

## **Chief Administrative Officer's Report**

**June 19, 2024**

### **PROJECT FILES:**

#### **Clare Health Centre:**

- Data connections ongoing. Digital N Genuity is assisting to complete data work to ensure functionality in Phase 1A.

##### Main Level:

- Drywall - 98% complete
- Taper following drywaller – 25% complete
- Continue having issues with tradespeople arriving on site
- Humidity in building is too high which is impacting ability to do work; dehumidification is required. Rikjak will have industrial sized dehumidifiers on site as of July 12<sup>th</sup>.

##### Lower Level:

- Framing complete
- Electrical rough-in – 90% complete
- Plumbing rough-in - 10% complete

##### Building Exterior:

- Reddick arrived on site the July 11<sup>th</sup> to install clips and rails; approximately 3 weeks to complete.
- Cladding arriving in August at the earliest – Rikjak to confirm delivery date.

##### Roofing:

- Curb for ERV – Solution received. Roofer now has all information required for completion.
- Roof terrace/parapet/ parapet cap/ glass railing – need cladding first

##### Outside Work:

- Trenching for water work and retaining wall in progress

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

- Demolition tender closed Friday, June 21, 2024. To be discussed further under New Business – Item 12.4
- Tender Package 1 - Siteworks, Formwork, Framing, Cladding, Structural, Windows, DFH - to be issued in late July 2024.
- Tender Package 2 – Mechanical and Electrical to be issued August 2024.
- Tender Package 3 – Interior Finishing - to be issued September 2024.
- Anticipated project completion date: May 2025

### **Meteghan Sidewalks:**

- Project is advancing nicely.
- Intersection mostly complete.
- Dexter will be onsite next Monday with their curbing machine for the Peter Dugas Road. Framing and pouring of the sidewalk will follow.
- At present, the sidewalk along the Peter Dugas Road has been dug out and graded.
- The work on the cross culvert (1050) in front of the new Villa has not yet commenced.
- Small items:
  - Currently a small dip in front of the community mailbox which will be addressed
  - Contractor was required to rip out an additional 4 feet of curb along Peter Dugas Road (by the school). This will be reinstated but will entail a small additional cost.
  - NS Public Works has agreed to allow the contractor to plug the opening of the abandoned cross culvert with concrete, rather than excavate the road and fill it entirely.
  - NS Public Works has proposed the remaining aprons along route 1 be done in asphalt (65mm). This is expected to yield savings and credit from the contractor. Waiting on pricing prior to finalizing next steps.
- Anticipated project completion – October 2024.
- Total GoC funding contribution - \$995,558.
- Total municipal contribution - \$626,849.
- Total MCGP funding request - \$1,167,340.
- Total project cost is \$2,789,747.

### **Meteghan Sewer Extension – Sunset Road:**

- **No new developments since November 15<sup>th</sup> - CAO Report.**
- Awaiting revised site plan from developer to finalize system design and prepare tender documents.
- Agreement regarding housing project deliverables has been signed.
- Contribution agreement with GoC's Investing in Canada Infrastructure Program (ICIP) – Green: Environmental Quality stream has been signed.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%).
- Total municipal contribution \$415,467.

### **Clare & Argyle Acadian Tourism Development Project**

- Spec. Resources installed all 9 concrete bases for the new sites last week.
- Atlantex has fabricated all 40 panels. Installation will start on Saturday, July 27, for a few days.
- New draft website has been provided. Staff has reviewed and proposed edits have been put forward. ( <https://eacadie.vox-dev.com/en/> ). Phase 1 will go live July 27, 2024.
- Vignettes have been delayed until later in the fall due to need to get greener drone clips and time to do all the edits for the 80 videos
- Map-Brochure – in draft phase

### **Fire Service Review:**

- Tender has been award to Emergency Management Group (EMG) in the amount of \$67,538 plus HST.
- Lyle Quan from EMG is in Clare from July 16<sup>th</sup> to the 19<sup>th</sup> to meet with key stakeholders.
- To date, meetings have been held with the fire chiefs for Havelock, Southville, Meteghan and St. Bernard. Meetings are scheduled with Little Brook and Hectanooga. Waiting on confirmation from Salmon River.
- Meetings have also been held with Council and the CAO.
- An online survey will also be made available to individual members from each fire department wishing to participate.

### **Sustainable Communities Challenge Fund**

- Project has been approved – Adaptive Flood Mitigation - Acadian Cemetery and Chapel.
- Work is currently underway and will continue throughout the Fall.
- Total project cost: \$147,771
- SCCF contribution: \$112,502
- Municipal contribution: \$33,269
- Société historique de la Baie Sainte-Marie contribution : \$2,000

### **Municipal Election:**

- The voter list has been received.
- Work ongoing with Intelivote Systems Inc. in preparation for the upcoming election.
- Communications material has been developed and will be distributed next week. This material will focus both on the voter list and nominations.
- Official nomination papers will be accepted by appointment beginning August 29<sup>th</sup> up to and including September 10<sup>th</sup>.

### **LUB and MPS Review:**

- The What We Heard Report has been submitted along with a copy of the PowerPoint presentation that was shown during the public consultation. These will be posted to the Municipality's website. The What We Heard Report includes the findings from the stakeholders interviews, the public consultation, and the online survey.
- The background report and a summary of the provincial planning standards have also been received and will be made available to the public on the Municipality's website.
- The zoning workshop for private sector stakeholders has been scheduled for July 25<sup>th</sup>. Invitations have been sent.
- In terms of next steps, Stantec will conduct a section public session to share the What We Heard Report with the community and present an early draft of the new Municipal Planning Strategy and Land-Use By-law. The feedback at this session will help inform the final documents.

### **Financial:**

- As of June 30, 2024, the Municipality has recorded \$10,831,557 in revenues versus \$3,859,371 in expenses, for a surplus of \$6,972,186.
- As of June 30, 2024, the Municipality had a balance of \$6,874,705 in its operating fund, \$1,243,215 in its capital fund and a total reserve balance of \$3,206,887. The total reserve balance can be broken down as follows:
  - Operating reserve - \$2,088,360
  - Capital reserve - \$215,763
  - Landfill closure reserve - \$365,793
  - Gas tax reserve - \$20,161
  - SSGF reserve - \$516,810
- LOC (CHC) - \$3,615,312