

**Chief Administrator's Report
By CAO Stéphane Cyr
July 18, 2018**

PROJECT FILES:

Church Point Sewer Treatment Plant (\$198,628)

- No new developments. See Council minutes from May 16, 2018.

Sewer Extension – John Thibodeau Road (\$607,000)

- Control panel is installed and NSPI inspection complete.
- Lift station was commissioned on July 17, 2018.
- Engineers are completing their measurements in order to finalize the “as-built plans”
- A few very minor deficiencies have been identified (i.e. paving around manholes, small leak) and will be corrected next week.
- This notwithstanding, site is ready for Riverside Lobster International to hook-up
- Project claims and other documentation are currently being prepared for submission to ACOA.

Clare 250th (\$117,300)

- Commemorative Clare 250th wine currently in NSLC stores in Meteghan, Digby and Yarmouth.
- “Clare dans un soir 2” was a big success. All 7 shows were sold out.
- Canada Day celebrations at Smuggler’s Cove, under the umbrella of the Clare 250th, was another big success. In excess of 750 people in attendance.
- Wine and cheese to be held on August 2, 2018 at the Richelieu. This is a collaboration between the Municipality of Clare (Clare 250th), the Festival acadien de Clare and the Clare Chamber of Commerce. Official launch of a digital business wall of fame to be housed at the Entrepreneurship Centre in Church Point. Four (4) business leaders will be inducted during this event.
- Our stage behind the Rendez-vous will be moved out front, between the Rendez-vous and the Centre acadien. This will allow the community to make much better use of an under-utilized asset.
- New launch will be held in October and will include (tentatively) a commemorative ceremony with Kenneth Saulnier to celebrate the 40th anniversary of the song “Saulnierville Station”

Cultural Hub Project (\$270,000)

- All interior work is complete (crack-filling, painting, interior signage, lunchroom /conference room, upstairs bathroom, fire separation)
- Low-maintenance landscaping is complete.
- Sign is the last remaining project element. Quotes have been received for panels. Awaiting quotes for structure.

Cape St. Mary Lighthouse (\$167,025):

- Official opening of the park was held on the evening of July 5, 2018. In excess of 200 people in attendance. Excellent media coverage. Comments to date have been very positive.
- A few small items remain (i.e. minor landscaping) in order to complete the project. These will be taken care of in the coming weeks, without disrupting public enjoyment of the park.
- **In-camera discussion.**

St. Bernard Fire Department:

- Storage shed under construction.
- Propane tanks installed. Generator has arrived. Still waiting on ovens. Once these arrive, propane heating system will be finalized.
- Crack-filling and painting of the rear extension is currently underway
- Tables and chairs have arrived
- Paving may occur in August (waiting on confirmation). If not, September/October.

Clare Veterans Centre:

- RFP closed on July 16, 2018
- **In-camera discussion**

Major Point Road:

- No new developments. See Council minutes from May 16, 2018.

Gran Fondo:

- As of July 17, 2018, we have 481 registrations including approximately 113 (23%) from out of province.
- Registration for the mini-fondo is now open (ages 5-12). 36 participants have registered thus far. Goal is 100 participants.
- Overall, registrations are trending well compared to last year (1 ahead).
- If we look at the past 2 years, registrations really ramped up starting July 21st up to and including July 31st (jersey deadline).
- In terms of accommodations, things are going well. We still have houses in Clare which are available.
- Attended Heartland Tour events in Halifax, Annapolis Royal, Bridgewater and Yarmouth. Great promotion and lots of social media coverage.

Meteghan River Sewer Extension

- Approval granted for replacement of outfall pipe and installation of new pump (with VFD) and manhole. Waiting on revised letter of offer.
- Currently revising price estimates.
- \$56,554 in available

Rural Internet

- Expression of Interest (EOI) was closed on June 29, 2018
- **In-camera discussion**

CMA 2024

- Joint Council meeting was held with the Municipality of Argyle on July 3, 2018 to discuss the CMA 2024. Here, the decision was made to strike and ad-hoc committee and commit funds (up to \$15,000 per municipal unit) for the preparation and submission of the bid document.
- The deadline for submission is October 30, 2018.
- Committee members for Clare include :
 - Larry Peach – Tourism Manager, Municipality of Clare
 - Clint Bruce - Professor, Research Chair on Acadian and Transnational Studies, Director - Observatoire Nord/Sud
 - Natalie Robichaud – Executive Director, la Société acadienne de Clare
 - Daniel LeBlanc – Artistic Director, Festival acadien de Clare
- Chris Frotten, Municipal Clerk with Argyle will chair the committee. The members from Argyle are currently being identified.

- Allister Surette, Université Sainte-Anne, will also remain engaged in an advisory capacity.
- I will assist the committee, as required, as a resource person. For example, drafting the funding application to the Office of Acadian Affairs and la Francophonie

FINANCIAL:

- As of June 30, 2018, the Municipality has recorded \$7,653,784 (85.3%) in revenues versus \$2,577,153 (28.7%) in expenses, for a net income of \$5,076,631 (56.6%).
- As of June 30, 2018, the Municipality has a balance of \$3,459,968 in its general account, \$176,431 in its capital fund and a total reserve balance of \$3,502,432
 - Operating reserve - \$442,468
 - Capital reserve - \$2,059,256
 - Landfill closure reserve - \$320,210
 - Gas tax reserve - \$680,498

INTERNAL:

- Audit is currently underway. Meeting(s) of the audit committee will be convened as required in the coming weeks. As per previous years, auditor-prepared financial statements will be presented to Council in September.
- **Meetings of note since June 20, 2018:**
 - NSHA – MOA re: Family Practice Nurse – June 29, 2018
 - Grand Opening – Cape St. Mary Lighthouse Park – July 5, 2018
 - Consultation Session with NS Municipal Affairs (Yarmouth) – July 9, 2018
 - Meeting with Peter McClelland and David Wong – July 10, 2018
- **Upcoming RFP / Tender Closure Dates:**
 - HR Policy Manual – July 20, 2018
 - Sidewalk Snow Removal – July 31, 2018
 - Roofing – Belliveau Cove Wastewater Treatment Plant – August 7, 2018
 - Tax Sale by Tender – August 8, 2018
 - Renovation to Storage Building (next to CHC) – August 20, 2018