Department Report For the month of

JUNE 2023

				Future work &		Status of Completion	Status of Completion	Expected
	Activity/Project	Brief Description	Lead staff	barriers	Strategic Goal	last month (May)	this month (June)	completion date
	Wedgeport Wastewater Phase 3	Currently out to tender/ closes Feb 23rd	Kyle	Budget/ Workforce	Plan/deliver modernized service	20	30	Nov-23
	PS 5 Overflow controls	Red Cap Lift Station/ Currently design Phase	Kyle	Budget / Workforce	Keeping Residents and Businesses safe Plan/deliver	30	30_	Aug-23
	Courthouse Window Retrofit	Rebuild windows at courthouse	Kyle	NONE	modernized service Plan/deliver	70	75_	Jul-23
Operations	Asset Management plan	Working with consultants to structure the plan	Kyle	NONE	modernized service Plan/deliver modernized	95	100_	Sep-23
	Courthouse Painting	Planning phase to prepare for tender	Kyle	Workforce	service Keeping	20	20_	Oct-23
	Tusket Brewery Wastewater Solution	Investingation and testing currently happening	Kyle	Budget Always	Residents and Businesses safe Plan/deliver	10	30_	Feb-23
	Monitor and Asses Building energy Usage	Implimenting circuit minitoring	Kyle	Changing/ Living Doc	modernized service Plan/deliver	60	80_	Dec-23
	Next Phase J.E Hatfield Court Development	Extension J.E Hatfield Court See what useable infrastracture	Kyle	Time	modernized service Providing a	20	30_	Dec-23
	Asset list of infrastructure for CMA	we currently have an asses what the needs of upgrades may be	Kyle	Time	healthy/inclusiv e environment	20	20	Jul-23

	A attivity / Dual and			Future work &		Status Of	Completion	Status of Completion	Expected
	Activity/Project	Brief Description	Lead staff	barriers	Strategic Goal	last mo	onth (May)	this month (June)	completion date
	Accomodations for CMA	Reviewing schools & community		Time and effort	Supporting				
	2024	halls, recommending service		from other	Economic				
	ı	improvements & funding	René	committees	Growth		30		23-Jun
	Administration Building	Improve accessibility for staff in		Approval to	Providing a				
	Accessibility improvement	parking lot		capital budget	healthy/inclusiv				
	plan		René	capital baaget	e environment		50		23-Dec
	Administration Building	Improve accessibility for staff		Approval to	Providing a				
	Accessibility improvement	throughout the building		capital budget	healthy/inclusiv				
	plan		René	capital baaget	e environment		50		23-Oct
		Modernizing development,			Plan/deliver				
Protective Services	Updating fees for Municipal	permitting and other municipal		none noted	modernized				
	services		René				95		23-Dec
	· ·		_ ,	none noted					
	` '	' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' '							24-Jan
	Subdivision By-Law		John		0				
				WSP					24.0
									24-Sep
	Explore Exit 31 Business Park		Multiple People		0				
		on commercial & industrial uses		Council/Dublic					3F Doo
									25-Dec
	Ungrading Permitting	Madarnizing to an online and			•				ļ
	, , ,	· ·	Multiple Poorle						24-Dec
Protective Services	services Creating Safe Work Procedures (SWP) Subdivision By-Law Explore Exit 31 Business Park Upgrading Permitting system	fees Updating and creating new SWP in needed areas. Example High risk workplace tasks. Create a municipality specific By-	René René John Multiple People Multiple People	none noted WSP Council/Public Current permitting process	service Keeping Residents and Businesses safe Supporting Economic Growth Supporting Economic Growth Plan/deliver modernized service		9 5		

