

**Chief Administrative Officer's Report**  
**By CAO Stéphane Cyr**  
**December 18, 2019**

**PROJECT FILES:**

**Rural Internet / Eco-Parc / Communautés accueillantes**

- **In-camera discussion**

**Clare Veterans Centre:**

- Revised funding application has been submitted to ACOA.
- Total project cost of \$494,235.
- Incorporate a 66.6% (\$331,137) / 33.3% (\$163,098) funding split
- Focus on green or environmentally friendly elements of this project, a possible modernizing of the building's façade and well as other key elements, some of which could be cash flowed within this fiscal year.
- Discussed with ACOA earlier today also focused on the possibility of LEED Certification. Not sure if this is feasible given the age of the building. Cost of certification and expected return on investment is also unknown.
- Those original project elements not retained as part of the ACOA submission may be incorporated into a second project and submitted to the Rural and Northern Communities stream of the Investing in Canada plan once open.

**CMA 2024**

- The following 4 Executive Members have been appointed:
  - Allister Surette – President
  - Natalie Robichaud – VP Clare
  - Chris Frotten – VP Argyle
  - Natalie Comeau – Treasurer
- A press release has been issued regarding these appointments and letters of congratulations have been sent, signed by the Wardens of Clare and Argyle, to all four individuals.
- The Municipalities will continue to support the organizing committee in its early stages, as it ramps up its operations.
- Next steps include signing a memorandum of understanding (“protocole d’entente”) with the SNA, filling the remainder of the board positions (8) and beginning the process to hire an Executive Director.

**Tourism Public Spaces Development and Improvement**

- Currently awaiting confirmation of balance of financing prior to official project launch. Expect to receive word late December / early January.
- Discussions with ACOA (as recently as today) remain positive.

### **Meteghan Park Development Association:**

- Playground equipment has been installed.
- New fencing to be installed later this Winter / early Spring.
- Received \$5,000 from the Cowan Hometown Program and an additional \$1,000 from MCT for the construction of a BMX track.

### **Maxwellton Road Parking Lot – Erosion Protection:**

- Contract was previously awarded to B&G Lombard Ltd. for an amount not to exceed \$12,000 + HST.
- Project is now complete. Total cost of \$10,965 + HST
- Contractor completed an extra 25 feet of armor stone.

### **FINANCIAL:**

- As of November 30, 2019, the Municipality has recorded \$8,779,916 in revenues versus \$6,287,796 in expenses, for a surplus of \$2,492,120.
- As of November 30, 2019, the Municipality has a balance of \$2,786,403 in its operating fund, \$10,336 in its capital fund and a total reserve balance of \$5,612,356
  - Operating reserve - \$451,982
  - Capital reserve - \$3,425,065
  - Landfill closure reserve - \$327,095
  - Gas tax reserve - \$1,408,214

### **INTERNAL:**

- A call for external auditing services has been launched with a closing date of January 3, 2019.
- A call for tenders for renovations to the Havelock Community Centre has been launched with a closing date of January 9, 2019, in anticipation of a favorable decision concerning our funding request to the New Horizons Program.