

Chief Administrative Officer's Report

May 21, 2025

PROJECT FILES:

Clare Health Centre:

- **Upper floor**
 - Bilingual signage has been installed shortly upon delivery.
 - New procedures room is roughed in. Will only be finished once downstairs is complete.
- **Bottom floor**
 - Downstairs offices are complete and fully spoken for (i.e., tenanted).
 - Flooring is complete.
 - Change rooms are essentially complete. Installation of mirror and baby change table remain.
 - New water treatment system has been installed. Waiting on results of water test.
 - Duct cleaning is done.
 - Air balancing to be completed this week.
 - Generator installation is complete.
 - Finish grading and grass seeding are complete.
 - Commissioning scheduled for the week of May 26th.
- As of May 20th, the Municipality of Clare had near 100% resident attachment to primary care physician at the CHC. The current list has 61 people on it. Of those 61, 25 have been contacted already.
- The CHC still has the capacity to roster new patients.

Clare Veterans Centre (CVC):

- Installation of siding is complete.
- Installation of metal roof nearing completion.
- Installation of vapor barrier and strapping currently underway
- Installation of drywall is underway.
- HVAC contractor onsite
- Waiting on paving quotes to reinstate parking lot.
- 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)
- Project remains on schedule. Estimated completion – July / August 2025
- Site visit for Council will be scheduled for June.

Meteghan Sewer Extension – Sunset Road:

- Revised scope of work has been agreed to with Exp.
- Tender for sewer expansion expected to be issued in early June and awarded in early July.
- Site visit with Exp. to determine scope of necessary updates to the Meteghan WWTP has been scheduled for May 29th.
- 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:

- The contractor was onsite last week with Aberdeen to go over the deficiencies. Remediation to commence in July (i.e. smoothing and patching to repair cracks).
- Hydroseeding was done last week.
- Awaiting update on other previously identified deficiencies (i.e., drainage at civic #8008, manhole covers, landscape items, select driveway entrances, etc.)
- All project claims to the GoC and the Province have been submitted.

LUB and MPS Review:

- Council met with Stantec on April 9th for a review of the draft LUB / MPS.
- An open house has been scheduled for 6:30 pm on Tuesday, May 27th at the Meteghan Firehall to allow for public comments / questions regarding the draft planning documents.
- In the meantime, a draft of these same documents was forwarded to the Province on May 5th for review and feedback (and to ensure compliance).
- Going forward, Stantec has provided us with the following proposed schedule:
 - May 2025 – Open House
 - June 2025 – First Reading
 - July 2025 - Public Hearing and Second Reading
 - July 2025 – Project Close Out

Active Transportation Plan:

- RFP 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.
- Anticipated completion date - June 21st
- The Municipality's funding application to the Community Accessibility Program offered by NS Communities, Culture, Tourism and Heritage was denied due to the program being oversubscribed.
- This notwithstanding, construction of these new washrooms will proceed as planned.
- Temporary washroom facilities will be available to the public on site during construction.

Clare Acadian Tourism Experience Initiative 2025-27:

- 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.
- Will focus on events, culinary experiences, tours, workshops, and performances.
- Planning currently underway for Expo Culturelle to be held on August 15th and 16th.
- Created several new bilingual ads for the 2025 Facebook ad campaign w/ Tourism Nova Scotia starting on May 26th in the Maritimes, Quebec, and Louisiana.
- Participated in the Saltscapes Expo in Halifax from May 9th to the 11th. Received 558 total ballots (highest since 2019) and 326 total emails (highest ever).
- New municipal tourism website has been launch (www.baiesaintemarie.com)

Veterans Banner Program:

- All necessary application forms have been prepared.
- Currently double-checking the pricing for banners to ensure accuracy.
- Looking at 20 banners for Year 1.
- In-take process to commence in June. Will advertise beforehand in the Clare Shopper 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 intallation.
- The Clare Veterans Association has expressed interest in contributing funds on behalf of its members.

Financial:

- As of April 30, 2025, the Municipality recorded \$11,209,171 in revenues versus \$1,288,503 in expenses, for a surplus of \$9,920,668.
- As of April 30, 2025, the Municipality had a balance of \$2,320,460 in its operating fund, \$46,622 in its capital fund and a total reserve balance of \$3,964,856. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,575,192
 - Capital reserve - \$99,740
 - Landfill closure reserve - \$377,676
 - Gas tax reserve - \$389,659
 - SSGF reserve - \$522,589