

COUNCIL MEETING AGENDA

Date: Monday, July 24, 2023, 7:15 p.m.
Location: Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC

Pages

1. CALL TO ORDER

We would like to begin by acknowledging the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

1.1 Defer to Closed Meeting

THAT the Special Closed meeting be deferred until after the regular meeting;

AND THAT the basis of the Special Closed Meeting relates to Section 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

2. ADOPTION OF MINUTES

2.1 Committee of the Whole - June 26, 2023

6

2.2 Regular Meeting - June 26, 2023

8

3. INTRODUCTION OF LATE ITEMS

4. ADOPTION OF AGENDA

THAT the Agenda be adopted as presented.

5. PUBLIC COMMENTS AND QUESTIONS

Please note that all comments and questions must pertain to items listed on the agenda.

Are there any members of the public in attendance this evening who wish to comment on the agenda?

Administration are there any members of the public attending through Zoom or Phone that wish to comment on the agenda?

6. PETITIONS AND DELEGATIONS

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

- | | | |
|-------|--|----|
| 7.1.1 | RDFFG - Bylaw No. 3310, 2023
Letter received from the Regional District of Fraser-Fort George advising that they gave third reading to Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment Bylaw No. 3310, 2023. The RD is asking for a certified resolution indicating support for adoption of the Bylaw. | 18 |
|-------|--|----|

7.2 For Consideration:

Is there anything Council wishes to address in the "For Consideration" or "Centre Table File" correspondence?

- | | | |
|-------|---|----|
| 7.2.1 | MLIB Sponsorship Letter
Letter received from McLeod Lake Indian Band requesting sponsorship of the Annual General Assembly that will be held from August 9-11, 2023. Council has already approved the in-kind request to use the portable stage and sound system for this event (value approx. \$5,000). | 28 |
| 7.2.2 | City of Prince George - UBCM Resolution
Resolution received from the City of Prince George, submitted to be included in the 2023 UBCM Convention, regarding reimbursing local governments for medical services provided by local government fire and rescue services. | 30 |
| 7.2.3 | City of Surrey Letter
Letter received from the City of Surrey Mayor regarding Council's vote to keep the RCMP as the police of the jurisdiction. | 31 |
| 7.2.4 | South Peace Mackenzie Trust - Grant Approval
Letter received from the South Peace Mackenzie Trust advising that the District was successful in the grant application in the amount of \$14,440 towards the Relocation Materials Project. | 34 |
| 7.2.5 | MSS Grad - Thank you letter
Thank you letter received from Mackenzie Secondary School for | 36 |

the District's bursary awarded. The recipient of the award was Ariel Poole. A photo was submitted and will be available in the Centre Table File.

7.2.6	BC Summer Swimming Swim Meet - Thank you Thank you letter received from the BC Summer Swim Meeting Regional Director for the District of Mackenzie supporting the Swim Meet that was held at the Rec Centre June 10-11, 2023.	37
7.2.7	Peace Island Park - Gold Panning Championship Invitation to attend the 51st Annual World Invitational Class "A" Gold Panning Championship August 4-6, 2023 in Taylor, BC.	38
7.2.8	Light It Up for NDEAM Request received from the Ontario Disability Employment Network to light up the Municipal Office in Purple or Blue on October 19, 2023 in support of National Disability Employment Awareness Month.	39
7.2.9	Prostate Cancer Awareness Request received from the Prostate Cancer Foundation of BC asking municipalities to light up local landmarks in blue during the month of September. Prince George will be lighting up Mr. PG September 18-25th and Quesnel will be lighting up the Footbridge on September 17th.	42
7.2.10	Northern Health Healthy Communities E-Brief - July 2023	43
7.2.11	Northern Health - News Release July 5, 2023	49
7.2.12	Northern Health Media Bulletin - July 7, 2023 Blue-green algae tips for summer.	51
7.3	<u>Centre Table File</u> Magazines: -Logging & Sawmilling Journal - May/June 2023 -Truck Logger BC - Summer 2023	

8. ADMINISTRATIVE REPORTS

8.1	<u>Annual Report</u> <i>In accordance with Section 99 of the Community Charter, Council will solicit and review any final feedback from the public in regard to the 2022 Annual Report prior to adoption.</i> <i>Are there any members of the public in attendance this evening who wish to comment on the Annual Report?</i> <i>Administration are there any members of the public attending through Zoom or Phone that wish to comment on the Annual Report?</i>	53
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Have any written comments been received?

THAT Council approves the 2022 Annual Report.

8.2 COTW Council Procedure 133

THAT Council receives this report for information.

8.3 Outdoor Smoking Shelter 135

THAT Council direct staff how to proceed with the Outdoor Smoking Shelter options brought forward.

8.4 Vehicle Replacement – 2023 Chevrolet Colorado 138

THAT Council awards the purchase of a 2023 Chevrolet Colorado from Wood Wheaton Supercenter in the amount of \$51,728 plus GST;

AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.

8.5 Autumn Lodge – Potential New Location 140

THAT Council provides staff with direction on the next steps.

8.6 1st and 2nd Quarter Activity Report 145

THAT Council receives this report for information.

9. COUNCIL REPORTS

9.1 Mayor's Report

9.2 Council Reports

9.2.1 Councillor Wright - July 2023 167

9.2.2 Councillor McMeeken - June/July 2023 168

9.2.3 Councillor Brumovsky - June 2023 169

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS

12.1 Bylaw No. 1504 - Council Procedure Amendment 170

THAT Bylaw No. 1504 cited as "Council Procedure Amendment Bylaw

No. 1504, 2023" be given the first three readings.

13. NOTICE OF MOTION

14. COMING EVENTS

14.1 Rockin' the Ridgeline
July 29, 2023

173

15. INQUIRIES

- In-person
- Online (Zoom/phone)
- Written comments received

16. ADJOURNMENT

**Committee of the Whole
Minutes**

June 26, 2023, 7:00 p.m.

**Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC**

Council Present: Mayor J. Atkinson, Councillor A. Barnes, Councillor A. Hipkiss, Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright

Council Absent: Councillor V. Brumovsky

Staff Present: Chief Administrative Officer D. Smith, Director of Recreation Services T. Gilmer, Fire Chief J. Guise, Finance Manager W. Peterson, Land and Environmental Programs Coordinator L. Thorne, Director of Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant C. Smirle

Visitors Present: RCMP Cst. T. Holz

1. CALL TO ORDER

Called to order at 7:00 pm,
Councillor Barnes acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. REPORTS

2.1 Operations

Moved by: Councillor McMeeken

THAT the Operations reports for the month of May 2023 be received.

CARRIED

2.2 Building

Moved by: Councillor Wright

THAT the building report for the month of May 2023 be received.

CARRIED

2.3 RCMP

Moved by: Councillor Tapper

THAT the RCMP report for the month of May 2023 be received.

CARRIED

2.4 Fire

Moved by: Councillor Wright

THAT the Fire report for the month of May 2023 be received.

CARRIED

2.5 Recreation Services

Moved by: Councillor Hipkiss

THAT the Recreation Services report for the month of May 2023 be received.

CARRIED

2.6 Finance

Moved by: Councillor Tapper

THAT the Finance report for the month of May 2023 be received.

CARRIED

3. **OTHER BUSINESS**

N/A

4. **ADJOURNMENT**

Moved by: Councillor McMeeken

THAT the meeting be adjourned at 7:10 pm.

CARRIED

Mayor

Corporate Officer

**Regular Council Meeting
Minutes**

June 26, 2023, 7:15 p.m.

**Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC**

Council Present: Mayor J. Atkinson, Councillor A. Barnes, Councillor A. Hipkiss, Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright

Council Absent: Councillor V. Brumovsky

Staff Present: Chief Administrative Officer D. Smith, Director of Recreation Services T. Gilmer, Fire Chief J. Guise, Finance Manager W. Peterson, Land and Environmental Programs Coordinator L. Thorne, Director of Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant C. Smirle

1. CALL TO ORDER

CALLED TO ORDER AT 7:15 PM.

Mayor Atkinson acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

1.1 Defer to Closed Meeting

Resolution: 32972

Moved by: Councillor Tapper

THAT the Special Closed meeting be deferred until after the regular meeting;

AND THAT the basis of the Special Closed Meeting relates to Section 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

2. ADOPTION OF MINUTES

2.1 Regular Meeting - June 12, 2023

The minutes of the Regular Meeting held on June 12, 2023 were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

N/A

4. ADOPTION OF AGENDA

Resolution: 32973

Moved by: Councillor McMeeken

THAT the Agenda be adopted as presented.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

Shannon Bezo, resident, noted that she would be available to speak to agenda item 8.6 if needed as she is a member of the Board of Directors for Mackenzie Community Services.

6. PETITIONS AND DELEGATIONS

Mayor Atkinson presented Fire Chief Jamie Guise with his 25-year long service award of British Columbia from the Office of the Fire Commissioner.

7. CORRESPONDENCE

Resolution: 32974

Moved by: Councillor McMeeken

THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 MLIB - Portable Stage Request

Resolution: 32975

Moved by: Councillor Barnes

THAT Council approves the request for in-kind use of the portable outdoor stage and sound system for the McLeod Lake Indian Band Annual General Assembly from August 9 – 11, 2023.

CARRIED

7.2 For Consideration:

7.2.1 Ministry of Transportation and Infrastructure - BC E-Bike Rebate Program

Resolution: 32976

Moved by: Councillor Wright

THAT the District promote the BC E-Bike Rebate Program to residents on the District social media platforms.

CARRIED

8. **ADMINISTRATIVE REPORTS**

8.1 Draft 2022 Annual Report

Resolution: 32977

Moved by: Councillor Hipkiss

THAT Council receives this report for information.

CARRIED

8.2 2022 Statement of Financial Information (SOFI)

Resolution: 32978

Moved by: Councillor McMeeken

THAT Council approves the District of Mackenzie's Statement of Financial Information for 2022.

CARRIED

- 8.3 Construction Update for the New Mackenzie Fire Hall and the Demolition of the Existing Fire Hall

Resolution: 32979

Moved by: Councillor McMeeken

THAT Council receives this report for information.

CARRIED

- 8.4 Active Transportation Master Plan Contract Award

Resolution: 32980

Moved by: Councillor Hipkiss

THAT Council authorizes Recreation Services to enter into a contract with VDZ+A to develop the District of Mackenzie Active Transportation Master Plan (with concept landscape plans and technical drawings for typical cross walk sections) in the amount of \$51,991.30 plus GST;

AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.

CARRIED

- 8.5 Vehicle Replacement – All Terrain Vehicle - Polaris Ranger Crew Northstar

Resolution: 32981

Moved by: Councillor Barnes

THAT Council awards the purchase of a six passenger Polaris Ranger Crew Northstar (all-terrain vehicle) with cab from Make Traxx Recreation for a price of \$47,138.07 plus GST;

AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.

CARRIED

- 8.6 Mackenzie Community Services – Ski Equipment Donation

Councillor Wright declared a conflict on this item. (Councillor Wright left the room and returned after the discussion.)

Resolution: 32982

Moved by: Councillor Barnes

THAT Council accepts the donation of ski equipment from Mackenzie Community Services.

CARRIED

8.7 Taxi Saver Program Policy 1.26 - Update

Resolution: 32983

Moved by: Councillor Wright

THAT the main motion be amended to update Section 4 of the Policy to allow the Director of Corporate Services the discretion to override the HandyPass Holder eligibility requirements if an individual cannot provide documentation and all applicants be able to self-declare a financial need.

CARRIED

Amendment:

Resolution: 32984

Moved by: Councillor Hipkiss

THAT Council amend Taxi Saver Program Policy 1.26 as outlined in this report and amended by Council.

CARRIED

8.8 Backyard Ducks

Resolution: 32985

Moved by: Councillor Barnes

THAT Council receive this report for information.

CARRIED

Amendment:

Resolution: 32986

Moved by: Councillor Wright

THAT Council hold a Public Hearing on July 24, 2023 prior to adopting Zoning Amendment Bylaw No. 1503, 2023.

Opposed (1): Councillor Tapper

Absent (1): Councillor Brumovsky

CARRIED (5 to 1)

8.9 Infrastructure Planning Grant Application

Resolution: 32987

Moved by: Councillor Barnes

THAT Council supports the application to the Provincial Government for the Infrastructure Planning Grant for up to \$15,000 towards facility condition assessments and data collection;

AND THAT Council authorizes the Chief Administrative Officer to execute the grant application and any related documentation.

CARRIED

8.10 Food Cycler Pilot Program

Resolution: 32988

Moved by: Councillor Hipkiss

THAT Council approves moving forward with the Food Cycler Pilot Program.

CARRIED

8.11 Level 2 EV Charging Station Information

Resolution: 32989

Moved by: Councillor Hipkiss

THAT Council receives this report for information.

CARRIED

Amendment:

Resolution: 32990

Moved by: Councillor Hipkiss

THAT Administration bring back a report to discuss applying to both the NRCan and Charge North Programs for Level 2 Charging Stations.

CARRIED

8.12 Electric Mobility Accelerator

Resolution: 32991

Moved by: Councillor Wright

THAT Council approves staff applying to the Electric Mobility Acceleration Program;

AND THAT if successful Council approves allocating \$10,000 from the Climate Action Reserve Fund towards the Electric Mobility initiatives within the District of Mackenzie.

CARRIED

8.13 Green Fleet Policy 6.8

Resolution: 32992

Moved by: Councillor Hipkiss

THAT Council adopts Green Fleet Policy 6.8.

CARRIED

8.14 Committee of the Whole Research Report

Resolution: 32993

Moved by: Councillor McMeeken

THAT Council receives this report for information.

CARRIED

Amendment:

Resolution: 32994

Moved by: Councillor Wright

THAT Council approves beginning the process of amending Council Procedure Bylaw No. 1379, 2022 to allow a public comment and question period added to the Committee of the Whole agenda.

CARRIED

9. COUNCIL REPORTS

9.1 Mayor's Report

9.1.1 Mayor Atkinson - May 2023

Mayor Atkinson provided a written report.

9.2 Council Reports

- 9.2.1 Councillor McMeeken - May/June
Councillor McMeeken provided a written report.
- 9.2.2 Councillor Wright - June 2023
Councillor Wright provided a written report.
- 9.2.3 Councillor Hipkiss
Councillor Hipkiss provided a verbal report.
- 9.2.4 Councillor Tapper
Councillor Tapper provided a verbal report.
- 9.2.5 Councillor Barnes
Councillor Barnes provided a verbal report.

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

N/A

12. BYLAWS

12.1 Bylaw No. 1501 Animal Control and Licencing Amendment

Resolution: 32995

Moved by: Councillor Barnes

THAT Bylaw No. 1501 cited as "Animal Control and Licencing Amendment Bylaw No. 1501, 2023," be given the first three readings.

CARRIED

12.2 Bylaw No. 1502 Municipal Ticket Information Amendment

Resolution: 32996

Moved by: Councillor Hipkiss

THAT Bylaw No. 1502 cited as "Municipal Ticket Information Amendment Bylaw No. 1502, 2023," be given the first three readings.

CARRIED

12.3 Bylaw No. 1503 Zoning Amendment

Resolution: 32997

Moved by: Councillor Hipkiss

THAT Bylaw No. 1503 cited as "Zoning Amendment Bylaw No. 1503, 2023," be given the first two readings.

CARRIED

13. NOTICE OF MOTION

N/A

14. COMING EVENTS

14.1 Canada Day Events - Spirit Square

Mackenzie Rec Centre is hosting Canada Day in the Spirit Square on July 1st from 12:00 pm - 3:00 pm. The event will include games, music, a free Community BBQ and cupcakes!

15. INQUIRIES

Janice Nelson, Publisher of the Macktown Buzzette, asked what discussion has been had about an emergency egress during the Mischinsinlinka Bridge construction and repair Project? Emily Kaehn, Director of Corporate Services, replied that the District has been in contact with the Ministry of Transportation and a plan is in place to allow emergency services to gain access if needed during construction. Ms. Nelson asked what the plan would be if there were a community evacuation and how quickly a contingency plan would be in effect? Ms. Kaehn replied that the Ministry of Transportation has a plan for that as well.

Ms. Nelson asked for clarification on if a Public Hearing would be held regarding allowing backyard ducks? Mayor Atkinson replied that one would be held on July 24th prior to the Regular Council meeting.

Ms. Nelson asked who the targeted individuals would be for the food cycler program? Mayor Atkinson replied that the composter would be available to anyone in the community.

Ms. Nelson asked how residents would use a Level 2 EV Charger? Mayor Atkinson replied that residents would access the charger on a first come first serve basis. Councillor Wright added that with having Level 2 EV Chargers in town, this would enhance tourism potential. Ms. Nelson noted that residents would most likely have their own chargers at home. Mayor Atkinson replied that this would appeal to residents living in apartment buildings.

Shannon Bezo, resident, asked for clarification on the Mischinslinka Bridge repair project and if the Bid has been tendered yet? Ms. Kaehn replied that at the moment the Bid has been made available for Bid, and not awarded yet. Ms. Bezo asked if a report will come back to Council once the bid has been awarded? Mayor Atkinson replied that the Ministry of Transportation will keep the District informed and once more information is received it will be shared with the Community.

Ms. Bezo asked if the potential location for a Level 2 EV Charger would be similar to the Level 3 EV Charger? Mayor Atkinson replied that if approved, another discussion on location would be had, one possibility would be at the Rec Centre, but definitely on District property.

Ms. Bezo commented that she appreciated Council looking into adding a question and comment section to the Committee of the Whole meetings.

16. ADJOURNMENT

Resolution: 32998

Moved by: Councillor Wright

THAT the meeting be adjourned at 8:29 pm.

CARRIED

Mayor

Corporate Officer



**REGIONAL DISTRICT
of Fraser-Fort George**

Head Office:
155 George Street
Prince George, BC
V2L 1P8

Telephone:
(250) 960-4400
Long Distance
from within
the Regional District:
1-800-667-1959

Fax: (250) 563-7520

<http://www.rdffg.bc.ca>

Municipalities:

McBride
Mackenzie
Prince George
Valemount

Electoral Areas:

Chilako River-Nechako
Crooked River-Parsnip
Robson Valley-Canoe
Salmon River-Lakes
Tabor Lake-Stone Creek
Willow River-Upper Fraser
Woodpecker-Hixon

June 16, 2023

File No. BYL 1.0

Ms. Emily Kaehn
Director of Corporate Services
District of Mackenzie
Bag 340
Mackenzie, BC V0J 2C0

Dear Ms. Kaehn:

**RE: Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment
Bylaw No. 3310, 2023**

At the regularly scheduled meeting held on June 15, 2023, the Regional Board of Directors gave third reading to Bylaw No. 3310 and authorized participating area approval to be obtained by consent on behalf of the electors.

Accordingly, please provide notification to the Board by way of a certified resolution indicating whether or not the municipality consents on behalf of the electors to adoption of the bylaw.

A photocopy of Section 346 [*Consent on behalf of municipal participating area*] of the *Local Government Act*, a certified copy of Bylaw No. 3310 and a photocopy of background material in this matter have been enclosed for your reference.

Please feel free to contact me directly with any questions or concerns that you may have.

Yours truly,

K. Jensen
General Manager of Legislative and Corporate Services

Telephone: (250) 960-4444
Facsimile: (250) 563-7520
Email: kjensen@rdffg.bc.ca

KJ:jg
Enclosure(s): 3

RECEIVED
JUN 29 2023

**DISTRICT OF
MACKENZIE**

Approval by assent of the electors

344. (1) Participating area approval through assent of the electors under Part 4 *[Assent Voting]* is obtained if,
- (a) in the case of approval under section 342 (3) *[each participating area separately]*, for each proposed participating area, a majority of the votes counted as valid is in favour of the bylaw, or
 - (b) in the case of approval under section 342 (4) *[entire service area]*, a majority of votes counted as valid is in favour of the bylaw.
- (2) In the case of approval under section 342 (4), for the purposes of determining who is entitled to vote under section 172, the voting area is deemed to be all the proposed participating areas.
- RS2015-1-344 (B.C. Reg. 257/2015).

Approval by alternative approval process

345. (1) Participating area approval may be obtained by alternative approval process if any of the following apply:
- (a) the maximum amount that may be requisitioned for the service is the amount equivalent to 50¢ for each \$1 000 of net taxable value of land and improvements included in the service area;
 - (b) the bylaw relates to a service for
 - (i) the collection, conveyance, treatment or disposal of sewage,
 - (ii) the supply, treatment, conveyance, storage or distribution of water, or
 - (iii) the collection, removal or disposal of solid waste or recyclable material.
- (2) In addition to the information required by section 86 (2) *[notice of process]* of the *Community Charter*, the notice of an alternative approval process under this section must include
- (a) a copy of the bylaw, or
 - (b) a synopsis of the bylaw that
 - (i) describes in general terms the intent of the bylaw,
 - (ii) describes the proposed service area, and
 - (iii) indicates the date, time and place for public inspection of copies of the bylaw.

RS2015-1-345 (B.C. Reg. 257/2015).

Consent on behalf of municipal participating area

346. If a proposed participating area is all of a municipality, the council may give participating area approval by
- (a) consenting on behalf of the electors to adoption of the proposed bylaw, and
 - (b) notifying the board of its consent.

RS2015-1-346 (B.C. Reg. 257/2015).

Consent on behalf of electoral participating area



**REGIONAL DISTRICT
of Fraser-Fort George
BYLAW NO. 3310**



**REGIONAL DISTRICT
of Fraser-Fort George**

Certified a true and correct copy of Bylaw
No. 3310, 2023 as given third reading on
the 15th day of June, 2023

GM of Legislative and Corporate Services

**A BYLAW TO AMEND FIRE DEPARTMENT COORDINATION SERVICE ESTABLISHMENT BYLAW
NO. 1990, 2001**

WHEREAS the Regional District has, by Bylaw No. 1990, established the Fire Department Coordination Service;

AND WHEREAS the Regional District desires to remove the requisition limit for the Fire Department Coordination Service;

AND WHEREAS the consent of at least 2/3 of the participants has been obtained in writing pursuant to the relevant provisions of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Bylaw No. 1990 is hereby amended by deleting Section 7 in its entirety.
2. This bylaw may be cited for all purposes as "Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment Bylaw No. 3310, 2023".

READ A FIRST TIME ON THE 15TH DAY OF JUNE , 2023

READ A SECOND TIME ON THE 15TH DAY OF JUNE, 2023

READ A THIRD TIME ON THE 15TH DAY OF JUNE, 2023

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS DAY OF , 2023

ADOPTED THIS DAY OF , 2023

Chair

General Manager of Legislative
and Corporate Services



REGIONAL DISTRICT of Fraser-Fort George

Main Office: 155 George Street, Prince George, BC V2L 1P8
Telephone: (250) 960-4400 / Fax: (250) 563-7520
Toll Free: 1-800-667-1959 / <http://www.rdffg.bc.ca>

REPORT FOR CONSIDERATION

TO: Chair and Directors File No.: BYL 3.0

FROM: K. Jensen, General Manager of Legislative and Corporate Services

DATE: June 5, 2023

SUBJECT: Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment Bylaw No. 3310, 2023

SUMMARY: Purpose: Consider Bylaw Amendment to Remove Requisition Limit

Attachments:

1. Consolidated Bylaw No. 1990, 2001
2. Draft Bylaw No. 3310

Previous Reports: Item No. 6.1, May 2023 (PSEMSC)

RECOMMENDATION(S):

1. THAT the report be received.
2. THAT Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment Bylaw No. 3310, 2023 be now introduced and given first, second and third reading.
3. THAT participating area approval be authorized to be given by consent of participants pursuant to Section 349(1)(b) of the *Local Government Act*.

ENTITLEMENT	HOW VOTE COUNTED
All 1 Director/1 vote	Majority
All 1 Director/1 vote	Majority
All 1 Director/1 vote	Majority

ISSUE(S):

At the May 18, 2023 Public Safety and Emergency Management Standing Committee, the Committee resolved that Administration prepare an amendment bylaw to remove the requisition limit of the Fire Department Coordination Service.

The Board is being asked to consider giving first, second and third readings of Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment Bylaw No. 3310, 2023 and authorizing participating area approval be given by consent of participants.

RELEVANT POLICIES:

Fire Department Coordination Service Establishment Bylaw No. 1990, 2021

- to establish a Fire Department Coordination Service

Local Government Act, Section 349

- provides for process to amend or repeal a bylaw

STRATEGIC ALIGNMENT:

- ☐ Climate Action ☐ Economic Health ☐ Indigenous Relations ☒ Strong Communities
- ☐ None – Statutory or Routine Business

SERVICE RELEVANCE:

The Fire Department Coordination Service was established in 2001 to coordinate efforts between the Regional District's fire/rescue agencies and the Mackenzie Fire Department. Service participants are the seven electoral areas, District of Mackenzie, Village of McBride and the Village of Valemount.

