



MUNICIPALITY OF THE DISTRICT OF ARGYLE
REGULAR COUNCIL MEETING MINUTES
THURSDAY, NOVEMBER 23, 2023

Council Members Present: Warden Danny Muise, Deputy Warden Nicole Albright, Councillor Richard Donaldson, Councillor Guy Surette, Councillor Glenn Diggdon, Councillor Ted Saulnier, Councillor Calvin d'Entremont, and Councillor Kathy Bourque.

Absent with Regrets: Councillor Gordon Boudreau

Staff Present: Chief Administrative Officer Alain Muise, Deputy Chief Administrative Officer Scott Surette, and Executive Assistant Chantalle Newell.

1. **Call Meeting to Order**

Warden Danny Muise called the meeting to order at 6:29 p.m. with regrets from Councillor Gordon Boudreau.

2. **Invitation to Stand and Move**

Warden Danny Muise reminded Council that they are permitted to stand and move as they need to during the meeting. This is a new initiative introduced by Argyle Recreation which normalizes movement in meetings.

3. **Honouring Gary Nickerson – Moment of Silence**

Council had a moment of silence for the passing of Gary Nickerson.

4. **Approval of Agenda/Conflict of Interest Declaration**

By consensus, the agenda was approved as circulated with no conflict declared at this time.

5. **Presentation – Société Touristique Bon Temps**

Allison d'Eon and Roger d'Entremont were present to speak to Council about the Société Touristique Bon Temps. The Societe is a nonprofit society. Their successes include starlight designation, la semaine Acadienne de Par-en-Bas, and they have recently developed a strategic plan.

6. **Recognizing Argyle**

Councillor Diggdon mentioned the passing of Dr. Rohland and expressed his condolences.

Deputy Warden gave a shout out to Patchwork Pals for their quilt called "Nos Villages".

7. **Adoption of Minutes**

a. **Executive Meeting of Council Minutes – October 26, 2023**

By consensus, the Executive Council Meeting Minutes of October 26, 2023, are approved as presented.

8. **Wardens Report**



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Warden Muise's report is attached to the agenda. There were no questions on his report.

9. **Committees Report**

- a. **Yarmouth Area Industrial Commission**
- b. **REMO Executive Meeting**
- c. **Mariners Management Authority**

Councillor Surette reported on the CAO assisting with the financials.

- d. **Mariners Centre Expansion Board (MCEB)**

66% drawings will be coming up shortly.

- e. **Yarmouth and Acadian Shores Tourism Association**

Councillor d'Entremont reported on YASTA and the room rentals that were done in November.

- f. **Yarmouth County Solid Waste Park**
- g. **Yarmouth International Airport Corporation**
- h. **Nakile Board**
- i. **Western County Regional Libraries**
- j. **WREN Liaison and Oversight Committee**
- k. **Argyle Recreation Committee**

Deputy Warden reported on the awards given at the last ARC Meeting.

- l. **Police Advisory Board**

Councillor Bourque mentioned NSFM getting involved with Joint Police Advisory Committees.

- m. **Doctor Recruitment**

Deputy Warden reported on the CNOC Committee

- n. **Waste check**

Councillor Saulnier mentioned the EPR and the Waste Check Recycling policies being enforced.

Updated policies for the Waste Park and Transfer station.

- o. **Sewer Committees**

10. **Reports**

- a. **Clerks Report**

The clerk's report is attached to the agenda.

- b. **Department Head Report**

The Department Head Report is attached to the agenda.



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c. **Building Permit Report**

The building permit report for September is attached to the agenda.

11. **7-Day Notice to Council**

a. **Article C50 – Council Procedural Policy**

Executive Assistant Newell brought forward some minor adjustments to the Council Procedural Policy to align with what Council is already doing in their Executive Meetings.

b. **Article C39 – Community Litter Cleanup Policy**

Executive Assistant Newell brought forward adjustments to the Community Litter Cleanup Policy to change the program to run once per year in the spring but allow for more kms to be cleaned up to allow groups to get more money.

12. **For Decision and Discussion**

a. **First Reading – Land Use By-Law Amendments for Rezoning Application at 400 Abbots Harbour Road**

It is MOVED by Councillor Glenn Diggdon and SECONDED by Councillor Calvin d'Entremont to give First Reading to the Land Use By-Law Amendments to consider a Rezoning request at 400

MOTION CARRIED UNANIMOUSLY

b. **Relief of Taxes – AAN# 08490392**

It is MOVED by Councillor Guy Surette and SECONDED by Councillor Kathy Bourque to relieve the taxes on AAN# 08490392 in the amount of \$508.24.

MOTION CARRIED UNANIMOUSLY

c. **Western REN PACE Project Sponsorship**

It is MOVED by Deputy Warden Nicole Albright and Seconded by Councillor Ted Saulnier to defer this item until a special meeting prior to November 28.

MOTION CARRIED UNANIMOUSLY

d. **Election 2024 – Voting Procedure**

Deputy CAO Surette is asking what Council would like to do for the voting procedure for the 2024 election.

