

Chief Administrative Officer's Report

February 25, 2026

PROJECT FILES:

Clare Veterans Centre (CVC):

- Open House was held on February 17th. Very successful. Over 150 in attendance. Comments were overwhelmingly positive.
- GRID application (Province of NS) was approved for \$885,480.
- Radio Canada was on site on Saturday, February 21st, to tour the facility.
- Acoustic treatments are now fully installed.
- Front railing has arrived. To be installed shortly.
- Generator to be ordered shortly.
- The building is now open for bookings. Much interest from various groups. Calls are coming in daily.

LUB and MPS Review:

- Public Consultation was held on February 18th at the Clare Veterans Centre. The event was well attended and generated some good discussion.
- Mapping remains a challenge. This notwithstanding, significant progress has been made on the documents themselves.
- Currently working with Stantec to incorporate some of the recommendations made during the event.
- Revised documents are expected next week, and a public session will be scheduled for late March.
- An extension to the project completion date will be requested from NS Municipal Affairs to allow for the proper consultation and project closeout.

Meteghan Sewer Extension:

- Sewer extension has been completed.
- Proposed upgrades to the Meteghan Wastewater Treatment Plant still at the planning stage.
- Amendment to project scope is being requested to increase the amount of eligible professional services (i.e., engineering) in order to complete design for the needed modernization.
- A request is also being made to extend the completion date to March 31, 2027, to complete phase 1 of 3 of the proposed modernization.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%).
- Total municipal contribution \$415,467.

Active Transportation Plan:

- Upland Studio provided an update to Council on January 21, 2026.
- Plan development is ongoing.
- Draft of completed plan to be submitted for Council review during the first week of March.

Clare Acadian Tourism Experience Initiative 2025-27:

- Festival des Coques – Planned for June 11-14, 2026. Draft program has been created, including coordinated plant tours of Innovative Fisheries.
- Denise Saulnier Design has been retained (following an RFP process) for interpretive signage at the Bourneuf Wharf Road parking lot. Two preliminary design concepts will be shared next week.
- Experiential tourism workshop and 1 on 1 mentoring sessions with Alain Bosse & Jonathan Foster (GMIST) have been postponed to March 9-10 due to inclement weather. Thus far, 20+ local operators have registered for the workshop and 8 for the mentoring sessions.
- Meeting with representatives of La Vieille Maison to discuss experiential tourism partnership for 2026 season, including a heritage conference on June 27th, complete with a guided bus tour of historic sites throughout Clare.
- Via this project, the Municipality will be supporting a number of Conseil des arts de la Baie projects: Artventures studio tours, Plein air painting outdoors (2 locations) and an activity during le Festival des Coques.
- Meeting with Daniel LeBlanc to discuss piloting a two-day comedy festival for October 2026.

Equipment Storage Building:

- **No new developments since January 21st - CAO Report.**
- Waiting on contractor to resume work
- Spoke to them earlier this week to underscore need to move this build forward.

Washroom Building:

- Work to resume next week.
- Mini-excavator on site for wheelchair ramp.
- Remove siding, soffits, and all other deficiencies. Starting anew.

Housing Development – Meteghan:

- 4 slabs have been prepped. 1 of these has been poured. The remaining 3 will be poured when weather permits.
- The goal is to have 4 units on site by the end of the year.
- The first unit is currently under construction.

Housing Development – Little Brook:

- The eighth unit has been installed. This marks the end of Phase 1.
- Installation of Phase 2 septic system is underway.
- The goal is to add 12 additional units over the next calendar year, bringing the total number of units to 20.

Financial:

- As of January 31, 2026, the Municipality recorded \$13,753,145 in revenues versus \$11,705,656 in expenses, for a surplus of \$2,047,489.
- As of January 31, 2026, the Municipality had a balance of \$3,870,716 in its operating fund, \$33,754 in its capital fund and a total reserve balance of \$1,378,186. The total reserve balance can be broken down as follows:
 - Operating reserve - \$867,151
 - Capital reserve - \$57,175
 - Landfill closure reserve - \$386,299
 - Gas tax reserve - \$67,561
- Work on 2026-27 operational and capital budgets is currently underway.
- The 2026-27 operational budget will be presented to Council for approval on April 15, 2026.