

Staff Report

January 14, 2020

CAO and Municipal Clerk– Alain Muise & Lori Murphy

Municipal Administration Building *Council Priority (multiyear)

The final tender package is completed and is being reviewed by staff and our project manager. It is possible the document could be posted on the NS procurement site as early as January 15th 2020 which is about 10 days earlier than expected. The project manager will undoubtedly have recommendations for changes, which will be important to implement before we go out to market. Staff is meeting to release an information update to the residents, as it has been some time, outside of regular media coverage, that we have put something out in significant detail.

Affordable and Alternative Housing *Council Priority (multiyear)

The Request for Proposal for the potential sale and development of lots on the Tusket property is in progress, and a draft is expected by January Committee of the Whole for discussion and consideration. We will have something for Council on that date, even if it is not fully completed. We will be recommending a long period of time for accepting proposals, in case there are other developers interested, but unaware of the opportunity. As a reminder, the RFP will focus on affordable and alternative housing. While there may be lots kept for residential homes, the RFP is not for that purpose at this time.

Rural Internet – WREN *Council Priority (multiyear)

No significant items to report since November. We await the results of the RFP that was issued by Develop NS. We are expecting word this month.

Mariners Center expansion *Council Priority 2019-20

Nothing significant to report, I have been asked to participate in the review of resumes and be part of the selection committee for a new Mariners Center manager.

Yarmouth International Airport Corporation *Council Priority 2019-20

The NAV Canada contract should be completed by the month's end, with expected inflationary increases over the next three years. The union contract is expired for our two airside maintenance personnel, this negotiation is being led by Jeff Gushue, with my support when needed. We are still without a signed contract, and still without a manager. Therefore, there is an ongoing requirement to keep an eye on day to day, coordinate infrastructure projects, and navigate other matters as they occur.

Land use bylaw and municipal planning strategy

WSP has sent a draft public engagement document for our review, and it shall be finalized for Council by the January committee of the whole meeting. Furthermore, a draft LUB/MPS should be available for staff review by the end of January as well. The estimated timeframe for a revised LUB/MPS is March 2020.

Yarmouth Area Industrial Commission (YAIC)

Nothing significant to report, was not in attendance at the last 2 meetings.

Economic development

See the attached Memorandum of Understanding that was drafted by the Province of NS and recommended for your approval January 14th. The MOU is a first step to the actual development of an Aquaculture Development Area for our Municipality. The significance of that is that we would work with the Province to pre-set areas where Oyster and similar aquaculture may occur and obtain the required permits in advance. We would be responsible for the public engagement portion of the process. Alix d'Entremont and Charlene LeBlanc are very engaged in this initiative.

MODA has sold and was paid for the property in the Tusket Business park for eventual Sea Cucumber development. The Development Agreement shall be signed within a week or two.

Provincial Work, AMA and other

The Grants to Organizations revamp is ongoing. We expect to be online by March 1, 2020. We are advising people that the forms from last year are no longer being used, and the web site shall also indicate that. We expect to test the program in February 2020.

I am leading an application for funding from ACOA to support both the Hipson Bridge and East Pubnico water utility. Hans is supporting the applications with financial estimates and details of the nature of needed improvements on the water utility.

Lori Murphy and Tara Owen are coordinating fire inspections that are required for our businesses. We pay the Municipality of Barrington for this service and require additional resources to effectively meet our obligations. Hans and I are in planning stages for that piece, as we seek internal solutions to the issue.

I will be completing an RFP for solid waste collection services this week, with the public procurement process occurring in January. The 2015 RFP was used as a template, with legal and Waste Check providing key input. The document is very detailed, as is our requirements of the hauler. Traditionally, we have only received one bid for this service, as there are few companies that are in the business of solid waste collection. Interestingly, MODY and Town of Yarmouth are also putting out RFP's for solid waste collection; three separate RFP's prepared by three separate staff teams.

