



Regular Meeting of the Council of the District of Port Edward

Tuesday, June 11, 2024

7:00 PM

District of Port Edward Council Chambers

Zoom Link: <https://us06web.zoom.us/j/86269086396>

Meeting ID: 862 6908 6396

AGENDA

We respectfully acknowledge we are meeting on the traditional homeland and territories of the Tsimshian Peoples

1. **Adoption of Agenda**
Recommendation:
THAT the Agenda for the Regular Council Meeting of June 11, 2024 be adopted as presented.
2. **Adoption of Minutes**
Recommendation: THAT the minutes of the Regular Council Meeting on May 28, 2024 and Special Council Meeting on June 4, 2024 be adopted as presented.
3. **Business Arising**
4. **Petitions & Delegation**
 - a) **Port Edward Harbour Authority, Keri Dybhavn, Chief Executive Officer**
RE: Update
5. **Correspondence**
 - a) **National Aboriginal Day Committee**
RE: Grant in Aid
 - b) **Port Edward Harbour Authority**
RE: Appointment of Directors
 - c) **Pembina AltaGas Propane Cup Sponsorship**
RE: Golf Scramble

**d) North Coast Regional District
RE: May Board Highlights**

6. Reports

**a) Demolition- White House (569 Sunset Drive) Port Edward
Recommendation: Motion to Receive**

7. Bylaws

8. Reports on Council Activities

9. Questions from Audience – *Regarding Listed Agenda Items Only*

10. New Business

11. Adjournment

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**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF
PORT EDWARD, HELD IN COUNCIL CHAMBERS ON TUESDAY MAY 28, 2024**

PRESENT:

COUNCIL:

Mayor Knut Bjorndal, Chair
Councillors: James Brown, Dan Franzen and Christine
MacKenzie
Absent: Councillor Colleen McDonald

ADMINISTRATION:

Todd Francis, Chief Administrative Officer
Polly Pereira, Director of Corporate Administrative
Services and Strategic Projects
Lorraine Page, Director of Financial Services

CALL TO ORDER

Mayor Knut Bjorndal called the meeting to order at 7:00 pm on Tuesday May 28, 2024.

The Mayor opened the meeting by respectfully acknowledging we are meeting on the traditional unceded homeland and territories of the Tsimshian Peoples.

AGENDA:

24-111 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

THAT the Agenda for the Regular Council Meeting of May 28, 2024 be adopted as presented.

Carried Unanimously

MINUTES:

24-112 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

THAT the minutes of the Regular Meeting of Council dated April 23, 2024 and Special Council Meeting on April 30, 2024 be adopted as presented.

Carried Unanimously

BUSINESS ARISING:

PETITIONS AND/OR DELEGATION:

CORRESPONDENCE:

a) Honourable David Eby, Premier

RE: 2024 UBCM Convention- Meeting Request

24-113 Moved by: Councillor Franzen
 Seconded by: Councillor Brown

THAT the letter dated May 15, 2024 sent via email regarding the upcoming 2024 UBCM convention meetings be received and filed; and

FURTHER THAT a request to meet the Premier during the UBCM be made.

Carried Unanimously

b) Honourable Anne Kang, Minister of Municipal Affairs

RE: 2024 UBCM Convention- Meeting Request

24-114 Moved by: Councillor Franzen
 Seconded by: Councillor Brown

THAT the letter dated May 15, 2024 sent via email regarding the upcoming 2024 UBCM convention meetings be received and filed; and

FURTHER THAT a request to meet during the UBCM be made.

Carried Unanimously

c) Brett deHoog, Road Area Manager, Minister of Transportation and Infrastructure

RE: Annual Maintenance Work Needed to Highway and Storm Sewer

24-115 Moved by: Councillor Brown
 Seconded by: Councillor Franzen

THAT the letter dated April 22, 2024 sent via email in response to the District's inquiry regarding the annual maintenance and storm sewer concerns be received and filed; and

FURTHER THAT staff contact the Ministry to discuss potential options.

Carried Unanimously

d) Niki Kristoff, Port Edward Event Planners

RE: Request for Community Center Donation

24-116 Moved by: Councillor Franzen
 Seconded by: Councillor Brown

THAT the email dated April 30, 2024 request has changed to allow the use of the Community Center for free and waive the insurance fees to be used by the Port Edward Event Planners (PEEP) for the remainder of the year be received and file; and

FURTHER THAT Council makes a motion to approve the Port Edward Event Planners request.