It is MOVED by Councillor Glenn Diggdon and SECONDED by Councillor Richard Donaldson to have a hybrid model with e-voting only for the advanced polls up to and including the election day and have paper ballots on the election day only.

MOTION CARRIED – 7 IN FAVOUR, 1 AGAINST – Councillor Guy Surette

e. **Municipal Capital Growth Program – Selection of Capital Project Submission**



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It is MOVED by Councillor Richard Donaldson and SECONDED by Councillor Kathy Bourque to submit two applications for the Municipal Capital Growth Program, one for the East Pubnico Emergency Water Tank Repair, and a second one for the Tusket Wastewater Expansion Phase One.

MOTION CARRIED UNANIMOUSLY

f. **East Pubnico Confirmation of Funding**

It is MOVED by Councillor Kathy Bourque and SECONDED by Councillor Richard Donaldson that the Municipality commit \$250,000 towards the East Pubnico Tank refurbishment project, with \$100,000 being from East Pubnico accumulated surplus, and \$150,000 from the capital reserve.

MOTION CARRIED UNANIMOUSLY

g. **Capital Investment and Master Plan**

It is MOVED by Councillor Richard Donaldson and SECONDED by Councillor Ted Saulnier to approve the 5-year Capital Investment Plan for fiscal years ending 2024-2029.

MOTION CARRIED UNANIMOUSLY

It is MOVED by Councillor Kathy Bourque and SECONDED by Councillor Guy Surette to approve the November 2023 version of the Capital Master Plan as prepared, and have the CAO coordinate a semi-annual review.

MOTION CARRIED UNANIMOUSLY

It is MOVED by Councillor Kathy Bourque and SECONDED by Councillor Guy Surette to have the CAO develop a "Capital Prioritization Policy" and "Reserve Policy" for Council's approval for future consideration.

MOTION CARRIED UNANIMOUSLY

h. **Executive Meetings for November and December**

It is MOVED by Councillor Glenn Diggdon and SECONDED by Deputy Warden Nicole Albright to cancel the November and December Executive Meetings for 2023.

MOTION CARRIED UNANIMOUSLY

Councillor Glenn Diggdon asked for a hybrid meeting option for the December meeting.

13. **Correspondence and For Information**

a. **YourHealthNS App**

Council received correspondence regarding the YourHealthNS App.

b. **Argyle Housing Needs Assessment Report from Province**



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Council received a housing needs assessment report from the Province.

c. Nova Scotia's 2030 Clean Power Plan

Council received a 2030 Clean Power Plan from the Premiers Office.

14. Financial Requests

a. Radio CIFA Financial Request

It is MOVED by Councillor Guy Surette and SECONDED by Councillor Kathy Bourque to pay up to 50% of the material cost for the Radio CIFA roofing project to a maximum of \$1,500. The money would be coming from the Grant to Organization fund for the 2023-2024 Fiscal year and payable to the Municipality of the District of Clare.

MOTION CARRIED UNANIMOUSLY

15. Agenda Topics for the next meeting/Notice of Motion by Councillors

None

16. Question Period

17. In-Camera – Section 22:2 (E) Contract Negotiations

The Council went to the in-camera session at 8:28 p.m.

Council moved to go back to the regular session at 9:30 p.m.

It is MOVED by Councillor Glenn Diggdon and SECONDED by Councillor Guy Surette to authorize the CAO to disburse a legal bill discussed in-camera.

MOTION CARRIED UNANIMOUSLY

It is MOVED by Councillor Kathy Bourque and SECONDED by Councillor Guy Surette to create a remuneration policy for staff working in the ECC.

MOTION CARRIED UNANIMOUSLY

18. Adjournment

There being no further business, the meeting was adjourned at 9:35 p.m.

December 13/2023

Date Approved



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Chair

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Clerk/Recorder



STAFF REPORT

Planning and Development

Subject: *Application for a Land Use By-law Amendment to rezone the property at 400 Abbotts Harbour Road from MI to MU.*

To: Municipality of Argyle CAO and Planning Advisory Committee for November 1, 2023

Date Prepared: October 25, 2023

Related Motions: None

Prepared by: Will Robinson-Mushkat, LPP, MCIP, Senior Planner, WSP Canada Inc.

Summary

The Municipality of the District of Argyle has received an application for a map amendment to the Land Use By-law to rezone the property at 400 Abbotts Harbour Road (PID 90075474), Middle West Pubnico from the Marine Industrial (MI) zone to the Mixed Use (MU) zone to bring the current use on the subject property, a single-unit residential dwelling, into compliance with the existing Municipal planning documents.

The purpose of this report is to consider the rezoning from a MI zone to a MU zone to bring the current use on the subject property, a single-unit residential dwelling, into compliance with the existing Municipal planning documents.

Financial Impact Statement

There is no immediate financial impact aside from the standard public engagement process and staffing requirements resulting from the application.

Recommendation

That the Planning Advisory Committee recommend to Council to give first reading to the Land Use By-law Amendment Application for the subject property, 400 Abbotts Harbour Road (PID 90075474) to permit a rezoning from the Marine Industrial (MI) zone to the Mixed Use (MU) zone to bring the current use on the subject property into compliance with the existing Municipal planning documents.

