

Chief Administrative Officer's Report
By CAO Stéphane Cyr
January 19, 2022

PROJECT FILES:

Internet:

- More than 465 customers are now online.
- The overpass crossing on Second Division did not get completed this week. It was scheduled for January 18th-19th, but NSP crews are still dealing with storm repairs. Currently waiting to hear when it is going to be rescheduled.
- Installs from the Meteghan Connector to Mavillette (just past Deveau Shore Rd) will begin next week, including side roads.

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:

- Contract for detailed design has been awarded to DSRA Architecture Inc.
- Kick-off meeting was held on January 7, 2022.
- Site visit with DSRA project team conducted on January 17, 2022
- Detailed design, including construction documents and specifications, tentatively scheduled for completion March 2022.

Tourism Public Spaces

- Geotechnical Survey:
 - Assessments have been completed by Harbourside Geotechnical Consultants Ltd.
 - Both sites deemed feasible for viewing platforms.
- Joseph and Marie Dugas Park and Pointe-à-Major:
 - Advisory group met with architects on January 11, 2022, to review conceptual design
 - Proposed design was well received by group members. Architect to pursue this concept and formalize design for Council's consideration.
 - Next meeting with architects – February 15, 2022
- Wayfinding and Gateway Signage System and Cape Saint Mary Lighthouse Interpretive Centre – Not yet started
- Still awaiting confirmation of federal funding

Housing Action Plan:

- Property submissions were presented to Council on January 12, 2022, for review. A handful of properties have been shortlisted for consideration.
- Staff / Council to follow-up on possible other leads.
- SHS Consultants to follow up with CMHC and Housing Nova Scotia regarding available programs
- WSP is conducting conceptual design for the current Villa.
- Preferred ownership structure appears to be one which is led by private sector, but respecting covenants developed by the Municipality.
- Municipal role primarily that of project facilitator / catalyst.

Meteghan Sidewalks:

- **No substantial change from November 17, 2021, CAO Report**
- The GoC has introduced the Active Transportation Fund. Under this program, municipalities can apply for eligible active transportation projects (including sidewalks). The maximum allowable federal contribution is 60%.
- Awaiting launch of online application process
- Meeting with a senior representative of Able Engineering on November 10, 2021. File is currently under review as the previous project lead is no longer with the company and some revisions are being made. Completion date is expected late December / early January.
- This notwithstanding, we do have the needed information to proceed to application under the ATF.
- Anticipated start of construction – Spring 2022 (subject to project funding)

Clare Transfer Station:

- Fire at the transfer station on the morning of January 11, 2022.
- Damage to the building was substantial.
- Working with the claims adjuster to assess the damage and begin repairs
- Building frame, exterior wall, ceiling insulation, electrical, lights, garage doors (4), loader have all been damaged. Awaiting pricing.
- In terms of prevention, looking at potential options to minimize damages should such an incident occur in the future – i.e., alarm system, sprinkler system (dry system), dry hydrant, etc.

Washrooms / Parking Lot – Bourneuf Wharf Road

- **No substantial change from December 15, 2021, CAO Report**
- Washrooms are complete
- JD Composites is waiting on nice weather for installation
- Looking to have everything finalized by end of December.
- Washrooms will remain closed to the public until Spring 2022.

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:

- **No substantial change from December 15, 2021, CAO**
- Project is advancing well. Roughly 70% complete
- Artificial turf field is still being installed, as well as other landscaping material
- Fence installation is scheduled to commence this week.
- The installation for both the asphalt and the rubberized track surface has been postponed until Spring 2022.

Meteghan Library:

- Renovations to the downstairs washrooms are currently underway
- Work is progressing nicely. Project is expected to be completed the week of January 24, 2022.

Wentworth Park:

- Staff meeting was held on January 10, 2022, to start project.
- RFP for detailed design to be issued shortly, with a projected closing of February 18, 2022.

FINANCIAL:

- As of December 31, 2021, the Municipality has recorded \$9,353,142 in revenues versus \$7,378,364 in expenses, for a surplus of \$1,974,778.

- As of December 31, 2021, the Municipality has a balance of \$2,448,458 in its operating fund, \$121,541 in its capital fund and a total reserve balance of \$5,959,858. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,144,724
 - Capital reserve - \$2,647,893
 - Landfill closure reserve - \$335,238
 - Gas tax reserve - \$832,003