

## CLERKS REPORT - COMPLETE 2022

Date	Subject	Motion	Status	Dept. Responsible	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"	Complete	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.	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.	Complete	Office of the CAO	final versions including education
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: 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.	Complete	Alain/Scott	Scott sent to UARB
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.	Complete	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.	Comeplete	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 councilor 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.	Complete	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 to 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.