The CAO has been spending some time in both administrative and political discussions regarding the Province's offer to facilitate a conversation around consolidation. I expect there will be considerable and ongoing time spent uncovering information on where we are, and the options available to us to be better, to reform municipal government. While there is no community or council excitement for consolidation currently, being at the table allows us to further understand other options if they are available, and what the Province is willing to provide in assistance if we decide on reform that isn't consolidation.

It appears the CRA position on CPP on councilor stipends has been officially put in the system, therefore councilors will be receiving notices of re-assessment. The CPP received by Councilors shall be returned to the Municipality, as we initially paid CRA for their erroneous re-assessment.

Attended a plethora of internal and external meetings, we are revamping out staff and core meeting processes to be more inclusive – allowing improved staff input on the important work.

Finance Department – Marsha d'Eon

With 9 months of the fiscal year over, I will be comparing budget to actuals and figures, making sure all is in order prior to March 31st year end and beginning preparation work for the upcoming 2020-2021 budget season.

Bonnie is continually working on our annual Tax Sale which will be held on February 13th, 2020. First ad will be published in the January 8th Vanguard.

The 2020 Tax Assessment Roll has been completed by PVSC and will be downloaded and available on our Townsuite system as soon as possible.

Sheila is working on payroll year end and will be issuing T4's in the near future.

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

Department of Public Works – Hans Pfeil

West Pubnico Sewer Treatment Plant (WPSTP)

Plant Operations

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

All 12 pumping stations are being monitored on a regular interval everything seems to work normal. We came across a major accident at our Pump station #10 on the Dennis Point Road. A car lost control and hit into our pump station, tearing down all equipment. The driver was not injured and we were able control the situation very quickly. We had no environmental impacts and the station was temporarily fixed within a day to control the sewer flow of that section. Full repairs and replacement of the electrical box is needed and will be performed as soon as we get the equipment. The weather was very cooperative over the holidays and no other issues were noticed.

Regarding the performance issues with the Dewatering Truck ABCO Industries is still trying to find a best suitable polymer for the truck. We are working closely with ABCO to find a proper solution for the truck. For this winter again it means we cannot use the truck and it will be winterized to avoid damages. We are keen on finding a solution to this situation and will add more pressure to the supplier. More info will follow on this process

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

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

Past Initiatives

We are happy to report that the Solar system at the West Pubnico Sewer plant is working great and we are monitoring the production closely. Under this program we are selling 100% of the solar energy back to NS Power and this installation will generate some revenue for the Municipality.

Future Initiatives

We are still supporting the engineering team working on a solution for the development of a Vodka Distillery in West Pubnico and help a private developer connecting up to 10 units for a pocket community. The Engineering Company ABLE Engineering is helping the two residents in West Pubnico to produce viable options. We are actively supporting both initiatives with plan reviews and feedback of suitability to our system.

Tusket Sewer Treatment Plant

Plant Operations

The operation of this system continues in a relatively orderly basis, with our permit good until 2024. We are in compliance with NSDoE operating parameters.

The Tusket Sewer System was running smoothly over the last month and we did not experience any major break downs. Staff performed some pump maintenance and noticed that we are still suffering from a severe grease infiltration. We ordered new motors for the pumps to reduce costs and have spare parts on hand.

The Tusket Falls Brewery on site system for the brewing water disposal had some issues due to incorrect operation by the brewery. Operation has been improved and we continue to monitor the effluent values. Due to the latest testing results we are starting the discussion with the Brewery to potentially implement an additional ATU (Advanced Treatment Unit) in order to improve the operation and make it "fool proof". This helps us to reduce the risk of future failure or issues. We reached out to personal contacts in Germany and received valuable feedback about their general Brewing Waste Water operations. Some of these ideas influenced our approach for the system improvements, due to the fact that it is practiced and taught for quite some time in Germany.

We did not receive any connection requests in the last month.

With the development of the new road extension in Tusket, we finished the work and extended the sewer main line by 300m and offer 7 new connection spots along that new section.