Recommended Motion

Municipality of Argyle Public Works Department / Community Development recommends that the Planning Advisory Committee recommend that Council:

- Give first reading to consider approval of a land use by-law map amendment for the property located at 400 Abbotts Harbour Road (PID 90075474), Middle West Pubnico, to rezone from the Marine Industrial (MI) zone to the Mixed Use (MU) zone as indicated in the planner's report.
- Proceed to a public hearing without a second meeting of Planning Advisory Committee unless substantial comments are received from the public; and
- Authorize Staff to schedule a public hearing for the application.

Subject Property & Background

The subject property is located at 400 Abbots Harbour Road (PID# 90075474) Middle West Pubnico, Nova Scotia. The site is currently being used as a residential use, that (to staff's knowledge) was developed prior to the existing zoning regulations coming into effect. The property has a lot size of 15,300 sq.ft. The lot frontage of the subject property is approximately 97ft. and it is accessed from Abbots Harbour Road via a private driveway.

To the west of the subject property is Abbots Harbour and a wharf, which is used for fishery and marine related uses. Immediately to the east and north of the site is vacant wooded land. Comeau Skipper, a seafood wholesaler is located southeast of the site, on the opposite side of Abbots Harbour Road.



Figure 1: Subject Property, 400 Abbots Harbour Road (PID# 90075474), Middle West Pubnico

The current property owner is seeking to have the subject property rezoned to bring the current land use of the property into compliance with the existing planning documents of the Municipality in order to facilitate the sale of the subject property and ensure that, going forward, the existing land use is permitted.

Policy Analysis

WSP and Staff are currently reviewing the application based on the applicable policies contained in the Municipal Planning Strategy (MPS).

Existing policies in the MPS allow Council to consider a rezoning in this case, without requiring amendments to the *Municipal Planning Strategy*. Appendix A contains a preliminary table of the evaluative criteria from the enabling policies within the MPS which relate to this proposal.

Discussion

The majority of nearby properties along Abbots Harbour Road are currently zoned Mixed Industrial (MI), with predominantly fishery and marine oriented uses along the wharves and some legal non-conforming residential uses along Abbots Harbour Road. The remainder of the surrounding land is vacant, wooded areas. The current site is occupied by an existing residential dwelling, that to our knowledge was built prior to the existing zoning regulations.

When reviewing and evaluating the suitability of potential Land Use By-law Amendments, one of the most important considerations is the potential impact that a proposed use could have on the existing, predominant uses and if there is a potential for conflict in land uses. Many of the uses permitted within the Marine Industrial (MI) zone are oriented towards the fishery and other marine related industrial uses.

The planning documents of the Municipality currently permit residential dwelling units as accessory uses to permitted uses within the Marine Industrial (MI) zone, with the intention being that the proprietor of industrial/commercial use would occupy the dwelling permitted as an accessory use. In this instance, however, the dwelling located on the subject property is an existing use and has not conflicted with other uses in its proximity. The principal concern with rezoning the site from the Marine Industrial (MI) zone to the Mixed Use

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(MU) zone is the potential impacts cause by the fishery and marine related industrial uses nearby. The result of these industrial uses can cause potential odors, noises, traffic and other negative effects on nearby residential uses, making them incompatible for certain sites. The Land Use By-law includes two types of industrial uses - light industrial use and heavy industrial use. Light industrial uses generally include those that are less impactful to residential or other uses, while those considered heavy industrial uses have the greater ability to generate land use conflicts. While both are permitted within the Marine Industrial (MI) zone, fishery and marine related industrial uses are considered light industrial uses and have historically coexisted with residential uses in proximity.

The proposed rezoning would change the existing zoning from the Marine Industrial (MI) Zone to the Mixed Use (MU) Zone. This change would permit the current use as a residential dwelling to be maintained and would not hinder any future residential development on the subject property as it would be a legal conforming use. The proposed rezoning would not directly cause any incompatibilities between uses as a result. Staff understands that the overall intent of the application is to permit future development of a residential dwelling so that it is not limited by the current zoning regulating the uses on the subject property.

Based on the above information, Staff feels the proposal is sufficiently consistent with the intent of the Municipal Planning Strategy (MPS) to proceed to a public hearing. A review of policies contained in the MPS, is indicated in more detail in Appendix A, and may be subject to modification prior to the final staff report.

