

Chief Administrative Officer's Report

March 19, 2025

PROJECT FILES:

Clare Health Centre:

- **Upper floor**
 - Essentially complete.
 - A few remaining deficiencies and outstanding items to complete – i.e., window dressings, signage, paint touch-ups.
- **Bottom floor**
 - Downstairs offices are complete (except flooring)
 - Flooring installation to commence in 1-2 weeks.
 - Crews currently working on common room, mechanical room and washrooms
 - Project is tentatively scheduled for completion at the end of April, 2025.
- Currently 89 residents from Clare on the 811 list. All have been contacted by CHC staff. Waiting on call backs to schedule initial appointments.

Clare Veterans Centre (CVC):

- Project is on schedule.
- Strapping is being installed on exterior walls to prepare to receive the wood siding (siding already on site).
- Window installation is complete.
- Roofing material changed from asphalt to metal- working out final details for membrane and strapping details prior to beginning installation.
- Staff working with architect and project managers on finer finish details – i.e., color choices, finishes, etc.

Meteghan Sewer Extension – Sunset Road:

- The Province has approved the proposed scope changes. Developer has been advised accordingly.
- Meeting with Exp. was held on February 26th to discuss next steps.
- Exp. to conduct site visit shortly. Revised cost estimates to follow.
- 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:

- **No new developments since January 22nd - CAO Report.**
- Final walkthrough with contractor, project engineer, and municipal staff was conducted on December 19, 2024.
- Project has been deemed substantially complete.
- Sidewalk 1: The widening and resurfacing of the 2km of sidewalk along Highway 1 are complete.
- Sidewalk 2: The widening and resurfacing of 0.8 km of sidewalk along the Peter Dugas Road are complete.
- Lastly, the construction of the 1 km of new sidewalk is complete, with a few minor deficiencies to address and landscaping items to complete. These are weather dependent and have been scheduled for completion early next Spring.

LUB and MPS Review:

- Municipal staff comments have been incorporated into the draft LUB and MPS.
- A copy has been provided for Council's review and consideration.
- Going forward, Stantec has provided us with the following proposed schedule:
 - March 2025 - Council Presentation on First Drafts and Open House
 - April 2025 – Send Draft to NS Depart of Municipal Affairs
 - May 2025 – Public Hearing and Second Reading
 - May 2025 – Project Close Out

Fire Service Review:

- Spoke with the consultant on March 14, 2025.
- A draft document has since been received and distributed to Council for review.

Clare Acadian Tourism Experience Initiative 2025-27:

- Interviews for the Experience Coordinator position are scheduled for next Thursday (3 interviews)
- Radio Canada reached out to staff regarding this project. Ful interview will be airing on *La Mouvée*.
- The Clare Acadian Tourism Experience Initiative 2025-27 aims to build on the momentum from the CMA 2024 by creating new and enhancing existing experiential tourism offerings in Clare.
- This two-year initiative will focus on events, culinary experiences, tours, workshops, and performances.
- Project also includes marketing focused on Atlantic Canada, Quebec, and International Markets (i.e., Louisiana, France, etc.).
- Total project cost: \$465,569
- ACOA application has been submitted. Amount requested \$298,323.
- Provincial ask: Events NS - \$15,000, Tourism NS - \$44,500
- Municipal contribution - \$102,746 (over two years)

Active Transportation Plan:

- **No new developments since February 19th – CAO Report**
- The Municipality has applied to the Province's Connect2 Program for funding assistance towards the completion of an Active Transportation Plan.
- The application deadline was February 14, 2025.
- The Connect2 Program provides grants of up to 75% to a maximum of \$50,000.

Grants to Organizations:

- The intake period for the Municipality's 2025-26 Grants to Organizations program is now open.
- Forms are available on our website (www.clarenovacotia.com) and at the municipal office.
- The deadline for applications is March 21, 2025.

Washrooms – Joseph and Marie Dugas Park:

- Building design and specifications have been completed.
- Tender has been issued with a closing date of March 27, 2025.
- Whereas the washrooms will be fully accessible, an application for financial assistance has been submitted to the Community Accessibility Program offered by NS Communities, Culture, Tourism and Heritage. Still awaiting word.

Municipal Tax Sale

- The Municipal Tax sale was held on Saturday, March 1st.
- A total of 17 properties were on the tax sale.
- Of these 17 properties, 16 were sold at tax sale.

Financial:

- As of February 28, 2025, the Municipality recorded \$12,941,328 in revenues versus \$11,814,034 in expenses, for a surplus of \$1,127,294.
- As of February 28, 2025, the Municipality had a balance of \$2,633,447 in its operating fund, \$239,297 in its capital fund and a total reserve balance of \$3,093,225. The total reserve balance can be broken down as follows:
 - Operating reserve - \$1,902,628
 - Capital reserve - \$99,098
 - Landfill closure reserve - \$375,246
 - Gas tax reserve - \$194,845
 - SSGF reserve - \$521,408