

Chief Administrative Officer's Report
By CAO Stéphane Cyr
July 21, 2021

PROJECT FILES:

Internet:

- All services are now available.
- 250 customers are now online.
- Have encountered delays from NSPI on assessment areas (i.e., highway and water crossings). For example, the Bonnie Road crossing was submitted in November 2020 and is just now getting constructed.
- The VistaCare crews have started working down toward St Alphonse / Salmon River ahead of the make ready being done.
- The other challenge has been the central splitter point cabinets (one is being installed tomorrow in Saulnierville) which is holding up some of the work that's otherwise complete. The resin shortage created a significant backlog. That said, 6 cabinets are expected to arrive over the next 6 weeks.

Phase Updates:

- Phase 1 (Route 1 from Comeauville to St. Bernard) – Complete. Now completing installations
- Phase 2 (New Edinburgh / Bas-de-la Rivière) – Complete. Now completing installations
- Phase 3 – (Ohio to Hassett) – Complete. Now completing installations
- Phase 4 (Side roads along Phase 1) – Complete. Now completing installations
- Phase 5 (Concession, Patrice Rd, Little Brook Station) – Complete. Now completing installations
- Phase 6 (Concession, St. Joseph, PF Comeau Rd.) – Complete. Now completing installations
- Phase 7 (Cultural Hub to Amirault Road / Saulnierville Road, Second Division Road, Eustache Comeau Road) Strand and fibre complete, installing cabinet/splicing within the next 10 days
- Phase 8 (Saulnierville, Saulnierville Rd., C. Saulnier Rd.) – Strand and fibre complete. Ongoing splicing and awaiting CSP cabinet.
- Phase 9 (Meteghan River, d'Entremont Rd., Placide Comeau Rd.) – Strand and fibre complete. Ongoing splicing and awaiting CSP cabinet.
- Phase 10 (Meteghan Connector, Bonnie Rd., Peter Dugas Rd, John Thibodeau Rd.) – Strand and fibre complete (with exception of two highway crossings). Ongoing splicing and awaiting CSP cabinet
- Phase 11 (Saulnierville Rd to the Maxwellton, along Second Division Rd) – Strand and fibre complete (with exception of water crossing at Moise Rd and Bangor Rd). Ongoing splicing and awaiting CSP cabinet.

- Phase 12 (the remainder of the d'Entremont Rd. out to the Salmon Lake area) – Strand and fibre construction beginning week of July 19. Job was held up due to trimming.
- Phase 13 (Highway 1 and side roads from Meteghan Connector to Mavillette) - Strand construction started in conjunction with Make Ready being completed.
- Phase 14 (Highway 1 and side roads from Mavillette to Beaver River) - Strand construction started in conjunction with Make Ready being completed. NSPI is slow to mobilize but the Vistacare crews are moving ahead.
- Phase 15 (Salmon River Rd and Hectanooga Rd and side streets outlined) - No updates
- Phase 16 (Salmon River / Lake Doucette Rd) - No updates
- Phase 17 (Clean up areas in light, including Thibault Rd) - NSP scope ongoing. Have run into many anomalies on these lake side properties which is causing NSPI to look at rebuilding or repositioning pole lines, specifically around Victor Lake and Eel Lake.

Clare Veterans Centre (CVC)

- **No substantial change from May 19, 2021, CAO Report**
- Funding application to the newly launched Green and Inclusive Community Buildings program (GICB) was submitted on May 4, 2021.
- Applicants with small and medium green and accessible retrofit projects to existing community buildings ranging in total eligible cost from \$100,000 to \$3 million are accepted on a continuous basis and funded on a first-come, first-served basis.
- The total cost for the proposed CVC project is \$1,990,529 - \$2,330,280, depending on contingencies. Municipal contribution has been set at \$537,443.

