

Chief Administrative Officer's Report

March 15, 2023

PROJECT FILES:

Clare Health Centre:

- Discussions with the Province of NS are still ongoing.
- Coordination meeting (pre-mobilization) is scheduled for May 16, 2023.
- Construction start date is planned for March 27, 2023.
- Due to reduced availability of office space at the CHC, the municipal office (downstairs) will accommodate two doctors offices for the duration of construction.
- Recreation will temporarily relocate to the Cultural Hub for the summer season.
- Tourism will relocate to the Rendez-Vous de la Baie. In the case of Tourism, the move will be permanent.

Clare Veterans Centre (CVC)

- Currently working with project managers and architect firm (Rhad Architects) to incorporate needed renovations to existing building into design plans for proposed extension.
- Tender expected to be issued in late April 2023.
- Anticipated construction start date – June 2023.
- 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

- **To be discussed under New Business – Item 12.2**
- Municipality has proposed an amendment to the the proposed scope and funding mix.
- More specifically, the project scope would focus exclusively on the Joseph and Marie Dugas Municipal Park, with alternative funding to be sought at a later date for both the Point à Major and walking trail bridges.
- In terms of project funding, the Municipality is proposing to revise the mix from 50% federal / 25% provincial / 25% municipal to 2/3 federal and 1/3 municipal, in light of the ongoing challenges in identifying appropriate provincial funding sources.
- ACOA was briefed on the proposed amendment and has granted approval to proceed to formal application.
- In light of this change of course, total project cost is now estimated at \$1,675,036. The proposed municipal contribution has increased from \$487,500 to \$544,512.

- All necessary permit applications have been submitted to the NS Department of Natural Resources and Renewables and are currently under review.

Meteghan Sewer Extension – Sunset Road:

- Met with developer on March 1, 2023
- Currently drafting agreement regarding housing project deliverables. Expected signing – 2 weeks.
- Once complete, will sign contribution agreement with 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:

- NS Public Works is requesting modifications to the design plans prior to issuing permit.
- Able Engineering was onsite last week to pick up more field information to make these revisions. Revised plans expected by March 17, 2023. Will be re-submitted to NS Public Works for consideration.
- Total GoC funding contribution - \$995,558 (60%).
- Total project cost is \$1,591,009 plus HST.

Boundary Review

- The Public Hearing regarding the number of Councillors in Clare and the boundaries of the municipal polling districts will be held on May 18, 2023, at 10:00 am, in the Council Chambers at the Municipal Office (1185 Highway 1, Little Brook).
- To present at this meeting, residents must register beforehand with the NSUARB.
- A copy of the Municipality's application is available for inspection during regular business hours at the municipal office, 1185 Highway 1, Little Brook, Nova Scotia, and at the offices of the Board, Summit Place, 3rd Floor, 1601 Lower Water Street, Halifax Nova Scotia or on the Board's website at <https://nsuarb.novascotia.ca/>, by clicking on "Matters & Evidence", "Go to Files & Documents" and insert in "Go Directly to Matter" Matter ID M10870.

Wentworth Park:

- Tender documents to be issued in early May 2023.
- Tender to be awarded in early June with construction to commence shortly thereafter.
- Anticipated project duration – 2 months.
- 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.

Clare & Argyle Acadian Tourism Development Project

- **To be discussed under New Business – Item 12.6**
- The Clare & Argyle Acadian Tourism Development Project will refresh the current interpretative panels in Clare and Argyle, add additional panels to new locations, and provide funding to help increase capacity for festivals and help support events.
- Municipal contribution \$30,005, divided over 2 years.
- The total project cost is \$400,000 over two years, of which 75% or \$300,000 is being sought from ACOA.
- Other anticipated project partners include the Province of NS (\$35,000), the Town of Yarmouth (\$2,500), the Municipality of Yarmouth (\$2,500) and the Municipality of Argyle (\$30,000).

Grants to Organizations:

- The Municipality is currently accepting applications under its Grants to Organizations program.
- Application form is available on the municipal website and/or at the municipal office.
- Deadline for application is March 24, 2023.

HUMAN RESOURCES

- **Communications Officer**
 - Position is currently advertised both online and in local media.
 - Deadline for application is March 24, 2023.
- **Summer Students**
 - 4 positions are advertised – Team Lead (16 weeks), Advertising Specialist (15 weeks), Special Events Coordinator (15 weeks), and Special Events Assistant (8 weeks).
 - These positions are contingent on funding from Canada Summer Jobs (i.e., Employment and Social Development Canada).
 - Deadline for application is April 6, 2023.
- **Patient Attendant**
 - Casual position at the CHC.
 - Deadline for application is March 24, 2023.

FINANCIAL:

- As of February 28, 2023, the Municipality has recorded \$10,653,583 in revenues versus \$9,632,498 in expenses, for a surplus of \$1,021,085.

- As of February 28, 2023, the Municipality had a balance of \$1,679,831 in its operating fund, \$237,306 in its capital fund and a total reserve balance of \$3,682,956. The total reserve balance can be broken down as follows:
 - Operating reserve - \$1,795,575
 - Capital reserve - \$1,004,298
 - Landfill closure reserve - \$343,544
 - Gas tax reserve - \$539,539