

COUNCIL MEETING AGENDA

Date: Monday, November 27, 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 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 Regular Meeting - November 13, 2023

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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

6.1 Community Grants - Presentations

In 2020, Council adopted the Community Grants Policy 3.16 which requires all organizations approved for Fee-For-Service Agreements to provide an in-person presentation to Council at the end of each year highlighting accomplishments, goals and objectives, benefits provided to the community, and a financial statement outlining how the District's funding was utilized. The following organizations will be presenting this evening:

- Mackenzie & District Museum
- The Mackenzie Community Arts Council
- Mackenzie Outdoor Route and Trail Association

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

- | | | |
|-------|---|----|
| 7.1.1 | Teaching Excellence Award
Email received from Rachael Weber, School District No. 57 Mackenzie Rep, requesting the District of Mackenzie write a letter of support for awarding a Teaching Excellence award in Science, Technology, Engineering and Mathematics (STEM) for the Prime Ministers awards to Kyle Tapper. | 12 |
| 7.1.2 | Letter of Support Request - Omineca Growers Society
Request received from the Omineca Growers Society for a letter of support towards their grant application to Northern Health Rural, Remote and Indigenous Food Action Grant for building a self-sustaining greenhouse in Mackenzie. | 13 |

7.2 For Consideration:

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

- | | | |
|-------|---|----|
| 7.2.1 | Donation Request
Donation request letter received from the Mackenzie Secondary School 2024 Graduating Class. | 15 |
|-------|---|----|

7.3 Centre Table File

- Logging and Sawmilling Journal - September/October 2023 (Magazine)
- Royal Canadian Legion - 2023 Military Service Recognition Book

8. ADMINISTRATIVE REPORTS

8.1 Remaining Council Travel Funds 16

THAT the remaining funds allocated for Councillor travel, which was not spent during 2023, be redirected to a one-time grant opportunity that non-profits in Mackenzie can apply for to do projects designed for community benefit.

8.2 Regulation of Cats 17

THAT Council directs staff regarding next steps with respect to the regulation of cats.

8.3 District of Mackenzie Water System Annual Report - 2022 36

THAT Council receives this report for information.

8.4 2023-2027 Financial Plan Amendment 80

THAT Council receives this report for information.

9. COUNCIL REPORTS

9.1 Mayor's Report

9.1.1 Mayor Atkinson 88

9.2 Council Reports

9.2.1 Councillor Wright 90

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS

12.1 Bylaw No. 1509 Financial Plan Amendment 92

THAT Bylaw No. 1509 cited as "Bylaw No. 1509, 2023 Financial Plan Amendment" be given the first three readings.

13. NOTICE OF MOTION

13.1 Discounted Gym Memberships

102

Move that resolution 31192 be amended to include the following:
School District 57 staff, Northern Health employees including nurses and doctors, MCFD Social Workers, and volunteer fire fighters with the Mackenzie Fire Department;

AND that it be moved that the discount be decreased from 75% to 50% of the rate.

14. COMING EVENTS

14.1 Active Transportation and Community Spaces Open House

103

November 29, 2023

400 Skeena Drive - Recreation Centre

6:00 pm - 7:00 pm

14.2 Light up the Community Contest

Three categories: Best lights, best theme and best business lights.

Nominations will be taken until December 6, 2023

To nominate a house or business email emily@districtofmackenzie.ca.

14.3 Parade of Lights

December 9, 2023

5:00 pm

14.4 2024 Budget Feedback Survey

Survey closes January 5, 2024

www.letschatmackenzie.ca -> 2024 Budget Feedback

15. INQUIRIES

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

16. ADJOURNMENT

**Regular Council Meeting
Minutes**

**November 13, 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 V. Brumovsky,
Councillor R. McMeeken, Councillor K. Tapper

Council Absent: Councillor A. Hipkiss, Councillor J. Wright

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K.
Borne, Director of Recreation Services T. Gilmer, Director of
Operations J. Murray, Director of Corporate Services E. Kaehn,
Land and Environmental Programs Coordinator L. Thorne,
Legislative Clerk/Executive Assistant C. Smirle, Local Government
Intern R. Paulsen

1. CALL TO ORDER

CALLED TO ORDER AT 7:25 PM.

*Deputy Mayor 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. ADOPTION OF MINUTES

2.1 Special Meeting- October 23, 2023

The minutes of the Special Meeting held on October 23, 2023 were
adopted as presented.

2.2 Committee of the Whole - October 23, 2023

The minutes of the Committee of the Whole Meeting held on October 23,
2023 were adopted as presented.

2.3 Regular Meeting - October 23, 2023

The minutes of the Regular Meeting held on October 23, 2023 were
adopted as presented.

3. **INTRODUCTION OF LATE ITEMS**

N/A

4. **ADOPTION OF AGENDA**

Resolution: 33143

Moved by: Councillor McMeeken

THAT the Agenda be adopted as presented.

CARRIED

5. **PUBLIC COMMENTS AND QUESTIONS**

Kathryn Cowie, President of the Museum Board, addressed the issue raised in the letter from the Mackenzie Community Arts Council regarding the request for an extension of the eviction from the Ernie Bodin Community Centre. Ms. Cowie expressed the Museum's stance on the matter, advocating for the extension. She emphasized that the allotted two-year notice is insufficient for the Museum to secure a new location or undertake necessary renovations. Ms. Cowie highlighted the proactive steps taken by the Museum, including ongoing work on grant applications and engagement with an architect in the pursuit of a viable solution.

Amy Coates, a homeschooling parent, voiced her endorsement for the extension requested by tenants at the Ernie Bodin Community Centre. She emphasized the significance of the programming offered by the Arts Centre and the historical value provided by the Museum, stating that both have played a crucial role in her family's life. Ms. Coates expressed concern about the potential interruption to these valuable services and underscored the importance of maintaining continuity for the benefit of the community.

Debbie Wallace, a resident, conveyed her backing for the extension, pointing out the time-consuming nature of locating a suitable new space and completing renovations. She acknowledged the challenges of adhering to a budget in such endeavors. Ms. Wallace also expressed her openness to suggestions from the District, indicating a willingness to collaborate and explore alternative solutions. Dave Schindler, resident, voiced his support for the extension, emphasizing the cultural significance of the Museum as the heart of Mackenzie's identity. He stressed the importance of preserving the cultural aspects that contribute to the unique character of the community.

Michelle Bobrel, President of the Mackenzie Community Arts Council, updated the Mayor and Council by informing them that since writing the letter, the MCAC has submitted grant applications totalling over \$1 million. She highlighted that

the outcome of these applications won't be known until April. Ms. Bobrel mentioned that initial renovations in the new space have already commenced, with plans to proceed promptly if the grant funding is approved. Additionally, she emphasized the MCAC's commitment to pursuing any and all eligible grants as they become available in the future.

6. PETITIONS AND DELEGATIONS

N/A

7. CORRESPONDENCE

Resolution: 33144

Moved by: Councillor Brumovsky

THAT the correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 EBCC - Request for Extension

Resolution: 33145

Moved by: Councillor Brumovsky

THAT staff bring back a report on the feasibility costs, and safety risks to extending the eviction date from the Ernie Bodin Community Centre from August 1, 2024 to September 1, 2025.

CARRIED

7.1.2 MORATA - Letter of Support Request

Resolution: 33146

Moved by: Councillor McMeeken

THAT the District of Mackenzie provide a letter of support to the Mackenzie Outdoor Route & Trail Association towards their REDIP grant application for funding towards the mountain bike trails.

CARRIED

- 7.1.3 Letter of Support Request: Regional Food System Mapping and Literature Review Project

Resolution: 33147

Moved by: Councillor Tapper

THAT the District of Mackenzie provide a letter of support to Community Futures towards their REDIP grant application for funding to support their Regional Food System Mapping Project.

CARRIED

8. ADMINISTRATIVE REPORTS

- 8.1 Remaining Council Travel Funds

Resolution: 33148

Moved by: Councillor Tapper

THAT this item be deferred and brought back to the November 27, 2023 meeting for further discussion when all of Council will be present.

CARRIED

- 8.2 Agricultural Information Fair

Resolution: 33149

Moved by: Councillor McMeeken

THAT District staff plan for a one-day Agriculture Information Fair in the Fall of 2024.

CARRIED

- 8.3 Official Community Plan Amendment – Development Permit Area Establishment

Resolution: 33150

Moved by: Councillor McMeeken

THAT Council receives this report for information.

CARRIED

- 8.4 Community Grants – September 2023 First In-Take

Resolution: 33151

Moved by: Councillor Brumovsky

THAT Council approves the recommendations of the Grant Adjudication Committee for the first intake of the 2024 Community Grants Program as outlined in this report.

CARRIED

8.5 Airport Services Agreement Contract Award

Resolution: 33152

Moved by: Councillor Brumovsky

THAT Council awards a two-year Airport Services Agreement to KS2 Management Ltd. in the amount of \$9,650 per month plus GST;

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

CARRIED

8.6 Library Board of Directors

Resolution: 33153

Moved by: Councillor McMeeken

THAT Council re-appoints Camille Ginnever to the Mackenzie Library Board of Directors with a term retroactively beginning January 1, 2023 and ending December 31, 2024;

AND THAT Council re-appoints Anthony Brewis to the Mackenzie Library Board of Directors with a term starting January 2024 – December 2025;

AND THAT Council appoints Corinne Higgins to the Mackenzie Library Board of Directors with a term starting January 2024 – December 2025.

CARRIED

8.7 Proposed 2024 Budget Schedule

Resolution: 33154

Moved by: Councillor Brumovsky

THAT Council approves the proposed Council meeting dates for the 2024 annual budget process.

CARRIED

8.8 Active Transportation Plan – What We Heard Report

Resolution: 33155

Moved by: Councillor Brumovsky

THAT Council receives this report for information.

CARRIED

8.9 EV Charging Stations Update

Resolution: 33156

Moved by: Councillor Brumovsky

THAT Council receives this report for information.

CARRIED

9. COUNCIL REPORTS

9.1 Mayor's Report

N/A

9.2 Council Reports

9.2.1 Councillor Brumovsky

Councillor Brumovsky provided a written report.

9.2.2 Councillor Wright

Councillor Wright provided a written report.

9.2.3 Councillor McMeeken

Councillor McMeeken provided a verbal report.

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

N/A

12. BYLAWS

12.1 Official Community Plan Amendment Bylaw No. 1508, 2023

Resolution: 33157

Moved by: Councillor McMeeken

THAT Bylaw No. 1508 cited as "Official Community Plan Amendment Bylaw No. 1508, 2023" be given the first two readings.

CARRIED

13. NOTICE OF MOTION

N/A

14. COMING EVENTS

14.1 2024 Council Meeting Calendar

14.2 District Surplus Auction

Bidding ends November 15, 2023 at 4:00 pm.

14.3 Plaid Friday

November 24, 2023

15. INQUIRIES

Janice Nelson, Publisher of the Macktown Buzzette, asked for clarification on the vote regarding the Ernie Bodin Community Centre. Councillor Barnes confirmed that the motion made by Councillor Brumovsky was unanimous.

Ms. Nelson asked for clarification on the grant approved for the radio station. Emily Kaehn, Director of Corporate Services replied that they were approved \$2,000 towards their capital project as well as a rent subsidy over the next four years similar to what had been offered to the Chamber of Commerce.

Ms. Nelson also asked for clarification on the grant approved for the Chamber of Commerce as it mentions Service Fees. Ms. Kaehn replied that the District has a fee-for-service agreement with the Chamber, and they receive funds for day-to-day operations.

16. ADJOURNMENT

Resolution: 33158

Moved by: Councillor Brumovsky

THAT the meeting be adjourned at 7:59 pm.

CARRIED

Deputy Mayor

Corporate Officer

From: Rachael Weber <rweber@sd57.bc.ca>

Sent: Wednesday, November 15, 2023 3:51 PM

To: Jesse Wright <jwright@districtofmackenzie.ca>; Jodie Ware <jware@mllib.ca>

Subject: Letter of support for Kyle Tapper Prime Ministers awards for Teaching Excellence in STEM.

Hello Jesse and Jodie,

I was wondering if the District and McLeod Lake Indian Band, could write a letter for support for the application, I am sending in for the Prime Ministers awards for Teaching Excellence in STEM. Kyle Tapper is the selected teacher, and he has been amazing with our local students and first nation community. The students love him and the work he has done with growing vegetables and getting the students to engage has been amazing. He has even done educational videos with regard to the hydroponics he set up in class for this. Kyle never backs away from a challenge and it takes a lot of energy and time to invest in the student's he works with. Rural teachers do not get the recognition they deserve, and I felt it was time to change that.

A letter from the district and MLIB would really help his chances at winning this prestigious award.

Thank you,

Rachael Weber

Omineca Growers Society

PO Box 117, Mackenzie BC, V0J 2C0 email: info@ominecagrowers.ca

November 20, 2023

Mayor and Council
District of Mackenzie
PO Bag 340
1 Mackenzie Boulevard
Mackenzie, BC, V0J2C0

**Re: Support for the Omineca Growers Society Project funding application Northern Health Rural,
Remote and Indigenous Food Action Grant**

Dear Mayor and Council,

The Omineca Growers Society is a non-profit group working to establish a self-sustaining greenhouse operation in Mackenzie with the objective of producing fresh vegetables year-round for the Mackenzie and McLeod Lake area. The OGS plans to construct growing facilities in the Mackenzie industrial area.

We believe the ***Omineca Growers Society Project*** will improve food security for our communities while reducing the carbon footprint of our food supply. We also believe that affordable fresh locally grown produce will result in more healthy food in everyone's diet and improve the health and wellness of our communities. Additionally, the operations will create employment opportunities.

As a non-profit the OGS will direct revenues generated by the operation towards operational expenses. Any revenue beyond these will go towards contingency, expansion and educational projects.

At this time, we are very busy applying for grants and soliciting support from all sectors and the public. To this end we are requesting your support for our application to the Northern Health Rural, Remote and Indigenous Food Action Grant.

Should you have any questions or concerns regarding the above request please contact myself at 250-997-1027 or by email at generalmanager@mlmcf.ca or Kyle Tapper at 250-988-1594 or by email at teachermr.tapper@gmail.com

Sincerely,



Dan Boulianne

Vice President, Omineca Growers Society

Letter of Support

DATE: _____

Re: Omineca Growers Society Project

Proponent: Omineca Growers Society
PO Box 117, Mackenzie, B.C., V0J 2C0
Phone: 250-988-1594, teachermr.tapper@gmail.com

_____(Name or Organization), would like to extend our/my support for the Omineca Growers Society Project being undertaken by the Omineca Growers society, a non-profit local organization. We/I believe this is a worthwhile project because it will provide:

- Fresh, locally grown vegetables year around at an affordable price.
- Employment opportunities for the residents of Mackenzie and McLeod Lake.
- Educational opportunities in the field of sustainable agriculture and hydroponics practices.
- Benefits to health and wellness through nutrition.

We/I feel this is a valuable project that addresses the food security issue in our communities, and believe that this project will have an extremely positive impact on the residents of Mackenzie and McLeod Lake.

Sincerely,

Name: _

Position: _

Signature: _

Hello!

My name is Faith Salisbury and I am the student executive of the grad fundraising committee this year for the Mackenzie graduating students!

We are excited to announce that the Mackenzie Secondary School Class of 2024 have started their year of graduation! Did you know that Mackenzie Secondary School will have over 40 graduating students this spring? That is almost twice as many students as the previous grad class! Our valedictory ceremony will take place on June 22nd, 2024 followed by our banquet dinner and dry grad celebration.

The graduation events are meant to celebrate the achievements of every grade 12 student through their elementary and secondary school journey. It is also meant to be a celebration of farewell from high school students to young adults who are exploring and discovering life goals.

The graduating students will be doing a number of fundraisers for this year's grad events. Not only will the fundraising contribute to this year's grad, but it will also leave a legacy fund for the graduating class of 2025. We are looking to our community for help in aiding the success of our celebrations. Your business may support the graduating class through providing cash donations or sponsorships. Sponsorships may include a large cash donation to disperse through all the events or by sponsoring a grad event of your choice (winter formal dance, banquet dinner, dry grad, purchasing of all decorations etc.) Any monetary contributions will be greatly appreciated. Your business will be recognized via posters and radio as well during all events. We will also share our gratitude through online posts on Facebook, giving you a shoutout for your support!

If you are interested in giving a cash donation or sponsoring an event, please contact us through the grad email below or you may directly contact the parent treasurer, Alicia Taylor at 250-988-1037 with any questions or to provide your personal or business name, contact information and intent of donation. **Deadline for donations or sponsorship funds is February 1, 2024.**

We are looking forward to our graduating year and thank you for all your support!