The purpose of the function is to oversee the fire/rescue agencies to help ensure high service levels; that the standards are implemented, followed, and maintained; that required training and certification is readily available and affordable, to coordinate the purchasing of fire service equipment and apparatus; and to ensure emergency responses are coordinated safely, efficiently and effectively.

FINANCIAL CONSIDERATION(S):

Under the provisions of the *Local Government Act*, a service establishment bylaw that is a coordination service relating to the development of the regional district is not required to have a requisition limit. When Bylaw No. 1990 was established in 2001 it was established under this provision with Inspector approval. However, a requisition limit was included which was an option of the Board at that time.

OTHER CONSIDERATION(S):

Prior to adoption of the proposed amendment bylaw, consent by 2/3 thirds of the participants is required prior to forwarding the proposed amendment bylaw to the Ministry of Municipal Affairs for Inspector approval.

DECISION OPTIONS:

1. Approve recommendations.
 - Corporate Services Administration will provide consent packages for consideration to the service participants

Other Options:

- a. do not provide first three readings to the proposed bylaw and authorize participating area approval
 - i. oversight and implementation of region wide fire/rescue agency standards, training and best practices, along with development of region wide Fire Prevention programs may be delayed
- b. postpone consideration of a bylaw amendment if additional information is required

COMMENTS:

If the Board is supportive of removing the requisition limit from Bylaw No. 1901, it would be in order to give first three readings to proposed Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment Bylaw No. 3310 and authorize participating area approval by participant consent.

Respectfully submitted,

"Karla Jensen"

Karla Jensen
General Manager of Legislative and Corporate Services

KJ



REGIONAL DISTRICT
of Fraser-Fort George

**FIRE DEPARTMENT
COORDINATION
SERVICE
ESTABLISHMENT
BYLAW NO. 1990**

**CONSOLIDATED
VERSION**

as authorized by Bylaw Consolidation
Authorization Bylaw No. 2579, 2009

This bylaw has been consolidated to include the text and appendices of:

Amending Bylaw	Effective Date
Bylaw No. 2931	April 23, 2015
Bylaw No. 3235	December 16, 2021

For reference to original bylaws, please contact:

General Manager of Legislative and Corporate Services
Regional District of Fraser-Fort George
155 George Street
Prince George, BC V2L 1P8
Telephone: 250.960.4444

Email: kjensen@rdffg.bc.ca



REGIONAL DISTRICT
of Fraser-Fort George

BYLAW NO. 1990

**A BYLAW TO ESTABLISH A FIRE DEPARTMENT COORDINATION SERVICE
WITHIN THE REGIONAL DISTRICT OF FRASER-FORT GEORGE**

WHEREAS the Regional District may, pursuant to Sec. 796 of the *Local Government Act*, operate any service that the Board considers necessary or desirable for all or part of the Regional District.

AND WHEREAS the Regional Board desires to establish a fire department coordination service within the following participating areas:

District of Mackenzie
Village of McBride
Village of Valemount
Electoral Area A
Electoral Area C
Electoral Area D
Electoral Area E
Electoral Area F
Electoral Area G
Electoral Area H

AND WHEREAS the consent of each of the directors representing an electoral area participating area has been obtained in writing pursuant to Sec. 801.5(2) of the *Local Government Act*;

AND WHEREAS the consent of each of the councils representing a municipal participating area has been obtained pursuant to Sec. 801.4(2) of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. In this bylaw the following definitions shall apply:

"fire department" means an agency created by enactment of a local government for the purpose of providing fire protection and suppression services within a defined jurisdictional area.

"rescue agency" means an agency, group, or organization which responds to emergencies requiring vehicle extrication, confined space rescue, high-angle rescue, over-the-bank rescue or other similar service, but does not include an agency which provides emergency medical assistance or search and rescue as its primary function.

2. There is hereby established the service of fire department coordination within the following participating areas:
 - 1) District of Mackenzie
 - 2) Village of McBride
 - 3) Village of Valemount
 - 4) Electoral Area A
 - 5) Electoral Area C
 - 6) Electoral Area D
 - 7) Electoral Area E
 - 8) Electoral Area F
 - 9) Electoral Area G
 - 10) Electoral Area H
3. The Regional District may undertake and carry out, or cause to be carried out, the service of fire department coordination within the service area and do all things necessary or convenient in connection therewith including, without limiting the generality of the foregoing;
 - 1) the coordination of apparatus, equipment and service acquisition;
 - 2) the coordination of personnel training, upgrading and certification according to the needs of each organization;
 - 3) the development and implementation of operating protocols, guidelines and standards; and
 - 4) liaison with public agencies to further the objectives of the fire service.
4. The annual net cost of providing a fire department coordination service within the participating areas shall be apportioned on the basis of the converted value of land and improvements.
5. The cost of providing a fire department coordination service in each participating area shall be recovered by a property value tax levied as follows:
 - 1) in the District of Mackenzie by a tax on land and improvements
 - 2) in the Village of McBride by a tax on land and improvements
 - 3) in the Village of Valemount by a tax on lands and improvements
 - 4) in Electoral Area A by a tax on land and improvements
 - 5) in Electoral Area C by a tax on land and improvements
 - 6) in Electoral Area D by a tax on land and improvements
 - 7) in Electoral Area E by a tax on land and improvements
 - 8) in Electoral Area F by a tax on land and improvements
 - 9) in Electoral Area G by a tax on improvements only
 - 10) in Electoral Area H by a tax on land and improvements

AMENDED BY
SEC 1 BL 2931
SEC 1 BL 3235

6. The Regional District may impose fees and other charges for the purpose of recovering the cost, or part of the cost, of providing a fire department coordination service.
7. The maximum amount which may be requisitioned annually for the purpose of providing a fire department coordination service shall be \$156,250 (one hundred fifty-six thousand two-hundred fifty dollars).
- 7A. All decisions with respect to the operation or administration of the fire department coordination services shall be determined on the basis of (1) one vote per director.
8. The minimum period of time before a service review can be initiated by a participating area is three years.
9. This bylaw may be cited for all purposes as Fire Department Coordination Service Establishment Bylaw No. 1990, 2001.

THIS BYLAW is a copy of Bylaw No. 1990, consolidated pursuant to Section 139 of the *Community Charter* and is printed on the authority of the General Manager of Legislative and Corporate Services of the Regional District of Fraser-Fort George.

"K. Jensen"

Karla Jensen
General Manager of Legislative and Corporate Services
Date: June 7, 2023



**REGIONAL DISTRICT
of Fraser-Fort George**

BYLAW NO. 3310

**A BYLAW TO AMEND FIRE DEPARTMENT COORDINATION SERVICE ESTABLISHMENT BYLAW
NO. 1990, 2001**

WHEREAS the Regional District has, by Bylaw No. 1990, established the Fire Department Coordination Service;

AND WHEREAS the Regional District desires to remove the requisition limit for the Fire Department Coordination Service;

AND WHEREAS the consent of at least 2/3 of the participants has been obtained in writing pursuant to the relevant provisions of the *Local Government Act*;

NOW THEREFORE the Board of Directors of the Regional District of Fraser-Fort George, in open meeting assembled, enacts as follows:

1. Bylaw No. 1990 is hereby amended by deleting Section 7 in its entirety.
2. This bylaw may be cited for all purposes as "Fire Department Coordination Service Establishment Bylaw No. 1990, Amendment Bylaw No. 3310, 2023".

READ A FIRST TIME ON THE DAY OF , 2023

READ A SECOND TIME ON THE DAY OF , 2023

READ A THIRD TIME ON THE DAY OF , 2023

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS DAY OF , 2023

ADOPTED THIS DAY OF , 2023

Chair

General Manager of Legislative
and Corporate Services



McLeod Lake Indian Band

General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

June 13, 2023

Dear potential sponsor,

RE: Sponsorship - McLeod Lake Indian Band Annual General Assembly 24th Anniversary

McLeod Lake Indian Band will be celebrating our 24th Annual General Assembly on August 9th - 11th, 2023. It will be held on McLeod Lake Traditional Territory as well as the McLeod Lake Heritage Site. We are seeking sponsorship from anyone interested in celebrating our community.

This is an opportunity to honor our membership and corporate partners alike. During these three eventful days our membership will come together to celebrate the accomplishments of our generations, as well as our culture and traditions. We promote a safe and fun-filled environment including amazing food and entertainment. This year we will have a canoe journey, a walk to remember, aboriginal performers, baseball games, fireworks and more. As Covid-19 restrictions have been relaxed, McLeod Lake Indian Band will also now be welcoming visitors to the Annual General Assembly.

We would like to welcome you to join us Friday August 11th, 2023 from 10:00 am – 3:00 pm. Also please join us for the special Corporate Barbeque at 12:00 pm. This is our opportunity to show our appreciation for your patronage and introduce the Band Membership, Chief and Council and other groups associated with MLIB's corporate entities. If you are interested in setting up a booth, please let us know and we will do our best to accommodate you.

Mussi,

Shannon Chingee - AGA Coordinator
(788) 764-0570
Email: receptionpg@mlib.ca

Cc: Anthony Okechukwu: aokechukwu@mlib.ca
Kandy Stout: kstout@mlib.ca

Please see attached sponsorship categories that are available.

Please make all sponsorship(s) payable to MLIB AGA 2023 when submitting.

Sponsorship Categories

Platinum Class (5 spots) \$5,000.00

Includes front, back or inside cover page color Ad in AGA program and a 4"x8" logo sign posted at the AGA site.

Acknowledgement of Platinum Class on the www.mlib.ca website.

Gold Class (16 spots) \$3,000.00

Includes full page color Ad in AGA Program and a 2"x4" logo sign posted at the AGA site.

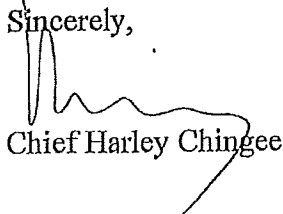
Silver Class (16 spots) \$2,000.00

Includes a half page color Ad in AGA Program and a logo/name acknowledgement on the community board.

Bronze Class (16 spots) \$1,000.00

Include 1/4-page color Ad in the AGA Program and a name acknowledgement on the community board.

Sincerely,


Chief Harley Chingee

Reimbursing Local Governments for Medical Services Provided by Local Government Fire and Rescue Service

WHEREAS communities across British Columbia are facing a significant increase in calls to respond to emergency medical incidents;

AND WHEREAS local governments provide for their fire departments to support prehospital patient care in their community by providing emergency medical services that assist the Provincial Government's BC Ambulance Service;

AND WHEREAS the costs associated with supporting prehospital care by local government fire departments has increased significantly in relation to response hours and increased use of first aid and other medical supplies and that such costs are funded solely through local government property taxation;

THEREFORE BE IT RESOLVED that the Provincial Government develop a funding model to compensate local governments who provide emergency medical services through their fire and rescue services fulfilling the responsibility of the provincial government with consideration given to community population and the fire department's authorized level of emergency medical response.

CITY OF SURREY

OFFICE OF THE MAYOR

July 5, 2023

Mayor and Council
Mackenzie (District)
1 Mackenzie Blvd
Mackenzie, BC V0J 2C0

By email: info@districtofmackenzie.ca

Dear Mayor and Council,

It is important for local governments to know the impact of the Surrey Police Transition on your city, town or regional district, should it go ahead.



BRENDA LOCKE
MAYOR

MAYOR@SURREY.CA

604.591.4126

As you may know, Surrey Council voted to keep the RCMP as the police of jurisdiction (POJ). We communicated our decision to the Solicitor General (SG) who, continued to “recommend” that the city stay with the transition to the Surrey Police Service (SPS), but asked that the City choose between two options,

- 1) To continue the transition to the SPS with no evaluation of the SPS model.
- 2) To stay with the RCMP as the POJ with conditions.

The Premier, the SG and the Ministry’s report recognize that it is the role of municipalities to choose their policing model. The SGs’ authority under the Act is a safety net if the “adequate and effective” policing standard is not met. It does not grant the SG the authority to impose hundreds of millions of dollars’ worth of costs into the municipal budget on a political whim.

I am writing to you today for two reasons.

Firstly, is to express my deep concern for the statements made by the provincial government and the Solicitor General suggesting that should Surrey remain with the RCMP would create a public safety crisis; this is not truthful.

In fact, the ministry’s own report states *“It is not based on a failure by police to deliver adequate and effective policing nor a failure in public safety. Quite the opposite is true, front-line officers in the SPS and the RCMP are working hard to serve those who reside in and visit Surrey”*. It went on to say *“This Director’s Report is not a comparative assessment of the two police models. It is also not intended to provide a comprehensive assessment of the impacts of continuing with the current police transition to the SPS.”*

This interference should have significant concern to local government if the SG establishes a precedent of indiscriminately imposing massive costs onto municipal government with no rationale other than vaguely referencing public safety concerns.



Adequate and effective policing is in place in our city and our province, and for the Premier and the Solicitor General to infer there is a public safety crisis is not supported by data.

The central fear articulated by the premier and SG is the sudden dissolution of the SPS may lead to a walk out. The SPS Board has provided assurances that the SPS officers will remain on duty. Because the SPS Board reports to the province (not the city), they will take its instructions from the Ministry of the Solicitor General and Public Safety. One simple mandate letter from the province would remove the only concern for this public safety threat.

On the other hand, approving the SPS would create massive pressure on policing in the province, which would not exist if we remained with the RCMP. The only police training facility in the province, the JIBC, was past its capacity to meet the needs of municipal policing in BC even before the SPS was established. It is also important to recognize that police officer training at the JIBC has been under scrutiny. In order to properly address the police training needs in British Columbia would require expanding the JIBC. To date, the provincial budget has not addressed this expensive and time-consuming need. Waiting years for the JIBC training to fill the SPS cadet requirement will not only cost Surrey millions in time delays, but it will also impact other municipal police forces who cannot get seats at the JIBC.

Therefore, the only other route to full capacity for the SPS is hiring experienced police officers from your communities as they have done to date.

If the SG were to impose the SPS on Surrey, I would strongly recommend you communicate directly to the SG that you expect him to impose the same "public safety" restrictions on the SPS hiring from LMD communities as he has placed on the RCMP.

Secondly, and perhaps more important to local governments, is the financial and human resource impact that continuing with the Surrey Police Transition will have on every city, town, transit police and regional district in the province.

The SG's plan to move forward with the SPS will cost you financially if you are currently an RCMP jurisdiction. As RCMP divisional administrative costs are shared costs among all RCMP jurisdictions, so far it is estimated that because of the size of the Surrey detachment, your policing costs will increase by up to 7%.

If you are served by a municipal police force, it is important to know that the provincially appointed Surrey Police Board signed the richest collective agreement in Canada. This agreement will likely impact all future municipal police board negotiations.

The Surrey RCMP requires approx. 170 officers to return to full complement. Over 80 SPS officers have expressed interest in making this move according to the Officer in Charge. Further, the RCMP has stated that they can and will accommodate the human resource needs, not only to Surrey, but throughout the region, with the new recruiting and experienced officer programs.

In contrast, the Surrey Police Service (SPS) requires over 400 additional officers beyond those hired to date, to get to full strength. Although the province recognized the scope of the Surrey police transition from the beginning, they did not increase the funding to the Justice Institute of British Columbia (JIBC) in order to accommodate the officer training needed. The reality is that, just as the SPS has done to date, the vast majority of the SPS hires will come by recruiting from the RCMP, TransLink and other municipal forces throughout the province.



In closing,

My concern is the duplicity of the provincial government on this matter. The Ministry report and SG explicitly stated that we had two choices - to remain with the RCMP or the SPS - and conditions to meet with either option.

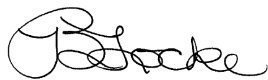
Based on the facts we examined, we chose the RCMP - with a more significant majority of council than we had originally - and we have committed to meeting the binding conditions.

The SGs' response is to move the goalposts and claim the need to review the plan and potentially overturn the council decision. I have offered to work with the province to ensure the requirements are met, and the province refuses to acknowledge the offer.

As local government leaders, we need to stand up for our authority under the Police Act. Like with your municipality, Surrey Council knows our community best. We cannot allow a "manufactured crisis" to drive a significant and costly public safety decision that will impact generations to come.

Please do not hesitate to contact me if you have any questions, I look forward to hearing from you.

Sincerely,



Brenda Locke
Mayor



Eric van Soeren, Trustee
730 Walker's Hook Road
Salt Spring Island, B.C. V8K 1N5
www.spmtrust.ca



Phone: 250-537-1533
Cell: 250-526-0533
Fax: 250-537-1534
Email: eric@vansoeren.net

**British Columbia South Peace Mackenzie
Economic Diversification and Stabilization Trust (SPMTrust)**

Project Number: SPMT-M-007

Via email: info@districtofmackenzie.ca

July 18, 2023

Diane Smith
District of Mackenzie
1 Mackenzie Boulevard
Mackenzie, BC V0J 2C0

Dear Diane Smith:

RE District of Mackenzie Relocation Package

This letter is to inform you that your proposal to the BC South Peace Mackenzie Economic Diversification and Stabilization Trust (SPMTrust) was considered at the July 18, 2023 meeting of the Mackenzie Regional Advisory Committee of the SPMTrust and has been approved for assistance under the SPMTrust. The Mackenzie Regional Advisory Committee has recommended the provision of a \$14,440.00 non-repayable contribution to your organization for completion of your project. This funding will be provided under the following terms and conditions:

1. Confirmation satisfactory to the Trustee within 90 days that all matching funding for the project has been committed by the funding partners identified in the proposal, or are provided from another source;
2. Execution by the Trustee and the District of Mackenzie of a Funding Agreement, a copy of which will be sent to you by email for your review;
3. The contribution to the District of Mackenzie to support the District of Mackenzie Relocation Package will be an accountable advance, and be disbursed in amounts that are consistent with the stage of the project being undertaken;

4. The District of Mackenzie will be required to provide an accounting of how the funds were spent that closely matches the projections in the project proposal. Once documentation demonstrating appropriate use of the funds has been received, your obligations will be considered to have been fulfilled; and
5. All other standard administrative conditions and controls to be applied by the SPMTrust on the project.

I wish you success in your project and will be in touch with you shortly to finalize the terms for the contribution.

Yours truly,

A handwritten signature in black ink, appearing to read "Eric van Soeren". The signature is fluid and cursive, with the first name "Eric" being the most prominent part.

Eric van Soeren
Trustee

MACKENZIE SECONDARY SCHOOL

School District No. 57 (Prince George)



500 Skeena Drive, Box 578, Mackenzie, BC, V0J 2C0 Phone (250) 997-6510 * Fax (250) 997-6509

July 14, 2023

Mayor and Council
District of Mackenzie
Bag 340
Mackenzie, BC V0J 2C0

Dear Mayor and Council:

Re: District of Mackenzie Bursary

Thank you for supporting the Mackenzie Secondary Valedictory Class of 2023. Your support makes it possible for the recipient of your award to continue on with their education. Your generosity truly makes a difference.

Please accept the enclosed picture of your recipient, **Ariel Poole**, as a small token of our appreciation. If you have not received your thank you letter from your recipient please contact me at kapotvin@sd57.bc.ca.

We are looking forward to your continued support in 2024.

Sincerely yours,

Mackenzie Secondary School Awards Committee

From: [Cariboo Region Director](#)
To: [Chelsea Smirle](#)
Cc: [District Information](#); [Terry Gilmer](#)
Subject: Re: Letter of Approval
Date: Monday, July 10, 2023 2:00:16 PM
Attachments: [image001.png](#)
[image002.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Good afternoon,

On behalf of the Cariboo Region of the BCSSA, I wanted to thank everyone involved in supporting our swim meet in Mackenzie.

Thank you to the District of Mackenzie for waiving the pool fees and for allowing us to book the pool for the weekend. Thank you to the lifeguards and the facility personnel who supported the running of the meet. We appreciated the use of the facility, the rooms, the photocopier, and the communication between our group and the facility personnel.

The meet was very successful and was one of the largest we have held in Mackenzie. We had a total of 174 participants in the meet from the region including 4 swimmers from Mackenzie. We are hopeful for those interested in building up the Mackenzie swim team and will support the restart of the club.

The region looks forward to returning to Mackenzie in future years for swim meets hosted by the Mackenzie Rainbows.

Thanks again for all of the support we received from all of you in Mackenzie,

Deirdre McDonald

Regional Director
BCSSA Cariboo Region

World Invitational Class "A" Gold Panning Championships



August 4th, 5th, 6th, 2023
Peace Island Park

RECEIVED
JUL 06 2023

June 26, 2023

Dear Prospective Participant,

DISTRICT OF
MACKENZIE

We invite you to join us for the 51st Annual World Invitational Class "A" Gold Panning Championships on August 4th, 5th, 6th, 2023 at Peace Island Park, Rocky Mountain Forts, in Taylor. We are also extending you a special invitation to compete in the Media/Celebrity/Sponsorship Panning Event, which will be held on Saturday, August 5th at 12:00pm.

We welcome anyone from your organization to compete in this event. This year, the event will be a bit different from in the past. Rather than have 3 rounds of panning, we will have a single, penny weight nugget speed round.

A registration desk will be on site at the park on Saturday. Along with the panning events, we have Friday evening entertainment, metal detecting, family activities, an arts and crafts fair, and a Sunday morning pancake breakfast. There will also be a Gold panning Parade on Friday evening.

If you would like camping reservations in the park, please call Peace Island Park at 250-789-9295.

We hope that you will bring your family and join us for a great weekend.

Yours truly,

Sherri Maycock, Recreation Programmer
District of Taylor
Taylor Gold Panning Committee

From: Dean Askin <daskin@odenetwork.com>
Sent: Friday, January 20, 2023 2:16 PM
To: diane@districtofmackenzie.ca <diane@districtofmackenzie.ca>;
emily@districtofmackenzie.ca <emily@districtofmackenzie.ca>
Subject: Lighting request — Invitation to get involved in Light It Up! For NDEAM in 2023

Hello Diane and Emily,

Greetings and introductions. I'm the Communications Strategist for the Ontario Disability Employment Network, and the National Campaign Co-ordinator of Light It Up! For NDEAM®.

Light It Up! For NDEAM is an annual national event that spotlights the many ways people who have a disability contribute to businesses and their communities, helping companies be successful and competitive.

But *Light It Up! For NDEAM* is more than a night; more than just a special lighting event on **the third Thursday** of every October during National Disability Employment Awareness Month. It has quickly become a movement that ignites conversation about disability inclusion in employment.

This event happens nationwide every year through collaborative effort between:

- The Ontario Disability Employment Network (trademark & event owner of *Light It Up! For NDEAM*) and its member community-based employment service providers in Ontario
- Jobs Ability Canada
- The Canadian Association for Supported Employment and MentorAbility Canada
- Hundreds of community-based employment service agencies in the disability sector, across Canada (including several BC community agencies across the province)

Light It Up! For NDEAM started province-wide in Ontario, in 2020 and went national in 2021.

Last year almost 440 locations in almost 120 communities nationwide participated in *Light It Up! For NDEAM* by illuminating purple and blue.

Municipalities across Canada participated in *Light It Up! For NDEAM* in both 2021 and 2022, illuminating their town/city halls and signature signs. They include:

- Toronto

- London, ON
- Hamilton, ON
- Humboldt, SK
- Lethbridge, AB
- Red Deer, AB
- Edmonton (High Level Bridge)
- Charlottetown & Summerside, PE
- Halifax
- Estevan, SK
- Mississauga, ON
- Brampton, ON
- Oakville, ON
- Sarnia, ON
- Windsor, ON
- Vancouver
- Whistler, BC (Fitzsimmons Covered Bridge)
- Nanaimo (The Bastion)

As well, most every iconic landmark across Canada has participated in *Light It Up! For NDEAM* in both 2021 and 2022, and we're anticipating that they will again in 2023:

- CN Tower (has participated since 2020 – request submitted for 2023)
- Niagara Falls (has participated since 2020 – request submitted for 2023)
- BC Place (submitting request for 2023)
- The Big Fiddle, Port of Sydney
- Port of Halifax
- The Big Nickel, Sudbury
- Canada Life Building, Toronto (has participated since 2020)

The federal government has also participated since 2021, lighting over 30 federal buildings across the country in both 2021 and 2022.

We'd love to have the District of Mackenzie joining the *Light It Up! For NDEAM* movement by lighting your Town Hall in October 2023, if you have the capability.

Light It Up! For NDEAM 2023 is the night of **Thursday, October 19**.