Brief Description Compiling info and increase threshold amounts to assist more residents who are in need Marsha Begin upcoming budget deliberations Tax bills will be generated in house by staff this year. Some preparation work is required. Supplies & equipment needed Office of the a policy to better manager Strategic Goal Requires Council's Improving Governance 100 100 100 100 100 100 100 10				Future work &		Status of Completion	Status of Completion	Expecte
threshold amounts to assist more residents who are in need Marsha approval approval Governance Information from Plan/deliver Begin upcoming budget PNS & Dept modernized deliberations Marsha heads service 100 100 Tax bills will be generated in house by staff this year. Some preparation work is required. Supplies & equipment needed ordered Marsha none noted service 70 100 Requires	Activity/Project	Brief Description	Lead staff	barriers	Strategic Goal	last month (May)v	this month (June)	completion
residents who are in need Marsha approval Governance Information from Plan/deliver Begin upcoming budget PNS & Dept modernized deliberations Marsha heads service 100 100 Tax bills will be generated in house by staff this year. Some preparation work is required. Supplies & equipment needed ordered Marsha none noted service 70 100 Requires		Compiling info and increase		Requires				
Begin upcoming budget PNS & Dept modernized deliberations Marsha heads service 100 100 Tax bills will be generated in house by staff this year. Some preparation work is required. Supplies & equipment needed ordered Marsha none noted service 70 100 Requires	Low Income Exemption	threshold amounts to assist more		council's	Improving			
Begin upcoming budget PNS & Dept modernized deliberations Marsha heads service 100 100 Tax bills will be generated in house by staff this year. Some preparation work is required. Supplies & equipment needed ordered Marsha none noted service 70 100 Requires	Applications	residents who are in need	Marsha	approval	Governance	100	100	
deliberations Marsha heads service 100 100 Tax bills will be generated in house by staff this year. Some preparation work is required. Plan/deliver Supplies & equipment needed ordered Marsha none noted service 70 100 Requires				Information from	Plan/deliver			
Tax bills will be generated in house by staff this year. Some preparation work is required. Supplies & equipment needed ordered Marsha none noted Requires	2023-2024 Operating	Begin upcoming budget		PNS & Dept	modernized			
by staff this year. Some preparation work is required. Supplies & equipment needed ordered Marsha none noted Requires	Budget preparation	deliberations	Marsha	heads	service	100	100	
preparation work is required. Supplies & equipment needed ordered Marsha none noted Requires Plan/deliver modernized 50 100		Tax bills will be generated in house						
Supplies & equipment needed modernized ordered Marsha none noted service 70 100 Requires		by staff this year. Some						
ordered Marsha none noted service 70 100 Requires		preparation work is required.			Plan/deliver			
Requires		Supplies & equipment needed			modernized			
	2023 tax billing season	ordered	Marsha	none noted	service	70	100	
Create a policy to better manage				Requires				
Create a policy to better manage council's improving		Create a policy to better manage		council's	Improving			
the way the funds are distributed Marsha approval Governance 95 100	Argyle Emergency Fund	the way the funds are distributed	Marsha	approval	Governance	95	100	
	rgyle Emergency Fund		Marsha			95	100	
						<u> </u>	- -	
						_ _	- -	

Finance

				Future work &		Status of Completion	Status of Completion	Expected
	Activity/Project	Brief Description	Lead staff	barriers	Strategic Goal	last month (May)	this month (June)	completion date
					Plan/deliver			
	2022 Summer Day Camp			Analyze Result of	modernized			
	Evaluation	Compiling survey results	Natalie	Survey	service		100	23-May
					Plan/deliver			
					modernized			
ecreation	Simple Texting	New way to connect with residents	Natalie/ Scott M	Getting residents t	o service	80	80	23-May
	Hike	Guided hike to Bad pitch	Ginette	Promotion	N/A			12-Feb-23
	Knitting 101 Course	At West Pubnico Golf and Country	Ginette/ Natalie	Promotion	N/A		100	08-Mar-23
					Providing a			
					healthy/inclusiv			
	Memory café	Café for People with dementia and o	Ca Natalie	Awareness	e environment		100	14-Mar-23
					Economic			
	Grant Applications	Summer staff, equipment loan, wome Natalie/ Ginette		Prep work for sum			100	15-Feb-23
					Providing a			
					healthy/inclusiv			
	Seniors Activity Kits	Spring Actvity kits free for Seniors	Ginette	Not enough for all			100	31-Mar-23
					Providing a			
					healthy/inclusiv			
	Glenwood Park Project	Accessible walkway, Beach Volleyba	Natalie/ Ginette	Contactor's timeling	ne e environment	85		31-May-23
	Glenwood Park Project #2	increase swimming area and improv	e Natalie/ Ginette	Detailed design, er	nviromental issues	10	10	01-Apr-24
	Petanque Boulodrome	Develop court to play Petanque	Ginette/ Natalie	Funding and lease	agreement		10	01-Feb-24
	Accessibility Education	online manditory workshop for staff	Natalie	Adding more mod	ules for training	100	100	31-Mar-23