Sincerely,
Faith Salisbury
mackenziegrad2024@gmail.com



NOTICE OF MOTION

To: Mayor and Council
From: Councillor Wright
Date: October 17, 2023
Subject: Remaining Council Travel Funds

The date for this motion to be considered is at the November 14, 2023 Regular Council Meeting.

RECOMMENDATION:

THAT the remaining funds allocated for Councillor travel, which was not spent during 2023, be redirected to a one-time grant opportunity that non-profits in Mackenzie can apply for to do projects designed for community benefit.

DISCUSSION:

1. Councillor travel is an investment in improving the community, allowing Councillors to learn and network, which helps bring new and innovative ideas to Mackenzie, benefiting the community.
2. This money was already allocated for something that was meant as an investment in community benefits, and not general operating. It should stay with that purpose.
3. Since Council was unable to utilize this funding to benefit the community, others in the community should not be given the chance.
4. Non-profits very existence is to make communities better.

RESPECTFULLY SUBMITTED:

Councillor Jesse Wright

COUNCIL REPORT

To: Mayor and Council

From: Corporate Services

Date: October 13, 2023

Subject: Regulation of Cats

RECOMMENDATION:

THAT Council directs staff regarding next steps with respect to the regulation of cats.

BACKGROUND:

During the previous Council term, multiple residents expressed grievances about the presence of cats at large in our community. These concerns included issues related to property damage, and public health. In response to these concerns, administration prepared a proposed amendment to the Animal Control Bylaw, with the intention of addressing these issues and providing a framework for the regulation of cats. A copy of the previous reports and minutes have been attached for Council's review and consideration.

However, Council opted to table the proposed amendment to allow for additional information to be gathered, as well as to consider the potential implications and public sentiment more thoroughly.

In 2019, Council directed Administration to proceed with amending the Animal Control Bylaw to restrict cats at large with escalating fines/penalties (motion # 31096). Staff turnover over the last few years has postponed this report coming forward. With the commencement of a new Council term, it is an opportune moment to revisit this matter and determine whether there is continued interest in pursuing the amendment to regulate cats within Mackenzie.

The following report outlines staff research and feedback received from other communities regarding the regulation of cats.

CAT REGULATION CONSIDERATIONS:

Regulating cats at large in a small town can have several implications, both positive and negative, which should be carefully considered before implementing any new bylaws.

Positive Implications:

1. **Reduced Nuisance Complaints:** Implementing regulations can help address complaints from residents regarding issues such as cats digging in gardens, making noise at night, or leaving feces in public areas.
2. **Public Health and Safety:** Regulating cats can contribute to public health and safety by reducing the risk of cat-related diseases, such as toxoplasmosis, and preventing cat-related accidents, like car collisions.
3. **Animal Welfare:** Regulations can promote responsible pet ownership, ensuring that cats receive adequate care, including vaccinations and sterilization, which can improve their overall welfare.
4. **Protection of Wildlife:** Free-roaming cats can pose a threat to local wildlife, especially small birds and mammals. Regulations can help mitigate this impact and protect the local ecosystem.
5. **Control of Overpopulation:** By requiring cat owners to spay/neuter their pets, regulations can help control the population of stray and feral cats, which can become a burden on animal control services.

Negative Implications:

1. **Enforcement Challenges:** Enforcing regulations on free-roaming cats can be challenging, as it may require additional resources and personnel to identify, track, and address violations.
2. **Community Opposition:** Some residents may oppose regulations, viewing them as an infringement on personal freedom or an additional financial burden. Managing public sentiment can be challenging.
3. **Resource Allocation:** Allocating resources for animal control, including shelter space and veterinary services, can be a financial burden for small towns with limited budgets.
4. **Stray Cat Management:** Regulations may lead to an increase in the number of cats surrendered to animal shelters, which can strain the capacity of local animal control facilities.
5. **Unintended Consequences:** Regulations may lead to unintended consequences, such as abandonment of cats or an increase in the number of feral cats if not carefully planned and executed.

Research

Research was conducted on communities of similar population sizes to determine whether their animal control bylaws encompassed regulations pertaining to cats.

City/Town/District	Population (2021)	Bylaws Regulating Cats
District of Sicamous	2,613	No
District of Elkford	2,749	Yes
Town of Princeton	2,894	Yes
City of Enderby	3,028	No
District of Houston	3,052	No
Mackenzie	3,281	No
Town of Lake Cowichan	3,325	No
Village of Pemberton	3,407	No
District of Lantzville	3,817	No
District of Port Hardy	3,902	Yes
District of Invermere	3,917	No

Of the three similar sized municipalities that did regulate cats, the following is a summary of their comments about their regulations:

Elkford

- Cats must be licenced
- Fines for cats at large

Port Hardy

- Cats must be licenced
- Fines for cats at large

Princeton

- Fines for cats at large

The three municipalities reported that enforcement is challenging, as it often necessitates cat trapping. In order to ticket for cats at large the cat needs to be secured at the property of the complainant and picked up by the Bylaw Officer. Cat owners would then be responsible for paying fines for their cat being at large and a cat licencing fee if required. As for cat licencing, Elkford and Port Hardy reported that not many people get their cats licenced, and this is also difficult to enforce unless prompted by a complaint. Despite these challenges, the municipalities have not witnessed a substantial increase of cat-related complaints or calls since implementing the cat regulations. However, they have established a mechanism for issuing fines to address nuisance cats.

Options for Regulating

Municipalities can regulate cats, promote responsible pet ownership, and address issues related to cats at large by the following means:

- Licencing
- Leash laws
- Spaying and neutering requirements
- Impoundment and redemption
- Public education
- Nuisance regulations
- Fines and penalties

Recommendation

Following review of the current issues being faced, the District's current bylaw, and the bylaw and feedback from others, staff are recommending the following:

1. Drafting an amendment to include regulations to enforce any animal at large, but not add any changes to include licensing at this time; OR
2. Making no changes to the Animal Control and Licensing Bylaw. No. 1354, 2016.

Council may choose to pursue an alternative enforcement avenue if they wish.

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:

Chelsea Smirle, Legislative Clerk/Executive Assistant

Reviewed By: Corporate Services

Approved By: Chief Administrative Officer

DISTRICT OF MACKENZIE

TO: Mayor and Council
FROM: Administration
DATE: September 20, 2006
SUBJECT: Draft Cat Regulation Bylaw

BACKGROUND:

Council instructed Administration to prepare a bylaw to regulate cats within the District of Mackenzie.

A draft bylaw is appended to this report for Council's consideration. It is incumbent on the writer to discuss some of the issues that will arise should Council decide to regulate cats.

In researching this report communities with cat regulation bylaws were consulted as to their experiences.

1. It is acknowledged that catching a cat at large is a very difficult proposition. Cats do not generally respond to verbal stimuli as would a dog. It is therefore not practical to patrol for stray cats as pick up is unlikely.

The most practical way to secure a cat at large is to trap the animal when it ventures off its property. Cat trapping is only successful when the live traps are baited and the writer submits that providing a food source in this manner is a form of entrapment. If challenged in court, it is likely that this practice will be considered entrapment and will not be enforceable.

2. Other jurisdictions have had limited success in getting public cooperation in licencing cats and an effective enforcement of licencing regulations is elusive. Many persons do not let their cats out of the house or do it infrequently and do not bother to licence their cats.

The legal opinion is that it would be overreaching to have it that any cat "at large" would be picked up. It would be too restrictive as cats, due to their nature, roam naturally. Only unlicensed cats would be picked up.

3. Other than boarding, animal control deals with approximately 25 cats per year that are neutered and tattooed and offered for adoption. It should be noted that feral cats cannot be rehabilitated and therefore euthanasia would be the only

option at a cost of \$50.00 per animal for veterinary fees. The cost for neutering and tattooing is borne by the kennel club which has limited resources and an increase in cat traffic would not be financially viable for the club – hence the District would bear the costs. It is likely the community could not absorb a substantial increase in cats for adoption which then leads to euthanization, again at District costs.

4. The present animal control facilities do not easily lend themselves to support an increase in the number of cat holding stalls and any alterations would require, as is now, sight separation from the dog holding stalls. This is problematic. Our facilities can support, other than for boarding, on average only six impounded cats at any given time. As it is our experience that cat owners do not report their animals missing as quickly as dog owners, the bylaw proposes to hold cats for five days prior to destruction which is longer than the three days that dogs are held.
6. The 2006 Animal Control budget is \$161,547.00 and is comprised of the following:

ADMINISTRATION		POUND MAINTENANCE	
Wages	96,122	Wages	1070
Benefits	48,403	Benefits	590
Vehicle	4,418	Vehicle	0
Contracted and Answering Service	400	Insurance	194
Training, Travel	1,600	Supplied	700
Advertising	200		
Telephone	1,700		
Office Stationery	2,000		
Pound Supplies	3,000		
Office Equipment Maintenance	400		
Sundry	200		
Visa Fees	250		
Euthanasia Expenses	300		
TOTAL	158,993		2,554

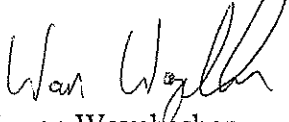
There will be a budget increase required for animal control for cat food, litter, traps and possibly increased staffing hours. Estimates for food (which would change if demand is higher or lower) and tags is \$2,500. This does not contemplate any increases in staff time which may be required if demand is high.

If the number of cats licenced is similar to dogs it is expected to increase revenues by \$16,000 to \$17,000.

RECOMMENDATION:

THAT Council receive this report and, if in agreement, considers Bylaw No.1189 for first three readings under the Bylaw Section of the agenda.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "War Waychesen", written over a horizontal dotted line.

Warren Waychesen,
Chief Administrative Officer

DISTRICT OF MACKENZIE

BYLAW NO. 1189

A bylaw to regulate and control cats within the District of Mackenzie.

The Council of the District of Mackenzie, in open meeting assembled,
HEREBY ENACTS as follows:

1. TITLE

This Bylaw may be cited for all purposes as "Cat Control Bylaw No. 1189, 2006".

2. DEFINITIONS

In this bylaw, unless the context otherwise requires:

BYLAW ENFORCEMENT OFFICER means the person or persons appointed from time to time by Council to enforce the provisions of this bylaw, or the authorized agent or employee of any corporation or society, with whom Council has an agreement to act as Bylaw Enforcement Officer.

COUNCIL means the Council of the District of Mackenzie.

CAT means either the male or female of the feline species.

POUND means the municipal pound established by Bylaw No. 1169 and located at 10 Cicada Road, Mackenzie, BC.

3. If any section or lesser portion of this bylaw is held to be invalid by any court of competent jurisdiction, the said section or lesser portion shall be severed from this bylaw and the remainder of this bylaw shall remain intact and in force.
4. The owner of every cat shall annually, on or before the first day of January in each year obtain and hold a licence for every cat.
5. No person shall own, keep, harbour or possess any cat in the District unless a valid and subsisting license for the current calendar year has first been obtained for the cat under this bylaw.
6. Every licence issued under this bylaw shall be for the calendar year for which the licence is issued and shall expire on the 31st day of December of the year which the licence is issued.
7. Every owner of a cat for which a licence has been issued under this bylaw shall affix, and keep affixed, the corresponding licence tag issued for that licence on the cat by a collar, harness, or other suitable device.
8. Where the owner of a cat in respect to which a licence is issued under this bylaw sells or otherwise ceases to be the owner of the cat, the licence shall, in respect of the cat thereupon become cancelled, but no licence fee refund shall be made.
9. No person shall keep or harbour, nor allow to be kept or harboured, more than two (2) cats on any property or in any residential unit within a property.
10. Every application for a licence under this bylaw shall be accompanied by a

licence fee payable in accordance with Schedule "A" which is attached to and forms part of this bylaw.

11. The Bylaw Enforcement Officer may seize and impound any cat found that has not been licenced in accordance with this bylaw.
12. The Bylaw Enforcement Officer shall immediately convey any cat seized and liable to impoundment under this bylaw to the Pound.
13. No impounded cat may be reclaimed unless all outstanding fees and all fees for impounding and storage of the cat as set out in Schedule "A" to this bylaw have first been paid in full.
14. Where the owner of a cat which has been seized and impounded under this bylaw is known to, or can be identified by the Bylaw Enforcement Officer, the Bylaw Enforcement Officer shall notify the owner, by telephone or by mail addressed to the last known address of the owner, of the fact that the cat has been seized and impounded under this bylaw and the cat will be sold, destroyed or otherwise disposed of by the District after the expiration of five days from the date the notice was received by the owner unless, in the meantime, the cat is reclaimed. For the purpose of this bylaw, notice by mail shall be deemed to be received by the owner after expiration of three days from the date the notice was mailed.

Where the owner of a cat which has been seized and impounded under this bylaw is not known to, and cannot be identified by, the Bylaw Enforcement Officer, the Bylaw Enforcement Officer shall cause notice of the seizure and impoundment to be posted on the public notice board at the District and the pound. Such notice shall set out particulars of the impounded cat, the date of seizure and impoundment of the cat, and that the cat will be sold, destroyed, or otherwise disposed of by the District after the expiration of five days from the date of the notice unless, in the meantime, the cat is reclaimed.

15. No person shall release or rescue or attempt to release or rescue any cat lawfully in the custody of the Bylaw Enforcement Officer.
16. No person shall obstruct, or otherwise interfere with the Bylaw Enforcement Officer in the lawful exercise of his duties under this bylaw.
17. Any person who violates any of the provisions of this bylaw, or will suffer or permit any act or thing to be done in contravention or in violation of any of the provisions of this bylaw, or will neglect to do or refrains from doing anything required to be done by any of the provisions of this bylaw, is guilty of an offence under this bylaw, and liable to a fine of up to \$2,000.00.
18. Where a violation contravention or neglect to comply with any provision of this bylaw is recurring, continual or ongoing in nature, each day's continuation or recurrence shall be considered a separate offence.

READ a first time this _____ day of _____, 2006.

READ a second time this _____ day of _____, 2006.

READ a third time this _____ day of _____, 2006.

ADOPTED THIS _____ day of _____, 2006.

I hereby certify the foregoing
to be a true and correct copy
of District of Mackenzie Bylaw
No. 1189 cited as "Cat
Control Bylaw No. 1189, 2006".

Mayor

Director of
Corporate Administration

Director of
Corporate Administration

Development Variance Permit process in order to consider a resolution to allow for the erection of a 29 foot free-standing sign which is in contravention of District of Mackenzie Sign Regulation Bylaw No. 1167 which states that no freestanding sign shall exceed 1.25 times the height of the principal building

CARRIED

25277.
2006 Seniors in
Communities

MOVED by Councillor Proctor
THAT the report from Administration, dated September 19, 2006 regarding the 2006 Seniors in Communities Workshop be received for information.

CARRIED

25278.
Draft Cat Regulation
Bylaw

MOVED by Councillor Botrakoff
THAT the report from Administration, dated September 20, 2006, regarding a draft cat regulation bylaw be received.

CARRIED

7. COUNCIL REPORTS

(a) Councillors' Reports

Councillor Desrosiers

Councillor Desrosiers participated in the Mackenzie 40th Birthday celebrations on September 9 and 10, 2006.

Councillor Desrosiers attended the dinner meeting with representatives from the Northern Health Authority on September 25, 2006.

Councillor Hall

Councillor Hall attended the Mackenzie Public Library Board of Directors meeting on September 12, 2006.

Councillor Hall discussed issues with representatives from Mackenzie Green Energy on September 12, 2006.

Councillor Hall attended the strategic planning sessions on October 23 and 24, 2006.

Councillor Jacques

Councillor Jacques advised that she raised concerns regarding animal parts being discarded within District boundaries and a public service announcement was placed on the radio.

Councillor Jacques attended the Annual General Meeting of the Northern Rockies Alaska Highway Tourist Association and Round Table meetings on September 20 and 22, 2006.

Councillor Jacques attended the strategic planning sessions on September 23 and 24, 2006.

Councillor Botrakoff

Councillor Botrakoff attended a McLeod Lake Mackenzie Community Forest meeting on September 18, 2006.

Councillor Botrakoff attended the strategic planning sessions on October 23 – 24, 2006.

Councillor Botrakoff attended the Pat Bell Invitational Golf Tournament on September 23, 2006.

Councillor Botrakoff attended the dinner meeting with the Northern Health Authority on September 25, 2006.

25279.
Hospital Staff -
Appreciation

MOVED by Councillor Proctor
THAT a letter of appreciation be sent to the Mackenzie and
District Hospital staff for their commitment to the
community.

CARRIED

25280.
Cat Bylaw - Options

MOVED by Councillor Jacques
THAT Administration be directed to prepare a report on
other options in regards to dealing with cats trespassing
on neighbours' property.