Past Initiatives

We completed the testing of a wireless monitoring system for the Pump Station and the Sewer Plant. The system was installed in November 2019 and finished just before Christmas. With this system we are now able to monitor and control all pumps at the pump station and at the sewer plant remotely. The Mission Communication Module will reduce our overtime on monitoring and troubleshooting of the plant and pump station. We are still waiting for approval from DOT to start the work on the Storm water case in Tusket. The resident is on board and we will try to resolve the issue over the next few weeks, depending on the weather.

Future Initiatives

CBCL completed the design of a commercial grease interceptor for the Hatfield House Restaurant and we reached out to contractors for quotes but couldn't get a competitive result. We received one quote, which was 55% over estimate and not acceptable. The engineer is negotiating with the contractor to understand the high cost items. The work maybe deferred into next construction season. This will help to reduce the oil and grease volumes going to the plant and increases the life expectancy of our overall system. During routine sewer maintenance work, we came across the same issue at the Anchored Grounds Café/restaurant and will try to implement the same system at this restaurant. After an initial site visit, we discovered potential difficulties which may increase costs on this project.

We are also supporting a new development at the Tusket Ultramar and try to provide guidance to the developer in terms of sewer connection requirements.

Municipal Administration Building

The architecture team is getting close to finalize their drawings and will be ready for tender in January 2020. Our Project manager is providing excellent guidance in this process and keeping the team on track and within contract. The PW team is providing comments and guidance where needed but the ball is in the court of the Architects right now.

Tusket New Road Development

In alignment of the development of the New Municipal Administration Building we proposed to develop this land in accordance with our land use by-law and strategy. The new road and sewer extension work is finished so far except for the asphalt pavement of the first 100m due to water issues. The contractor, Aberdeen Paving completed all other work and paving is deferred into this year at no additional costs. So far we blocked off the majority of the road to protect the "soft spot" and to avoid unwanted activity further into the road. Due to some miss communication with the Architects on the New Admin Building Project we missed to install the Storm water pond on the south western corner of the property. This pond will be installed as soon as weather permits and is a very low cost item but has a great environmental impact to the site.

Policy and By-Law Working Group

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

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

A review of our current Procurement Policy is on our agenda as well. We participated in a “Reversed Trade Show” in Halifax and had the chance to connect to other municipalities, suppliers and vendors. During our discussions we discovered quickly that our thresholds may be not up to date anymore and adjustments maybe needed to conduct better business. Further By-Laws and policies are under review and will be brought to council over the next few months.

East Pubnico Water Utility

System Operations

Staff continues to monitor and make repairs as necessary. Meter readings are performed on a regular basis. The Popes Road Well is performing better now and the contractor is done with the remaining upgrades. Power was switched over to the new building and the pump station is up to date with its electrical and plumbing equipment. This allows us for better and safer performance and operations on this system.

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

Past Initiatives

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

Future Initiatives

With the well assessment data we are able to continue with the pursuit of funding and try to replace the large water tank on Willet road. We met with the user and came up with a strategy to work towards the goal of improving the system and safely replace the large water tank. First step is to review existing valves and pipe access points to investigate potential leakage and prepare for a video inspection of the section between the wells and the tank. Some pipe repair may be needed before upgrading the tank. Goal is to ensure maximum water supply to the tank, as it is affecting the potential size.

Wedgeport Sewer Improvement Program

System Operations

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

Past Initiatives

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

Future Initiatives

Our ICIP application for Phase 3 was successful and we received \$1,042,000CAD for another 50 sites. We are currently in preparation of the next phase and will try to run another round of installations by next summer. More info will follow once we have the 50 sites confirmed. ABLE Eng. is helping us with this work and we hope to have this first step completed in the next few weeks to continue with the Engineering RFP and start rolling out construction in the summer 2020.

Animal Control

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

No other animal complaints were filed.

Garbage Handling

This month all pick up's were performed as per schedule. We came across some Holiday Schedule change hick ups and were able to resolve the situation with Wastecheck quickly. Our contract is running out in March 2020 and we need to start soon with re-negotiation or a new RFP process.

