Department Report - Active Projects For the month of May 2024

	Activity/Project	Brief Description	Lead staff	Future work & barriers	Strategic Goal	Status Update - April 2024	Status Update - May 2024	Expected completion date	Comments
	PS 5 Overflow controls	Red Cap Lift Station/ Currently design Phase	Kyle	Budget / Workforce	Keeping Residents and Businesses safe Plan/deliver	40	40	Jul-24	No bidders Attempting Alternative procurement
	Courthouse Painting	Planning phase to prepare for tender	Kyle	Workforce	modernized service Keeping Residents	20	20	Aug-24	Tender Awarded
Operations	Tusket Brewery Wastewater Solution	Investingation and testing currently happening	Kyle	Budget	and Businesses safe	50	60	Dec-23	Design nearly complete
	Tusket Waste Water Expansion	Design and completed expansion	Kyle		Plan/deliver modernized service	10	10	Jan-26	Design
	PEB Synthetic Track	Install Synthetic Track	Kyle	Weather	Plan/deliver modernized service	90	95	24-Jun	
	1 23 Synthesis Truck	- Total eyerrese item						24 3011	
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Protective Services

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Creating Safe Work Procedures (SWP)	Updating and creating new SWP in needed areas. Example High risk workplace tasks.	René	none noted	Keeping Residents and Businesses safe	30	30	25-Dec	No new progress yet
Subdivision By-Law	Create a municipality specific By- Law	John	WSP	Supporting Economic Growth	10	10		WSP is busy with DAs and LUB housekeeping issues. Changed Expected date/ Will mostlikley be postphoned as we will be getting a new WSP contact soon.
Explore Exit 31 Business Park	Possibly re-zonning and focusing on commercial & industrial uses	Multiple People	Council/Public	Supporting Economic Growth			25-Dec	No new progress yet
Upgrading Permitting system	Modernizing to an online and cloud- based system	Multiple People	Current permitting process	Plan/deliver modernized service	30	40		Recived contract from software company reviewing and finalizing

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	5	Improving the way the Finance Dept delivers Operating & Capital			Plan/deliver modernized					
	Financial Reporting Tax Sale	financials to council Tax Sale process & procedures have begun. Will be held February 7, 2024	Marsha Bonnie	none noted	service N/A		95	10		All properties brought to tax sale were sold. Owners have 6 months to redeem
inance	2024-2025 Budget preparation	Begin upcoming budget deliberations	Marsha	Information from PNS & Dept heads	Plan/deliver modernized service		90	100		Operating fund, Capital Reserve and Operating Fund budgets all approved.
	Year End prep work & prepare for auditors	Prepare year end work as per auditors request	Marsha	none noted	N/A		75	80	-	Year end work is currently underway. Auditors will be in the week of June 17th.
	2024 Tax billing season preparation	tax bills will be generated in house again this year. Prep work is needed and supplies to be ordered	Bonnie	none noted	Plan/deliver modernized service		85	90		Bonnie has begun preparing for the upcoming Tax billing season. Bills will be printed the week of May 21st
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									Met with Chris Colins of Viridis Consulting in
									January. He is preparing a proposal so we can seek
									funding for the development of a detailed design.
				Detailed design,	Providing a				FEB -Propasal received and contacted CCTH for
		increase swimming area and		enviromental	healthy/inclusive				Planning Assistance funding. Planning Assistance
	Glenwood Park Project #2	improve safety	Natalie/ Ginette	issues	environment	30	40	22-Nov-24	Grant Application submitted May10/24. RFP is
	Petanque Boulodrome	Develop court to play Petanque	Ginette/ Natalie	Funding and lease agreement		95	95		Boulodrome completed. Seeding will be done in the spring (grass around the court).
Recreation	Connect2 Funding application	Hire a consultanting firm to create a functional design	Natalie	RFP development	Providing a healthy/inclusive environment	60	60		Application due March 4. Applying for 2 projects. RFP Ready for both projects. Received \$40, 000 for a functioanl design plan to connect PEB school to the Courthouse. RFP is nearly completed.
	Reorganization of Soccer	Argyle Recreation to act as a support to the Club	Natalie/ Ginette	Lack of Volunteers to run the club	Plan/deliver modernized service	60	80		First meeting with membership. New Board elected. Divison Reps will be appointed. Co-op student to help out with divisions. Starting date for soccer is May 27.
	Reorganization of Day Camps	Hired Kaitlyn Cosman to research the best practices, fees, and structure of our day camps.	Natalie/Ginette	Not accepted by returning staff	Plan/deliver modernized service	75	75		Some backgroud work has been done and templates readu for the Day Camp Directors.
	Kayak Shed at Glenwood Park	Kayak Loan Program at Glenwood Park during summer months	Ginette	Funding and permission from DNR	Providing healthy and inclusion environments	20	20		Applying for funding through CCTH and conversations with DNR for permisiion.

