Department Report - Active Projects For the month of February 2025

	Activity/Project	Brief Description	Lead staff	Future work & barriers	Strategic Goal	Status Update - January 2025	Status Update - February 2025	Expected completion date	Comments
	PS 5 Overflow controls	Red Cap Lift Station/ Currently design Phase	Kyle	Budget / Workforce	Keeping Residents and Businesses safe			Jul-24	Curently retendered
	Tusket Brewery Wastewater Solution	Investingation and testing currently happening	Kyle	Budget	Keeping Residents and Businesses safe			Dec-23	Reccomendations have been recoeved
Operations	Tusket Waste Water Expansion		Kyle		Plan/deliver modernized service	50		Jan-26	Tender awarded to Garian
	Levy Bylaw	Work with YASTA and community to introduce LEvy Bylaw	Kyle	Informing and buy-in of resident	Supporting Economic Growth	85		Oct/Nov 2024	Policy was amended to accomodate the Adhoc committee.

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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	T	30	30	·	No new progress yet
	Subdivision By-Law	Create a municipality specific By-Law	Multiple People	WSP	Supporting Economic Growth		10	10		WSP is concentrating on J.E. Hatfield zoning
	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		60	60	24-Dec	We should be able to have a soft internal launch in February
Protective Services	Parking Accessibility at 5 J.E. Hatfield	Improving Accessibility to to Administrative building from overflow parking lot	René	Workload/Budge t			20	20	01-Sep	Received pricing for work and will be adding in next years budget
Troceane services	Private Road Signage	Installing Signage where required per the By-Law	Multiple People	Workload/Budge t	Keeping Residents and Businesses safe		30	40	01-Dec	As per Article C25 Naming of Municipal Streets and Private Roads -This will be completed in 4 Phases over 3 Years*Signs and posts recived and installation on hold until weather changes.
	Fire Services Review	Working on Action items OH&S requirements, training, record keeping, equipment replacing	Multiple People	Budget/Worforc e & Volunteers	Keeping Residents and Businesses safe		10	20	2027-12-01	Improving our fire departments - OH&S Contractor contacted to begin work on the requirements
	Fire By-Law/Polocies	Fire By-Law/Policies	René	Workload/Budge t	Keeping Residents and Businesses safe			10	28-Feb	This will help establish guidance for our volunteers and staff.
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		Improving the way the Finance			Plan/deliver modernized					Looking into and working with Townsuite to get
	Financial Reporting	Dept delivers Operating & Capital financials to council	Marsha	workload	service		40	40		the financial report we want and need to present to Council
	Tax Sale	Tax Sale process & procedures have begun.	Bonnie	none noted	N/A		60	80		Reminders for oustanding taxes have been sent and tax sale pending was stamped on all 2 years in arrears
	Auditing Policy &	To create a manual of auditing	Воппе	none noted	Improving	H	60	80	IVIdI-25	in arrears
	Procedures Manual	_	Marsha	Workload	Governance		20	30	Sep-25	
Finance	2025-2026 Operating, Capital Reserve and	Preparing 2025-2026 fiscal year			Plan/deliver modernized					
	Operating Reserve Budgets Improvements of internal	budgets for Council approval working at improving and streghtening internal controls	Marsha	none noted	service Improving		10	40	May-25	Preliminary work on the 2025-2026 have begun.
	controls	<u> </u>	Marsha	workload	Governance			30	May-25	
		Updating current and creating new HR policies to comply with the			Improving			00		Work is mostly complete. Needs Council seven
	Policy review	MGA & FRAM	Marsha	none noted	Governance			80	Mar-25	day notice then approval.
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	Glenwood Park Project #2	increase swimming area and improve safety	Natalie/ Ginette	Detailed design, enviromental issues	Providing a healthy/inclusive environment	60	70	22-Nov-24	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. FEB -Propasal received and contacted CCTH for Planning Assistance funding. Planning Assistance Grant Application submitted May10/24. RFP is ready. RFP Awarded to Viridis Consulting June 25. Initail meeting the week of
	Connect2 Funding application	Hire a consultanting firm to create a functional design	Natalie	RFP development	Providing a healthy/inclusive environment	75	75	01-Mar-25	First community engagemange held Jan 7/25
	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	85	90	01-Aug-24	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. 4 more weeks of play.
Recreation	Accessibility Plan Refresh	Plan needs to be refreshed by April 1 2025	Natalie	Lack of time	Plan/deliver modernized service	30	95	01-Apr-25	Meeting scheduled for July 5, 2024 to discuss steps moving forward. 3 community engagement sessions planned for October with 3 seniors groups. General survey sent to residents suscribed to simple texting (Argyle Connect). Projects separted in categories - completed, in progress, ongoing, not started. In Draft form. To be reviewed by Advisory Com Jan 24, 25. In draft Feb 2025
	Anti- Racism Plan 2025	New plan in place by April 1, 2025	Natalie	lack of time and resoursces	Providing a healthy/inclusive environment	10	75	01-Apr-25	Outline of activities need to be done. Plan is started. Engagement with students on Jnauary 24, 2025
	Multi-use pathway Plymouth	Hire a consultanting firm to create a functional design	Natalie	none noted	Providing a healthy/inclusive environment		70		Public engagement session 1 of 3 is complete

