

Chief Administrative Officer's Report

October 23, 2024

PROJECT FILES:

Clare Health Centre:

- Efforts are focused on main level in order to allow the space to be turned over.

Main Level:

- Drywall - 98% complete (stairwell to complete)
- Taper following drywall - 98% complete (stairwell to complete)
- Ceiling grids in rooms - 98% complete (some adjustments remain)
- Flooring installation – 80% complete – only corridors remain
- Doors have been installed
- Mill work onsite and has been installed where possible
- Furniture has arrived and has been set up in all new doctors' offices and exam rooms.
- Elevator installation is still in process.

Building Exterior:

- Cladding in process. Expect 6 weeks for installation.

Other:

- Although improved, we continue having issues with tradespeople arriving on site.
- Meeting scheduled for October 24th with Rikjak, all trades, and Grey Cardinal. A more accurate completion date for main floor should be available after said meeting.

Meteghan Sidewalks:

- Project is advancing nicely.
- Section A (new sidewalk):
 - Cross culvert installation is complete
 - Curbing is tentatively scheduled for November 12, 2024
 - Framing of sidewalks and pouring of concrete is expected during the 3rd and 4th week of November.
- Section B & C – Complete. A handful of minor deficiencies remain and are being addressed.
- Anticipated project completion – December 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.

Clare Veterans Centre (CVC):

- The existing building was abated of all hazardous materials and demolished.
- Excavations are complete.
- Footings have been framed and poured, foundation walls are almost complete.
- Interior backfill is complete with slab on grade prep and underground plumbing/electrical services to follow.
- Slab will be poured in the next couple weeks.
- Framing is tentatively scheduled to commence at the end of November.
- Bilingual signage has been placed on site.
- Updated budget and master schedule to be provided shortly.

Meteghan Sewer Extension – Sunset Road:

- **No new developments since November 15th - 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.

Fire Service Review:

- Tender has been award to Emergency Management Group (EMG) in the amount of \$67,538 plus HST.
- Information gathering remains a challenge despite our collective efforts,
- I'll be speaking with Lyle Quan during the week of November 4th in terms of next steps. The goal remains to move this review forward in keeping with the stated scope of work.

Clare & Argyle Acadian Tourism Development Project

- Atlantex completed the installation of all 40 panels in July. 2 Argyle panels being remade.
- Project completion date has been extended to March 31, 2025, primarily due to the vignettes.
- 14 of the 17 vignettes for Clare are complete. 13 of 22 for Argyle / Yarmouth are complete. The remainder will be finalized during the winter for a Spring 2025 launch. This includes a reshoot of some drone footage and some audio retakes.
- New website is live (<https://eacadie.vox-dev.com/en/>). Updates are ongoing including new site photos. As of October 21, 2024, there were 29,028 hits.
- Top 6 webpages visited (all English pages)):
 - St Bernard Church = 399
 - Bangor Sawmill = 249
 - Cape Forchu = 247
 - Comeau's Hill Beach/Wharf = 209
 - Ste-Marie Church = 187
 - Pointe a Major = 177
- Top 6 QR codes scanned:
 - Cape Forchu = 138
 - Ste-Marie Church = 109
 - St Bernard Church = 102
 - Pointe a Major = 92
 - Cape St Mary's Lighthouse = 55
 - Dennis Point Wharf = 49

Sustainable Communities Challenge Fund

- Project has been approved and is progressing nicely – Adaptive Flood Mitigation - Acadian Cemetery and Chapel.
- Work on the chapel is complete.
- Stone deck and ramp to the chapel entry in complete.
- Stone walls around the cemetery are complete. Some needed landscaping around the walls remains (i.e., topsoil)
- Site has been raised and proper drainage completed.
- Seeding has been done (white clove). Remaining landscaping to be completed next Spring.
- The first new headstone has been installed. Others are on site.
- A metal cross is being constructed and will be installed at the west end of the cemetery.
- Total project cost: \$147,771
- SCCF contribution: \$112,502
- Municipal contribution: \$33,269
- Société historique de la Baie Sainte-Marie contribution : \$2,000

LUB and MPS Review:

- The Municipality of Clare has engaged Stantec for our LUB and MPS Review.
- The project is advancing well.
- The draft LUB and MPS have undergone Stantec's internal quality review process. Edits are currently underway (also waiting on draft maps). The draft documents should be available late this week or early next, at which time we will schedule a meeting with Council for review.
- To date we have completed a public consultation, targeted stakeholder interviews (focusing on private sector), an online survey, a meeting with Council, and a follow-up consultation with private sector.
- A "What We Heard Report," a Background Report, and a planning document outlining the Statements of Provincial Interest have been completed and made public.
- Going forward, Stantec have provided us with the following proposed schedule:
 - October 2024 – MPS and LUB Drafts
 - October 2024 – Staff Comments and Review
 - October/November 2024 Council Presentation on First Drafts
 - November 2024 – Open Houses
 - January 2025 – Council Review
 - February 2025 – Public Hearing and Second Reading
 - March 2025 – Project Close Out

Housing – 15 Cottreau Road, Little Brook

- The site plan has been finalized by the surveyor and both Phase 1 and Phase 2 have been staked out on the property itself.
- The site plan shows the lot has the capacity for 43 total units including 34 two-bedroom units and 9 one-bedroom units. The goal is still to build and install 20-30 units and assess the demand for the possibility of further units afterwards. They will also need some space for storage and utility sheds and some greenery.
- The planning for the septic system has been approved by NS Environment.
- Currently awaiting the driveway approval from NSPW. According to the department, it shouldn't be much longer.
- Test holes have revealed very sandy soil making it near impossible for dug wells (they collapse too quickly). Quotes have been sought by the developer for drilled wells and are expected this week.
- Two of the one-bedroom units have been completed up to 85%. Currently waiting a shipment of more steel for trim pieces and the appliances for the interior.
- Engineered plans were finalized last week for a two-bedroom model.
- The same developer has acquired the lands at 8478 Hwy 1, Meteghan. The site plan is currently being finalized by the surveyor, but initial drafts show the possibility for 12 two-bedroom units with a 4" septic drainage pipe and up to 30 two-bedroom units if upgraded to 6" drainage. The current target for this property is 25 units with most being two-bedroom units.

Hectanooga Fire Hall

- Generator and propane tank have arrived.
- Jersey barriers are on site.
- Currently waiting on excavator for site work (including slab).

Generator Building – Villa Acadienne

- Building is complete (including changes to roofings)
- Generator is on site and installed.
- Currently waiting on NSPI to tie into lift station.

Financial:

- As of September 30, 2024, the Municipality has recorded \$11,656,949 in revenues versus \$7,750,794 in expenses, for a surplus of \$3,906,155.
- As of September 30, 2024, the Municipality had a balance of \$6,309,308 in its operating fund, \$331,931 in its capital fund and a total reserve balance of \$3,887,149. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,879,937
 - Capital reserve - \$97,743
 - Landfill closure reserve - \$370,114
 - Gas tax reserve - \$20,399
 - SSGF reserve - \$518,956
- LOC (CHC) - \$4,586,273