

Month	Department	Initiative	Next Steps
February 2025 COW	Operations	PA system at Stadium	Schedule training sessions
February 2025 COW	Operations	<b>Policy Review:</b> Sidewalk Curb Construction Policy	Amended at Feb Council
February 2025 COW	Community Living	Themed crosswalks (sponsors?)	Prepare memo on options and costs
February 2025 COW	Community Living	Living museum	Complete
February 2025 COW	Community Living	Military museum	Confirm issue with Council
February 2025 COW	Community Living	Offer free exercise classes	Update Council on current practices, determine next steps
February 2025 COW	Community Living	A' Special Day - 'A' Day	Confirm issue with Council
February 2025 COW	Planning	Tourism Strategy Development	Update Council on the current plan
February 2025 COW	Planning	Reward for development - i.e. Phased In Assessment Program	Confirm issue with Council
February 2025 COW	Police	Police Bylaw Officer capacity	Prepare memo for Council
February 2025 COW	Police	Bridge gap between APD and mental health	Prepare memo for Council
Spring Budget 2025	Operations	Pickleball	Included in 2025/26 Capital Budget
Spring Budget 2025	Planning	TOA student staff position at tourist bureau	Include in 2025/26 budget and develop duties/contact border
Spring Budget 2025	Fire	Firefighter honorariums	Review appropriate amount, report to Council
Spring Budget 2025	Finance	Tax Reduction policy	To be included in the 2025/26 operating budget
Spring Budget 2025	HR	Solutions for TOA staffing on shoulder seasons	To be included in the 2025/26 operating budget
March 2025 COW	Community Living	Sports hall of fame	Prepare memo on options/locations and costs
March 2025 COW	Community Living	Coordinate with senior safety to educate safe scooter use	Meet with Senior Safety Coordinator/Communications staff
March 2025 COW	Community Living	Front door to NS, Welcome Home	Confirm issue with Council
March 2025 COW	Community Living	<b>Strategic Int: make a decision on the continued use of brick sidewalks downtown</b>	
March 2025 COW	Community Living	<b>Policy Review:</b> Themed Crosswalks	
March 2025 COW	Fire	<b>Strategic Int: determine the feasibility of a live fire training solution</b>	
March 2025 COW	Operations	<b>Policy Review:</b> Surplus Fill	
March 2025 COW	Finance	<b>Policy Review:</b> Installment Billing	
March 2025 COW	Police	Speeding in school zones	Prepare memo for Council on infractions & current enforcement
March 2025 COW	Police	3-way stop at Townshend and Willow	Traffic Authority Recommendation
March 2025 COW	Police	Lights at Church St/Robert Angus Dr	Traffic Authority Recommendation
March 2025 COW	Police	Left turn light at Subway	Traffic Authority Recommendation
March 2025 COW	Police	<b>Strategic Int: communicate crosswalk safety to pedestrians + motorists</b>	
March 2025 COW	CAO's Office	Turf soccer field	Review previous report/meet with citizen committee lead
March 2025 COW	CAO's Office	<b>Strategic Int: make a decision on Community Centre</b>	
March 2025 COW	HR	<b>Policy Review:</b> Annual Performance Evaluation - CAO	
April 2025 COW	Community Living	Carnival (commercial circus)	Connect with commercial operators
April 2025 COW	Community Living	<b>Strategic Int: combine IDE + Accessibility committees + strategies</b>	
April 2025 COW	Police	Helmet enforcement i.e. Scooters	Prepare memo for Council on current practices
Spring Budget 2025	Finance	<b>Policy Review:</b> Tax Reduction policy	
Spring Budget 2025	Finance	<b>Policy Review:</b> Tax Exemption Policy	
Spring Budget 2025	Finance	<b>Policy Review:</b> User Fee Policy	
April 2025 COW	HR	<b>Policy Review:</b> Employee Computer Purchase Policy	
April 2025 COW	CAO's Office	Need for a recreation department:	Prepare memo for Council
April 2025 COW	CAO's Office	Tournaments - Day of Champions, multiple tournaments at once	
April 2025 COW	CAO's Office	Sports Liaison Position	
April 2025 COW	CAO's Office	Territorial acknowledgement	Obtain legal advice and prepare memo for Council
May 2025 COW	Operations	<b>Policy Review:</b> Ice Allocation Policy	
May 2025 COW	Operations	<b>Policy Review:</b> Sign Rental Policy - Stadium	
May 2025 COW	Finance	<b>Policy Review:</b> Signing Authority Policy	
May 2025 COW	Police	Speed bumps in school zones	Traffic Authority recommendation
June 2025 COW	Community Living	<b>Strategic Int: review the Active Transportation Strategy to determine next actions</b>	