Carried Unanimously

**e) Prince Rupert Curling Club
RE: Letter of Support**

24-117 Moved by: Councillor Franzen
 Seconded by: Councillor MacKenzie

THAT the email dated May 22, 2024 requesting, on behalf of the Accessibility Committee, to support the Prince Rupert Curling Club's application to AltaGas to upgrade the exterior ramp be received and filed; and

FURTHER THAT Council send a letter of support.

Carried Unanimously

**f) North Coast Regional District
RE: April Board Highlights**

24-118 Moved by: Councillor Franzen
 Seconded by: Councillor MacKenzie

THAT the email from the North Coast Regional District Board Highlights for April 2024 be received and filed.

Carried Unanimously

**g) Nathan, on behalf of Victoria Transit Riders Union
RE: Support Draft UBCM Resolution: Free Transit for Seniors**

24-119 Moved by: Councillor Franzen
 Seconded by: Councillor MacKenzie

THAT the email dated May 17, 2024 requesting support from UBCM members to lobby the provincial government to make public transit fare-free for youth aged 18 and under across BC and another similar resolution for free transit for BC seniors be received and filed.

Carried Unanimously

- h) Beth Armstrong-Bewick, President, Prince Rupert Salmon Enhancement Society**
RE: Letter of Support

24-120 Moved by: Councillor Franzen
 Seconded by: Councillor MacKenzie

THAT the email dated May 22, 2024 requesting a letter of support to enhance the proposed temporary plan for Kloya River chinook be received and filed; and

FURTHER THAT Council send a letter of support.

Carried Unanimously

REPORTS:

- a) Port Edward Accessibility Committee Representative**

Council was provided a report dated May 28, 2024 from Polly Pereira, Director of Corporate Administrative Services & Strategic Projects, regarding the appointment of a new representative for the Accessibility Committee. Kaitlyn Kowal was the only person that expressed interest in being part of this committee and the representative must be appointed by Council.

24-121 Moved by: Councillor Brown
 Seconded by: Councillor Franzen

THAT Council make a motion to appoint Kaitlyn Kowal to be the new Port Edward representative on the Accessibility Committee.

Carried Unanimously

- b) Infrastructure Grant- Asset Management GIS Mapping**

Council was provided a report dated May 28, 2024 from Polly Pereira, Director of Corporate Administrative Services & Strategic Projects, regarding an infrastructure grant for \$10,000 that can be used for our Asset Management – GIS mapping system. This grant requires matching funding and the deadline is June 12, 2024.

24-122 Moved by: Councillor Brown
 Seconded by: Councillor Franzen

THAT Council makes a motion to apply for the infrastructure grant and contributes \$10,000 to support the Asset Management – GIS mapping system.

Carried Unanimously

c) May 2024 Financial Update

Council received a report dated May 28, 2024 from Lorraine Page, Director of Finance that provided Council an update on the financial activities up to May 23, 2024. The report also demonstrates that we are in alignment with the 2024 Financial Plan Bylaw.

24-123 Moved by: Councillor MacKenzie
 Seconded by: Councillor Brown

THAT Council receives this report for information purposes only.

Carried Unanimously

d) Community Works Fund Allocation

Council received a report dated May 28, 2024 from Lorraine Page, Director of Finance that identified funds that were not spent in 2023, Community Works Fund totalling \$ 82,309, and that these funds are eligible to be allocated to the recent upgrades to the Fire Hall. This Community Works Fund was a 10-year program that expires this year. Correspondence indicate that a new agreement will be signed in 2024 for another 10 years.

24-124 Moved by: Councillor Franzen
 Seconded by: Councillor MacKenzie

THAT Council approves allocating the 2023 UBCM Community Works Funds, \$ 82,309.48, to our recent Fire Hall building rehabilitation.

Carried Unanimously

e) Isolation Valve Installation RFP Award

Council received a report dated May 28, 2024 from Todd Francis, Chief Administrative Officer, regarding the award of Isolation Valves Installation Project to Sullivan Mechanical. There were three bids submitted and the evaluation resulted in Sullivan Mechanical scoring the highest.

24-125 Moved by: Councillor Brown
 Seconded by: Councillor Franzen

THAT Council approves the RFP award for the Isolation Valve Installation Project to Sullivan Mechanical for the amount of \$ 24,092.

