

Chief Administrative Officer's Report

March 18, 2026

PROJECT FILES:

Clare Veterans Centre (CVC):

- Front railing has been installed.
- Generator has been ordered.
- All remaining deficiencies have been addressed.
- The building is now open for bookings. Much interest from various groups. Calls are coming in daily.

LUB and MPS Review:

- The recommendations made during the public consultation held on February 18th at the Clare Veterans Centre have now been incorporated into the draft documents.
- The draft LUB and MPS have been posted on the Municipality's website and shared via its Facebook page.
- A public session to review the recent changes to these documents has been scheduled for 6:30 pm on Thursday, April 2, 2026, at the Clare Veterans Centre.

Meteghan Sewer Extension:

- Preliminary plans for the proposed Phase 1 upgrades to the Meteghan Wastewater Treatment Plant are complete.
- Currently waiting on Exp. analysis regarding choice of dewatering system prior to purchasing.
- Total project cost is \$1,558,000.
- Total ICIP contribution of \$1,142,533 (73.33%).

Active Transportation Plan:

- Upland Studio has forwarded a draft of the Active Transportation Plan for review by Council and staff.
- The draft plan will be discussed at the April 1st Council-in-Committee Meeting.
- Following feedback from Council and staff, the draft document will be shared with the public via an in-person public engagement event(s).
- Once this last engagement piece is complete, the final plan will include all necessary revisions, plus a detailed implementation plan (including phasing, costing, and potential funding sources).

Clare Acadian Tourism Experience Initiative 2025-27:

- Experiential tourism workshop and 1 on 1 mentoring sessions with Alain Bosse & Jonathan Foster (GMIST) were held on March 9-10.
- 19 operators participated in the workshop and 7, 1-on-1 mentoring sessions were held with consultants.
- Design concept for interpretive signage at the Bourneuf Wharf Road parking lot has been slightly delayed due to illness. Preliminary design concepts will be shared next week.

Equipment Storage Building:

- Contractor resumed work today.
- Have underscored the need to move this project forward.

Housing Development – Meteghan:

- **No new developments since February 25th - CAO Report.**
- 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:

- **No new developments since February 25th - CAO Report.**
- 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.

Multi-purpose Room Renovations:

- Project is advancing nicely.
- Walls and doorways have been reconfigured.
- Electrical work complete.
- Gyprock is complete. Painting underway.
- Door installation, flooring, baseboards and shelving to be completed next week.
- Estimated completion date – March 27, 2026

Financial:

- As of February 28, 2026, the Municipality recorded \$14,126,259 in revenues versus \$12,769,177 in expenses, for a surplus of \$1,357,082.
- As of February 28, 2026, the Municipality had a balance of \$3,451,838 in its operating fund, \$255,766 in its capital fund and a total reserve balance of \$1,799,032. The total reserve balance can be broken down as follows:
 - Operating reserve - \$869,360
 - Capital reserve - \$320,032
 - Landfill closure reserve - \$387,283
 - Gas tax reserve - \$222,357
- 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.