

Chief Administrative Officer's Report

September 17, 2025

PROJECT FILES:

Clare Health Centre:

- New procedures room is complete.
- Elevator is functional and available for public use.
- Sidewalk ramp and landscaping complete.
- Acoustic testing complete. Solution has been proposed to achieve the desired STC 50 standard.
- Currently working through deficiency report and preparing close out documentation.
- As of September 16th, the Municipality of Clare had nearly 100% resident attachment to primary care physicians at the CHC. The current list has 84 people on it. Of these 84, we're currently waiting on 22 to call back to offer a provider. The remaining 62 will be contacted shortly.
- The CHC still has the capacity to roster new patients.
- The CHC has been awarded the Outstanding Team-Based Family Practice Award 2025 by the Nova Scotia College of Family Physicians. The award will be presented at the Association's annual awards banquet on October 17th.

Clare Veterans Centre (CVC):

- Parking lot is complete.
- Grinding of cement floor in studio is underway, in preparation for installation of sprung floor.
- Acoustic testing (and required sound dampening measures) will follow the installation of the sprung floor.
- Painting and tiling are complete.
- S1001 testing took place today.
- Kitchen equipment on site and partially installed. Waiting on delivery of counter tops to finalize installation.
- Working on deficiencies list.
- Bird preparing for commissioning with municipal staff (Daniel, Ryan, and Jake)
- NSP Final Inspection – September 22, 2025
- Cleaners scheduled for September 22, 2025
- Target date for occupancy – September 24, 2025.

Meteghan Sewer Extension – Sunset Road:

- To be discussed under New Business – Item 12.3
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%).
- Total municipal contribution \$415,467.

Meteghan Sidewalks:

- Still waiting on Aberdeen to commence paving repairs.
- Hydroseeding at some locations has suffered due to lack of rain.
- Have reached out to project contractor for further information as to when both these deficiencies will be addressed. Waiting on reply.

LUB and MPS Review:

- Comments put forward at the open house on May 27th have been reviewed and largely incorporated into the planning documents.
- Revised documents are currently under review by municipal staff.
- Below is the revised timeline for this project:
 - May 2025 – Drafts 1.0 completed
 - May 2025 – Open House No. 2
 - June-July – Revisions following Open House
 - August – Draft 2.0 of MPS and LUB posted online
 - October– Open House No. 3
 - November – Public Hearing and First Reading
 - December 2025 – Second Reading and Project Close Out

Active Transportation Plan:

- RFP for Active Transportation Plan has been awarded to Upland Planning + Design in the amount \$69,930 plus HST.
- Kick-off meeting was held on August 27th, including site visits.
- Inventory and data collection underway.
- Community engagement piece to commence in the coming weeks including pop up events, online survey, interactive mapping tool, stakeholder consultations, meetings with staff and Council, etc.

Washrooms – Joseph and Marie Dugas Park:

- Contractor backfilled and installed foam for frost protection on September 14th.
- Framing to start tomorrow.
- Trusses to be delivered early next week.
- Contractor expects to be roof tight and ready for rough ins by the week of September 26th.

Generator Building – Belliveau WWTP

- Building is complete.
- Electricians are currently waiting for the transfer switch to arrive in order to finish the remainder of the electrical.
- Arrival of transfer switch has been delayed an additional 14-15 weeks. Now expected in December.

Clare Acadian Tourism Experience Initiative 2025-27:

- Expo Culturelle was held on August 15th-16th.
- The event was a resounding success; comments were extremely positive.
- 31 kiosks were allocated: 26 sold, 5 in-kind (US-A, Kilted Chef, Gran Fondo, Clare Tourism, Festival acadien de Clare).
- Estimated attendance of 800 people (450 on Friday and 350 on Saturday)
- Will be launching new program activity(ies) in the Fall.

Veterans Banner Program:

- Application deadline was extended to September 5th and has since closed.
- A total of 16 applications were received.
- All applications have been sent to the design team. There is currently some back-and-forth editing taking place with families to finalize the details.
- The goal is to have all edits finalized by the end of this week, after which the full order will be placed.
- Total cost per banner is \$225. Asking \$175 per family. Municipality to contribute \$50 per banner plus cost of installation.
- Banners will be installed in October and removed after November 12th.
- Installation will be along route 1 in Saulnierville, starting at the Clare Veterans Centre and going in either direction.

Equipment Storage Building:

- Delmar has commenced excavation for the new Equipment Storage Building.
- Waiting on concrete contractor. Likely mid-October (currently Fall rush for concrete).
- Framing to commence shortly thereafter (i.e., late October).
- Trusses have been ordered.
- Expect to be roof-tight by end of November.

Gran Fondo:

- This year's event took place on September 14th at Université Sainte-Anne
- Received 669 registrations.
- On the day of the event, 594 cyclists participated. Approximately 200 were from out of Province.

Wentworth Park Boat Launch:

- Staff visited site with the contractor to discuss alternatives to enhance both safety and functionality.
- Most cost-effective solution is to pour a new, extended (6 ft.) block.
- New block will be located 15-20 feet from current location.
- Currently waiting on cost estimate.
- According to NS Environment, work cannot be carried out after September 30th
- That being the case, municipal staff will finalize plans over the winter in anticipation of a Spring start.

Financial:

- As of August 31, 2025, the Municipality recorded \$12,434,536 in revenues versus \$5,522,574 in expenses, for a surplus of \$6,911,962.
- As of August 31, 2025, the Municipality had a balance of \$7,688,403 in its operating fund, \$298,820 in its capital fund and a total reserve balance of \$2,574,075. The total reserve balance can be broken down as follows:
 - Operating reserve - \$1,173,234
 - Capital reserve - \$100,744
 - Landfill closure reserve - \$381,477
 - Gas tax reserve - \$393,581
 - SSGF reserve - \$525,039