Future work & Status Update -Status Update -Expected Activity/Project **Brief Description** Lead staff Strategic Goal Comments barriers January 2025 February 2025 completion date Providing a Participation in MC expansion action healthy/inclusive Multiple meetings, long term commitment, expected Alain EPC - Mariners Center committee none noted environment 31-Mar-26 tender to be end of October2024. potential barriers Requests for information from the in time from third Improving received 4 requests, one completed, two underway, a **FOIPOP** public Alain party review Governance 20 50 various third to confirm Work alongside Department to Reliant on Recreation succession determine proper succession and department Plan/deliver Joel d'entremont hired as new Physical Activity Alain planning course of action meetings modernized service 60 70 30-Sep-25 coordinator Develop policy on how Council allocates to future capital projects, Expected work in Improving new wind turbine revenues Alain Fall 2024 Capital Reserve Policy Governance 28-Feb-24 Work to begin in fall of 2024 Work as a region to address Mariners Center Internal accounting issues at the mariners timing dependent Improving Audit assistance completed by Argyle, internal controls Audit center Alain on MC staff Governance 70 70 31-Dec-24 are the responsibility of MODY/TOWN timing on Airport municipal negotiate updated municipal negotiation with Supporting agreeement with MODY/TOY Alain **Economic Growth** agreement region 100 31-Mar-24 Will be on agenda for approval description, advertise part time Supporting Hire Housing Coordinator develop position, confirm funding Alain position Economic Growth 60 60 10-Apr-24 Paused pending org review Oyster Aquaculture-Establish effective communication Council decisions Supporting with residents, province **Economic Growth** applications -ADA Alain required 15-Jun-24 Awating PNS response to 47 site refresh Asked to join a strike force for the NS Guard - New Provincial province to set the required work to Ad hoc committee Keeping Residents Asked and accepted the position, meetings to occur in **EMO** department create Alain and Businesses safe 15-Jul-24 June Dependent on funding and fire Commence improvements to training, **Keeping Residents** March 6, 2025 date of next meeting with Rene, Office of the CAO Rene/Alain and Businesses safe 30-Nov-25 Marsha, Alain, fire volunteers Fire Services improvements equipment, safety departments dependant on Sign intermunicipal agreement and successful application, AREA AREA agreement, support application Supporting Regional solar initiative for solar farm creation Alain work, location Economic Growth 30-Nov-24 On agenda for approval Noise pollution - public To present draft policy to key business Supporting Draft for update to council on agenda, final education, engagement and community Alain **Economic Growth** 75 15-Jun-23 and enforcement edits required none noted Photo contest for Supporting Exit 31 DOT Signs Replace the two exits 31 signs Alain new design of sign Economic Growth 95 aug 2025 TPW confirmed install in spring 2025 coordinate internal Council orientation and ongoing orientation and training and external Improving ongoing orientation - taken Code of conduct, roberts training plans for councillors Alain training Governance 30 Jan 2026 rules of order, internal training

Active transportation- funding	apply for relevant AT funding-	Alain	final report from engineers	Providing a healthy/inclusive environment				Feb 2025	Application will not be possible as be completed by our consultants l
Mariners Center transition	transition of leadership	Alain	various	Providing a healthy/inclusive environment		10	40	June 2025	Team, Kyle B, Marsha d, Alain M, I
RCMP GDPRM	Consideration of additional officers (regional)	Alain	Buyin from both MODY and MODA	Keeping Residents and Businesses safe		50	95	March 2025	Resolved course of action, motion
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 pi
Extended Producer Responsibility transition	Determine transition of recycling materials for Argyle	Alain/kyle	Agreement from Circular materials	Plan/deliver modernized service		30	70	March 2025	Obtained draft pricing arrangement contract updated
Solid waste collection contract	Re-sign for pickup services	Alain	Conditional on EPR process	Plan/deliver modernized service		10	9 5	March 2025	To be released monday feb 24