

Chief Administrative Officer's Report

January 17, 2024

PROJECT FILES:

Clare Health Centre:

- Funding announcement on January 15, 2024, was well received.
- CBC, Radio Canada, Courier, and CJLS have reported on the expansion.
- Still working on making building weather tight (DensGlass wrap and covering of windows).
- The roof is essentially done.
- Big push on mechanical and electrical.
- In-wall inspection scheduled for next week.
- Partial handover – April 1st. Board up interior wall in this section (i.e. first floor) by end of January.
- Working on quote to extend front parking lot.
- Furniture selection / equipment purchases for new offices is also a focus at the moment.

Clare Veterans Centre (CVC):

- **To be discussed in-camera**
- Schematic design ongoing
- Reviewing options for building type (wood, metal, pre-engineered options, traditional build)
- Contracting strategy in discussion – to be determined in January (package 1: building envelope and foundations, and then package 2: Interior fit up)
- Funding application has been submitted to ACOA. Awaiting response.

Meteghan Sidewalks:

- Closing date has been extended 1 week to January 25, 2024.
- Have received inquiries from a number of prospective bidders.
- Permit has been received.
- NSP to scope the project on January 17, 2024.
- Application to the Province's Municipal Capital Growth Program has been submitted in response to increases in anticipated project costs and based on actual costs incurred on similar type projects. Awaiting response.
- In terms of schedule, planning for a Spring 2024 construction start.
- Total GoC funding contribution - \$995,558 (43%).
- Total MCGP funding request - \$686,956 (30%).
- Total estimated project cost is \$2,309,363.

Meteghan Sewer Extension – Sunset Road:

- No new development since November 15 - CAO Report.
- Awaiting revised site plan from developer in order to finalize system design and prepare tender documents.
- Agreement regarding housing project deliverables has been signed.
- Contribution agreement with GoC's Investing in Canada Infrastructure Program (ICIP) – Green: Environmental Quality stream has been signed.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%).
- Total municipal contribution \$415,467.

Wentworth Park:

- Working on project application under the Community ACCESS-Ability Program (NS Department of Community, Culture, Tourism, and Heritage) for the addition of an accessible kayak launch and the replacement of an existing footbridge along the trail with a more accessible design.
- Updated quotes have been received. These will be discussed further under New Business.
- As per program guidelines, project funding is available for 2/3 of eligible costs, up to a maximum of \$50,000.
- Application deadline is February 14, 2024.

Clare & Argyle Acadian Tourism Development Project

- Project is progressing on schedule.
- 17 of the 38 vignette narrations will be completed by late January (Clare). The remaining 21 (Argyle / Yarmouth) will be completed in February.
- Greenlight Studios will start compiling Clare videos later in January.
- Larry Peach and Denise Saulnier are selecting photos to complement the video footage.
- Content research for interpretive panels is ongoing. Design should start by late January.
- The goal is to have the project completed by Summer 2024.

Track and Field:

- Sitework has re-started.
- Mid Valley Construction has been responsive to the deficiencies noted in the previous work. They are coordinating with Able to excavate and install the missing conduit on the "far" north side of the field.
- All pole bases have been formed and poured and are proceeding through the minimum 28-day cure time.
- It's anticipated the poles will be stood (weather pending) in early February with testing and commissioning to immediately follow.

Hectanooga Fire Department:

- Project is essentially complete.
- Pricing for tables and chairs, and water softener to be discussed under New Business (Item 12.6).
- Municipality has requested streetlight be installed at entrance. Met with NSP Scoper on site.
- Waiting on funding program for generator (80%).

Cultural Hub:

- Four heat-pumps have been installed on the 1st floor.
- Installation of the larger commercial unit for the 2nd floor is underway. Expected completion – January 2024.

Fire Service Review:

- Scope of Work has been approved by Council.
- Forwarded to CFFA Executive for review who in turn have shared it with the 7 fire chiefs.
- Awaiting feedback.

Cape Saint Mary Lighthouse Park:

- To be discussed under New Business (Item 12.4)
- Metal roof on lighthouse seriously damaged during windstorm earlier this week.
- Picnic shelter roof also sustained damage.
- Building inspectors have been on site to assess damage.

Sustainable Communities Challenge Fund

- Applications have been submitted on behalf of both the Belliveau Cove Development Commission and the Société Historique Acadienne de la Baie Sainte-Marie.
- Currently waiting on response.

LUB and MPS Review:

- Initial public consultation to be held at 7:00 pm on January 24, 2024, at the Little Brook Fire Department.

FINANCIAL:

- As of November December 31, 2023, the Municipality has recorded \$11,200,421 in revenues versus \$9,326,829 in expenses, for a surplus of \$1,873,592.
- As of December 31, 2024, the Municipality had a balance of \$3,042,734 in its operating fund, \$461,020 in its capital fund and a total reserve balance of \$4,276,735. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,542,724
 - Capital reserve - \$209,613
 - Landfill closure reserve - \$356,434
 - Gas tax reserve - \$654,907
 - SSGF reserve - \$513,057
- LOC (CHC) - \$ 2,185,280