Carried Unanimously

f) Truth and Reconciliation RFP Award

Council received a report dated May 28, 2024 from Todd Francis, Chief Administrative Officer, regarding the award of the Truth and Reconciliation Project to Urban Systems for the amount of \$ 40,000. There were 3 bids submitted for this project and the evaluation resulted in Urban Systems scoring the highest.

24-126 Moved by: Councillor Franzen
 Seconded by: Councillor Brown

THAT Council approves the RFP award for Truth and Reconciliation Project to Urban Systems for the amount of \$ 40,000.

Carried Unanimously

g) Alwyn Lake and Wolf Creek Dam Operating and Emergency Plan RFP Award

Council received a report dated May 28, 2024 from Todd Francis, Chief Administrative Officer, regarding the award of the Operating and Emergency Plan for the Alwyn Lake and Wolf Creek Dam RFP to Ecora Engineering and Resource Groups LTD for the amount of \$9,870. There were two bids submitted for this project and the evaluation resulted in Ecora Engineering and Resource Group LTD scoring the highest.

24-127 Moved by: Councillor Franzen
 Seconded by: Councillor MacKenzie

THAT Council approves the RFP award for the Operating and Emergency Plan for both Alwyn Lake and Wolf Creek Dams to Ecora Engineering and Resource Group LTD for the amount of \$9,870.

Carried Unanimously

BYLAWS:

REPORTS ON COUNCIL ACTIVITIES:

Councillor Brown

Attended 10th Annual Salmon Festival

Councillor Franzen

Attended the staff BBQ

Attended the North Coast Regional District meeting

Mayor

Attended the NCLGA Conference in Smithers

Attended 10th Annual Salmon Festival

Attended the Port Edward Historical Society meeting

Attended the North West Regional Hospital District

QUESTIONS FROM THE AUDIENCE:

NEW BUSINESS:

24-128 Moved by: Councillor Brown
 Seconded by: Councillor Franzen

THAT the CAO look into the following Council requests- Galloway Bridge, Boat Ramp, Fire Hall tour, Signs and widen road.

**REPORTS FROM
IN-CAMERA:**

ADJOURNMENT:

24-129 Moved by: Councillor MacKenzie
 Seconded by: Councillor Brown

NOW THEREFORE BE IT RESOLVED THAT at 8:00 pm the May 28, 2024 Regular Meeting of Council was adjourned.

Carried Unanimously

CERTIFIED CORRECT

Knut Bjorndal, Mayor

Polly Pereira, Director Corporate
Administrative Services and Strategic
Projects

29.1

**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE DISTRICT OF
PORT EDWARD, HELD IN COUNCIL CHAMBERS ON TUESDAY JUNE 4, 2024**

PRESENT:

COUNCIL:

Mayor Knut Bjorndal, Chair

Councillors: Dan Franzen and Christine MacKenzie

Absent: Councillor James Brown and Colleen McDonald

ADMINISTRATION:

Todd Francis, Chief Administrative Officer

Polly Pereira, Director of Corporate Administrative Services
and Strategic Projects

Absent: Lorraine Page, Director of Financial Services

CALL TO ORDER

Mayor Knut Bjorndal called the meeting to order at 4:01 pm on Tuesday June 4, 2024.

The Mayor opened the meeting by respectfully acknowledging we are meeting on the traditional unceded homeland and territories of the Tsimshian Peoples.

AGENDA:

24-130 Moved by: Councillor MacKenzie
 Seconded by: Councillor Franzen

THAT the Agenda for the Special Council Meeting of June 4, 2024 be adopted as presented.

Carried Unanimously

1. RESOLUTION TO EXCLUDE THE PUBLIC

24-131 Moved by: Councillor Franzen
 Seconded by: Councillor MacKenzie

THAT the meeting be closed to the public under Section 90 of the Community Charter to consider items relating to one or more of the following:

- 90.1 (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that the disclosure could reasonably be expected to harm the interests of the municipality.

NOW THEREFORE BE IT RESOLVED THAT at 4:02 pm on June 4, 2024 Special Meeting of Council be adjourned and move to an In-Camera meeting.

