

Minutes of the regular meeting of the Council of the Village of Fruitvale held on June 12, 2017 in the Council Chambers.

Council Present:	Mayor:	Patricia Cecchini
	Councillors:	James Ellison
		Bert Kniss
		Steve Morissette
		Tabatha Webber
Staff Present:	CAO:	Lila Cresswell
Media Present:		None
Gallery:		4 Members of the Public

### **CALL TO ORDER**

Mayor Cecchini called the meeting to order at 6:30 PM.

### **ADOPTION OF AGENDA**

**2017-06-113**

MOVED / SECONDED

THAT the agenda be adopted as presented with re-ordering to allow public questions after the Davis Avenue Reconstruction Project presentation.

CARRIED

### **DELEGATIONS, PRESENTATIONS & RECOGNITIONS**

- a. Davis Avenue Reconstruction Preliminary Design - Jan Korinek, P.Eng. Urban Systems Ltd.

Mr. Korinek presented the second level of design of the Davis Avenue corridor reconstruction, highlighting the existing infrastructure vs. the planned changes.

A discussion ensued regarding the road alignment, drainage routing, concrete curb and gutter sidewalks vs. paved surface walkway, Official Community Plan policies, pedestrian traffic.

Mr. Korinek noted that there were significant savings in the updated design and was directed to provide an updated report regarding the project changes and cost estimates.

Further discussion ensued regarding the potential costs and advisability of a late year tender, cost/benefits of tendering contract in sections, issues regarding same and the potential of postponing tendering until early 2018.

**2017-06-114**

MOVED / SECONDED

THAT the Davis Avenue reconstruction project include curb and gutter and concrete sidewalk the length of Davis Avenue.

CARRIED

**2017-06-115**

MOVED / SECONDED

THAT tendering of the Davis Avenue reconstruction project be postponed until early 2018.

CARRIED

Council thanked Mr. Korinek and he exited the meeting.

#### **ADOPTION OF MINUTES**

a. Minutes of the Council Meeting Held May 8, 2017

**2017-06-116**

MOVED / SECONDED

THAT the minutes of the Council meeting held May 8, 2017 be adopted as presented.

CARRIED

b. Minutes of the Special Council Meeting Held May 15, 2017

**2017-06-117**

MOVED / SECONDED

THAT the minutes of the special Council meeting held May 15, 2017 be adopted as presented.

CARRIED

c. Minutes of the Special Council Meeting Held May 29, 2017

**2017-06-118**

MOVED / SECONDED

THAT the minutes of the special Council meeting held May 29, 2017 be adopted as presented.

CARRIED

## CONSENT AGENDA

a. "For Information Only" Correspondence Listing

**2017-06-119**

MOVED / SECONDED

THAT the "For Information Only" correspondence listing to June 8, 2017 be received and appended to the minutes for record.

CARRIED

## STAFF REPORTS

a. Chief Administrative Officer's Report

**2017-06-120**

MOVED / SECONDED

THAT the Chief Administrative Officer's report dated June 9, 2017 be received and appended to the minutes for record.

CARRIED

b. Action Items Status Report

**2017-06-121**

MOVED / SECONDED

THAT the Action Items Status Report dated June 9, 2017 be received.

CARRIED

## COUNCIL MEMBER AND COMMITTEE REPORTS

### Council Member Reports

Councillor Ellison's Report - attached to minutes  
Councillor Ellison spoke to his report.

Councillor Kniss' Report - verbal

Councillor Kniss reported that the Lower Columbia Affordable Housing Society had received additional funding for projects. He provided an update on the Greater Trail Arts Council and reported he sourced estimates on moving the Moon house and they were in the range of \$12,000 to \$16,000 to move the house approximately one block.

Staff was directed to schedule the topic for discussion on the next Committee of the Whole agenda.

Councillor Morissette's Report - attached to minutes

Councillor Morissette spoke to his report highlighting several items.

Councillor Webber's Report – attached to minutes

Councillor Webber spoke to her report and noted that the Beaver Valley Youth Coordinator Report, as part of her portfolio, was provided in the agenda.

Director Cecchini's RDKB Report - attached to minutes

Mayor Cecchini, in her role as Regional Director spoke to her report, highlighting the Utilities Committee information.

Mayor Cecchini's Report -attached to minutes

Mayor Cecchini spoke to her report, highlighting May Days.