The colours I'm requesting are:

Purple: R 50 G 82 B 138

Blue: R 50 G 77 B 92

Our social media handle (Facebook, Twitter, LinkedIn) is @odenetwork

The *Light It Up! For NDEAM* hashtags are: **#LightItUpForNDEAM #EngageTalent**

You can learn more about *Light It Up! For NDEAM* [here](#), and see the [photo gallery here](#).

I'll look forward to hearing back from you about participating in *Light It Up! For NDEAM*.

Have a good weekend out there.

Best,
DeanA

Dean Askin, Communications Strategist

Ontario Disability Employment Network

c. 416-818-1514 | 1 866-280-6336 ext. 107 | [email me](#)



Enhancing Business Performance through
Innovative Labour Solutions – Rethink Disability



Please join us this September for Prostate Cancer Awareness Month

Prostate Cancer Foundation BC and our support initiative, Prostate Cancer Support Canada, would like to request that you “Light up in Blue” for all or part of September to show support for the #1 cancer in men.

Our goal is to raise awareness about prostate cancer by having as many landmarks, buildings and bridges across Canada light up in blue.

We will be promoting our Light up in Blue on our social media platforms and through our newsletters that go out across Canada:

[#lightupinblue](#) [#prostatecancerawareness](#) [#showyourblue](#) [#prostatecancer](#)



To participate, please contact Shelley at Prostate Cancer Foundation BC
shelley@prostatecancerbc.ca

Community Health Service Area (CHSA) Health Profiles (Version 2.0)

Understanding community-level data helps make better decisions, especially when it comes to building healthy communities. We encourage you to check out the updated and newly released [Community Health Service Profiles](#) and [Database Search tool](#) from the BC Centre for Disease Control (BCCDC), to help support decision-making in your community.

The purpose of these new resources is to help government partners, community organizations, public health professionals, and health care partners better understand the health needs of their communities. Data, including 108 health indicators, exists for 29 community health service area health profiles in the Northern Health region and helps us to understand areas where we are doing well and where we need to improve.



What information is new?

- Population projections
- Community belonging and loneliness
- General health status
- Health behaviours (physical activity, smoking/vaping, binge drinking)
- Mental health status
- Health of mothers and newborns, and much more...

People in BC generally live long and healthy lives, but not everyone has the same opportunity for good health. We can all work together to help improve the wide range of health, socio-economic, and environment factors that interact to keep everyone healthy and well.

For more information about these resources, contact the Northern Health Population and Public Health Observatory team at PPHObservatory@northernhealth.ca. Learn more about the [Healthy Settings team](#) and connect with your local Healthy Settings Advisor about building healthy public policy in your community.

For Your Information

National Injury Prevention Day

Date: July 5, 2023

Did you know that injury is the #1 cause of death of Canadians ages 1 to 44? Or that injury costs the Canadian economy \$29.4 billion a year? On July 5, 2023, join in the celebration as landmarks across Canada light up in Parachute green to support National Injury Prevention Day. To learn more, visit the [Parachute webpage](#).



Share Your Opinion

BC SPEAK (Survey on Population Experiences, Action, and Knowledge)

Public Health launched the third round of the province-wide BC SPEAK Survey and wants to hear from BC residents about their physical and mental health, as well as their social and economic well-being. By sharing and participating in the survey, you will provide valuable information about how to improve the health of your community. Northern BC residents who take the survey can win one of 3 iPads, or one of 150 grocery gift cards. Please help us spread the word: bccdc.ca/SpeakSurvey



Resources (toolkits, reports, websites)

Cooking in Two Worlds — A Process Guide for Incorporating Indigenous Foods into Public Institutions

This [process guide](#) reflects the many Indigenous food values expressed by Elders and Knowledge Holders from across BC and examples of what has been successful in public institutions in the past. It acknowledges the need for institutions to deepen their understanding of cultural safety and humility as groundwork for building relationships with communities to do this work in a good way, and provides guidance on sourcing, preparing, and serving Indigenous foods.

Canada's Guidance on Alcohol and Health Communications Toolkit

Canada's Guidance on Alcohol and Health provides people living in Canada with the information they need to make well-informed and responsible decisions about their alcohol consumption. The [Canada's Guidance and Health Communications Toolkit](#) contains resources that are available to your organization at no cost. The Canadian Centre on Substance Use and Addiction invites you to use the resources to help promote Canada's Guidance on Alcohol and Health and amplify the key messages.

Let's Talk: Language of health equity

Language matters: it can make people feel included or excluded, valued or dismissed, welcome or unsafe. The words we choose have the power to shape the questions we ask, whose needs we prioritize, the strategies we identify and how we interpret information and data. To learn more, review the [Let's Talk: Language of Health Equity](#) resource.

Municipal Role in Transportation Report

This 4-paper [report](#) focuses on the role of municipalities in transportation. Included in this report are articles about transportation and climate change (pages 6-10), municipal role in transportation (pages 11-15), municipalities and moving freight and goods (pages 16-19), and municipalities and active transportation (pages 20-23).

Plan for infant feeding during emergencies

Do your emergency plans consider the unique feeding needs of families with infants and young children? Whether they are breastfeeding or using infant formula, families need extra support. To support your efforts around emergency preparedness, review [Protecting breastfeeding: Emergency services have a role to play](#) (Safely Fed Canada and Mouvement Allaitment du Quebec), as well as [Facts about infant feeding during emergencies](#) (Center for Disease Control and Prevention).

Planning for Sustainable and Affordable Housing During the Climate Crisis: webinar recording

Safe, adequate, and affordable housing is not only essential to tackling the climate emergency, but a crucial requirement to ensuring a brighter future for people in Canada and abroad. The Tamarack Institute [webinar recording](#) addresses the importance of planning for safe, adequate, and affordable housing. It also discusses inflation, affordability, and related challenges as they connect to climate adaptation.

Events & Learning Opportunities

Webinar: Unpaid family/friend caregiving: Strategies for Mobilizing an Equitable Health Promotion Approach

Date: July 6, 2023

In 2022, approximately one in five Canadians provided unpaid care to an adult with a long-term condition or disability. While caregiving can be a rewarding experience, it can also have costs for unpaid caregivers (e.g., negative impacts on physical and mental health, financial costs, social costs). This [webinar](#) focuses on strategies for mobilizing to support the well-being of unpaid family and friend caregivers.

Funding Opportunities

Provincial Infrastructure Grant Planning Program

Deadline: July 12, 2023

Municipalities and regional districts can apply for grants that support project related to the development of sustainable community infrastructure through the [Infrastructure Planning Grant Program](#). Grants of up to \$10,000 are available to help local governments develop or improve long-term comprehensive plans.

Disaster Mitigation and Adaptation Fund

Deadline: July 19, 2023

The [Disaster Mitigation and Adaptation Fund](#) is a national program designed to support construction of public infrastructure and/or modification or reinforcement of existing public infrastructure that prevent, mitigate or protect against the impacts of climate change, disasters triggered by natural hazards, and extreme weather.

Age-friendly Communities Program grants

Deadline: July 28, 2023

Age-friendly communities support older adults to age-in-place, and live active, socially engaged, and independent lives. BC Healthy Communities Society (BCHC) invites local and Indigenous government to apply for the [Age-friendly Communities Program grants](#): Planning (Stream 1) up to \$25,000, and Projects (Stream 2) up to \$15,000. Visit [Age-friendly BC - Province of British Columbia \(gov.bc.ca\)](#) for additional information, a toolkit and other age-friendly resources.

Main Street Revitalization Planning Program

Deadline: August 11, 2023

The Northern Development Initiative and Trust [Main Street Revitalization Planning Program](#) provides local governments with funding to complete downtown revitalization planning and result in a community-wide vision for the downtown, and an action plan that identifies ways to achieve the vision. Up to \$20,000 up to a maximum of 50% of the eligible project budget available.

Climate Change Adaptation Program

Deadline: September 22, 2023

The Natural Resource Canada's Climate Change Adaptation Program is soliciting proposals for cost-shared projects that will make important contributions to advancing adaptation progress in Canada. Up to \$15 million in funding may be awarded through this [Call for Proposals](#).

Emergency Preparedness and Response Funds - Older Adults

Deadline: Ongoing

United Way has released [Emergency Preparedness and Response funds](#) to help communities better support older adults and Elders during times of extreme weather events. This grant is intended to support organizations, local governments, and First Nations communities in their efforts to plan for and respond to extreme weather emergencies through practical, innovative, and/or low-barrier solutions.

Community Gaming Grants

Deadline: Application deadlines vary

[Community Gaming Grants](#) provide \$140 million annually to not-for-profit organizations throughout BC., to support their delivery of ongoing programs and services that meet the needs of their communities. Local organizations can apply for up to \$125,000, and Regional/Provincial organizations can apply for up to \$250,000.

Welcome Home Kits

Deadline: Ongoing

[New Welcome Home Kits](#) provide household items and essential supplies to individuals and families throughout the province as they transition into more stable housing. The approximate value of each kit is \$450. Organizations interested in participating in the Welcome Home Kits program can email info@sparc.bc.ca or call (604) 718-7736.

Provincial Homelessness Grants

Deadline: Ongoing

The Social Planning and Research Council of BC (SPARC BC) [Homelessness Community Action Grant](#) provides one-time funding for local planning and collaborative initiatives designed to better respond to the needs of those who are homeless or at risk of becoming homeless. Funding supports community-based action including demonstration projects, partnerships, research, and other collaborative efforts.

Climate Fund Finder

Deadline: Ongoing

Planning a climate action project? Need financial support? Not sure where to start? The [Funding Finder](#) is the tool for you. By answering a few questions, you'll be on your way to learning which programs fit your program best. If you're still looking for project ideas, the Funding Finder can show you a range of possibilities to help spark your imagination.

Northern Health Stories

First-of-its kind daycare comes to the Northeast

Northern Health and the YMCA BC have partnered to announce the opening of a new pilot project daycare in Fort St. John...[continue reading](#).

See the latest stories at stories.northernhealth.ca

E-Brief Information

The Healthier Northern Communities [E-Brief](#) is produced by [Northern Health's regional Population and Preventive Public Health program](#).

To subscribe, send a blank email to healthycommunities@northernhealth.ca with "subscribe" in the subject line.

To unsubscribe, send a blank email to healthycommunities@northernhealth.ca with "unsubscribe" in the subject line.

To share information, articles, or resources of interest to northern BC communities, send an email to healthycommunities@northernhealth.ca. If you have any questions about our list and your privacy, please phone (250) 637-1615.



NEWS RELEASE

For Immediate Release
July 5, 2023

Northern Health aims to boost responses to B.C. SPEAK Survey

B.C.'s largest population health survey, the SPEAK survey, has been extended and will remain open until July 31 to help boost participation.

People living in the Northern region of B.C. can have a say in shaping the health programs and services in their region by participating in the Survey on Population Experiences, Action, and Knowledge (SPEAK) survey and sharing their experiences over the past few years.

“In the last three years, the health needs of individuals and communities across the North have evolved. It’s so important for people living in our region to fill out the provincial survey and ensure that Northern voices and experiences are heard.” ~Dr. Jong Kim, Northern Health Chief Medical Health Officer

Together with the BC Centre for Disease Control and health authorities across the province, we launched the third round of SPEAK on April 25. To date, over 85,000 people have responded, and we are hoping to hear from 120,000 people of all backgrounds and from all over the province, particularly from underrepresented groups, where participation levels are lower, such as:

- First Nations, Métis, and Inuit people
- people from racialized communities; including those of Chinese, South and Southeast Asian, Black, Filipino, Latin American, Arab, and more
- people living in rural parts of the province
- men aged 18 to 34
- people aged 75 and older
- people with no post-secondary education
- people with lower household incomes; and
- people with children and young adults in their lives.

The survey asks how people living in B.C. are doing when it comes to their social, economic, physical health, mental health, and overall well-being, so we can better support communities across the province.

These type of population health assessments help inform public health interventions, practices, and policies. Previous survey findings have informed policy and programming priorities, including the reopening plans and safe return to school for

kindergarten to grade 12, to target vaccine interventions in areas with low uptake and initiatives aimed at improving mental wellness in children and youth.

The survey takes around 20 minutes to fill out and can be accessed at www.bccdc.ca/SpeakSurvey. Members of the public are also encouraged to share the survey with their family and loved ones and help them participate as needed.

People who don't have access to a computer or face other accessibility issues, can reach out to Northern Health for assistance at 250-631-4236, and paper surveys are available in certain locations. Northern Health is also holding a draw for Northern BC residents who complete the survey. Eligible participants can enter their email address for the chance to win one of three iPads and one of 150 grocery gift cards.

SPEAK is available in 10 different languages and people's responses will inform future public health initiatives across the province. By responding to the survey people living in B.C. will let their health authority know what resources are needed to improve health and well-being in their community.

The SPEAK survey is funded by the [BCCDC Foundation for Public Health](#).

*The **BC Centre for Disease Control**, a part of the Provincial Health Services Authority, provides public health leadership through surveillance, detection, treatment, prevention and consultation services. The Centre provides diagnostic and treatment services for people with diseases of public health importance, and analytical and policy support to all levels of government and health authorities. The BCCDC also provides health promotion and prevention services to reduce the burden of chronic disease, preventable injury and environmental health risks. For more, visit www.bccdc.ca or follow us on Twitter [@CDCofBC](#).*

Media Contact: NH media line – 877-961-7724

MEDIA BULLETIN

For Immediate Release
July 7, 2023

Blue-green algae tips for summer – have fun but be safe around the lake

Summer brings many things, including enjoying our time on the many lakes in northern BC. For those living on lakes year-round, part time, or just visiting, it's important to stay healthy while enjoying the experience.

With the warming weather, blue-green algae (cyanobacteria) blooms may appear in lakes across northern BC. Blue-green algae are naturally occurring and can look like scum, grass clippings, fuzz or globs on the surface of water. Blue-green algae can be blue-green, greenish-brown, brown, or pinkish-red, and often smells musty or grassy.

People who come in contact with visible blue-green algae, or who ingest water containing toxins from blue-green algae, may experience skin irritation, rash, sore throat, sore red eyes, swollen lips, fever, nausea and vomiting or diarrhea. Symptoms usually appear within one to three hours and resolve in one to two days. Symptoms in children are often more pronounced.

Residents living near the shores of lakes, as well as visitors and those making day-use of lakes, are advised to take the following precautions:

- Avoid all contact with blue-green algae blooms. If contact occurs, wash with tap water as soon as possible.
- Do not swim or wade (or allow your pets to swim or wade) in any areas where blue-green algae is visible.
- As a reminder, Northern Health recommends that visitors and residents do not drink or cook with untreated water directly from any lake at any time. Boiling lake water will not remove the toxins produced by blue-green algae.
- An alternate source of drinking water should also be provided for pets and livestock. Pet owners should be wary of allowing pets to walk off-leash where they may be able to drink lake water – illnesses are a common outcome.

Weather and wind conditions can cause algae blooms to move from one location in the lake to another. Given the shifting nature of algae blooms it is safest to apply the

most rigorous precautions around blooms, or areas of the waterbody historically affected by blooms.

If you suspect a problem related to blue-green algae you are welcome to connect with the Ministry of Environment at EnvironmentalComplaints@gov.bc.ca. If you require further information on health concerns, please call Environmental Health at 250-565-2150. Additional information is also available at <http://www.healthlinkbc.ca/healthfiles/hfile47.stm>.

Media Contact: NH Media Line: 877-961-7724

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: July 18, 2023

Subject: 2022 Annual Report

RECOMMENDATION:

THAT Council approves the 2022 Annual Report.

BACKGROUND:

The District of Mackenzie is required by Section 98 (1) of the *Community Charter* to prepare an Annual Municipal Report which states goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives. Additional information has been included in the report where suitable to demonstrate progress of Council's strategic priorities.

The Annual Report was made available for public inspection on June 26, 2022. The report has been available on the District of Mackenzie website, our Let's Chat Mackenzie website, and hard copies at the District Municipal Office.

PUBLIC ENGAGEMENT

This year the District hosted an online survey and guestbook on our Let's Chat Mackenzie Website to solicit public feedback on the 2022 Annual Report. In the survey, questions were drafted to understand how residents used the annual report and identify areas where future reports could improve on a key goal: communicating what the District did in the previous year. In the survey, we asked what people thought of this addition as well as how data was already being presented. The two "highlight pages" in the 2022 Annual Report were a pilot attempt to present department activities alternative to the tables of data and action items. The survey results are therefore a means of evaluating success.

As of July 17th, survey results from eight respondents were collected on our Let's Chat Mackenzie website page and then analyzed. Additionally, administration has received one comment recommending an addition to the 2022 Annual Report. The comment received has been attached to this report. The following provides a summary of the survey results.

Question 1) In the 2022 Annual Report, Departments report what they have accomplished in 2022 and plan to accomplish in 2023. Do you have further questions about the items on the action plans after reading the report?

Yes: 4 / No: 4

Explanation: The Action Plans are an important part of communicating to residents what the department activities are. This question was asked to understand if residents were being given enough information on department's activities by the action plan tables in the Annual Report.

Conclusion: Because half of the respondents had further questions about the items on the action plans, future annual reports should consider supplementary descriptions of the action plans to satisfy these inquiries

Question 2) Do the Action Plans describe department activities that you did not know happened in 2022?

Yes: 3 / No: 5

Explanation: As the Annual Report covers all department activities in the past year, this question was asked to understand if respondents had been keeping track of department activities without the Annual Report.

Conclusion: With 5 "No" responses, more people engaging with the survey are already informed about department activities. Unlike other questions in this survey, the results do not provide a basis to recommend an alteration to the Annual Report. Instead, it provides information on the engagement of the survey respondents.

Question 3) The department action plans are adapted from each department's work plan. Are there items on the action plan that seem out of place?

Yes: 1 / No: 7

Explanation: This question was written to identify if respondents had a pre-conceived idea of what each department should be doing that was not aligned with department action plans.

Conclusion: Although no Guestbook submissions were made to clarify which department actions seemed out of place, with only one "yes" response, it is clear that the action plans and action items are all in order.

Question 4) Numerical data is reported by departments during Committee of the Whole meetings throughout the year. In the Annual Report, these numbers are added up to a yearly total and then presented on tables. Would a graph comparing the numbers from each month be better than sharing the yearly total?

Yes: 5 / No: 3

Explanation: The numerical data reported in the Annual Report has consistently been reported as numbers on tables in previous years. With this question, we are recording interest in graphs and other data visualization methods.

Conclusion: With 5 “yes” responses, data visualization should be considered for future Annual Reports.

Question 5) Is each item on an Action Table self-explanatory?

Yes: 6 / No: 2

Explanation: This question was separated from other Action Item questions to give the survey respondents a gap before returning to the topic. Like Questions 1 and 3, the responses can be used to evaluate if the action tables are effective communications.

Conclusion: With 6 “yes” responses, we can conclude that the action items are well labelled. A light review of how action items are reported in the Annual Report could help meet the needs of readers who do not understand what the label of an item means or refers to.

Question 6) Were the two Highlight pages for the Climate Action Plan and Economic Development a better way to communicate Department activities than the action item table?

Yes: 6 / No: 2

Explanation: The two new Highlight pages were included in the Annual Report as an experimental inclusion. To gauge their reception and determine if their inclusion in the Annual Report was successful, this question was included in the survey.

Conclusion: 6 out of 8 respondents thought the New Highlight Pages were better than action item tables. It should be considered how future Annual Reports can communicate department activities through Highlight Pages.

Question 7) Is there information recorded in the Annual Report that you think more residents of Mackenzie should be aware of?

Yes: 4 / No: 4

Explanation: This question was included to investigate one possible way that the Annual Report could be relevant to residents' lives. This question suggests that the Annual Report could be used as a resource for politically engaged residents to use.

Conclusion: With a split vote, further study on public reception to the Annual Reports should be pursued to better understand the root issue of this question.

COUNCIL PRIORITIES:

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,



Rowan Paulsen
Local Government Intern



Approved for Submission to Council

From: [Karen Chadha](#)
To: [District Information;](#) [REDACTED]
Subject: Annual report 2022
Date: Friday, July 14, 2023 12:10:53 PM
Attachments: [apple-touch-icon.png](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Lots of great things happening in Mackenzie. Just wanted to add something that I strongly feel the following needs should be added to Climate action.

Waste management of hazardous waste (concrete and asphalt needs to be addressed). If it is not affordable to dispose of appropriately then our town and forests will look more run down (back yard will continue to be used as a dumping ground). We the community need to look at working together with forestry, landfill, businesses and provincial/federal government to make sure we are following climate initiatives. Clear cutting and dumping concrete and asphalt is happening. MLIB also needs to be part of climate action. Accountability is everyone's business to have a future for our community. Checks and balances is challenging but I'm hoping we address it for the annual report to include hazardous waste and possible other items that are not included at the landfill. As a community, climate action needs to include that our "back yards" are taken care of through climate action plan.

FYI: The following is an initiative the federal government is trying to do. It was an article with a resource I used at school with my ELL students. They were excited that MLIB was in the article. I hope there was checks and balances.

Ottawa reveals its latest plan to plant 2 billion trees by 2030
[cbc.ca](#)



Sent from my iPhone



DISTRICT OF MACKENZIE
2022 ANNUAL REPORT



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Community Vision

From its roots as a new town for forestry workers, Mackenzie has grown into a strong and supportive community that residents are proud to call home. Supported by a healthy environment, Mackenzie's economic base is now diverse and robust, providing consistent employment for residents. Recreation is key to our high quality of life and healthy lifestyle, with exceptional natural features drawing residents outdoors. Great community services and facilities complement the outdoors with opportunities to meet and engage with neighbors, and the town takes great pride in how attractive it is for both residents and visitors.



Photo Credit: Marcus Paladino

District Mission

It is the mission of the District of Mackenzie to improve the lifestyle, services and opportunities to our residents and visitors by:

1. Providing quality executive and administrative leadership from an open and responsible Council and administration.
2. Providing quality services, recreational facilities and programs that promote and enhance livability and a healthy lifestyle.
3. Maintaining a healthy environment and economic conditions that allow for business and individuals to flourish and realize their full potential.

Mayor's Message

The decline in industrial tax revenue was certainly Mackenzie's greatest challenge in 2022. Municipal council and staff worked diligently to create a budget that would not overburden our taxpayers or reduce services to the public. This included a reduction of transfers to Annual Reserves, removal of 10% early payment discount on Water, Sewer and Garbage services, moderate tax increases and the use of funds from our Financial Stability Reserve.

Despite our fiscal challenges, Mackenzie did embark on some major projects.

- We initiated our Downtown Vision and Action Plan Project to revitalize our downtown area by promoting ideas such as sustainability, livability, and economic development.
- The Jump Pump track project was also launched. This outdoor park/gathering space will provide residents with another venue for healthy active outdoor living.
- In an effort to promote better communication we installed audio/visual equipment in Council Chambers to enable and encourage residents to participate in meetings. We were able to initiate all of these projects because of successful grant funding.



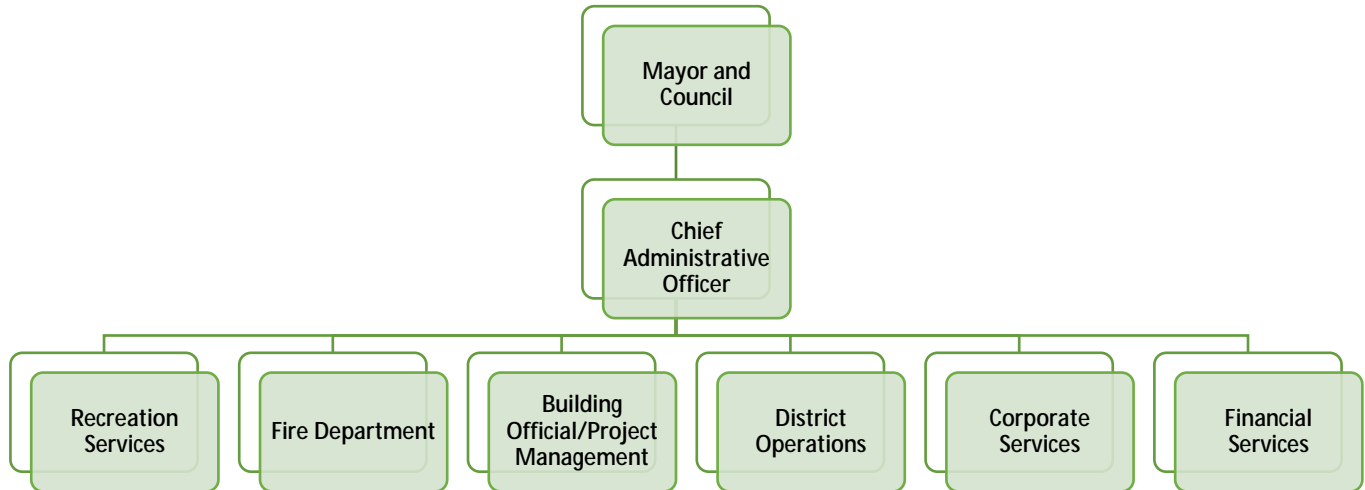
Our future may have its challenges, but Mackenzie has proven time and again we are a resilient community. I encourage all residents to reach out to us if you have questions or concerns. We are all part of Team Mackenzie, and it is only through collaborative conversations that we will accomplish great things!

