

	Action Item Description	Owner	Deadline	Deadline	Status	Comments, issues, barriers
<b>December 2022 to March 2023</b>						
1	Hire a full time Fire Inspector to improve service delivery in the provincially mandated service.	CAO	2022	Nov	Complete	Hired in April 2022
2	Confirm funding for a world class regional multipurpose recreational center at Mariners Center.	CAO	2022	Nov	Complete	Announcement October 2023
3	Hire an Assistant Building Official to ensure service continuity, keep up to demand.	CAO	2022	Dec	Complete	Hired In December 2022
4	Complete the 2024 Boundary Review recommendation for the UARB.	DCAO	2022	Dec	Complete	Submitted to Dec 2022
5	Request additional provincial funding for Med. First Responder (MFR) service.	CAO	2023	Jan	Complete	Awaiting response
6	Update flag policy to celebrate various minority and community groups.	DCAO	2023	Jan	Complete	May need to add a sentence
7	Complete the ADA public engagement report for submission to the Province.	CAO	2023	Feb	Complete	
8	Repeal existing Council Procedures Bylaw in favor of a modernized policy and approach to Council meetings.	EXASST	2023	Feb	Complete	New policy is operational
9	Draft letter of support to PNS for Extended Producer Responsibility (EPR) to reduce costs to Argyle.	CAO	2023	Mar	Complete	Requires council approval
10	Negotiate and sign ownership(partnership) agreement of the Mariners Center..	CAO	2023	Mar	90%	
11	Participate as an advisor to the Shared Municipal–Provincial Services Committee for funding increase.	CAO	2023	Mar	Complete	Work completed - to Province
12	Assign Community signage to Councilors to lead in light of upcoming CMA 2024	CAO	2023	Mar	Complete	Assigned Jan 30, 2023
13	Establish action items and budget to implement 23-24 recommendations from Accessibility Plan.		2023	Mar		
14	Identify and document current tourism related accommodations and culinary experiences in Argyle.	EXASST	2023	Mar		
15	Establish annual action items and budget to implement ARC strategic plan for 2023-24.	REC	2023	Feb		
<b>April 2023 to June 2023</b>						
16	Co-lead the approval of Mariners Center Dev. Agreement & Charter to define decision making.	CAO	2023	Apr	Complete	Work with Colliers - completed
17	Create online feedback system for residents to inform us on service matters.	DCAO	2023	Apr	90%	Waiting for software upgrade
18	Establish more permanent and appropriate home for CIFA in Argyle, CMA 2024.	DCAO	2023	Apr		
19	Amend Community litter clean up to encourage more kilometer clean up.	EXASST	2023	Apr		
20	Update low-income tax exemption to assist more residents in need.	FINANCE	2023	Apr	Complete	Completed for final approval Mar 9 council
21	Modernize grants to organizations policy to favor local festivals and priority events.	FINANCE	2023	Apr		
22	Establish Social Media summary of Council meetings and decisions, with Clerk assistance.	IT	2023	Apr		
23	Identify training & awareness of Equity, Diversity Inclusion & Accessibility (EDIA) principles to staff.	REC	2023	Apr		
24	Incorporate the needs for CMA 2024 into youth hiring of 23-24 and 24-25 fiscal years.	REC	2023	May	50%	
25	Develop and approve a Light Pollution Nuisance Bylaw for the Municipality.	CAO	2023	May	75%	Pub Engagement to be completed
26	Approve amendments to Land Use Bylaw & Strategy to encourage wind & solar energy generation in Argyle.	DCAO	2023	May	25%	WSP to present- options for PAC in Feb
27	Establish a committee reporting process to Council, to increase transparency & knowledge of committee work.	EXASST	2023	May		
28	Reset membership of the Police Advisory Board to improve community connection to policing services.	CAO	2023	Jun		
29	Create Inventory assessment of municipal infrastructure relevant to CMA, recommend improvements.	OPERATIONS	2023	Jun		
30	Review status of schools & community halls, recommend service improvements & funding support, CMA 2024.	PROTECTION	2023	Jun		
<b>July 2023 to September 2023</b>						
31	Obtain Acadian Affairs funding to provide francophone related services for our residents.	DCAO	2023	Jul		
32	Update emergency funding initiative for residents in need.	FINANCE	2023	Jul		
33	Collect Municipal land inventory, and prepare for sale of excess land for potential growth.	OPERATIONS	2023	Jul		
34	Complete the Asset Management Plan, create financial & operational plan for repair/replacement of capital assets.	OPERATIONS	2023	Aug		
35	Assign online promotional and marketing responsibilities to the Western REN for ADA Argyle. (WREN)	REGIONAL	2023	Aug		
36	Reset Experience Argyle event to reset annual celebration of our community, include multicultural component.		2023	Aug		
37	Establish a designated grant researcher and lead writer in seeking government and other sources of funding for Argyle		2023	Sep		
38	Update tourism signage on Highway 103 to entice tourism on Exit 31 in West Pubnico.	DCAO	2023	Sep	25%	Photo context end Feb
39	Create bed bank for billeting, determine accommodations in Argyle CMA 2024.	GIS	2023	Sep		

