

Chief Administrative Officer's Report
By CAO Stéphane Cyr
December 19, 2018

PROJECT FILES:

Church Point Sewer Treatment Plant (\$198,628)

- No new developments since May 2018.
- Work on SCADA system expected to commence October / November 2018.
- **No new developments. See Council minutes from September 19, 2018**

Sewer Extension – John Thibodeau Road (\$607,000)

- Previously identified deficiencies have been addressed and the system is now operational.
- Riverside Lobster International is now hooked into the system.
- Project is complete.
- Waiting on remaining invoices to submit final claim and other necessary documentation to ACOA.
- **No new developments. See Council minutes from October 17, 2018.**

Cultural Hub Project (\$270,000)

- Louco has completed their work on the sign.
- Waiting on Digby Print for the panels. Once installed, project will be complete.

Gran Fondo

- Registration opened on November 30, 2018
- 46 registrations to date including 13 from out of Province
- New promotional video coming out in the next few days

Clare Veterans Centre:

- Bids for the downstairs renovations have been awarded to Kevin Comeau Construction Ltd.
- Renovations haven't started yet.
- Planned completion for February 2019.
- Staff currently sourcing price estimates / quotes for larger infrastructure project

St. Bernard Fire Department:

- Fire department has now moved in to the new hall
- Much interest already in community centre (i.e. local seniors group)
- Budget \$834,018
- Actual \$818,596
- Savings \$15,422
- Work on old firehall (i.e. removal of interior walls) is now complete. Public Works is moving equipment and other municipal assets to the facility.

Major Point Road:

- **No new developments. See Council minutes from May 16, 2018.**

Meteghan River Sewer Extension

- All invoices have now been received. Final claim is being prepared along with other necessary documentation.
- Budget \$1,300,202
- Actual \$1,301,256
- Overage of \$1,054 was related to the last-minute purchase of a necessary manhole (\$2,157), as part of the planned replacement of the outfall pipe next Spring.

Rural Internet

- To be discussed under New Business – item 11.7

CMA 2024

- To be discussed under New Business – item 11.6

FINANCIAL:

- As of November 30, 2018, the Municipality has recorded \$8,600,244 (95.9%) in revenues versus \$5,619,338 (62.7%) in expenses, for a net income of \$2,980,906 (33.2%).
- As of November 30, 2018, the Municipality has a balance of \$2,468,391 in its operating fund, \$592,171 in its capital fund and a total reserve balance of \$3,800,997.
 - Operating reserve - \$445,257
 - Capital reserve - \$2,372,296
 - Landfill closure reserve - \$322,228
 - Gas tax reserve - \$661,216

INTERNAL:

- The RFP for the **Purchase and Use of the Former Saint-Albert Elementary School** has been issued with a closing date of January 31, 2019.
- Work on a **draft sub-division by-law** is progressing. The By-law Committee will continue to meet in early January to work on the by-law with the goal of presenting it to Council for 1st reading on January 16, 2019.
- As referenced earlier under Correspondence, discussions with the Province of Nova Scotia to **recognize the Municipality of Clare as a bilingual municipality** are progressing well and remain very positive.
- A request for information has been sent to the Municipality's 8 volunteer fire departments, as part of the **Volunteer Fire Service – Vehicle Assessment**. To date, we've heard back from 4 of the 8. The consultants are scheduled to come down in early January for individual meetings with the CAO, fire chiefs and the CFFA. The project completion date has been set for February 15, 2019.
- **Promotional Video – Municipality of Clare:** Currently in 2nd draft. Finished product to be released in January 2019.