

Chief Administrative Officer's Report

June 18, 2025

PROJECT FILES:

Clare Health Centre:

- **Upper floor**
 - New procedures room is roughed in.
 - Work resuming this week on the new procedures room (previously put on hold pending completion of downstairs).
- **Bottom floor**
 - Downstairs offices are complete and fully spoken for (i.e., tenanted).
 - Gym equipment has been installed.
 - New water treatment system has been installed. Results of water test are all good.
 - Commissioning tests have been done. Waiting on reports.
 - Currently addressing identified deficiencies.
 - Seeking occupancy permit by June 30th.
- VON lease has been finalized.
- Planning for grand opening is beginning. Have reached out to the local MLA and the Premier's office. Tentatively looking at the afternoon of July 31st, to align with the Clare Health Foundation's Sponsor and Volunteer Appreciation Night later that same day, with Belliveau Motors Invitational Golf Tournament set for Friday, August 1st.
- As of June 18th, the Municipality of Clare had near 100% resident attachment to primary care physicians at the CHC. The current list has 46 people on it. Of these 46, we're currently waiting on 25 to call back to offer a provider. The remaining 21 will be contacted shortly.
- The CHC still has the capacity to roster new patients.

Clare Veterans Centre (CVC):

- Installation of metal roof is complete.
- Installation of vapor barrier and strapping is near completion.
- Installation of drywall is near completion.
- Working on signage tender (interior and exterior door signage).
- Electrical contractor is on site.
- Received a paving quote to reinstate the parking lot. Waiting on a second quote.
- Looking to have the paving subgrade inspected, for additional paving options.
- Access to rink and cenotaph is currently closed to allow for necessary work on the sewer system.
- Building has achieved ZCB-Design Certification (i.e., Net-Zero Ready)

- Council visited the site on June 9th
- Project remains on schedule. Estimated completion – August 2025.
- In terms of project completion, currently at 75%.

Meteghan Sewer Extension – Sunset Road:

- Met with Exp. on June 17th to review specifications for sewer expansion.
- Have reached out to developer for input and sign off on design.
- Tender for sewer expansion to be issued next week and awarded in July.
- Specifications for the necessary upgrades to the Meteghan WWTP are still under development. Expected later this week.
- Project budget to remain unchanged.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%).
- Total municipal contribution \$415,467.

Meteghan Sidewalks:

- Currently working on previously identified deficiencies (i.e., drainage at civic #8008, manhole covers, landscape items, select driveway entrances, etc.)
- Aberdeen to commence paving repairs in July (i.e. smoothing and patching to repair cracks).
- All project claims to the GoC and the Province have been submitted.

LUB and MPS Review:

- An open house was held on Tuesday, May 27th at the Meteghan Firehall to allow for public comments / questions regarding the draft planning documents.
- Attendance was very good.
- Proposed regulations regarding hobby farms were the most discussed topic of the evening.
- Despite some tense discussion, consultants left the session with some valuable recommendations which will help shape the planning documents.
- Currently, comments put forward at that session and received following that session are being reviewed for possible incorporation into the planning documents.
- Another public consultation is being planned for September. In the meantime, additional attention will be given to the issue of hobby farms, including how best to address concerns from both sides moving forward.

Active Transportation Plan:

- RFP is currently under development.
- Expected date for issue – June 2025
- Anticipated closing date – July 2025

Washrooms – Joseph and Marie Dugas Park:

- Tender has been awarded to Mid-Valley Construction (1997) Ltd. in the amount of \$136,763 + HST. Waiting on change order to account for revisions to electrical panel.
- Met with company on June 17th to discuss project delays and plan moving forward.
- Power to the site will be restored during the week of June 23rd.
- Excavation to commence during the week of June 30th.
- Estimated construction time: 6 weeks
- Temporary washroom facilities are available to the public on site.

Clare Acadian Tourism Experience Initiative 2025-27:

- Currently selling kiosks for Expo Culturelle on August 15th-16th.
- 16 of 28 kiosks allocated to date: 14 sold, 2 in-kind (US-A and Kilted Chef).
- Finalizing 2-day Expo programming lineup: Kilted Chef culinary demos, Baie en Joie, musical performances and cultural presentations.
- Staff are finalizing an application form for Experiential Tourism Pilot Projects from local organizations, businesses and individuals. Project intake is expected to commence in the last week of June. (Round 1 of 2).
- Kilted Chef 1-on-1 consultations with industry representatives are being scheduled for June 25-28 in Clare. Expecting 10 to 11 participants.

Veterans Banner Program:

- All necessary application forms have been prepared.
- Waiting on updated supplier pricing for the banners.
- Looking at 20 banners for Year 1. Project can be scaled up if demand warrants and subject to budgetary approval.
- In-take process to commence within the next few weeks. Will advertise beforehand in the Clare Shopper (late June / early July) and on Facebook. Will also advise the Clare Veterans Association directly.
- Total cost per banner is \$225. Asking \$175 per family. Municipality to contribute \$50 per banner plus cost of installation.
- The Clare Veterans Association will be contributing up to \$5,000 to cover the cost of banners for their members

Gran Fondo:

- This year's event will take place at Université Sainte-Anne (similar to 2023).
- 350 registrations to date, including 116 from out of province, or 33% (NB 58, ON 15, PE 10, QC 10, AB 2, BC 2, MB 2, NF 1; USA 16).
- Trending a bit lower than in 2023 and 2019.

Financial:

- As of May 31, 2025, the Municipality recorded \$11,414,072 in revenues versus \$2,612,277 in expenses, for a surplus of \$8,801,795.
- As of May 31, 2025, the Municipality had a balance of \$2,964,338 in its operating fund, \$450,504 in its capital fund and a total reserve balance of \$3,973,945. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,581,542
 - Capital reserve - \$99,986
 - Landfill closure reserve - \$378,607
 - Gas tax reserve - \$390,620
 - SSGF reserve - \$523,190