

## **Chief Administrative Officer's Report**

**November 15, 2023**

### **PROJECT FILES:**

#### **Clare Health Centre:**

- Steel arrived on site Monday October 23<sup>rd</sup>. Steel completed November 3<sup>rd</sup>.
- 2<sup>nd</sup> floor concrete slab poured on November 9<sup>th</sup>. Roof decking completed.
- Interior work (framing, drywall) continuing for existing office areas.
- Steel studs planned to begin this week.
- In terms of the project budget, we remain in good shape. Contingencies remain healthy.

#### **Clare Veterans Centre (CVC):**

- Tender issued July 19, 2023.
- Bidders walk-through on Tuesday, July 25, 2023.
- The tender closed August 23, 2023.
- Unfortunately, only one bid was received. It was significantly above budget and subsequently, not accepted.
- Currently reviewing proposed design and available alternatives with architects and project managers to determine a path forward.
- Additional funding opportunities - ACOA and Employment and Social Development Canada (Enabling Accessibility Fund) – are currently being explored.
- ACOA has approved the project concept paper and given the green light to proceed to full application.

#### **Meteghan Sidewalks:**

- Drawings have been approved by NS Public Works (NSDPW).
- Permit has been issued.
- Currently working on the tender package.
- Application to the Province's Municipal Capital Growth Program to be submitted prior to December 13, 2023.
- In terms of schedule, the plan is to go to tender in early Winter, in preparation for a Spring 2024 construction start.
- Total GoC funding contribution - \$995,558 (60%).
- Total estimated project cost is \$1,591,009 plus HST.

### **Meteghan Sewer Extension – Sunset Road:**

- Awaiting revised site plan from developer in order to finalize system design and prepare tender documents.
- In terms of schedule, the plan remains to go to tender in early Winter, in preparation for a Spring 2024 construction start.
- Agreement regarding housing project deliverables has been signed.
- Contribution agreement with GoC's Investing in Canada Infrastructure Program (ICIP) – Green: Environmental Quality stream has been signed.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%)
- Total municipal contribution \$415,467

### **Wentworth Park:**

- Project is advancing well.
- Cement pours are complete.
- All earthwork is complete.
- Playground equipment has been received and installed.
- Remaining items - Picnic shelter (1), stargazing bench (1), and installation of washroom building. All are expected to be completed in the next 1-2 weeks.
- Anticipated project completion date – November 2023.

### **Clare & Argyle Acadian Tourism Development Project**

- Project is progressing on schedule.
- Press release was issued on November 10, 2023.
- Vignettes are the current priority.
- Drone/ground-level video clips are being shot this fall for vignettes.
- Writing of the vignette scripts for the 38 sites (17 Clare, 17 Argyle, 4 Yarmouth) is underway in coordination with site contacts. 9 of the 17 scripts for Clare are complete, with the others at the draft stage.
- In the process of selecting script narrators and locations for each region, to be filmed in January – February 2024.
- The goal is to have the project completed by Summer 2024.

### **Track and Field:**

- Project has encountered delays and cost overruns.
- US-A and the contractor have settled on \$100,000 to complete the project. The original contractor quote was substantially higher.
- The Municipality has agreed to cover 50% of these additional costs, up to a maximum of \$50,000.
- Work slated to re-start soon. Updated construction schedule to be issued shortly.

### **Hectanooga Fire Department:**

- Truck bays are complete.
- Comfort centre roughly 95% complete.
- Stainless steel fridge, range, and hood have been purchased.
- Waiting on installation of kitchen countertops, kitchen sink, and security cameras.
- Waiting on funding program for generator (80%).
- Anticipated completion – November 2023.

### **Cultural Hub:**

- Four heat-pumps have been installed on the 1<sup>st</sup> floor.
- Installation of the larger commercial unit for the 2<sup>nd</sup> floor is underway.

### **Fire Service Review:**

- Tender under development.
- Based on similar tender recently issued by the Municipality of the County of Annapolis.
- Once complete will forward to Council and CFFA Executive for review.

### **FINANCIAL:**

- As of October 31, 2023, the Municipality has recorded \$10,491,899 in revenues versus \$7,593,649 in expenses, for a surplus of \$2,898,250.
- As of October 31, 2023, the Municipality had a balance of \$4,077,391 in its operating fund, \$610,952 in its capital fund and a total reserve balance of \$3,662,921. The total reserve balance can be broken down as follows:
  - Operating reserve - \$2,452,105
  - Capital reserve - \$207,873
  - Landfill closure reserve - \$353,475
  - Gas tax reserve - \$649,468