. Presentation – Scott Surette, 4 Day Work Week

Deputy CAO Scott Surette provided a presentation to Council regarding a 4-day work week or staff. Some key things to note from his presentation are:

- Neighboring municipalities are currently doing 4-day work weeks, with excellent feedback.
- The office will be open from 8-5 as opposed to 8:30-4:30, which means the office will be open an hour longer per day.
- Mondays and Friday's will be limited staff, however, staff is working to ensure that there is someone trained on everything and service will not be delayed.
- This is starting out as a 8-month pilot project.

His presentation is attached. (061401)

5. Adoption of Minutes

a. May 10, 2022 – Regular Council Meeting/Budget Deliberation Minutes

It is moved by Councillor Glenn Diggdon and seconded by Councillor Richard Donaldson to approve the May 10, 2022 minutes as circulated.

Motion Carried. (8 in favour, 0 against)

b. June 2, 2022 – Special Council Meeting Minutes

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to approve the June 2, 2022 minutes as circulated.

Motion Carried. (8 in favour, 0 against)

c. February 17, 2022 – ARC Meeting Minutes

It is moved by Deputy Warden Nicole Albright and seconded by Councillor Ted Saulnier to approve the ARC Meeting Minutes as circulated.

Motion Carried. (8 in favour, 0 against)

6. Business Arising from Minutes

a. Litter Clean up – Ditches

This item is deferred.

b. Eel Brook Fire Department Equipment Funding Request

This item is deferred.

7. Councillor Reports

Deputy Warden Nicole Albright reported on her attendance of the Mariners Centre Expansion Steering Committee meetings. She advised Council that the Mariners Centre Expansion is still in the planning stages with the fundraising partners. They will need to hire a campaign manager next to take on a role of leading the fundraising. Deputy Warden also reported on her attendance for the Service Exchange Agreement Survey Meeting. She also attended an Audit Committee Meeting, a special council meeting and a splash park meeting. She reported on the Doctor Recruitment meeting as well. There are changes coming up including moving to electronic filing and exploring models of how to set up clinics.

Councillor Glenn Diggdon reported on his attendance at his regular meetings, a Regional Emergency Management Organization Meeting, a banquet for the Volunteer Fire Fighters. He wanted to take a second to thank the volunteer fire fighters for all they do. Councillor Diggdon also reported on the Veterans Banner project, which is going well. He advised the public that he has received quite a few names for the Pubnico area and he is still taking names for District 6 – The Argyles. He also attended a meeting with the organizers of the Acadian Day Festival on Dennis Point Wharf.

Councillor Ted Saulnier reported on his attendance at the boundary review open houses, a Waste Check Meeting and fire department meetings. He also attended a D-Day Service in Wedgeport. He also reported on his attendance at the Ribbon Cutting Ceremony for the Municipal Administration Building.

Councillor Richard Donaldson attended his regular meetings. He wanted to report to his residents that high speed internet is finally available in most of his area.

Councillor Guy Surette attended his regular meetings. He reported on a great conversation that was had at the Waste Check Meeting on litter. He is also working on organizing an Acadian Day Event in Surette's Island.

Councillor Gordon Boudreau reported on his attendance at his regular meetings. He also attended a D-Day Service, and fire department meetings. He is currently working on a project to get his community together.

Councillor Calvin d'Entremont reported on his attendance at the Yarmouth Argyle Home Care Meeting and the Solid Waste Park Meeting. He gave a shout out to the West Pubnico Improvement Society who were out planting flowers and putting mulch down.

8. Warden's Report

Warden Muise reviewed his report attached to the agenda.

Attachment 061402

9. Staff Report

CAO Muise outlined the staff report as attached to the agenda. CAO Muise explained the boundary review process. They are in the stages of public participation. Public participation was light for the open houses, however, there has been a survey put out for public engagement.

Attachment 0614803

10. Notice to Council

a. Article P39 – Four Day Work Week Policy

This is a 7-day notice to Council for this policy.

11. For Decision

a. Article C41 – Flag Protocol Policy

It is moved by Councillor Richard Donaldson and seconded by Councillor Guy Surette to approve the Flag Protocol Policy as presented.

Motion Carried. (8 in favour, 0 against)

b. FGCAC Wire Trap Collection and Recycling Study

It is moved by Councillor Glenn Diggdon and seconded by Councillor Ted Saulnier to write a letter of support for the FGAC Wire Trap Collection and Recycling study.

Motion Carried. (8 in favour, 0 against)

c. Track and Field

CAO Muise explained that this request was brought up at the MCESC. Track and Field is no longer an option for the Mariners Centre Expansion, so CAO Muise wanted to put it back on the table.