CARRIED

10. BYLAWS

25281.
Bylaw No. 1189

MOVED by Councillor Jacques
THAT Bylaw No. 1189 cited as "Cat Control Bylaw No.
1189, 2006" be tabled until a further report is received
from Administration.

CARRIED

25282.
Bylaw No. 1190

MOVED by Councillor Botrakoff
THAT Bylaw No. 1190 cited as "Hunting and Firearms
Regulation Bylaw No. 1190, 2006" be adopted.

CARRIED

25283.
Bylaw No. 1191

MOVED by Councillor Jacques
THAT Bylaw No. 1191 cited as "Tax Exemption Bylaw No.
1191, 2006" be given first three readings.

CARRIED

25284.
Bylaw No. 1192

MOVED by Councillor Proctor
THAT Bylaw No. 1192 cited as "Tax Exemption Bylaw No.
1192, 2006" be given first three readings.

CARRIED

25285.
Bylaw No. 1193

MOVED by Councillor Proctor
THAT Bylaw No. 1193 cited as "Tax Exemption Bylaw No.
1193, 2006" be given first three readings.

CARRIED

11. NOTICE OF MOTION

Nil

12. COMING EVENTS

Nil

13. INQUIRIES

Nil

14. ADJOURNMENT

25286.
Adjournment

MOVED by Councillor Proctor
THAT the meeting be adjourned at 8:10 pm.

CARRIED

Signed:

Certified Correct:

Mayor

Director of Corporate Administration

May 6, 2019

Good Morning.

I am not sure of proper procedure, so will start with you and trust you will direct my concerns to the appropriate people. My concern is basically cat owners who appear to have little or no regard for their neighbours. I am referring specifically to cat crap in flower beds, vegetable gardens, and children's sandboxes. Mackenzie's current bylaws do not require cat owners to have any responsibility over their cats and typically allow their cats to do whatever they want, where ever they want.

Flower beds usually dress up a property, which overall beautifies our community, show an overall caring of a person for their property, and should be quite enjoyable to work in and view. Having the neighbour's cat use the flower bed for a litter box quickly takes away the joys of having a flower bed.

Vegetable gardens: Yuck! I do not want my veggies fertilized with raw crap! Do you? Enough said.

Kid's sand boxes, In a society that is recognizing the need to get our kids off the electronic devices and outside doing something, a sandbox is a great place. Minus the cat crap. Cats are known carriers of diseases such as ringworm and after having to take my child to the doctor a second time because of it, I would have dearly loved to personally deal with the cats. The owners won't.

The owner's suggestion: Spray them with a garden hose. I do not think it's realistic to expect me to stand guard over my property, 24-7, with a garden hose to protect my property and children from my neighbour's cat.

I have borrowed the District's cat trap and brought the cats to the pound, only to have them returned to their owners to carry on as before, only now "trap wise".

Most people accept the District's dog bylaws. I respectfully ask that the District adopt similar bylaws for cats, and thus protect the residents from uncaring cat owners.

I have included a copy of the cat bylaws for the Community of Grande Cache, Alberta, as it is clear and simple and has been in effect for years. Most communities have such bylaws and I truly believe it is time for Mackenzie to address this concern.

Thank you,



Ted Lepp



- 3.11 Notwithstanding section 3.2, the owner of a dog over the age of 65 or residing in a Lodge or Assisted Living Facility is not required to pay a fee for a license under this bylaw. However, they are required to apply for a license for registration purposes.

PART FOUR – OFF LEASH PARK

- 4.1 The Town of Grande Cache may designate areas where a dog may be exercised while not restrained by a leash.
- 4.2 When using an area designated as an 'Off Leash Park', an owner shall ensure dog is under control at all time. Whether a dog is 'under control' may be determined by a Peace Officer.
- 4.3 Under Control may be determined by:
- a) whether dog is such a distance from owner so as to be incapable of responding to voice, sight or sound commands,
 - b) whether dog responds to voice, sight or sound commands from owner,
 - c) whether the dog bites, attacks or does any act that injures a person or another animal,
 - d) whether the dog chases or otherwise threatens an animal or person,
 - e) complies with all signage within the Off Leash Area.
- 4.4 A Peace Officer may order a dog in an Off Leash Area to be put on a leash or be removed.

PART FIVE – CATS

- 5.1 No person shall keep, possess, or harbor more than three (3) cats over the age of four (4) months in any premises, regardless of the number of people who live in the premises, unless the person holds a valid kennel license.
- 5.2 No owner of a cat shall:
- a) permit the cat:
 - i. to run at large; or
 - ii. to disturb the quiet of a person;
 - b) permit cat excrement to accumulate so that it becomes a nuisance;
 - c) endanger the health or safety of the cat.
- 5.3 An owner of a cat shall:
- a) have the cat spayed or neutered if it is more than four (4) months old,
 - b) provide proof of age for the cat upon request from the Peace Officer,
 - c) notify the Town Office when the owner sells or otherwise ceases to be the owner of a licensed cat and provide the Town Office with the name and address of the new owner,
 - d) remove the excrement of the cat from public or private property and, when required by the Peace Officer to do so, from the owner's property,
 - e) keep a cat over the age of four (4) months vaccinated against rabies and repeat the vaccination at intervals of not more than three (3) years,

Chair Initial



CAO Initial



- 5.4 It is an offense for any person to keep, maintain, or harbor a cat which causes damage to private or public property within the Town of Grande Cache or which habitually howls or otherwise creates a disturbance.

PART SIX – OTHER ANIMALS

- 6.1 No person shall keep or cause or suffer to be kept any livestock within the limits of the Town of Grande Cache.
- 6.2 The keeping of domestic animals, except dogs, in the Town of Grande Cache is not permitted in numbers greater than four on residential property and provided that the pens are kept in a clean and sanitary condition. In the event that damage is proven on another's property by pigeons or rabbits, then in such event Council may direct the person owning said domestic animals to restrain or dispose of same.
- 6.3 Animals in the Town of Grande Cache for parades or exhibitions, under the care and supervision of competent person are not subject to the provisions of this bylaw.

PART SEVEN – EXOTIC ANIMALS

- 7.1 No exotic animals shall be permitted within the Town of Grande Cache.
- 7.2 A person shall not have an exotic animal in any public place or property, except as permitted below:
- a) veterinary clinic under control of a veterinarian,
 - b) premises operated by an institution of education for research, study or teaching purposes,
 - c) an aquarium or zoological park operated by an organization accredited by the Canadian Association of Zoos and Aquariums,
 - d) retail premises where such animals are sold legally.

PART EIGHT – KENNELS

- 8.1 No person shall own or operate a kennel unless the kennel is registered and licensed under this Bylaw.
- 8.2 An application for a kennel license shall be made in writing, by the owner of the premises, accompanied by the annual fee set out in Schedule A, and is subject to approval by meeting the requirements for a kennel in the Town of Grande Cache Land Use Bylaw.

PART NINE – DOG TEAMS

- 9.1 No person shall own or operate a dog team unless the dog team is registered and licensed as such.
- 9.2 An owner of a dog team shall register each dog, except dogs under four (4) months, as being part of that dog team.

Chair Initial



CAO Initial



2. INTRODUCTION OF LATE ITEMS

31075. MOVED by Councillor Wiens
Introduction of Late Items THAT the following late item be added to the agenda:

6. ADMINISTRATION REPORTS

"e) Parsnip Crescent Traffic Calming

THAT the report from Public Works dated July 16, 2019 be received;
AND THAT Council provide direction to staff on any additional traffic calming measures."

CARRIED

3. ADOPTION OF AGENDA

31076. MOVED by Councillor Barnes
Adoption of Agenda THAT the agenda be adopted as amended.

CARRIED

4. PETITIONS AND DELEGATIONS

Nil

5. CORRESPONDENCE

31077. MOVED by Councillor McMeeken
Receipt of Correspondence THAT the correspondence listed in the agenda be received.

CARRIED

31078. MOVED by Councillor McMeeken
Bylaw to Regulate Cats THAT Council directs Administration to research and report back to Council regarding the development of a bylaw to regulate cats in Mackenzie.

CARRIED



COUNCIL REPORT

To: Mayor and Council

From: Public Works

Date: August 1, 2019

Subject: Animal Control Bylaw Amendment- Cats

RECOMMENDATION:

THAT Council directs Administration how to proceed regarding the question of whether to regulate cats within the District of Mackenzie.

BACKGROUND:

At the July 22nd meeting Council received a request from Mr. Ted Lepp to consider an amendment to the current Animal Control Bylaw, specifically to include the regulating of cats within the District's boundaries.

A phone call to Grande Cache, as this was the town that Mr. Lepp referenced, revealed that they contract out the animal control services, and while it is part of their bylaw, enforcement is limited to residents bringing the cats to their contractor. The cats are then released back to an owner with boarding fees and small fines administered.

A search of BC Animal Control Bylaws that included cats, returned a Model Animal Responsibility Bylaw produced by BCSPCA. This model bylaw included 25 of BC's largest municipalities and an additional 18 with BCSPCA branches. In that model bylaw the following was noted:

Number of Municipalities with mandatory dog licensing	42
Number of Municipalities restricting dogs at large	42
Number of Municipalities with mandatory cat licensing	10
Number of Municipalities restricting cats at large	8
Number of Municipalities with licensing and restrictions for cats	2

OPTIONS:

Mandatory licensing of cats will require additional administrative time including expanding the dog licensing to include cats, mailing out possibly multiple notices to owners and maintaining an inventory of tags for cats. Patrolling and capture for cats at large is difficult and potentially dangerous.

If Council wishes to amend the Animal Control Bylaw to regulate cats in Mackenzie, the following options are provided for Council's consideration:

Option 1: Amend the current Animal Control Bylaw to restrict cats at large.

Option 2: Amend the current Animal Control Bylaw to include both mandatory licensing and restrict cats at large.

For either option it is recommended that enforcement be limited to cats that are brought in by residents and charging an escalating at large fee and applicable boarding fees.

COUNCIL PRIORITIES:

Good Governance

- Provide services that support our quality of life, protect our health and safety, and promote economic and the social well-being of our community
- Engage with the community in the major decisions or development of policies that impact the interests of residents and stakeholders.

Respectfully Submitted,



Scott Drysdale
Director of Operations



Approved for Submission to Council

6. ADMINISTRATION REPORTS

31095. MOVED by Councillor Wiens
Implementation THAT the report from Recreation Services dated August 8, 2019 be received;
Date -
Recreation Fees & Charges AND THAT Council authorize the implementation of the approved updates to
Policy 8.1 the Recreation Fees and Charges Policy 8.1 to begin on September 1, 2019.

CARRIED

31096. MOVED by Councillor Wiens
Animal THAT the report from Public Works dated August 1, 2019 be received;
Control
Bylaw AND THAT Council directs Administration to proceed with amending the Animal
Amendment Control Bylaw to restrict cats at large with escalating fines/penalties.
Cats

CARRIED

31097. MOVED by Councillor Grogan
Housing THAT the report from Administration dated August 7, 2019 be received;
Needs
Assessment AND THAT Council awards the Housing Needs Assessment and Report contract
Contract to MNP in the amount of \$19,750 plus applicable taxes;
Award
 AND THAT Council authorizes the Mayor and Chief Administrative Officer to
 execute the contract.

CARRIED

31098. MOVED by Councillor Hancock
Tourism THAT the report from Administration dated August 7, 2019 be received;
Capital
Investment AND THAT Council, if successful in its application to the Northern Development
Analysis Initiative Trust Capital Investment Analysis grant program, awards the Tourism
Contract Capital Investment Analysis contract to Cadence Strategies in the amount of
Award \$20,000 plus applicable taxes;

AND THAT Council authorizes the Mayor and Chief Administrative Officer to
 execute the contract.

CARRIED

COUNCIL REPORT

To: Mayor and Council

From: Public Works

Date: November 20, 2023

Subject: District of Mackenzie Water System Annual Report - 2022

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

To maintain compliance with the Drinking Water Protection Act an annual report must be prepared for water systems permitted by the Northern Health Authority. Attached to this report is the District of Mackenzie Water System Annual Report for 2022.

Luke McDonald, Principal with L&M Engineering Ltd. will be available during the meeting to answer any questions that may arise.

In 2024 Staff will be undertaking a comprehensive review of our water system with the goal of informing the Capital Budget process as it relates to upgrades or replacement of our water system infrastructure.

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:

Joe Murray, Director of Operations

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

November 21, 2023

DISTRICT OF MACKENZIE WATER SYSTEM ANNUAL REPORT - 2022

Client: District of Mackenzie

L&M Project No.: 1044-67

L&M ENGINEERING LIMITED

1210 Fourth Avenue, Prince George, BC V2L 3J4

Phone: (250) 562-1977

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1 INTRODUCTION

The District of Mackenzie (“The District”) operates three separate water distribution systems (Town, Airport, & Gantahaz) which are permitted by the Northern Health Authority (NHA). This 2022 Water System Annual Report has been prepared on behalf of the District as part of the District’s Water System Operating Permit conditions. This report summarizes the following for each of the systems:

- Water System Infrastructure;
- Operation and maintenance activities;
- Water quality monitoring; and
- Recently completed and upcoming capital initiatives.

To maintain compliance with the Drinking Water Protection Act, this annual report must be made available to the water system users within 6 months of the end of the calendar year.

Please refer to Appendix E for the operating permits for each water system and for questions please contact Jim Fast, Lead Operator, for the District at 250-997-3761 or at utilities@districtofmackenzie.ca.

2 COMMUNITY PROFILE

2.1 *Community*

Mackenzie sits in the Rocky Mountain Trench with the Omineca Mountain Range and Williston Lake to the west and the Rocky Mountains to the east. It is approximately 180km, by road, northwest of Prince George at 55N 18' north latitude and 123N 8' west longitude. Mackenzie is within the traditional territory of the Sekani People and the Town was established in 1966 after the completion of the W.A.C. Bennet Dam and the creation of the Williston Reservoir. Mackenzie is located on glacial soil mostly composed of sand and gravel that is relatively infertile and therefore has no commercial farming using the town’s water.

2.2 Population

Mackenzie is a town dependent on resource industries and as such the population fluctuates based on commodity market conditions. The District of Mackenzie is working hard to diversify its economy to ensure it can weather downturns in the resource industries. As shown in Table 1: Mackenzie Population Summary the population of Mackenzie has stabilized since the dramatic downturn of the local economy that happened in 2009 and the resulting population decrease. Based on information from the District the population has remained unchanged since the last census in 2016. Currently, the population of the community is projected to remain relatively constant with a net population increase of four percent between 2011 and 2036.

Table 1: Mackenzie Population Summary

Year	Total Population	Total Connections	Townsite Population	Townsite Connections	Gantahaz Population	Gantahaz Connections
2001	5206	1850	4835	1747	371	103
2002	5206	1850	4835	1747	371	103
2003	5039	1828	4680	1726	359	101
2004	4873	1806	4525	1705	347	100
2005	4706	1783	4370	1684	335	99
2006	4539	1761	4215	1663	324	98
2007	4333	1711	4024	1616	309	95
2008	4126	1505	3832	1421	294	84
2009	3920	1299	3640	1227	279	72
2010	3713	1092	3449	1032	265	61
2011	3507	1513	3257	1429	250	84
2012	3548	1532	3295	1447	253	85
2013	3590	1552	3334	1466	256	86
2014	3631	1571	3372	1484	259	87
2015	3673	1591	3411	1502	262	88
2016	3714	1610	3449	1521	265	89
2017	3714	1610	3449	1521	265	89
2018	3714	1610	3449	1521	265	89
2019	3714	1610	3449	1521	265	89
2020	3714	1610	3449	1521	265	89
2021	3281	1610	3449	1521	265	89
2022	3281	1610	3449	1521	265	89

Notes:

Census Data

2.3 Climate

Mackenzie has cold winters and warm summers with a substantial significant number of days without rain as shown in Table 2: Mackenzie Climate Summary below. In the winter there is generally snow cover from November until April each year. There is consistent precipitation throughout the whole year, however, in the summer the rainfall often comes in short heavy rains. On the Environment Canada website the Precipitation Data from March to June 2022 looks to be missing but not flagged

Table 2: Mackenzie Climate Summary

	Average Maximum Temperature (°C)		Precipitation (mm)		Maximum Summer Temperature (°C)	Summer Days Without Rain
	May - Oct	Nov - Apr	May - Oct	Nov - Apr		
2011	16.1	-1.1	368	187	28.4	42
2012	17.0	-0.5	227	141	30.6	54
2013	18.8	-0.2	277	194	31.8	56
2014	18.8	-1.6	279	202	34.2	64
2015¹	18.2	1.0	101	148	31.5	78
2016¹	17.4	1.7	186	78	28.5	73
2017	18.1	-2.1	288	135	32	70
2018¹	17.8	-1.0	141	51	33.4	70
2019	16.5	-0.3	305	180	27.8	48
2020¹	16.5	0.0	393	143	29.7	40
2021	18	-1.1	257	335	38.7	58
2022¹	19.0	-2.0	74.4	77.9	28.4	91

Notes:

Source: Environment Canada Historical Climate Data

(https://climate.weather.gc.ca/climate_data/daily_data_e.html?StationID=48370)

¹ Missing Precipitation Data

3 MACKENZIE WATER SYSTEM OVERVIEW

3.1 Town Water System

The District of Mackenzie currently obtains its drinking water from three relatively shallow wells west of the townsite adjacent to Morfee Lake.