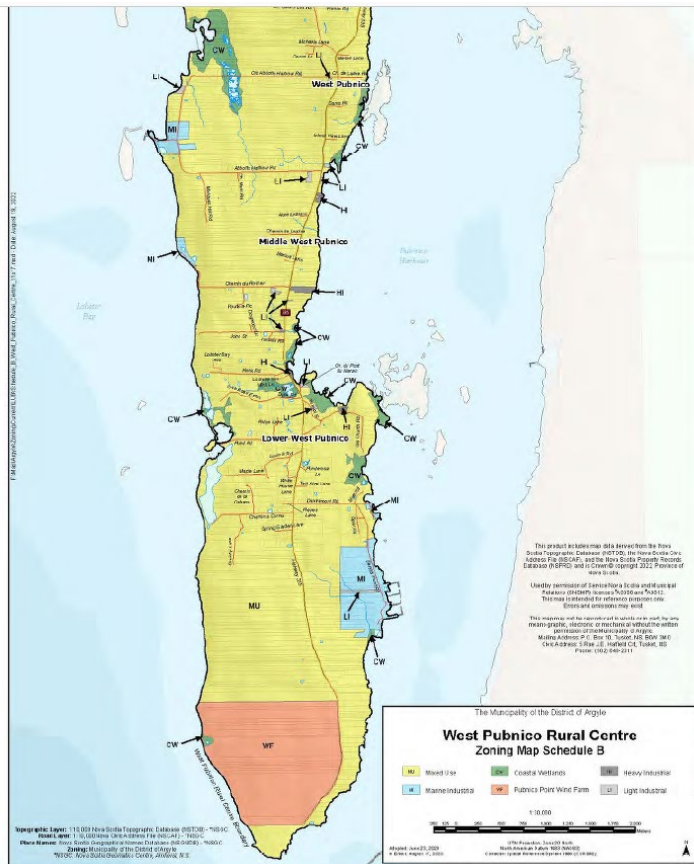


Figure 2: Current Zoning Map for West Pubnico Rural Centre Abbots Harbour Marine Industrial

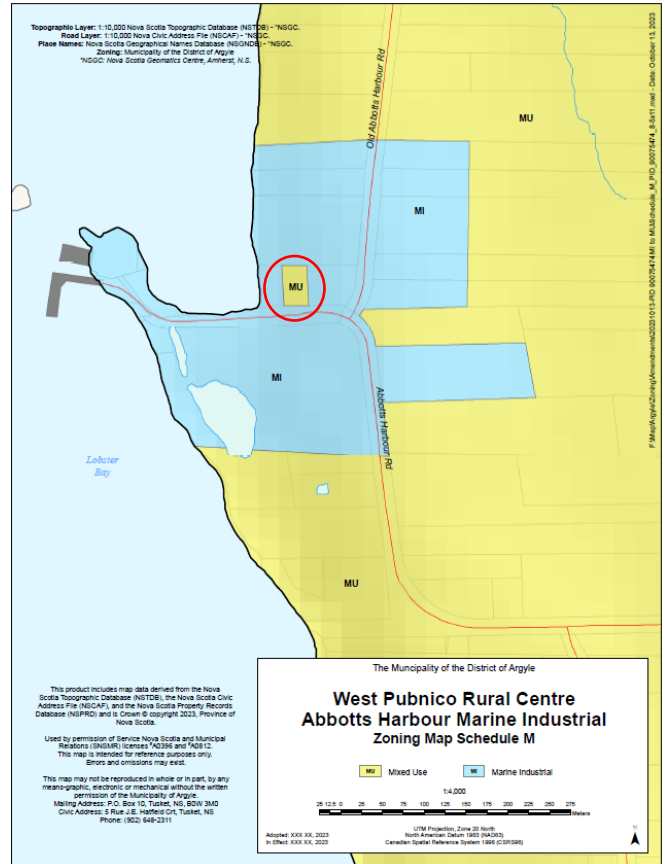


Figure 3: Proposed Zoning Map for West Pubnico Rural Centre Abbots Harbour Marine Industrial, Note the subject property (in red).



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Public Participation

Staff will comply with Public Participation Policies of the Municipal Planning Strategy when processing this application. As per Section 206 of the *Municipal Government Act*, a public hearing is required when a Land Use By-law Amendment is sought to provide an opportunity for the community to comment on the application at hand.

Figure 4 illustrates the general process followed by the Municipality for a Land Use By-law Amendment application. A newspaper advertisement will be placed in the local newspaper, *Yarmouth Vanguard*, notifying the public of the application and the public hearing two weeks in advance of said hearing. A sign will also be placed on the subject property notifying residents that an application has been received by the Municipality. A notice of the application will also be placed on the municipal website.

Staff will mailout a notice of application to all property owners within 152 meters of the subject property and a public hearing will be held prior to the decision of Council.

The public is encouraged to request additional information and clarification from Staff leading up to the public hearing if they have any questions.

Note that there is a right of appeal option for approval or refusal by Council for the adoption of a Land Use By-Law Amendment, as per the *Municipal Government Act*.