It was noted that May Days is within Councillor Kniss' portfolio.

**2017-06-122**

MOVED / SECONDED

THAT the Council member reports be received as presented and appended to the minutes for record as available.

CARRIED

### **Committee of the Whole Recommendations**

As there was no Committee of the Whole meeting held in May, no recommendations required ratification.

### **CORRESPONDENCE REQUIRING ACTION**

a. Beaver Valley Bowling Club - Request for Rental Agreement Extension

**2017-06-123**

MOVED / SECONDED

THAT Council authorize the Chief Administrative Officer to execute a rental agreement extension for bowling lanes area at the Fruitvale Memorial Hall for an additional term from May 1 2017 to April 30, 2018 under the same terms and conditions of the previous rental agreement.

CARRIED

b. Beaver Valley Clinic, Dr. Dalla Lana - Request for Paving Repairs in Dar Lane

Staff was directed to research the reasons and background for the request and the motion was deferred.

**UNFINISHED BUSINESS**

a. Davis Avenue Reconstruction Project Progress Report

**2017-06-124**

MOVED / SECONDED

THAT the Davis Avenue reconstruction project progress report be received and appended to the minutes for record.

CARRIED

**NEW BUSINESS - None**

**BYLAWS/POLICIES - None**

**OPEN DISCUSSION**

Former Beaver Valley Middle School - staff was directed to add the topic as a discussion item on the next Committee of the Whole agenda.

Building Inspections - it was noted that changes may be required to the Village Building Bylaw due to provincial legislation changes upcoming.

Technology Policies – staff was directed to add the topic as a discussion item on the next Committee of the Whole agenda.

**NOTICE OF MOTION - None**

**QUESTIONS FROM THE MEDIA/PUBLIC  
RELATED TO AGENDA ITEMS - None**

**IN CAMERA SESSION - None**

**ADJOURNMENT**

**2017-06-125**

MOVED / SECONDED

THAT the meeting be adjourned at 8:45 PM.

CARRIED

Certified Correct:

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Mayor

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Chief Administrative Officer

## FOR INFORMATION ONLY LISTED ITEMS

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For June 12, 2017 Regular Council Meeting (to June 8, 2017)

1. Email from the Auditor General for Local Government dated May 29, 2017 regarding the Audit Report on the Regional District of Okanagan-Similkameen "Local Government's Role in Ensuring Clean Drinking Water"
2. Office of the Ombudsperson
  - a. Quarterly Reporting & Process Changes – May 11, 2017
  - b. Files closed from January 1 to March 31, 2017
3. Federation of Canadian Municipalities (FCM)
  - a. Voice – May 12, 26, 2017
  - b. Communique – May 9, 12, 2017
  - c. President's Corner – June 2017 in Ottawa
4. Union of BC Municipalities (UBCM)
  - a. News – May 10 & June 7, 2017
  - b. The Compass – May 17, 2017
5. Email from BC Assessment dated May 30, 2017 regarding scheduling a meeting with BC Assessment at the 2017 UBCM Convention
6. Interior Health Authority (IHA)
  - a. Population Health – Healthy Communities Update – May 2017
7. Municipal Insurance Association of BC (MIABC)
  - a. Newsletter – 30<sup>th</sup> Anniversary Special - Spring 2017
  - b. Risk Management Tidbits – Spring 2017
8. Regional District of Kootenay Boundary (RDKB)
  - a. Building Permit Report to the end of April 2017
9. Email from Columbia Basin Rural Development Institute dated June 8, 2017 regarding Summer Learning Opportunities
10. Email from Tourism Rossland dated June 7, 2017 regarding the Lower Columbia Tourism Marketing June Update
11. Letter from Marsha Walden, CEO, Destination BC and Walt Judas, CEO, Tourism Industry Association of BC regarding Tourism Week May 28 – June 3, 2017
12. Thank you from Lisa Pasin, Director of Development, Kootenay Boundary Regional Hospital Health Foundation for donation to the Endoscopy Campaign at the Kootenay Boundary Regional Hospital
13. Patricia (Trish) Dehnel, Community Relations Manager, Community Energy Association
  - a. Accelerate Kootenays - Level 2 Charging Stations – information and fact sheet
  - b. Update re: Level 2 EV Infrastructure Site Visit – June 2017
14. Letter from Lynn Embury-Williams, Executive Director, Wood *Works!* BC dated May 27, 2017 regarding the Call for Nominations for the 2017 Community Recognition Awards
15. News Release from Donna White, Provincial Director, The Terry Fox Foundation, BC & Yukon regarding the need for an organizer for the annual Terry Fox Run in Fruitvale – *OFFICE NOTE: Information was placed in the June 2017 Fruitvale & Area A Newsletter asking for an organizer*
16. Letter From Adam Rodgers, R.P.F., Development Forester, Atco Wood Products dated May 23, 2017 regarding Atco Wood Products, Operating Area 'L' Proposed Development – *OFFICE NOTE: Advised that the information should also be sent to the RDKB Beaver Valley Water Service Utilities Committee*
17. Thank you from Metal Tech Alley for attending their event
18. Thank you from Maureen Booth for the 2017 Snowbusters award and gift certificate