	Activity/Project	Brief Description	Lead staff	Future work & barriers	Strategic Goal	Status of Completion last month (May)	Status of Completion this month (June)	Expected completion date
	2023-2024 capital budget	develop draft capital priorities for the year, with leadsership input	Alain	none noted	Plan/deliver modernized service			10-Apr-23
	EPC - Mariners Center	Participation in MC expansion action committee Create an intermunicipal agreemnt	Alain	none noted reginoal project	Providing a healthy/inclusiv e environment Plan/deliver	10	20	01-Sep-25
	Regional Planning initiative	and fund a new regional planning org	Alain	dependant on regional players obtaing argyle	modernized service Keeping	70	80	31-Oct-23
	Joint police advisory	restart Joint committee	Alain	community member dependent on provincial	Residents and Businesses safe	75	75	15-May-23
	Argyle wind development	support developers through information, assist in LUB amendment, education	Alain	application and community engagement dependant on	Supporting Economic Growth	75	75	01-Apr-26
	Regional solar initiative	Sign intermunicipal agreement and AREA agreement, support application for solar farm creation	Alain	successful application, AREA work, location	Supporting Economic Growth Supporting	60	70	30-Nov-23
	Noise pollution - public engagement	To present draft policy to key business and community questions/concerns from residents	Alain	none noted	Economic Growth Providing a			15-Jun-23
	West Pub community meeting - follow up items	to follow up (ATV paths, DOT issues)	Multiple People	none noted	healthy/inclusiv e environment	40	50	15-May-23
Office of the CAO	23-24 operating budget projection Governance meeting &	Project revenue and expenditures for the coming year to identify issues early Communication and coordination	Alain	timing on infomration from PNS	Plan/deliver modernized service Plan/deliver			15-Feb-23
	scoping meeting - Mariners expansion	of work, assist Brophy, advise Albright assess issues surrounding fire service delivery, recommend	Alain	None noted	modernized service Plan/deliver modernized			13-Feb-23
	RFD - Fire services review	action to council	Alain	fire volunteers	service			20-Feb-23

	finish action items, obtain support		investment of time/effort in one on one			
Finalize strat plan action	and commitment from leadership		sessions with key			
items	team	Alain	staff	N/A		20-Feb-23
Finalize purchase of	negotiations complete, final		the second office t	Providing a		
Mariners center, finalize	review and recommendation to	Alain	time and effort of other CAO's	healthy/inclusiv e environment		04.4 22
agreements CMA Project - Clare /Argyle	council	Alain				04-Apr-23
	Danlage or Defrech the Internative		Need approval from ACOA &	Supporting Economic		
Tourism Development Initiative	Replace or Refresh the Interpretive panels in both areas	Scott	Acadian Affaires	Growth	30	May-24
Illitiative	parieis iii botii areas	30011	Need approval	Glowth	30	iviay-24
CMA Project -	Create a fund for Festival and		from			
Clare /Argyle Tourism	events to provide year round		ACOA & Acadian			
Development Initiative	tourism	Scott	Affaires	Supporting Economic	20	Jul-23
			Photo contest for new design of			
Exit 31 DOT Signs	Replace the two exits 31 signs	Scott	sign Promote an install banners for vetean	Supporting Economic	50	23-Oct
Veterans Banner Project	2nd year of the project	Scott	famillies		40	23-Oct
			In the process	Plan/deliver		
	Provide easier way		of going live on	modernized		
Request System	for resident to request info	Scott	our webiste	service	90	Apr-23
	Submitted a application for for a		Need approval			
	feasibility study or Strategic plan		from the			
	for EV Vehcile and Charging		province			
Low Cardon Community	stations in the municipality	Scott			50	24-May