

**Chief Administrator's Report**  
**By CAO Stéphane Cyr**  
**March 15, 2017**

**PROJECT FILES:**

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

- Tender for 12' x 16' building has closed. Will be looking for a motion from Council later this evening to award the tender. Work set to commence next week (weather permitting).
- Design of control panels from KRC Controls (Kevin Cook) expected by March 31, 2017.
- Project is advancing as per schedule. Cash flow commitments for this fiscal have been met.

**Clare Veterans Centre**

- Renovations to the upstairs washrooms to be completed by March 31, 2017.
- New storage shed has been built on site (part of original project) to house generator and garbage.
- Still awaiting LED digital display from CompuTECH Multimedia (\$28,182 plus HST and including installation)
- Project is advancing as per schedule. Cash flow commitments for this fiscal have been met.
- **Clare Veterans Association** – Municipal Solicitor is currently drafting new lease agreement. The new agreement will be ready for signature later this week or early next week.

**Sewer Extension – John Thibodeau Road (\$557,000)**

- The invitational tender for the lift station has been issued (Xylem Inc. and Samson Pumps)
- Site survey is complete. Currently identifying location of laterals.
- Cash flow commitments for this fiscal will be achieved.

**Cultural Hub Project (\$200,000)**

- Tender for building renovations has closed. Will be looking for a motion from Council later this evening to award the tender. Work set to commence in early April 2017.
- Immediate priority is the roof.
- Cash flow commitments for this fiscal will be achieved.

### **Clare 250th (\$200,000)**

- No new developments since project submission.
- Application for funding assistance in the amount of \$200,000 was submitted prior to the program deadline of January 31, 2017
- Of this \$200,000, the Municipality will contribute \$25,000.

### **Gran Fondo:**

- Registration is now open. To date, 170 participants have registered.
- Municipality of Clare has been nominated for a Prestige Award from the Canadian Sport Tourism Alliance, in the category of Sport Tourism Organization of the Year.
- Recipients will be announced on Tuesday, March 21<sup>st</sup> 2017 during the 11<sup>th</sup> Prestige Awards in Ottawa.

### **Cape St. Mary Lighthouse (\$141,816):**

- Concept paper has been reviewed by ACOA and given the go ahead to proceed to a formal application.
- Draft of the application is currently being reviewed in-house with the intention of submitting to ACOA prior to March 31<sup>st</sup>.
- The total project cost (as submitted) is \$141,816, with \$64,816 (46%) being requested from ACOA and the Municipality contributing \$77,000 (54%)

### **Tax Sale 2017:**

- The Municipal Tax Sale was held on Saturday, March 11, 2017
- A total of 28 properties were presented for sale.
- Of these 28, 2 were removed from the tax sale, 2 were redeemed and the remaining 24 were sold for a total of \$123,793.63.
- Of this \$123,793.63, \$17,362.91 were applied to tax arrears. The remaining surplus of \$87,362.91 will be placed in the tax sale account.

## **FINANCIAL:**

- The Municipality remains in good financial position.
- As of March 15, 2017, the Municipality has recorded \$8,712,019 (97.75%) in revenues versus \$8,140,820 (91.34%) in expenses, for a net income of \$571,199 (6.41%).
- Again, as of March 15, 2017, the Municipality has a balance of \$1,326,669 in its general account and a total reserve balance of \$3,120,853
  - Operating reserve - \$435,670
  - Capital reserve - \$1,936,729
  - Landfill closure reserve - \$315,290
  - Gas tax reserve - \$433,164

## **INTERNAL:**

- Connie Saulnier has retired and we wish her well in her future endeavours. The Director of Finance position will be posted in the coming weeks.
- Daniel Gaudet has been hired as the new Assistant Building Inspector.
- **Stakeholder meetings (from February 16, 2017):**
  - Rural Internet – CAO Meeting – February 21, 2017
  - By-law Committee Meeting – February 23, 2017
  - UNSM Special Meeting on Accountability and Transparency – February 24, 2017
  - Funding Announcement and meeting with MP Fraser – February 27, 2017
  - Meeting of Minister of NS Department of Natural Resources – February 28, 2017
  - Rural Internet – CAO Meeting – March 2, 2017
  - Communication Committee Meeting – March 2, 2017
  - EMO Training – Municipal Council – March 6, 2017
  - Rural Internet – CAO Meeting – March 9, 2017
  - UNSM Regional Meeting – March 10, 2017
- **Upcoming meetings of note:**
  - Soirée de reconnaissance – Conseil de santé de Clare – March 19, 2017