- Well # 1 & # 5 are located in Pumphouse # 1, at First Beach.
- Well # 4 located in Pumphouse #2, at Second Beach

Table 3: Town Water System Well Identification Numbers

Well #	WIN	Pumphouse
1	28314	1
5	20900	1
4	28315	2

Note, due to age and underperformance, Well #2, referenced in past reports was replaced in July 2018 with a new drilled well (Well #5). Well #5 that has a capacity of 70 L/s.



Figure 1: Town Reservoir & Booster Station

Water is pumped from pumphouses 1 & 2 into a 500,000 lgal above grade concrete reservoir. A booster station then pumps the water throughout the distribution system. The Town booster station has three electric booster pumps and an emergency diesel fire pump.

Booster pumps turn on and off as necessary to maintain pressure in the distribution system. Boosting the pressure is required as the reservoir is too low to provide sufficient pressure to the network. The fire pump operates when there is insufficient system pressure to fight a fire and can be started with a cell phone or manually by the Fire Department or by Public Works.

The Town distribution system is approximately divided between asbestos cement (AC) pipe in the older, eastern portion of the network, and newer polyvinyl chloride (PVC) pipe in the western, newer portion of the network. There are five pressure-reducing valve (PRV) stations that divide the Town distribution system into six pressure zones which ensure that pressures are within acceptable ranges throughout the distribution system. For reference, a copy of the water system map for the townsite is attached in Appendix D.

In 1998 a Water System Study was performed by L&M Engineering Limited that examined water system flows and pressure throughout the distribution network. The study also reviewed the recommended and available fire flows. The conclusions and recommendations are based on the Insurance Bureau of Canada Guidelines, however, there are no government regulations requiring any given volume of storage and the District can decide based on financial and other considerations.

The significant conclusions of the study were as follows:

- The existing booster station is capable of meeting existing and projected future demands without upgrading the capacity of the pumps.
- Like many towns the District's fire water storage capacity was identified by previous reporting as being 2,660,000 lgal (12,103,000 L) below the amount recommended by the Insurance Bureau of Canada ("IBC"); and
- With the future addition of a new reservoir, the District's distribution system can supply all the firefighting demands in accordance with the Insurance Bureau of Canada guidelines with the sole exception of a fire at the Pinedale Apartments.

The recommendations of the study were as follows:

- The District should construct a new reservoir to provide additional storage volume. The final location will be confirmed during the design process based on current needs and anticipated future demands. The minimum size of the reservoir should be 1,000,000 lgal (4,540,000 L) although as stated in the conclusions a larger size of 2,660,000 lgal is desirable;

- The District should consider a pipe cleaning program of all distribution pipes to increase pipe smoothness areas of reduced flow

Improvements are planned for the Town water system in summer 2023 as follows:

- Replace the Crysedale Place PRV Station.

3.2 Gantahaz Water System

Water for Gantahaz residents is supplied from two deep low capacity wells positioned in a confined aquifer with pitless adapter connections.

- Well #1 is located on Columbia Drive next to the storage reservoir
- Well #4 is located on Alberta Drive

Table: Gantahaz Water System, Well Identification Numbers.

Well #	WIN
1	21376
4	21356

Both wells pump water to a 1,350 m³ (300,000 lgal) storage reservoir next to Well #1 on Columbia Drive. This reservoir is an above-ground, insulated, metal structure.

The Gantahaz water distribution network is pressurized by a booster station located on Columbia Drive next to the storage reservoir and Well #1. The booster station has an electric booster pump with a spare pump and motor located in the building for maintenance purposes. The booster pump increases the water pressure level to approximately 55 psi and services all 90 residences (approximately 265 people).

An emergency natural gas fire pump is available to supplement system pressures during a fire flow event. The fire pump can be started with a cell phone or manually by the Fire Department or by Public Works. The booster station is also equipped with a portable, manually operated gas-powered generator that can be used to power the station in a power outage.

Booster station controls, VFDs, and other building envelope improvements were completed in 2019.



Figure 2: Gantahaz Booster Station and Reservoir

The Gantahaz distribution system is composed of primarily PVC pipes. For reference, we have enclosed a copy of the water system map for the Gantahaz subdivision in Appendix D.

Improvements are planned for the Gantahaz water system in summer 2023 as follows:

- Well 4 chamber rehabilitation including, flow meter, and test point upgrades. Additional improvements including building up around and insulating around the well head to remove the winter heating requirements.

3.3 Airport Water System

The Airport system consists of one well, an open water reservoir, and a fire pump. The primary purpose of the airport system is to provide water for firefighting purposes for several industrial sites in the area, however, the airport system also supplies six structures.

In the summer of 2021 a new well and well pump along with associated equipment and controls were installed to service the fire lagoon. The new well is located near the pump house and the pump house has a wet well that is interconnected to the reservoir, so they are both at the same water level. The fire water reservoir is located adjacent to the pump house and is surrounded by a fence.

The fire suppression reservoir now fills automatically based on the water level of the wet well. Inside the pump house there is an electric jockey pump and in the event of a fire a diesel fire pump operates automatically.

4 TREATMENT & DISINFECTION

4.1 *Town Water System*

The Town water system supply wells are positioned within Aquifer 431 which is categorized as an unconfined sand and gravel aquifer. Source protection plans completed by Kala Geoscience Ltd. in 2015 found that Town Wells #1 and #4 are not under the direct influence of surface water (non-GWUDI). Furthermore, the Well # 5 Drilling and Completion report completed by Western Water Associates Ltd. in 2018 found that Well # 5 was not under the direct influence of surface water (non-GWUDI) nor groundwater at risk of containing pathogens (non-GARP) Seasonal water level fluctuations are not expected to impact the well yields unless there is a very prolonged drought in the region.

The water quality of the Town water supply wells meets all Northern Health health-based objectives and therefore does not require treatment or disinfection but does require long-term water quality monitoring, the results of which are shown in Section 7.

4.2 *Gantahaz Water System*

The Gantahaz water system supply wells are positioned in a deep confined aquifer and are considered not groundwater under direct influence (GWUDI) and not groundwater at risk of pathogens (GARP). Historically, aquifer water quality results have complied with all Northern Health's health-based objectives. However, in 2019 a new maximum allowable concentration of manganese was implemented by Northern Health.

However, over the past several years the levels of iron and manganese in the source water have fluctuated, with the total metal analysis showing the presence of iron ranging from 0.030 to 1.47 mg/L (aesthetic objective: 0.3 mg/L) and manganese ranging from 0.005 to 0.145 mg/L (maximum allowable concentration: 0.12 mg/L and aesthetic objective: 0.02 mg/L).

Testing completed in 2021 throughout the distribution network has indicated the accumulation of manganese in the network is causing significant but inconsistent exceedances of the MAC for manganese.

Based on the monitoring performed in 2021 and the new MAC for manganese, treatment of this water supply will be necessary in the future to reduce source levels and mitigate accumulation in the water network.

The District should monitor the concentrations and develop a plan to decrease concentrations. These plans could be as simple as more frequent flushing or implementing some of the recommendations from the study that the District of Mackenzie engaged L&M Engineering and Conestoga Rover Associates to undertake in 2008. The study researched the following concerns:

- Mitigate the residents' request for improved quality of water;
- Provide a water treatment system that is simple to operate by the householder;
- Provide a water treatment system that is "eco-friendly" and does not introduce chemicals into the environment; and
- Minimize the potential for future maintenance cost expenditures by the District of Mackenzie.

The conclusion of the study was that a new water treatment plant is required to reduce the levels of iron and manganese at that time to acceptable levels. The District does not have available budget but is working on obtaining grant funding to complete this project.

5 WATER SYSTEM OPERATION & MAINTENANCE

The District's water system was upgraded from a Class II to a Class III distribution system in April 2018. The District employs one Class II distribution system operator, Jim Fast, Class 2 ECOP number 8864, and Mark Turnbull, trainee operator. Jim Fast is in the process of obtaining a sufficient number of direct responsible charge (DRC) credits to take the Environmental Operators Certification Program (EOCP) Class III Distribution course.

Regular inspections, maintenance, and water quality testing are performed by the system operators to ensure optimal operation of the District's water system. Operation and maintenance of the water system involve several daily, weekly, periodic, and/or 'as-needed' tasks.

Daily tasks performed in 2022 include:

- Record well pump run times at each well;
- Record flow meter totalizer and flow; and
- Inspect the well and booster station pumps to ensure normal operation.

Weekly tasks performed in 2022 include:

- Inspect pressure-reducing valves; and
- Clean water system buildings.

Monthly tasks performed in 2022 include:

- Check static water levels in wells; and
- Inspect backup motors and run motors for 60 minutes.

Periodic, or "as-needed" tasks include:

- Troubleshoot minor electrical and mechanical equipment problems;
- Check propane heaters and propane tanks (winter);
- Record the time and nature of any alarms received on the water system and take appropriate action;
- Flush and clean the water mains (twice annually); and
- Exercise control valves, isolation valves, hydrants, and related appurtenances (annually).
- Water quality is discussed in Section 7.

6 WATER CONSUMPTION - 2022

6.1 Town Water System

The total water distributed to the Town distribution system in 2022 was 590,149 m³. Table 4: Town Water System Consumption shows the monthly water consumption for the Town Water system. The average daily flow and average daily per/capita flow for 2022 was 1,617 m³/day and 469 L/day/person respectively. The average daily flow in 2022 was slightly

higher than 2021, 2020, 2019 and 2018 which were 1,513 m³/day 1,432 m³/day, 1,483 m³/day, and 1,580 m³/day respectively.

Table 4: Town Water System Consumption

Month	Total Monthly Flow (m ³)	Average Daily Flow (L/s)
January	55110.1	20.58
February	51124.1	21.14
March	61084.6	22.81
April	43149.0	16.65
May	45826.6	17.11
June	43706.3	16.86
July	50271.9	18.77
August	53260.3	19.89
September	38730.3	14.94
October	43358.2	16.19
November	41292.6	15.93
December	63235.4	23.61

6.2 Gantahaz Water System

The total water distributed to the Gantahaz distribution system 2022 was 38,021 m³. Table 5: Gantahaz Water System Consumption shows the monthly water consumption for the Gantahaz system. The average daily flow and average daily per/capita flow for 2022 was 104 m³/day and 393 L/day/person respectively. The average daily flow in 2022 was significantly higher than 2020, 2019, and 2018 which were 71 m³/day, 87 m³/day, and 90 m³/day respectively, but slightly lower than calculated average for 2021 of 119 m³/day.

Table 5: Gantahaz Water System Consumption

Month	Total Monthly Flow (m ³)	Average Daily Flow (L/s)
January	1902.5	0.71
February	1786.5	0.74
March	1225.4	0.46
April	1522.0	0.59
May	2620.6	0.98
June	3307.8	1.28
July	4767.8	1.78

August	7319.1	2.73
September	6750.5	2.60
October	2028.6	0.76
November	2441.9	0.94
December	2348.3	0.88

6.3 Airport Water System

There are no flow records available for the Airport system. Since this system is mainly providing firefighting water, with only six service connections, the water consumption is expected to be low.

7 WATER QUALITY MONITORING

In order to ensure continued high standards of drinking water quality and delivery for the District of Mackenzie, the District sends water samples to ALS Analytical Services for bacteriological and chemical testing. The District's sampling program has been designed to meet the requirements of the Water System Operation permits and the Drinking Water Protection Regulation.

7.1 Chemical Testing Requirements:

The District's Operating Permits require the submittal of water chemistry data annually to Northern health for the Town system, every three years for the Gantahaz system, and every five years for the Airport system. Annual chemical water quality results are assessed to ensure compliance with the Guidelines for Canadian Drinking Water Quality (GCDWQ) published by Health Canada. Additional Testing has been performed to determine where elevated metals are occurring.

7.2 Bacteriological Testing Requirements:

The District's Operating Permits require the submittal of a minimum of five water bacteriological samples per month for the Town system, two bacteriological samples per month for the Gantahaz system, and one bacteriological sample per month for the Airport System. The Drinking Water Protection Regulation (DWPR) requires that water suppliers monitor for total coliform bacteria and Escherichia coli at a certified lab. This testing is used to monitor the distribution system, and not notify users of potential issues.

The standards for water quality are set out in Schedule A of the DWPR as follows:

Table 6: DWPR Water Quality Standards

Parameter	Standard
Fecal coliform bacteria	No detectable fecal coliform bacteria per 100ml
Escherichia coli	No detectable Escherichia coli per 100ml
Total coliform bacteria	
(a) 1 sample in a 30 day period	No detectable total coliform bacteria per 100ml
(b) more than 1 sample in a 30 day period	At least 90% of samples have no detectable total coliform bacteria per 100ml and no sample has more than 10 total coliform bacterial per 100ml

The water sampling parameters, locations, and frequency for the District's water system are shown in Table 7: Water Sampling Parameters, Locations, and Frequency. All samples are sent to an accredited laboratory (ALS Analytical Services). This sampling program meets the requirements outlined in the District's Water System Operating Permits.

Table 7: Water Sampling Parameters, Locations, and Frequency

Parameter	Frequency	Locations	Comments
Town System			
Escherichia coli, Total Coliforms	Minimum five per month	<ul style="list-style-type: none"> Mackenzie Hospital Pumphouse #1 (Well #1 & #5) Pumphouse #2 (Well #4) Public works office Town Booster Station Northwest Quadrant (Munro Crescent, Blackwater Crescent, Crooked Creek Crescent) Southeast Quadrant (Pine Crescent, Parsnip Crescent) 	Sample locations are rotated
Comprehensive Drinking Water Test	Minimum Annually	Town booster station, and various locations throughout the town system.	Including total and dissolved metals.
Gantahaz System			
Escherichia coli, Total Coliforms	Minimum twice per month	<ul style="list-style-type: none"> Gantahaz booster station Gantahaz Well #4 Gantahaz Well # 1. Distribution System (including Columbia Drive, Manitoba Drive, Yukon Drive, and Saskatchewan Drive) 	Sample locations are rotated

Comprehensive Drinking Water Test	Minimum Once every three years	Gantahaz booster station, Well #1, Well #4, and various locations throughout the Gantahaz subdivision.	Including total and dissolved metals.
Airport System			
Escherichia coli, Total Coliforms	Monthly	Airport	
Comprehensive Drinking Water Test	Once every five years	Airport	Including total and dissolved metals.

8 WATER QUALITY RESULTS

Water samples were sent to ALS Analytical Services for bacteriological and water chemistry laboratory testing. A complete set of lab results can be found on Northern Health's website: https://www.healthspace.ca/Clients/NHA/NHA_Website.nsf.

Based on the chemistry sampling that was completed, the majority of water samples conformed to the GCDWQ, and overall the groundwater quality is very good which is why the systems are being operated without treatment/disinfection. Please note that Northern Health recommends the following caveat for all water systems:

No water supply is 100 percent safe, and sudden water quality failures can take hours or even days to identify and communicate to the entire community. People who have HIV/AIDs, are undergoing chemotherapy, or have compromised immune systems are advised to consider boiling their water or installing an in-home drinking water treatment device capable of reducing their risk of illness. For additional info, please refer to the following: <https://www.healthlinkbc.ca/healthlinkbc-files/preventing-water-borne-infection>.