Sincerely

A handwritten signature in black ink that reads "Joan Atkinson".

Mayor Joan Atkinson

ORGANIZATIONAL CHART



2018 - 2022 MAYOR AND COUNCIL

The District of Mackenzie Council is comprised of a Mayor and six Councillors, elected for four-year terms. Municipal Councils are elected by the people and make decisions on behalf of the residents of our municipality.



From left to right: Councillor Andy Barnes, Councillor Amber Hipkiss, Councillor Viktor Brumovsky, Mayor Joan Atkinson, Councillor Jim Wiens, Councillor Raye McMeeken, and Councillor Peter Grogan.

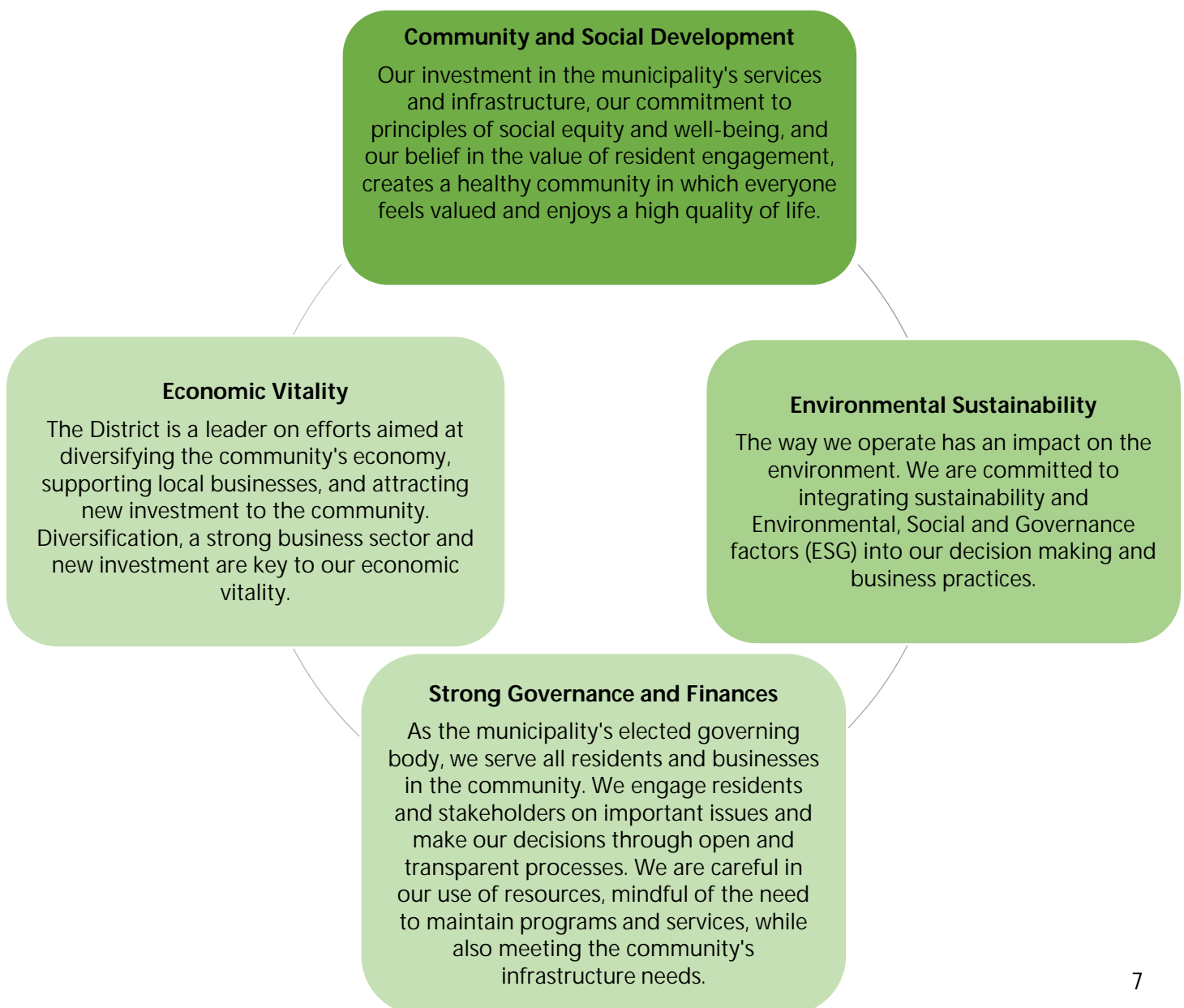
2022 General Local Election

The civic election was held on Saturday October 15, 2022.: Joan Atkinson was re-elected to the Office of Mayor. Jesse Wright, Andy Barnes, Viktor Brumovsky, Kyle Tapper, Raye McMeeken, and Amber Hipkiss were elected to the Office of Councillor.

COUNCIL PRIORITIES

The Council Priorities are designed to advance Council's vision, mission, and operational plans for the District of Mackenzie.

Council's Priorities for the 2021-2025 period reflect today's emerging issues and developing opportunities. Council reviews the plan annually to respond to new ideas and changes in circumstances that arise as we work through the 2021 - 2025 period. Community consultation is an important part of setting priorities, achieving our goals (operational plans) and in updating Council's Priorities.



2022 COUNCIL LIAISON APPOINTMENTS

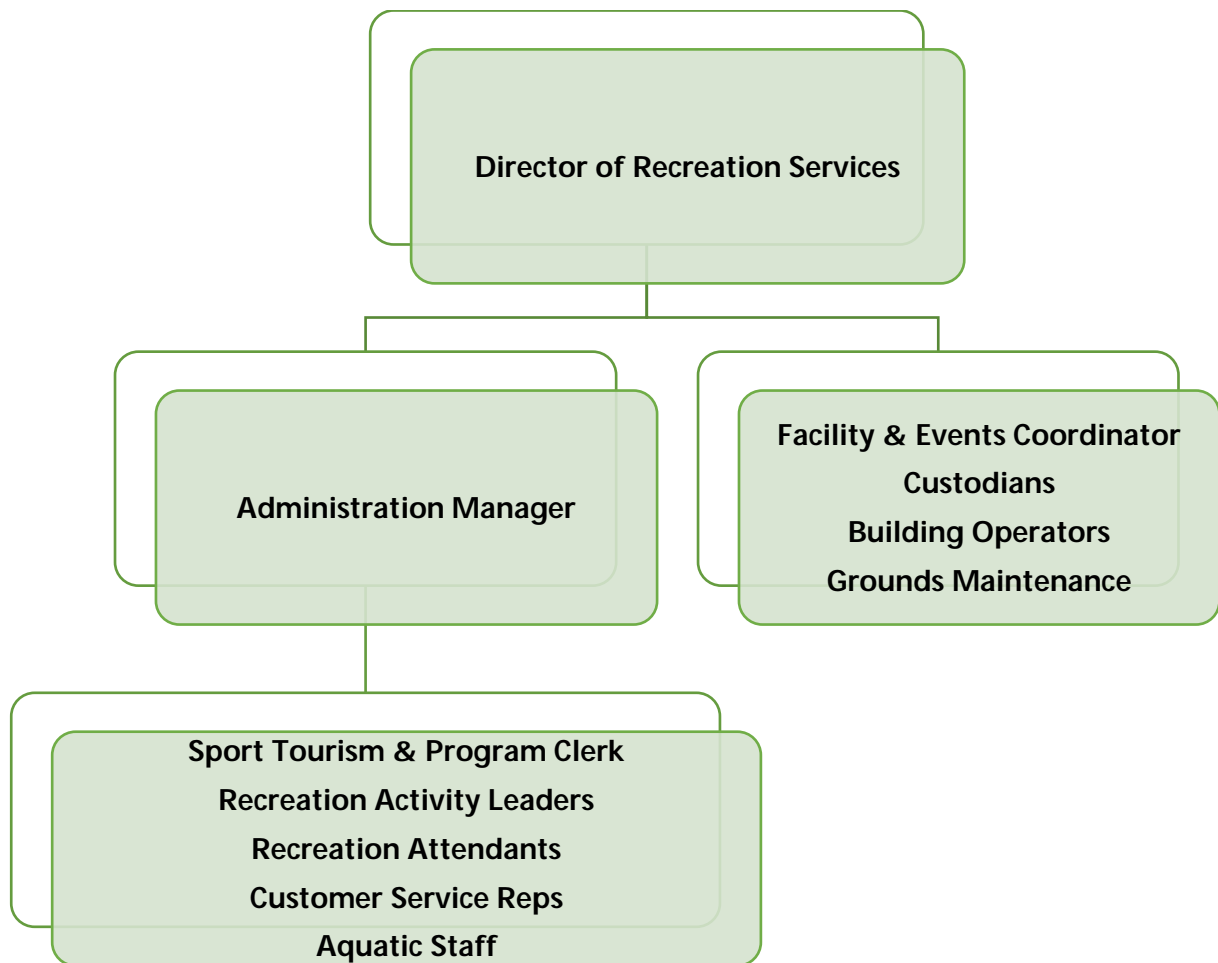
Committee/Position	Elected Official
Deputy Mayors	Andy Barnes, Amber Hipkiss, Raye McMeeken
Agricultural Opportunities and Food Security	Liaison: Councillor Brumovsky
Asset Management Committee	Liaison: Councillor Wiens
BC Hydro Peace River/Williston Advisory Committee	Liaison: Mayor Joan Atkinson
Chamber of Commerce	Liaison: Councillor Brumovsky
Climate Liaison	Liaison: Amber Hipkiss
CNC Advisory Group	Council Representative: Andy Barnes
Emergency Executive Committee	Mayor Atkinson Councillor Grogan Councillor Wiens
Fire Hall Project Liaison	Liaison: Councillor Grogan
Forestry Liaisons	Liaison: Mayor Atkinson Alternate: Deputy Mayor
Grand Adjudication Committee	Councillor Grogan Councillor McMeeken
Indigenous Relations and Reconciliation	Liaison: Councillor Barnes
Mackenzie Gets Healthy Committee	Liaison: Councillor Hipkiss
Mackenzie Wildfire Advisory Committee	Liaison: Councillor Barnes
Mining Liaisons	Liaisons: Councillor Barnes Alternate: Councillor Grogan
Municipal Library	Liaisons: Councillor Hipkiss Alternate: Councillor Wiens
New Horizons - Senior Inclusion Solutions Advisory Group	Council Representative: Jim Wiens
Northern Development Initiative Trust – Prince George Regional Advisory Committee	Liaison: Mayor Atkinson Alternate: Councillor Hipkiss
Prince George Treaty Advisory Committee	Liaison: Mayor Atkinson Alternate: Councillor Wiens
Regional District of Fraser-Fort George	Director: Mayor Atkinson Alternate: Councillor Wiens Secondary Alternate: Councillor Hipkiss

2022 COUNCIL REMUNERATION

Mayor Atkinson		\$28,903
Councillor Barnes		\$12,911
Councillor Brumovsky		\$12,250
Councillor Hipkiss		\$13,010
Councillor McMeeken		\$12,911
Councillor Grogan	Term Ended October 2022	\$10,209
Councillor Wiens	Term Ended October 2022	\$10,209
Councillor Tapper	Elected October 2022	\$2,042
Councillor Wright	Elected October 2022	\$2,042

RECREATION SERVICES

The Recreation Services Department oversees the operation and maintenance of the Recreation Centre, Ernie Bodin Community Centre, Little Mac Ski Hill, John Dahl Trail, tennis/pickleball court, outdoor rink, and playground inspections in Mackenzie. Recreation staff work to enhance the lifestyle and health of people in the community through a variety of quality programs and services based on public consultation. Their dedicated team is committed to providing recreation services for people of all ages, stages, and abilities.



Annual Report 2022

2022 Recreation Centre Utilization

Recreation Centre Activities	Number of Bookings
Fitness Centre	12,645
Skating	1,191
Aquafit	489
Swimming	9,457
Curling	97
Climbing	31
Pickleball	227
Ski Hill	993
Batting Cage	63
Sport Court	818
School Use	729
Junior Pathways	262
Arena Floor – Drop in	188
Total Number of Bookings	27,190



Annual Report 2022

Recreation Services Action Planning

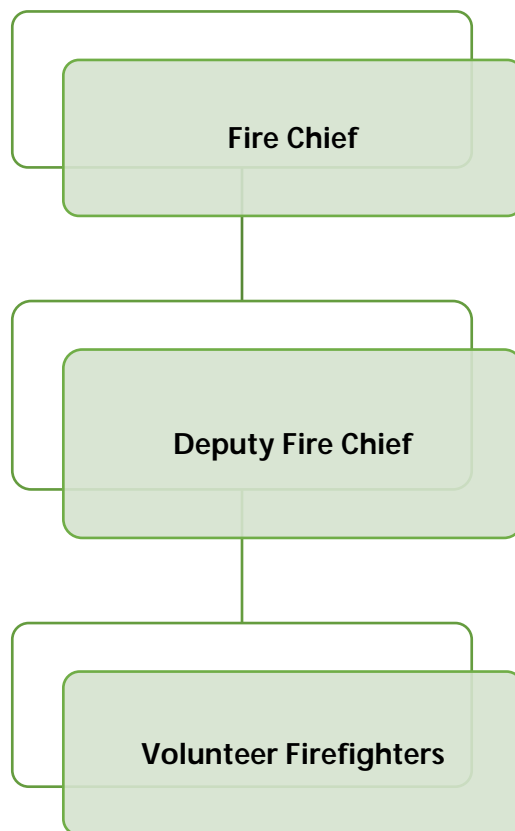
Actions completed in 2022	Action Plan for 2023
2 nd Annual WinterQuest, ice carvers and trail light-up festival - partnered with McLeod Lake Indian Band	3 rd Annual WinterQuest 2023, ice carvers and trail light-up festival - work with McLeod Lake Indian Band and Chamber.
Held Canada Day event at Morfee beach.	Host Canada Day event.
Held National Indigenous People Day event at MRC in collaboration with MLIB.	Host National Indigenous People Day event in partnership with MLIB.
Hosted Recreation Fair for community groups.	Host Recreation Fair for community groups and explore options for an art (Mural/Music/Food) festival in the community.
Held 3 rd Annual Holiday Parade.	Host 4 th Annual Holiday Parade.
Began implementing recommendations from Signature Trail, Park, and Little Mac Master Plan i.e., build Bike Park, improve landscape at ski hill and add community connector trail.	Finish Signature Trail, Park, and Little Mac Master projects.
Applied for Active transportation grant.	If successful, start Active transportation project.
Applied for arena slab replacement and green energy project.	Start arena slab replacement and green energy project.
Completed Outdoor Pickleball/Tennis Courts resurfacing portion of the project and opened to public.	Build proper compound around condenser, which would improve storage and eliminate public access to area.
Moved climbing wall and installed new multi-purpose court.	Add more art into the community.
Completed Ernie Bodin Community Centre needs assessment and reported to council.	Assist EBCC tenants with transition as directed.
Began roof replacement at the Mackenzie Recreation Centre.	Finish roof replacement at the Mackenzie Recreation Centre.
Revamped program lineup, including summer camps and senior programming.	Continue developing staff through courses and training opportunities.
Upgraded facility booking system, which includes online booking option.	Upgrade work order and inspection system.





FIRE DEPARTMENT

The Fire Department strives to deliver quality services in a fiscally responsible manner to the citizens of the District of Mackenzie. The District of Mackenzie supports this service delivery through a well-established safety and training program. The Fire Department is responsible for fire suppression, vehicle extrication, hazardous material response, environmental protection, fire inspections of multi-residential, public assembly, industrial, and commercial properties, promotion of compliance to the provincial Fire and Building Codes and local municipal bylaws, and public education and awareness.



Annual Report 2022

2022 FIRE CALLS		2022 FIRE FIGHTERS	
Nature of Call	# of Calls	Position	Number
Assist other Agency	46	Fire Chief	1
Burn Complaint	12	Deputy Fire Chief	1
Carbon Monoxide alarm	2	Assistant Chiefs	1
Chimney Fire	2	Training Officers	2
Dumpster Fire	1	Captains	2
Electrical Hazard	5	Lieutenants	2
False Alarm	43	Engineers	1
Fire hog/Saw Dust	1	Fire Fighters	11
Gas Spill/Leak	5	Fire Fighters (Probationary)	7
Hazardous Material Incident	1	Junior Fire Fighters	4
Motor Vehicle Incident	40	TOTAL	21
Public Service	7		
Structure Fire	12		
Vehicle Fire	2		
Wildland Fire	2		
TOTAL	181		

Fire Department Action Planning

Actions Completed in 2022	Action Plan for 2023
Mackenzie specific alerting system – when system is in place will promote in Mackenzie, create policy for the alerting system.	Install the new Mackenzie Specific Alert System
Successfully hosted the FireSmart program for residents in Gantahaz and the Mackenzie townsite.	New Fire Hall is expected to be completed in June 2023
Organized and held curbside pick-up days in the Spring and Summer.	Training Firefighters is ongoing
Applied for a grant of \$25,000 from the UBCM for new Emergency Operations Centre equipment.	Providing assistance to BC Wildfire Services

Annual Report 2022

Designed and purchased a new ladder truck

New Fire Truck has been ordered and is due for delivery on June 12 2023

Purchased new Turnout gear

From the Community Resiliency Investment Grant \$82,800 will be used for the John Dahl Regional Park Fuel Treatment Project and \$67,200 set aside for community FireSmart initiatives and a revision to our Community Wildfire Resiliency Plan.

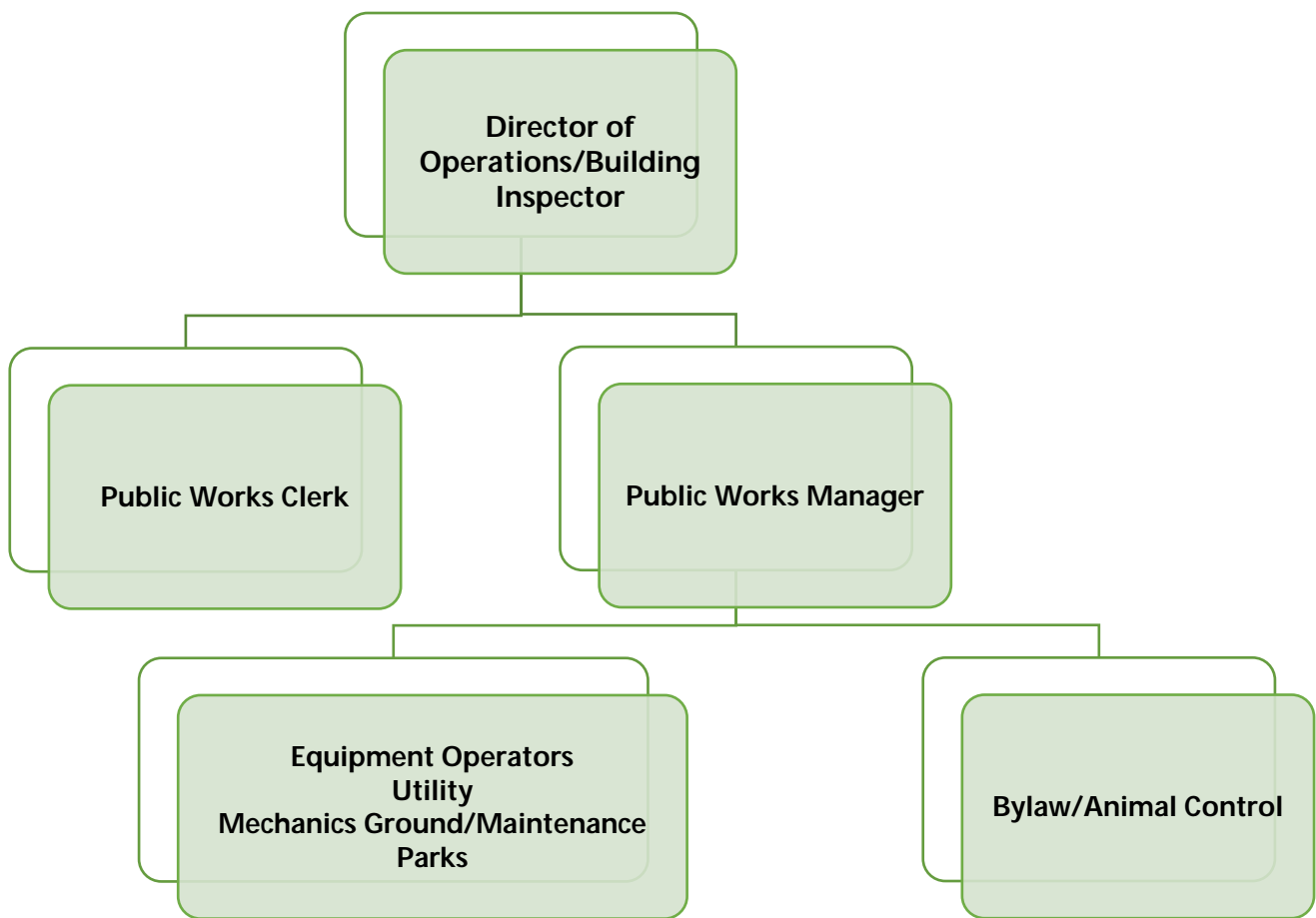
Received the Community Resiliency Investment Grant in May 2022 for \$150,000.





DISTRICT OPERATIONS

The Public Works Department is responsible for maintaining roads, sidewalks and walkways, boulevards, fire hydrants, public parks and beaches, ball diamonds and the Municipal Campground. It's also responsible for snow removal, residential and business garbage collection, sewage, and water systems, as well as maintaining the Municipal Airport.



Annual Report 2022

2022 By the Numbers	
Water pumped from the Town pump house (Imperial Gallons)	129,823,520
Water pumped from the Gantahaz pump house (Imperial Gallons)	Not Available*
Commercial Garbage Collected (kg)	682,880
Residential Garbage Collected (kg)	590,450
Total number of Fixed Wing Landings	283
Total number of Helicopter Landings	204
Fuel Purchases	455
Visits to town	89

*No Data was collected for Gantahaz in 2022 due to a flow meter malfunction. The faulty flow meter will be addressed as a Capital Project in the Action plan for 2023.

Bylaw & Animal Control	
Animals Impounded	39
Animals Adopted	0
Number of Tickets Issued	0
Dog Licenses Purchased	575

Permits & Licenses	
Business Licenses Awarded	289
Plumbing Permits Awarded	0
Building Permits Awarded	37

District Operations Action Planning

Actions Completed in 2022	Action Plan for 2023
Building Inspector obtained Level 2 Certification	Staff will continue taking courses for skill development, building inspection, water and sewer and bylaw enforcement.
Water & Sewer Technicians obtained Level 1 Water, Hydrant Service 1, and Wastewater 1 Certifications	Induct new employees and training plans for each employee classification under development.
Inducted new employees and developed training plans for each employee classification.	Continue conducting building safety inspections in conjunction with joint OH&S.
Completed the RV Park Power Upgrade to 50-amp services project.	Repair faulty flow meter at Gantahaz pump station

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Completed the Airport fuel and terminal building project.

Update Operations policy and procedures.

Completed the Paving Plan preliminary assessment in preparation of invitation to tender

Initiate the roads and pathways replacement plans for the District.

