



## Monthly Activity Report

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**TO:** Mayor and Council

**FROM:** Jennifer Taylor, Chief Administrative Officer

**DATE:** April 8, 2021

**RE:** **Monthly Activity Report – April 2021**

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### **APRIL ACTIVITIES:**

- 2021 budget preparation – assessment, taxation & final review
- Awarding tenders for compost collection, cemetery caretaking, and office cleaning
- Assessment roll is open Mar 1 – Apr 30, fielding questions from ratepayers
- Aquatic Centre Upgrade – providing information to McGinn Engineering as necessary to carry out contracted work. Tender was posted on April 2.
- Preparing documents for transition to interim CAO.
- Training & Meetings
  - Apr 8 SAMA AGM

### **PRIORITIES FOR May 2021:**

- 2021 budget adoption

### **REQUEST FOR ACTION/DIRECTION/CLARIFICATION**

- Nothing at this time