

Chief Administrative Officer's Report

July 19, 2023

PROJECT FILES:

Internet:

- Victor Lake is complete. Residents now have access to the high-speed fiber network.
- Cottage Lane and Transfer Station – Mainland is waiting on trimming and pole replacements. Hopes to get started on that in August/September 2023.
- No update on Doctor's Lake. This is a Bell funded area. Trimming is expected to commence in a couple of months.

Clare Health Centre:

- Discussions with the Province of NS are still ongoing.
- Concrete testing results are all good thus far.
- Force main routing is complete.
- Foundation walls and lower section have been poured. Remainder to be poured during the week of July 24th. Recent rainfalls have been a hindrance.
- Plumbing and electrical rough ins to be finalized this week.
- Steel has been ordered and is expected to arrive late July. Steel will be up by end of August.
- Preparation for retaining wall has started.
- Sump pit to be installed next week.
- Flooring options have been finalized.
- Waiting on confirmation from hydrologist for 2nd well location.
- Doctors and residents are still meeting patients at the two temporary offices in the municipal building. Temporary solution is working well. No complaints thus far.
- Anticipated project completion – March 2024. Planning to phase in new doctors' offices beforehand.

Clare Veterans Centre (CVC)

- Official Press Release from Infrastructure Canada was issued on July 14, 2023.
- Interior cleanup has begun. Floor protection has been installed on the sprung floor in the studio.
- Tender issued July 19, 2023.
- Bidders walk-through on Tuesday, July 25, 2023.
- Tender to close August 9, 2023. Fully expect to extend 1 week. Review and award by end of August.
- Weighting – 40% Cost, 30% Qualifications, 30% Schedule
- Mobilization is 2 weeks after contract award (contract stipulation).

- Estimated construction time of 7-10 months.
- Municipal contribution - \$589,124
- GoC contribution - Green and Inclusive Community Buildings program (GICB) - \$2,356,494
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Joseph and Marie Dugas Park

- Project application has been withdrawn due to delays in project funding and substantial increase in the cost of building materials required for construction.
- CAO and staff to explore alternative funding programs to move project forward post CMA 2024.

Meteghan Sewer Extension – Sunset Road:

- In discussions with Exp for engineering services.
- Tender to be issued shortly for project management services, as required for all ICIP projects.
- Agreement regarding housing project deliverables has been signed.
- Contribution agreement with GoC’s Investing in Canada Infrastructure Program (ICIP) – Green: Environmental Quality stream has been signed.
- In terms of schedule, the plan is to commence construction this Fall with the understanding that some project elements may spill over to next Spring.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%)
- Total municipal contribution \$415,467

Meteghan Sidewalks:

- NS Public Works (NSDPW) is trying to establish an easement at 7971 Highway 1 and are trying to incorporate it into this project, with the understanding that they would be paying the cost for this upgrade.
- The local NSDPW Supervisor (Melvin) has reached out to the property owner in question and does not foresee any issues.
- The easement itself may be designed separately and submitted as a separate package.
- Once this easement established, the design drawings are essentially complete and could be submitted very shortly, along with the tender documents.
- Total GoC funding contribution - \$995,558 (60%).
- Total estimated project cost is \$1,591,009 plus HST.

Wentworth Park:

- Tender closed on June 19, 2023.
- **To be discussed further under New Business – Item 12.4**
- Anticipated project duration – 2 months.
- Project elements include a composite washroom building, improvements to the boat launch area (drainage), a floating dock with kayak launch, a smaller floating dock with access from the parking lot, an accessible walkway, picnic tables, hammocks, a playway, etc.

Clare & Argyle Acadian Tourism Development Project

- Project application remains with ACOA, under the Agency’s EDI program.
- The project will refresh the current interpretative panels in Clare and Argyle and add additional panels to new locations. That said, the Festivals & Events Investment Fund component, as previously discussed, is no longer admissible.
- The focus is now squarely on the Acadian Shores Interpretive Tour: 40 interpretive panels - 31 existing sites and 9 new sites in Clare, Argyle, Yarmouth.
- New Video vignettes will be added to panels, websites, and social media.
- Currently finalizing 2 RFPs for the Acadian Shores Interpretive Tour project: 1) Design of Interpretive Panels and 2) Filming and Production of Video Vignettes.
- Total project cost is approximately \$230,000, with roughly \$140,000 expected from ACOA.
- Municipal contribution is \$30,005, divided over 2 years.
- The Municipality of Argyle contribution of \$30,000 is approved.
- YASTA contribution of \$5,000 is confirmed.
- \$25,000 has been requested from the Province of NS’ Beautification and Streetscape Program. Waiting for confirmation.

Track and Field:

- **No change from June 20, 2023, CAO Report.**
- RFP closed on May 8, 2023.
- A total of 3 bids were received.
- Following a review of the bids and subsequent recommendation from Tate Engineering, US-A awarded tender to Able Electric (based in part on having completed a similar facility at St. FX)
- Project budget of \$600,000.
- Municipal contribution is confirmed for 50% up to \$300,000.
- Work to commence later Summer / early Fall and expected to require 3 months to complete.

Hectanooga Fire Department:

- Tender closed on June 20, 2023.
- Renovations have commenced and are progressing well.
- **To be discussed further under New Business – Item 12.6**
- Anticipated project duration – 3 months.

Gran Fondo:

- As of July 17 (jersey deadline), there are 689 total registrations.
- Tracking approximately 215 registrations behind 2019 pace, when we saw over 1,000 registrations.
- 210 out of province, or 30%. NB 127, ON 28, QC 14, USA 13, PEI 14, AB 8, UK 3, BC 2, Austria 1.
- First time participants = 360/686 or 52%
- \$20,000 in major event funding approved from the Province of NS
- Working on a travel media visit w/ Jonathan Roy (QC) to take photos/write a bilingual article about the Fondo for Velo Magazine in QC.

Beach Access Project – Grandy Beach Access Road:

- Process has commenced.
- Abutting property owners (2) have been advised in writing, followed by an in-person meeting. Both are supportive.
- Legal boundaries of the road (as they currently exist) will be marked shortly by surveyor.
- An application has been made to NS Public Works, via Pamela Mehlman-Shand, requesting the Province give the road to the Municipality as surplus. This is the same process used for the Placide Comeau Road extension.

Cultural Hub:

- Parking lot is now complete.
- Tender for heat pumps is closing on Friday, July 21, 2023, at 2:00 pm.
- Whereas Council is not meeting in August, will advise of tender results and recommendations via email.

Audio Visual System:

- Equipment will be installed in two phases:
 - The week of July 31st to August 4th
 - The week August 14th to August 18th
- Staff training will take place during the second week.
- Council meetings will once again be televised, starting in September 2023.

FINANCIAL:

- As of June 30, 2023, the Municipality has recorded \$9,551,760 in revenues versus \$3,625,153 in expenses, for a surplus of \$5,926,607.

- As of June 30, 2023, the Municipality had a balance of \$5,147,360 in its operating fund, \$341,195 in its capital fund and a total reserve balance of \$2,983,326. The total reserve balance can be broken down as follows:
 - Operating reserve - \$1,816,673
 - Capital reserve - \$335,551
 - Landfill closure reserve - \$347,581
 - Gas tax reserve - \$483,521