June 2025 COW	Community Living	<b>Strategic Int: develop a business case for a community market</b>	Get input from partners
June 2025 COW	Community Living	<b>Strategic Int: develop three new engagement opportunities for youth</b>	
June 2025 COW	Community Living	<b>Strategic Int: develop a plan for an accessible playground</b>	
June 2025 COW	Police	<b>Strategic Int: complete the APD strategic plan</b>	
June 2025 COW	Planning	<b>Policy Review:</b> Vacant Building Bylaw	
June 2025 COW	HR	<b>Policy Review:</b> Smokefree Workplace Policy	
June 2025 COW	CAO's Office	<b>Policy Review:</b> Media Policy	
June 2025 COW	CAO's Office	<b>Policy Review:</b> Procurement Policy	
September 2025 COW	Operations	Lead pipe replacement program	Prepare plan for inclusion in next water rate study
September 2025 COW	Operations	Parking lot availability/maintenance	Review Paser ratings/locate - present parking lot usage memo
September 2025 COW	Operations	<b>Policy Review:</b> Standard Specifications for Municipal Services (230-01)	
September 2025 COW	Planning	<b>Strategic Int: adoption of new Municipal Planning Strategy</b>	
September 2025 COW	Planning	<b>Strategic Int: develop a registry of developers to work + communicate with</b>	
September 2025 COW	Planning	<b>Policy Review:</b> Dangerous or Unightly Premises Policy	
September 2025 COW	Police	<b>Policy Review:</b> Enforcement Policy and Summary Offence Tickets Policy	
September 2025 COW	HR	<b>Policy Review:</b> Personal Leave of Absence Policy	
September 2025 COW	CAO's Office	Industrial Park Committee	Prepare memo with recommendations
October 2025 COW	Operations	Cricket	Include with parks review
October 2025 COW	Operations	Disc golf	Include with parks review
October 2025 COW	Operations	<b>Strategic Int: review parks/greenspace usage to accommodate growth and changing trends</b>	
October 2025 COW	Operations	<b>Strategic Int: ensure long term viability of Amherst water supply</b>	
October 2025 COW	CAO's Office	Backwater valve education: new Marketing position responsibility	Work with communications staff to develop education plan
October 2025 COW	CAO's Office	<b>Policy Review:</b> Recognition of Retiring Members of Council Policy	
October 2025 COW	Community Living	<b>Policy Review:</b> Arts and Culture Policy	
October 2025 COW	HR	<b>Policy Review:</b> Attendance Administration Policy	

October 2025 COW	Police	<b>Strategic Int: support community initiatives such as neighbourhood watch</b>	
October 2025 COW	Planning	Empty building tax for residential and commercial	Research authority
October 2025 COW	Planning	Sussex "beautification" policy	Research Sussex policy and report to Council
October 2025 COW	Planning	<b>Policy Review: Heritage Advisory Committee</b>	
October 2025 COW	Planning	Business passport program (perhaps with Sackville)	Discuss idea with Downtown Business Association
October 2025 COW	Planning	<b>Strategic Int: collaborate with our economic development partners &amp; host 1 economic forum</b>	
October 2025 COW	Planning	<b>Strategic Int: develop a Town beautification strategy</b>	<b>Actively engage community participation</b>
October 2025 COW	Planning	<b>Strategic Int: determine the feasibility of a transit system (A Bus)</b>	
October 2025 COW	Planning	<b>Strategic Int: Industrial Park expansion, develop a plan</b>	<b>Decide on expansion of industrial park</b>
November 2025 COW	Operations	Colour-themed flowers	Prepare memo on logistics/options and cost
November 2025 COW	Operations	<b>Policy Review: Paving New Residential Subdivision Streets</b>	
November 2025 COW	Community Living	<b>Strategic Int: investigate options to form a volunteer committee/liaison/database/action group</b>	
November 2025 COW	CAO's Office	<b>Policy Review: Written Submission to Council Policy</b>	
November 2025 COW	CAO's Office	<b>Policy Review: Naming Public Lands and Town Owned Facilities Policy</b>	
November 2025 COW	Fire	<b>Policy Review: Safety Policy</b>	
November 2025 COW	Fire	<b>Policy Review: Reporting Accidents Policy</b>	
November 2025 COW	Planning	Minimum housing standards - tenant fear of eviction if complaint filed	Review bylaw with Council including intent
November 2025 COW	Planning	Cooperation between business regarding hours	Discuss idea with Downtown Business Association
November 2025 COW	Planning	<b>Policy Review: New Subdivision Streets - Final Subdivision Approval Prior to Street Paving</b>	