Building Inspection Report

To date, in the 2019 building season, staff have issued 143 Building Permits. Staff as also issued 42 development permits. Note, that a Demolition Permit is tallied under the Building Permit numbers. We have provided background information for several possible rezoning inquires, in addition to the West Pubnico rezoning. Staff has received 4 enquires about rezoning land but we are working with the planners, so as to not overlap items in the LUB review.

Staff is on loan to the Town of Yarmouth for the next 2-3 months, so responses to building and subdivision inquires and permit delivery, will be delayed due to booking and inspection schedules.

As well trying to help Louis prepare for his NSBOA course as he works towards level one building inspector.

Fire Inspections

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

Sub-Division Activity

We have 21 sub-division files on the go at the end of 2019, none for 2020. The type of subdivision, be it Instrument of Subdivision or Final Plan of Subdivision, is pretty well equal. There are no large multi lot subdivisions on the books, as the majority of activity, is 2-3 lot subdivisions or consolidation of existing lots. One large subdivision created last calendar year has been expanding both in lot count and building development.

Unsightly or Dangerous

Operations are back to normal and we are dealing with all incoming complaints. Over the last month we received one new complaint about an abandoned house and started a new case. One case from last year was successfully closed without any trouble and the owner was very cooperative and thorough in the remedy action. We are actively working on several open cases and try to get owners to clean up. Unfortunately one of our most severe cases came back and we received further complaints about the situation. A recent site visit confirmed the allegations and the property is deemed unsightly and potentially dangerous. A proper approach of this case will be discussed with the Unsightly committee and potential legal advice maybe needed.

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

Maintenance

Staff is handling the winter conditions pretty good so far. The Christmas tree has been taken down and staff is focusing on smaller repairs around the Archives Building and Office Building. The East Kemptville Ball Field shelters have been repaired and improved over the last few days. The field is made safer and more attractive again. Other items are field maintenance gear repairs and workplace safety improvements.

Industrial Park

We continue to receive requests from interested buyers for the remaining lots. It appears that the medicinal processing plant will proceed and we are available to support the owner with the sewer connection requirements. The Tusket Falls Brewery is reviewing their chances on re-zoning their lot and are looking into a possible food serving use. We still have 2 lots available for sale.

Staff

Staff is using the slower time to update necessary training certificates and work on work safety practices.

Louis Boudreau is participating in the NSBOA training by taking required courses to attain his entry level certification as a building inspector.

Software

All software is up to date and working good for us. The PC at the WP Sewer Treatment plant was upgraded to Windows 10 and we experienced a few minor technical problems, which were fixed immediately with the help of KRC Controls.

Joint Occupational Health and Safety Committee

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

We are making good progress on our Safety Program and are close to complete the program. Next steps are to focus on our violence in the workplace procedures and we will roll out an assessment program soon to establish a base line and review options for improvement. WHMIS training was completed by all staff.

We are also reviewing necessary training for some specialty items due to some innovative work performed by some of us. Work safe procedure will be established for these items to establish a first line of understanding the risks.

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

Miscellaneous

1. Staff supported the Yarmouth Airport with another round of run way repairs and the work was completed by Aberdeen Paving Ltd. Another 700m of severe cracks were repaired along Runway 06-24 and makes this runway a bit more safe once it re-opens.
2. Staff, CAO and the Warden completed an Asset Management training course partially funded by FCM to help with the establishment of a local policy and better understanding of assets and operation. We have a good understanding of this procedure now and will continue to complete our full asset management program. This program will help us with the long and short term planning of our financial commitment to our assets and is a universal guiding tool for council. It helps us evaluate certain needs and provide clarification during funding applications to increase our chances to be successful.
3. We hired WSP Canada Inc. from Dartmouth, NS to help us with the review and update of our MPS and LUB documents. The project will help us renewing our strategy in conducting business and guide residents in an easier and more understandable way. The project is scheduled between October 2019 and March 2020. More updates will follow soon.