It is moved by Councillor Richard Donaldson and seconded by Councillor Guy Surette for council to express their interest in a Regional Track and Field.

Motion Carried. (8 in favour, 0 against)

d. Approval of Accounts Receivable Write Off

It is moved by Councillor Calvin d'Entremont and seconded by Councillor Gordon Boudreau to write off the outstanding debt in the amount of that is uncollectable.

Motion Carried. (8 in favour, 0 against)

e. Firemen Recruitment

Councillor Saulnier started by thanking the volunteer fire fighters. He attended 2 fire department meetings. They requested that Councillor Saulnier report back to Council asking for help with recruitment. They want assistance from Council to assist in recruitment of younger people.

It is moved by Councillor Guy Surette and seconded by Councillor Calvin d'Entremont to have staff look into firefighter recruitment initiatives.

Motion Carried. (8 in favour, 0 against)

f. CAO Contract Approval

It is moved by Councillor Glenn Diggdon and seconded by Councillor Gordon Boudreau to approve the Chief Administrative Officer Contract as presented.

Motion Carried. (8 in favour, 0 against)

g. Peace for Ukraine – Saltwreck

Executive Assistant Newell explained this request. Saltwreck is looking for each councillor to purchase a shirt per councillor. After some discussion, Council agreed to support the Ukraine initiative on their own if they wish.

It is moved by Councillor Glenn Diggdon and seconded by Councillor Calvin d'Entremont to reject the request from Saltwreck for purchasing shirts.

Motion Carried (8 in favour, 0 against)

h. Request for “no dumping” sign at Chemin a Cornu

Councillor d'Entremont explained this request. He is requesting a “no dumping” sign for the Chemin a Cornu.

It is moved by Councillor Calvin d'Entremont and seconded by Councillor Glenn Diggdon to have staff write a letter to the Department of Public Works requesting a "no dumping" sign on the Chemin a Cornu.

Motion Carried. (8 in favour, 0 against)

i. Société Historique Acadien de Pubnico

Warden Muise received this request. The Société is looking for a letter of support for their application.

It is moved by Councillor Glenn Diggdon and seconded by Councillor Ted Saulnier to write a letter of support to the Société Historique Acadien de Pubnico.

Motion Carried. (8 in favour, 0 against)

12. Correspondence and for information

a. Response from Education Minister re: CSAP Education Act

No action. For information.

b. Response from the Office of the Prime Minister re: National School Food Program

No action. For information.

c. Correspondence from Municipality of Barrington re: Proposed Land Use Bylaw Amendments

No action. For information.

13. Financial Requests

a. District Community Grant Request – Argyle Baptist Historical Church Building - \$500

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to provide a Community Grant of \$500 to the Argyle Baptist Historical Church Building

Motion Carried. (8 in favour, 0 against)

b. District Community Grant Request - Argyle Mount Pleasant Cemetery - \$500

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to provide a Community Grant of \$500 to the Argyle Mount Pleasant Cemetery

Motion Carried. (8 in favour, 0 against)

c. District Community Grant Request – Glenwood Hall - \$500

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to provide a Community Grant of \$500 to Glenwood Hall

Motion Carried. (8 in favour, 0 against)

d. District Community Grant Request – Green Grove Cemetery Association - \$500

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to provide a Community Grant of \$500 to the Green Grove Cemetery Association.
Motion Carried. (8 in favour, 0 against)

- e. District Community Grant Request – Lower Argyle Harbour View Cemetery Committee - \$500

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to provide a Community Grant of \$500 to the Lower Argyle Harbour View Cemetery Committee.
Motion Carried. (8 in favour, 0 against)

- f. District Community Grant Request – New Horizons Seaside Park Association - \$500

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to provide a Community Grant of \$500 to the New Horizons Seaside Park Association.
Motion Carried. (8 in favour, 0 against)

- g. District Community Grant Request – Belleville and Friends Community Group- \$500

It is moved by Deputy Warden Nicole Albright and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Belleville and Friends Community Group.
Motion Carried. (8 in favour, 0 against)

- h. District Community Grant Request – Eve Joe Bourque Wharf Society - \$500

It is moved by Deputy Warden Nicole Albright and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Eve Joe Bourque Wharf Society.
Motion Carried. (8 in favour, 0 against)

- i. District Community Grant Request – Patchwork Pals - \$500

It is moved by Deputy Warden Nicole Albright and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to Patchwork Pals.
Motion Carried. (8 in favour, 0 against)