Carried Unanimously

CERTIFIED CORRECT

Knut Bjorndal, Mayor

Polly Pereira, Director Corporate
Administrative Services and Strategic
Projects

RECEIVED
MAY 29 2024

5a

DISTRICT OF PORT EDWARD



District of Port Edward

Grant in Aid Application Form

POLICY #2020-1

Name of Organization: National Aboriginal Day Committee

Date: May 29, 2024

Contact Person: Roberta Edzerza

Phone Number: 250-600-0770

Amount of grant requested: \$500.-

Briefly describe the purpose for which you are requesting this grant:

National Indigenous Day Community Celebration will take place at either Jim Ciccone Civic Arena or Prince Rupert Rotary Waterfront Park. Grant would go towards donuts & refreshments.

Please demonstrate how this project or event meets the criteria of the District of Port Edward Grant in Aid Policy:

This celebration provides the community with the opportunity to celebrate and showcase Indigenous cultures, while building new bridges of understanding and respect with the community and outlying communities as a whole. It is a free event that will have entertainment, refreshments, children's activities and door prizes, throughout the day.



Wap Sigatgyet



INDIGENOUS EDUCATION DEPARTMENT
School District 52 (Prince Rupert)
317 - 9th Avenue West
PO Box 520
Prince Rupert, B.C.
V8J 3R7

Phone: (250) 627-1536

Fax: (250) 627-1443

May 13, 2024

RECEIVED
MAY 22 2024

Knut Bjorndal, Mayor
District of Port Edward
PO Box 1100
Port Edward BC V0V 1G0

DISTRICT OF PORT EDWARD

Re: National Indigenous Peoples Day Celebration June 21, 2024

The Indigenous Education Council of School District 52, in partnership with the City of Prince Rupert and the Friendship House Association, will be hosting our 26th Annual National Indigenous Peoples Day Celebration, June 21, 2024, in Prince Rupert at the Rotary Waterfront Park. More than 1500 people will participate and celebrate the cultures of Indigenous people with various Indigenous dance groups, artists, food booths and a variety of Indigenous entertainers.

Every year, the volunteer planning committee raises funds to host the event and we are respectfully requesting a financial contribution or donation from your organization to help offset the cost of this event.

This celebration provides a wonderful opportunity to celebrate and showcase Indigenous cultures while building new bridges of understanding and respect with the community as a whole. This event contributes significantly both culturally and economically to our community as visitors from the outlying communities attend the event.

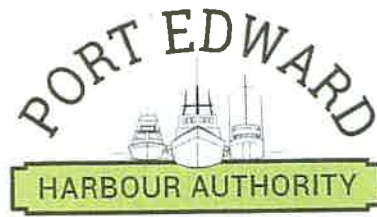
We look forward to hearing from you at your convenience. If you require further information, please do not hesitate to contact me at 250-627-1536 ext. 1. Should you wish to make a contribution, please make cheques payable to: National Aboriginal Day Committee.

Thank you for your commitment to making National Indigenous Peoples Day a successful event in our community.

Sincerely,

[Handwritten signature of Roberta Edzerza]

Roberta Edzerza,
District Principal, Indigenous Education SD52
For the NID Planning Committee



RECEIVED
JUN 03 2024

DISTRICT OF PORT EDWARD

56

May 31, 2024

District of Port Edward
PO Box 1100
Port Edward, BC
V0V 1G0

Dear District of Port Edward Mayor and Counsel,

Re: Appointment of Directors

I hope this letter finds you well. As the valued membership of the Port Edward Harbour Authority, I am writing to inform you of an important decision that requires your attention.

Port Edward Harbour Authority has had two Directors; Cliff Stegavig and Bill Shepert resign their position on our volunteer board.

After a careful review of our current make up of our directorship and in honour of truth and reconciliation the Port Edward Harbour Authority is pleased to nominate Ryan Leighton, Director of Operations, Metlakatla Development Corporation and Shawn White, Councillor for the Lax Kw' alaams Band for appointment as Directors on the Board, we believe that their skills and dedication will greatly benefit our organization.

According to our bylaws, the appointment of a new director to the board requires the approval of the general membership, which is the counsel of the District of Port Edward.

Therefore, we kindly request that you participate in the voting process to confirm the appointment of Ryan Leighton and Shawn White to the Board of Directors.

Thank you for your continued support of Port Edward Harbour Authority. We look forward to your participation in this important decision.

