

**Chief Administrative Officer's Report**  
**By CAO Stéphane Cyr**  
**February 16, 2022**

**PROJECT FILES:**

**Internet:**

- More than 515 customers are now online.
- The overpass crossing on Second Division Road was completed by NSPI on February 1<sup>st</sup>. Due to the storm that weekend, Mainland had to schedule the cables for the following week. They are testing the system this week and have begun doing some installs there in the meantime - (Second Division Road, Bangor Road, Maza Road, d'Entremont Road (including lakes), Maxwelton Road, and Placide Comeau.
- VistaCare is currently cleaning up a couple of areas throughout Phase 11 (Saulnierville Rd to the Maxwelton Road, along Second Division Rd) and then moving back down to Phase 15 (Hectanooga / Salmon River area)
- In terms of project completion, 85% of the network is built, with 70% spliced in and operating.

**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.
- Preliminary design options are expected next week. Will be reviewed with Council at that time, and the CHC doctors shortly thereafter.
- A letter inviting the Honourable Michelle Thompson, Minister of Health and Wellness, to tour the CHC and review the proposed plans for expansion is currently being drafted. The invitation will also be extended to the Honourable Colton LeBlanc, Minister of Acadian Affairs and Francophonie, and the MLA for Clare, Ronnie LeBlanc.

### **Tourism Public Spaces**

- Joseph and Marie Dugas Park and Pointe-à-Major:
  - Advisory group met with the architects on February 15, 2022, to further review conceptual design.
  - Next meeting with the architects – March 22, 2022
- Cape Saint Mary Lighthouse Interpretive Centre:
  - Meeting with the consultant and DFO held on February 11, 2022, to discuss proposed plans for lighthouse.
  - RFP for viewing platforms in generating interest. Closing on February 25, 2022, at Noon.
- Wayfinding and Gateway Signage System:
  - Preliminary meeting held with the consultant on February 11, 2022, to review proposed gateway and directional signage locations.

### **Welcoming Communities / Communautés accueillantes:**

- Hosted a lunch conference on immigration and medical services in January between professors Désiré Nyela and Georges Liboy and doctors and staff at the Clare Health Centre.
- The monthly community meals are back for 2022. In January, curried chicken from Jamaica was served up and on the last weekend of February, CFA is partnering with Africadie to prepare a meal in honour of African Heritage Month.
- A few other activities lined up for African Heritage Month, including an evening of short films in partnership with the FFANE on February 23 and an exhibit on Black Canadians who made a difference in our communities.
- The English conversation circles have started up again, but the number of attendees has been limited due to COVID isolations.
- CFA will be hosting its first skating event at the new rink next Monday evening to celebrate Heritage Day. Skating lessons for newcomers will begin next month.
- Next month is Les Rendez-vous de la Francophonie, and the Municipality is preparing several activities to celebrate it. Details to follow.

### **Housing Action Plan:**

- **To be discussed in-camera under items 13.1 and 13.2**
- 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:**

- **To be discussed in-camera under items 13.1**
- 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%.
- Online application process has been launched.
- Municipal application nearly complete.
- 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. Repairs are ongoing.
- Lighting and electrical is complete.
- New motors have been installed for all 4 doors which are now operational. Waiting on door panels.
- Waiting on quote for repairs to damaged girt, exterior wall, ceiling insulation, windows, electrical, and exhaust fans (2),
- Loader has been assessed by Strongco. Repairs to commence shortly.
- 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 complete.

### **Clare Search and Rescue:**

- Building renovations are advancing nicely.
- Gyproc is complete.
- New drop ceiling in meeting room is complete.
- Installation of steel and vapor barrier in the truck bay is ongoing.
- Waiting on new doors to arrive.

### **Wentworth Park:**

- RFP for detailed design has been issued with a closing date of February 18, 2022.
- Press release was well received and generated several positive comments

### **Firehole at CVC:**

- Grubbing complete.
- Existing hole has been cleaned out.
- Waiting on weather for fencing, installation of dry hydrant, and placement of geotextile and gravel around perimeter.

### **Multi-Use Court - Havelock Community Centre**

- Total Estimated Project Cost – \$80,276 plus HST
- Application has been submitted for consideration under CCH's Recreation Facility Development Fund

### **Boundary Review**

- RFP has been issued for professional services 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.
- Closing date is Friday, February 25<sup>th</sup> at 3:00 pm.

### **Tax Sale:**

- For this year only, the Municipality has moved to a tax sale by tender format.
- Sealed bids will be accepted until 12:00 pm, Friday, March 4, 2022.
- A description of the properties is available for review at the Municipal Office, during regular office hours.
- As of February 16, 2022, a total of 21 properties remain listed for sale.

### **FINANCIAL:**

- As of January 31, 2022, the Municipality has recorded \$9,544,821 in revenues versus \$8,404,334 in expenses, for a surplus of \$1,140,487.
- As of January 31, 2022, the Municipality has a balance of \$1,879,618 in its operating fund, \$95,382 in its capital fund and a total reserve balance of \$5,849,847. The total reserve balance can be broken down as follows:
  - Operating reserve - \$2,145,635
  - Capital reserve - \$2,649,017
  - Landfill closure reserve - \$335,380
  - Gas tax reserve - \$719,815