



The Corporation of the City of Courtenay

Briefing Note

To: Council

File No.: 1480-01

From: Director of Operational Services

Date: May 21, 2025

Subject: Public Works Week 2025 – School Tours, Open House & Council Invitation

PURPOSE:

To inform Council of the Operational Services Department's planned activities in recognition of National Public Works Week, including a public Open House Event and school outreach initiatives, and to warmly invite members of Council to attend the Public Works Week Open House Event on May 24, 2025.

BACKGROUND:

Public Works Week (PWW) is recognized across North America to celebrate the essential role that public works play in our communities' daily lives. This year, PWW takes place from May 18 to May 24, 2025. The theme of this year's events is People, Purpose, Presence—the three cornerstone ideals that motivate public service professionals to serve their communities every day.

To celebrate and raise awareness of the important work carried out by the City of Courtenay's Operational Services Department, the Department is organizing a series of community engagement activities, culminating in a public Open House Event. Operational Services is pleased to welcome the participation of the City of Courtenay Fire Department, further highlighting the collaborative efforts across City departments that contribute to public safety and well-being.

Public Open House Event

- **Date:** Saturday, May 24, 2025 -- 10:00 a.m. to 2:00 p.m.
- **Location:** Operational Services Center
- **Planned Activities:**
 - Heavy equipment displays and live demonstrations
 - Interactive displays showcasing the work of City Operations
 - Facility tours
 - Tree (sapling) / plant giveaways
 - Free hot dogs for visitors
- City of Courtenay Fire Department
 - Display Fire Truck
 - Fire Safety House
- Display of painted snow plow blades created by local elementary school students
- Children's colouring contest entries display.

School Visits

Staff in collaboration with SD71 Educators will host several local elementary school classes at the Operations Centre (Yard) for guided tours and interactive displays.

- **Dates:** Tuesday, May 20th to Friday, May 23rd.
- **Target Audience:** Grade 6 and 7 students
- **Participation:** All available spots have been filled, and we are looking forward to welcoming approximately 180 students throughout the week.
- **Educational Tie-In:** These visits may complement curriculum topics such as Civics, Career Planning, and Environmental Awareness.

Snow Plow Painting Initiative

This initiative offers a creative way for local students to connect with the City's public works efforts. Snow plow blades were delivered to three local elementary schools in late April. Students have since painted them with designs that reflect school spirit, community pride, and environmental themes.

The painted blades will be on display at the Public Open House for families and community members to enjoy. Each blade will also be installed on a snow plow truck during the winter season, providing functional art on the streets near the students' schools.

Children's Colouring Contest

A colouring contest will be offered to children. Colouring sheets will be distributed to local schools and the community prior to PWW. Completed entries can be submitted during school visits or at the Open House event, where they will be displayed, and prizes will be awarded to children in different age group categories.

Operations Cup – Staff Engagement Event

To encourage staff engagement and teamwork, the Department will host the first-ever Operations Cup, a lighthearted competition for City equipment operators. The event will include skill-based challenges with heavy equipment, and the top operator will earn recognition from their peers and "bragging rights" within the Operations Yard.

Proclamation

Mayor Wells has officially proclaimed May 18–24, 2025, as National Public Works Week in the City of Courtenay. The proclamation is posted on the City's website and further supports recognizing and celebrating the essential services provided by public works professionals.

RECOMMENDATION: THAT Council receive this briefing note for information and as a formal invitation to attend the Public Works Week Event, hosted by the Operational Service Department at the Operational Services Centre on May 24, 2025, from 10:00 a.m. – 2:00 p.m.

ATTACHMENTS:

1. Proclamation – National Public Works Week, May 18-24, 2025
2. Community Invitation
3. Operations Colouring Contest
4. Courtenay Elementary Snow Plow Painting Participation
5. Courtenay Elementary Winning Design

Prepared by: Matthew Brown, Manager of Transportation Services
Mike Kearns, Manager of Operational Logistics

Reviewed by: Kyle Shaw, Director of Operational Services
Kurt McDonald, Fire Chief

Concurrence: Kate O’Connell, Director of Corporate Services (Acting City Manager)

