

**COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** January 2, 2024

**Subject:** Contract Disclosure – Chrysalid Tech & Print

---

**RECOMMENDATION:**

THAT Council receives this report for information.

**BACKGROUND:**

Section 107(1) of the *Community Charter* states that, if a municipality enters into a contract in which a Council member has a direct or indirect pecuniary interest, it must be reported to Council at a meeting that is open to the public. The Council member who has an interest in the contract must report the contract to the Corporate Officer.

The District of Mackenzie utilizes the local stationary business, Chrysalid Tech & Print, for miscellaneous stationary supplies and standing purchase orders for the 2024 year have been issued by the Municipal Office, Fire Department, Recreation Services Department, Public Works, and Bylaw Department. Chrysalid Tech & Print is owned by Councillor Hipkiss. The Corporate Officer has been provided with the disclosure as required under the Community Charter.

**BUDGET CONSIDERATIONS:**

The dollar amount of services provided by Chrysalid Tech & Print to all Departments from 2020-2023 is shown in the table below.

<b>Year</b>	<b>Dollar Amount for Services Provided</b>
2023	\$14,500
2022	\$18,000
2021	\$20,000
2020	\$24,000

It is anticipated that 2024 will be within the ranges from 2022-2023.



**COUNCIL PRIORITY:**

**Strong Governance and Finances**

- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

**RESPECTFULLY SUBMITTED:**

Chelsea Smirle, Legislative Clerk/Executive Assistant

**Reviewed By:** Corporate and Financial Services

**Approved By:** Chief Administrative Officer