

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

**September 18, 2024**

### **PROJECT FILES:**

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

##### Main Level:

- Drywall - 98% complete
- Taper following drywaller – 95% complete
- Ceiling grids in rooms - 90% complete
- Flooring installation – 30% complete
- Doors have been installed
- Mill work onsite
- Furniture will arrive the week of September 23<sup>rd</sup>.

##### Lower Level:

- Framing complete
- Electrical rough-in – 90% complete
- Plumbing rough-in - 10% complete
- Elevator is being installed

##### Building Exterior:

- Installation of clips and rails complete.
- Cladding has been delayed. First container shipping September 20<sup>th</sup>. Second container shipping September 26<sup>th</sup>. Eight-day sail. Landing onsite 1<sup>st</sup> – 2<sup>nd</sup> week of October.

##### Other:

- Working on date with Graves for new generator install. Striving for 1-day changeover.
- Although improved, we continue having issues with tradespeople arriving on site.

#### **Meteghan Sidewalks:**

- Project is advancing nicely.
- Sidewalk, curb, and asphalt patching along the Peter Dugas Road are complete.
- Section B & C sidewalk replacement sections are complete.
- Section A (all new sidewalk) – NSPW has accepted revised plan for culvert replacement. Work to commence shortly.
- 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.

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

- Tender Package 1 – Demolition - Complete.
- Tender Package 2 - Siteworks, Formwork, Framing, Cladding, Structural, Windows, DFH - Closed.
- Tender Package 3 – Mechanical and Electrical - Closed.
- Tender Package 4 – Interior Finishing - to be issued September 2024.
- Construction management approach for tendering. Still working through TP2 and TP3 analysis and budget variances. That said, the highest priority awards have been issued.
- Dexter will be onsite next week to begin the footings. Elite will follow for concrete forming and rebar.
- Bird met with Graves this week for the electrical and plumbing underground services. Will coordinate with Dexter.
- Tender for framing will be submitted for award later this week.
- Updated master schedule to be provided shortly.

### **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.

### **Fire Service Review:**

- **To be discussed in-camera**
- 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.

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

- Atlantex completed installation of all 40 panels in July.
- New website is live ( <https://eacadie.vox-dev.com/en/> ). Updates are ongoing. As of September 3, 2024, there were 14,229 hits.
- 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 is complete.
- QR code scans are impressive with Saint Bernard Church leading with greatest number of scans.

### **Sustainable Communities Challenge Fund**

- Project has been approved – Adaptive Flood Mitigation - Acadian Cemetery and Chapel.
- Work on the chapel is complete.
- Deck and ramp for chapel starting this week.
- Rock work is ongoing. Completion schedule for early October.
- Site has been raised and proper drainage completed.
- Seeding has been done (white clove). Remaining landscaping to be completed next Spring.
- 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.
- 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:
  - End of September 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

**Financial:**

- As of August 31, 2024, the Municipality has recorded \$11,258,111 in revenues versus \$5,602,756 in expenses, for a surplus of \$5,655,355.
- As of August 31, 2024, the Municipality had a balance of \$7,183,513 in its operating fund, \$329,942 in its capital fund and a total reserve balance of \$3,110,005. The total reserve balance can be broken down as follows:
  - Operating reserve - \$2,105,244
  - Capital reserve - \$97,383
  - Landfill closure reserve - \$368,750
  - Gas tax reserve - \$20,324
  - SSGF reserve - \$518,304
- LOC (CHC) - \$4,621,681