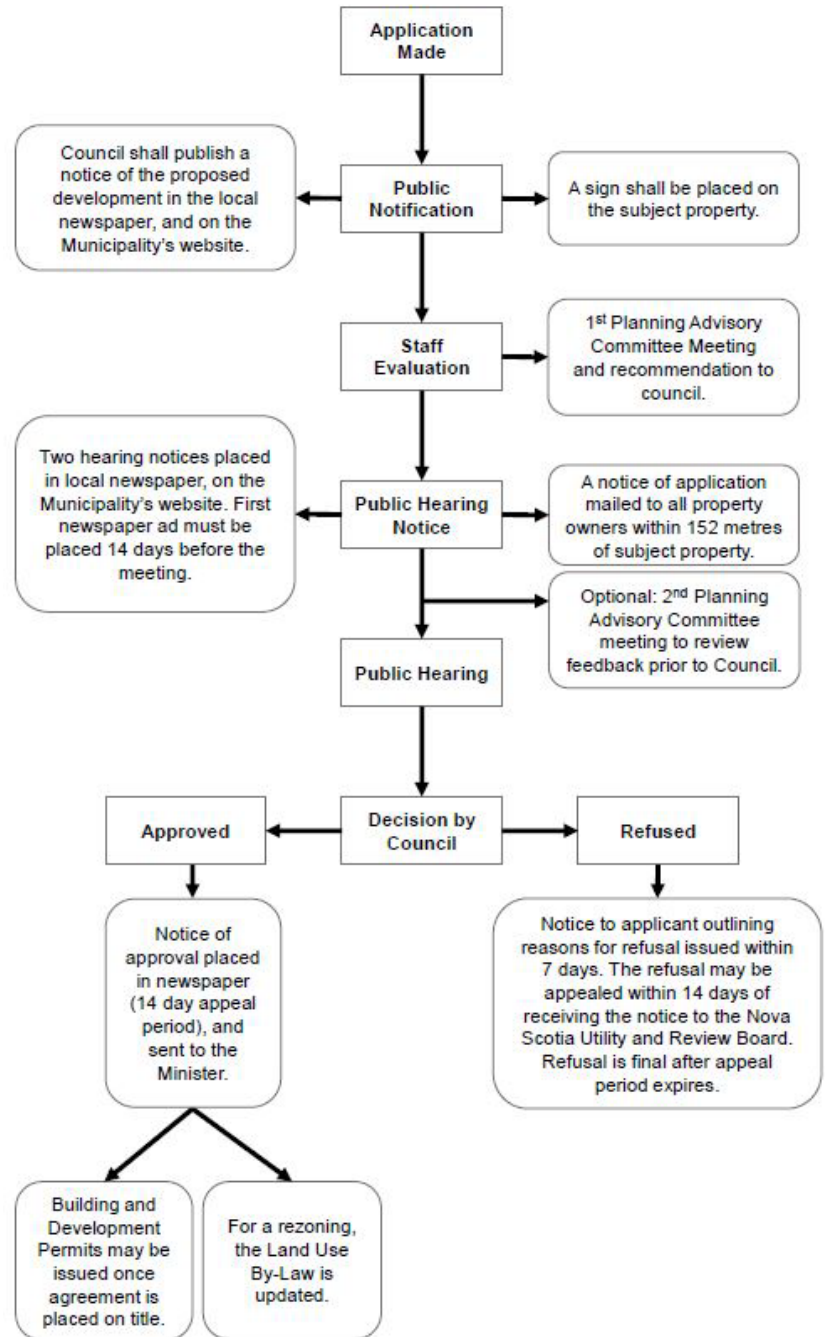


Figure 4: Process Diagram for a Rezoning or Development Agreement Application

Conclusion

Staff will continue to review the application to apply for a Land Use By-law Amendment application to permit the Land Use By-Law Amendment to rezone the subject property from the Marine Industrial (MI) zone to the Mixed Use (MU) zone to bring the existing residential dwelling into compliance with the existing Municipal Planning documents. The applicant's proposal will be evaluated using all applicable policies in the Municipal Planning Strategy. Staff will make a recommendation to Council in its final staff report.



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Recommendation

That the Planning Advisory Committee recommend to Council to give initial consideration to the Land Use By-law Amendment Application for the subject property to enable the rezoning from the Marine Industrial (MI) zone to the Mixed Use (MU) zone to bring the existing dwelling on the subject property into compliance with the existing Municipal planning documents.

Alternatives

1. The Planning Advisory Committee may recommend that Council refuse the proposed Land Use By-law Amendment, and **in doing so, must provide reasons why the proposed development does not reasonably carry out the intent of the Municipal Planning Strategy.** A decision of Council to refuse the proposed Land Use By-law Amendment is appealable to the Nova Scotia Utility & Review Board by an aggrieved party.



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Appendix A: Policy Evaluation

The proposal may be considered by Council through the following applicable policies of the Municipal Planning Strategy for Argyle (MPS):