Sincerely,

Keri Dybhavn, Chief Executive Officer
Port Edward Harbour Authority
Email: ceo@peharbour.ca
Office 250-628-9220 ext 2005
Cell 250-600-7741

5c

Polly Pereira

From: Devan Trask <Devan.Trask@altagas.ca>
Sent: June 4, 2024 9:19 AM
To: Hannah Atchison; CAO
Cc: Polly Pereira; Robert Buchan; Rosamaria Miller
Subject: RE: [External] Port Edward and Prince Rupert Golf Tournament
Attachments: Pembina AltaGas Propane Cup Sponsorship Opportunities.pdf

Good morning Todd,

I attached out Sponsorship opportunities letter as well. I believe we are full for gold and silver sponsorships but we have some hole sponsor spots available 😊



2024 Pembina Alta Gas Propane Cup

After a successful tournament debut in 2022, Pembina Pipelines and AltaGas Ridley Island Terminal (RIPET) are excited to host the return of our propane-themed charity golf scramble and dinner on Friday, June 28th, 2024, in benefit of the construction of the School District #52 Centralized Kitchen for School Meals.

Currently, one in six children in the Northwest BC live in a household that is food insecure. More than 350 students need access to a lunch program in Prince Rupert.

To alleviate food insecurity for children in Prince Rupert and surrounding regions, SD 52 is constructing a new and centralized commercial kitchen that can provide meals for up to 500 students per day and create a fish processing kitchen where they will be able to process locally sourced fish to be used in school meals. The centralized kitchen integrates local and traditional food systems, supports the local economy, and alleviates the rising pressure of food costs on families in our region.

We hope we can depend on your generosity this year!

Event Details:

- Eighteen holes of golf and Banquet dinner (\$125) per person.
- Participants will play in teams of four.
- 1st place team prize \$2,000.
- 2nd Place team prize \$1,000.
- Hole games, raffles, prizes.
- 2 Hole-in-One prizes of \$10,000 each.

Sponsorship Details:

- Our sponsorship levels range from gold to single-hole sponsor.
- **Please see attached page for sponsorship details.**
- If your business would like to contribute in another way, please do not hesitate to reach out.

To register for this event or become a sponsor please contact:



2024 Pembina Alta Gas Propane Cup

Gold Sponsor (\$2,500)

- Team entry (four golfers)
- Banquet dinner
- Golf cart
- Recognition as gold sponsor
- Online advertisement
- Radio advertisement
- Company logo on tournament banners and the score card
- Gift bags for golfers

Silver Sponsor (\$1,500)

- Team entry (four golfers)
- Banquet dinner
- Recognition as silver sponsor
- Online advertisement
- Company logo tournament banners on score card



Hole Sponsor (\$300)

- Company name/logo on golf cart.
- Join us at the tournament on your sponsored hole and host a game or promote your business.

Other sponsorship options:

- Closest to the Cooler Game Sponsor
- Closest to the Tank (Driving Range)
- Putting Contest (Putting Green)



AltaGas

PEMBINA

Board Highlights

May 2024

Delegation:

The BC Parks delegation consisting of David Brown, Regional Director and Kara Palangio, Area Supervisor provided an update on exploring camping and day use expansions and planned improvements, including plans for improvements to the Diana Lake Park and plans to engage a consultant to scope out potential new park sites. The Board asked questions and Ms. Collison and Ms. Wilson responded accordingly. The Chair of the Board thanked Mr. Brown and Ms. Palangio.

The Council of Haida Nation and the Ministry of Indigenous Relations and Reconciliation delegation consisting of Gaagwiis, President, Council of Haida Nation, Heinz Dyck, Chief Negotiator, Coast Area, Ministry of Indigenous Relations and Reconciliation, Percy Crosby, First Nations Liaison, Ministry of Indigenous Relations and Reconciliation, and Courtney Kirk, Ministry of Indigenous Relations and Reconciliation, provided an update on the Gaayhllxid/Gihlagalgang "Rising Tide" Haida Title Lands Agreement. The delegation shared that new legislation affirming Haida title had been passed. The Board asked questions and Gaagwiis, Mr. Dyck, Mr. Crosby, and Ms. Kirk responded accordingly. The Chair of the Board thanked the delegation.