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## CAO REPORT

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### June 9<sup>th</sup> for June 12<sup>th</sup> 2017 Council Meeting

#### Finance

- Property tax notices were mailed May 23<sup>rd</sup> and the early payments are coming in. Most of the people attending the office now are completing their Home Owner Grant applications.
- The Gas Tax Strategic Priorities Fund application for the Inflow and Infiltration Sewer Collection Project was submitted on June 1.

#### Administration

- UBCM staff visited the office on June 9<sup>th</sup> and a productive discussion occurred regarding staff perceptions of policy and areas of concern for UBCM to address.
- Most of my time has been spent on Davis Avenue work, RV Park project, various financial reporting deadlines (SOFI, LDGE, CARIP, editing LC Age Friendly Proposal as well as various grant funding reports) and planning (zoning, building, variance and development application questions, etc.)
- By June 30<sup>th</sup> I must complete two major statutory reports: the Village's Annual Report and the BV Water Service Annual Report.

#### Human Resources

- The regular employee recently on medical leave has returned to work full time.
- The CUPE 2087 Collective Agreement has been finalized and executed.
- Vacation season will begin in earnest toward the end of July and continue throughout August.
- I will be away from the office June 13 through 20<sup>th</sup>.

#### Other

- Bylaw Enforcement
  - Dog complaint regarding a vicious dog situation has been resolved.
  - Water restrictions remain at the base level and a number of property owners have been verbally reminded of the rules.
  - A large number of property standards complaints have been received and notifications and/or remediation orders have been sent.
- Sewer
  - Currently the headworks project is well underway. The pipe bridge replacement base plan is almost complete and the gravity main design is underway.
  - The treatment effluent exceedance situation (due to the high water and large run-off which has resulted in a great amount of inflow and infiltration (I&I) into the sanitary sewer) has resulted in a warning from the Ministry of Environment enforcement division. Our consulting biologist is in discussion with the Ministry staff to determine how to address the situation given the climate conditions.
- Water
  - Annual hydrant testing and repairs have been completed as required by the Regional Fire Service under our BV Water Service operating contract..
  - The Waterworks Foreman has completed the switchover to the well system for the western service area..



- Public Works
  - A remediation plan to further stabilize the Mountain Street minor sloughing has been commissioned but not yet finalized. Location of the road support structure may be an issue.
  - Davis Avenue report is under a separate agenda item.
  
- Facilities and Parks
  - Community Hall - Replacement tables for the main hall at FMC have been installed. We have been advised that the chairs will be available by end of June.
  - EV Charging Station – The Accelerate Kootenays staff will be onsite to view the proposed location for the charging station at the Memorial Hall on June 14<sup>th</sup>. They requested various usage summaries, costs and photos prior to their planned visit.
  - RV Park Project - The Southern Interior Development Initiative Trust application was approved for a reduced amount (\$12,000 instead of \$20,000) Columbia Basin Trust was generous and provided the shortfall amount of \$8000. Site development work, water, sewer and electrical and grubbing is underway presently. Purchasing and procurement is underway.
  - The Seniors' GYM expansion will be underway after the RV Park is complete. The Recreation Grant was unsuccessful and I will be applying to the New Horizons for Seniors Grant (June 23) for funding for the project.
  - Creekside Community Park and Haines Park have unfortunately been the site of illegal camping. The RCMP have been notified (message machine) and we await response the playground area at present.