Applicable Policies	Staff Comments
<p>Policy 4.5.1: It shall be the policy of Council to designate the communities of West Pubnico, Wedgeport and Tusket as Rural Centres (RC) designation on the Generalized Future Land Use Maps to accommodate a wide range of uses in a manner which is flexible and sensitive to the needs of the residents. The existing wind farm Pubnico Point will be excluded from this designation.</p>	<p>The subject site is within the Rural Centres (RC) designation.</p>
<p>Policy 4.5.2: It shall be the policy of Council that the intent of the Rural Centres (RC) designation is to accommodate a wide range of residential, institutional, commercial, agricultural, recreational, wind energy, and utility uses.</p>	<p>The subject site is within the Rural Centres (RC) designation. The existing use on the subject property is residential.</p>
<p>Policy 4.5.3: It shall be the policy of Council to establish in the Rural Centres (RC) designation the following zones: a) Mixed Use (MU) Zone; b) A Light Industrial (LI) zone and a Heavy Industrial (HI) Zone. Existing industrial uses will be zoned according to their operations, either as Light Industrial (LI) zone or Heavy Industrial (HI) zone. c) A Pubnico Point Wind Farm (WF) Zone in the Land Use By-law at the Pubnico Point Wind Farm site. d) A Residential Park (RP) Zone for the western portion of the current and former Municipal lands in Tusket. e) A Marine Industrial (MI) Zone as per the policies of Section 8.9.</p>	<p>The subject site is proposed to be rezoned to the Mixed Use (MU) zone from the Marine Industrial (MI) zone.</p>
<p>Policy 4.5.7: It shall be the policy of Council to exclude from the Rural Centre designation certain agricultural uses, commercial uses, industrial uses and recreational uses deemed not compatible with the fabric of the Rural Centre communities.</p>	<p>Not Applicable. The existing use for the site is residential and therefore, not subject to this policy.</p>
<p>Policy 7.1: The Council supports the development of housing for all residents in the Municipality with its goal of promoting a variety of housing forms suitable for all ages and incomes that offer residents a choice of accommodation possibilities so that they may remain in their community throughout their lives. Strategy policies to enable subdivision with minimum lot frontages to make efficient use of existing available land and to maintain and expand central sewer systems where</p>	<p>The proposed rezoning will allow for the development of housing options for residents in the Municipality. The rezoning will enable future residential redevelopment that is not hindered by its current zoning provisions.</p>



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<p>feasible contributes to affordability for new housing. Council efforts to meet the objective of seeking innovative housing options for seniors gives support to policies to address affordable, special needs and rental accommodations.</p>	
<p>Policy 7.2.1: It shall be the policy of Council to support the development of a variety of housing forms suitable for all ages and incomes.</p>	<p>The proposed Land Use By-law Amendment will bring the existing use into compliance with the existing Municipal planning documents.</p>
<p>Policy 7.2.2: It shall be the policy of Council to support the development of alternate forms of housing which expand opportunities for residents to continue to live in their rural community throughout their lives.</p>	<p>The proposed Land Use By-law Amendment will permit future property owners/developers to redevelop the property to alternate forms of housing.</p>
<p>Policy 7.2.3: It shall be the policy of Council to support and encourage developers to find innovative, creative and affordable housing solutions utilizing existing municipal housing stock or creating new affordable housing options.</p>	<p>The proposed Land Use By-law Amendment will permit the opportunity for future residential redevelopment that can support new housing options and provide increased housing stock.</p>
<p>Policy 7.2.4: It shall be the policy of Council to support and encourage developers to utilize existing municipal infrastructure where possible to maximize housing density and to utilize the capacity of existing infrastructure.</p>	<p>The proposed Land Use By-law Amendment will permit future developers to maximize the residential potential of the site and utilize existing infrastructure based on the uses permitted in the Mixed Use (MU) Zone.</p>
<p>Policy 13.11.1 It shall be the policy of Council to amend the Land Use By-law provided the amendment reflects the intent of the Municipal Planning Strategy.</p>	<p>Staff believe the proposed Land Use By-law Amendment reflects the intent of the Municipal Planning Strategy.</p>
<p>Policy 13.11.2 It shall be the policy of Council to consider an application for amendment to the Land Use By-law only if the application has identified a proposed use for the property. Council shall give consideration to both the proposed use and to the impact of other uses permitted in the requested zone.</p>	<p>The existing use on the subject property is being sought in order to conform with the requirements of the in-effect planning documents of the Municipality. The proposed Mixed Use (MU) zone will bring the residential use into compliance and is in keeping with the intended approach behind the zones and with the surrounding community.</p>
<p>Policy 13.11.3 It shall be the policy of Council to consider an application for amendment to the Land Use By-law only if the site meets all of the lot size and zone standards for the zone sought, with the following exceptions:</p> <ul style="list-style-type: none"> 13.11.4 A rezoning may be granted for a lot or lots which meet all zone standards but has less than the required frontage or area specified for the zone sought; or 13.11.5 A rezoning may be granted for a lot or lots with a building or buildings on it, which meets all other zone requirements except minimum lot area, frontage, setback or yard standards specified for the zone 	<p>The subject property, and existing dwelling, meet all the lot size and zone standards with the exception of the total lot area; the property is considered existing undersized based on the in-effect lot standards for the proposed Mixed Use (MU) Zone. However, under policy 13.11.5 a rezoning may be granted under the conditions specified.</p>



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<p>sought. Any proposed addition to such a building or replacement of such a building shall not further reduce the setback or yard standard.</p>	
<p>Policy 13.11.6 It shall be the policy of Council to notify by direct mail, land owners located within 500 feet (152 metres) of a property requesting rezoning. The costs associated with this notification shall be the responsibility of the applicant.</p>	<p>Following the 1st reading, mailouts will be sent out by staff to land owners within 500 feet (152 metres) advertising the public hearing. All statutory requirements of the <i>Municipal Government Act</i> will be met.</p>



Municipality of the District of Argyle

Item: Election - Voting Method

Date: November 16, 2023

Our Vision

Argyle is the community of choice to invest, live and play.