Board Business:

1. The Board resolved to approve the [Draft 2023 NCRD Audited Financial Statements](#).
2. The Board resolved to send a letter to the Minister of Housing regarding including all electoral areas in the Secondary Suite Incentive Program and to advise of the resolution passed at the 2024 AGM & Convention of the Association of Vancouver Island and Coastal Communities concerning this issue.
3. The Board resolved to send a letter to the Minister of Fisheries, Oceans and the Canadian Coast Guard in support of expediting dredging to take place within the Oona River Harbour.
4. The Board resolved to request meetings at the 2024 UBCM Convention with the Minister of Health, Minister of Transportation and Infrastructure, Minister of Forests, Minister of Environment and Climate Change Strategy, Minister of Indigenous Relations and Reconciliation, Minister of Housing, and Northern Health.
5. The Board adopted the [North Coast Regional District Accessibility Plan](#).
6. The Board provided second reading to the [Sandspit-Moresby Island Interim Zoning Amendment Bylaw No. 691, 2024](#).



7. The Board provided first reading to the [Graham Island Interim Zoning Amendment Bylaw No. 692, 2024](#).
8. The Board resolved to provide a letter of support to the Prince Rupert Curling Club for grant funding towards an accessibility ramp.

For complete details of NCRD Board meetings, the Agenda and Minutes are posted online at www.ncrdbc.com.



**DISTRICT of Port Edward
REPORT TO COUNCIL**

6a

DATE: June 11th, 2024
FROM: Todd Francis - Chief Administrative Officer
SUBJECT: **DEMOLITION – WHITE HOUSE 569 SUNSET DRIVE – PORT EDWARD BC**

RECOMMENDATION: Motion to Receive

REASON FOR REPORT:

The purpose of this report is to outline the rationale to issue a Request for Proposal (RFP) for the demolition of the house located at 569 Sunset Drive in Port Edward. This decision is based on a thorough assessment of the property's condition and the feasibility of renovation versus demolition.

BACKGROUND:

The vacant house at 569 Sunset Drive has been subjected to comprehensive inspections to evaluate its structural integrity and potential hazards. A Home Inspection conducted by Skeena Home Inspections on October 19, 2022, and a Hazardous Material Survey by Aquila Safety on September 6, 2023, revealed the presence of multiple levels of hazardous materials, including asbestos.

DISCUSSION:

Demolition Recommendation:

An assessment was undertaken to estimate the cost of renovating the entire house, both interior and exterior.

However, the assessment was terminated when projected renovation costs exceeded \$700,000, with additional expenses likely to surpass \$100,000.

Based on this assessment, it was recommended that the District of Port Edward abandon the renovation project due to economic viability.

Demolition Process:

Given the findings of the assessment, the project has been redefined as a complete demolition in preparation for replacement.

The RFP for demolition must include provisions for addressing areas where hazardous materials may be present, such as the chimney, flooring under carpets, window putty, and elbows of original heating pipes.

Contractors submitting proposals must account for potential costs associated with mitigating these assumptions.

Foundation Considerations:

The demolition plan should ensure that 100% of materials are removed, except for the building foundations.

The foundations must be fully exposed and cleared of construction and hazardous materials. A certified drawing prepared by a professional engineer should outline the retention of concrete foundation walls and floors, with suitable materials used to backfill voids in preparation for a new structure.

New Structure:

Various options for the new structure have been explored, ranging from modular to custom construction.

Preliminary research suggests that construction costs could reach up to \$350 per square foot. Given the unique qualities of the site, including its sunset aspect, further evaluation is recommended to determine the optimal design choice.

For instance, a layout that maximizes the property's sunset view, such as the Linwood floor plan, may be considered.

Conclusion:

In conclusion, issuing an RFP for the demolition of the house at 569 Sunset Drive is a prudent decision based on the findings of comprehensive assessments and the economic viability of renovation.

The RFP will enable the District of Port Edward to solicit competitive proposals from qualified contractors for the safe and efficient demolition of the existing structure in preparation for the construction of a new, optimized home that maximizes the value of the property.

This report recommends proceeding with the issuance of the RFP to initiate the next phase of the project.

OCP/STRATEGIC PLAN:

- Public Works, Infrastructure and engineering
- Good Governance, Administration and Community Engagement
- Welcoming and open to Community Input

BUDGET IMPLICATIONS:

There will be an impact on the 5-year financial Plan and Capital reserve.
TBD based on submissions of RFP.

Respectfully Submitted,

Todd Francis
Chief Administrative Officer

A handwritten signature in black ink, appearing to read 'Todd Francis', is written over a horizontal line. The signature is stylized and extends above and below the line.

Strategic Plan Priority Aligned With:

- Well Planned Finances
- High Quality of Life & Community Development
- Growing & Progressive Economic Development
- Well Planned, Maintained, Financed Public Works & Infrastructure
- Organizational Excellence