

Chief Administrative Officer's Report

May 20, 2026

PROJECT FILES:

Clare Veterans Centre (CVC):

- Generator pad has been poured.
- Generator and transfer switch have arrived (currently with Graves). Waiting on crane for installation.

LUB and MPS Review:

- The recommendations made during the public consultation held on April 2nd, at the Clare Veterans Centre have now been incorporated into the draft documents.
- Feedback received following the public consultation suggested further revisions were required. This feedback was later refined/consolidated into a series of 10 comments/recommendations.
- Council and staff have since reviewed these comments/recommendations, many of which have been forwarded for inclusion in the planning documents.
- Stantec is currently finalizing the proposed revisions. The Municipality should be receiving the revised documents on Friday, May 22nd (or early the following week). Once received, the revised draft LUB and MPS will be posted on the Municipality's website and shared via its Facebook page. Paper copies will also be available at the municipal office.
- In terms of timelines, the following dates are proposed:
 - Public Consultation – June 17th
 - First Reading – June 24th
 - Public Hearing – July 15th
 - Second Reading – July 22nd (or 29th)
- To accommodate this proposed timeline, an extension to the current project completion date of June 30th will be requested.

Active Transportation Plan:

- A series of in-person public engagement sessions were held on May 19, 2026, to showcase the proposed active transportation plan, gather feedback, and encourage active transportation. These included:
 - Community Walks (2) in *Le Petit Bois* and Belliveau Cove
 - A pop-up booth at the short track event
 - A visit to Inclusion Clare
 - An open house session at the *Rendez-vous de la Baie*.
 - An online survey for public feedback (open until the end of May)
- Survey results will be made available to staff and Council during the first week of June 2026.

- The final plan will include all necessary revisions, plus a detailed implementation plan (including phasing, costing, and potential funding sources).
- Project close out has been extended to the end of June 30th.

Clare Acadian Tourism Experience Initiative 2025-27:

- Grosses Coques Interpretive Signage – Denise Saulnier Design currently writing interpretive scripts for signage.
- Festival de Coques – A program has been developed for a week-long festival from June 8-14, featuring a clam digging tour, clam digging competitions, Innovative Fishery Products plant tours, a community clam boil, restaurant specials, outdoor art, and a trivia night.
- Program is currently being promoted in the community via bilingual bookmarks and posters, a CIFA radio ad later this week, and online via a Facebook page with almost 400 followers, and webpages at www.baiesaintemarie.com In addition, a travel influencer (Cailin O’Neil aka Nova Scotia Explorer) will be covering the festival.
- Greenlight Studios (Shawn Bourque) was selected from the videography RFP to create new promotional videos for 4 events/experiences: Festival de Coques, Plein Air Outdoor Painting (CAB, 2 dates/locations), Marée-Belle (Vickie Deveau’s new walking tour in the trails in Le Petit Bois this summer), and Festi-vargue (Comedy Festival, Oct. 30-31). The successful bid was for \$12,000 + HST. A total of 3 submissions were received.
- On Saturday, June 27, Danny Blinn will lead a guided tour the of Acadian Shores Interpretive Tour historic sites in Clare, as part of a heritage conference organized by La Vieille Maison.
- The project will fund a co-op term in fall 2026 for Sara Nemer Gonzalez, a fourth-year student from *Université Sainte-Anne*, to help develop an Ecotourism Plan for le Petit Bois. University management has been briefed and is supportive of the proposal.

Equipment Storage Building:

- Siding complete
- Garage door installed.
- Rough-ins completed and NSP inspection passed.
- Underground service installed.
- Insulation started. Gyproc to follow.
- Project completion: mid-June.

Washroom Building:

- Electrical is complete.
- Storage room complete.
- Plumbing fixtures have been installed in two of the three washrooms. Fixtures in the third washroom to be completed this week.
- All grab bars will be installed by the middle of next week.
- The concrete ramp is being poured tomorrow, May 21st.

Housing Development – Little Brook:

- Currently nine units. All tenanted.
- Three additional units are currently at the manufacturing facility in Concession. Two of these units are 99% completed while the third is roughly 70%.
- The pads for these units have been poured. Installation is expected in the coming weeks, once the cement has cured.
- All 3 units are already spoken for, and the developer has a waiting list of prospective tenants.
- The goal is to reach 16 units by the end of October.

Housing Development – Meteghan:

- One unit currently on site. Installation (including power hook-up) to be completed by the end of next week.
- The unit in question is already spoken for.
- An additional two slabs have been poured and a third has been prepped.
- Once the aforementioned unit is fully installed, focus will shift to the Little Brook until production targets are met, after which construction efforts will resume in Meteghan.
- The goal is to have 4 units on site by the end of the year.

Financial:

- As of April 30, 2026, the Municipality recorded \$11,777,816 in revenues versus \$1,338,987 in expenses, for a surplus of \$10,438,829.
- As of April 30, 2026, the Municipality had a balance of \$2,189,816 in its operating fund, \$909,883 in its capital fund and a total reserve balance of \$3,247,514. The total reserve balance can be broken down as follows:
 - Operating reserve - \$2,527,437
 - Capital reserve - \$107,719
 - Landfill closure reserve - \$389,163
 - Gas tax reserve - \$223,195