With regards to the 2022 water quality testing summarized below, there are a few parameters that exceed the guidelines. The parameters that were above the guidelines are the following:

Table 8: Parameters Exceeding Guidelines

Location	Parameter	Guideline	Number of Samples	Number of Samples Over Guideline	Minimum	Average	Maximum
Town (Distribution)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	4	Above AO = 4	0.030	0.041	0.071
Town (Distribution)	Turbidity	OG ≤ 1 NTU	4	Above OG = 2	0.50	1.40	2.37
Gantahaz (Source)	Iron (Fe) - Total	AO ≤ 0.3 mg/L	3	Above AO = 3	0.439	0.678	0.993
Gantahaz (Source)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	3	Above MAC = 1 Above AO = 3	0.088	0.109	0.129
Gantahaz (Source)	Turbidity	OG ≤ 1 NTU	3	Above OG = 3	2.440	4.823	9.110
Location	Parameter	Guideline	Number of Samples	Number of Samples Over Guideline	Minimum	Average	Maximum
Gantahaz (Distribution)	Arsenic (As) - Total	MAC ≤ 0.01 mg/L	9	Above MAC = 2	0.0021	0.0113	0.065
Gantahaz (Distribution)	Iron (Fe) - Total	AO ≤ 0.3 mg/L	9	Above AO = 3	<0.010	1.163	6.970
Gantahaz (Distribution)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	9	Above MAC = 2 Above AO = 6	0.0013	0.323	2.260

MAC = Guidelines for Canadian Drinking Water Quality Maximum Acceptable Concentration

AO = Guidelines for Canadian Drinking Water Quality Maximum Aesthetic Objective

OG = Guidelines for Canadian Drinking Water Quality recommend that turbidity should generally be below 1.0 NTU for groundwater systems. In some cases, a less stringent value for turbidity may be acceptable if it is demonstrated that the system has a history of acceptable microbiological quality and that a higher turbidity value will not compromise disinfection.

8.1 Bacteriological Testing Results

In 2022, there were 127 Bacteriological Samples taken throughout the district's three systems with each sample tested for E. Coli and Total Coliforms. The Town System had 29 samples taken, Gantahaz System has 89 samples, and the Airport System has 9 samples taken. A summary of the results of the bacteriological water quality sampling is provided in Table 9: Bacteriological Sampling Results. There were no samples in the last year that detected the presence of E. Coli or Total Coliforms.

Table 9: Bacteriological Sampling Results Summary

Parameter	Location	Number of Samples	Minimum	Maximum	Average	Guideline
E. Coli (MPN/100 mL)	Town System	29	<1	<1	<1	MAC < 1 MPN/100 mL
	Gantahaz System	89	<1	<1	<1	
	Airport System	9	<1	<1	<1	
Total Coliforms (MPN/100 mL)	Town System	29	<1	<1	<1	MAC < 1 MPN/100 mL
	Gantahaz System	89	<1	<1	<1	
	Airport System	9	<1	<1	<1	

8.2 Water Chemistry Testing Results

Summaries of the chemical laboratory testing results are provided in Table 10 to Table 12. For clarity, only chemical testing parameters with a Maximum Allowable Concentration (MAC) or Aesthetic Objective (AO) in the Guidelines for Canadian Drinking Water Quality (GCDWQ) or parameters that indicate the overall water quality are shown. The full water chemistry summaries can be found in Appendix A – Water Chemistry Results Summaries.

Table 10: Town System - Distribution Water Chemistry

GCDWQ				Distribution System				
Parameter	MAC	AO	OG	Samples	Below Detection Limit	Minimum	Average	Maximum
Physical Tests (Water)								
Hardness (as CaCO ₃)				4	0	149	154	159
Total Metals (Water)								
Aluminum (Al)			<0.1	4	4	<0.0030	<0.0030	<0.0030
Antimony (Sb)	0.006			4	4	<0.00010	<0.00010	<0.00010
Arsenic (As)	0.01			4	0	0.003	0.003	0.004
Barium (Ba)	1			4	0	0.066	0.069	0.073
Boron (B)	5			4	4	<0.010	<0.010	<0.010
Cadmium (Cd)	0.005			4	3	<0.0000050	0.0000089	0.0000089
Chromium (Cr)	0.05			4	4	<0.00050	<0.00050	<0.00050
Copper (Cu)	2	≤1		4	0	0.023	0.065	0.126
Iron (Fe)		≤0.3		4	0	0.064	0.117	0.254
Lead (Pb)	0.005			4	1	<0.000050	0.0014	0.0038
Manganese (Mn)	0.12	≤0.02		4	0	0.030	0.041	0.071
Mercury (Hg)	0.001			4	4	<0.0000050	<0.0000050	<0.0000050
Selenium (Se)	0.05			4	4	0.000054	0.000054	0.000054

Sodium (Na)		≤200		4	0	3.590	3.703	3.800
Uranium (U)	0.02			4	0	0.002	0.002	0.002
Zinc (Zn)		≤5		4	2	<0.0030	0.016	0.025
General Parameters								
Chloride		≤250		4	0	6.69	6.82	6.94
Fluoride	1.5			4	0	0.045	0.046	0.047
Nitrate (as N)	10			4	0	0.044	0.048	0.052
Nitrite (as N)	1			4	4	<0.0010	<0.0010	<0.0010
Sulfate		≤500		4	0	7.26	7.42	7.60
Langelier Index				4	0	0.515	0.531	0.554
Solids, Total Dissolved (calc)		≤500		4	0	187	198	212
Colour, True		≤15		4	4	<5.0	<5.0	<5.0
Alkalinity, Total (as CaCO ₃)				4	0	154	154	154
Turbidity			≤1	4	0	0.50	1.40	2.37
pH		7.0-10.5		4	0	8.26	8.30	8.33

Table 11: Gantahaz System - Source Water Chemistry

Date Sampled					13-Jan-2022	13-Jan-2022	8-Feb-2022
GCDWQ					Gantahaz Source	Gantahaz Source	Gantahaz Source
Parameter	Units	MAC	AO	OG	Columbia Well #4	Well #1	Well #1
Physical Tests (Water)							
Hardness (as CaCO ₃)	mg/L				162	165	171
Total Metals (Water)							
Antimony (Sb)-Total	mg/L	0.006			<0.00020	<0.00020	<0.00020
Arsenic (As)-Total	mg/L	0.01			0.00515	0.00495	0.00555
Barium (Ba)-Total	mg/L	2			0.104	0.1070	0.1010
Boron (B)-Total	mg/L	5			<0.0500	<0.050	<0.050
Cadmium (Cd)-Total	mg/L	0.005			<0.000010	<0.000010	<0.000010
Chromium (Cr)-Total	mg/L	0.05			<0.00050	<0.00050	<0.00050
Copper (Cu)-Total	mg/L	2	≥1		0.00065	0.00082	0.00060
Iron (Fe)-Total	mg/L		≥0.3		0.603	0.439	0.993
Lead (Pb)-Total	mg/L	0.005			<0.00020	0.00076	0.00057
Magnesium (Mg)-Total	mg/L				8.71	12.60	12.30
Manganese (Mn)-Total	mg/L	0.12	≥0.02		0.129	0.08760	0.10900
Mercury (Hg)-Total	mg/L	0.001			<0.000010	<0.00001	<0.00001
Selenium (Se)-Total	mg/L	0.05			<0.00050	<0.00050	<0.00050
Sodium (Na)-Total	mg/L		≥200		2.49	5.13	4.98

Uranium (U)-Total	mg/L	0.02			0.00287	0.00612	0.00569
Zinc (Zn)-Total	mg/L		≥5		0.0236	0.0314	0.025
General Parameters							
Chloride	mg/L		≤250		0.87	<0.10	0.11
Fluoride	mg/L	1.5			<0.10	<0.10	<0.10
Nitrate (as N)	mg/L	10			<0.010	<0.010	<0.010
Nitrite (as N)	mg/L	1			<0.010	<0.010	<0.010
Sulfate	mg/L		≤500		14.2	8.7	8.3
Solids, Total Dissolved (calc)	mg/L		≤500		188	176	186
Colour, True	CU		≤15			<5.0	<5.0
Alkalinity, Total (as CaCO ₃)	mg/L				180	169	183
Cyanide, Total	mg/L	0.2				<0.0020	<0.0020
Turbidity	NTU			≤1	2.44	2.92	9.11
pH			7.0-10.5		7.59	7.72	8.19
Conductivity (EC)	uS/cm				310	302	298

Table 12: Gantahaz System - Distribution Water Chemistry

		GCDWQ			Distribution System				
Parameter	Units	MAC	AO	OG	Samples	Below Detection Limit	Minimum	Average	Maximum
Physical Tests (Water)									
Hardness (as CaCO ₃)	mg/L				9	0	159	164	178
Total Metals (Water)									
Aluminum (Al)-Total	mg/L			>0.1	9	3	<0.0050	0.0071	0.0080
Antimony (Sb)-Total	mg/L	0.006			9	9	<0.00020	<0.00020	<0.00020
Arsenic (As)-Total	mg/L	0.01			9	0	0.00209	0.01128	0.0651
Barium (Ba)-Total	mg/L	2			9	0	0.094	0.115	0.220
Boron (B)-Total	mg/L	5			9	9	<0.0500	<0.0500	<0.0500
Cadmium (Cd)-Total	mg/L	0.005			9	9	<0.000010	<0.000010	<0.000010
Chromium (Cr)-Total	mg/L	0.05			9	9	<0.00050	<0.00050	<0.00050
Copper (Cu)-Total	mg/L	2	≥1		9	0	0.0036	0.0286	0.1480
Iron (Fe)-Total	mg/L		≥0.3		9	1	<0.010	1.163	6.970
Lead (Pb)-Total	mg/L	0.005			9	4	<0.00020	0.0007	0.0025
Manganese (Mn)-Total	mg/L	0.12	≥0.02		9	0	0.0013	0.3227	2.2600
Mercury (Hg)-Total	mg/L	0.001			9	9	<0.000010	<0.000010	<0.000010
Selenium (Se)-Total	mg/L	0.05			9	9	<0.00050	<0.00050	<0.00050
Sodium (Na)-Total	mg/L		≥200		9	0	2.34	2.42	2.50
Uranium (U)-Total	mg/L	0.02			9	0	0.0028	0.0029	0.0031

Zinc (Zn)-Total	mg/L		≥5		9	0	0.0048	0.0161	0.0696
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8.2.1 Turbidity

The GCDWQ recommends that turbidity typically is below 1.0 NTU for groundwater sources. In some cases, a less stringent value may be acceptable if it is demonstrated that the system has a history of acceptable microbiological quality and that a higher value for turbidity will not compromise disinfection (which is not applicable in this case).

In the Town System, turbidity results exceeded 1.0 NTU in two of four samples. The average of the samples 1.40 NTU.

In the Gantahaz System, all three source water samples and samples exceeded the operational guideline of 1.0 NTU. The turbidity sample in the source water ranged from 2.44 to 9.11 NTU with an average of 4.82 NTU.

Future analysis including field testing of the turbidity in the raw water is recommended to determine whether the turbidity exceedances observed in both the Town and Gantahaz are a cause for concern.

8.2.2 Iron

The GCDWQ has an aesthetic objective of 0.3 mg/L for iron. Iron is objectionable in water supplies for several reasons unrelated to health. Iron can precipitate as rust-colored silt which can result in an unpalatable taste as well as stain laundry and plumbing fixtures. In addition, iron can promote the growth of “iron bacteria” which can cause a slimy coating in water distribution pipes.

Five iron exceedances occurred in twelve samples from the Gantahaz subdivision, with three occurring in the source water and two in the distribution network. The results ranged from 0.439 to 0.993 mg/L with an average of 0.678 mg/L from three samples of the source water. In the distribution network results ranged from <0.010 to 6.97 mg/L with an average of 6.97 mg/L from nine samples. The 6.97 mg/L result is an outlier and is likely due to the mobilization of metals accumulated with the pipes because the results from the same location one month later had an iron concentration of 0.985 mg/L.

Given that the primary concern for iron concentrations above the AO is colour and taste the system should be monitored and any complaints about the aesthetic should be recorded for future consideration.

Appendix B and C contains graphs showing all the iron concentrations from sampling taken between 2018 and February 2022 for the Town and Gantahaz Water Systems.

8.2.3 Manganese

Similar to iron, manganese can form a precipitate that can cause maintenance issues in distribution systems, resulting in laundry/plumbing staining in households, and cause objectionable taste issues. In the past, the GCDWQ had only an aesthetic objective of 0.05 mg/L for manganese. However, as of May 10, 2019, the guideline was updated to include a new Maximum Acceptable Concentration (MAC) of 0.12 mg/L and a reduced Aesthetic Objective (AO) of 0.02 mg/L.

The MAC was added because new research has shown that at higher concentrations it can pose adverse neurological effects in infants and children, primarily to the central nervous system, followed by the reproductive system. Infants who consume powdered baby formula reconstituted from water that is high in manganese are at the greatest risk. Although the MAC was established based on infants, this value is intended to protect all Canadians. The AO was reduced to minimize the occurrence of discolored water due to manganese and to improve consumer confidence in drinking water quality.

As noted in Table 8: Parameters Exceeding Guidelines the manganese results are somewhat variable for both the Town and Gantahaz water systems. The results vary depending on the location and are sometimes below the AO, and some of the results exceed the new MAC. Appendix B and C contains graphs showing all the manganese concentrations from sampling taken between 2018 and February 2022 for the Town and Gantahaz Systems.

In the Town System, manganese AO exceedances were observed in 4 of the 4 samples but no sample exceeded the MAC. In the distribution network, the results ranged from 0.0298 to 0.0707 mg/L with an average of 0.041 mg/L from four samples.

Nine samples from the Gantahaz subdivision exceeded the aesthetic objective with three samples also exceeding the maximum acceptable concentration. One of three source samples and two of the nine distribution network samples were above the MAC. The

results ranged from 0.088 to 0.129 mg/L with an average of 0.109 mg/L from three samples of the source water. The distribution network results ranged from 0.013 to 2.26 mg/L with an average of 0.323 mg/L from 9 samples. The 2.26 mg/L result is an outlier and is likely due to the mobilization of metals accumulated with the pipes because the results from the same location one month later had a concentration of 0.349 mg/L.

The District flushes each distribution system twice annually to control the iron and manganese concentrations due to accumulation in the network. The highest concentrations of iron and manganese exceedances occurred at multiple points throughout the distribution system. This indicates that those exceedances are primarily due to the accumulation and release of minerals.

8.2.4 Arsenic

Arsenic is naturally occurring from weathering of soils and minerals and is classified as a human carcinogen. The GCDWQ has a Maximum Acceptable Concentration (MAC) of 0.01 mg/L with a recommendation to achieve an arsenic concentration As Low As Reasonably Achievable (ALARA).

No exceedances were found in the Town Water System but there were two samples from the same location within the Gantahaz distribution network that exceeded the maximum allowable concentration. The 0.0651 mg/L result is an outlier and is likely due to the mobilization of metals accumulated with the pipes because the results from the same location one month later had an iron concentration of 0.0102 mg/L. The other ten samples from Gantahaz system were all below the MAC with an average concentration of 0.0037 mg/L. The maximum concentration detected in the source water was 0.0056 mg/L indicating this is a potential accumulation and release issue. Appendix B contains a graph showing all the arsenic concentrations from sampling taken between 2018 and February 2022 for the Gantahaz Systems.

As with all of the metal concentrations, the arsenic level should be closely monitored, and it is recommended that additional system flushing should occur.

9 CONCLUSION & RECOMMENDATIONS

The water quality of the three water systems in the District of Mackenzie are of good water chemistry with some exceedances of the manganese MAC and one occurrence of the arsenic

MAC in the distribution system. The microbiological quality of the water is excellent with no E. Coli and Total Coliforms found in the water system.

The District of Mackenzie is committed to ensuring that the community has safe and secure drinking water. In 2023, the District will be undertaking additional water sampling and analysis to determine the extent and impact that manganese and other metals are having on the water system while exploring options to improve water quality for the end-users.

If you have any questions or comments regarding the content of this report please contact Jim Fast, Lead Operator, for the District at 250-997-3761 or at utilities@districtofmackenzie.ca.