- j. District Community Grant Request – Ste. Anne du Ruisseau New Horizons Seniors Club - \$500

It is moved by Deputy Warden Nicole Albright and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Ste. Anne du Ruisseau New Horizons Seniors Club.
Motion Carried. (8 in favour, 0 against)

- k. District Community Grant Request – Village Friends Seniors Club - \$500

It is moved by Deputy Warden Nicole Albright and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Village Friends Seniors Club.
Motion Carried. (8 in favour, 0 against)

l. District Community Grant Request – Le Club Acadien- \$500

It is moved by Deputy Warden Nicole Albright and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Le Club Acadien.
Motion Carried. (8 in favour, 0 against)

m. District Community Grant Request –Finance Committee, St. Michaels Church - \$500

It is moved by Councillor Gordon Boudreau and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Finance Committee at St. Michaels Church.
Motion Carried. (8 in favour, 0 against)

n. District Community Grant Request – Festival Acadien de Wedgeport- \$500

It is moved by Councillor Gordon Boudreau and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Festival Acadien de Wedgeport.
Motion Carried. (8 in favour, 0 against)

o. District Community Grant Request – Royal Canadian Legion Branch 55 - \$500

It is moved by Councillor Gordon Boudreau and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Royal Canadian Legion Branch 55.
Motion Carried. (8 in favour, 0 against)

p. District Community Grant Request – Plymouth Cemetery Co. - \$500

It is moved by Councillor Ted Saulnier and seconded by Councillor Richard Donaldson to provide a Community Grant of \$500 to the Plymouth Cemetery Co.
Motion Carried. (8 in favour, 0 against)

q. District Community Grant Request – Ladies Division, WP Golf Association - \$500

It is moved by Councillor Glenn Diggdon and seconded by Councillor Calvin d'Entremont to provide a Community Grant of \$500 to the Ladies Division, WP Golf Association.
Motion Carried. (8 in favour, 0 against)

r. District Community Grant Request – Festival de la Barge - \$500

It is moved by Councillor Guy Surette and seconded by Councillor Gordon Boudreau to provide a Community Grant of \$500 to the Festival de la Barge.
Motion Carried. (8 in favour, 0 against)

s. District Community Grant Request –Club Social des Iles - \$500

It is moved by Councillor Kathy Bourque and seconded by Councillor Gordon Boudreau to provide a Community Grant of \$500 to the Club Social des Iles.

Motion Carried. (8 in favour, 0 against)

14. Agenda Topics for Next Meeting/Notice of Motions by Councillors – None.

15. Question Period

A question was asked on Facebook Live. The question was “is the municipality trying to access funds from Provincial Active Transportation and if so, for which projects?” CAO Muise stated that the municipality is currently working on an Active Transportation plan. Once that is in place, they will apply for funding through the provincial and federal government.

16. In Camera – None.

17. Adjournment

It is moved by Councillor Richard Donaldson and seconded by Deputy Warden Nicole Albright to adjourn the Regular Council Meeting at 8:26 p.m.

Motion Carried. (8 in favour, 0 against)

Respectfully Submitted,

Chantalle Newell, Executive Assistant/Recorder

Date Approved:

June 28, 2022

Chairman/Warden

Alain Muise, Chief Administrative Officer

A handwritten signature in black ink, appearing to read 'Alain Muise', is written over a horizontal line. The signature is stylized and cursive.



4 DAY
WORK
WEEK

Current Situation

- ▶ We know the following Municipalities/Town have implemented the 4 day work week.

- 1) Municipality of Digby – Jeff Sutherland – CAO

They started 4 day work week April 2021 and they love it.

- 2) Town of Yarmouth – Jeff Gushue CAO

They started 4 day work week back in Sept 2021.



Current Situation

- ▶ We also know that the Municipality of Guysborough have implemented a 4 day work week in September 2020 and passed a motion in April 2021 to continue with the 4 work week,
- ▶ The Municipality of Yarmouth has also implemented the 4 day work week as of Feb 21/22
- ▶ Recently two Municipalities in NB have gone to the 4 day work week. Riverview and Quispamsis



Municipalité d'
Argyle
Municipality

J.E. HATFIELD COURT



Impact on the Municipality

Pros:

- **Open from 8am to 5pm**
 - **1 hour more per day/**
 - **5 hours more a week**
- **No additional cost in salary**
- **Help with recruitment and retention**
- **Increase overall productivity/ Less staff calling in sick**

Cons:

- **Cost to cross train.**

Impact on Staff (PROS)

