

**Chief Administrator's Report**  
**By CAO Connie Saulnier**  
**December 16<sup>th</sup>, 2015**

**Meteghan Sanitary Sewer System Extension:**

- All underground piping (collection system and pressure sewer) has been installed and tested.
- The pressure sewer pipe has been installed onto the Meteghan River bridge and tested.
- Reinstatement of asphalt, gravel shoulder, and landscaping has been substantially completed. Grass reinstatement will be touched up in the spring to ensure adequate reinstatement.
- The sanitary sewer pumping station has been installed. Electrical hook-up is scheduled for completion early next week. Delays in electrical work resulted from Nova Scotia Power rescheduling site inspections on a couple of occasions.
- The sanitary sewer pumping station will be tested and commissioned next week following completion of electrical hook-ups.
- The new portable generator has not yet been delivered.
- The project is currently under budget and the date of Substantial Performance of contract of December 18, 2015 appears to be capable of being met by the Contractor.

**Meteghan Sewer Treatment Plant Sludge Dewatering:**

- Tender / Construction Documents are scheduled to be completed in the new year.
- Tendering of the project is scheduled to be done prior to spring to facilitate spring / summer construction.

**Major Point Road:**

- Acker & Doucette Surveying Ltd. have been retained to obtain topographic information of the site as well as location of property boundaries and the right-of-way of the existing roadway.
- Tender / Construction Documents are scheduled to be completed in the new year.
- Tendering of the project is scheduled to be done prior to spring to facilitate spring / summer construction.

**Boundaries Review**

The Boundaries Review public meetings, which were held in St. Bernard, Saulnierville and Salmon River, have been completed and Council met on November 25<sup>th</sup> to review all correspondence and comments presented during those meetings.

### **Saulnierville Legion Tender**

Pam Doucet will be reporting on this project.

### **Personnel**

The Municipality of Clare has received a grant to host a bilingual intern from a French university through the French-Language Services Nova Scotia Municipal Internship program for a period of one (1) year. Jessica Wilson, from St. Anne's University, was chosen at the successful candidate and will begin working at the municipal office the first week of January, 2016.

I would like to welcome Stéphane Cyr as my successor as the new CAO for the Municipality. Stéphane officially takes over on January 4<sup>th</sup>, 2016.

And I would also like to take this opportunity to thank Council for having accommodated my request to change positions from CAO to the Director of Finance. I would like to take this opportunity to thank Council for all their support. I have been truly fortunate over the past 8 ½ years to have worked for 2 great Councils and 2 remarkable Wardens (Jean Melanson and Ronnie LeBlanc).

Of course, even though I will no longer be attending Council meetings, I will not be leaving the municipal office; I will just be moving a few doors down the hall to a new office.

Thank you.