

**Chief Administrator's Report**  
**By CAO Stéphane Cyr**  
**January 17, 2018**

**PROJECT FILES:**

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

- Panels have been delivered. Installation has commenced with the goal of being completed by January 26, 2018. Commissioning of the panels is subject to scheduling with the both Panel Shop and NS Power.
- The project is advancing very well and barring any unforeseen complications, is projected to come in roughly \$54,088 under budget.
- In light of these significant cost savings, we are recommending continued upgrades to our waste water infrastructure via the purchase and installation of a SCADA system. This system is fully scalable and will allow for better supervisory control and data acquisition.
- Our waste water treatment plant in Belliveau Cove currently has a Scada system which can be accessed via phone line or Internet. Our goal with the proposed scope expansion would be to collect the information from the 3 lift stations (already upgraded in this project) and relay it to Belliveau Cove via our Meteghan and Church Point plants. This is an enabling project which will greatly facilitate our ongoing monitoring activities.

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

- The tender document is currently being revised and is expected to be issued later this week.
- The proposed closing date is February 12, 2018.

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

- Still waiting on the work to commence for replacing the emergency stairs on the back of the building.
- Application for additional funding from ACOA in the amount of \$30,000 is currently being developed. This incremental funding is conditional upon matching funding from the Municipality.
- This funding will focus mostly on interior work – crack-filling, painting, lighting, etc. – as well as compliance issues relating to the fire code. Specs are currently being developed.
- Since actual quotes are required as part of the application to ACOA, a tender for this additional work will be issued in the coming weeks. This tender will be conditional upon approval of funding.

### **Clare 250th (\$74,600)**

- As per the Warden's opening remarks. (See Council minutes of January 8, 2018)
- The planning committee has developed a preliminary program for the Clare 250<sup>th</sup> including (but not limited to): a re-enactment of the signing to the sermon of allegiance, Clare dans un soir 2, Canada Day celebrations, a re-enactment of the arrival of Joseph Dugas, a photo display, a wine and cheese, the opening of the Cape St. Mary Lighthouse Park, etc.
- The planning committee continues to meet regularly. The next scheduled meeting is scheduled for January 30, 2018

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

- No significant development since the last regular Council meeting.
- The interpretive panels are complete and will be installed Spring 2018.
- Monument to be installed late April / early May 2018
- We have not yet received a response to our letter to Gordon Wilson, MLA for Digby Clare, requesting the road leading to the park, as well as the parking lot, be paved prior to the 2018 Gran Fondo.
- Official opening of the park will be held in May 2018, under the Clare 250<sup>th</sup> banner.

### **Belliveau Cove Development Commission:**

- Efforts to secure the boat are ongoing
- BCDC will be making a presentation at the February 7, 2018 COTW meeting regarding its efforts to advance this project.

### **St. Bernard Fire Department:**

- The tender for this project has been issued on January 8, 2018
- It is currently available for review on the Provincial Procurement Website, the website of the Construction Association of Nova Scotia, and the Municipality's website.
- The closing date is February 5, 2018

### **ADC Pilot Project (China Mission)**

- We are awaiting a response from the NS Department of Intergovernmental Affairs regarding the funding request for this project.
- Vincent Tian (Municipality of Annapolis) has translated the ADC tourism itineraries to give to David Wong for his upcoming visit with the tourism representatives from China

### **Major Point Road:**

- As per Council's request, the estimated cost to each land owner for upgrading Major Point Road to TIR standards has been calculated and forwarded to the groups spoke persons, Gerard Pothier and Peter Evans, on December 22, 2017.
- No response as of yet from the group.

### **Boundary Review:**

- The public consultation relating to Council size was held on January 16 at the Clare Veterans Centre. In excess of 60 people attended
- A total of 540 surveys were received from Clare. Of these 540, 424 responded to question 4 regarding Council size.
- Survey responses were evenly distributed amongst municipal districts and age groups.
- Based on survey results, 55.4% preferred the status quo or a larger council. 44.6% preferred a smaller council.
- In terms of specific council size, the preferred scenario, as chosen by 196 respondents, was 8 councillors
- The 4 written submissions received prior to last night's session were all in favor of maintaining the current council size
- Comments from those choosing to present at the public consultation were largely in favor of maintaining the status quo in terms of council size.
- Based on this information, Stantec is developing different boundary scenarios, in keeping with the required +/- 10% variance. These will be presented and discussed at a public meeting to be held at the Clare Veterans Centre in Saulnierville on Tuesday, February 6th at 7:00 pm, or, in the event of inclement weather, Thursday, February 8th at 7:00 pm.

### **Gran Fondo:**

- Registration is now open. As of January 17, 2018, we have 60 registrations including 13 from out of province.
- The Gran Fondo website has a new look and is easier to navigate on mobile devices.
- A 60-second promotional video for 2018 was launched last week on YouTube and Facebook
- An email newsletter is being send out this week to 1,514 subscribers

### **Meteghan River Sewer Extension**

- The project is complete, all expenses have been paid and we are some \$80,000 under budget.
- Rather than leave money on the table, we are proposing to purchase a larger pump and replace the outfall pipe for the Meteghan Sewer Treatment Plant.
- The need for the larger pump for the wash tank arose from our transition to a geotube system. As the bags fill, it creates a back pressure which in turn puts greater strain on the pump.
- The 900' outfall pipe is old and collapsing under the shifting rocks. We had previously flagged this issue and scheduled the pipe for replacement this year or next.

### **FINANCIAL:**

- As of December 31, 2017, the Municipality has recorded \$8,535,530 (94.8%) in revenues versus \$6,221,101 (69.1%) in expenses, for a net income of \$2,314,429 (25.7%).
- As of December 31, 2017, the Municipality has a balance of \$2,035,618 in its general account, \$316,178 in its capital fund and a total reserve balance of \$3,838,909
  - Operating reserve - \$439,191
  - Capital reserve - \$2,644,805
  - Landfill closure reserve - \$317,838
  - Gas tax reserve - \$437,075

### **INTERNAL:**

- Management Team is meeting and has set as its priority the review and modernization of the Municipality's HR Policies
- Police Advisory Board Meeting – January 8, 2018