Continue Asset Management Activities and Training

Continue Asset Management Activities and Training

Applied for Grant Funding to treat Gantahaz water for manganese removal

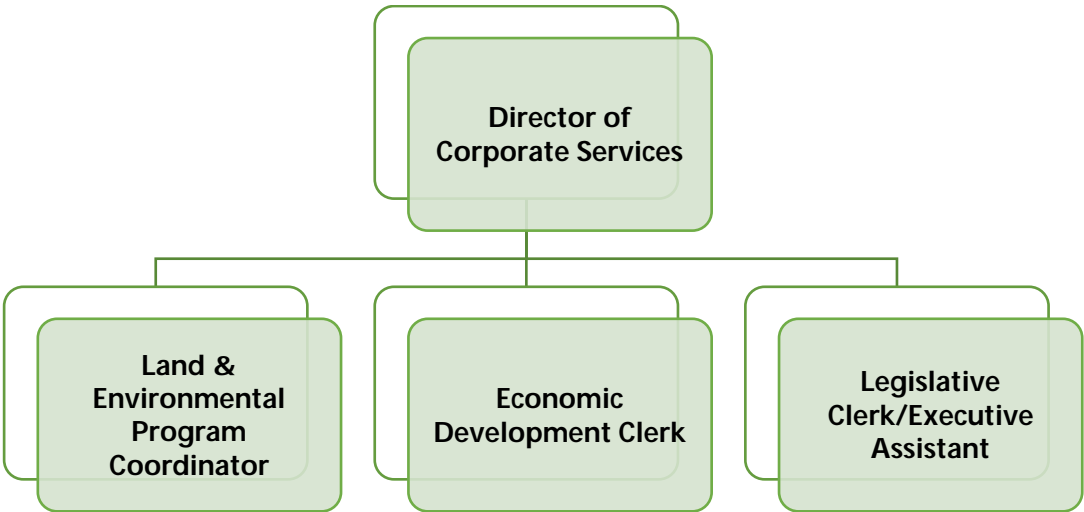
Review all options available for commercial garbage collection



CORPORATE SERVICES

Corporate Services supports Council and ensures the District performs all its legislative duties, including preparing for Council Meetings and administering local elections. In addition, the department is also directly responsible for, and assists other departments with reviewing and creating policies, procedures, and bylaws, legal matters, records management and Freedom of Information requests, land use agreements, development applications, environmental programs and reporting, communications, as well as economic development and tourism. New in 2022 was the establishment and support for a new Accessibility and Inclusion Advisory Committee. The department will provide support and help the new committee to provide advice and recommendations to Council on matters relating to citizens with disabilities, seniors and other citizens with access issues that may impede participation in everyday aspects of community living.

The department also works with Council, staff, and the community on long-term strategic planning, including the development of Mackenzie's Official Community Plan, Zoning Bylaw, Housing Needs Assessments, Economic Development and Tourism Plans, and Corporate and Community Environmental Plans.



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Corporate Services Action Planning

Actions Completed in 2022	Action Plan for 2023
Administered the Local General Election on October 15, 2022.	Finalize Audio/Visual project in Council Chambers and the Recreation Centre to allow live stream and recording of Council meetings.
Established an Accessibility and Inclusion Advisory Committee	Develop an Age-Friendly Accessibility and Inclusion Action Plan for the District.
Offered two in-takes of the Community Grants Program.	\$62,000 has been set aside for 2023's Community Grants Program.
Implemented new Climate Action Reserve Fund to support the Corporate Energy Emissions Plan	Create a new online Climate Action Dashboard to showcase District initiatives and plans.
Implement 2 nd Phase of Signage Strategy – Purchased and Installed new Street Banners and various trail signage.	Install final set of street banners and new billboards on either side of the Hwy 39/97 Junction and the corner of Mill Road/Hwy 39.
Participated on regional committees to promote tourism and economic development	Continue to participate on regional committees and marketing campaigns.
Provided Grant Writing Support Services and hosted a free Grant Writing Workshop.	Continue offering this service and host two free community grant writing workshops.
Updated marketing materials for Bell Place and the Industrial Site.	Finalize and launch a new Economic Development Website with land marketing and sector promotional information.
\$7,779 was provided to local business through the Business Façade Improvement Program.	Northern Development Initiative Trust has awarded the District \$20,000 to offer the Business Façade Improvement program this year.
Completed the Mackenzie 2.0 Marketing Materials project to promote resident/workforce attraction and new investment in the community.	Develop new Relocation Website and Welcome Guide to showcase Mackenzie 2.0 Marketing Materials.
Began a Downtown Vision and Action Plan as well as Development Permit Areas.	Finalize the Downtown Vision and Action Plan and Development Permit Areas project.
Continue to promote and support shop local initiatives.	Continue to promote and support shop local initiatives.
Implemented new public engagement website – Let's Chat Mackenzie	Develop Communications and Public Engagement Policies for the District.



CLIMATE ACTION

A key part of a local government's role in dealing with climate action is to reduce emissions caused by its own assets. The District of Mackenzie has signed the *Climate Action Charter*, committing the District to work towards being carbon-neutral in its own operations.

In 2021, the District developed a Corporate Energy and Emissions Plan to help prioritize actions to meet this goal. Included in the plan were a number of recommended action items. The following table outlines our progress as we move work through the plan:

	ACTION	Complete	2023 - 2024	Ongoing	Research Required
1.1	Build energy efficient buildings ¹	X		X	
1.2	Build energy efficient infrastructure			X	
1.3	Optimize siting and orientation of new buildings			X	
2.1	Conduct building energy audits	X		X	
2.2	Implement energy retrofits recommended by building energy audits **	X	X		
2.3	Conduct energy-focused operational review of infrastructure		X		
2.4	Implement measures from operational review of infrastructure			X	
2.5	Incorporate energy management into annual building maintenance procedures	X	X	X	
3.1	Install solar PV on corporate buildings ²		X		
3.2	Low-carbon heating systems for buildings				X
3.3	Conduct corporate renewable energy study				X
4.1	Right-size vehicles for assigned tasks	X	X		
4.2	Develop a vehicle purchasing policy		X		
4.3	Invest in EVs and EV Charging Stations ³			X	
4.4	Assess renewable fuels for corporate fleet		X	X	
4.5	Fuel efficient driver training & anti-idling policy		X	X	
4.6	Energy-focused fleet maintenance		X	X	
4.7	Encourage employee carpooling where possible			X	
4.8	Provide end of trip facilities			X	
5.1	Have dedicated staff person or department for plan implementation	X			
5.2	Allocate funds for plan implementation	X		X	
5.3	Develop KPIs, monitor and track for progress	X	X		
5.4	Demonstrate leadership on corporate waste and water				X
5.5	Join PCP	X			
5.6	Become carbon neutral through offsets				X

¹ 1.1 New Fire Hall is being built to new BC Step Code standards for energy efficiency. Any future buildings will be built to the same or higher standards.

² 2.2 Energy upgrades are being completed as budget allows. Some upgrades are being combined with larger retrofit projects and will be held off until all can be completed at once.

³ 4.3 The District entered into a memorandum of understanding with BC Hydro in 2022 to participate in their EV Charging Station network expansion. A new charging station will be installed in the community in 2023

Climate Action in Mackenzie

- In 2021 BC Hydro approached multiple municipalities in the north to confirm interest. In 2022, District staff worked with BC Hydro to survey potential sites for Electric Vehicle charging stations.
- Installation of this charging station will cost the District of Mackenzie \$0. The charging station is funded through a BC Hydro application to the Zero Emission Vehicle Infrastructure Program. Funding from BC Hydro, the BC Government, and Natural Resources Canada combine for a total of \$250,000 going towards the installation of the charging station.
- The District of Mackenzie will be responsible for the regular maintenance of the station once the charging stations are installed. This includes clearing snow and garbage from the parking spots, as well as repairing potholes, re-painting faded parking lines, and ensuring that the charging station is well lit. BC Hydro will be responsible for the maintenance and repair of the charging equipment.

Climate Action is a priority for the District of Mackenzie. The District pursued two initiatives in 2022: electric vehicle charging stations and local agriculture

- Council approved gifting Lot 10 District Lot 12479 Cariboo District Plan EPP35189 to the Omineca Growers Society on August 22nd
- This land can be used for a variety of agriculture, such as: wheat, vegetables, fruits, greenhouses, bee keeping, dairy and poultry products, and the raising of cattle, hogs, sheep or other animals.
- It is anticipated that using the lot for agriculture will encourage a sustainable local food economy.

- District of Mackenzie staff connect with members of the Northern BC Climate Action Network (NorthCAN).
- Members of NorthCan connect with members from other local governments, indigenous communities, institutions, businesses, and NGOs to support Climate Action. All members share knowledge, experience, and expertise to find, collaborate, and support climate action.

ECONOMIC DEVELOPMENT

In 2021, the District completed the *Mackenzie 2.0 Community Economic Development Plan* a community-based, roadmap for creating a strong, vibrant, and diverse local economy. Building on our community's existing strengths, *Mackenzie 2.0* outlines community identified actions and strategies towards building an environmentally and financially sustainable local economy centered on diversity and inclusion.

Mackenzie 2.0's Objectives were developed by drawing on past plans and with input from the community. The objectives are at the core of our strategy, identifying what *Mackenzie 2.0* will help to achieve. They are presented here as they were prioritized through community feedback.

- **Support a resilient economy**
- **Promote good local jobs**
- **Support and grow local business**
- **Attract new, compatible economic activity**
- **Nurture strategic partnerships**
- **Enhance the District's fiscal health**
- **Protect our environment**

The seven objectives fit within overarching Strategy Areas, which guide how Mackenzie will pursue economic development. These are listed in order of where the most impact will be made, as identified by the community.

- **Industry Supports**
- **Local business and entrepreneurship**
- **Quality of life**
- **Local food economy**
- **Resident attraction and retention**
- **District revenue generation**
- **Collaboration and partnerships**

Lastly, the next page summarizes the recommended actions from *Mackenzie 2.0* and progress to date. They are categorized as follows:

- **Foundational Actions** – Actions that should be ongoing and will support all other actions.
- **Underway Actions** – Actions that are already underway or have already been included in a work plan to be completed in the near future.
- **Quick Wins** - Actions that require minimal funding, minimal stakeholder involvement, and can be initiated within the first year.

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- **Simple Actions** - requires some funding and some stakeholder involvement and can be initiated within the first one to three years.
- **Complex Actions** - require significant funding, extensive stakeholder engagement, and a multi-year effort.

ACTION		Complete	In Progress	Ongoing	Research Required
Foundational					
F1	Target and incentivize (tax, permit, land, buildings) industrial development in emerging sectors and secondary industries, promoting Mackenzie's energy and land availability	X		X	
F2	Support opportunities for natural resource development			X	
F3	Continue to pursue shared economic development opportunities and partnerships with neighbouring First Nations			X	
F4	Actively seek opportunities for partnerships with other levels of government, agencies and not-for-profits to promote economic development in Mackenzie.			X	
Underway					
U1	Continue seeking high speed internet for the whole community		X	X	
U2	Provide development incentive to projects to meet strategic community needs (e.g. public parks, rec facilities)			X	
U3	Continue developing and expanding local recreation trail amenities	X		X	
U4	Continue to improve District-wide wayfinding and signage.	X	X	X	
U5	Continue to offer and facilitate access to programs that support local businesses, both new and existing			X	
U6	Continue to foster collaboration between industry, major employers, and schools to match skills/training with emerging industry needs.			X	
U7	Continue strategic land sales.	X		X	
U8	Update and maintain inventory of businesses operating in Mackenzie	X		X	
Quick Wins					
QW1	Support more events and festivals that link with local businesses	X		X	
QW2	Expand upon recreation rentals; could be promoted as a business opportunity and offered additional marketing		X	X	

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	ACTION	Complete	In Progress	Ongoing	Research Required
QW3	Support improving and promoting local recreation and trail amenities with simple interventions such as string lights along trails.	X	X	X	
QW4	"Working with the District 101" – Promote District procurement process.			X	X
QW5	Distribute promotional materials to attract and welcome new residents, remote workers, and home-based businesses.		X	X	
QW6	Maintain and publicize a land inventory focusing on industrial land and including vacant downtown lots and buildings.		X		
QW7	How a Community-to-Community forum with local First Nation and District of Mackenzie		X		
Simple					
S1	Promote creative use of gathering spaces and underutilizes/empty buildings and lots			X	
S2	Encourage small scale agriculture and agrotourism (including food production and sales_ on larger, semi-rural residential lots.	X	X	X	
S3	Support business-to-business opportunities and networking	X		X	
S4	Host regional technology and innovation meet-ups				X
S5	Encourage local procurement by large and small purchasers and organizations			X	
S6	Explore interest in establishing a Business Improvement Area				X
S7	Encourage a local commissary kitchen by collaborating with local commercially-certified kitchens				X
S8	Conduct a feasibility study on the demand for additional and modern/office and/or co-working space within Mackenzie				X
Complex					
C1	Develop an improved cohesive downtown Mackenzie look and feel through incentivizing public art, storefront, beautification, hardscaping, and landscaping.	X	X	X	
C2	Work with Province to promote and facilitate forestry innovation and emerging technology (e.g. value-added forestry products)			X	X
C3	Support diversifying our housing stock (age-friendly homes, alrger rural lots, recreational properties, etc.)			X	
C4	Work with employers and organizations to create shared childcare solutions		X	X	
C5	Explore shared agriculture amenities				X

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	ACTION	Complete	In Progress	Ongoing	Research Required
C6	Seek opportunities for attracting public services (e.g., government offices, health and education facilities)				
C7	Continue to support airport development	X	X	X	
C8	Encourage multi-modal transportation to and within the Downtown Core and provide supporting infrastructure		X	X	X

Notes:

- If an action item has multiple status boxes checked off, this means that there may be more than one project associated with this action and that some work has been completed already, but there may be ongoing activities or new projects in the works also that support these actions.

2022 Highlights from the Economic Development Department have been included on the next page.

The District of Mackenzie works to champion business opportunities for both new and established organizations.

This year started with the District of Mackenzie hiring a new Economic Development Clerk and staffing a booth at the Spring Expo, but 2022 still had more in store!

Bruce the Moose

The District of Mackenzie debuted Bruce the Moose, a district Mascot that shops local. Bruce works alongside other shop local initiatives to encourage economic growth for local businesses.



Economic Development

Mackenzie 2.0

This year the economic development website for the District of Mackenzie was updated. Now visitors can find:

- Industry-specific pages.
- One-page Industry Quicksheets that condense and present all the important information
- Professional Photography
- Videos!

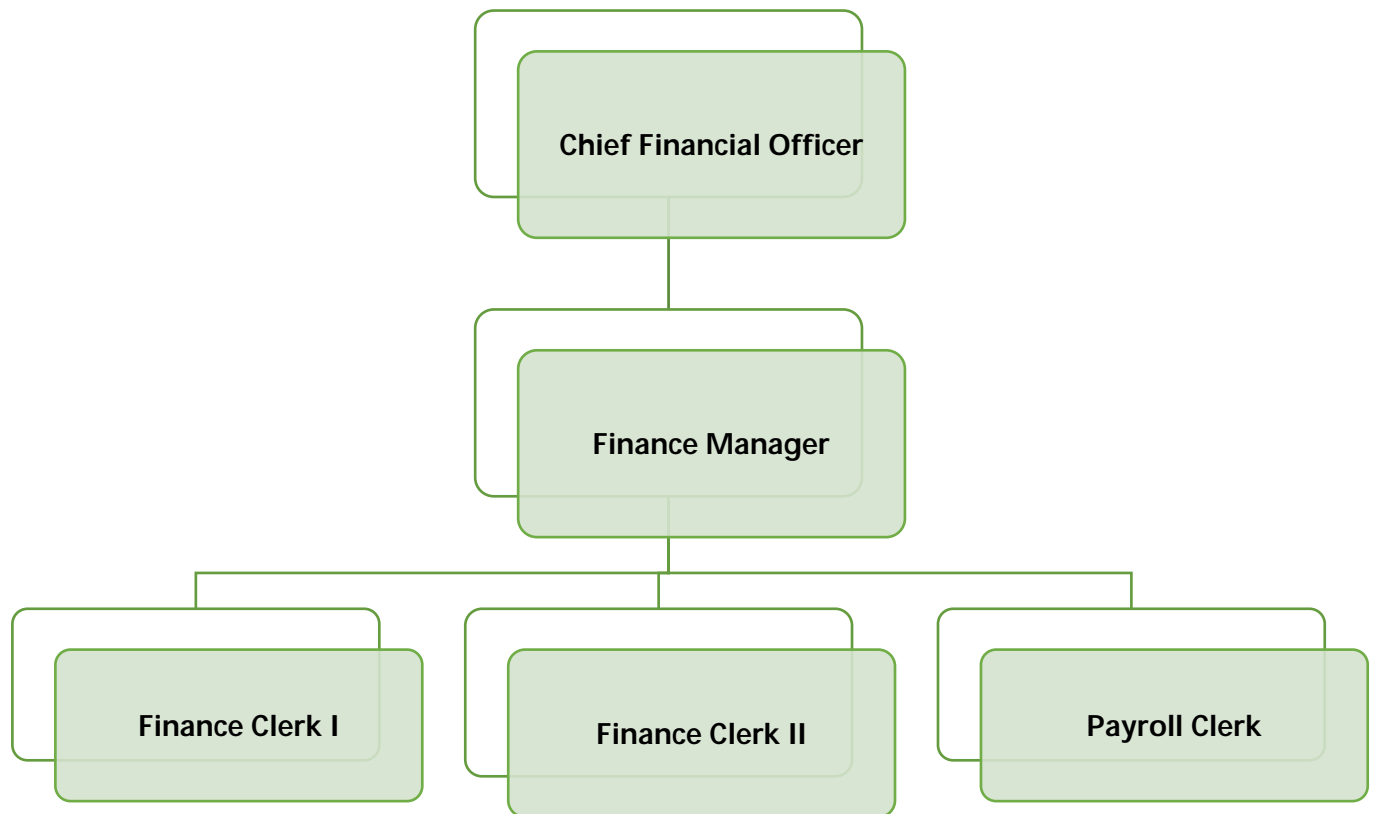
Grants

The District provided grant writing support to various organizations in Mackenzie, and has been awarded grants for initiatives like the Age-Friendly Accessibility and Inclusion Plan & Tourism Guide and Map

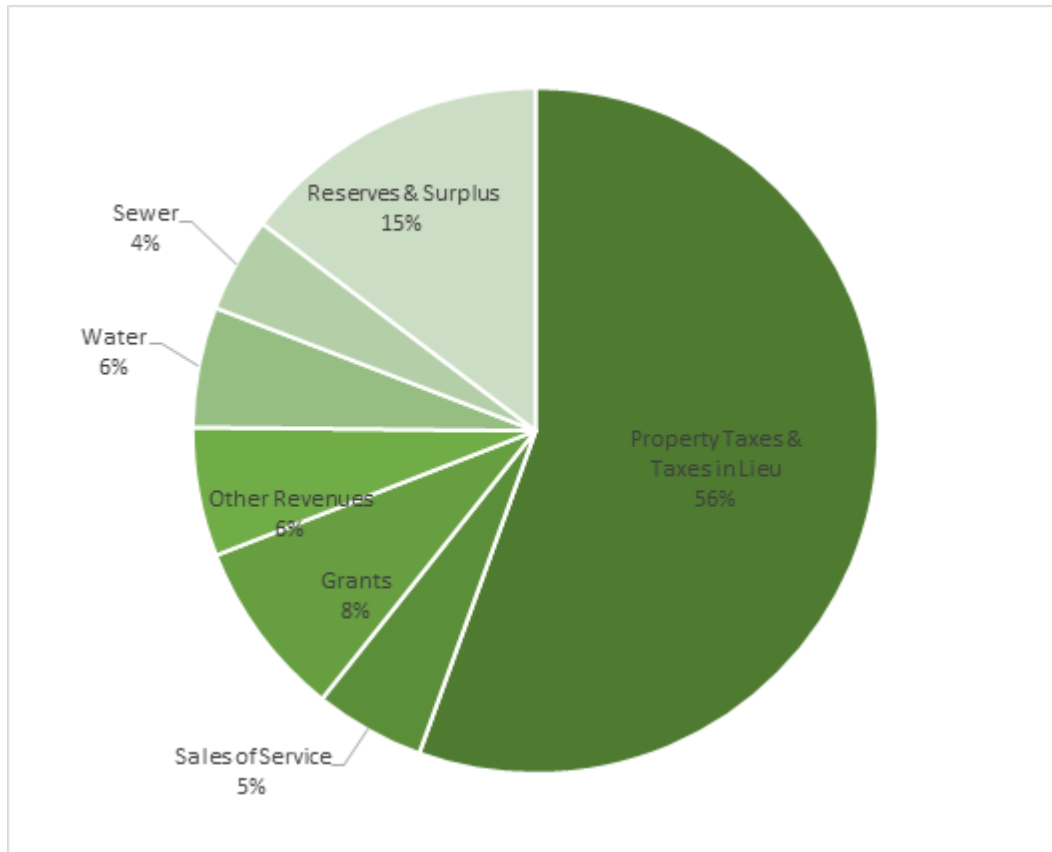


FINANCIAL SERVICES

The Financial Services department is responsible for following legislative procedures related to local government finances including: financial planning, reporting, revenues (taxes and fees), liabilities, capital financing, and development financing.



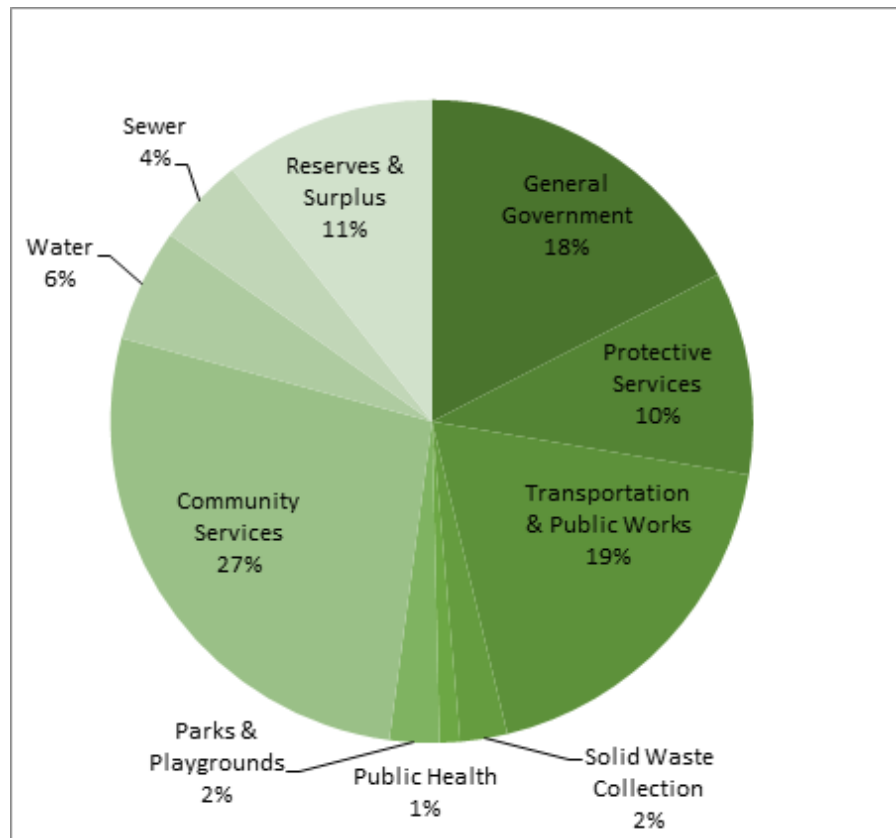
2022 Final Budget Revenue Sources



Revenue Source	Amount
Property Taxes & Taxes in Lieu	\$7,702,507
Sales of Service	\$720,998
Grants	\$1,161,549
Other Revenue	\$843,005
Water	\$787,622
Sewer	\$623,278
Reserves & Surplus	\$2,035,341
Total Budgeted Revenue	<u>\$13,874,300</u>

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2022 Final Budget Expenditures



Expenditures by Department

Department	Amount
General Government	\$2,421,374
Protective Services	\$1,416,019
Transportation and Public Works	\$2,576,166
Garbage & Waste Collection	\$329,152
Public Health	\$143,111
Parks and Playgrounds	\$345,964
Community Services	\$3,752,616
Water Operations	\$787,622
Sewer Operations	\$623,278
Reserves and Surplus	\$1,478,998
Total Budgeted Expenditure	<u>\$13,874,300</u>

Finance Action Planning

Actions Completed in 2022	Action Plan for 2023
Hosted public engagement sessions and survey regarding the 2022 budget.	Update Purchasing/Procurement Policy.
Further developed the 10-year capital plan to ensure projects and asset replacements are identified.	Update Tangible Capital Asset Policy to be more in line with operations and expectations.
Scoping of assets that have retirement obligations was completed for the new Public Sector Accounting Board (PSAB) standard on asset retirement obligations.	Create policy and procedures for asset retirement obligations.



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2022 GRANT FUNDING

The District applies for numerous grants each year. The grants allow the District to access additional funding and reduce the burden on the taxpayer. Below is the list of grants the District applied for and the status of the applications for 2022.

