

**Chief Administrative Officer's Report**  
**By CAO Stéphane Cyr**  
**February 17, 2021**

**PROJECT FILES:**

**Internet:**

- Phase 1 (Route 1 from Comeauville to St. Bernard) – Strand and fibre construction is complete. Some splicing / testing is ongoing. To be completed before doing some basic network testing & subsequently turning up customers
- Phase 2 (New Edinburgh / Bas-de-la Rivière) – Strand and fibre is complete. Splicing and testing is complete.
- Phase 3 – (Ohio to Hassett) – Complete
- Phase 4 (Side roads along Phase 1) – Strand and fibre construction is complete. Splicing and testing is complete.
- Phase 5 (Concession, Patrice Rd, Little Brook Station) - Make ready and trimming complete. The Little Brook Highway crossing assessment work is complete. Assessment only resulted in one additional anchor required to be placed. Strand and fibre construction are ongoing.
- Phase 6 (Concession, St. Joseph, PF Comeau Rd.) - Make ready and trimming complete. Strand construction complete and fibre construction ongoing.
- Phase 7 (Cultural Hub to Amirault Road / Saulnierville Road, Second Division Road, Eustache Comeau Road) Make ready and trimming complete. Strand construction ongoing. Fibre to follow.
- Phase 8 (Saulnierville, Saulnierville Rd., C. Saulnier Rd.) - Make ready and trimming mostly complete (less the Meteghan River water crossing assessment). Strand construction ongoing and fibre to follow.
- Phase 9 (Meteghan River, d'Entremont Rd., Placide Comeau Rd.) - Trimming complete. Make ready work is on going. Strand and fibre to follow.
- Phase 10 (Meteghan Connector, Bonnie Rd., Peter Dugas Rd, John Thibodeau Rd.) - NSPI completed their scope end of January. Make ready and trimming ongoing (includes two highway 101 crossings - Meteghan connector and Second Division). Strand and fibre to follow.
- Phase 11 (Saulnierville Rd to the Maxwelton, along Second Division Rd) - Bell has scoped. NSPI has almost completed its scoping. Make ready, trimming, Strand & fibre to follow.
- Phase 12 (the remainder of the d'Entremont Rd. out to the Salmon Lake area) – Bell has completed their scope mid-January. NSP began its scoping on February 9<sup>th</sup>.
- VistaCare had been working in January with two crews. They have recently returned to just one crew while waiting for more make ready to be completed.
- Remainder of the make ready has been scoped by Mainland. Remaining 4 phases will be submitted to Bell/NSP in the next 1-2 weeks (Mavillette / Salmon River).

### **Ecoparc:**

- The field activities for the Phase II ESA are completed.
- Woods has submitted soil and groundwater samples to the laboratory.
- A draft report will be issued 4 weeks (i.e., first week of March) following receipt of the sample results, assuming the lab does not encounter any delays.
- The final report will be delivered within two weeks of receiving comments from the Municipality.
- To date, we have not been made aware of any delays and expect the report to be delivered on time in early March.

### **Tourism Public Spaces Development and Improvement**

- The consultants will be returning to Clare to present concept plans to key stakeholders during the week of February 22<sup>nd</sup>.
- The concept plans for Mavillette Beach and Smugglers Cove Provincial Parks will be presented via Zoom to a small group of stakeholders on Monday, February 22<sup>nd</sup> at 10:00 am.
- The Pointe-à-Major concept plan will be presented in-person to two stakeholders from la Société historique on Thursday, February 25<sup>th</sup> at 2:00 pm.
- The Parc Joseph et Marie-Dugas concept plan will be presented in-person at a session of up to 20 invited Belliveau Cove stakeholders on Thursday, February 25<sup>th</sup> at 7:00 pm in the Council Chambers.
- Cost estimates and specifications are being developed.
- ACOA project has been extended until March 31, 2021.

### **Clare Veterans Centre (CVC)**

- **No substantial change from January 2021 CAO Report**
- Rhad, and all related sub-trades (i.e., engineers, cost estimator, etc.) are working on finalizing the needed design work, including specifications, to move this project forward. Site visit was conducted on January 18, 2021.
- Estimated completion for this phase of the project is March 2021.
- Staff is currently revising project application, including project elements and price quotes, with the goal of presenting to Council at the March 3, 2021 Council-in-Committee meeting

