

**Chief Administrator's Report**  
**By CAO Stéphane Cyr**  
**April 19, 2017**

**PROJECT FILES:**

**Church Point Sewer Treatment Plant (\$198,628)**

- Construction of the 12' x 16' building is complete, with the exception of electrical and exterior siding. Suspended floor is currently being installed.
- Still waiting on the design of the 3 control panels from KRC Controls (Kevin Cook). These are expected shortly.
- Project is on budget and advancing as per schedule.

**Clare Veterans Centre**

- Renovations to the upstairs washrooms are complete.
- The upstairs hall has been painted.
- Lighting updates and renovations to pass fire inspection requirements are now complete.
- The footings for the LED sign have been poured. The LED digital display will be installed in approximately 3 weeks.
- Three power poles in front of the building will be replaced by 2 new poles. This will result in the loss of 1 streetlight. Exterior lighting will be placed on the building to compensate for this loss.
- Exterior signage for the building is also being developed.
- Project is on budget and advancing as per schedule.

**Sewer Extension – John Thibodeau Road (\$557,000)**

- The tender for the lift station has been awarded to Xylem Inc.
- Currently finalizing location of laterals and lift station.
- Tender for groundworks to be issued in the coming weeks.
- Project is on budget and advancing as per schedule.

**Cultural Hub Project (\$200,000)**

- Building renovations are expected to commence April 20<sup>th</sup>, 2017.
- The roof remains the immediate priority.

### **Clare 250th (\$200,000)**

- No new developments since project submission.
- Application for funding assistance in the amount of \$200,000 was submitted prior to the program deadline of January 31, 2017
- Of this \$200,000, the Municipality will contribute \$25,000.

### **Gran Fondo:**

- To date, 230 participants have registered.
- A grant of \$15,000 has been received from the Province of NS (Events NS) to aid with specific marketing initiatives targeting western points of entry into the Province, namely St. John NB and Portland Maine. An additional \$5,000 has been received from Tourism NS for digital marketing initiatives, as a means of attracting out of province visitation and registrations.

### **Cape St. Mary Lighthouse (\$167,025):**

- Formal ICF application has been submitted to ACOA. Confirmation of receipt has since been received from the Agency.

### **Ecopark:**

- RFP has been issued for the purchase or lease, and development of the site of the former Comeau Lumber Ltd.
- The RFP is being actively promoted – usual channels, provincial website, WREN, NSBI, direct marketing to private sector
- Closing date has been set at May 26<sup>th</sup> so as to allow for the coordination of site visits and the development of requested business plans.
- Recommendation to Council will be made at the June 7<sup>th</sup> Council-in Committee meeting.

### **Rural Internet:**

- In-camera session

## **INTERNAL:**

- The Director of Finance position has been posted. Deadline for applications is April 28<sup>th</sup>.
- Preparation of the 2017-18 budget is advancing nicely. Currently awaiting on some figures from the Province. A draft copy of the budget for Council's review and consideration is expected by month's end.
- Gary Sullivan and Daniel Gaudet have been appointed Special Constables under the Nova Scotia Police Act for the Enforcement of Legislation and/or Municipal By-Laws.
- **Stakeholder meetings (from March 11, 2017):**
  - Meeting with auditors – Preliminary audit work – March 28, 2017
  - Supper with Grand Fondo Committee – March 28, 2017
  - CAOs meeting – Review of proposed Waste Check budget – March 30, 2017
  - Angelique LeBlanc – CEO, WREN – April 6, 2017
  - Gilles Theriault and Brian Lombard, AFT Sawmill – April 6, 2017
  - Lisa Richard – Manager, Field Operations ACOA – April 7, 2017
  - ICS 200 course (EMO training) – April 14 and 15, 2017
- **Upcoming meetings of note:**
  - CAO/CEO Forum – UNSM – April 20 and 21, 2017
  - Firefighters' Banquet – April 22, 2017
  - Volunteers' Banquet – April 27, 2017