Attachment 1. - Proclamation – National Public Works Week, May 18-24, 2025



City of Courtenay

Proclamation

National Public Works Week

May 18-24, 2025

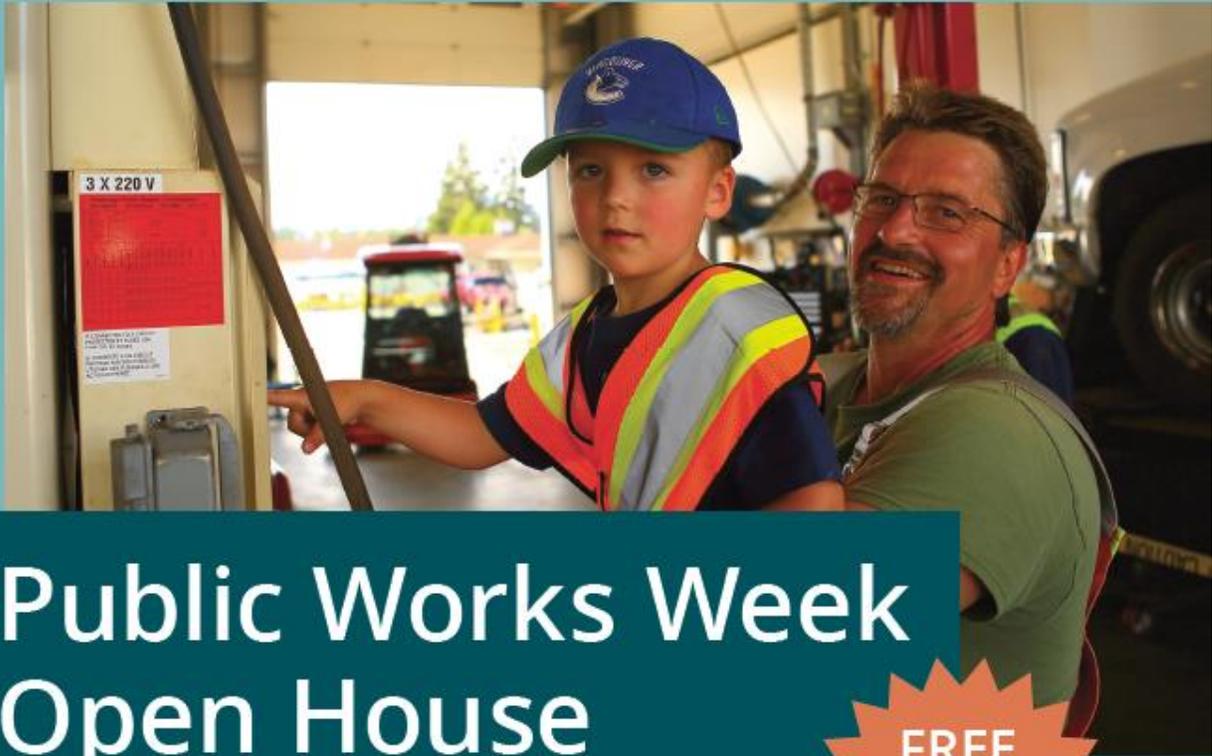
- WHEREAS: public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health and high quality of life; and
- WHEREAS: these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our residents; and
- WHEREAS: it is in the public interest for the residents, civic leaders, and children in British Columbia to gain knowledge and understanding of the importance of public works and public works programs in their respective communities; and
- WHEREAS: the year 2025 marks the 65th annual National Public Works Week sponsored by the Canadian Public Works Association.
- NOW
THEREFORE: I, Bob Wells, Mayor of the City of Courtenay, do hereby proclaim May 18-24, 2025 as National Public Works Week as in Courtenay, BC.

Mayor Bob Wells

Attachment 2. – Community Invitation



City of
Courtenay



Public Works Week Open House

FREE
Family
Event!

Saturday, May 24
10:00 a.m. - 2:00 p.m.

Located at our Operations Centre:
1000 Piercy Avenue, Courtenay, BC

Event Details

Contact the following for more information:

Tel: 250-338-1525

courtenay.ca/operations

Activities:

- FREE Hot Dogs
- Heavy Equipment Demonstrations
- Snow Plow Painting
- Interactive Displays of City Operations
- Facility Tours
- Plant Giveaway...and much more!

Attachment 3. – Operations Colouring Contest



City of Courtenay

Name: _____

Age: _____

Phone or Email: _____

Drop completed sheet off at the Operations Centre
at the Open House event on May 24th before 2:00pm.

CELEBRATING PUBLIC WORKS WEEK!



Attachment 4. - Courtenay Elementary Snow Plow Painting Participation



Attachment 5. - Courtenay Elementary Winning Design

