



Feb. 28, 2022

Ms. Mary Rose Walden CAO
The Corporation of the Township of Huron-Kinloss
21 Queen St. P.O. Box 130
Ripley On. N0G 2R0

Dear Ms. Walden,

Due to less than favourable working conditions outside over the winter and office renovations inside, there are a couple projects which I have not yet been able to complete. Therefore, I would like to ask if my retirement date could be moved to April 14, 2022 instead of Mar. 31, 2022. I believe this would allow me to complete these projects in particular and make the transition easier for my replacement.

Thank you for your consideration of this request.

Sincerely,

