

Chief Administrative Officer's Report

October 18, 2023

PROJECT FILES:

Clare Health Centre:

- Steel confirmed to arrive on site Monday, October 23rd. Framing to be completed in two weeks following arrival.
- Remainder of 2nd floor slab (i.e., above gym space) to be poured on October 31st.
- Office interior work is still underway.
- Building to be weather tight by early mid December.
- Cladding earmarked for late December (likely spill over into January).
- In terms of project budget, we remain in good shape. Contingencies remain healthy.

Clare Veterans Centre (CVC)

- **To be discussed In-camera**
- 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.
- Potential bidders identified lack of sub-contractor interest for major trades, schedule (i.e., stipulated start and end dates), and unknowns (i.e., hazard assessment) as risk factors that dissuaded them from bidding.
- Meeting with architects and project managers scheduled for October 3, 2023, to address contractor comments, review proposed design and discuss available alternatives for a path forward.
- Municipal contribution - \$589,124
- GoC contribution - Green and Inclusive Community Buildings program (GICB) - \$2,356,494

Meteghan Sidewalks:

- Drawings have been approved by NS Public Works (NSDPW).
- Letter from NSDPW outlining conditions to be contained in the permit was received on October 12, 2023.
- Permit to be issued following receipt of \$25,000 refundable deposit.
- Total GoC funding contribution - \$995,558 (60%).
- Total estimated project cost is \$1,591,009 plus HST.

Meteghan Sewer Extension – Sunset Road:

- Both project manager and project engineers have been advised of their successful bids.
- Kick-off meeting scheduled for October 23rd.
- In terms of schedule, the plan remains to go to tender this Fall (or early Winter), in preparation for a Spring 2024 construction start.
- Total project cost is \$1,558,000.
- 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.
- In terms of schedule, the plan is to go to tender this Fall (or early Winter), in preparation for a Spring 2024 construction start.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%)
- Total municipal contribution \$415,467

Wentworth Park:

- Pouring of cement has commenced last week. Bathroom building and picnic shelters to follow.
- Project is advancing well – grubbing, resurfacing, drainage at boat launch, new accessible walkway to lake, preparation for cement pads, etc.
- Still waiting on delivery of playground equipment. Delivery and installation were scheduled for late September / early October.
- Anticipated project completion date – November 2023.

Clare & Argyle Acadian Tourism Development Project

- ACOA funding approved on September 29 for full request of \$160,000. Total project = \$260,005.
- The project will refresh the current interpretative panels in Clare and Argyle and add additional panels to new locations (i.e., 31 existing sites and 9 new sites in Clare, Argyle, Yarmouth).
- New Video vignettes will be added to panels, websites, and social media.
- Research for panels has commenced (Denise Saulnier Design).
- Design template for interpretive panels is currently under development (Chris Abbott).
- Filming/production of vignettes to begin later this Fall (Greenlight Studios)
- Municipal contribution is \$30,005, divided over 2 years.
- The Municipality of Argyle contribution of \$30,000 is approved.
- YASTA contribution of \$5,000 is confirmed.
- \$25,000 has been confirmed from the Province of NS' Beautification and Streetscape Program.
- \$10,000 has been confirmed from the Office of Acadian Affairs and Francophonie.

Track and Field:

- Project has encountered delays. Uncertain as to the reason.
- Site meeting was held yesterday with the PM, contractor, and other trades.
- Updated construction schedule to be issued shortly.
- Project completion expected by December 8th.

Hectanooga Fire Department:

- Heat pumps (2) installed.
- Painting currently underway.
- Comfort centre roughly 70% complete.
- Stainless steel fridge, range, and hood to be purchased shortly.
- Flooring to commence November 1st.
- Waiting on funding program for generator (80%).
- Anticipated completion – November 2023.

Cultural Hub:

- Four heat-pumps have been installed on the 1st floor.
- Installation of the larger commercial unit for the 2nd floor will commence in early November.

FINANCIAL:

- As of October 13, 2023, the Municipality had a balance of \$5,024,215 in its operating fund, \$1,003,607 in its capital fund and a total reserve balance of \$2,781,226. The total reserve balance can be broken down as follows:
 - Operating reserve - \$1,769,511
 - Capital reserve - \$12,927
 - Landfill closure reserve - \$351,980
 - Gas tax reserve - \$646,808