APPENDIX A – 2022 WATER CHEMISTRY RESULTS SUMMARY

Table 13: Town System - Distribution Water Chemistry

		GCDWQ			Distribution System				
		MAC	AO	OG	Samples	Below Detection Limit	Minimum	Average	Maximum
Physical Tests (Water)									
Hardness (as CaCO3)	mg/L				4	0	149	154	159
Total Metals (Water)									
Aluminum (Al)	mg/L			<0.1	4	4	<0.0030	<0.0030	<0.0030
Antimony (Sb)	mg/L	0.006			4	4	<0.00010	<0.00010	<0.00010
Arsenic (As)	mg/L	0.01			4	0	0.003	0.003	0.004
Barium (Ba)	mg/L	2			4	0	0.066	0.069	0.073
Beryllium (Be)	mg/L				4	4	<0.000100	<0.000100	<0.000100
Boron (B)	mg/L	5			4	4	<0.010	<0.010	<0.010
Cadmium (Cd)	mg/L	0.005			4	3	<0.000005	0.0000089	0.0000089
Calcium (Ca)	mg/L				4	0	47.500	49.200	51.500
Chromium (Cr)	mg/L	0.05			4	4	<0.00050	<0.00050	<0.00050
Cobalt (Co)	mg/L				4	4	<0.00010	<0.00010	<0.00010
Copper (Cu)	mg/L	2	≤1		4	0	0.023	0.065	0.126
Iron (Fe)	mg/L		≤0.3		4	0	0.064	0.117	0.254
Lead (Pb)	mg/L	0.005			4	1	<0.000050	0.0014	0.0038
Lithium (Li)	mg/L				4	0	0.004	0.004	0.004
Magnesium (Mg)	mg/L				4	4	7.330	7.480	7.650
Manganese (Mn)	mg/L	0.12	≤0.02		4	0	0.030	0.041	0.071
Mercury (Hg)	mg/L	0.001			4	4	<0.000005	<0.000005	<0.000005
Molybdenum (Mo)	mg/L				4	0	0.000	0.000	0.000
Nickel (Ni)	mg/L				4	4	<0.00050	<0.00050	<0.00050
Potassium (K)	mg/L				4	0	0.635	0.650	0.672
Selenium (Se)	mg/L	0.05			4	4	0.000054	0.000054	0.000054
Silver (Ag)	mg/L				4	3	<0.000010	0.000041	0.000041
Sodium (Na)	mg/L		≤200		4	0	3.590	3.703	3.800
Thallium (Tl)	mg/L				4	4	<0.000010	<0.000010	<0.000010
Tin (Sn)	mg/L				4	0	0.005	0.005	0.005
Titanium (Ti)	mg/L				4	4	<0.00030	<0.00030	<0.00030
Uranium (U)	mg/L	0.02			4	0	0.002	0.002	0.002
Vanadium (V)	mg/L				4	4	<0.00050	<0.00050	<0.00050
Zinc (Zn)	mg/L		≤5		4	2	<0.0030	0.016	0.025

General Parameters									
Chloride	mg/L		≤250		4	0	6.69	6.82	6.94
Fluoride	mg/L	1.5			4	0	0.045	0.046	0.047
Nitrate (as N)	mg/L	10			4	0	0.044	0.048	0.052
Nitrite (as N)	mg/L	1			4	4	<0.0010	<0.0010	<0.0010
Sulfate	mg/L		≤500		4	0	7.26	7.42	7.60
Langelier Index	-				4	0	0.515	0.531	0.554
Solids, Total Dissolved (calc)	mg/L		≤500		4	0	187	198	212
Colour, True	CU		≤15		4	4	<5.0	<5.0	<5.0
Alkalinity, Total (as CaCO ₃)	mg/L				4	0	154	154	154
Cyanide, Total	mg/L	0.2			4	0			
Turbidity	NTU			≤1	4	0	0.50	1.40	2.37
pH	pH units		7.0- 10.5		4	0	8.26	8.30	8.33
Conductivity (EC)	uS/cm				4	0	306	309	312

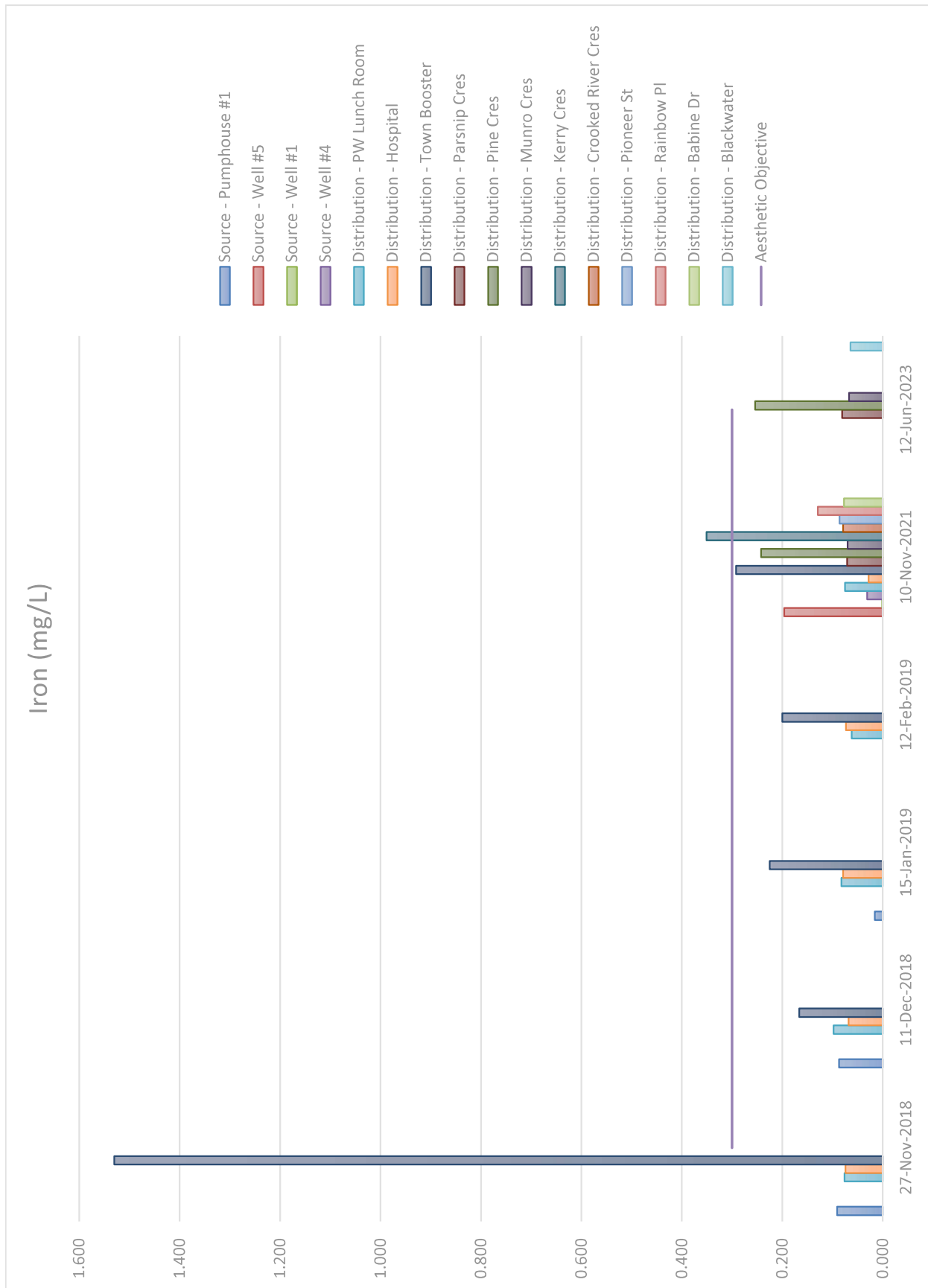
Table 14: Gantahaz System - Source Water Chemistry

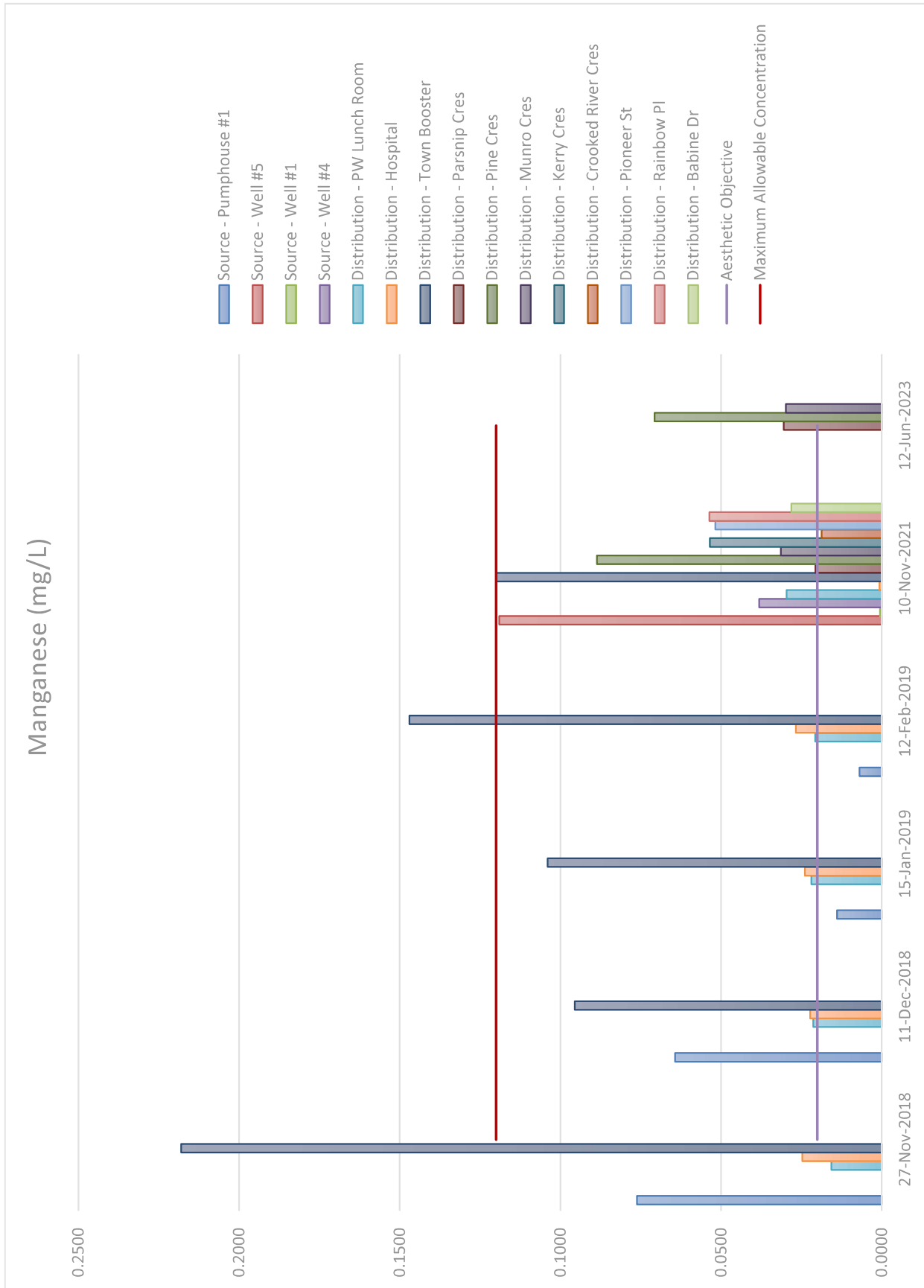
					Date Sampled	13-Jan-2022	13-Jan-2022	8-Feb-2022
					Lab Sample ID			
		GCDWQ				Gantahaz Source	Gantahaz Source	Gantahaz Source
Parameter	Units	MAC	AO	OG	Columbia Well #4	Well #1	Well #1	Well #1
Physical Tests (Water)								
Hardness (as CaCO ₃)	mg/L				162	165	171	
Total Metals (Water)								
Aluminum (Al)-Total	mg/L			>0.1	<0.0050	0.0279	0.187	
Antimony (Sb)-Total	mg/L	0.006			<0.00020	<0.00020	<0.00020	
Arsenic (As)-Total	mg/L	0.01			0.00515	0.00495	0.00555	
Barium (Ba)-Total	mg/L	2			0.104	0.1070	0.1010	
Boron (B)-Total	mg/L	5			<0.0500	<0.050	<0.050	
Cadmium (Cd)-Total	mg/L	0.005			<0.000010	<0.000010	<0.000010	
Calcium (Ca)-Total	mg/L				50.6	45.1	48.0	
Chromium (Cr)-Total	mg/L	0.05			<0.00050	<0.00050	<0.00050	
Cobalt (Co)-Total	mg/L				<0.00010	<0.00010	0.00021	
Copper (Cu)-Total	mg/L	2	≥1		0.00065	0.00082	0.00060	
Iron (Fe)-Total	mg/L		≥0.3		0.603	0.439	0.993	
Lead (Pb)-Total	mg/L	0.005			<0.00020	0.00076	0.00057	
Magnesium (Mg)-Total	mg/L				8.71	12.60	12.30	
Manganese (Mn)-Total	mg/L	0.12	≥0.02		0.129	0.08760	0.10900	
Mercury (Hg)-Total	mg/L	0.001			<0.000010	<0.00001	<0.00001	
Molybdenum (Mo)-Total	mg/L				0.00125	0.00272	0.00258	
Nickel (Ni)-Total	mg/L				<0.00040	<0.00040	0.0005	
Potassium (K)-Total	mg/L				0.74	1.11	0.96	
Selenium (Se)-Total	mg/L	0.05			<0.00050	<0.00050	<0.00050	
Sodium (Na)-Total	mg/L		≥200		2.49	5.13	4.98	
Uranium (U)-Total	mg/L	0.02			0.00287	0.00612	0.00569	
Zinc (Zn)-Total	mg/L		≥5		0.0236	0.0314	0.025	
General Parameters								
Chloride	mg/L		≤250		0.87	<0.10	0.11	
Fluoride	mg/L	1.5			<0.10	<0.10	<0.10	
Nitrate (as N)	mg/L	10			<0.010	<0.010	<0.010	
Nitrite (as N)	mg/L	1			<0.010	<0.010	<0.010	
Sulfate	mg/L		≤500		14.2	8.7	8.3	
Langelier Index	-					0.1	0.7	
Solids, Total Dissolved (calc)	mg/L		≤500		188	176	186	
Temperature, at pH	°C							
Colour, True	CU		≤15			<5.0	<5.0	
Alkalinity, Total (as CaCO ₃)	mg/L				180	169	183	
Alkalinity, Phenolphthalein (as CaCO ₃)	mg/L							
Alkalinity, Bicarbonate (as CaCO ₃)	mg/L							

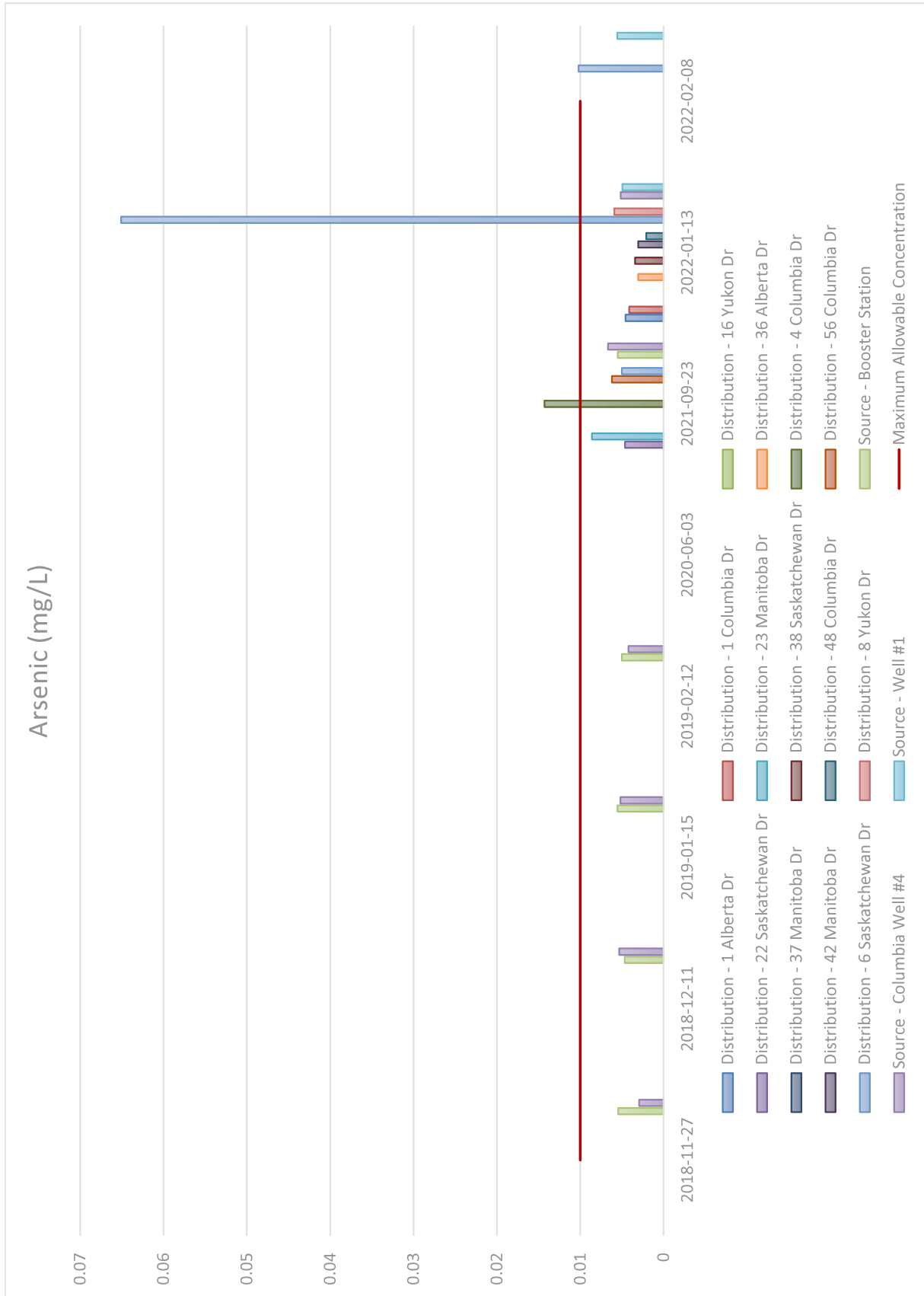
Alkalinity, Carbonate (as CaCO ₃)	mg/L						
Alkalinity, Hydroxide (as CaCO ₃)	mg/L						
Cyanide, Total	mg/L	0.2				<0.0020	<0.0020
Turbidity	NTU			≤1	2.44	2.92	9.11
pH			7.0-10.5		7.59	7.72	8.19
Conductivity (EC)	uS/cm				310	302	298