Project Name	Funder	Approval/Status	Grant Amount
2022 District Intern	NDIT	Approved	\$40,000
Active Transportation Plan	Government of Canada	Approved	\$50,000
Age-Friendly Accessibility and Inclusion Action Plan	Province of BC	Approved	\$25,000
Business Façade Improvement Program	NDIT	Approved	\$20,000
Childcare Project Manager	NDIT	Approved	\$106,312
Community Bike Park and Ski Hill Upgrade Project	South Peace Mackenzie Trust	Approved	\$250,000
Ec Dev Capacity 2022	NDIT	Approved	\$50,000
Family Day 2022	Province of BC	Approved	\$1,000
Grant Writing Support Mackenzie – 2022	NDIT	Approved	\$8,000
Grant Writing Support Mackenzie -2023	NDIT	Approved	\$8,000
Love Mackenzie	NDIT	Approved	\$1,200
Mackenzie 2.0 Marketing Materials	NDIT	Approved	\$20,000
Tourism Guide and Map Brochure	South Peace Mackenzie Trust	Approved	\$13,050
UBCM-EOC-Communications Upgrades	UBCM	Approved	\$25,000
DOM Road Rehabilitation	UBCM	Denied	\$822,010
Roadway Inventory Study	UBCM	Denied	\$95,000
Gantahaz Water Treatment	Province of BC	Pending	\$590,000

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Project Name	Funder	Approval/Status	Grant Amount
Tourism Guide and Map Brochure	NDIT	Pending	\$8,127.30

Total Funding Applied For \$2,132,789.30

Total Funding Approved \$617,562

Total Funding Pending \$598,127.30

Total Funding Denied \$917,010

2022 GRANT FUNDING

The District receives provincial and federal grant transfers every year. These transfers help to offset the cost of services and aid in funding capital projects.

Grant Source	Amount	Total
Provincial Grants Total		\$3,808,078
Conditional	\$3,584,001	
Unconditional	\$224,077	
Federal Grants Total		\$283,429
Unconditional	\$283,429	
TOTAL GOVERNMENT TRANSFERS		\$4,091,507

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GRANTS TO ORGANIZATIONS

The District provides cash grants, grants-in-kind, and rental space to the many community groups in Mackenzie.

The 2022 Community Grants Budget was \$95,000. The approved special project requests totaled \$23,661.99, the Fee-For Service Arrangements Requests totaled \$24,020, leaving a remaining balance of \$47,318.01 in the Community Grants Budget.

Organization	Rent Subsidy	Capital Expenditure	Special Project
Curl Mackenzie			\$4,100
Mackenzie Alpine Horse Riders Club			\$4,400
Mackenzie Counselling Services			\$10,075.99
Mackenzie Fish and Game Association			\$1,586
Mackenzie Nature Observatory			\$1,830
Mackenzie Nordiques Cross Country Ski Club			\$1,600
Mackenzie Outdoor Route & Trail Association			\$5,800
Rotary Club of Mackenzie			\$600
St. Peter's Pantry			\$3,500
The 92			\$1,020
2022 Community Grants Budget			\$95,000
Total Special Project Requests Approved			\$34,512
Budget Remaining			\$60,488

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Fee for Service Agreements

The District provides fee-for-service agreements to organizations for on-going operational support. This agreement may be considered when the recipient is a not-for-profit organization delivering a service or program that extends the reach of the District programs and services. The following is a list of organizations that have fee for service agreements with the District:

Mackenzie and District Museum - \$12,000	Mackenzie Chamber of Commerce – \$41,600.00 Service Fees and \$4,000 Rent Subsidy	Mackenzie Golf and Country Club - \$15,000
Mackenzie Autumn Lodge Society – \$25,000	Mackenzie Community Arts Council - \$28,000	Mackenzie Outdoor Routes and Trail Association - \$15,000

Rental Space in District Facilities

The District provides accommodation or equipment storage space free of charge to non-profit or sports organizations that are presently allocated space in the Recreation Services Complex, the Ernie Bodin Community Centre, and Fire Hall #1 and 2 subject to availability. Following is a list of organizations that received this benefit in 2021:

Canadian Red Cross	Mackenzie Community Arts Council	Minor Lacrosse
CHMM Radio Station	Mackenzie Figure Skating Club	Northern Pioneers AA Group
CUPE Local 3706	Mackenzie Minor Baseball	Notable Expressions
Figure Skating Club	Mackenzie Nordiques	Old Timers Hockey
Girl Guides of Canada	Mackenzie Outdoor Routes and Trails Association	Rainbow Swim Club
Hospital Auxiliary Thrift Store	Mackenzie Search & Rescue	Rocky Mountain Riders
Mackenzie & District Museum	Mackenzie Soccer Association	Speed Skating Club
Mackenzie Autumn Lodge Society	Minor Hockey Association	

PERMISSIVE TAX EXEMPTIONS

In accordance with Section 98(2) (b) of the *Community Charter*, the following properties in the District of Mackenzie were provided permissive property tax exemptions for 2022 by Council:

Organization	2022 Value of Exemption
Canadian Baptists of Western Canada	\$1,780.42
Living Joy Christian Centre	\$1,246.41
Mackenzie Alpine Riders Horse Club (300 Mill Road)	\$4,192.05
Mackenzie Alpine Riders Horse Club (651 Mill Road)	\$1,481.76
Mackenzie Elks Lodge #547	\$2,382.17
Mackenzie Fish and Game Association	\$1,214.43
Mackenzie Golf & Country Club	\$4,126.62
Mackenzie Nordiques Cross-Country Ski Club	\$534.33
Mackenzie Sikh Society	\$1,812.54
Roman Catholic Episcopal Church	\$2,816.33
Royal Canadian Legion	\$1,173.27
Trustees Congregation of Jehovah's Witnesses	\$554.09
Youth for Christ Prince George	\$2,146.64

DECLARATION OF DISQUALIFICATIONS

There were no declarations of disqualifications made in 2022.

AUDITED FINANCIAL STATEMENTS

The 2022 District of Mackenzie Consolidated Financial Statements are attached to the end of this report.

Consolidated Financial Statements of



DISTRICT OF MACKENZIE

And independent Auditor's Report thereon

Year ended December 31, 2022

Management Responsibility for the Consolidated Financial Statements

Independent Auditor's Report

Consolidated Financial Statements

Consolidated Statement of Financial Position	4
Consolidated Statement of Operations and Accumulated Surplus	5
Consolidated Statement of Change in Net Financial Assets	6
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Schedules to Financial Statements	31 - 32



DISTRICT OF MACKENZIE

MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of the District of Mackenzie (the "District") are the responsibility of the District's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.

Mrs. Diane Smith, *Chief Administrative Officer*

Mrs. Kerri Borne, *Chief Financial Officer*



KPMG LLP
177 Victoria Street, Suite 400
Prince George BC V2L 5R8
Canada
Tel 250-563-7151
Fax 250-563-5693

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of District of Mackenzie

Opinion

We have audited the consolidated financial statements of District of Mackenzie (the "District"), which comprise:

- the consolidated statement of financial position as at December 31, 2022
- the consolidated statement of operations and accumulated surplus for the year then ended
- the consolidated statement of change in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2022 and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditor's report.

We are independent of the District in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises:

- Information, other than the financial statements and the auditor's report thereon, included in Schedule 1 - Northern Capital Planning Reserve and Schedule 2 - COVID-19 Safe Restart Grant



Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

We obtained the Information, other than the financial statements and the auditor's report thereon, included in Schedule 1 - Northern Capital Planning Reserve and Schedule 2 - COVID-19 Safe Restart Grant as at the date of this auditor's report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.



Page 3

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District's to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

A stylized, handwritten-style signature of 'KPMG LLP' in black ink, with a horizontal line underneath.

Chartered Professional Accountants

Prince George, Canada

May 8, 2023



DISTRICT OF MACKENZIE

Consolidated Statement of Financial Position

December 31, 2022, with comparative information for 2021

	2022	2021
Financial assets:		
Cash and cash equivalents	\$ 2,717,968	\$ 7,519,153
Accounts receivable (note 2)	1,315,842	1,698,756
Investments (note 3)	21,054,027	16,150,662
Investment in government business entities (note 4)	3,483,036	3,823,062
	<u>28,570,873</u>	<u>29,191,633</u>
Financial liabilities:		
Accounts payable and accrued liabilities (note 5)	1,592,973	2,075,552
Deferred revenue	461,936	682,539
	<u>2,054,909</u>	<u>2,758,091</u>
Net financial assets	26,515,964	26,433,542
Non-financial assets:		
Tangible capital assets (note 6)	45,767,852	44,776,882
Assets held for resale (note 7)	1,601,866	1,601,866
Inventory	103,074	70,731
Prepaid expenses	292,534	264,878
	<u>47,765,326</u>	<u>46,714,357</u>
Commitments and contingencies (note 8)		
Accumulated surplus (note 9)	<u>\$ 74,281,290</u>	<u>\$ 73,147,899</u>

See accompanying notes to consolidated financial statements.

Joan Atkinson

Mayor

Kerri Borne

Chief Financial Officer

DISTRICT OF MACKENZIE

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2022, with comparative information for 2021

	Budget (note 12)	2022	2021
Revenue (note 13):			
Net taxation revenue (note 10)	\$ 5,068,457	\$ 5,070,517	\$ 5,360,467
Sale of services	754,698	361,171	291,886
Government transfers (note 11)			
Provincial	3,368,974	3,808,078	4,227,341
Federal	253,340	283,429	481,087
Other	291,372	581,036	1,317,698
Investments and penalties	301,000	610,704	254,704
Other	384,300	212,546	214,170
Licenses and permits	75,225	84,268	103,544
User fees	1,157,576	1,699,553	1,503,293
Income from investments in government business entities and partnerships	-	9,974	-
	11,654,942	12,721,276	13,754,190
Expenses (note 13):			
Community services	4,098,579	3,984,197	3,906,168
Garbage and waste collection	329,152	361,703	344,385
General government	2,322,675	2,171,627	1,987,498
Protective services	1,416,019	1,177,987	1,988,199
Environmental and public health	143,111	139,885	108,294
Sewer system	623,278	392,956	368,908
Transportation services	2,674,866	2,802,558	2,760,808
Water utility	787,622	556,972	510,504
Loss from investments in government business entities and partnerships	-	-	61,220
	12,395,302	11,587,885	12,035,984
Annual (deficit) surplus	(740,360)	1,133,391	1,718,206
Accumulated surplus, beginning of year	73,147,899	73,147,899	71,429,693
Accumulated surplus, end of year	\$ 72,407,539	\$ 74,281,290	\$ 73,147,899

See accompanying notes to consolidated financial statements.

DISTRICT OF MACKENZIE

Consolidated Statement of Change In Net Financial Assets

Year ended December 31, 2022, with comparative information for 2021

	Budget (Note 12)	2022	2021
Annual surplus	\$ (740,360)	\$ 1,133,391	\$ 1,718,206
Acquisition of tangible capital assets	(10,261,896)	(2,901,509)	(4,791,134)
Amortization of tangible capital assets	1,786,032	1,845,828	1,792,044
Loss on sale of tangible capital assets	-	64,711	36,178
Gain on sale of assets held for sale	-	-	(262,292)
Proceeds on sale of assets held for sale	-	-	395,000
	(8,475,864)	(990,970)	(2,830,204)
Acquisition of inventory	-	(103,074)	(70,731)
Acquisition of prepaid expenses	-	(292,534)	(264,878)
Consumption of inventory	-	70,731	27,686
Use of prepaid expenses	-	264,878	293,115
	-	(59,999)	(14,808)
Change in net financial assets	(9,216,224)	82,422	(1,126,806)
Net financial assets, beginning of year	26,433,542	26,433,542	27,560,348
Net financial assets, end of year	\$ 17,217,318	\$ 26,515,964	\$ 26,433,542

See accompanying notes to consolidated financial statements.

DISTRICT OF MACKENZIE

Consolidated Statement of Cash Flows

Year ended December 31, 2022, with comparative information for 2021

	2022	2021
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 1,133,391	\$ 1,718,206
Items not involving cash:		
Amortization of tangible capital assets	1,845,828	1,792,044
Loss on sale of tangible capital assets	64,711	36,178
(Income) loss from investments in government business entities	(9,974)	61,220
Gain on sale of assets held for resale (note 7)	-	(262,292)
Changes in non-cash operating working capital:		
Accounts receivable	382,914	849,012
Inventory	(32,343)	(43,045)
Accounts payable and accrued liabilities	(482,579)	(493,345)
Deferred revenue	(220,603)	(209,752)
Prepaid expenses	(27,656)	28,237
Net change in cash from operating activities	2,653,689	3,476,463
Investing activities:		
Investment purchases	(4,903,365)	(3,200,335)
Proceeds on sale of assets held for resale	-	395,000
Acquisition of tangible capital assets	(2,901,509)	(4,791,134)
Distribution from government business partnership	350,000	500,000
	(7,454,874)	(7,096,469)
Decrease in cash and cash equivalents	(4,801,185)	(3,620,006)
Cash and cash equivalents, beginning of year	7,519,153	11,139,159
Cash and cash equivalents, end of year	\$ 2,717,968	\$ 7,519,153

See accompanying notes to consolidated financial statements.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements

Year ended December 31, 2022

District of Mackenzie (the "District") is a municipality that was created in 1966 under the Community charter, formerly the Municipal Act, a statute of the Province of British Columbia. The District's principal activities include the provision of local government services to residents of the incorporated area. These services include administrative, protective, transportation, environmental, recreational, water, waste water and fiscal services.

1. Significant accounting policies:

These consolidated financial statements are prepared in accordance with Canadian generally accepted accounting principles for governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant accounting policies adopted by the District are as follows:

(a) Basis of consolidation:

(i) Consolidated entities:

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the District and which are owned or controlled by the District.

Included in these consolidated financial statements is the Mackenzie Public Library which is controlled by the District.

(ii) Accounting for Region and School Board transactions:

The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the Region and the School District are not reflected in these consolidated financial statements.

(iii) Trust funds:

Trust funds and their operations administered by the District are not included in these consolidated financial statements.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies (continued):

(a) Basis of consolidation (continued):

(iv) Investment in government business entities:

The District records its investments in government business enterprises ("GBEs") and government business partnerships ("GBPs") on a modified equity basis. Under the modified equity basis, the GBEs and GBPs accounting policies are not adjusted to conform with those of the District and inter-organizational transactions and balances are not eliminated. The District recognizes its equity interest in the annual earnings or loss of the GBEs and GBPs in its consolidated statement of operations and accumulated surplus with a corresponding increase or decrease in its investment asset account. Any dividends or other cash distributions are recorded as a reduction to the investment asset account. The GBEs and GBPs account for their transactions under accounting standards for private enterprises due to the fact that management believes that the difference between accounting standards from private enterprises and public sector accounting standards are not significant.

The District's investment in government business enterprises and partnerships consist of:

- | | |
|--|-----|
| • McLeod Lake Mackenzie Community Forest Corporation | 50% |
| • McLeod Lake Mackenzie Community Forest Limited Partnership | 50% |

(b) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods and services and/or the creation of a legal obligation to pay.

(c) Revenue recognition:

Taxation and user fee revenues are recognized in accordance with the provisions of the Community Charter. The District is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the District's taxation revenues.

Revenue unearned in the current period is reported on the consolidated statement of financial position as deferred revenue or deposits.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies (continued):

(d) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(e) Cash equivalents:

Cash equivalents include short-term highly liquid investments with a term to maturity of 90 days or less at acquisition which are readily convertible into a known amount of cash.

(f) Investments:

Investments are recorded at cost, adjusted for amortization of premiums or discounts. Provisions for losses are recorded when they are considered to be other than temporary.

(g) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services; they have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimate useful lives as follows:

Asset	Useful life - years
Buildings	40 - 75 years
Building improvements, equipment and IT	4 - 40 years
Drainage and transportation infrastructure	10 - 100 years
Machinery, equipment and vehicles	5 - 20 years
Water infrastructure	10 - 100 years
Sewer infrastructure	10 - 100 years

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies (continued):

(g) Non-financial assets (continued):

(i) Tangible capital assets (continued):

Annual amortization is charged in the year that an asset becomes available for productive use and in the year of disposal.

Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Interest capitalization:

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital assets.

(iv) Land held for resale:

Land held for resale is recorded at the lower of cost and net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing.

(h) Inventory:

Inventory consist of supplies, repairs parts and materials consumed in operations and capital projects. Inventory is recorded at cost which is determined on a weighted average basis.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies (continued):

(i) Use of estimates:

The preparation of the consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the period. Items subject to such estimates and assumptions include the carrying values of tangible capital assets, inventory and land held for resale, accrued liabilities and collectibility of accounts receivable. Actual results could differ from these estimates.

(j) Contaminated sites:

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- (i) an environmental standards exists;
- (ii) contamination exceeds the environmental standard;
- (iii) the organization is directly responsible or accepts responsibility for the liability;
- (iv) future economic benefits will be given up, and
- (v) a reasonable estimate of liability can be made.

(k) Government transfers:

Government transfers, which include legislative grants, are recognized as revenue in the consolidated financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfer revenue is recognized in the consolidated statements of operations as stipulations for liabilities are settled.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

2. Accounts receivable:

	2022	2021
Taxation - current	\$ 177,656	\$ 119,987
Taxation - arrears/delinquent	130,125	132,604
Accrued interest	380,619	69,450
Grants	296,503	772,732
Sales tax	85,840	129,362
Utilities	108,470	90,087
Trade and miscellaneous	161,867	431,085
	1,341,080	1,745,307
Less allowance for doubtful accounts	(25,238)	(46,551)
	\$ 1,315,842	\$ 1,698,756

Included in trade and miscellaneous receivable is \$nil (2021 - \$270,732) from McLeod Lake Mackenzie Community Forest Limited Partnership, a related party. The balance is recorded as revenue on the Consolidated Statement of Operations and Accumulated Surplus as government transfers – other.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

3. Investments:

	2022	2021
Term deposits	\$ 21,054,027	\$ 16,150,662

Investments are recorded at cost.

Investment income earned on investments and cash and cash equivalents of \$558,104 (2021 – \$205,135) is recognized as revenue on the Consolidated Statement of Operations and Accumulated Surplus as investments and penalties.

4. Investment in government business entities:

	2022	2021
McLeod Lake Mackenzie Community Forest Limited Partnership:		
Investment in shares	\$ 50	\$ 50
Advances	83,820	83,820
Accumulated earnings	6,368,672	6,353,530
Distributions	(3,015,096)	(2,665,095)
McLeod Lake Mackenzie Community Forest Corporation:		
Investment in shares	99	99
Accumulated earnings	45,491	50,658
Total investment	\$ 3,483,036	\$ 3,823,062

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

4. Investment in government business entities (continued):

The following table provides condensed supplementary financial information for the McLeod Lake Mackenzie Community Forest Limited Partnership, for the year ended December 31:

	2022	2021
(i) Financial position:		
Assets:		
Current	\$ 601,028	\$ 369,560
Investments	6,621,659	7,616,101
Restricted cash	1,221,898	1,263,374
Property and equipment	144,207	149,948
Total assets	\$ 8,588,792	\$ 9,398,983
Liabilities:		
Current	\$ 501,603	\$ 600,562
Silviculture obligation - long-term portion	1,212,299	1,253,814
Total liabilities	1,713,902	1,854,376
Equity:		
Share capital	1	1
Partner's equity	6,874,889	7,544,606
Total equity	6,874,890	7,544,607
Total liabilities and equity	\$ 8,588,792	\$ 9,398,983
	2022	2021
(ii) Operations:		
Revenue	\$ 2,185,336	\$ 219,675
Expenses	(1,648,906)	(1,373,320)
Other income	(506,147)	1,021,824
Net loss	\$ 30,283	\$ (131,821)
(iii) Share of net income:		
District's percentage of ownership	50%	50%
District's share of net loss	\$ 15,142	\$ (65,910)

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

4. Investment in government business entities (continued):

The following table provides condensed supplementary financial information for the McLeod Lake Mackenzie Community Forest Corporation, for the year ended December 31:

	2022	2021
(i) Financial position:		
Assets:		
Current	\$ 126,717	\$ 140,456
Investments	1	1
Total assets	\$ 126,718	\$ 140,457
Liabilities:		
Current	\$ 35,537	\$ 38,941
Total liabilities	35,537	38,941
Equity:		
Share capital	200	200
Retained earnings	90,981	101,316
Total equity	91,181	101,516
Total liabilities and equity	\$ 126,718	\$ 140,457
	2022	2021
(ii) Operations:		
Revenue	\$ 216,000	\$ 216,000
Expenses	(226,335)	(206,618)
Net (loss) income	\$ (10,335)	\$ 9,382
(iii) Share of net income:		
District's percentage of ownership	50%	50%
District's share of net (loss) income	\$ (5,168)	\$ 4,691

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

5. Accounts payable and accrued liabilities:

	2022	2021
Trade payables and accrued liabilities	\$ 461,987	\$ 1,032,336
Wages and related costs	412,786	483,253
Holdback payable	489,350	352,461
Other payables	88,575	127,864
Government remittances	140,275	79,638
	\$ 1,592,973	\$ 2,075,552

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

6. Tangible capital assets:

2022	Assets under construction	Land and improvements	Building improvements equipment and IT	Building	Machinery equipment and vehicles	Drainage and transportation infrastructure	Water infrastructure	Sewer infrastructure	Total
Cost:									
Balance, beginning of year	\$ 4,348,132	\$ 7,619,825	\$ 10,673,136	\$ 18,764,464	\$ 11,686,959	\$ 14,119,875	\$ 3,451,691	\$ 4,991,881	\$ 75,655,963
Additions	2,257,575	-	222,479	14,989	265,620	140,846	-	-	2,901,509
Disposals	(49,559)	-	(54,110)	(12,574)	(87,372)	-	-	-	(203,615)
Transfers	-	-	69,697	(69,697)	-	-	-	-	-
Balance, end of year	6,556,148	7,619,825	10,911,202	18,697,182	11,865,207	14,260,721	3,451,691	4,991,881	78,353,857
Balance, beginning of year	-	-	3,956,015	5,743,386	7,727,430	9,500,985	1,249,229	2,702,036	30,879,081
Amortization	-	-	510,337	358,324	453,749	391,393	52,839	79,186	1,845,828
Disposals	-	-	(50,052)	(4,210)	(84,642)	-	-	-	(138,904)
Balance, end of year	-	-	4,416,300	6,097,500	8,096,537	9,892,378	1,302,068	2,781,222	32,586,005
Net book value, end of year	\$ 6,556,148	\$ 7,619,825	\$ 6,494,902	\$ 12,599,682	\$ 3,768,670	\$ 4,368,343	\$ 2,149,623	\$ 2,210,659	\$ 45,767,852

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

6. Tangible capital assets (continued):

2021	Assets under construction	Land and improvements	Building improvements equipment and IT	Building	Machinery equipment and vehicles	Drainage and transportation infrastructure	Water infrastructure	Sewer infrastructure	Total
Cost:									
Balance, beginning of year	\$ 2,075,540	\$ 7,619,825	\$ 10,289,214	\$ 18,296,090	\$ 10,972,859	\$ 13,560,931	\$ 3,241,091	\$ 4,868,436	\$ 70,923,986
Additions	3,120,133	-	387,522	91,010	714,100	93,390	248,183	136,796	4,791,134
Disposal	(4,623)	-	(3,600)	-	-	-	(37,583)	(13,351)	(59,157)
Transfers	(842,918)	-	-	377,364	-	465,554	-	-	-
Balance, end of year	4,348,132	7,619,825	10,673,136	18,764,464	11,686,959	14,119,875	3,451,691	4,991,881	75,655,963
Balance, beginning of year	-	-	3,473,186	5,381,495	7,274,362	9,130,608	1,211,438	2,638,927	29,110,016
Amortization	-	-	486,429	361,891	453,068	370,377	48,269	72,010	1,792,044
Disposals	-	-	(3,600)	-	-	-	(10,478)	(8,901)	(22,979)
Balance, end of year	-	-	3,956,015	5,743,386	7,727,430	9,500,985	1,249,229	2,702,036	30,879,081
Net book value, end of year	\$ 4,348,132	\$ 7,619,825	\$ 6,717,121	\$ 13,021,078	\$ 3,959,529	\$ 4,618,890	\$ 2,202,462	\$ 2,289,845	\$ 44,776,882

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

7. Assets held for resale:

Land held for resale consists of the bell subdivision, airport subdivision, and other lands. During the year, no land was sold. In the prior year, the District sold 2 airport subdivision properties and a gain of \$262,292 was recognized in the Consolidated Statement of Operations as general government expense.