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

- As part of the Févri-Art art challenge and in partnership with le Conseil des arts de la Baie, 28 art kits were distributed to people in the community of Clare, with an emphasis on newcomers to Clare. We have noticed an increased participation from newcomers this year compared to last. The kits were very much appreciated by all recipients.
- Met with Karla LeBlanc of ISANS on February 4<sup>th</sup> to discuss potential partnerships and opportunities for working with the corporate and community sectors.
- Met with Nadine Lauren on February 9<sup>th</sup> to discuss potential partnerships and opportunities for working with newcomers, as well as the corporate and community sectors.
- The CFA de Clare team has begun reaching out to newcomers to Clare on a one-on-one basis to gather information regarding their short-term and long-term needs.
- CFA de Clare has booked additional gym time at Université Sainte-Anne to invite Riverside workers, mainly from Jamaica, to play soccer games a few days per week with university students and staff.
- On February 16, CFA de Clare met with Karim Amedjkouh of the CSAP to begin the planning stages of a diversity day in Clare's two elementary schools, hopefully in March.
- The Comité d'inclusion et de diversité (CID), formerly the CCC, has been revived. The first meeting is planned for the end of February.
- Currently advertising for the Manager position at the RDV de la Baie Welcome Centre. Candidates have until February 18, 2021, to apply.

## **Breakwater – Belliveau Cove**

- The job was started on November 19, 2020 and is near completion.
- The project will be completed this week, weather permitting.
- The final grade is being completed with armour stone.
- The lighthouse is now back in its original position and the road surface to the lighthouse is being completed. Once complete, the gate will be reinstalled with new steel posts.
- A total of 13,500 tons of armour stone is projected for the entire project. Once the breakwater complete, B & G Lombard Ltd. will submit a final report, including the final tonnage numbers.

## **Housing Action Plan:**

- Bi-weekly meetings continue with the consultants as well as the Standing Committee. Topics covered include:
  - Municipal policy and land availability options
  - Innovative tenure and ownership models
  - Dwelling types and unit mix needs

- Stakeholder consultations (one on one as well as focus group sessions) should begin this week.
- SHS will be providing a costing estimate to add Villa acadienne as a 3rd property to be explored for re-development, as a change order to the contract.

### **Asset Management :**

- **No substantial change from November 2020 CAO Report**
- Asset Management Cohort Program is complete. Awaiting final documentation from AIM.
- The Municipality's Asset Management Policy has been approved by Council.
- Application for funding assistance to help offset the cost of drafting the Asset Management Plan (80% up to a maximum of \$50,000) has been submitted.
- This is a highly sought after national program. FCM is processing an average of 30 applications per month.
- Currently processing applications 250 to 300. The Municipality's position is 491.
- No further action is required at this time. FCM will advise once they begin processing the Municipality's application.

### **Fast EV Chargers**

- **No substantial change from January 2021 CAO Report**
- EV Charger application has been sent to Natural Resources Canada
- If successful, this project application would yield 3 Level-3 EV Chargers (i.e., Fast EV Chargers) in the Municipality at the following locations:
  - Joseph and Marie Dugas Park
  - Clare Veterans Centre
  - Cape. St. Mary Lighthouse Park

### **Meteghan Sidewalks:**

- Data collection, topographical survey and the base plan of existing conditions have all been completed.
- Proposed sidewalk plans:
  - Sidewalk and Curb design for Peter Dugas Rd – Design complete
  - Sidewalk design for Hwy 1 East of Peter Dugas Rd – Design complete
  - Sidewalk design for Hwy 1 West of Peter Dugas Rd – Design complete
  - Sidewalk design for new sidewalk Hwy 1 west to 101 connector – Sidewalk and curb design mostly complete, still working on grade matching to existing properties.
  - New storm sewer design for new sidewalk to 101 connector – approx. 75% complete (drainage analysis and outlet capacities still to be checked)
- Next step in the process will be the internal engineering review, then plan set production for discussions with both the Municipality and NSTIR.
- Cost estimates and options are expected by month's end.

### **Clare Health Centre:**

- Upgrade to energy efficient lighting is complete. All exterior and interior lights have been replaced.
- The generator has been ordered.
- The oil tank, transfer switch, vents, and louvers are all in.
- All applications for electrical permits have been submitted.

### **FINANCIAL:**

- As of January 31, 2021, the Municipality has recorded \$9,574,391 in revenues versus \$7,993,498 in expenses, for a surplus of \$1,580,893.
- As of January 31, 2021, the Municipality has a balance of \$1,538,915 in its operating fund, \$541,573 in its capital fund and a total reserve balance of \$5,551,363. The total reserve balance can be broken down as follows:
  - Operating reserve - \$2,170,182
  - Capital reserve - \$2,306,042
  - Landfill closure reserve - \$332,896
  - Gas tax reserve - \$742,243