

Chief Administrative Officer's Report
By CAO Stéphane Cyr
December 15, 2021

PROJECT FILES:

Internet:

- More than 425 customers are now online.
- The overpass crossing on Second Division was scheduled to happen by the end of December. Unfortunately, the wind and storms at the start of the month have created further delays. It is now scheduled for January 5.

- **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) - Complete. Now completing installations
- **Phase 8** (Saulnierville, Saulnierville Rd., C. Saulnier Rd.) - Complete. Now completing installations
- **Phase 9** (Meteghan River, d'Entremont Rd., Placide Comeau Rd.) – Complete. Now completing installations.
- **Phase 10** (Meteghan Connector, Bonnie Rd., Peter Dugas Rd, John Thibodeau Rd.) – Complete. Now completing installations.
- **Phase 11** (Saulnierville Rd to the Maxwelton, along Second Division Rd) – Mostly spliced. Waiting for the feeder across Second Division overpass.
- **Phase 12** (the remainder of the d'Entremont Rd. out to the Salmon Lake area) – Mostly spliced. Waiting for the feeder across Second Division overpass.
- **Phase 13** (Highway 1 and side roads from Meteghan Connector to Mavillette) - Construction complete. Splicing expected to be complete this week and turning up this section next week.
- **Phase 14** (Highway 1 and side roads from Mavillette to Beaver River) - Strand and fibre construction ongoing.
- **Phase 15** (Salmon River Rd and Hectanooga Rd and side streets) -Trimming resumed week of Dec 6. Trimmers left to complete Phase 16 and work on Phase 17 which is the clean up make ready for extension areas.
- **Phase 16** (Salmon River / Lake Doucette Rd) - Trimming complete. Still waiting for pole work make ready quote.
- _____

- **Phase 17** (Clean up areas in light blue, including Thibault Rd) - Most trimming is complete except for a few outage areas (Eel Lake, end of Second Division, Stuart St). Waiting on pole work.
- **Phase 18** (Norwood Rd, Peter LeBlanc Rd and Cranberry Lake Rd) – Bell has scoped. NSP has not completed theirs yet.

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.

Welcoming Communities / Communautés accueillantes:

- The Clare Christmas Festival (Festival de Noël en Clare) was very well received. It was our major activity in December, in partnership with Saulnierville Pharmasave and Inclusion Clare. CFA de Clare offered free traditional gumbo to the community and also provided funding for the multilingual musical trio l'Esprit de Noël. We celebrated the inauguration of the Clare Community Skating Rink.
- Rules and regulations for the rink are posted on the municipal website. It is open daily from 8 a.m. to 10 p.m. with daily public skate (i.e., no hockey) between 3 and 7 p.m. Rink availability may vary from time to time due to weather conditions, schedule conflicts or special events. Residents are asked to consult the Clare Community Calendar on our website for schedule changes. Additional ice skates, as well as hockey sticks, helmets and nets, have been purchased as part of the Municipality's equipment loan program.

- We will be launching a Learn to Skate program in the New Year. Josanne Deveau, who is commended for her leadership in Clare minor hockey, will be teaching these classes.
- A special holiday message was launched this week to celebrate diversity and inclusion in the community of Clare. CFA de Clare prepared a compilation of Vive le vent in multiple languages (Arabic, French, Korean, Catalan, Japanese, Spanish, English, Tagalog and Swahili). As of this afternoon, the video has been shared close to 150 times and has reached 6,500 viewers on CFA de Clare's Facebook page. Feel free to take a look on the facebook page of CFA de Clare.
- To bring some holiday joy, CFA de Clare in collaboration with the group Africadie, will be hosting a COVID-compliant Christmas supper for international students who are staying on the campus of Université Sainte-Anne for the holidays. Roughly 30 people will participate in this activity at the Rendez-vous de la Baie welcome centre.
- Finally, IRCC has announced that the national Communautés francophones accueillantes program will be extended for another year, until March 2024. Full details have not been provided, however there will be funding available for that additional year.

Tourism Public Spaces

- At present, 4 RFPs have been issued.
- Geotechnical Survey - Harbourside's early assessment is that both sites are feasible. Official assessment for Cape St. Mary is expected next week. Smugglers Cove assessment will be completed in early January.
- Joseph and Marie Dugas Park - Site visit was held on Dec. 7 at Pointe-a-Major with Jost + Architects and Alvina LeBlanc/Murielle Comeau. During the evening of Dec. 7, a meeting of the 9 member Belliveau Cove advisory group was held with Jost + Architects. Reviewed vision/expectations of each member. Committee composition: 3 municipal staff, 2 councillors, 2 BCDC, 2 Farmers Market. Next meeting will be held on January 11 in-person where draft concepts will be presented.
- The remaining 2 RFPs - Wayfinding and Gateway Signage System and Cape Saint Mary Lighthouse Interpretive Centre are being discussed under New Business, items 12.2 and 12.3 respectively.
- Still awaiting confirmation of federal funding

Housing Action Plan:

- December 9, 2021, meeting with SHS Consultants was cancelled due to inclement weather. Now rescheduled for December 20, 2021.
- Much of the needed data for the Villa has been received. Next steps will be discussed at this meeting, prior to presentation to Council.
- Analysis of property submissions will also be reviewed at this meeting, prior to presentation to Council.
- Presentation to Council will be scheduled for early January.

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 Health Centre:

- To be discussed under New Business, Item 12.1

Washrooms / Parking Lot – Bourneuf Wharf Road

- 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 – Maxwelton 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:

- 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. Plumbing is done. Electrical is almost done. Gyproc is in progress.
- The Meteghan library is participating in the provincial government led initiative to distribute rapid test kits for Covid-19. There are five tests per kit. Library staff are currently giving one kit per household. The purpose of the program is to reach as many households as possible

Tenders:

- The following tenders have been issued:
 - Kitchenette Renovation, Clare Health Centre – Closing Dec. 21, 2021
 - Renovations, Clare Search and Rescue – Closing January 10, 2022

FINANCIAL:

- As of November 30, 2021, the Municipality has recorded \$9,189,006 in revenues versus \$6,333,258 in expenses, for a surplus of \$2,855,748.
- As of November 30, 2021, the Municipality has a balance of \$2,764,321 in its operating fund, \$135,555 in its capital fund and a total reserve balance of \$5,262,908. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,143,814
 - Capital reserve - \$1,952,349
 - Landfill closure reserve - \$335,095
 - Gas tax reserve - \$831,650