- ▶ No reduction in salary
- ▶ Staff will only work 4 days a week.
- ▶ Extra long weekends all year long.
- ▶ Have more time spend with family and friends.
- ▶ Be able to book dentist or car appointment on M/F.
- ▶ Overall a better work life balance for staff
- ▶ Reduce some stress for staff. (more time for themselves to exercise, travel, reading etc)
- ▶ Will benefit the overall wellness of our employees



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Impact on staff (CONS)

- ▶ Longer days for staff - will need to work 8.75 hours per day for 4 days a week
- ▶ Monday and Friday will be limited staff.
- ▶ May require staff to be retrained. (Cross Department training)



Impact on Resident

Pros:

- ▶ Office hours open longer for resident.
- ▶ The goal is to maintain the same level of services

Cons:

- ▶ On Monday and Friday may not be able to get services immediately.



Challenges with the 4 day work week

- ▶ Sick days
- ▶ Vacation days
- ▶ Front desk coverage
- ▶ Rescheduling meeting
- ▶ Holidays



Things to Consider

- 8 months pilot project
- Review with staff after 2 months
- Staff need to understand that there may be time, we will ask staff to work on their day off. Another day will be provided.



How does this work ?



- Divide staff into two groups for Monday & Friday. (Team M and Team F)
- Divide the Leadership team in two teams
- Must make sure all departments are covered on M/F.
- Staff would work a 8.75 hours shift 4 days a week from 7:45am to 5:00pm or 8am to 5:15pm with a 30 min unpaid lunch.
- This would mean we are still getting 35 hours of work per employee in one week
- The actual hours of operation would only be from 8am to 5pm

Next steps ...

- ▶ Need to meet with all staff to see if they are interested (buy in).
- ▶ Prepare staff policy.
- ▶ Get council to pass a motion for the policy.



““ The morale boost in our workplace alone has been enough to warrant what we've done. It's worthwhile exploring for sure... A big, big positive coming out of this is that our sick leave in the organization is way down compared to what it was. ””

Mr. Carroll, Guysborough CAO

Testimonial given to the media:

<https://www.narcity.com/a-4-day-workweek-was-tested-in-a-nova-scotia-town-the-morale-boost-made-it-all-worth-it>





QUESTIONS



Wardens Report – May 2022

May 4 – Waste Park Meeting

May 5 – Budget Meeting

May 6 – Carleton River Watershed meeting

May 6 – Interview with BHP

May 10 – Meeting with Marc Tassé, the new Executive Director of CDENE

May 10 – Starlight Development Meeting

May 10 – Regular Council Meeting

May 11 – Meeting with Yarmouth County CAOs, Wardens, and Mayor

May 11 – Housing Meeting at Boys and Girls Club Yarmouth

May 12 – Ministers Tour

May 13 – Waste Park Meeting

May 13 – Attended the installation of the first bilingual stop sign in Wedgeport

May 18 – Nakile Board Meeting

May 26 – La Société Touristique

May 31 – CDENE Board Meeting

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Chief Administrative Officer – Alain Muise

CAO Contract:

This contract has been finalized. My work week shall be at least 35 hours a week, likely condensed into 4 days, in anticipation of the potential four-day week policy in development.

Boundary Review:

We have developed a survey and will host three open houses the week of June 6-10th. WSP has prepared all the material. As of this report, only one open house was hosted, and there were no residents that participated. It was a good occasion for staff to have a casual conversation with councillors around how they view their own residents and their needs. WSP is hosting all three open houses, one of which will be hybrid, and will be recorded. After the open house events, we will open the survey for participation and ensure appropriate advertising is in place.

Waste Park:

We are currently addressing waste matters with the landfill in Queens to manage potential cost and diversion issues. This is ongoing work, involving the CAO's time and early still.

Service Exchange – Province of Nova Scotia:

Council has met with staff for an initial assessment of the survey developed by the Province of NS and issued by the NSF. This process is an important element of engagement as it may have significant ramifications to our municipality. The deadline is June 13th and many, including us, will not meet the short deadline.

Budget 22-23 and Audit 21-22:

The operational and capital budgets were approved, with no increases in standard residential or commercial rates. There were increases to sewer rates to offset rising costs and future obligations. The year end audit of our consolidated financial statements shall commence the week of June 13-18, and the CAO and the Director of Finance are finalizing the year for accuracy and reviewing key accounts to be ready.

Our budgets shall be posted on our web site as soon as possible for the residents to review.

Insurance:

We are currently leading two initiatives with our insurers. The first is with a local playground that is considering closing their operations and working with the East Pubnico Fire Department which houses the equipment. We expect to have a response on this in the coming weeks. The second is an audit of our assets of all fire departments to ensure effective and sufficient coverage. This project has been highlighted to Intact and they are aware of the need.

