

**Chief Administrative Officer's Report**  
**By CAO Stéphane Cyr**  
**July 2020**

**PROJECT FILES:**

**Rural Internet / Eco-parc:**

- **In-camera discussion**

**Tourism Public Spaces Development and Improvement**

- The Municipality's Tourism Manager and I met virtually with the consultants on June 30<sup>th</sup> to review preliminary concepts/sketches of proposed recommendations for the Park Joseph and Dugas in Belliveau Cove, la Pointe-à-Major (la Petite Chapelle), Smugglers Cove, Mavilette Beach and the Cape St. Mary Lighthouse Park.
- A series of 3 stakeholder engagement sessions will take place to review these concepts:
  - Session 1 – Virtual meeting with Council – Date TBD
  - Session 2 – Belliveau Cove / la Pointe à Major – August 18<sup>th</sup>
  - Session 3 – Provincial Parks and Cape St. Mary Lighthouse Park – August 19<sup>th</sup>.
- Because Wentworth Park was only added to the project later on, the consultants have yet to visit the park. A site visit is being planned late this summer with a preliminary concept and sketches to follow thereafter.

**Clare Veterans Centre (CVC)**

- Staff continues to work with Rhad architects on the proposed façade project, as presented to Council on July 8, 2020.
- Focus of this modern redesign is enhanced functionality, energy efficiency and accessibility
- Another site visit is planned in the coming weeks in order to finalize the construction drawings
- A funding application has been submitted to the GoC's Enabling Accessibility Fund. In its application, the Municipality is requesting the maximum of \$100,000 to be invested towards the purchase and installation of an elevator for the CVC.
- As a reminder, the proposed façade project is part of a larger renovation / modernization project proposed for the CVC.

### **Havelock Community Centre**

- The exterior doors which were on back order have been received and installed.
- Staff is waiting on final invoice from Shep-Com.
- Once received, the remaining budget will be confirmed, and plans will be made for those previously identified additional items including the field in back of the centre as well as outstanding fire code requirements.

### **Welcoming Communities / Communautés accueillantes :**

- At the request of IRCC, municipal staff is working on suggested revisions to the plan previously submitted by the RIFNÉ and Martin Théberge Consultant.
- Also, at the request of IRCC, letters of support for this project will be sought from the community.
- Given the strong communications and engagement focus of the project, the Municipality's Communications Officer, Amy Paradis, has been designated as the lead on this project. Mrs. Paradis will work in close collaboration with both the Director of Community Development (Pam Doucet) and the CAO, as well as Natalie Robichaud of la Société acadienne de Clare which remains a key partner on this file.
- Discussions with IRCC remain positive and the Municipality hopes to finalize the transition of ownership for this file and sign the funding agreement in the coming weeks.
- Of note, this particular initiative dovetails nicely with the Municipality's parallel efforts on the housing file.

### **Breakwater – Belliveau Cove**

- DFO permit has been secured
- Discussions are ongoing with DNR and Transport Canada regarding the other necessary permits.
- 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.
- Expected start date: October 2020
- 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 has been submitted to the OOAF, under the Canada-Nova Scotia Agreement on French-language Services.
- The total amount of the application is \$139,704 of which 50% or \$69,852 is being requested from the OOAF.
- No word as of yet from the OOAF as to the status of the application
- Expense items focus on communications, simultaneous translation, translation of documents, advertising/marketing, and signage.
- The Municipality has received \$40,000 per year over the past 2 years.

### **Visitor Information Centre (VIC)**

- With the Rendez-vous de la Baie still closed, the Clare Visitor Information Centre is now located in the old post office building at the Joseph and Marie Dugas Park in Belliveau Cove for the 2020 season.
- The space and associated costs are shared with Société Expo d'art Saint-Bernard, as a means of promoting local artists.
- Hours of operation are as follows
  - Mondays: 9 am to 5 pm
  - Tuesdays to Saturdays: 9 am to 6 pm
  - Sundays: closed
- Contact: Chantal Surette, Manager 902-769-2345.
- The Municipality has received a total of \$7,400 from TIANS and the Province of Nova Scotia for VIC operations.
- Provincially:
  - 19 open or opening (including Clare)
  - 6 not opening
  - 3 phone / online only
  - 3 pending details

### **FINANCIAL:**

- As of June 30, 2020, the Municipality has recorded \$8,077,041 in revenues versus \$2,984,247 in expenses, for a surplus of \$5,092,794.
- As of June 30, 2020, the Municipality has a balance of \$2,104,154 in its operating fund, \$25,200 in its capital fund and a total reserve balance of \$6,122,676.
  - Operating reserve - \$965,913
  - Capital reserve - \$3,345,154
  - Landfill closure reserve - \$329,969
  - Gas tax reserve - \$1,481,640