

**Chief Administrator's Report**  
**By CAO Stéphane Cyr**  
**May 17, 2017**

**PROJECT FILES:**

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

- Electrical for new 12' x 16' building is nearly complete (95%). Suspended floor has been installed. Installation of exterior siding has been delayed because of shipping. Should be complete by month's end.
- Still waiting on the design of the 3 control panels from KRC Controls (Kevin Cook). These are expected shortly.
- Project is on budget and advancing as per schedule.

**Clare Veterans Centre**

- The LED digital display is currently being installed. A planter constructed of 6''x 6'' railway ties will be constructed around the base of the sign for both protection and esthetics.
- Exterior lighting has been installed on the front of the building and we are awaiting a date from NSPI for removal of the electrical pole.
- A new podium has been ordered for the facility.
- Exterior signage for the building is still under development.
- Project is on budget and advancing as per schedule.

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

- The drawings for the site are now complete. Currently finalizing the specifications. These should be ready for review next week. The tender for the ground works will be issued shortly thereafter.
- Project is on budget and advancing as per schedule.

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

- Building renovations have commenced.
- Courtroom furnishings have been removed, the walls have been painted, the toilets have been replaced and new flooring installed.
- Minor paint and electrical remains for the interior
- Staging is in place; roofing to arrive this week.

### **Clare 250th (\$200,000)**

- No new developments since project submission.
- Application for funding assistance in the amount of \$200,000 was submitted prior to the program deadline of January 31, 2017
- Of this \$200,000, the Municipality will contribute \$25,000.

### **Gran Fondo:**

- To date, 280 participants have registered. Slightly above last year's numbers for this same time of year (5%).
- Sponsorship campaign launched today, May 17<sup>th</sup>.

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

- Formal ICF application has been submitted to ACOA. Awaiting response from the Agency.

### **Ecopark:**

- RFP has been issued for the purchase or lease, and development of the site of the former Comeau Lumber Ltd.
- The RFP is being actively promoted – usual channels, provincial website, WREN, NSBI, direct marketing to private sector
- Closing date has been set at May 26<sup>th</sup> to allow for the coordination of site visits and the development of requested business plans.
- Recommendation to Council will be made at the June 7<sup>th</sup> Council-in Committee meeting.

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

- The Commission and the family have arrived at an agreement for the purchase of the boat
- The Commission would like to re-open discussions with project funders. The Municipality had previously committed \$150,000 over 5 years, subject to confirmation of balance of funding
- The Commission would like to invite members of Council to visit the boat. Possible dates include June 1<sup>st</sup>, June 8<sup>th</sup>, etc.

## **INTERNAL:**

- **Staffing processes:**
  - Interviews for the Director of Finance position have been completed. An offer of employment will be made shortly to the chosen candidate.
  - The Administrative Assistant / Receptionist position is now advertised. Closing date has been set for June 2, 2017.
  - The Sewer Treatment Plant Operator position is now advertised. Closing date has been set for June 2, 2017.
  
- **Stakeholder meetings (from April 27, 2017):**
  - Volunteers Banquet – April 27, 2017
  - By-law Committee – May 4, 2017
  - Meeting with EMO Coordinator – May 10, 2017
  - Tree planting ceremony – Association des Acadiens Métis-Souriquois – May 10, 2017
  
- **Upcoming meetings of note:**
  - L&O Committee (WREN) – May 23, 2017
  - ACOA CD Director – May 24, 2017
  - Robert Kiteley (NSHA) – May 24, 2017
  - Cannabis Legalization and Municipal Impacts (UNSM) – May 26, 2017
  - Planning Advisory Committee – May 29, 2017
  - Joint Council Meeting (Clare / Digby) – June 19, 2017