Mariners' Center partnership:

CAO's met with legal on a draft Inter Municipal Agreement between the three units, highlighting major governance, funding, and ownership issues. It is likely that there would be two agreements; one that would establish ownership (deeds held directly by municipal units), and the second on long term operational funding, replacement reserve funding and decision making. This work will not be completed until mid-late summer for approval.

Official Opening Ceremony:

We will be officially opening our municipal office on June 14th from 3:30 to 5:00, with our Deputy CAO leading the coordination.

Splash Park:

Councillors have celebrated the confirmed Splash Park project to be located at the Mariners Center. Funding has been secured to obtain the proper installers to begin this project. Many residents are excited at the prospect of this new service available to our residents.

Wind turbine applications:

Nothing significant to report on Wind Turbine applications. The application is between the Province of NS and the developer. Both developers are required to have public engagement on their potential projects, and the Comeau's Hill/Wedgeport project developers have done so already. I expect more work to be done here from a Council and staff perspective, thus the office of the CAO is carving out time and energy when the time comes. As you know, there are significant ramifications to this project, both from the Council and Community perspective.

Affordable and Alternative Housing *Council Priority (multiyear):

Insofar as infrastructure is concerned, we await the extension of our paving of JE Hatfield Court to accommodate the potential for housing units in Tusket. We have (historically) supported an operation in West Pubnico, by ensuring that the infrastructure improvements to accommodate duplex housing would be paid by us. The units are now operational and rented. There is a large and growing demand for alternative housing units. The demand has many faces. We hear more from seniors that wish to sell their home (which is too large for them to operate on their own) in favor of a smaller unit. The preference of many is to stay in their communities as they age gracefully. Also, we are seeing an influx of residents that require housing. This is a complex issue that should involve the Province of NS. Many municipal units are shying away from leading an initiative, as it is not in their direct line of operation.

The office of the CAO had initiated a request for interest in January of 2020. With COVID and other factors, we only had one applicant, and the applicant may not be interested in this option anymore as much has changed. It was likely not a slick approach. Housing has been identified in our draft strategic plan as an important element to our community, to ease population growth, and to provide alternative options for our seniors or other residents. This office is committed to a more

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comprehensive approach to tackling this issue in the fall of this year, when the construction and tax seasons wane.

Rural Internet – WREN *Council Priority (multiyear):

No significant news to share from our perspective. Construction continues, and we encounter the occasional issue or question around service provision. We know the construction was delayed but is ongoing.

Aquaculture Development Area:

Alix and I continue to have discussions with our fishers regarding the potential areas of Aquaculture Development, and are receiving great information from the experts on the sea. More meetings are slated this week. The stakeholder committee is also slated to meet in July, with the hopes that with all the information, that WSP can provide a meaningful report to the Minister around our public engagement. I can say with great confidence that our process is top notch, thanks to the expertise of Alix and the fishers that are honest with us. We are still set for August to finalize the report for the Minister, in time for the fall legislation. No guarantees that it will be tabled then.

Dangerous and Unsightly Support:

Our administrator is aggressively addressing property issues for resolution. I am assisting where the issue is escalating to potential demolition, which requires due process and Council approval. We will be presenting one such issue by the Committee of the Whole meeting at the end of this month

Wedgeport Wastewater project:

This project is on schedule, the Director of Operations is leading the charge. We are finalizing testing and will go to tender approximately as expected. The Finance Department is preparing itself for residential fees, and tracking.

Municipal Innovation Program:

AFN Consulting was selected to lead the consult work on the creation of a tri-county planning service. I am slated to be interviewed in the near future and will consult Council on their desired outcomes. I will send you a copy of our application and our plan of action as it was over a year ago.

CMA 2024:

The Deputy CAO and I met with Vaughne Madden, Director of the CMA 2024. We discussed roles and responsibilities openly, and this conversation will continue as we approach the event. It should be noted that our role shall be to lead any capital infrastructure projects that would survive the event, and coordinate issues such as accommodation, community pride, and the like.

AMA Conference:

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I shall be attending the AMA conference from June 15- 17. I will attend the Municipal Finance Association (MFA) meeting on behalf of our Director of Finance and the CAO session, both on Wednesday. The topic at the MFA will be the implementation of a new financial regulation regarding the cost of retiring assets. On or before March 31, 2023, all municipalities are required to determine the estimated cost of retiring key assets, such as wind turbines, schools etc... Further information will follow the session.

