

**Chief Administrator's Report**  
**By CAO Stéphane Cyr**  
**July 20, 2016**

**PROJECT FILES:**

**Meteghan Sewer Treatment Plant**

- The contract has been awarded to Gary Belliveau Construction and Excavation Ltd.
- Site preparation work starting this week.
- The goal is to begin pouring the concrete slab by July 29<sup>th</sup>.

**Meteghan Sewer Extension**

- Remaining landscaping has been completed JR Eisener. Project is now complete.
- Currently 1 business and 3 houses connected. Another 3 houses have contacted Jody expressing interest.

**Clare Veteran's Centre**

- Awaiting word on our application to the Nova Scotia Department of Communities Culture and Heritage, under the Community Facilities Improvement Program, for funding to assist with renovation of the current upstairs washroom facilities.

**Gran-Fondo**

- Sponsorship campaign is now closed. Goal of \$10,000 has been surpassed. Actual amount raised is \$10,400 with an additional several thousand dollars worth of in-kind contributions.
- As of July 19<sup>th</sup>, 478 people have registered.
- Paid accommodations within the Municipality are full. Have reached out to Rodd Grand, Digby Pines ABCC. For those wanting to stay closer to the event, a database of available homes, cottages and rooms for rent is available and is currently being expanded.

## **Elections 2016**

- Preparation of voters list is in progress. Residents will be advised via ads in local papers as to when they can confirm they are on the voters list
- Nomination Day is September 13<sup>th</sup> (with nominations being accepted by appointment from September 6<sup>th</sup>)
- Election day is October 20<sup>th</sup> with Advance polling days from October 7<sup>th</sup> to October 14<sup>th</sup>
- Electronic voting (computer and telephone) available on advance polling days and on Election day
- Paper ballots available on Election Day only at polls.

## **Clare Health Centre**

- The contract has been signed, the job is fully credited and resources have been assigned.
- Controls / materials are now being ordered
- Project schedule will be ready shortly
- The TRANE Project Manager assigned to this particular job is Brian Chiasson - (902) 456-9810
- Project cost \$170,000 + annual service contract at a cost of \$1,080 per month.

## **Clean Water and Waste Water Fund**

- The application was submitted to the NS Department of Municipal Affairs on June 27<sup>th</sup>
- The total project cost is \$198,628. Funding split - 50% federal / 25% provincial / 25% municipal

## **INTERNAL:**

- **Communications Committee** – New municipal website has been launched. Content will continue to be added in the coming days/weeks.
- **By-law review committee** – The by-law committee met on July 15<sup>th</sup> with the municipal solicitor (Lynette Muise) to review proposed revisions to both the Dog By-law and the Peace, Order, Mischief and Nuisances By-law. The revisions will be completed by August 19<sup>th</sup> and the Committee will be meeting again on August 31<sup>st</sup> for a final review, with the goal of presenting these by-laws to Council for 1<sup>st</sup> reading in September.
- **Audit** – Auditors will be at the Municipality for the first two weeks of August. Will look to have a meeting of the audit committee shortly thereafter with the goal of having the statements approved by Council at the September 21<sup>st</sup> Council meeting. The deadline for submission to the Province is September 30<sup>th</sup>.

- **Stakeholder meetings (since June 22<sup>nd</sup>):**
  - UNSM – South Western Regional Meeting – June 23, 2016
  - Planning Advisory Committee – July 12, 2016
  - Western REN / Municipal Units – Rural Internet Discussion – July 14, 2016
  - NS Department of Business / Various Municipal Units – Rural Internet Project – July 19, 2016
  - Funding Announcement – Riverside Lobster & Seafood Ltd. – July 20, 2016
  
- **Upcoming meetings of note:**
  - Meeting with the doctors at the Clare Health Center – July 25, 2016
  - SWNS Tidal Supply Chain Strategy (NSCC Digby) – July 26, 2016