

**Chief Administrative Officer's Report**  
**By CAO Stéphane Cyr**  
**November 20, 2019**

**PROJECT FILES:**

**Eco-Parc**

- File is advancing, albeit slowly
- A revised copy of the agreement of purchase and sale was sent to the prospective buyers earlier today.
- **In-camera discussion**

**Clare Veterans Centre:**

- As per Council's direction, currently revising funding application for submission to ACOA.
- Revised application will:
  - Detail a project ranging between \$400k and \$500k
  - Incorporate a 66.6% / 33.3% funding split
  - Focus on green or environmentally friendly elements of this project, a possible modernizing of the building's façade and well as other key elements, some of which could be cash flowed within this fiscal year.
- Those original project elements not retained as part of the ACOA submission may be incorporated into a second project and submitted to the Rural and Northern Communities stream of the Investing in Canada plan once open.

**CMA 2024**

- Appointment of Executive Members to be discussed on tonight's agenda (item 11.7).
- Once appointed and the organization established, a memorandum of understanding ("protocole d'entente") must immediately be signed with the SNA.
- Next steps to include filling the remainder of the board positions (8) and beginning the process to hire an Executive Director.

**Tourism Public Spaces Development and Improvement**

- Contract has been awarded to Upland
- Preliminary site visits, as well as meetings with staff and Council, have already been conducted.
- Currently awaiting confirmation of balance of financing prior to official project launch. Expect to receive word late December / early January
- Discussions with ACOA (as recently as yesterday) remain positive

### **Meteghan Park Development Association:**

- See item 11.5 under New Business.

### **Communauté accueillante:**

- Not a municipal led project however, it is a project of importance to the Municipality nonetheless
- A first draft has been circulated and municipal staff has provided feedback
- Issues flagged as part of the report include housing, transportation, French second language courses, coordinated access to information resources, etc.
- The issue of ownership of specific activities (i.e. who leads them) and necessary budget to implement said activities has not yet been determined.
- Recommended a second series of targeted consultation - new arrivals, private sector, municipal Council, etc.
- Expected completion date for the plan is not known. That said, IRCC would like these as soon as possible in order to proceed to a formal announcement of the plans and their subsequent implementation.

### **FINANCIAL:**

- As of October 31, 2019, the Municipality has recorded \$8,635,508 in revenues versus \$5,678,408 in expenses, for a surplus of \$2,957,100.
- As of October 31, 2019, the Municipality has a balance of \$3,541,746 in its operating fund, \$83,564 in its capital fund and a total reserve balance of \$5,421,332
  - Operating reserve - \$451,425
  - Capital reserve - \$3,420,848
  - Landfill closure reserve - \$326,692
  - Gas tax reserve - \$1,222,367

### **INTERNAL:**

#### **Meetings since October 16, 2019:**

- FANE AGM – October 18-20, 2019
- Wastechek Audit Committee – October 29, 2019
- Série “Les 5 à 7 de la recherche” (US-A) – October 30, 2019
- EMO Plan Review – October 31, 2019
- NSFAM Fall Conference – November 5-8, 2019
- Interview with Carla Allen (Vanguard) – November 15, 2019
- Communications Committee – November 18, 2019

**Upcoming Events:**

- **Christmas tree lighting** – December 1, from 2:00 pm to 4:00 pm at the CVC
- **RBC Skate with Santa** – December 7, from 3:30 pm to 4:30 pm at US-A
- **Christmas in Havelock** – December 14, from 4:30 pm to 6:30 pm at the Havelock Community Centre