Respectfully submitted,  
**Lila Cresswell, CAO**



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## COUNCILLOR ELLISON REPORT

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### Council Report for June 12, 2017 Meeting

#### COMMITTEES/APPOINTMENTS:

##### Chamber of Commerce

- May 8, 2017 – Unable to attend meeting due to scheduling conflict.

#### LIAISON/PORTFOLIOS:

##### Trails

May 16, 2017

- Attended Annual General meeting of Columbia and Western Rail Society in Castlegar to hear the outcome of the "multi-use designation" for the rail trail. The Columbia and Western Rail Society has been able to obtain a lease with Burlington Northern to oversee the trail for the foreseeable future. They believe this is the only time this has happened in B.C. for a trail organization.

##### Spirit Events

May 13, 2017

- Attended the "Trail Firefighters' Parade" at Silver City Days along with Mayor Cecchini and Councillor Webber.

#### OTHER:

- Reviewed the Village budget proposals with Council for the upcoming fiscal year.

Respectfully submitted,  
**James Ellison, Councillor**



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## COUNCILLOR MORISSETTE REPORT

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### Report for June 12th, 2017 Council Meeting

#### COMMITTEES/APPOINTMENTS:

##### **Finance & Budget Committee**

- No committee meetings this month
- Reviewed monthly payment schedule

##### **Personnel Committee**

- No meetings held this month, need to meet soon to plan for CAO recruitment/replacement

##### **Lower Columbia Community Development Team**

- This month our delegation was Blair Weston from Fortis and Richard Deane from Teck bringing us up to date on the proposed Waneta Dam sale - 20 years at an agreed upon rate with an option of a further 10 years. BC Hydro owns 1/3 and has the first option to buy the Teck share.
- The Business Advisory Committee is looking for Fruitvale representation.
- Teck has been negatively impacted by floods on the Pacific coast in the U.S. Trains delivering feed for Trail Operations and product going out have seen a lot of delays.
- Selkirk College is operating at nearly full capacity 3000 FTE, 500 international students. They are looking at options to improve the Trail campus; currently the physical structure struggles to meet their needs.
- Met with Jan Morton after this meeting to inquire about how far you must go to be considered a "living wage employer". Jan said it is not so closely defined that you must only buy lunch or other day to day items from businesses that provide a living wage; we would just need to make sure any employees of contractors we use such as custodial are receiving a living wage.

##### **Lower Columbia Community Development Team Tourism Committee**

- Met May 17th at Tourism Rossland office.
- This summer's list of events for photography coverage did not include the motorcycle "Rally in the Valley" but it now does as I brought it forward.
- Regional promotional videos scheduled to be done this summer will highlight; fishing, aquatic activities, grapes & hops, regional dining, and the Charles Bailey Theatre.

##### **Lower Columbia Community Development Team Columbia River Committee**

- Met at Kiwanis Park for a walking tour of the park to get a sense of the area available for development as an RV park.

**Spirit Events:**

- May Days – May 28<sup>th</sup>
  - spent Sunday helping with the car show, great turnout - 60 plus vehicles and hundreds of spectators came through to view the show. It was easily our best show since it was re-started 3 years ago.
- FES Presentation – June 6<sup>th</sup>
  - I was invited to the school to do a presentation to two grade two classes on the history of Fruitvale and what Village Council does and how we are elected. Thanks to Craig Horsland who provided me with photos from throughout Fruitvale's history and some interesting artifacts from his personal collection.

Respectfully submitted,  
**Steve Morissette, Councillor**



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## COUNCILLOR WEBBER REPORT

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### **Council Report for May for June 12, 2017 Meeting**

#### **COMMITTEES/APPOINTMENTS:**

##### **Personnel Committee**

- No meeting held

##### **RDKB Alternate Director**

- Attended the COW meeting on May 10. This was an in camera meeting so nothing to report at this time.

##### **West Kootenay Boundary Regional Hospital District Director**

- No meeting held

#### **LIAISON/PORTFOLIOS:**

##### **Fruitvale Elementary Parent Advisory Committee Liaison**

- Nothing to report

##### **Youth Engagement Liaison (CBT Community Directed Youth Fund)**

- Report from Youth Coordinator Tammy Gallamore attached.

