

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

**July 23, 2025**

### **PROJECT FILES:**

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

- New procedures room is nearly complete (1-2 weeks).
- Elevator is being re-tested this week. Should be operational next week.
- Currently working through deficiency report.
- VON has moved into their new offices and are pleased with the space
- Mental Health and Addictions has also moved into their new office space.
- As of July 22nd, the Municipality of Clare had nearly 100% resident attachment to primary care physicians at the CHC. The current list has 69 people on it. Of these 69, we're currently waiting on 23 to call back to offer a provider. The remaining 46 will be contacted shortly.
- The CHC still has the capacity to roster new patients.

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

- Paint in the main hall, gallery, kitchen, multi-purpose room, and studio are ongoing.
- Rough ins for the mechanical room are complete.
- Washroom tiling started earlier this week
- Kitchen equipment to be delivered by end of July
- Bollards have been installed around the transformer pad. The transformer arrived on site earlier this week.
- With the work on the parking lot beginning soon, Bird is updating the site (i.e. moving trailers/sea cans) and restricting access to more areas including the community rink up until the end of August
- Project remains on schedule. Estimated completion – August 2025.

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

- Tender for sewer expansion has been issued with a closing date of August 7, 2025.
- Specifications for the necessary upgrades to the Meteghan WWTP have been reviewed and discussed by both project engineers and municipal staff. Final documents expected later this week.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%).
- Total municipal contribution \$415,467.

### **Meteghan Sidewalks:**

- All previously identified deficiencies (except for paving on Highway 1) have been addressed.
- Aberdeen was supposed to commence paving repairs last week but were delayed on another job.
- Currently waiting on a revised timeline from Aberdeen.

### **LUB and MPS Review:**

- An open house was held on Tuesday, May 27<sup>th</sup> at the Clare Curling Club to allow for public comments / questions regarding the draft planning documents.
- Currently, comments put forward at that session and received following that session are being reviewed for possible incorporation into the planning documents.
- Below is the revised timeline for this project:
  - May 2025 – Drafts 1.0 completed
  - May 2025 – Open House No. 2
  - June-July – Revisions following Open House
  - August – Draft 2.0 of MPS and LUB posted online
  - September-October– Open House No. 3
  - November – Public Hearing and Second Reading
  - December 2025 – Project Close Out

### **Active Transportation Plan:**

- To be discussed under New Business – Item 12.1

### **Washrooms – Joseph and Marie Dugas Park:**

- Final inspection from NSP for restoration of power to the site has passed. Restoration of power expected tomorrow or Friday.
- Under-slab preparation (including sub-floor plumbing) is ongoing.
- Municipal sewer connection is complete.
- Water pump and lines have been located and extended to building location.
- Estimated construction time: 6 weeks
- Temporary washroom facilities are available to the public on site.

### **Generator Building – Belliveau WWTP**

- Building is 80% complete.
- Some site work and a little bit of siding remains.
- Electricians are currently waiting for the transfer switch to arrive in order to finish the remainder of the electrical.

### **Clare Acadian Tourism Experience Initiative 2025-27:**

- Currently selling kiosks for Expo Culturelle on August 15<sup>th</sup>-16<sup>th</sup>.
- 30 of 36 kiosks allocated to date: 25 sold, 5 in-kind (US-A, Kilted Chef, Gran Fondo, Clare Tourism, Festival acadien de Clare).
- Expo programming lineup has been finalized: Kilted Chef culinary demos, Baie en Joie, musical performances and cultural presentations.
- A total of 11, 1-on-1 consultations were held in Clare between the Kilted Chef and industry representatives, from June 25-28. Participants included:
  - Justin Grandy (Comeau Seafood Ltd)
  - Vickie Deveau (Acadian Musical Hikes)
  - Pierre Boissonnault (La Vieille École Resto / Les Beaux Vendredis)
  - Marlene Belliveau (The Wheelhouse Seafood & Pasta)
  - Shane/Nadine/Scott Robicheau (La Cuisine Robicheau / Le Petit Robicheau)
  - Adrien Comeau (Comeau Farm Market/Bakery)
  - Denise & Derek Flynn (Corberrie Cider)
  - Dan Surette (Little Brook Distillery / Maison Meuse Winery).

### **Veterans Banner Program:**

- All necessary application forms have been prepared.
- Banner prices have been confirmed. Banner design has been approved.
- Looking at 20 banners for Year 1. Project can be scaled up if demand warrants and subject to budgetary approval.
- In-take process to commence within the next few weeks. Will be advertised in the August 7<sup>th</sup> edition of the Clare Shopper and on Facebook. Will also advise the Clare Veterans Association directly.
- Total cost per banner is \$225. Asking \$175 per family. Municipality to contribute \$50 per banner plus cost of installation.
- The deadline to submit a banner application form will be August 29<sup>th</sup>.
- Banners will be installed in October and removed after November 12<sup>th</sup>.
- Installation will be along route 1 in Saulnierville, starting at the Clare Veterans Centre and going in either direction.

### **Gran Fondo:**

- This year's event will take place at Université Sainte-Anne (similar to 2023).
- 591 registrations to date, including 195 from out of province, or 33% (NB 99, ON 22, PE 15, QC 22, AB 5, BC 3, MB 2, NF 1, SK 1, USA 25).
- Trending a bit lower than in 2023 and 2019. However, July registrations have been higher this year than in 2023.

**Financial:**

- As of June 30, 2025, the Municipality recorded \$11,778,192 in revenues versus \$3,741,407 in expenses, for a surplus of \$8,036,785.
- As of June 30, 2025, the Municipality had a balance of \$7,594,739 in its operating fund, \$16,072 in its capital fund and a total reserve balance of \$3,708,360. The total reserve balance can be broken down as follows:
  - Operating reserve - \$2,313,120
  - Capital reserve - \$100,241
  - Landfill closure reserve - \$379,572
  - Gas tax reserve - \$391,615
  - SSGF reserve - \$523,812