Tourism Public Spaces

- Still waiting for confirmation of funding from both ACOA (\$164,867) and the Province of Nova Scotia (\$25,000).
- Municipality has already confirmed its contribution of \$50,000.
- RFP for Detailed Design – Tourism Public Spaces Development has been issued with a closing date of August 20, 2021.
- Currently fielding inquiries from a handful of interested firms.
- Once the RFP closed, staff will review the bids and prepare a recommendation for Council's consideration at the September 1, 2021, Council-in Committee meeting.

Housing Action Plan:

- **No substantial change from June 16, 2021, CAO Report**
- With the housing action plan complete, the Municipality is now focused on implementation. The following three recommendations have been flagged for implementation:
 - Villa Acadienne – Assessment of development potential including sight specific concept plans, costing estimates, pro-forma statements, etc. which may facilitate any future efforts by the Board to divest itself of this property.
 - REOI/RFP to Secure Land within the Municipality for Affordable Housing Development
 - REOI/RFP to Secure Developer for School Sites
- The Board of the Villa Acadienne has confirmed its willingness to participate in this initiative.
- A new letter of engagement has been signed with SHS Consultants, including the aboved-noted recommendations.

Asset Management:

- **No substantial change from June 16, 2021, CAO Report**
- Application to FCM Municipal Asset Management Program has been approved.
- Building on the Municipality's participation in the Asset Management Cohort, AIM Network has been selected as the lead consultant in the preparation of the Municipality's Asset Management Plan.
- A quick off meeting with Matt Delorme, Project Manager for AIM Network, will be scheduled in the coming weeks.

Fast EV Chargers

- **No substantial change from May 19, 2021, CAO Report**
- Advised by the WREN on May 11, 2021, that their application (of which we are a part) to NRCan was not successful.
- Apparently, the application scored well but given strong interest in the program and the number of applications received, it was not selected for funding as part of this intake.
- NRCan has provided the WREN with some feedback on where they could improve their application. It is the intention of the WREN to reapply.
- There are now two streams to apply to, one of which has recently opened, with the other stream opening in two months.
- As a reminder, this project application, if successful, would yield 3 Level-3 EV Chargers (i.e., Fast EV Chargers) in the Municipality at the following locations:
 - Joseph and Marie Dugas Park
 - Clare Veterans Centre
 - Cape. St. Mary Lighthouse Park

Meteghan Sidewalks:

- Engineers have been advised of Council's decision to proceed with the asphalt option.
- Currently working on finalizing project specifications
- Waiting on availability of infrastructure funding prior to proceeding to application.
- Anticipated start of construction – Spring 2022

Clare Health Centre:

- **No substantial change from June 16, 2021, CAO Report**
- NSPI inspection is complete.
- Generator and fuel tank are in place.
- Vents and louvers are installed.
- Still waiting on installation of bus bar in panel. This will be done in the coming weeks, over the weekend, so as to minimize disruption to the Centre's operations.

Washrooms / Parking Lot – Bourneuf Wharf Road

- Contractor to begin parking lot in 1-2 weeks.
- Installation of washrooms will follow thereafter.

Washrooms – Maxwellton Road:

- Installation of washrooms will happen at the same time as those on the Bourneuf Wharf Road given same design and contractors.

Track and Field:

- To be discussed under New Business – Item 12.5

Storage Building – Transfer Station:

- Site for building has been selected and cleared.
- Building specifications have been drafted and sent to engineer for approval. Approval expected in 1-2 weeks.
- Once approved, tender documents will be finalized and issued with a closing date of late August.
- Once the tender closed, staff will review the bids and prepare a recommendation for Council's consideration at the September 1, 2021, Council-in Committee meeting.

FINANCIAL:

- As of June 30, 2021, the Municipality has recorded \$8,122,118 in revenues versus \$2,897,040 in expenses, for a surplus of \$5,225,078.

- As of June 30, 2021, the Municipality has a balance of \$3,777,602 in its operating fund, \$82,553 in its capital fund and a total reserve balance of \$5,732,182. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,179,950
 - Capital reserve - \$2,722,792
 - Landfill closure reserve - \$334,394
 - Gas tax reserve - \$495,046