This will be the last AMA Conference with Janice Wentzell as the Executive Director of the AMANS organization. As past president of the AMANS, I can attest to her professionalism, likeability and commitment to further municipal issues in NS. Please join me in congratulating her on a deserved retirement.

Deputy Chief Administrative Officer – Scott Surette

Custodial Position

The position was posted for May 9 and closed on May 31, 2022. Interviews are scheduled for the week of June 6th. The start date for this position is July 4, 2022. This position will not only assist in the cleaning of the building but will help with the regular maintenance of the building such as painting, mowing, gardening etc.

Congres Mondial Acadian (CMA)

I will be attending my second meeting regarding the CMA on June 10, 2022. Alain and I also met with Vaughne Madden to discuss the role of the municipality. We shall continue to have regular meetings with Vaughne so the municipality can assist and support this event as we move towards 2024. Here is the link to their website <https://www.cma2024.ca/>.

4 Day Work Week

Alain and I will be presenting information and a draft policy to Council at the June 14, 2022 Regular Meeting for 7-day notice.

Veterans Banner Project

I had a site meeting with NS Power on May 12, 2022. We are still waiting approval from NS Power to use the power poles. However, the Legions (Pubnico & Wedgeport) with the Municipality released a press release with information regarding the veteran's banner program. The Legions is now accepting names until the end of June. The information about the veteran's banner program is on the press release that was circulated to council and is posted on our Facebook page.

Community Litter Cleanup Program

This program is being led by Chantalle and she is working with groups to plan their clean ups. Most groups have gone and will be issued their cheques soon. Chantalle will post again in the fall for the next round of clean ups, as there will still be kilometers leftover.

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Bilingual Stops Sign.

The signs are being erected now and can be found in many of our communities. The Warden has done a few photo ops in the last few weeks for the Office of Acadian Affairs and with CAPEB.

Growing Community Scholarship.

This is \$1000 bursary that is given to two students that attend Ecole Secondaire de Par-en-Bas and Drumlin Heights Consolidated School. The deadline to apply was May 31, 2022. We did receive several applications from both schools. I will provide the winner of the bursary to the school next week.

Ribbon Cutting Ceremony

The leadership team is preparing for the ribbon cutting ceremony scheduled for June 14, 2022.

COOP Student – Ecole Secondair de Par-en- Bas.

The school had approached us to see if we could assist them in finding a placement for a student. The leadership team with other staff decide we could definitely make this work for the school and the student. This has been a very positive experience for all of us involved. The student (Carter D'Entremont) who is continuing his education as a Utility Line Program at NSCC Cumberland, has adapted well to all tasks given to him during his placement. This was a 12 week placement and we had the student work in technology, recreation, and operation during his placement. Best of luck to Carter with his studies at NSCC.

By-Law Enforcement and Fire Inspection – Mitch Colburn

Dangerous and Unsightly

It was a very busy month for Dangerous and Unsightly. We had 7 new complaints come in. We closed out 6 pending files and have 9 pending files on record. I expect to close most of the pending files this month. I took a 6-hour Webinar put on by The Atlantic Bylaw Officers Association. This class was very informative and will assist me on future investigations.

Fire Inspections

The Fire Marshal of Nova Scotia has giving me the approval to commence on Fire Inspections and I have been working with the Deputy Fire Marshal on a steady weekly basis to facilitate these inspections.

Fire Inspections appointments are being set up more quickly now and 6 more Fire Inspections were completed this month.

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Finance Department- Marsha d'Eon

Our tax bills have been issued and mailed out and payments have been coming in. Adjustments had been made, prior to the billing, to any customer who qualified for the Low Exemption Grant.

Year End/Audit preparations have been done in preparation for the 2021-2022 audit which will be done the week of June 13th. We held an audit committee meeting on June 6th, in which auditors went over the process of the audit with the committee and answered any questions they may have had.

Spring grants to organizations cheques & operating grants to Fire Departments will be issued and sent out by the end of the month.

I've been involved in the planning and preparations for the Grand Opening/Ribbon Cutting Ceremony that is being held on June 14th.

I will not be attending the AMA conference this spring due to a conflict with the audit.

All services, including monthly reconciliations, accounts payable, and monthly financial reporting to staff and Council continues and is on schedule.

Archives/Courthouse - Judy Frotten

Summer Students – We hired two students for the summer: Courtney Paulick (PNS-SKILLS, 14 weeks) and Karlee Muise (YCW-CMA, 12 weeks). We received funding for a 3rd position, but the candidate rescinded his acceptance of the position at the last moment due to unforeseen circumstances, and we were unable to find a suitable candidate that would meet the criteria in the short time. YCW-CCA cancelled the position for the summer.