Our Identity

Argyle invests time & talent in growth opportunities in fishing, tourism, and renewable energy sectors.

*Argyle provides affordable taxation while providing safe and **livable** communities and strives to engage and inform our residents on decisions that affect them most.*

*Argyle provides high class, accessible recreational and cultural facilities for health and for **play**.*

PURPOSE

Staff are requesting to council, what method of voting would they prefer for the next municipal election.

Background:

As you are aware, municipal elections are scheduled for October 19, 2024, and in anticipation of this event, the staff is seeking guidance from the Council regarding the preferred method of voting for the upcoming election.

Back in 2013, the municipality enacted Bylaw #32, titled "Respecting Voting for Municipal Elections," which grants the Council the authority to opt for an alternative voting method. "Alternative voting" encompasses voting via telephone or the internet, using personal computing devices without supervision, and includes a combination of telephone and internet voting. However, the option of utilizing traditional paper ballots still remains.

During the last election, because of the pandemic, council decided to employ the alternative voting method and not have paper ballots. According to staff reports, the alternative voting method performed well in 2020 with over 68% of potential voters casting their vote. It's important to note that 2020 marked the first year of the pandemic, and given the public health restrictions on gatherings, relying solely on paper ballots at polling stations would not have been a prudent choice. Now, four years later, with lingering pandemic effects and some residents still hesitant to gather, especially some seniors, opting for the alternative voting method still appears to be a safer choice.

If the decision is made to proceed with the alternative method, the plan is to establish "Voting Assistance Centers" (formerly known as Polling Stations) in Pubnico, Tusket, Wedgeport, and in East Kemptville, similar to the setup in the last election. These centers would be staffed with trained personnel to assist residents in casting their votes electronically. Referred to as Voting Assistance Centers, these sites would focus on providing support for electronic voting rather than traditional paper ballots, ensuring that voters receive the necessary assistance in navigating the process.

Other considerations:

Internet: When encouraging residents to vote from home, the internet is a crucial factor to consider. It posed challenges for our residents a few years ago. However, thanks to initiatives from the provincial government and our municipal contributions, the internet issue may not be completely resolved for all residents, but the majority should now have reliable access.

Youth Voters: When it comes to engaging youth voters, leveraging the technology they are familiar with is essential.

Inclusive: According to the Municipal Election Act, Voting Assistance Centers (Polling Stations) are required to adhere to accessibility criteria and aid individuals in need. Implementing alternative methods for voters would enhance the municipality's inclusivity, particularly benefiting those with mobility challenges, illnesses, mental health issues, and providing support to individuals requiring assistance.

Options

Options #1: 100% Alternative Voting method.

Option #2: Council could choose to have a hybrid model meaning e-voting during advance polls and have paper ballot option on election day only.

Option #3: Council could choose to have a hybrid model with paper ballot & e-voting at all Voting Assistance Centers during advance polling days and election day.

Recommendation:

Staff is recommending Option #1 Based on the following facts:

- Our internet is more reliable than ever.
- Most people have cell phone now to vote.
- We know the alternative methods works as we have done it in the last elections.
- The alternative method of voting is safer.
- The alternative method of voting is more inclusive to our residence.
- Reduces the number of staff needed at polling stations.
- Reduce the amount of polling stations.

Staff would recommend that Alternative method of voting and no paper ballots to be used for the 2024 election.

Suggested motion:

Move that council approve the alternative method of voting (e-voting) with no paper ballots for the 2024 elections and give authority to the CAO and the Returning Officer to look at options for alternative methods of voting.



Municipality of the District of Argyle

Item: East Pubnico Water tank refurbishment

Date: November 19, 2023

Our Vision

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Our Identity

Argyle invests time & talent in growth opportunities in fishing, tourism, and renewable energy sectors.

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*Argyle provides world class, accessible recreational and cultural facilities for health and for **play**.*

Recommendation:

Recommend that Council pass a motion confirming their funding commitment for the East Pubnico Water tank refurbishment, in support of our application for ACOA funding for \$375,000, being 25% of the total refurbishment project.

Municipal funding is recommended as follows:

Allocation from the East Pubnico Utility accumulated surplus	\$100,000
Additional contribution – Municipal capital reserve	<u>\$150,000</u>
Total funding	\$250,000

The project will be split in two phases, with the most urgent portion estimated at \$400,000, and the second at \$1,100,000. Only one phase could proceed unless additional funds are secured.

Suggested motion:

Move that the Municipality commit \$250,000 towards the East Pubnico Tank refurbishment project, with \$100,000 being from East Pubnico accumulated surplus, and \$150,000 from the capital reserve.