##### **Spirit Events**

- Participated in Silver City Trail Firefighters Parade.
- Participated in May Days parade, assisted at event grounds.

#### **OTHER:**

##### **Municipal Insurance Agency Representative**

- Next meeting is June 20-23

##### **Surviving to Thriving Summit**

- Attended the Poverty Reduction on May 4 and 17
- This was a two day workshop that had a large range of members of the Lower Columbia region. The theme of the workshop was Surviving to Thriving : Creative Inclusive Communities.
- There was a large focus on Transportation, housing and social and health services. The goal of the workshop was to have a working plan to go forward on lowering poverty.

Respectfully submitted,  
**Tabatha Webber, Councillor**



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## DIRECTOR CECCHINI REPORT

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### **RDKB Report, May for June 12, 2017 Meeting**

#### **COMMITTEES**

##### **East End Services**

- The Regional District of Kootenay Boundary Board of Directors approved the Fire Protection and Assistance Response Agreement with the Regional District of Central Kootenay for the delivery of fire protection services to a portion of Regional District of Central Kootenay Electoral Areas G and J (Hudu Valley/Ross Spur) for a term of five years (January 1, 2017-December 31, 2021). Central Kootenay will pay Kootenay Boundary an annual sum equal to the product of applying against assessments the same rates that are applied for the fire protection function in RDKB Electoral Area 'A'.
- The RDKB Board of Directors approved the Service Contract Agreement with the Trail and District Arts Council in the amount of \$23,000 per year for the next 2 years starting January 1, 2017 and ending December 31, 2018 for the purpose of administration of the Box Office for the Charles Bailey Theatre.
- Bill Van Beek and Terry Van Horn (LCCDTS/LCIC) attended the meeting and provided the Committee members with a status report on activities and how those activities have aligned with their Strategic Plan. The Committee was also provided with a metrics report as of April 2017 and the Lower Columbia Initiatives 2016 annual report.
- T. Van Horn provided the Committee members with an overview of a marketing strategy developed to market industrial lands called "MetalTechAlley". LCIC applied and received \$500,000 from the BC Rural Dividend Funds for a two-year project under the Business Sector Development Stream called "Forging Metal Tech Alley - Innovation in the Metals and Technology".
- Bill Coedy attended the meeting and provided the Committee members with a presentation on the concept of a monitoring and stewardship program for the Trail Creek watershed. He also presented a prototype of a 3D watershed model that will be used as a communication and educational tool.

##### **Utilities**

- Trail Sewer Committee reluctantly joined the Utilities Committee.
- City of Trail and Warfield voted against Area B request to have votes at the committee level.

##### BV Recreation

###### Ice Facility User Rates

- Trails and Recreation Committee approves a 2% increase to the Beaver Valley Arena 2017-2018 Ice Facility User Rates.

###### Skatepark Lease Agreement

- The skatepark lease agreement between the Village of Montrose and the Regional District of Kootenay Boundary has been signed.

###### Beaver Valley Arena

- The Committee members directed staff to follow up with the owner of the vacant

lot adjacent to the parking lot at the Beaver Valley Arena to see if there is any further interest in selling the lot. Staff directed to offer the same amount of \$80,000 that was previously offered.

### **RDKB Policy and Personnel**

- There was a discussion regarding the proposed Communications position. The Chief Administrative Officer noted that an analysis of this position has been completed and that this, and other information respecting this position, including the salary range will be presented to the Board of Directors at a meeting in the near future.
- There was a discussion regarding Codes of Conduct for employees and elected officials. Staff has commenced an initial review of local government templates for an Employee Code of Conduct and a Code of Conduct for elected officials will be reviewed in more detail once the UBCM has completed its review and releases a working paper.
- There was a lengthy discussion regarding the pros and cons of changing the Board/Committee meeting structure by possibly replacing the Committee of the Whole (COW) with a second Board meeting. The following possible effects were discussed:
  - reduction in the size of the current Board meeting agendas,
  - increased flexibility with getting emergent and timely matters to Board meetings without delays reducing the number of late Board items,
  - a reduction in the frequency Board meeting dates that have to be rescheduled to avoid conflicts with external meetings and conferences,
  - increased opportunity for the public, delegates and applicants to attend Board meetings,
  - allows the adoption of policies and the policy process to be more efficient, limits the frequency of, and amount of staff time used, in undertaking the Regional District Special Voting Regulation process for emergent and timely matters,
  - there would be an impact to the Manager of Corporate Administration's time,
  - Administration staff would need to develop a strategy to manage the Department's vacation schedules,
  - changes would be needed to the current Board of Directors' meeting culture and protocols to allow for more flexible, full some and engaged dialogue at the Board table,
  - the current sequence of Board discussions and making motions would need to be altered,
  - the loss of COW Chairs may create governance issues and result in possible impacts to succession on the Board,
  - there would need to be more flexibility and support for Directors to defer items, and
  - there is limited cost savings.
- There was a discussion and review of the current Policy, Executive and Personnel Committee structure. There was agreement that there should be no changes to the current Committee structure.
- The Committee reviewed possible changes where meetings would commence earlier and the potential for "piggybacking" Committee meetings to reduce meeting days.