Director of Recreation Services- Natalie d'Entremont

Trails

- **Nakile Accessible Trail:** Cobequid Trail Consulting has been hired to design a plan for Nakile's Accessible Trail.
- **École Belleville Connection trail:** License agreement between MODA and Hubert Pothier has been signed. Work will begin as soon as the weather cooperates.

Recreation Infrastructure Valley and South Shore Committee:

Bill Greenlaw – Executive Director of Communities, Sport and Recreation Division has invited representatives of both the South Shore and Valley Recreation Directors to meet with him to explore the funding for recreation infrastructure both new and old. Bill suggested that CCH would look favorably on a funding application for a recreation infrastructure project that would allow us to gather more information on the status of our recreation infrastructure. The CCH grant would be used to hire a consultant. I will be meeting with this committee on January 17 to finalize the scope of the work.

NS Trails guide

The Province is getting ready to launch their new trail guide on January 17 at 11am in Halifax. Argyle will be hosting a simultaneous launch at the Pubnico Point Trail. École Pubnico Ouest has been invited to participate.

Committee work

January 8 – Workplace wellness meeting

January 9 – Tri County Early Years Partnership Working Group meeting.

January 10 – Gender Equity in Recreation Facility meeting

January 16 – YSMRA meeting

January 16 – Argyle Recreation Commission meeting

January 21 – South Shore Female leadership network meeting

Director of Programming and Active Living - Ginette d'Entremont

Grant applications

I am in the process of applying for funding from the Young Canada Works program and the Canada Summer Jobs program for positions in the Recreation Department and the Argyle Minor Soccer Club.

I received funding for \$7520.00 from the Active Communities Fund through the Department of Communities, Culture and Heritage. This amount is 75% of the proposed project, which is the maximum amount we could receive. The funds will go towards supporting the After the Bell program, some March Break activities, installing Bike Fix It Stations, and promotional materials for our trails.

South Shore Active Communities

As part of the committee for SSAC, I will be assisting with a presentation on Loose Parts to the staff at the Lockeport Elementary School on January 16th.

I will also be involved in training along with other SSAC members for the Before and After Pre-Primary Program on January 17-19 in Bridgewater. The purpose for the training will be to then in turn deliver the modules to individuals involved in the BAP settings. Further training will be required to then deliver the modules in French to the CSAP schools involved in the BAP program.

Recreational gym activities

Our drop-in programs at École Pubnico-Ouest and at École Belleville have now started up again and will run until the spring.

After the Bell

The After the Bell program will resume on January 15th until March 11th. Outdoor winter activities are planned, along with a variety of indoor physical activities. To date we have 10 girls participating in the program and we are receiving positive feedback for the program.

Winter activities

We have planned a variety of winter hikes for January, February and March. We will be offering some noon time, evening and weekend hikes. These will also vary in length and time.

Municipal and Provincial Volunteer Banquets

I have sent out letters along with nomination forms to volunteer organizations within the Municipality of Argyle. The deadline for organizations to nominate a volunteer for the Municipal banquet is February 7th. The deadline for Councillors to nominate a Municipal Representative for the Provincial Banquet is February 25th.

Community Development Officer – Charlene LeBlanc

Period to Dec 6, 2019 to Jan 7, 2020

1. Attended the ADA Steering committee meeting in Lunenburg and gave a presentation of the area, possible shellfish sites and data collected.
2. Alix and I searched for local Eel Grass beds as a requirement of ADA work. We contacted locals, TREPA, and used the drone at the Tittle to compare pictures of growth from 2011.
3. A MOU between the Province and the Municipality has been developed for the ADA
4. TREPA asked me to be a guest speaker at their annual conference to share water quality data, and Eel grass growth photos. Alix will join me. It will be an opportunity for both parties to learn what projects are being worked on and what shareable data or expertise we may have.
5. Assisting PEB and CDENE with a public consultation regarding the new trades facility being built at school
6. Sent summer student application link to non-profits and societies in the MODA
7. Assisting new business with an accessibility grant
8. Preparing social media ad for the Scholarship
9. Assisting local fishermen with Atlantic Fisheries Fund