November 2025 COW	Planning	Arts component - murals and beautification of our streets	Develop initial memo to Council for discussion
November 2025 COW	Finance	<b>Policy Review: Debt Management Policy</b>	
December 2025 COW	Community Living	Digital idea board	Confirm issue with Council
December 2025 COW	Community Living	Explore naming partners for festivals and events	Develop plan to solicit interest
December 2025 COW	Community Living	<b>Strategic Int: promote Amherst as an economic destination</b>	
December 2025 COW	Community Living	<b>Strategic Int: develop a strategy to target specific demographics to move to Amherst</b>	
December 2025 COW	CAO's Office	<b>Strategic Int: develop a communications plan/strategy</b>	
December 2025 COW	Planning	<b>Strategic Int: identify barriers to business growth</b>	<b>Create opportunities/incentives to overcome those barriers</b>
December 2025 COW	Planning	<b>Policy Review: Leased Land Community Bylaw</b>	
December 2025 COW	HR	<b>Policy Review: Remuneration for Acting Positions</b>	
January 2026 COW	Community Living	Outdoor musical festival, both local and large	Prepare memo on options and costs
January 2026 COW	CAO's Office	Visitor information centre in Amherst	Explore options/prepare memo for Council discussion
February 2026 COW	Community Living	Photo opportunity location (similar to Sydney fiddle, Shediab lobster)	Solicit ideas from community
February 2026 COW	Finance	<b>Policy Review: Audit Committee Terms of Reference</b>	Policy Review
March 2026 COW	Community Living	Fishing derby	Prepare memo on options and costs
Budget 2026	Operations	Skatepark lighting	Prepare memo on options + cost
Ongoing Priorities	All	Consider environmental factors in all of our development decisions	
Ongoing Priorities	All	Plan and ensure we can provide quality municipal services for an ever-increasing population	
Ongoing Priorities	All	Support organizations that develop affordable housing	
Ongoing Priorities	All	Ensure Amherst grows as an environmentally sustainable urban community	
Ongoing Priorities	All	Collaborate with agencies to enhance community safety (police, social services, mental health/addictions etc)	
Ongoing Priorities	Community Living	Invest in infrastructure to host inclusive + accessible signature events to attract residents + visitors	
Ongoing Priorities	Community Living	Work with community educators to provide programs/training customized to the needs of employers + community	June 2027
Ongoing Priorities	Community Living	Work with NS Health recruiters to attract health care professionals	March 2027
Ongoing Priorities	Community Living	Develop a mobility strategy	March 2026
Ongoing Priorities	Community Living	Develop infrastructure/programming/info/services that reduce barriers	
Ongoing Priorities	Community Living	Foster community engagement on a wide range of leisure, social, cultural + recreational issues	
Ongoing Priorities	Community Living	Seek input from all demographics of the community, particularly newcomers + equity deserving groups	
Ongoing Priorities	Community Living	Actively promote volunteer recruitment, retention + recognition	
Ongoing Priorities	Community Living	Build and maintain strong relations with community organizations for festivals/events + explore naming partners	
Ongoing Priorities	CAO's Office	Advocate for the protection of the Chignecto Isthmus	
Ongoing Priorities	CAO's Office	Promote environmental initiatives to our town residents + businesses	
Ongoing Priorities	CAO's Office	Develop partnerships that will lead to increased housing opportunities along the entire housing spectrum	
Ongoing Priorities	Planning	Prioritize developments that fast-track housing for social equity deserving groups	
Ongoing Priorities	Planning	Advertise Amherst strengths and opportunities to business and developers	
Ongoing Priorities	Planning	Facilitate the construction of 400 housing units	December 2027
Ongoing Priorities	Fire	Continue active participation with the Regional Emergency Management Organization	
Ongoing Priorities	Police/Fire	Commitment to emergency preparedness	
Ongoing Priorities	Police	Up-to-date policing standards	
Ongoing Priorities	Finance	Sound financial management	
Ongoing Priorities	Finance	Ongoing financial projections	
Ongoing Priorities	HR	Comprehensive human resources plan	
Ongoing Priorities	HR	Internal communications plan	
Ongoing Priorities	HR	Ensure adequate training of all staff	