

Chief Administrative Officer's Report
By CAO Stéphane Cyr
April 20, 2022

PROJECT FILES:

Internet

- In-person presentation from Nick MacArthur, Operations Manager, Mainland Telecom.

Clare Veterans Centre (CVC)

- **No substantial change from September 15, 2021, CAO Report**
- Staff has reached out on November 8, 2021, for an update as to the status of our application. Unfortunately, Infrastructure Canada is not providing updates on applications currently under review, citing a high level of interest in the program and the need for ministerial review and approval.
- Funding application to the newly launched Green and Inclusive Community Buildings program (GICB) was submitted on May 4, 2021, and is still under review.
- 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.
- Cement slab for Smart Rink has been poured. Waiting on cement to cure prior to installing boards and synthetic ice. Installation is expected later this month.
- Invitations have been sent to the Chiefs of both the Meteghan and Little Brook Fire Departments to meet on site to discuss proposed plans for needed work to the firehole.

Clare Health Centre:

- Project is advancing as per schedule.
- Conceptual design and 3-D renderings were presented to Council on April 13, 2022, and subsequently accepted.
- Plan review is scheduled with the Centre's doctors on April 27, 2022.
- Construction documents are under development in anticipation of upcoming tender.
- Awaiting word from the Honourable Michelle Thompson, Minister of Health and Wellness, and the Honourable Colton LeBlanc, Minister of Acadian Affairs and Francophonie, in response to the Municipality's invitation to tour the CHC and review the proposed plans for expansion.

Tourism Public Spaces

- Joseph and Marie Dugas Park and Pointe-à-Major:
 - Advisory Committee met with Harry Jost on April 12, 2022.
 - Revised design includes Belliveau Boat located in front end of new building, slightly sunken into the floor with ground-level viewing ramp and surrounded by glass.
 - Large market hall open area remains intact. Building will be located closer to the road. Awaiting final round of questions from architect.
 - A slight raising of the chapel, stone wall and improved welcome area/parking is proposed for Pointe-a-Major.
 - Conceptual design for both sites will be presented to Council for review and consideration at the May Council-in-Committee meeting.

- Cape Saint Mary Lighthouse Interpretive Centre:
 - Building rehab plan and exhibit plan for the ground floor have been submitted. Artifact donations still being reviewed.
 - Design focuses on the fishing industry including vintage lobster traps, a ¼ replica of a barchette, tuna fishing memorabilia, lighthouse lens/foghorn, and visitor information.
 - Viewing platforms – Varcon was onsite site earlier today to laser scan the site topography.

- Wayfinding and Gateway Signage System:
 - Draft concept designs for gateway, directional and site identification signage have been submitted for review, as well as a map detailing proposed locations. These will be presented to Council for review and consideration at the May Council-in-Committee meeting.

Housing Action Plan:

- Two parcels of land have been purchased. Currently finalizing the purchase of two other parcels.
- Draft RFP for use with potential developers is currently under development.
- Engagement with SHS Consultants to wrap up by April 30, 2022 (as per ACOA contribution agreement).

Meteghan Sidewalks:

- Application has been submitted for consideration under the GoC's Active Transportation Fund. Awaiting response.
- Under this program, municipalities can apply for eligible active transportation projects (including sidewalks). The maximum allowable federal contribution is 60%.
- Total project cost is \$1,591,009 plus HST.

Meteghan Sewer Extension – Sunset Road:

- Application has been submitted for consideration under the GoC's Investing in Canada Infrastructure Program – Green: Environmental Quality stream.
- Under this program, municipalities can apply for:
 - Upgraded wastewater treatment or collection infrastructure.
 - Upgraded drinking water treatment and distribution infrastructure; and
 - Better capacity to reduce or address soil or air pollutants.
- The maximum allowable contribution is 73.33%.
- Total project cost is \$1,493,400 plus HST.

Clare Transfer Station:

- Repairs stemming from fire damage are ongoing:
 - Lighting and electrical is complete.
 - New motors have been installed for all 4 doors which are now operational.
 - Exhaust fans have been replaced and/or repaired
 - Expecting to loader from Strongco this week
 - Waiting on quote for repairs to damaged girt, exterior wall, ceiling insulation, and windows.
- Application for the new 30' x 50' storage building, and fire alarm system has been submitted for consideration under the GoC's Investing in Canada Infrastructure Program – Green: Environmental Quality stream.
- The maximum allowable contribution is 73.33%.
- Total project cost is \$294,862 plus HST.

Washrooms / Parking Lot – Bourneuf Wharf Road and Maxwellton Road.

- Washroom installation at both locations is now complete
- Facilities will be open to the public on the May long weekend, to match opening schedule at provincial sites.

Track and Field:

- **No substantial change from December 15, 2021, CAO Report.**
- Project is advancing well. Roughly 70% complete.
- Project activities, including the installation for both the asphalt and the rubberized track surface, are expected to resume in May 2022.
- Anticipated project completion – July 2022.

Clare Search and Rescue:

- Building renovations are complete.

Wentworth Park:

- Topographical survey of the parking areas is now complete.
- Test holes have been drilled, in order to help site the new washroom building.
- Preliminary design concepts are underway.
- Upland reviewing construction budget (not including washrooms).
- For the washroom piece:
 - Building to be designed and constructed by JD Composites
 - Incorporating lighting that will not inhibit Dark Sky
 - Costing out removal of old outhouses (1 quote received, awaiting another)
 - Drafting a tender to cover all other work for washroom (concrete, accessible pathway, plumbing electrical, septic, water)

Firehole at CVC:

- Grubbing complete.
- Existing hole has been cleaned out.
- Dry hydrant has been installed
- Fencing has been installed.
- Waiting on geotextile and gravel around the perimeter.

Multi-Use Court - Havelock Community Centre

- **No substantial change from February 16, 2021, CAO Report.**
- Application has been submitted for consideration under CCH's Recreation Facility Development Fund.
- Awaiting response from the Province.
- Total Estimated Project Cost – \$80,276 plus HST

Boundary Review

- C + D Community Design has been hired to conduct a proper study regarding the fairness and reasonableness of the number of councillors and polling districts, and district boundaries, within the Municipality of the District of Clare, in keeping with the requirements of ss. 368 and 369 of the MGA.
- Initial meeting with Council will be planned for May 2022. Purpose of the meeting is to:
 - Review initial analysis of Stantec report and gather Council feedback
 - Discuss existing system
 - Confirm proposed public participation program
- In the meantime, text and visual content is being developed for a new Boundary Review page to be added to the Municipality's website. Newspaper ads and an online survey are also being developed for future use.

FINANCIAL:

- As of March 31, 2022, the Municipality has recorded \$9,800,373 in revenues versus \$9,433,223 in expenses, for a surplus of \$367,150.

- As of March 31, 2022, the Municipality has a balance of \$409,850 in its operating fund, \$46,856 in its capital fund and a total reserve balance of \$6,699,029. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,088,036
 - Capital reserve - \$3,474,762
 - Landfill closure reserve - \$335,651
 - Gas tax reserve - \$800,580