Action Item Description	Owner	Deadline	Deadline	Status	Comments, issues, barriers
<b>October 2023 to December 2023</b>					
40 Lead the creation of an intermunicipal corporation for a Tri-County regional planning initiative.	CAO	2023	Oct	50%	
41 Lead bylaw and policy review annually, including modernizing policy and bylaws.	EXASST	2023	Oct		
42 Establish annual orientation & training, including Code of Conduct and Ethics, Roberts Rules of Order .	EXASST	2023	Oct		
43 Establish a Capital Reserve Policy to ensure funds are set aside for future capital projects.	FINANCE	2023	Oct		
44 Update Business directory for visitors, print or web – CMA 2024.	GIS	2023	Oct		
45 Lead admin building improvements to enable inclusive and accessible building for staff,(Partner Recreation)	PROTECTION	2023	Oct		I added "plan" or is goal to complete?
46 Expand wastewater infrastructure in Wedgeport to accommodate growth & salability of smaller lots.	OPERATIONS	2023	Nov		
47 Invest and promote local culinary experiences, in light of CMA 2024 and Experience Argyle.		2023	Nov	10%	ACOA app to submit for conceptual
48 Invest in a large-scale solar farm and engage AREA to lead the application for a multi-municipal project.	CAO	2023	Dec	10%	
49 Obtain list of major aquaculture stakeholders and pursue organizations to invest in Argyle aquaculture.	CAO	2023	Dec		
50 Create a welcoming package for new residents, migrants, and immigrants.	DCAO	2023	Dec		
51 Modernize and update development, permitting and other municipal fees.	PROTECTION	2023	Dec		
<b>January 2024 to March 2024</b>					
52 Create work safe practices for higher risk workplace tasks.	PROTECTION	2024	Jan		
53 Modernize REMO response plan. (REMO)	REGIONAL	2024	Jan		
54 Investigate funding opportunities & ROI for residential buildings on JE Hatfield Court using composite materials.	DCAO	2024	Jan		
55 Establish annual action items and budget to implement ARC strategic plan for 2024-25.	REC	2024	Feb		
56 Establish action items and budget to implement 24-25 recommendations from Accessibility Plan.		2023	Mar		
57 Develop recommendations for marketing levy for Argyle to fund YASTA or other tourism priorities.	DCAO	2024	Mar		Need background info
58 Conduct internal policy review to ensure they have an EDIA lens.	REC	2025	Nov		
59 Expand usage of Alertable software, informing our residents of emergency events. (REMO)	REGIONAL	2024	Mar		
60 Investigate funding opportunities for a net zero energy devt to encourage responsible residential growth.		2024	Mar		
<b>April 2024 to June 2024</b>					
61 Create a Public Engagement/Communication policy establishing protocol on larger decisions.	CAO	2024	Apr		
62 Engage major commercial housing developers in larger regions to entice local investment in Argyle.	CAO	2024	May		
63 Fund and support Community signage initiative (CMA 2024).	FINANCE	2024	May		
64 Develop a software solution for long term sensitivity analysis of Argyle operations and projection reporting.	FINANCE	2024	May		
<b>July 2024 to September 2024</b>					
65 Create an easy method for new residents to voice their needs and wants.	IT	2024	Jul		
66 Lead operational changes necessary for regional planning organization.	PROTECTION	2024	Jul		I may need a bit more direction for this
67 Support businesses to prepare for CMA 2024 – business items, signage, pride.		2024	Jul		
68 Reset our inclusive employment policy with input from local minority groups.	DCAO	2024	Aug		
69 Create Argyle subdivision bylaw.	PROTECTION	2024	Sep		
Action Item Description	Owner	Deadline	Deadline	Status	Comments, issues, barriers

### October 2024 to December 2024

70	Initiate stakeholder work in downsizing & longterm cost reductions related to Yarmouth Airport Corp.	CAO	2024	Nov	10%
71	Extend Rue JE Hatfield Court and invest in services in preparation of saleable lots.	PROTECTION	2024	Nov	
72	Fiscally assist fire departments to install solar panels to offset utility costs (Partner - Protection Services).	DCAO	2024	Dec	
73	Investigate, with the Province of NS alternative forms of species development for our region's waters.	GIS	2024	Dec	
74	Modernize permitting system favoring a customer accessed cloud-based system.	PROTECTION	2024	Dec	
75	Incorporate wellness, accessibility, and inclusion language in the delivery of governance services to our citizens.	REC	2024	Dec	

### January 2025 to March 2025

76	Engage consultant to complete ARC and PAC Strategic Plan.	REC	2025	Jan	
77	Establish annual action items and budget to implement ARC strategic plan for 2025-26	REC	2025	Feb	
78	Establish annual action items from the Active Transportation Plan for 2025-26	REC	2025	Feb	
79	Advocate the NSFM and the Province to consider self-insurance or other assistance for Fire Services.	CAO	2025	Mar	10%
80	Establish action items and budget to implement 25-26 recommendations from Accessibility Plan.		2025	Mar	
81	Perform needs assessment of local businesses, determine funding opportunities to assist business.	CAO	2025	Mar	
82	Conduct fire services review of Fire Departments, focused on training, retention, funding, & administration.	CAO	2025	Mar	
83	Investigate a permanent structure supporting the local farmers market and other local business opportunities.	DCAO	2025	Mar	

### January 2025 to March 2025

84	Examine the merits of shared services in municipal planning, regional building inspections and corporate services.	DCAO	2025	May	
85	Investigate cost reduction of waste disposal through increased diversion or waste reduction.	OPERATIONS	2025	May	
86	Consider and investigate alternative solutions to waste landfill disposal.	OPERATIONS	2025	May	

### July 2025 to September 2025

87	Determine renewable energy alternatives for utilities at airport & Mariners Center, seek funding to support.	OPERATIONS	2025	Sep	
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### October 2025 to December 2025

88	Assess (regionally) the impact of climate change on our fishery and risks to our fishing stocks.	CAO	2025	Dec	
89	Consider business park expansion on exit 31 in West Pubnico.	PROTECTION	2025	Dec	

### January to December 2026

90	Complete long term succession plan for the Argyle Recreation Department.	REC	2026	Jan	
91	Consider alternative forms of service delivery for West Pubnico Satellite Library.	DCAO	2026	Sep	