

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

PROJECT FILES:

Internet:

- All services are now available.
- Construction and make ready work have been ongoing since last progress report in July. Vista Care has had two line construction crews (plus splicers) working in the area throughout the summer. They are now working on getting the splicing caught up to the construction as there is currently a lot of placed cable that needs to be spliced but is otherwise ready to go.
- Tree trimming and NSPI are moving along, albeit slowly. NSPI has brought in additional resources to advance the highway and waterway crossing assessment more quickly. Previous assessments for phases 1-12 have been very time consuming.
- In excess of 300 customers are now online.
- Mainland can now create new 902-(837/769/645/649) numbers as Bell has rolled out their SIP service to these rate centers for us. This is great for newcomers as Mainland was previously limited to generating 782 numbers.

Phase Updates:

- 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.) – Splicing complete. CSP cabinet installed and tested. 5-7 days from activating.
- Phase 10 (Meteghan Connector, Bonnie Rd., Peter Dugas Rd, John Thibodeau Rd.) – Awaiting splicing and CSP cabinet placement. CSP cabinet arrived September 14th.
- Phase 11 (Saulnierville Rd to the Maxwellton Road, along Second Division Rd) – Awaiting trimmers to clean up “Bird Nest Spans” as the nesting season is now considered over. Majority of cable has been run. CSP cabinet has arrived, and

- splicing is underway. Still awaiting Moise Road water crossing which is progressing.
- Phase 12 (the remainder of the d'Entremont Rd. out to the Salmon Lake area) – Strand, fibre and splicing ongoing. Trimming was especially thick in this area. CSP cabinet has arrived and awaiting placement.
 - Phase 13 (Highway 1 and side roads from Meteghan Connector to Mavillette) - Strand and fibre construction ongoing. Trimmers and pole work taking place this week. Cape St Mary's / Highway 1 water assessment ongoing.
 - Phase 14 (Highway 1 and side roads from Mavillette to Beaver River) - Strand and fibre construction ongoing. Trimming completed week of August 30th. Pole work taking place this week. Salmon River water assessment ongoing (updating one completed within a few years so should be quicker)
 - Phase 15 (Salmon River Road and Hectanooga Road, and other side streets as outlined) - Make ready work purchase ordered. Mostly trimming work in this section (plus Highway 101 assessment at Herb LeBlanc's)
 - Phase 16 (Salmon River / Lake Doucette Rd) - Bell has submitted their portion of the scope. This represents the last portion of the route to be submitted. Awaiting NSPI scope.
 - Phase 17 (Clean up areas in light blue, including Thibault Rd) - Some of the pole work has been scheduled. All work has been released to NSPI and trimmers except Eel Lake. Pole line along the waterfront has resulted in 15 Grade 2 assessments (much less severe than Grade 1's).

Clare Veterans Centre (CVC)

- 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.

Tourism Public Spaces

- Still waiting for confirmation of funding from both ACOA (\$164,867) and the Province of Nova Scotia (\$25,000).
- Municipality has already confirmed its contribution of \$50,000.
- Meeting with the Province planned for Thursday, September 16th to discuss plans for both Smugglers Cove and Mavillette Beach, as well as provincial involvement and the possibility of in-kind contributions.
- RFP has yielded only one bid, with two other firms having backed out at the last minute. A review of the bid has generated questions / concerns regarding proposed methodology and pricing.
- In speaking with the Municipality's Tourism Manager, our recommendation is to decline the bid and breakdown the project into smaller, likely site-specific tenders.

Housing Action Plan:

- REOI/RFP to Secure Land within the Municipality for Affordable Housing Development has been issued with a closing date of October 20, 2021
- REOI/RFP to Secure Developer for School Sites is being prepared. Launch date is subject to the construction schedule for the new elementary school and has yet to be determined.
- SHS Consultants are working with the Villa's Executive Director, in preparation for a meeting with the Board of Directors.

Asset Management:

- AIM Network representatives met with municipal staff to commence detailed inventory of municipal assets. To date, meetings have been held August 18th and September 14th. Work is ongoing.
- Plan completion is tentatively earmarked for late December 2021, with the possibility of extending into January 2022.

Meteghan Sidewalks:

- 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 next week with Able Engineering for update on the specifications. Staff turnover has created delays. 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:

- Generator installation is complete.
- Issue with phone system has been identified and addressed.
- Alarm system options are being explored. Implementation expected later this fall.
- Exam table will be restored (\$1,341) rather than replaced. Cost savings will be invested in purchasing a specialized refrigerator (\$4,549) for vaccine storage.

Washrooms / Parking Lot – Bourneuf Wharf Road

- Parking lot is complete
- Washroom foundations to begin this week.
- Washroom buildings have been ordered from JD Composites.

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
- Removal of unsuitable material (USM) is complete and sewer pipes have been rerouted.
- Higher than expected volumes of USM have created delays.
- Substantial completion expected is late Fall 2021, with the installation of the rubberized surface delayed until Spring 2022.

Storage Building – Transfer Station:

- Site for building has been selected and cleared.
- Tender has been issued with a closing date of September 29, 2021.
- Once the tender closed, staff will review the bids and prepare a recommendation for Council's consideration at the October 6, 2021, Council-in Committee meeting.

Other Tenders:

- Acoustic / Sounds Dampening Solutions – Closing September 23, 2021, at 2:00 pm
- Washroom Renovations, Meteghan Library – Closing September 29, 2021, at 2:30 pm

FINANCIAL:

- As of August 31, 2021, the Municipality has recorded \$8,348,675 in revenues versus \$4,325,606 in expenses, for a surplus of \$4,023,069.

- As of August 31, 2021, the Municipality has a balance of \$4,238,587 in its operating fund, \$28,826 in its capital fund and a total reserve balance of \$6,097,503. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,181,801
 - Capital reserve - \$3,198,143
 - Landfill closure reserve - \$334,678
 - Gas tax reserve - \$382,881