8. Commitments and contingencies:

- (a) The District is responsible, as a member of the Regional District of Fraser-Fort George, for its portion of any operating deficits or capital debt related to functions in which it participates.
- (b) The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2021, the plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The District paid \$364,229 (2021 - \$387,222) for employer contributions to the Plan in fiscal 2022.

The next valuation will be as at December 31, 2024, with results available in 2025.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

8. Commitments and contingencies (continued):

(b) Continued:

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

(c) The District is obligated to collect and transmit property taxes levied on District of Mackenzie taxpayers in respect of the following bodies:

- Ministry of Education, Province of British Columbia
- Regional District of Fraser-Fort George
- British Columbia Assessment Authority
- Municipal Finance Authority
- Fraser-Fort George Regional Hospital District
- Royal Canadian Mounted Police

(d) The District is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible that the District, along with other participants, would be required to contribute towards the deficit. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.

(e) The District may be involved from time to time in legal proceedings, claims and litigation that arise in the normal course of business. As at December 31, 2022, there is a claim outstanding that management has determined the outcome to be undeterminable and thus no accrual has been recorded.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

9. Accumulated surplus:

Accumulated surplus consists of individual fund surpluses and reserve funds as follows:

	2022	2021
Surplus:		
Invested in tangible capital assets	\$ 45,767,852	\$ 44,776,882
General fund	9,562,047	9,347,135
Water utility fund	147,395	191,786
Sewer utility fund	188,441	181,532
Library fund	101,532	92,711
Total surplus	55,767,267	54,590,046
Reserve funds set aside for specific purposes by Council:		
Parkland	41,538	41,003
Gas tax	1,036,232	930,414
Fire department vehicle/equipment replacement	1,581,091	1,594,486
Vehicle/equipment replacement	3,650,010	3,399,847
General capital	4,100,092	3,783,995
Climate action	40,766	-
Northern Capital Planning (Schedule 1)	1,780,730	2,954,695
Capital renewal	2,014,669	1,804,623
Financial stability	2,168,302	2,442,066
Water	1,619,373	1,365,861
Sewer	386,220	145,863
Library - operating	70,000	70,000
Library - relocation allowance	5,000	5,000
Library - contracts	20,000	20,000
Total reserve funds	18,514,023	18,557,853
	\$ 74,281,290	\$ 73,147,899

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

10. Net taxation revenue:

As disclosed in note 8(c), the District is required to collect taxes on behalf of and transfer these amounts to the government agencies below:

	2022	2021
Taxes collected:		
General purposes	\$ 5,070,497	\$ 5,360,429
Collection for other governments	2,168,814	2,350,415
	7,239,311	7,710,844
Transfers to other governments:		
Provincial government	1,171,526	1,251,465
Fraser-Fort George Regional Hospital District	433,524	424,059
Regional District of Fraser-Fort George	330,132	382,607
B.C. Assessment Authority	44,601	54,838
Municipal Finance Authority	127	134
Royal Canadian Mounted Police	188,884	237,274
	2,168,794	2,350,377
	\$ 5,070,517	\$ 5,360,467

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

11. Government transfers:

The government transfers reported on the consolidated statement of operations and accumulated surplus are:

	2022	2021
Provincial grants:		
Unconditional	\$ 224,077	\$ 239,741
Carbon tax	67,082	4,114
Conditional	973,214	1,385,732
BC Hydro	2,543,705	2,597,754
Subtotal provincial grants	3,808,078	4,227,341
Federal grants:		
Conditional	-	4,300
Gas tax	221,340	432,869
Miscellaneous	62,089	43,918
Subtotal federal grants	283,429	481,087
Other grants:		
Forest Enhancement Society of BC	-	663,025
Fortis BC	128,893	187,363
Miscellaneous	452,143	467,310
Subtotal other grants	581,036	1,317,698
Total government transfers	\$ 4,672,543	\$ 6,026,126

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

12. Budget data:

The budget data presented in the consolidated financial statements is based upon the 2022 operating and capital budgets approved by Council on May 9, 2022. The table below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

	Budget amount
Revenue:	
Operating budget	\$ 24,136,196
Less:	
Other capital revenue	(4,579,325)
Transfer from reserve funds	(5,682,571)
Transfer from surplus funds	(433,326)
Transfer from invested in tangible capital assets	(1,786,032)
Total revenues	11,654,942
Expenses:	
Operating budget	24,136,196
Less:	
Transfers to reserve funds	(1,427,291)
Transfer to general fund	(51,707)
Capital expenditures	(10,261,896)
Total expenses	12,395,302
Annual surplus	\$ (740,360)

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

13. Segmented information:

Segmented information has been identified based upon lines of service provided by the District. District services are provided by departments and their activities are reported by functional area in the body of the consolidated financial statements. Certain lines of service that have been separately disclosed in the segmented information are as follows:

(a) General Government:

The general government operations provides the functions of corporate administration and legislative services and any other functions categorized as non-departmental in the District. It also administers economic development projects and provides grants to various community groups that provide recreational opportunities in the District.

(b) Protective Services:

Protective services is comprised of emergency management and regulatory services.

(c) Transportation Services:

Transportation services is responsible for a wide variety of services including the development and maintenance of the District's roadway systems through the Public Works department, snow removal and street lighting.

(d) Environmental and Public Health:

Environmental and public health provides the dental centre, mosquito control and maintenance of the cemetery to the residents of the District.

(e) Garbage and Waste Collection:

Garbage and waste collection provides garbage collection and disposal services to residents and businesses in the District.

(f) Community Services:

Community services is responsible for the construction and maintenance of the District's parks and green spaces. It provides for the operation of the community centre, library and recreation centre.

(g) Water Utility:

The water utility installs and maintains water wells, pump stations and the water reservoir. The treatment and distribution of water in the District through Public Works is included in this segment.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

13. Segmented information (continued):

(h) Sewer System:

The sewer system installs and maintains sewer mains, lift stations and the sewage lagoon. The collection and treatment of sewage in the District through Public Works is included in this segment.

The following statement provides additional information for the foregoing functions. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

13. Segmented information (continued):

2022	General Government	Protective Services	Transportation Services	Environmental and Public Health	Garbage and Waste Collection	Community Services	Water Utility	Sewer System	Total
Revenue:									
Taxation	\$ 5,070,517	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,070,517
User fees and licenses and permits	-	-	77,488	-	427,823	84,268	666,237	528,005	1,783,821
Sales of services	1,010	1,143	42,033	502	-	316,483	-	-	361,171
Government transfers	4,049,902	255,424	221,340	67,082	-	78,795	-	-	4,672,543
Other revenues	660,439	82,658	39,173	-	-	40,980	-	-	823,250
Income from investments in government business enterprises and partnerships	9,974	-	-	-	-	-	-	-	9,974
Total revenue	9,791,842	339,225	380,034	67,584	427,823	520,526	666,237	528,005	12,721,276
Expenses:									
Operating	628,550	401,542	907,255	72,656	-	828,863	285,322	210,266	3,334,454
Salaries, wages & employee benefits	1,200,997	605,690	1,113,689	18,288	173,445	2,358,273	186,601	82,903	5,739,886
Legislature	155,729	-	-	-	-	-	-	-	155,729
Amortization	56,198	140,691	703,263	48,763	-	732,831	76,308	87,774	1,845,828
Interest	1,135	-	-	-	-	-	-	-	1,135
Insurance	48,476	30,064	78,351	178	-	59,230	8,741	12,013	237,053
Professional services	80,542	-	-	-	-	5,000	-	-	85,542
Garbage disposal	-	-	-	-	188,258	-	-	-	188,258
Loss from investments government business enterprises and partnerships	-	-	-	-	-	-	-	-	-
Total expenses	2,171,627	1,177,987	2,802,558	139,885	361,703	3,984,197	556,972	392,956	11,587,885
Annual surplus (deficit)	\$ 7,620,215	\$ (838,762)	\$ (2,422,524)	\$ (72,301)	\$ 66,120	\$ (3,463,671)	\$ 109,265	\$ 135,049	\$ 1,133,391

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

13. Segmented information (continued):

2021	General Government	Protective Services	Transportation Services	Environmental and Public Health	Garbage and Waste Collection	Community Services	Water Utility	Sewer System	Total
Revenue:									
Taxation	\$ 5,360,467	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,360,467
User fees and licenses and permits	-	-	12,189	-	397,271	103,544	624,229	469,604	1,606,837
Sales of services	3,915	1,476	34,649	90	-	251,756	-	-	291,886
Government transfers	4,218,371	1,190,953	447,169	4,114	-	83,521	81,998	-	6,026,126
Other revenues	268,894	99,713	32,589	-	-	67,678	-	-	468,874
Total revenue	9,851,647	1,292,142	526,596	4,204	397,271	506,499	706,227	469,604	13,754,190
Expenses:									
Operating	709,798	1,145,474	831,521	48,389	-	751,140	248,294	213,755	3,948,371
Salaries, wages & employee benefits	1,205,556	678,864	1,195,767	10,921	165,157	2,358,528	155,795	58,479	5,829,067
Legislature	145,541	-	-	-	-	-	-	-	145,541
Amortization	51,768	146,048	654,211	48,763	-	738,918	71,738	80,598	1,792,044
Interest	190	-	-	-	-	-	-	-	190
Insurance	39,948	17,813	79,309	221	-	52,441	7,572	11,626	208,930
Professional Services	92,366	-	-	-	-	5,141	-	-	97,507
Garbage disposal	-	-	-	-	179,228	-	-	-	179,228
Loss from disposal fixed assets	4,623	-	-	-	-	-	27,105	4,450	36,178
Loss from investments in government business enterprises and partnerships	61,220	-	-	-	-	-	-	-	61,220
Gain on sale of assets held for sale	(262,292)	-	-	-	-	-	-	-	(262,292)
Total expenses	2,048,718	1,988,199	2,760,808	108,294	344,385	3,906,168	510,504	368,908	12,035,984
Annual surplus (deficit)	\$ 7,802,929	\$ (696,057)	\$ (2,234,212)	\$ (104,090)	\$ 52,886	\$ (3,399,669)	\$ 195,723	\$ 100,696	\$ 1,718,206

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2022

14. Significant taxpayers:

The District derives a significant portion of its taxation revenue from the major industry taxpayers. Any changes in this sector could have an impact on the ongoing operations of the District.

15. Comparative information:

Certain comparative figures have been reclassified from those previously presented to conform to the presentation of the 2022 financial statements. The changes do not affect prior year annual surplus.

DISTRICT OF MACKENZIE

Schedule 1 - Northern Capital Planning Grant
Year ended December 31, 2022
(Unaudited)

In fiscal 2020, the District was the recipient of \$2,459,000 under the Northern Capital and Planning Grant (NCPG) program from the Province of British Columbia.

	2022	2021
Opening balance of reserve	\$ 2,954,695	\$ 5,900,792
Reserve used	(1,234,941)	(2,989,858)
Interest	60,976	43,761
	\$ 1,780,730	\$ 2,954,695

DISTRICT OF MACKENZIE

Schedule 2 - COVID-19 Safe Restart Grant
Year ended December 31, 2022
(Unaudited)

In November 2020, the District was the recipient of a \$1,244,000 grant under the COVID-19 Safe Restart for Local Government program from the Province of BC. As the conditions for use of this grant funding allow local governments to use this funding where the greatest need arises, the entire \$1,244,000 amount received was recognized as revenue in 2020 and included in grant revenue on the Consolidated Statement of Operations and Accumulated Surplus. The District utilized \$249,336 within 2022 to cover operational costs and overall pandemic response expenses incurred since the beginning of the pandemic in the spring of 2020.

	2022
Balance of COVID-19 Safe Restart grant funds at December 31, 2021	\$ 373,574
Less amount utilized in 2022	
Audio visual upgrades	204,555
Computer and technology	5,915
General government	38,866
	249,336
Audio visual upgrades	124,238
Total 2022 allocation of COVID-19 Safe Restart grant	124,238
Remaining COVID-19 Safe Restart Grant	\$ -

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: July 17, 2023

Subject: COTW Council Procedure

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

At the June 26th Regular Council meeting, a review of Committee of the Whole (COTW) meeting procedures in similarly sized communities evaluating the inclusion of public question and comment periods was provided to Council. Recommendations to amend the council procedure bylaw were presented for Council's Consideration.

Administration was directed to move forward with the process to amend Council Procedure Bylaw No. 1470, 2022 to add a public comment and question section near the beginning of the COTW agenda. To do this, the proposed amendment adds new sections to the council procedure bylaw which formalizes the COTW meeting procedure and includes a Public Comments and Questions item. The proposed amendment also changes the section on the rules and procedures of public comment and question periods so that these rules now apply to the public comment and question portions of COTW meetings.

The details of the amended changes have been mailed out to residents and posted on the District Website and Facebook page for review from the public. Administration is recommending the first three readings of the Council Procedure amendment Bylaw No. 1504, 2023 during the Bylaw section of this agenda.

COUNCIL PRIORITIES:

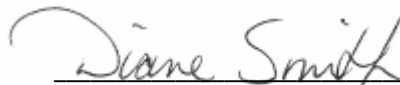
Strong Governance and Finances

- 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,



Rowan Paulsen
Local Government Intern



Approved for Submission to Council

COUNCIL REPORT

To: Mayor & Council

From: Recreation Services

Date: July 20, 2023

Subject: Outdoor Smoking Shelter

RECOMMENDATION:

THAT Council direct staff how to proceed with the Outdoor Smoking Shelter options brought forward.

BACKGROUND:

Council requested staff bring back a report on the cost to purchase and place an outdoor smoking shelter on the property of the Recreation Centre to deal with people assembling by the entrance smoking. Staff reviewed existing structures in town and received a quote from Ventures Limited for one similar to the hospital (Option A), including installation the cost is \$33,217.41 plus PST. There are cheaper structures (Option B), starting around \$4,000 plus \$3000 for installation, but they are less visually pleasing.

SUMMARY:

Recreation staff recommend the outdoor smoking shelter placement be considered as part of the master landscape plan that is being created through the Active Transportation Plan for the Recreation Centre property. In the meantime, stepping up bylaw enforcement should be considered at this location and consideration should be given to the potential of people sleeping in a structure located out front of the Recreation Centre.

BUDGETARY IMPACT:

Funding for this purchase has not been approved in the 2023 – 2027 Financial Plan Bylaw.

COUNCIL PRIORITIES:

Community and Social Development

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

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.

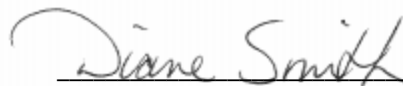
Respectfully Submitted,



Terry Gilmer
Director of Recreation Services



Kerri Borne
Chief Financial Officer



Approved for Submission

Option A



Option B



COUNCIL REPORT

To: Mayor and Council

From: Operations

Date: July 19, 2023

Subject: Vehicle Replacement – 2023 Chevrolet Colorado

RECOMMENDATION:

THAT Council awards the purchase of a 2023 Chevrolet Colorado from Wood Wheaton Supercenter in the amount of \$51,728 plus GST;

AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.

BACKGROUND:

Staff have made the recommendation that the 1997 GMC truck that is used within the Public Works department is no longer in a condition to be part of the fleet vehicles. The truck is in its 26th year of operation, which has far surpassed its expected useful life of 15 years. The cost to maintain and repair the vehicle is more costly than the current worth of the vehicle, so staff are proposing to purchase a replacement vehicle.

When researching for quotes, an electric truck was considered as per the newly adopted Green Fleet Policy 6.8. The price came back double the amount of the other quoted trucks. There were no hybrid options in Prince George or the surrounding areas, with the nearest place being Grande Prairie, Alberta. Since our mechanics are unable to currently work on electric or hybrid vehicles as it requires further training along with new testing equipment, it would be more efficient to purchase an electric or hybrid vehicle from Prince George instead of driving long distances to service the vehicle when required.

PROCUREMENT:

Staff followed the procurement policy and obtained three quotes for a replacement truck. The quotes listed below include a 5% contingency:

1. Wood Wheaton Superstore (2023 Colorado) = \$51,728 plus GST
2. Prince George Ford (2023 Maverick) = \$63,416 plus GST
3. Prince George Ford (2023 Ford 1-50 Electric) = \$119,986 plus GST

BUDGETARY IMPACT:

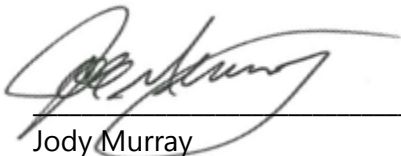
\$51,728 would be allocated from the Vehicle and Equipment Replacement Reserve to support the recommendation.

COUNCIL PRIORITIES:

Strong Governance and Finances

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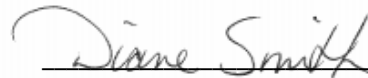
Respectfully Submitted,



Jody Murray
Director of Operations



Kerri Borne
Chief Financial Officer



Approved for Submission to Council

COUNCIL REPORT

To: Mayor & Council

From: Recreation Services

Date: July 11, 2023

Subject: Autumn Lodge – Potential New Location

RECOMMENDATION:

THAT Council provides staff with direction on the next steps.

BACKGROUND:

The Mackenzie Autumn Lodge Society is looking for a new location due to the impending demolition of the Ernie Bodin Community Centre. Recreation staff suggested they view the space at the Recreation Centre previously occupied by the Mackenzie Mountaineers. Members of the Mackenzie Autumn Lodge Society visited the space and recently informed staff that this solution would work with the addition of some appliances and a countertop (see attached letter). Initial discussions involved the Autumn Lodge covering rent and the cost of any additions.

The dressing room was previously rented for \$200 a month and the office for \$50 a month, with an annual rental revenue of \$3,000. Staff feel this would at least cover any additional costs associated with hydro that would not have been accrued if the space was to remain empty.

SUMMARY:

The Recreation Centre is the central hub of the community. Having more seniors around during the day would help increase participation levels and increase usage for the facility in traditionally slower hours. Staff see this move as a way of strengthening the partnership with this user group, and as a way to improve on the services the District provides seniors in the community.

BUDGETARY IMPACT:

\$3,000 annual revenue

COUNCIL PRIORITIES:

Community and Social Development

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

Strong Governance and Finances

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Respectfully Submitted,



Terry Gilmer
Director of Recreation Services



Kerri Borne
Chief Financial Officer



Approved for Submission to Council



June 26, 2023

Terry Gilmer
Recreation Services
Bag 340
Mackenzie, B.C.
V0J2C0

Dear Terry;

Re: **Mackenzie Autumn Lodge Society Relocation**

Thank you for your ongoing support in this relocation process. This is a follow-up to our conversation and visit to the rec centre. After viewing the available space the board of Mackenzie Autumn Lodge Society is excited to explore the opportunity to relocate to the rec centre. I want to communicate our understanding of what could happen and

explain how it will be a huge benefit to the society and to the community.

The space now occupied by the Mountaineers dressing room will be great as a place to meet for society members. A usual week would have this room used Tuesday and Thursday for cards, social gathering, and lunch. On Wednesday a group of seniors meets to play cards. The executive is aware this space will increase our capacity to provide more programs for seniors.

The “office” used by the Mountaineers is an excellent venue for the society’s employees to conduct their work.

The bathroom is in an excellent location but some work is required to make it accessible to some of the seniors who rely on wheelchairs. The “lift” is wonderful as it brings wheelchairs or scooters right to the main entrance of the room.

Because of two weekly lunches a kitchen would be required. The Mackenzie Autumn Lodge Society employees a cook to prepare lunches two days a week. The room that overlooks the ice could be used as a kitchen. If appliances and counter space were set along the outside wall it could easily be separated from the rest of the room by an extendable door. This kitchen would also be available for use by other arena users.

Having the rec centre as a “home” creates a world of opportunity for the seniors. Seniors can walk, use the pool or gym, swim, play pickle ball, be involved in the many activities

that are provided by rec centre staff, before or after regular meetings. In addition, when the seniors plan a special event the entire facility, especially the meeting rooms, is available. There would be no more accessibility issues coming from the outside and when inside the building. The seniors are wanting to be more involved and inclusive with young and old members of Mackenzie. The visibility that comes with being in the rec centre is a huge step in that direction and makes it easier for interaction and involvement.

The Mackenzie Autumn Lodge Society is excited for this partnership with you as we work together in moving forward with this proposal. We understand there is a cost for rental and also that purchase and installation of kitchen appliances, counters, cupboards etc. have to be discussed. We are willing to co-operate with you, apply for grants, or do anything that will help establish this new home for the seniors of Mackenzie.

Please contact me if you have questions, concerns or suggestions. We are grateful for this opportunity and will do everything in our power to make it a win/win for the seniors and the district. Thanks for your consideration and assistance.

Sincerely,

A handwritten signature in cursive script that reads "Adele Barnes".

Adele Barnes

Vice-President

Mackenzie Autumn Lodge Society

COUNCIL REPORT

To: Mayor and Council

From: Accessibility and Inclusion Advisory Committee

Date: July 18, 2023

Subject: 1st and 2nd Quarter Activity Report

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

The Access and Inclusion Advisory Committee (AIAC) is a Select Committee of Council established to provide advice and recommendations to Council on matters relating to citizens with disabilities, seniors and other citizens with access issues that may impede participation in everyday aspects of community living.

The AIAC mandate is as follows:

- a) To inform all citizens of the Committee's purpose and to identify existing social and physical barriers.
- b) To provide advice and information in regard to future planning of municipal services, programs and facilities.
- c) To work with Council to increase public awareness of the issues of accessibility and inclusion for people with disabilities, seniors, and all citizens.

1st and 2nd Quarterly Activity Report

Over the last six months, committee activity has primarily focused on assisting the District with public engagement and the drafting of the District's Age-Friendly Accessibility and Inclusion Action Plan. In addition, committee members have participated in community events and seminars to solicit feedback from residents on accessibility in Mackenzie as well as to create awareness of the committee and their work.

The following table provides a detailed outline of the activities over the last six months:

Date:	Activity:
January 17, 2023	Initial Meeting of Committee – Roles, Responsibilities
February 23-24, 2023	Focus Group Meetings (3) with Age Friendly Consultant – day evening and wheelchair tour of select businesses
February 25, 2023	Winter Quest Business Market
March 2, 2023	WorkBC Diverse Abilities Market
March 30, 2023	Entrepreneur for Disabilities Information Session
April 11, 2023	Review Consultants Draft Report and provide feedback
April 21, 2023	Northern Health Fall Prevention Information Session
April 26, 2023	New Horizon Stakeholder Meeting
May 5-6, 2023	Chamber of Commerce Trade Expo
June 2, 2023	Rick Hansen Accessibility Week – The Power of Inclusive Minds
May 20 – June 2, 2023	Accessibility Week Display Mackenzie Library
May 31, 2023	Red Shirt Day
June 1, 2023	Intergenerational Day – Taco in a bag lunch at both schools
June 28, 2023	Development Permit Area Meeting with District
June 28, 2023	New Horizon Stakeholder Meeting
Ongoing Activities	
Design and develop informational brochures – used to create awareness within the community	
We are providing feedback to the district related to issues/concerns and some recommendations related to accessibility and inclusion for all community members	
We work closely with existing organizations that support an age friendly community including the New Horizon Project, Mackenzie Autumn Lodge Society and Mackenzie Community Services	
Business and Professional Service Visits – introduction and sharing information, creating awareness, and offering site visits by committee member that uses a wheelchair to demonstrate accessibility	

Committee Meeting Minutes

The minutes from the committee meetings held on January 17, 2023, February 7, 2023, March 15, 2023, April 11, 2023, April 14, 2023, and April 27, 2023, have been attached for Council's consideration.


Formal standing invitations to each of the groups listed in the AIAC Terms of Reference have been sent. Several new members joined the Quarterly Meeting held in July, with hope for further participants at the next meeting in September. Minutes of the July and September meetings will be included in the next quarterly report.

COUNCIL PRIORITIES:

Community and Social Development

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

Respectfully Submitted,


Elizabeth Blackburn
Accessibility and Inclusion Advisory Committee Chair


Approved for Submission to Council

Access and Inclusion Advisory Committee Meeting

Minutes

April 27, 2023, 1:00 p.m.

District Office, 1 Mackenzie Boulevard

Zoom:

<https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGlrQT09>

Phone: 1-855-703-8985 (Toll-free)

Meeting ID: 936 3501 6031 Passcode: 939381

Committee Present: Chair E. Blackburn, C. Carter, D. Schindler, K. Grywinski

Committee Absent: A. Pek

Staff Present: Economic Development Clerk R. Dumoulin, Councillor R.
McMeeken

1. CALL TO ORDER

CALLED TO ORDER AT 1:02pm.