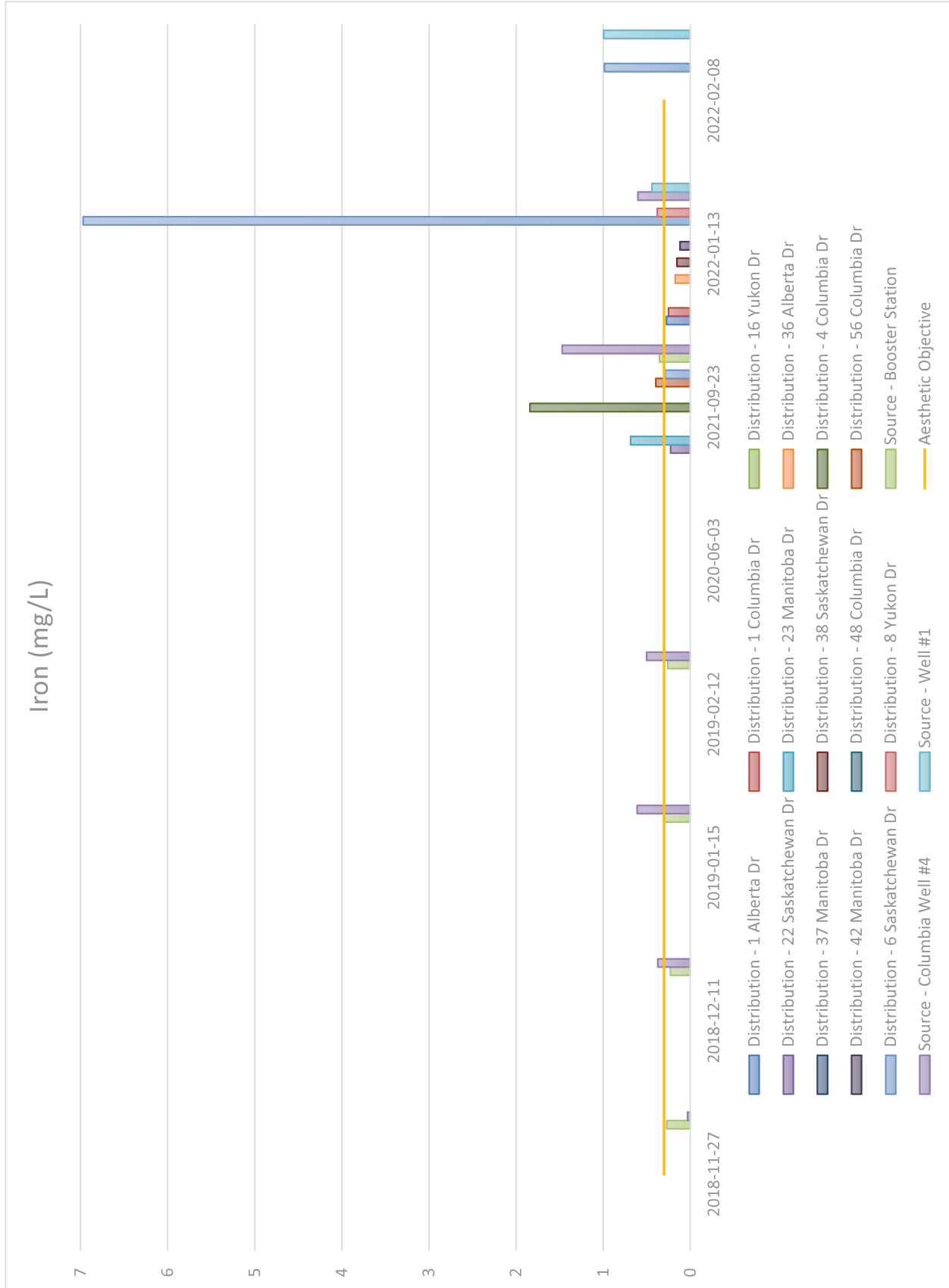
Table 15: Gantahaz System - Distribution Water Chemistry

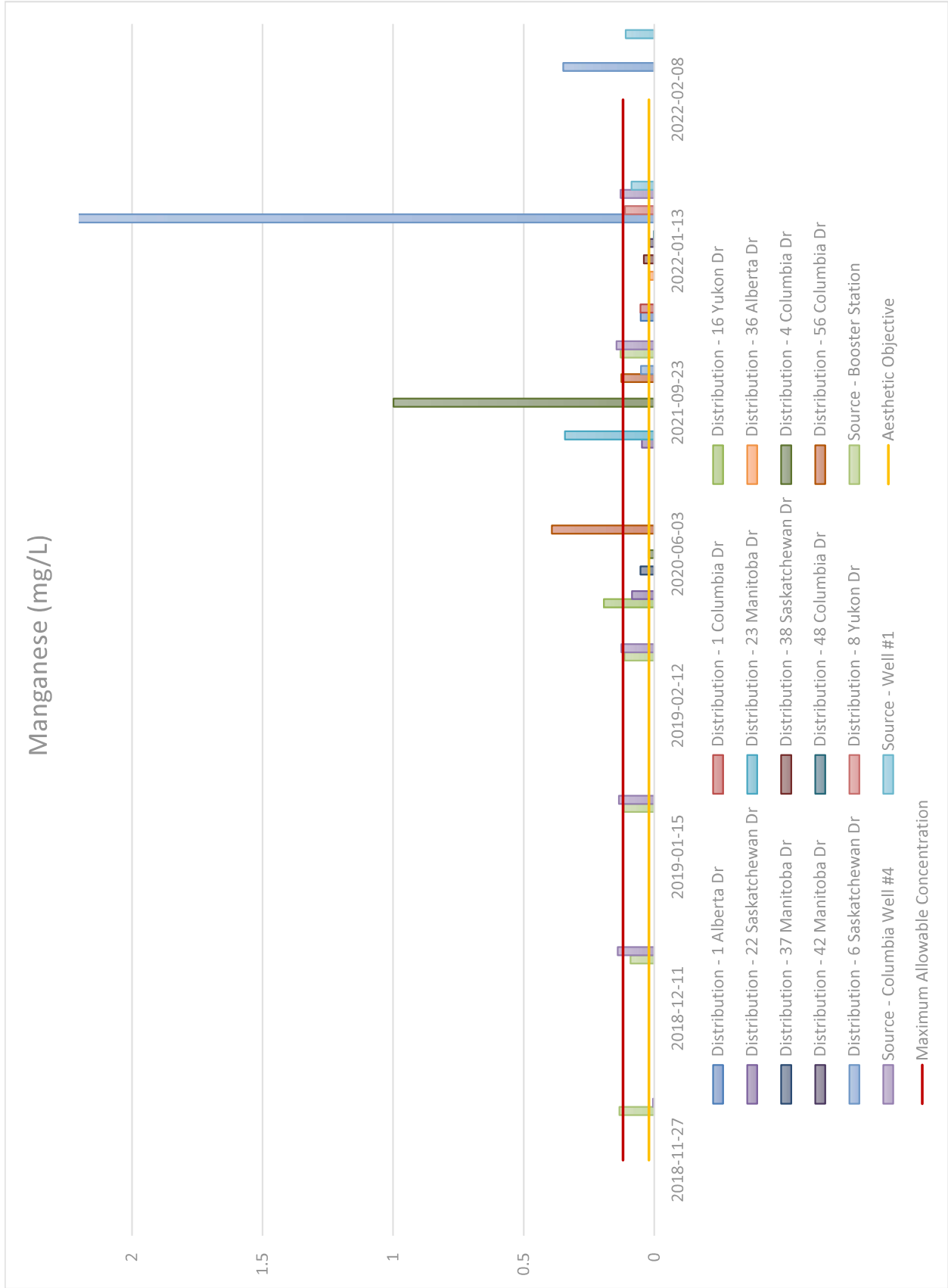
		GCDWQ			Distribution System				
Parameter	Units	MAC	AO	OG	Samples	Below Detection Limit	Minimum	Average	Maximum
<u>Physical Tests (Water)</u>									
Hardness (as CaCO3)	mg/L				9	0	159	164	178
<u>Total Metals (Water)</u>									
Aluminum (Al)-Total	mg/L			>0.1	9	3	<0.0050	0.0071	0.0080
Antimony (Sb)-Total	mg/L	0.006			9	9	<0.00020	<0.00020	<0.00020
Arsenic (As)-Total	mg/L	0.01			9	0	0.00209	0.01128	0.0651
Barium (Ba)-Total	mg/L	2			9	0	0.094	0.115	0.220
Boron (B)-Total	mg/L	5			9	9	<0.0500	<0.0500	<0.0500
Cadmium (Cd)-Total	mg/L	0.005			9	9	<0.000010	<0.000010	<0.000010
Calcium (Ca)-Total	mg/L				9	0	49.1	51.0	56.2
Chromium (Cr)-Total	mg/L	0.05			9	9	<0.00050	<0.00050	<0.00050
Cobalt (Co)-Total	mg/L				9	8	<0.00010	0.00012	0.00036
Copper (Cu)-Total	mg/L	2	≥1		9	0	0.0036	0.0286	0.1480
Iron (Fe)-Total	mg/L		≥0.3		9	1	<0.010	1.163	6.970
Lead (Pb)-Total	mg/L	0.005			9	4	<0.00020	0.0007	0.0025
Magnesium (Mg)-Total	mg/L				9	0	8.57	8.93	9.15
Manganese (Mn)-Total	mg/L	0.12	≥0.02		9	0	0.0013	0.3227	2.2600
Mercury (Hg)-Total	mg/L	0.001			9	9	<0.000010	<0.000010	<0.000010
Molybdenum (Mo)-Total	mg/L				9	0	0.0004	0.0012	0.0014
Nickel (Ni)-Total	mg/L				9	4	<0.00040	0.0009	0.0019
Potassium (K)-Total	mg/L				9	0	0.68	0.7544	0.7900
Selenium (Se)-Total	mg/L	0.05			9	9	<0.00050	<0.00050	<0.00050
Sodium (Na)-Total	mg/L		≥200		9	0	2.34	2.42	2.50
Uranium (U)-Total	mg/L	0.02			9	0	0.0028	0.0029	0.0031
Zinc (Zn)-Total	mg/L		≥5		9	0	0.0048	0.0161	0.0696