Background:

The project of the East Pubnico tank refurbishment is well known to Council. The project shall be split in two phases, the first being a complete replacement of the base of the tank, at a predicted cost of \$400,000. This would enable the tank to retain water again, benefiting the usership. Comeau Sea is the sole user of this portion of the facility currently and has committed \$100,000 currently towards this initiative.

The second phase will be to extend the tank's useful life beyond 25 years. If the tank is not refurbished soon after the base is reconstructed, the useful life of that job will be compromised. Both phases are required, one immediately, and the other within months of the first phase. The estimated cost of phase 2 is \$1,400,000. We have an outstanding (non-official) request submitted to the province of NS, and another at ACOA. Total funding requests were for \$750,000 and \$375,000 respectively. If all funding is confirmed, \$375,000 will be required locally. Both funds shall be required to confirm both phases.

Initially, our Director of Operational Services was assured that phase one could be completed by the end of 2023, but that is less likely now. As long as the first phase remains uncompleted, Comeau will not have convenient access to our freshwater option.

The project ranks high on our master capital list, mostly due to the fact it is at end of life. It should be noted that we will be submitting an official funding ask to the Municipal Capital Grant Program, which is another request for decision on this agenda.

Financial considerations

Our capital reserves will be depleted by \$150,000. We discussed this in-camera but had not made a motion. The accumulated surplus is for us to administer on behalf of East Pubnico users, and the surplus is specifically created for this purpose. This depletion is considered a small to moderate project to be funded by our reserves.

MGA Considerations

Investment in an owned water utility is eligible under Section 65 of the MGA and is part of an ongoing municipal service.



Municipality of the District of Argyle

Item: CIFA Funding request

Date: November 16, 2023

Our Vision

Argyle is the community of choice to invest, live and play.

Our Identity

Argyle invests time & talent in growth opportunities in fishing, tourism, and renewable energy sectors.

*Argyle provides affordable taxation while providing safe and **livable** communities and strives to engage and inform our residents on decisions that affect them most.*

*Argyle provides high class, accessible recreational and cultural facilities for health and for **play**.*

Background:

On October 27, the Argyle municipality received communication from Radio CIFA, a French radio station serving the Argyle area. The message outlined an urgent need for roof repairs and requested an emergency grant from the municipality to help cover the expenses associated with a new roof installation. Radio CIFA provided cost estimates for materials, ranging from \$900 to \$1400, excluding labour costs.

It is important to highlight that this communication was also shared with the Clare municipality. In response to the request, the Clare council has approved funding for 50% of the project, with a cap of \$2000.

Other considerations:

Currently our policy does not address this type of request, and historically, the council has addressed such situations on an individual basis. Our review of our grant policies included:

- Grants for Organizations,
- District Community Grants, and
- Community Hall Grants.

Regrettably, none of these grants are designed to accommodate emergency requests of this nature. If CIFA had applied for our grants to organizations program, Council could have included it in the evaluation of all grants. As it stands, this request would not be treated the same as other non-profit organizations in our area, as the deadline for the grant to organization has already passed. While the

request is untimely, there is undoubtedly an urgent need of CIFA, who has been a long time supporter of the Argyle community. Also, based on lower than budgeted requests in September, there are still funds available in the Grant to Organization fund.

Council should not approve a contribution outside of its policy. It has the option to amend the policy and then address the request. This option is untimely for CIFA. To avoid the grants to organizations policy, the Municipality may consider a grant to the Municipality of Clare directly, indirectly to Radio CIFA as per 1.3 of the policy which states:

1.3. This program does not govern the following, which are separately administered:

- a) **Grants and contributions pursuant to inter-municipal** or other regional agreements, such as the Yarmouth International Airport Corporation or the Western REN.
- b) Municipality of Argyle Fire Services operating & capital grants.
- c) Tax Exemption for Non-Profit Organizations (full and partial tax exemption bylaws);
- d) Residential Property Tax Rebates (low-income homeowners); and
- e) Approved funding for the Argyle Courthouse and Gaol, which is owned by the Municipality and not subject to grants to a separate organization.
- f) Funding requests received by YASTA and the Yarmouth Area Industrial Commission.

Under this interpretation, a motion to contribute to Clare could constitute an agreement between both parties.

Council Practical Options

Option #1 The Council could deny the request.

Option #2 The Council could approve paying a certain percentage of this project up to a maximum amount directly to the Municipality of the District of Clare.

Recommendation:

Recommendation(s): Whereas the Municipality of Clare is prepared to pay 50% of the project and whereas Radio CIFA serves our municipality and has a satellite office in our municipality which our residents do enjoy, this ought to receive Council consideration. CIFA is not a regular customer on requests for financial support, so their request should be considered in that lens. Furthermore, Radio CIFA has committed to absorbing the labour cost of this roofing project. The recommendation is to pay 50% of the material cost of the project to a maximum of \$1,500. Also, that the money is taken out of the Grants to organization fund.

Suggested motion:

Suggested Motion: Council approves to pay up to 50% of the material cost for the Radio CIFA roofing project to a maximum of \$1,500. The money would be coming from the Grant to Organization fund for the 2023-2024 Fiscal year and payable to the Municipality of the District of Clare.