































Office of the CAO

Activity/Project	Brief Description	Lead staff	Future work & barriers	Strategic Goal	Status Update - September 2024	Status Update - January 2025	Expected completion date	Comments
EPC - Mariners Center	Participation in MC expansion action committee	Alain	none noted	Providing a healthy/inclusive environment	80	85	31-Mar-26	Multiple meetings, long term commitment, expected tender to be end of October2024.
Recreation succession planning	Work alongside Department to determine proper succession and course of action	Alain	Reliant on department meetings	Plan/deliver modernized service	60	75	30-Sep-25	Prelim plan discussed, more detailed analysis needed.
Capital Reserve Policy	Develop policy on how Council allocates to future capital projects, new wind turbine revenues	Alain	Expected work in Fall 2024	Improving Governance			28-Feb-24	Work to begin in fall of 2024
Scotia Recycling contract negotiation	Regional negotiation of contract	Alain	Reliant on CAO availabilities	Providing a healthy/inclusive environment	95	100	05-Oct-24	Negotiation completed, contract amendment led by town
Mariners Center Internal Audit	Work as a region to address accounting issues at the mariners center	Alain	timing dependent on MC staff	Improving Governance	70	75	31-Dec-24	Three phases of work required to improve governance. audit preparation should be completed by Sept 20, 24
Airport municipal agreement	negotiate updated municipal agreement with MODY/TOY	Alain	timing on negotiation with region	Supporting Economic Growth	95	95	31-Mar-24	final round - should be completed in days
Hire Housing Coordinator	develop position, confirm funding	Alain	prepare job description, advertise part time position	Supporting Economic Growth	60	60	10-Apr-24	Paused pending org review
Oyster Aquaculture-applications -ADA	Establish effective communication with residents, province	Alain	Council decisions required	Supporting Economic Growth	60	90	15-Jun-24	Awaiting PNS response to 47 site refresh
NS Guard - New Provincial EMO department	Asked to join a strike force for the province to set the required work to create	Alain	Ad hoc committee work	Keeping Residents and Businesses safe	90	90	15-Jul-24	Asked and accepted the position, meetings to occur in June
Fire Services improvements	Commence improvements to training, equipment, safety	Rene/Alain	Dependent on funding and fire departments	Keeping Residents and Businesses safe		10	30-Nov-25	Multiple recommendations to implement over time
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	95	100	31-May-24	Finalized, awaiting final reporting with fire departments and council
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	90	30-Nov-24	Application underway, will be submitted by AREA in summer of 2024
Noise pollution - public engagement	To present draft policy to key business and community	Alain	none noted	Supporting Economic Growth	75	85	15-Jun-23	Alix has handed the project back to the CAO, CAO is lead now

CMA Project - Clare /Argyle Tourism Development Initiative	Replace or Refresh the Interpretive panels in both areas	Scott	Need approval from ACOA & Acadian Affairs	Supporting Economic Growth	 90	 100	July 2024	All panels have been replaced. However we have two that need to be change, we also need to finish the vignettes. Plan is to complete by Dec 31. However the main goal of replacing the panels was completed in August/24
Exit 31 DOT Signs	Replace the two exits 31 signs	Alain	Photo contest for new design of sign	Supporting Economic Growth	 95	 95	aug 2025	Still waiting for TPW to install
Council orientation and training	ongoing orientation and training plans for councillors	aLin	coordinate internal and external training	Improving Governance	 10	 20	Jan 2026	ongoing orientation - taken Code of conduct, roberts rules of order, internal training
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	Supporting Economic Growth	 90	 100	sept 24	Waiting for the study to be completed by the Siemens and Working on the Public information session in October
Election	Working with Council and CAO to prepare for Election 2024	Scott	Training	Improving Governance	 70	 100	01-Oct	Nomination is complete all formal notification have been done in local papers. Currently updating the Electors list and preparing for the actual election
Active transportation funding	apply for relevant AT funding	Alain	final report from engineers	Providing a healthy/inclusive environment	 0	 10	Feb 2025	Alain to apply for funding support for pathway construction
Mariners Center transition	transition of leadership	Alain	various	Providing a healthy/inclusive environment	 10	 30	June 2025	Team, Kyle B, Marsha d, Alain M, Board
RCMP GDPRM	Consideration of additional officers (regional)	Alain	Buyin from both MODY and MODA	Keeping Residents and Businesses safe	 50	 50	March 2025	meeting with MODY to discuss
Housing opportunities	Engaging Eilidh in fact finding exercice on housing options for Argyle	Alain/Rene/Eilidh/Kyle	Funding	Plan/deliver modernized service	 10	 20	dec 2025	Initial meetings with developers planned, JE Hatfield road project commenced.
Extended Producer Responsibility transition	Determine transition of recycling materials for Argyle	Alain/kyle	Agreement from Circular materials	Plan/deliver modernized service	 30	 40	March 2025	Waste check and other regions will be part of work
Solid waste collection contract	Re-sign for pickup services	Alain	Conditional on EPR process	Plan/deliver modernized service	 10	 10	March 2025	looking into exending contract for a year