Museum / Gift Shop Opening – Court House and “Cell” will open for the season on June 16.

Farmers & Artisanal Market – Group met at the archives evening of May 10, which Phil attended on behalf of ATCHA. The market will resume on our premises again this year, from June 16 until the end of August. “The Cell” will have a table at the market again this year.

Court House Capital Projects – Tender for windows has gone out (thanks to Kyle, Scott S. and Phil for this work). Phil submitted an application to PNS Dept. Communities, Culture, Tourism & Heritage (CCTH) on behalf of AMHGS Historical Society, to apply for a conservation grant, which could potentially secure up to \$10,000 towards replacing the windows. As stewards of the Court House, AMHGS is able to apply for funding for the registered property. AMHGS has recently formed a Fundraising committee to launch a campaign to assist with costs involved with window retrofit. Other capital projects required in this fiscal period and next include roof replacement and repainting the Court House.

“TRACK” – Judy has registered the Court House Museum for the TRACK program through ANSM and has participated in the first workshop on Apr.27.

CMAP – Judy submitted the Community Museums Assistance Program (CMAP) annual report, required by Province of NS's CCTH Department, on May 12, in order to continue receiving the

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CMAP funding. This requires combining MODA & AMHGS financials for the Court House and Archives.

Promotion and Marketing – Phil, Karlee and Judy spent the day with a filming crew on May 17 as the Court House & Archives will be featured in an episode of “Maritime Museums,” an Eastlink Production. The crew were interesting to work with and overall it was an enjoyable experience. They were quite impressed with our museum and archives and indicated they thought it would be an excellent episode.

YASTA has arranged to have tours of the Court House & Archives on June 22 and June 29, as part of the “Acadian Immersion Tour” pre- and post- conference events for members of the Travel Media Association of Canada’s national convention in Yarmouth. These will be media writers and influencers who will write about their experience.

La Société Touristique Bon Temps d’Argyle – Judy attended Bon Temps’ Board meeting on May 26 and the next one is scheduled in July.

Professional Development – Phil is taking CCI-CHIN’s “Still Image Digitization for Heritage Professionals” workshop (starting May 26, 4 virtual sessions), as offered through Council of Nova Scotia Archives (CNSA). Judy and Jen (AMHGS President) are taking “Marketing and Revenue Generation workshop, offered through Association of Nova Scotia Museums (ANSM), May 13/22 to June 10 (virtual, Fridays at 2-4pm). Judy and Jen also participated in ANSM’s online session “Museums as Agents of Change” by author Mike Murawski, on Apr.27.

ANSM Nomination Committee – Judy is on their nomination committee again this year and has had several zoom meetings with the committee and reached out to some potential Board candidates for Association of NS Museums. Judy was on the Board for 5 years until a couple of years ago, and continues to support the provincial association in this way.

Researchers – Our US researchers are starting to return, both returning AMHGS members, and new tourists going through, keeping us quite busy. The number of research requests received by email and phone have also been steadily increasing. We anticipate it will be a more “normal” summer in terms of researchers and tourists.

Argus – Spring issue is at the printers and will be delivered to members as soon as it is ready for distribution. Work on summer issue is underway.

Director of Recreation Services – Natalie d’Entremont

Make Your Move at Work Pilot Project Update

The workplace wellness committee has been giving out incentives to add movement to the workday. Healthy Tomorrow Foundation and Make your Move at Work Pilot leads will be onsite on July 6 to chat with the staff and evaluate the pilot project.

Active Transportation Plan refresh

The draft AT Refresh Plan amendments has been received by the AT committee. A meeting with WSP will be scheduled to review the draft and provide feedback.

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Glenwood Park Project update

The Park agreement has been reviewed by both parties. A meeting is scheduled on June 9 to review and hopefully, the agreement will be signed so the work can begin.

Minor Baseball

Registration numbers for minor baseball are very low this season. Only 2 divisions will be taking the field this summer. (U15 and Ball school)

Summer Students

Sarah Gushue was hired as the Special Events Coordinator and Angele LeBlanc was hired as the Teen Program Coordinator. Both have started working on the summer events.

- Biking events- June 14, 21, 28
- Try-it Pickleball -Pubnico -June 16; Kemptville- June 23
- Neon Fun Run – Tusket – June 25

Accessibility Awareness Week (May 30 to June 4)

I attended the first Canadian Congress on Disability Inclusion virtual Conference on May 26 and 27. Great speakers and information.