Chair Blackburn acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. ADOPTION OF MINUTES

2.1 AIAC Committee Meeting - April 14, 2023

The minutes of the April 27, 2023, AIAC Committee Meeting were adopted as presented.

3. ADOPTION OF AGENDA

Moved by: C. Carter

THAT the Agenda be adopted as presented.

CARRIED

4. CORRESPONDENCE

No correspondence at this time.

5. REPORTS AND DISCUSSION TOPICS

5.1 Spring Expo - Trade Show Preparation

- Spring Expo Schedule

Friday 4-8pm - Liz, Kimberly, & David

Saturday 10am-12pm - Liz

Saturday 12-1pm - David, Liz

Saturday 1-5pm - Kimberly & Liz

- Scavenger Hunt

- Rachelle to make Accessibility & Inclusion business cards with a QR code, which will be hidden at various booths at the Expo
- Rachelle to format and finalize pamphlets with DOM branding
- Raye will purchase Bingo dabbers to be used for the scavenger hunt
- Liz will take care of the prizes
- Rachelle will connect with the Chamber of Commerce to find out the table number for the Expo and email the committee the information
- Rachelle to cut and laminate Match Game for Expo game
- Cassandra to bring White Board for display
- Rachelle to provide a brochure holder for the pamphlets
- Rachelle to print 2-sided colouring sheets to give out to children

5.2 Inter-Generational Day - June 1, 2023

- Local seniors will be providing a hot lunch that day at Morfee Elementary and Mackenzie Secondary School

5.3 Accessibility Week - May 29 to June 2 (Red Shirt Day - Wed. May 31, 2023)

- Brainstorming ideas - Considering renting the Rec Centre Event Space and have booths hosted by seniors teaching the youth their individual skills.
- Committee members to reach out to their people and come back to discuss possible ideas.
- Request the District of Mackenzie to light up the Recreation Centre the colour red for Wednesday, May 31, 2023 in support and recognition of Red Shirt Day.

5.4 Quarterly Meeting

Committee members to look into their availability for the next quarterly meeting in July.

Resolution: Light up Rec Centre red for Red Shirt Day

Moved by: C. Carter

Request the District of Mackenzie to light up the Recreation Centre red on May 31, 2023 to recognize Red Shirt Day.

CARRIED

6. NEW BUSINESS

- Volunteer Hub
- Accessibility Signage

7. REVIEW OF ACTION ITEMS

8. NEXT MEETING DATE

9. ADJOURNMENT

THAT the meeting be adjourned at TIME.

Mayor

Corporate Officer

Access and Inclusion Advisory Committee Meeting

Minutes

April 14, 2023, 10:00 a.m.

District Office, 1 Mackenzie Boulevard

Zoom:

<https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGlrQT09>

Phone: 1-855-703-8985 (Toll-free)

Meeting ID: 936 3501 6031 Passcode: 939381

Committee Present: Chair E. Blackburn, D. Schindler, K. Grywinski

Committee Absent: C. Carter, A. Pek

Staff Present: Councillor R. McMeeken, Director of Corporate Services E.
Kaehn, Economic Development Clerk R. Dumoulin

1. CALL TO ORDER

CALLED TO ORDER AT 10:10 am.

Chair Blackburn acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. ADOPTION OF MINUTES

2.1 AIAC Committee Meeting - April 11, 2023

The minutes of the April 11, 2023 AIAC Committee Meeting were adopted as presented.

3. ADOPTION OF AGENDA

Moved by: K. Grywinski

THAT the Agenda be adopted as presented.

CARRIED

4. CORRESPONDENCE

N/A

5. REPORTS AND DISCUSSION TOPICS

5.1 Draft Mackenzie Age-Friendly Accessibility and Inclusion Action Plan

The Committee reviewed the Draft Mackenzie Age-Friendly Accessibility and Inclusion Action Plan and shared feedback to be forwarded to Kate Milne, Principal of Cardea Health Consulting, to incorporate in the plan.

6. NEW BUSINESS

N/A

7. REVIEW OF ACTION ITEMS

8. NEXT MEETING DATE

A doodle poll has been sent out for the Trade Show prep meeting the week of April 24th. Please respond by April 20th if possible. The next regularly scheduled meeting will be held in July.

9. ADJOURNMENT

Moved by: K. Grywinski

THAT the meeting be adjourned at 12:00 pm.

CARRIED

Chair

Corporate Officer

Access and Inclusion Advisory Committee Meeting

Minutes

April 11, 2023, 9:00 a.m.

District Office, 1 Mackenzie Boulevard

Zoom: <https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGlrQT09>

Phone: 1-855-703-8985 (Toll-free)

Meeting ID: 936 3501 6031 Passcode: 939381

Committee Present: Chair E. Blackburn, C. Carter, D. Schindler, A. Pek, K. Grywinski

Staff Present: Councillor R. McMeeken, Director of Corporate Services E. Kaehn,
Economic Development Clerk R. Dumoulin

Visitors Present: C. Smirle - Legislative Clerk/Executive Assistant

1. CALL TO ORDER

CALLED TO ORDER AT 1:10 pm.

Chair Blackburn acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. ADOPTION OF MINUTES

2.1 AIAC Committee Meeting - January 17, 2023

The meeting minutes from January 17, 2023 were adopted as presented.

2.2 AIAC Committee Meeting - February 7, 2023

The meeting minutes from February 7, 2023 were adopted as presented.

2.3 AIAC Committee Meeting - March 15, 2023

The meeting minutes from March 15, 2023 were adopted as presented.

3. ADOPTION OF AGENDA

Moved by: D. Schindler

THAT the Agenda be adopted as presented.

CARRIED

4. **CORRESPONDENCE**

N/A

5. **REPORTS AND DISCUSSION TOPICS**

5.1 Draft - Mackenzie Age-Friendly Accessibility and Inclusion Action Plan

Moved by: Chair E. Blackburn

THAT the Committee defer this item and set a separate meeting at 10:00 am Friday April 14, 2023 to discuss and share feedback on the recommendations in the Age-Friendly Accessibility and Inclusion Action Plan

CARRIED

5.2 Memorial Bench Program - Draft Report

Moved by: Chair E. Blackburn

THAT the draft memorial bench report wording be amended as follows:

- Increase the recommended cement pad size depicted in the image from 30" by 48" to 36" by 48"
- Going forward, and where possible to adjust now, ensure the approach to benches installed be accessible for all with appropriate grading and compaction based on best practices.

CARRIED

5.3 Trade Show Booth

The committee shared several suggestions for the AIAC booth at the Trade Show. Chair Blackburn shared several brochures and activity ideas with the group for the event. A meeting will be arranged for the week of April 24th to solidify plans and volunteer shifts.

5.4 Marketing Brochure

Chair Blackburn shared several brochures she drafted as examples to be handed out at the Trade Show and to have online. The committee was asked to provide feedback by Monday, April 17, 2023. District staff will assist with branding and printing once the content has been finalized.

5.5 Let's Chat Mackenzie

Discussion took place about creating a page on the Let's Chat Mackenzie or the District website to host all our accessibility committee activities, the action plan, upcoming events, and resources.

5.6 Accessibility Week

Moved by: Chair E. Blackburn

THAT the Committee request Council join the Federal and Provincial governments in acknowledging the following dates:

- May 28 - June 4, 2023 - "National AccessAbility Week"; and
- Wednesday, May 31, 2023 - "National Red Shirt Day";

AND THAT the Committee request that the Recreation Centre front window be lit up in red for the week of May 28 - June 4, 2023.

CARRIED

5.7 Better at Home Program

Moved by: Chair E. Blackburn

THAT District staff invite the Better at Home program coordinator to present at an upcoming AIAC Committee Meeting.

CARRIED

5.8 Woodlands Trailer Court

Discussion took place in regard to private snow removal in mobile home parks and multi-family complexes. Concerns were brought forward about inadequate snow removal taking place in these locations this past year and that it is both an accessibility and safety issue. District staff will look into this further bring back information to the committee at an upcoming meeting.

It was suggested that when the committee creates a package for local businesses about little changes that can be made to help make their establishment more accessible, that these informational brochures also be given to the multi-family residential complexes and mobile home parks. A separate winter accessibility / snow removal brochure was also suggested that could be sent out to all residents and businesses prior to each winter.

6. NEW BUSINESS

Discussion took place about the SPARC BC (Social Planning and Research Council of BC) grant of up to \$500 towards accessibility awareness projects. The grant has not opened up yet, but once it does, the committee will meet to make recommendations on what the District should apply for.

7. REVIEW OF ACTION ITEMS

8. NEXT MEETING DATE

The next quarterly meeting will take place in July. Committee members are asked to connect with Chair Blackburn with holiday schedules to help set the meeting date.

A meeting will be held at 10:00 am Friday, April 14, 2023 to discuss feedback on the Draft Age-Friendly Accessibility and Inclusion Action Plan.

A doodle poll will be sent out by staff to set a meeting during the week of April 24th to finalize plans for the Trade Show booth.

9. ADJOURNMENT

Moved by: C. Carter

THAT the meeting be adjourned at 2:41 pm.

CARRIED

Chair

Corporate Officer

Access and Inclusion Advisory Committee Meeting

Minutes

March 15, 2023, 2:00 p.m.

District Office, 1 Mackenzie Boulevard

Zoom:

<https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGlrQT09>

Phone: 1-855-703-8985 (Toll-free)

Meeting ID: 936 3501 6031 Passcode: 939381

Committee Present: Chair E. Blackburn, C. Carter, D. Schindler, A. Pek, K. Grywinski

Staff Present: Economic Development Clerk R. Dumoulin, Director of
Corporate Services E. Kaehn, Councillor R. McMeeken

1. CALL TO ORDER

CALLED TO ORDER AT 2:00 pm.

Chair Blackburn acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. ADOPTION OF AGENDA

Moved by: K. Grywinski

THAT the Agenda be adopted as amended.

CARRIED

3. REPORTS AND DISCUSSION TOPICS

3.1 Access and Inclusion Age-Friendly Action Plan - Debrief Discussion

Committee members reviewed the suggestions and comments provided on sticky notes from the Winter Market and Diverse Abilities Expo. Comments will be forwarded to Kate Milne, Cardia Health Consulting, to include in her report. A few key suggestions discussed were:

- **Benches** - more benches in town and along trails to encourage walking. Also there are a lot of benches that end up covered in snow in the winter and aren't accessible year round. Update the Memorial Bench Program to ensure new installation are more accessible. Funding is available through the New Horizon's program to establish a Men's Shed project. There could be a possible collaboration with them and the MCAC to build and install new benches.
- **Signage** - it was expressed that signage should be more clear, ie. not using the word "Handicap", and replacing the use of the static seated person for future signage installations.
- **Trails** - it was identified there is a lack of signage and emergency information along the trails.
- **Walking Track** - it was identified that a number of people want to see an indoor walking track built.
- **Environment** - it was suggested that the District start a new campaign to promote less littering. Examples provided were "Don't Mess with Texas" or "Don't Mess with the Don" (Toronto).
- **Garbage Cans** - it was mentioned that there was a lack of garbage cans or that they have been removed and not replaced.

Moved by: K. Grywinski

THAT the AIAC submit a report to Council recommending changes to the Memorial Bench Program, including, but not limited to, increasing the size of the base to add an additional 48 inches to one side to allow someone in a wheelchair to sit beside those they are with utilizing the bench.

3.2 Public Engagement

The Committee discussed ways to communicate to the public the small gains/wins that have already taken place since the committee formed. Options suggested:

- Utilizing Let's Chat Mackenzie
- Social Media Posts
- The Macktown Buzzette

3.3 Let's Chat Mackenzie

The Committee decided to continue using the Let's Chat Mackenzie - Accessibility and Inclusion webpage for further community engagement following the action plan project. The page will include the following:

- Suggestion Box - made public, where people can like and comment on suggestions made by others
- Advisory Committee Information
- A list of actions completed to date
- Future engagement events

3.4 Accessibility and Business

The Committee discussed ways to spread awareness to businesses that require accessibility and inclusion improvements, such as:

- Provide informational hand-outs to all businesses in Mackenzie
- First person experience activities at the business owner's establishment
- After the report is complete - advertise businesses that are fully accessible (DoM Website, Let's Chat Mackenzie, or Chamber of Commerce business directory)

Rachelle will be speaking to the Chamber of Commerce directors about possibly adding a business award that celebrates accessibility.

3.5 Gantahaz Lake

Concerns were brought up about the Gantahaz Lake Outhouse door being broken again.

3.6 Swag

There is over \$200 in SPARC BC Accessibility grant funding available that needs to be spent by end of March. It was decided to order some swag for the Spring Expo table and upcoming public engagement activities.

3.7 Upcoming Public Engagement Activities

The Committee decided that it would be beneficial to host a table at the Spring Expo from May 5-6, 2023. District will make arrangements.

Accessibility Week is coming up from May 29 - June 2, 2023. Committee members are asked to bring back ideas to the next regular meeting.

4. **NEXT MEETING DATE**

Next meeting will be held April 11, 2023.

5. **ADJOURNMENT**

Moved by: A. Pek

THAT the meeting be adjourned at 3:35 pm.

CARRIED

Chair Blackburn

Corporate Officer

Access and Inclusion Advisory Committee Meeting

Minutes

February 7, 2023, 12:00 p.m.

Link: <https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGlrQT09>

Phone: 1-855-703-8985 (Toll-Free)

Meeting ID: 936 3501 6031

Passcode: 939381

Committee Present: Chair E. Blackburn, C. Carter, K. Grywinski, D. Schindler

Committee Absent: Councillor R. McMeeken, A. Pek

Staff Present: Director of Corporate Services E. Kaehn, Economic Development Clerk
R. Dumoulin

1. CALLED TO ORDER AT 12:00 PM

Emily Kaehn, Director of Corporate Services acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. ADOPTION OF MINUTES

N/A

3. ADOPTION OF AGENDA

Moved by: C. Carter

THAT the Agenda be adopted as presented.

CARRIED

4. CORRESPONDENCE

4.1 Invitation to "Diverse Abilities" - An Expo of Inclusion and Accessibility

Moved by: Chair E. Blackburn

THAT the Mackenzie Access and Inclusion Advisory Committee host a table at the "Diverse Abilities" Expo on March 2, 2023.

CARRIED

5. REPORTS AND DISCUSSION TOPICS

5.1 Discussion - Access and Inclusion Survey

The committee provided feedback on the Access and Inclusion survey which was launched Friday February 3, 2023. The overall feedback was that the survey should be changed to not just be seniors focused and that the pre-amble and messaging be more clear to reflect the goal of "accessibility for all". There were also questions on how the data will be interpreted. Staff said they would connect with Cardea Health Consulting to see what changes could be made to the survey and to discuss survey interpretation.

5.2 Discussion - Access and Inclusion Open House

It was decided to continue with the original plans to host two open house events at the Mackenzie Legion on February 21, 2023. A virtual townhall presentation/webinar option was considered for later in the month or early March - not confirmed.

5.3 Discussion - WinterQuest Market - February 25th

Committee members were interested in participating in the event and would connect with Rachelle Dumoulin, Economic Development Clerk, to book at shift at the booth.

5.4 Discussion - Kate Milne's Trip to Mackenzie

Staff will send a copy of the stakeholder list to the committee members for input.

6. NEW BUSINESS

N/A

7. REVIEW OF ACTION ITEMS

N/A

8. NEXT MEETING DATE

The next Access and Inclusion Committee Meeting will be held in April 2023. A doodle poll for availability will be sent out in March.

9. **ADJOURNMENT**

Moved by: Chair E. Blackburn

THAT the meeting be adjourned at 1:05 pm.

CARRIED

Mayor

Corporate Officer

Access and Inclusion Advisory Committee Meeting

Minutes

January 17, 2023, 9:00 a.m.

District Office

1 Mackenzie Boulevard

Mackenzie, BC, V0J 2C0

Committee Present: Chair E. Blackburn, C. Carter, D. Schindler, A. Pek, K. Grywinski

Staff Present: Economic Development Clerk R. Dumoulin, Director of
Corporate Services E. Kaehn, Councillor R. McMeeken

Visitors Present: Kate Milne, Principal at Cardea Health Consulting

1. CALL TO ORDER

CALLED TO ORDER AT 9:05 am.

Chair Blackburn acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. INTRODUCTION OF COMMITTEE MEMBERS

Emily Kaehn, Director of Corporate Services led the introduction of staff and new committee members.

3. REVIEW OF TERMS OF REFERENCE

Advisory Committee reviewed the Terms of Reference and made note that there were several organizations that may benefit from a standing invitation. They recommended Section (f) of the Terms of Reference include the following organizations:

- Special Olympics
- Canadian National Institute for the Blind
- Morfee Elementary School Parent Advisory Council
- Mackenzie Secondary School Parent Advisory Council

4. ELECTION OF CHAIR

Moved by: K. Grywinski

THAT Elizabeth Blackburn be elected Chair of the District of Mackenzie Access and Inclusion Advisory Committee.

CARRIED

5. ADOPTION OF MINUTES

N/A

6. ADOPTION OF AGENDA

Moved by: K. Grywinski

THAT the Agenda be adopted as presented.

CARRIED

7. CORRESPONDENCE

8. REPORTS AND DISCUSSION TOPICS

8.1 Discussion - Committee Influencing Action

District staff provided a brief overview of how the committee fits within the overall decision-making process of the District.

8.2 Discussion - Access and Inclusion Age-Friendly Action Plan

Kate Milne, Principal Consultant at Cardea Health Consulting, and District staff will provided an overview of the District's Access and Inclusion Age-Friendly Action Plan project and how the committee will be involved in its creation.

9. NEW BUSINESS

N/A

10. REVIEW OF ACTION ITEMS

11. NEXT MEETING DATE

The next regular meeting will be held in April 2023.

12. **ADJOURNMENT**

Moved by: C. Carter

THAT the meeting be adjourned at 10:30 am.

CARRIED

Mayor

Corporate Officer

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Councilor Wright

Date: July 2023

Subject: Report for July 2023

Date:	Activity:
June 21, 2023	Attended National Indigenous Day celebrations in McLeod Lake. (Did so also in role as Mackenzie Community Services staff.)
June 21, 2023	Completed 12 th Indigenous Canada module, which was the final module.
June 28, 2023	Attended New Horizons Stakeholder meeting as Council Liaison.
June 29, 2023	Meeting with Mackenzie constituent over dog infrastructure in Mackenzie.
July 5, 2023	Meeting with Mayor Atkinson and CAO Smith, where many topics were discussed including District communication, tourism and mental health.
July 6, 2023	Have been accepted as a Family and Youth Ambassador with Foundry BC, attended orientation session.
July 7, 2023	Organized and facilitated the second Mackenzie Youth Roundtable.
July 11, 2023	Meeting with constituent Shannon Bezo about youth in Mackenzie.
July 12, 2023	Participated in a meeting with BC Ambulance officials at District office. (Did so in role as Constituency Assistant to MLA Mike Morris.)
July 16, 2023	Attended the first Speakers Series event hosted by Mackenzie Community Services, learned from local Jim Tuck about the different plants and animals in the John Dahl Park.
July 17, 2023	Attended the first half of NDI's Travelling Roadshow on Accessing International Workers, with representatives from the Department of Immigration, Refugees and Citizenship Canada and BC's Ministry of Municipal Affairs.
July 17, 2023	Attended meeting with Mayor Atkinson, CAO Smith, RDFFG Chair Lara Beckett, RDFFG's Director of Environmental Services Laura Zapotichny and MLA Mike Morris to discuss concrete and asphalt recycling/waste in the Mackenzie area. (Did so in role as Constituency Assistant to MLA Mike Morris.)

Respectfully Submitted,
Councilor Wright

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Councillor McMeeken

Date: July 18, 2023

Subject: Report for the Months of June & July 2023

Date:	Activity:
June 27, 2023	Attended the Downtown Revitalization Zoning workshop.
July 1, 2023	Attended the Canada Day celebrations at the Recreation Centre
July 4, 2023	Attended the Accessibility and Inclusion Quarterly meeting

Respectfully Submitted,
Councillor McMeeken

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Councillor Viktor Brumovsky

Date: July 2, 2023

Subject: Report for the Month of June 2023

Date:	Activity:
June 6	Participated in the Chamber of Commerce's monthly Director's meeting.
June 7	Attended the Enbridge Sunrise Expansion project open house and discussed our desire for local supply and employment opportunities as well as project construction and environmental impacts with their representatives.
June13	Attended a tour of the Iris Energy facility in the industrial site.
June 20	Attended session with Council and senior administration on council's role in the event of a local emergency such as a forest fire evacuation.
June 27	Participated in a stakeholder workshop to kick off the development of the District's creation of development permit areas for the downtown core and for local riparian areas. The meeting laid the groundwork and expectations for the project and gathered initial input from local stakeholders.

Respectfully Submitted,
Councillor Brumovsky

DISTRICT OF MACKENZIE

Bylaw No. 1504, 2023

A bylaw to amend Council Procedure Bylaw No. 1470, 2022

WHEREAS the Council of the District of Mackenzie deems it prudent and desirable to amend its Council Procedure Bylaw;

NOW THEREFORE BE IT RESOLVED that the Council of the District of Mackenzie in open meeting assembled, **HEREBY ENACTS** as follows:

1. That Bylaw No. 1470 cited as "Council Procedure Bylaw No. 1470, 2022" is hereby amended as follows:
 - A. By adding the following to new sections immediately after Part 4 Section 18 (1), and renumbering the subsequent sections accordingly:
 - (2) The agenda for all COTW meetings contains the following matters in the order in which they are listed below and all COTW meetings must be conducted in accordance with the following provisions:
 - a. Call to Order
 - b. Public Comments and Questions
 - i. Council may allow up to 20 minutes during this time to answer inquiries from the media and members of the public, but such comments and questions must be strictly limited to matters considered by the Council at that particular meeting. This portion of the agenda may be extended only by unanimous vote of Council.
 - ii. Written submissions in response to the published agenda of an upcoming meeting, whereby the author will not be present at the meeting either in-person or by electronic communication, must be received by the Corporate Officer, or designate, by 4:30 pm on the date of the Council meeting. The Corporate Officer will present these submissions to Council for the record during this portion of the agenda.
 - c. Reports

d. Other Business

e. Adjournment."

- B. By deleting the current text in Part 4 Section 19(1) and replacing it with the following:

"The following rules and procedures apply during both the "Public Comment and Questions" as well as "Inquiries" portions of the regular meetings of Council and COTW meetings, unless otherwise stated:

- a) When recognized by the presiding member, and only after giving their name and address for the record, persons from the audience may address Council on a matter related to the agenda;
- b) When speaking during the "Public Comment and Questions" and "Inquiries" segments of the agenda, a person must:
 - i. Address their remarks to the presiding member;
 - ii. Use respectful language;
 - iii. Not use offensive gestures or signs; and
 - iv. Only address current agenda items.
- c) The "Public Comment and Questions" section shall be limited to twenty (20) minutes, unless extended by way of a resolution adopted by a unanimous vote of the Council members present;
- d) The Mayor may determine, at his or her discretion, when to conclude the "Inquiries" portion of a meeting;
- e) Each address must be limited to 2 minutes unless a longer period is agreed to by unanimous vote of those members present;
- f) At the discretion of Council, audience members may address Council more than once, but only after all other audience members who wish to speak have had their opportunity;
- g) A summary of questions asked, and input received, including the name of the individual, will be included in the recorded minutes."

2. This bylaw may be cited for all purposes as "Council Procedure Amendment Bylaw No. 1504, 2023."

READ a first time this _____ day of _____, 2023.

READ a second time this _____ day of _____, 2023.

READ a third time this _____ day of _____, 2023.

ADOPTED this _____ day of _____, 2023.

I hereby certify the foregoing
to be a true and correct copy
of District of Mackenzie Bylaw
No. 1504 cited as "Council
Procedure Bylaw Amendment
Bylaw No. 1504, 2023".

Mayor

Corporate Officer

Corporate Officer



ROCKIN' THE RIDGELINE

July 29, 2023

MUSIC, BIKE & ART FESTIVAL – MACKENZIE, BC

FOOD VENDORS | BEER GARDEN | ART GALLERY & MARKET | FAMILY GAMES | CAMPING AVAILABLE

LIVE MUSIC

ROSE PRAIRIE ROMANCE

LAST HORSE STANDING

LEIGH GRAHAM

BEN MATCHETT

NAOMI SHORE

GRAND OPENING

MORFEE MOUNTAIN RIDGELINE TRAIL

FREE SHUTTLE SERVICE UP THE MOUNTAIN

GUIDED HIKE/BIKE RIDES

DOWNTOWN COMMUNITY BIKE PARK



MACKENZIE
BRITISH COLUMBIA