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	Participation in MC expansion			Providing a healthy/inclusive					multiple meetings, long commitment - 99 almost
EPC - Mariners Center	action committee	Alain	none noted	environment		70	7	01-Sen-25	finalized, multiple meetings with MCEB
El e Walliers center	detion committee	7 110111	Dependent on	Providing a	H	70	,	01 3cp 23	manzed, manapie meetings with mees
	negotiate and plan jumpstart		regional	healthy/inclusive					
Jumpstart contract	initiative	ALain	collaboration	environment		9 5	10	31-Dec-23	Announcement May 15, 24
	Work alongside Department to		Reliant on	Plan/deliver					·
Recreation succession	determine proper succession and		department	modernized					Prelim plan discussed, more detailed analysis
planning	course of action	Alain	meetings	service	Ш	60	6	31-Mar-24	needed.
	Construction of a synthetic track		Province	Providing a					
	field, accessible, inclusive,		announced a 2M	healthy/inclusive					
Track and Field - PEB	completing phase 2 of 3 for the	Kyle/Alain	contribution to	environment	Ш	80	8	31-Mar-24	recommenced work this spring
				Plan/deliver					
Mariners Center Budget 24-	review and provide comments and	1		modernized					
25	recommendation on 24-25 budget	Alain	awaiting draft	service		60	10	0	Mapproved by counil
			timing on						
	negotiate updated municipal		negotiation with	Supporting		60		_	
Airport municipal agreement	agreeement with MODY/TOY	Alain	region	Economic Growth	4	60	8	31-Mar-24	final round - cu
			prepare job	Commenting					
Illian II avada a Canadia atau	development the second transfer of the second	Alete	description,	Supporting		50		10 4 24	ID do find a service of a discount for the
Hire Housing Coordinator	develop position, confirm funding	Alain	advertise part	Economic Growth	H	50	6	10-Apr-24	JD drafted, awaiting funding confirmation
Ouston Aguagultura	Establish effective communication		Council decisions	Cupporting					Shared communications and engagement with
Oyster Aquaculture- applications	with residents, province	Alain	required	Supporting Economic Growth			3	15 Jun 24	community, one-on-one meetings with residents, meeting with province
аррисацонз	Asked to join a strike force for the	Aldili	required	Keeping Residents	H		3	J 13-Juli-24	Infeeting with province
NS Guard - New Provincial	province to set the required work		Ad hoc	and Businesses					Asked and accepted the position, meetings to
EMO department	to create	Alain	committee work	safe			1	15-Jul-24	occur in June
Fire Services Review	Create local team of advisors, assess the current situation with fire services, consider adding resources to meet needs of departments	Alain	THis process will be months or year to complete, initial deadline of March 31, 2024 will not be met.	Keeping Residents and Businesses safe		90	9		Draft reports have been sent to staff, not assessed as of yet, comments to be submitted by May 31
Funding application - Federal hojusing	Innovative solutions to rural housing - \$200,000 application	Alain	Funding and timing unknown	Supporting Economic Growth		70	7	31-Mar-24	Application completed and submitted, waiting result
Regional solar initiative	Sign intermunicipal agreement and AREA agreement, support application for solar farm creation	Alain	dependant on successful application, AREA work, location	Supporting Economic Growth		90	9	30-Nov-23	New intermunicipal agreement signed, AREA leading the application
Noise pollution - public engagement	To present draft policy to key business and community	Alain	none noted	Supporting Economic Growth		40	5) 15-Jun-23	Planning - engagement to occur in the coming months. Alix has taken the lead on this item to move it efficiently
CMA Project - Clare /Argyle Tourism Development Initiative	Replace or Refresh the Interpretive panels in both areas	Scott	Need approval from ACOA & Acadian Affaires	Supporting Economic Growth		75	8	D July 2024	Works continues on this Project

Office of the CAO

Exit 31 DOT Signs	Replace the two exits 31 signs	Scott	Photo contest for new design of sign	Supporting Economic Growth		90	95	01-May	Photos Sent to TPW May 14/23
Low Carbon Community	Submitted a application for for a feasibility study or Strategic plan for EV Vehcile and Charging stations in the municipality	Scott	Need approval from the province			80	85	01-Aug	The study has started and siemens requesting info from Staff
CMA Banner project	Submitted appication to Street Beautification Grant t purchase banner that would be installed aroudn the municipality. This a regional project with MODY, Town, Clare and Barrinton	Scott	Funding approved Next step is RFP			80	80		Flags and Banner are being ordere should have them in late May early june (Still waiting)
Levy Bylaw Election	Work with YASTA and community to introduce LEvy Bylaw Working with Council and CAO to	Scott Scott	Informing and buy-in of resident Training			60		Oct/Nov 2024	Need to amend Policy to creat the Ad Hoc committee RO Training May 29
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