

Chief Administrative Officer's Report
By CAO Stéphane Cyr
March 17, 2021

PROJECT FILES:

Internet:

- As a general update, Mainland is now doing residential service connections, for internet services only.
- Television and phone services are being tweaked and should be available by the end of the month.
- In addition to their employees, Mainland has hired a local contractor to help complete installs.
- On any given week Mainland will have 1-3 crews doing installs and expects to see anywhere between 3-12 installs per day initially.
- Most of Mainland's initial installs have focused on New Edinburgh, with some in Ohio.
- 31 customers connected to date with a total of 50 expected by end of week.
- Feedback thus far has been very positive.

Phase Updates:

- Phase 1 (Route 1 from Comeauville to St. Bernard) – Complete (except for two splice locations)
- Phase 2 (New Edinburgh / Bas-de-la Rivière) – Complete. Now doing installations.
- Phase 3 – (Ohio to Hassett) – Complete. Now doing installations.
- Phase 4 (Side roads along Phase 1) – Strand and fibre construction is complete. Will begin installations in a couple of weeks, once further along in New Edinburgh and along Highway 340
- Phase 5 (Concession, Patrice Rd, Little Brook Station) - Strand and fibre construction are ongoing. Still awaiting the Highway 101 crossing in Little Brook Station to be completed
- Phase 6 (Concession, St. Joseph, PF Comeau Rd.) – Strand and fibre construction complete. Small amount of splicing remaining. Customers still cannot be hooked up until the Highway Crossing on Little Brook Rd is complete and network is tied in.
- Phase 7 (Cultural Hub to Amirault Road / Saulnierville Road, Second Division Road, Eustache Comeau Road) - Make ready and trimming is complete. Strand construction ongoing. Fibre to follow.
- Phase 8 (Saulnierville, Saulnierville Rd., C. Saulnier Rd.) - Make ready complete (less the Meteghan River water crossing assessment). Strand construction ongoing and fibre to follow.
- Phase 9 (Meteghan River, d'Entremont Rd., Placide Comeau Rd.) - Trimming and Make Ready work complete. Strand construction beginning and fibre to follow.
- Phase 10 (Meteghan Connector, Bonnie Rd., Peter Dugas Rd, John Thibodeau Rd.) - NSPI completed their scope end of January. Make ready and trimming ongoing (includes two Highway 101 crossings - Meteghan Connector and Second Division Rd.). Strand and fibre to follow.

- Phase 11 (Saulnierville Rd. to the Maxwellton Rd., along Second Division Rd.) - NSPI completed their scope week of March 15th. Make ready and trimming to begin where possible during Spring Weight Restrictions. Strand & fibre to follow.
- Phase 12 (the remainder of the d'Entremont Rd. out to the Salmon Lake area) – NSPI Scope completed late February. Make ready and trimming to begin where possible during Spring Weight Restrictions. Strand & fibre to follow.
- Phase 13 (Highway 1 and side roads from Meteghan Connector to Mavillette) - Bell currently scoping. Should be submitted to NSP within a week.
- Phase 14 (Highway 1 and side roads from Mavillette to Beaver River) - Make Ready application submitted to Bell and NSP during week of March 15th.
- Phase 15 (Salmon River Rd and Hectanooga Rd and side streets outlined) - Make Ready application being prepared.

Clare Veterans Centre (CVC)

- **To be discussed under New Business – Item 12.2**

Welcoming Communities / Communautés accueillantes:

- Jean-Paul Kalwahali, a former Université Sainte-Anne student, has been hired to manage the Rendez-Vous de la Baie Welcome Centre and will be starting Monday, March 22, 2021. Most recently, he has worked in immigration services in Newfoundland.
- With the support of the CSAP, Communauté francophone accueillante de Clare will be hosting “Journée Tuques et Diversité” on March 25 in Clare’s two elementary schools to discuss the importance of diversity and inclusion in our community.
- In association with Université Sainte-Anne, we launched the Party de cuisine à la Baie contest to encourage all residents of Clare – those who are established and those who are new to the area – to share their favorite recipes with the community.
- Along with Inclusion Clare, le Conseil des arts de la Baie, Clare Tourism Services and Université Sainte-Anne, we recently put out an invitational request for proposals for a concept plan for site improvements to the Rendez-vous de la Baie Welcome Centre & Le Centre acadien. The objective is to enhance the inclusivity and the harmony of the space to make it a more welcoming gathering place in the community.

Breakwater – Belliveau Cove

- The project has been completed at a total cost of \$394,125 plus HST.
- Of this amount, the Municipality's insurance provider contributed \$310,251.
- The claim has been to the Province's Flood Risk Investment Infrastructure program for a total of \$50,391 (or 50% of the remainder).
- The Municipality's contribution is also \$50,391.
- The lighthouse is now back in its original position. The road surface to the lighthouse has been completed and the gate has been reinstalled with new steel posts.
- A total of 13,500 tons of armour stone was used for this project.
- An invitational tender will be issued shortly for needed repairs to the lighthouse.

Housing Action Plan:

- Plan update was presented to Council on March 11, 2021.
- Stakeholder consultations (one on one as well as focus group sessions) are ongoing.
- Initial plan to be completed by March 31, 2021.
- Project has been extended to allow for review of additional sites / properties.
- Possible change order to include completion of key activities related to plan implementation.

Asset Management :

- **No substantial change from November 2020 CAO Report**
- Asset Management Cohort Program is complete. Awaiting final documentation from AIM.
- The Municipality's Asset Management Policy has been approved by Council.
- Application for funding assistance to help offset the cost of drafting the Asset Management Plan (80% up to a maximum of \$50,000) has been submitted.
- This is a highly sought after national program. FCM is processing an average of 30 applications per month.
- Currently processing applications 325 to 375. The Municipality's position is 491.
- No further action is required at this time. FCM will advise once they begin processing the Municipality's application.

Fast EV Chargers

- **No substantial change from January 2021 CAO Report**
- EV Charger application has been sent to Natural Resources Canada
- If successful, this project application 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:

- Initial design for all new sidewalks, curbs, and storm sewer is nearly complete.
- Paper-based plan set ready to review with the Municipality and TIR by the end of this week or early next week at the latest.
- At present, plans are showing all new sidewalks in concrete. Next step is to provide the option cost estimates for asphalt and concrete sidewalks, and present estimated costs.
- Tender and specification package is already prepared pending final adjustments to quantities, as well as budget and design approval.

Clare Health Centre:

- Generator is on order. Due to delays brought about by COVID-19, delivery is only expected in May.
- Wiring from the Health Centre to the shed is complete.
- Core drilling in the foundation is complete.
- Transfer switch has been installed in the electrical room.

Garbage Collection:

- Garbage collection tender has been issued with a closing date of April 1, 2021.
- This is a 5-year contract from October 1, 2021 to September 30, 2026.

FINANCIAL:

- As of February 28, 2021, the Municipality has recorded \$9,706,665 in revenues versus \$8,880,766 in expenses, for a surplus of \$825,899.
- As of February 28, 2021, the Municipality has a balance of \$1,310,149 in its operating fund, \$253,482 in its capital fund and a total reserve balance of \$5,726,167. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,172,679
 - Capital reserve - \$2,477,112
 - Landfill closure reserve - \$333,279
 - Gas tax reserve - \$743,097
- Preparation is well underway for both the Municipality's Operational and Capital Budgets for fiscal 2021-22, with the intent to present these to Council at the April 7, 2021 Council-in-Committee Meeting.