

**Chief Administrative Officer's Report**  
**By CAO Stéphane Cyr**  
**October 28, 2020**

**PROJECT FILES:**

**Rural Internet:**

- Update will be provided at the November 4, 2020 Council-in-Committee meeting.

**Tourism Public Spaces Development and Improvement**

- The consultants are currently working on draft conceptual plans for all sites included in this project. These plans will be submitted to the Tourism Manager and CAO at end of October or early November.
- The consultants will be returning to Clare in November to present these plans. Format and dates are TBD.

**Clare Veterans Centre (CVC)**

- Met with mechanical, electrical, and structural engineers at the CVC on October 22, 2020.
- Their reports (including findings and recommendations) will be finalized and submitted to Rhad during the first week of November.
- From there, cost estimates will be prepared. Once reviewed by the Municipality, the design drawings and specifications will be finalized.

**Welcoming Communities / Communautés accueillantes :**

- The Municipality's action plan has been accepted by IRCC
- Funding agreement has been signed
- Press release to be issued as part of National Immigration Week (November 1-7)
- A few small-scale activities are scheduled for next week:
  - The donation of French-language books for the Western Counties Regional Library Adopt-a-Book campaign (Meteghan branch)
  - The announcement of Chantal Surette as *Communauté Francophone Accueillante de Clare* Officer for the Municipality of Clare
  - A statement regarding National Francophone Immigration Week to be read at the Council-in-Committee meeting
  - The promotion of a few regional / national activities taking place all week
- Next steps:
  - Liaising with Tourism Manager Larry Peach regarding transforming our Visitor Centre into a Welcome Centre
  - Strengthening our network with organizations that provide services to immigrants and other community members within the region
  - Reaching out to new arrivals in Clare to let them know about the project

### **Breakwater – Belliveau Cove**

- All necessary permits have been secured – DFO, Transport Canada and NS Department of Lands and Forestry.
- Expected start date: mid-November
- Total project cost of \$431,584 (not including lighthouse, benches, and damage to the southern wharf).
- Of this amount, insurance is covering \$325,776.
- Funding application in the amount of \$52,904 has been submitted to the Nova Scotia Flood Risk Infrastructure Investment Program (FRIIP). As per the program criteria, the Municipality must match the contribution (\$52,904). Project approvals to be announced shortly.
- The insurance will also be covering 100% of the cost to repair the lighthouse and the southern wharf, as well as replace the benches.

### **Provision of French-language Services:**

- The application for funding assistance to the OOAF, under the Canada-Nova Scotia Agreement on French-language Services has been approved.
- The total amount of the application is \$139,704 of which 50% or \$69,852 is being requested from the OOAF.
- The amount awarded for 2020-21 is \$40,000 which is consistent with what we received over each of the past two years.
- Expense items focus on communications, simultaneous translation, translation of documents, advertising/marketing, and signage.

### **Housing Action Plan:**

- RFP was issued earlier today (October 28, 2020).
- Closing date for submissions has been set at 3:00 pm on November 20, 2020.

### **Asset Management :**

- Asset Management Cohort Program is advancing with 3 of 6 sessions completed thus far.
- The Asset Management Policy, to be discussed under New Business – Item 11.1, is part of this effort.
- Application for funding assistance to help offset the cost of drafting the Asset Management Plan (80% up to a maximum of \$50,000) has been submitted.

**FINANCIAL:**

- As of September 30, 2020, the Municipality has recorded \$8,394,180 in revenues versus \$5,370,772 in expenses, for a surplus of \$3,023,408.
  
- As of September 30, 2020, the Municipality has a balance of \$3,584,636 in its operating fund, \$216,464 in its capital fund and a total reserve balance of \$5,594,128. The total reserve balance can be broken down as follows:
  - Operating reserve - \$969,570
  - Capital reserve - \$3,056,966
  - Landfill closure reserve - \$331,218
  - Gas tax reserve - \$1,236,374