I also attended a panel discussion on Prescribed Public Sector Bodies. This panel discussion featured a panel of accessibility leads from public sector bodies across the province sharing challenges, achievements, and insights from their accessibility work.

Junior Golf Program

Completed 4 weeks of the program in May. Fifteen new sets of Junior golf clubs are being used weekly. The attendance is consistent, and participants are having fun while learning a new skill.

Physical Activity Coordinator – Ginette d'Entremont

MPAL

I submitted my final report on my one-year MPAL plan to the province that was due May 31st.

June 2 – Physical Activity Practitioners Exchange (PAPE) for MPALs. The topic was on the Physical Activity Framework Engagement for schools to increase physical activity and movement for all students.

NS Walks

May 11 was declared as Nova Scotia Walk Day. We organized a noon time walk and had 14 people in total attend the walk. There were 60 groups across Nova Scotia walking on that day with at least 350 people taking part.

Summer Employment

We held interviews on June 2nd for a spare day camp position. We will look to hire 1 or 2 spares for our day camp program.

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Soccer

The soccer season has now started and will run from May 30th to August 4th. There are 306 players registered ranging in age from 3-17 in 6 divisions: Active Start, Soccer Skills, U8, U10, U12/13, U15/17. The end of summer tournament will take place August 5-7. I worked on the schedules for each division as well as met with the coaches to form the teams. The only division playing outside of the Municipality of Argyle will be U1/13. They will also be playing in Barrington and Shelburne. All other divisions will only be playing against the Argyle teams.

A referee clinic was held on May 14th at École Belleville with 15 individuals taking the course, 3 of them from the Argyle region. I have been working on the referee schedule for the Argyle Minor Soccer Club.

YSMRA (Yarmouth Shelburne Municipal Recreation Association)

We held the AGM for YSMRA on May 31st and I was asked to take on the Treasurer position again for another year, which I accepted.

Day Camp

I attended a group meeting on the topic of Dealing with behavioral issues for children attending our summer day camp program. From this meeting we will be having a training session for the day camp staff during our training week at the end of June.

We will be offering 3-day camp locations this summer for our day camp program: Pubnico, PEB and Plymouth. The hours will be from 8am to 5pm. The cost will be \$20 per child. The program will run for 7 weeks from July 4 – August 18.

Planters Workshop

We organized a 55+ planters' workshop in partnership with Ouest-Ville Perennials on June 7th. We had 6 participants in total.

Operational Services – Kyle Boudreau

West Pubnico Sewer Treatment Plant

We are also having an ongoing issue with the control panel at the main lift station on Rock Road. This lift station is the last stop being the waste is delivered to the plant. Currently waiting on a quote for a replacement control panel. This panel is currently functioning, but we do see intermittent shutdowns of this system. Troubleshooting has happened and it was deemed a replacement was needed before this panel eventually does not reboot one of these days. A PO has been issued to resolve this issue.

A mixer has quit in sludge tank as well. This is going to be replaced by a hydraulic option that should extend the life of the new mixer.

Tusket Sewer Treatment System

Tusket system is operating well. Yearly checks are under way

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East Pubnico Water Utility

Both wells on the Willet Road are back to fully operational.

Wedgeport Sewer System

Expansion of this system is currently in the design phase with the tender expected to go out in the coming weeks. Once again, we have been delayed in this process mainly because of the weather this time. We hope to get the remaining site inspections and designs complete in the next 2 weeks.

Facility and Field Maintenance

Field season is in full swing. The weather has maximized growth and the list of non-field-related items continues to grow.

Protection Services (Previously Property Inspection) – René Jeddry and John Sullivan

We were still receiving a high number of phone calls and emails inquiring about possible permits, Land Use By-Law, building codes, development and subdivision questions in May. We issued 12 Building Permit with 3 permits pending. 1 Change of use permit and 1 Demolition permit. We issued 17 development permits (including electrical power hookups) for a total of 31 permits issued. Note: A Demolition Permit is tallied under the Building Permit numbers and the adoption of the new LUB require all development within the municipality to start with a Development Permit. Currently 3 subdivisions in progress.

GIS Services – Alix d'Entremont

- Regular data and civic address maintenance
- Aquaculture Development Area (ADA) meetings: May 5, 11, 12, 13, 18, 30
- Created various reference documents and summary documents in support of the engagement work for the ADA
- Supplied RV Anderson staff with mapping data for the Asset Management Plan
- Created maps for the Veterans Banner project
- Created a list of Assessment Accounts with sewer connections for Property Valuation Services Corporation
- Continuing work on a plan for the August 15 celebration at Dennis Pt. Wharf

Senior Safety Coordinator– Peggy Boudreau