

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

**January 18, 2023**

### **PROJECT FILES:**

#### **Internet:**

- Eel Lake was completed last week. Customer connections have begun.
- Cottage Lane – Still at the make ready stage. No update from last month.
- Victor Lake - Now that the last resident has agreed to the easement and pole work required, the neighboring property owner disagrees with NSPs property line assumptions and NSP has had to hire a surveyor. No timeline for completion at the moment.
- The remaining section of Norwood Rd, off the D'Entremont Rd, is being finished tomorrow.
- Lake Doucette / Springvale Area – splicing should be complete this week.
- At this point, the fiber network passes some 4,900 home and businesses, with 1,000 active subscribers connected to date.
- The last municipal disbursement towards this project is scheduled for March 2023. The disbursement amount will be \$100,000, bringing the total municipal investment in this project to \$2.45M.

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

- Discussions with the Province of NS are ongoing.
- New service road has been built in our field next to the medical centre, using the same entrance off Highway 1 as the generator shed.
- This will serve as access to the construction site as well as a lay down area for materials. In our view, this is a much better option than using the back parking lot. It's less disruptive and safer. Also, the pavement in our parking lots was never meant to support the weight of these large trucks which will be on site during construction.
- As they are the subtrade in the Rikjak Construction bid responsible for earth work, RD Harris was tasked with constructing the road.
- In terms of actual construction, the building itself is still scheduled to begin in March.

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

- **To be discussed under New Business – Item 12.2**
- Municipal contribution - \$589,124
- GoC contribution - Green and Inclusive Community Buildings program (GICB) - \$2,356,494

### **Joseph and Marie Dugas Park and Pointe-à-Major**

- All necessary permit applications have been submitted to the NS Department of Natural Resources and Renewables and are currently under review.
- Concept paper has been submitted to ACOA. Waiting on permission to proceed to formal application.
- In discussion with various provincial departments to find a suitable funding program(s).
- The anticipated costs for this tourism infrastructure project, as included in the capital budget and including the non-rebated portion of the HST, is \$1.95M.
- The proposed funding mix, as recommended by the CAO, is 50% federal, 25% provincial and 25% municipal.

### **Cape Saint Mary Lighthouse Interpretive Centre:**

- **No substantial change from October 19, 2022, CAO Report**
- Varcon is finalizing design and pricing for viewing platforms. Current estimate is \$372,531 plus HST.
- Cost for building rehab plan and exhibit plan for the ground floor has been estimated at \$158,000 plus HST.
- Cost for new exterior railing and door on top of lighthouse, as well as the replacement of interior railings and ladders, has been estimated \$57,000 plus HST.
- Design focuses on the fishing industry including vintage lobster traps, a ¼ replica of a barchette, tuna fishing memorabilia, lighthouse lens/foghorn, and visitor information.
- Total project cost estimated at \$587,531 plus HST.

### **Wayfinding and Gateway Signage System:**

- **No substantial change from October 19, 2022, CAO Report**
- Wayfinding and Gateway Signage System deferred to 2023.
- Concept designs for gateway, directional and site identification signage have been created by Denise Saulnier Design and Trivium. Will be presented to Council for review shortly.
- Cost-to-build budgets for the gateway signs (4), directional signs and site identifications signs estimated at \$188,540 + HST

### **Housing Action Plan:**

- As previously reported, Request for Expressions of Interest (REOI) including two parcels in Little Brook, one parcel in Havelock, as well as two elementary Schools – Joseph Dugas and Stella Maris, has yielded no submissions.
- Now looking to proactively schedule meetings with local developers
- Have put together a short list (i.e., cheat sheet) highlighting available funding programs and/or grants to aid prospective developers.

### **Meteghan Sewer Extension – Sunset Road:**

- **No substantial change from December 21, 2022, Council meeting where project was discussed in Closed Session – Item 13.1 Contract Negotiations**
- Spoke to the Province on October 27, 2022.
- GoC’s Investing in Canada Infrastructure Program – Green: Environmental Quality stream.
- Total project cost is \$1,493,400 plus HST.
- The maximum allowable contribution is 73.33%.

### **Meteghan Sidewalks:**

- Project is approved
- Waiting on approval of design plans from NS Public Works
- Anticipating release of tender by month’s end.
- Total GoC funding contribution - \$995,558 (60%).
- Total project cost is \$1,591,009 plus HST.

### **Clare Transfer Station:**

- New storage building is complete.
- Remaining repairs to the transfer station (as a result of the fire) are underway.
- Fire alarm to be installed in the coming weeks
- Claim has been submitted to our insurance provider for reimbursement. Total amount claimed to date \$210,054, including pending reimbursement of \$18,170 from most recent claim. At least one other claim to follow as the aforementioned amount does not include pending invoices from Garian Construction Ltd. for ongoing repairs.

### **Boundary Review**

- No substantial change from the December 21, 2022, Council meeting.
- Still waiting to hear from the Chief Clerk of the NSUARB, Mr. Bruce Kiley, to schedule a date for a hearing of the Municipality’s application.

### **Wentworth Park:**

- Presentation to Council of detailed concept plan is scheduled for February 1, 2023.
- Project elements include a composite washroom building, improvements to the boat launch area (drainage), a floating dock with kayak launch, a smaller floating dock with access from the parking lot, an accessible walkway, picnic tables, hammocks, a playway, etc.
- Currently purchasing park assets/equipment.
- Tender for construction activities / earth works to be issued in the coming weeks, for a planned start later this Spring.
- Project completion date extended to September 2023.

### **Compressor and Cylinder Upgrade - CFFA**

- The compressor and cylinder upgrades are scheduled to take place this Friday.

### **FINANCIAL:**

- As of December 31, 2022, the Municipality has recorded \$10,126,479 in revenues versus \$8,158,577 in expenses, for a surplus of \$1,967,902.
- As of December 31, 2022, the Municipality had a balance of \$2,470,148 in its operating fund, \$73,439 in its capital fund and a total reserve balance of \$3,662,208. The total reserve balance can be broken down as follows:
  - Operating reserve - \$1,785,459
  - Capital reserve - \$998,641
  - Landfill closure reserve - \$341,609
  - Gas tax reserve - \$536,499