Senior Safety Coordinators Report – Peggy Boudreau

Overall Clients to date: Municipality of Argyle: 557 Municipality of Yarmouth: 333

New Clients for the Month of December: 4

Visits Overall to Date: 7216

Month of December: 110

Home Revisits: 48

Telephone Revisits: 62

Advocacy Letters written to Community Partners: 1

Referrals:

Referrals from RCMP to Date: 140

Month: 1

Referrals to RCMP to Date: 66

Month: 0

Outstanding Referrals to Date: 43 Month: 0
Town of Yarmouth Referrals: 202 Month: 0

Referrals to Other Agencies:

To Date:

Housing: Referrals: 79 Placements: 18 (1 for Dec.) Month: 1
Continuing Care & Home Care: 208 Month: 1
Adult Protection: 86 Month: 0
Nursing Home/Boarding Home Placement from clients list: 43 Month: 0

Vial of Life Completed:

Month of December: 2

High Risk Active Files:

New Month of December: 0 MODA: 12 Overall High Risk: 215
MODY: 11

Other:

Dec 2 – Senior Safety Monthly Meeting via Skype with coordinators province wide
Dec 4 – MODY staff meeting
Dec 7 – Christmas Social to Surette’s Island
Dec 10 – Seniors Christmas Party at Club Acadien
Dec 12 – Social at Hebron Terrace for Christmas
Dec 18 – Caregivers Support
Dec 24 – Jan 1 Christmas Holidays and office closed

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

AMHGS Memberships & *The Argus* – Winter 2019 issue has been sent to the printer, and will be distributed to members in Jan. Historical Society ended 2019 with 509 members, which is in line with 2018 (507). This issue has 4 articles of historical interest, including articles: "Sadie McLarren: A Lower Argyle Matriarch"; "Christmas in Argyle (1896-1898)"; "Twin Village Club"; "More About Rappie Pie." Membership rates for 2020 continue at \$30 for individual or \$35 for family or institutional membership.

Funding (summer staff) – Judy and Kaitlin have submitted 3 applications to Young Canada Works (2 to Canadian Council of Archives and 1 to Canadian Museums Association) as well as an application for 3 positions to Province of Nova Scotia’s SKILL program. We have participated in Service Canada’s “Canada Summer Jobs” program in prior years but it has not yet been launched for 2020, and it is unclear whether this program will be offered for 2020.

Possible collaboration – Judy and Kaitlin met with Francine Dulong (Co-Artistic Director of Blooming Ludus, England) by teleconference on Dec. 11th to continue talks of collaborating,

with the anticipated outcome of offering experiential programming at the museum in 2020. The focus is on creating a series of workshops, with theme on climate change issues and environmental sustainability surrounding the Tusket River. Content created from these workshops, and from collaboration with partners, will form a temporary exhibit at the Court House. We are starting to finalize what the project looks like and identify the funders that we are going to apply to in order to see this project come to fruition in 2020. We have contacted one potential partner, TREPA, and submitted an introductory proposal which they brought to their Board meeting on Jan. 8th. We expect to follow-up with Francine in early Feb.

Association of Nova Scotia Museums (ANSM) – Judy attended the ANSM Board meeting on Dec. 6th by teleconference. The next meeting is scheduled Feb. 26th. She serves as the Board secretary.

Joint Occupational Health & Safety Committee – See information provided in report by Hans. Judy attended special meetings on Jan. 7th and 8th to start process to establish “Violence in the Workplace” policy for MODA. She also attended Jan. 8th JOHSC meeting, and is working with a team to help collect information from staff. The next JOHSC meeting is scheduled for Feb. 12th.

Wellness Committee Meeting – Kaitlin attended the meeting at the Archives on Jan. 8th.

Argyle Municipality Historical & Genealogical Society (AMHGS) – AMHGS had their last Board meeting on Nov. 18th and will meet again January 20th. The Court House will undergo a major museum evaluation in summer 2020, and the Historical Society has much work to do this winter, to ensure policies/procedures/museum facility, etc. is as current as possible, as we continue to work on our “best practices.”