

Chief Administrative Officer's Report

November 16, 2022

PROJECT FILES:

Clare Veterans Centre (CVC)

- **No substantial change from September 21, 2022, CAO Report.**
- During a virtual meeting on August 11th with representatives from the Green and Inclusive Community Buildings program (GICB), the Municipality was asked to update its numbers and increase its proposal from roughly \$2.3M to \$3M (the max. allowable under this particular program stream), in order to account for inflation and rising construction costs. Doing so would mean 80% federal funding or \$0.20 dollars, the maximum allowable (excellent leveraging).
- Although the individual in question was clear that they were not the one making the final funding decision, they indicated announcements would likely come down in October and strongly recommended the Municipality increase its numbers now and get these in quickly given that it cannot go back for additional funds once the project is approved
- In order to do so (and apply for the full \$3M), the Municipality would need to increase its original contribution by \$62,557, from \$537,443 to an even \$600,000, in order to equal 20% and maximize available project dollars.
- The CAO strongly recommends moving forward with this increase given recent conversations with GICB.
- Invitations have been sent to the Chiefs of both the Meteghan and Little Brook Fire Departments to meet on site to discuss proposed plans for needed work to the firehole.

Clare Health Centre:

- Tender for Clare Health Centre Expansion closed on November 8, 2022.
- A total of 4 bids were received.
- Variance of 6% between low and high bids
- Proposals currently being reviewed by Grey Cardinal Management Inc.
- Tender document allows 30 days for contract award.
- Discussions with the Province of NS are ongoing.

Tourism Public Spaces

- **No substantial change from October 19, 2022, CAO Report**
- Concept papers have been submitted to ACOA for both Joseph and Marie Dugas Park and Cape Saint Mary Lighthouse Park. Waiting on feedback and/or permission to proceed to formal application.
- Waiting on direction from the Province of NS as to which department(s) to approach with concept paper.

- **Joseph and Marie Dugas Park and Pointe-à-Major:**
 - Preparing necessary permits for the NS Department of Natural Resources and Renewables for both sites.
 - 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:**
 - 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:**
 - 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:

- **No substantial change from October 19, 2022, CAO Report**
- Request for Expressions of Interest (REOI) has been issued.
- SHS Consultants Ltd to handle inquiries and manage intake process.
- REOI to include two parcels in Little Brook, one parcel in Havelock, as well as two elementary Schools – Joseph Dugas and Stella Maris
- Existing Villa Acadienne not included in the proposed REOI. May be incorporated at a later date, if requested by the Board.

Meteghan Sewer Extension – Sunset Road:

- Spoke to the Province on October 27, 2022.
- According to the provincial representative, they have only received 1 approval to date (very recently) under the GoC's Investing in Canada Infrastructure Program – Green: Environmental Quality stream. However, they have been informed that there are several in the queue with the Federal Minister and they expect to start receiving approvals over the next few weeks.
- Total project cost is \$1,493,400 plus HST.
- The maximum allowable contribution is 73.33%.

Meteghan Sidewalks:

- Currently reviewing draft contribution agreement
- To be discussed under New Business – Item 12.4
- Total project cost is \$1,591,009 plus HST.
- Under the GoC's Active Transportation Fund, municipalities can apply for eligible active transportation projects (including sidewalks). The maximum allowable federal contribution is 60%.

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.

Cultural Hub:

- New Gutters have been installed
- Work on new drain is ongoing.
- Waiting on confirmation of start date from Aberdeen Paving.
- Waiting on final report and recommendations from Efficiency Nova Scotia from energy audit.

Wentworth Park:

- **No substantial change from October 19, 2022, CAO Report**
- Consultants and staff are working on detailed concept plan with associated costs for presentation to Council later this Fall.
- Currently pricing various project elements – 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.

Boundary Review

- 2022 Boundary Review Report Complete
- To be discussed under New Business – Item 12.1

Welcoming Communities

- On Monday, November 7, Communauté francophone accueillante de Clare had the honour of co-hosting the Provincial Forum on the State of Francophone Immigration in Nova Scotia with its partner the Réseau en immigration francophone de la Nouvelle-Écosse at the Rendez-vous de la Baie Welcome Centre on the campus of Université Sainte-Anne.
- Designed to kick off National Francophone Immigration Week, the gathering provided an opportunity for immigration stakeholders to converge, discuss achievements and challenges in their respective sectors, and envision the future of francophone immigration in the province. Approximately 75 people attended.
- The Honourable Jill Balsler, Minister of Labour, Skills and Immigration, and the Honourable Colton LeBlanc, Minister of Acadian Affairs and Francophonie, were also on hand to unveil the Action Plan for Francophone Immigration to Nova Scotia, which aims to boost the province's Francophone population by 2025.
- During the forum, Marc-Alexandre Lagacy and Amy Paradis of gave an overview of the CFA de Clare project. They spoke about the mandate of CFA de Clare, some of the challenges it has faced and, most importantly, the impacts it has had on the community of Clare.
- Other dignitaries included:
 - Yvon LeBlanc, Warden, Municipality of Clare
 - Ronnie LeBlanc, MLA, Clare
 - Martin Théberge, President of the SNA
 - Kenneth Deveau, President of la FANE
 - Emmanuel Nahimana, Manager of the Immigration francophone de la Nouvelle-Écosse program
 - Melissa Rud of IRCC
 - Médétonwan Olivier Guédé of the FCFA
- The day was well received, and it was a great opportunity for the Municipality of Clare to have all eyes on the community that day, from an immigration point-of-view.

Culinary Enhancement Program for Clare/Argyle:

- Project is nearing completion
- All site visits / mentoring sessions are complete
- Approximately \$25K-\$30K remaining in marketing recommendations and market supports for Clare and Argyle participants. Funds expected to flow between now and end of December.
- Press release issued on November 9, 2022. Very well received. Picked up by Courier de la Nouvelle-Écosse and the Tri-County Vanguard.
- Project to be completed by January 2023.
- Total project cost is \$69,874.
- Funded 100% via ACOA's Main Streets Program.

Meteghan Family Park

- Installation of new aluminum railing complete
- Total project cost - \$11,625 + HST

FINANCIAL:

- As of October 31, 2022, the Municipality has recorded \$9,715,959 in revenues versus \$5,908,609 in expenses, for a surplus of \$3,807,350.
- As of October 31, 2022, the Municipality had a balance of \$3,815,579 in its operating fund, \$678,858 in its capital fund and a total reserve balance of \$3,228,824. The total reserve balance can be broken down as follows:
 - Operating reserve - \$1,650,613
 - Capital reserve - \$637,729
 - Landfill closure reserve - \$339,619
 - Gas tax reserve - \$600,863