### **BOARD OF DIRECTORS**

- I attended a board governance workshop in Grand Forks.

Respectfully submitted,

**RDKB Director Patricia Cecchini**



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**MAYOR CECCHINI REPORT**

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**Council Report – for the June 12, 2017 Council Meeting**

**COMMITTEES**

**Lower Columbia Initiatives Corporation**

- The Grand Opening of *metaltechalley* was a great success and very exciting with attendees from the Kootenays and other parts of the world.

**Public Safety**

- Nothing to report

**Family Action Network**

- FAN has made their request for support to all municipalities for leveraging the support they receive from the Village of Fruitvale. I am not sure of the results at this time.

**Personnel Committee (VoF)**

- Nothing to report for May.
- The Personnel Committee will be meeting shortly to start the recruitment process for a replacement for the retiring CAO.

**OTHER PORTFOLIO ITEMS**

Seniors Engagement

- Seniors lunch was successful again with about 130 in attendance.
- I have been working extensively with the Lower Columbia Age Friendly Pilot Project Committee and have submitted a two year funding proposal to CBT. Thank you again Lila for all your support!

Recreation & Wellness

- The RV park is coming along nicely and we should be planting by 21 June.
- We were able to solicit more support for the RV park and we were successful with grants from SIDIT, TECK and CBT.

Community Representations on Behalf of Council

- Participated in the Silver City Days parade. Also participated in the Silver City Days Grape Stomp but I lost.
- Attended the final session of the "Surviving to Thriving Summit" (poverty reduction plan). Thank you Tabatha for attending the whole conference in my absence.



May Days

- Beaver Valley May Days was a huge success again this year.
- I will be working with Jason and Lila to make adjustments with regard to the support of the Village of Fruitvale and the extent of involvement.
- I have been working extensively with the Lower Columbia Age Friendly program and have submitted our proposal for funding to CBT. Thank you again Lila for all your support!

Respectfully submitted,  
**Mayor Patricia Cecchini**



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## REPORT:

**Date:** June 9, 2017  
**To:** Mayor and Council  
**From:** Chief Administrative Officer  
**SUBJECT: UPDATE ON DAVIS AVENUE RECONSTRUCTION PROJECT**

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### UPDATE:

#### Land Acquisition

- Negotiations have been underway regarding the proposed land acquisition and I am pleased to advise we have an agreement in principle.
- The legal road dedication agreement will be developed and reviewed subsequently.
- I met with the owners of the unofficial Watson Lane and am pleased to advise they are in agreement with a statutory right of way agreement which will be dealt with shortly. An updated survey plan is required.

#### Design

- Urban Systems engineering staff is presenting to Council at the public open meeting on June 12.
- Prior to this presentation, a number of sessions with staff have occurred in order to finalize the utilities corridors.
- I met with the engineer June 2<sup>nd</sup> and we walked the lower road area to determine various scenarios with regard to improving the sight lines, the road elevations, whether retaining walls were necessary or desirable, the walking area locations and safety enhancements.
- Scenarios regarding the location of the drainage systems, as well as sidewalk or walking path proposals will be submitted for Council direction at the June 12<sup>th</sup> meeting.

#### Construction

- As it is very late in the season for tendering and many suppliers already have their schedules set, we may not be successful in receiving bids that are acceptable at this time.
- Council may have to consider deferring either full or partial construction to next season.

Respectfully submitted,  
Lila Cresswell,  
Chief Administrative Officer