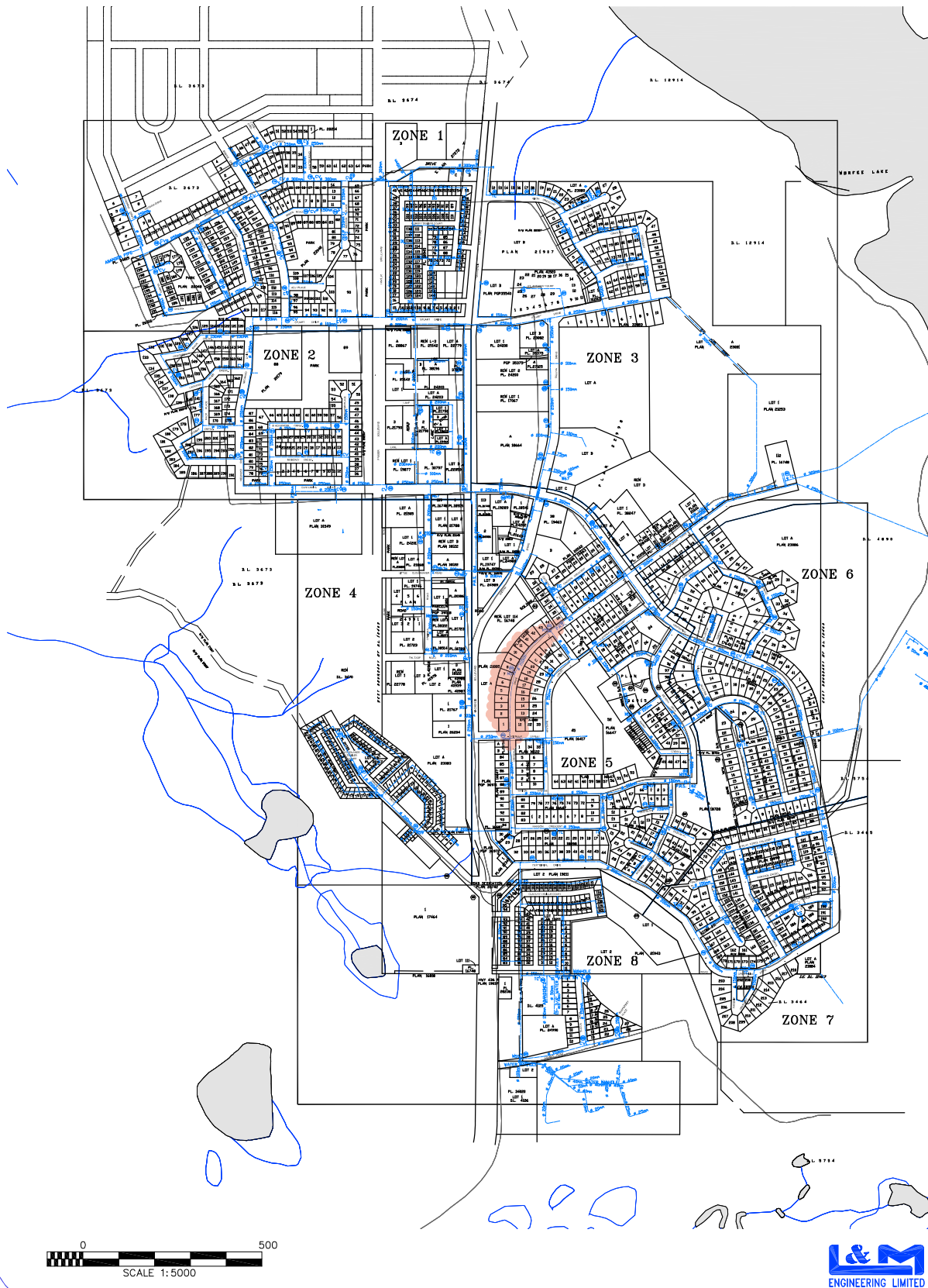


APPENDIX D – TOWN AND GANTHAHAZ WATER SYSTEM MAPS




DISTRICT OF MACKENZIE

WATER SYSTEM SERVICING LAYOUT



LEGEND

- FIRE HYDRANT
- VALVE
- WELL
- PUMP HOUSE
- RESERVOIR
- WATER LINE
- EXISTING LEGAL



NO.	DATE	REVISION	BY

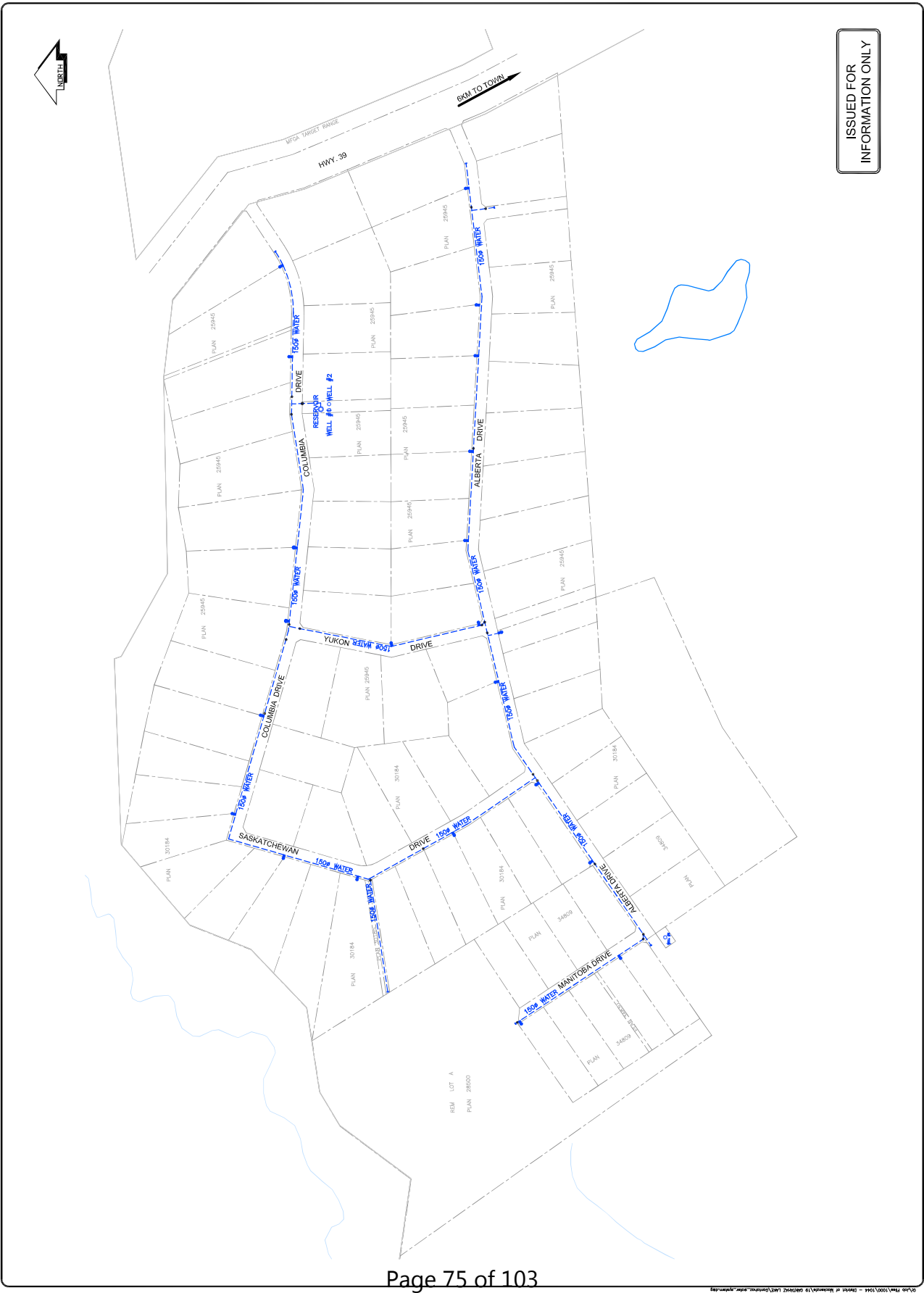
ENGINEERING LIMITED
 1201 FOURTH AVENUE
 VICTORIA, BRITISH COLUMBIA
 V8W 2R4
 TEL: (250) 363-4477
 FAX: (250) 363-4987

DRAWING NO.	NP
CHECKED BY	LA
DESIGNED BY	LA
REVIEWED BY	LA
CONSIDERED BY	CP
DATE	12/02/08
SCALE	1:5000

MACKENZIE DISTRICT
 GANTAHAZ RURAL SUBDIVISION
 WATER SYSTEM

CONSULTANTS PROJECT NO.
 1044-00-00
 DRAWING NO.
MAP 01

SHEET NO.	REV. NO.
1 OF 1	0



APPENDIX E – WATER SYSTEM OPERATING PERMITS

PERMIT TO OPERATE

A Drinking Water System with
15-300 Connections

System Name: Mackenzie CWS Gantahaz Subdivision

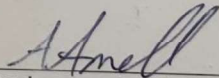
Physical Location : Mackenzie CWS
1 Mackenzie Boulevard
Mackenzie BC

Owner Name: District Of Mackenzie

Conditions of Permit

- > Maintain a minimum of 2 water bacteriology samples per month unless the Environmental Health Officer requests a greater frequency.
- > Maintain an up-to-date Emergency Response Plan.
- > Operator must be trained and certified at the level specified by the Environmental Operators Certification Program.
- > Submit water chemistry data every 3 years, unless the Environmental Health Officer requests a greater frequency.

30-Mar-2001
Effective Permit Date


Environmental Health Officer

2-Jul-2019
Permit Revised Date



10-411-7011 (LC - Appr. - 06/11pc)


northern health
the northern way of caring

PERMIT TO OPERATE

A Drinking Water System with
301-10000 Connections

System Name: Mackenzie CWS Morfee Lake

Physical Location: Mackenzie CWS
1 Mackenzie Boulevard
Mackenzie BC

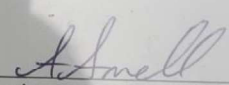
Owner Name: District Of Mackenzie

Conditions of Permit

- > Maintain a minimum of 5 water bacteriology samples per month unless the Environmental Health Officer requests a greater frequency.
- > Maintain an up-to-date Emergency Response Plan.
- > Operator must be trained and certified at the level specified by the Environmental Operator Certification Program.
- > Submit water chemistry data every 1 years, unless the Environmental Health Officer requests a greater frequency.

30-Mar-1996
Effective Permit Date

2-Jul-2019
Permit Revised Date


Environmental Health Officer




northern health
the northern way of caring

10-411-7011 (LC - Appr. - 06/11pc)

PERMIT TO OPERATE

A Drinking Water System with
1 Public Connection

System Name: Mackenzie CWS Airport

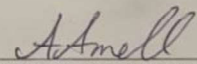
Physical Location: Mackenzie CWS
1 Mackenzie Boulevard
Mackenzie BC

Owner Name: District Of Mackenzie

Conditions of Permit

- > Maintain a minimum of one water bacteriology sample per month unless the Environmental Health Officer requests a greater frequency.
- > Maintain an up-to-date Emergency Response Plan.
- > Submit water chemistry data every 5 years, unless the Environmental Health Officer requests a greater frequency.

25-March-2005
Effective Permit Date


Environmental Health Officer

3-July-2019
Permit Revised Date

**DECAL
NOT REQUIRED**

10-411-7011 (LC - Appr. - 06/11pc)


northern health
the northern way of caring

COUNCIL REPORT

To: Mayor and Council

From: Finance

Date: November 21, 2023

Subject: 2023-2027 Financial Plan Amendment

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

The 2023 – 2027 Financial Plan provides the expenditure authority for the District. The *Community Charter* Section 165 requires a financial plan be adopted annually, by bylaw, before the annual property tax bylaw is adopted. The *Community Charter* also allows for the financial plan to be amended, by bylaw, at any time.

Since the 2023 – 2027 Financial Plan Bylaw No. 1498, 2023 was originally drafted and adopted, other information has come available that has materially impacted the original 2023-2027 Financial Plan, such as approved grant funding, new capital projects (approved by Council after the bylaw was adopted), and revised operating and capital expenditures. The following summarizes the proposed amendments to the 2023 Capital and General Operating budgets that will affect Schedule B, C and D in the 2023-2027 Financial Plan Amendment Bylaw No. 1509, 2023:

2023 Capital Budget

The main amended changes are:

a) New Capital Project and Grants

Protective Services

- *Structural Protection Unit(SPU) #3 Equipment* – \$45,000 grant from Union of BC Municipalities (UBCM) Community Resiliency Investment Program to purchase FireSmart structure protection equipment to outfit a Structural Protection Unit Trailer.

Transportation Services

- *Street Sweeper Replacement* - \$422,740 to be allocated from the Vehicle and Equipment Replacement Reserve to replace the current unit that has passed its useful life and has become not mechanically reliable.

Recreation Services

- *Ski Hill Gazebo* – \$26,302 to be allocated from 2022 McLeod Lake Mackenzie Community Forest Dividends that have not previously been allocated. The gazebo will be placed over the fire pit area on Little Mac Ski Hill.

b) Revised Expenditure Cost and Others

- *Road Paving* – \$269,920 project increase due to inflation, value of bids received and inclusion of contingency funds. The additional funds will be allocated from the General Capital Reserve.
- *All-Terrain Vehicle* - \$2,138 purchase increase due to option features purchased and will be allocated from the Vehicle and Equipment Replacement Reserve.
- *Active Transportation Plan* - \$1,991 project increase due to addition of concept landscape plans with cost estimates for the Mackenzie Recreation Centre and the 616 area. The additional funds will be allocated from the General Capital Reserve.
- *Paving Plan* – (\$46,500) project decrease due to bids received for the project were lower than expected.
- *Signature Trail Project* - \$70,694 project increase due to Public Works employees doing landscaping work on the bike park along with additional costs. The additional funds for labor will be transferred from the Public Works Operating budget as well as project grant funding not previously allocated.

A detailed summary of the Capital Expenditure, adjustments including the respective Source of Funding revision, is reconciled in *Attachment A*.

2023 General Operating Budget

Revised Revenue and Expenses total increased by \$1,772,910 for an amended budget amount of \$16,471,560. Below is the list of changes:

Revenue:

- \$11,500 – revenue from Climate Action Reserve Fund to participate in the Food Cycler Pilot Program
- \$67,410 – revenue from prior year surplus to fund six (6) months rental for the new commercial garbage truck (July'23 – Dec'23)
- \$664,000 – additional revenue from capital reserve investment interest
- \$250,000 – revenue from McLeod Lake Mackenzie Community Forest (MLMCF) dividends that will be put into surplus for future operational and capital needs
- \$780,000 – revenue from Wildfire Deployment

TOTAL: \$1,772,910

Expenditures:

- \$24,295 – increase to Finance under General Government for wildfire deployment administration services
- \$294,105 – increase to Emergency Management budget under Protective Services for wildfire deployment expenses
- \$67,410 – increase to Garbage Collection budget under Transportation Services for monthly commercial garbage truck rental
- \$11,500 – increase to Administration budget under General Government for District expenses in the Food Cycler Pilot Program
- \$250,000 – increase to fiscal services for transfer to surplus of MLMCF dividends
- \$664,000 – increase to fiscal services for investment interest transferred to reserves
- \$461,600 – increase to fiscal services for transfer to Fire Department Vehicle and Equipment Replacement

TOTAL: \$1,772,910

A detailed summary of the Revenue and Expenses adjustments have been included as *Attachment B*.

A copy of the proposed changes to the bylaw have been included in the bylaw section of this agenda for Council's consideration.

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:

Kerri Borne, Chief Financial Officer

Reviewed By: Corporate Services

Approved By: Chief Administrative Officer

Amended Adjustments - Capital Projects	2023	FUNDED RESERVES	FUNDED GRANTS - OTHERS	TOTAL SOURCE of FUNDS
Current Capital Budget	\$ 6,438,498			
(+) Structural Protection Unit(SPU) #3 Equipment	45,000		45,000	45,000
(+) Road Paving	269,920	269,920		269,920
(+) All Terrain Vehicle	2,138	2,138		2,138
(+) Active Transportation Master Plan	1,991	1,991		1,991
(+) Street Sweeper Replacement	422,740	422,740		422,740
(+) Signature Trail Project	70,694		70,694	70,694
(+) Ski Hill Gazebo	26,302		26,302	26,302
(-) Paving Plan	(46,500)	(46,500)		(46,500)
Amended Budget Changes	792,286	650,289	141,996	792,286
Amended Schedule D - Capital Budget	\$ 7,230,783			

DESCRIPTION	2023 AMENDED BUDGET	2023 FINAL BUDGET	BUDGET VARIANCE	% OF BUDGET INCREASE/DECREASE
GENERAL OPERATING REVENUE				
<u>GENERAL REVENUE</u>				
PROPERTY TAXES	5,431,959	5,431,959	-	0.0%
1% UTILITIES TAX/GRANTS IN LIEU/OTHER ASSESSMENTS	2,762,695	2,762,695	-	0.0%
PENALTIES AND INTEREST ON TAXES	42,000	42,000	-	0.0%
SALES OF SERVICE/USER FEES	119,984	119,984	-	0.0%
TRANSFERS FROM OTHER GOVERNMENTS	2,950,276	2,950,276	-	0.0%
INVESTMENT INCOME	1,236,924	322,924	914,000	73.9%
OTHER REVENUES	3,900	3,900	-	0.0%
	12,547,739	11,633,739	914,000	7.3%
<u>DEPARTMENTS</u>				
JUSTICE CENTRE (COURT/RCMP LEASE)	102,387	102,387	-	0.0%
FIRE DEPARTMENT/EMERGENCY MANAGEMENT	792,000	12,000	780,000	98.5%
BUILDING INSPECTION	59,500	59,500	-	0.0%
BYLAW ENFORCEMENT	28,125	28,125	-	0.0%
PUBLIC WORKS DEPARTMENT (CUSTOM WORK, ROADS, AIRPORT)	134,000	134,000	-	0.0%
GARBAGE COLLECTION	461,420	461,420	-	0.0%
PUBLIC HEALTH	50,123	50,123	-	0.0%
PARKS	70,000	70,000	-	0.0%
LITTLE MAC SKI HILL	13,000	13,000	-	0.0%
RECREATION CENTRE	259,641	259,641	-	0.0%
FISCAL SERVICES	1,953,625	1,874,715	78,910	4.0%
	3,923,821	3,064,911	858,910	21.9%
TOTAL REVENUE	16,471,560	14,698,650	1,772,910	10.8%

DESCRIPTION	2023 AMENDED BUDGET	2023 FINAL BUDGET	BUDGET VARIANCE	% OF BUDGET INCREASE/DECREASE
GENERAL OPERATING EXPENSES				
<u>GENERAL GOVERNMENT</u>				
COUNCIL	219,822	219,822	-	0.0%
ADMINISTRATION	911,337	899,837	11,500	1.3%
ECONOMIC DEVELOPMENT	88,300	88,300	-	0.0%
GRANTS IN AID & FEE FOR SERVICE	205,600	205,600	-	0.0%
FINANCE	684,684	660,389	24,295	3.5%
COMMON SERVICES/COMPUTER SERVICES/BUILDING	486,670	486,670	-	0.0%
ALLOCATION WATER/SEWER	(84,000)	(84,000)	-	0.0%
DEPRECIATION - General Government	56,199	56,199	-	0.0%
	2,568,611	2,532,816	35,795	1.4%
<u>PROTECTIVE SERVICES</u>				
FIRE DEPARTMENT	502,010	502,010	-	0.0%
FIRE HALL #1	57,328	57,328	-	0.0%
FIRE HALL #2 (Industrial Area)	10,460	10,460	-	0.0%
EMERGENCY MANAGEMENT	301,805	7,700	294,105	97.4%
FUEL MITIGATION	171,858	171,858	-	0.0%
BUILDING INSPECTIONS	159,480	159,480	-	0.0%
ANIMAL CONTROL/BYLAWS SERVICES	219,403	219,403	-	0.0%
OTHER PROTECTIVE SERVICES	102,387	102,387	-	0.0%
DEPRECIATION - Protective Service	140,691	140,691	-	0.0%
	1,665,422	1,371,317	294,105	17.7%
<u>TRANSPORTATION SERVICES</u>				
TRANSPORTATION SERVICES	2,097,899	2,097,899	-	0.0%
DEPRECIATION - Public Works	703,263	703,263	-	0.0%

DESCRIPTION	2023 AMENDED BUDGET	2023 FINAL BUDGET	BUDGET VARIANCE	% OF BUDGET INCREASE/DECREASE
GARBAGE COLLECTION	416,521	349,111	67,410	16.2%
PUBLIC HEALTH	101,334	101,334	-	0.0%
DEPRECIATION - Public health	48,765	48,765	-	0.0%
BEACHES AND PARKS	232,744	232,744	-	0.0%
	3,600,526	3,533,116	67,410	1.9%
<u>PARKS AND RECREATION SERVICES</u>				
PARKS AND PLAYGROUNDS	15,788	15,788	-	0.0%
RECREATION FACILITIES	2,795,244	2,795,244	-	0.0%
DEPRECIATION - Recreation Services	689,308	689,308	-	0.0%
	3,500,340	3,500,340	-	0.0%
<u>FISCAL SERVICES</u>				
FISCAL EXPENSES	10,250	10,250	-	0.0%
TRANSFER TO RESERVES	4,794,225	3,418,625	1,375,600	28.7%
TRANSFER TO OWN FUNDS	53,304	53,304	-	0.0%
TRANSFER TO MACKENZIE PUBLIC LIBRARY	278,881	278,881	-	0.0%
	5,136,660	3,761,060	1,375,600	26.8%
TOTAL GENERAL EXPENSES	16,471,560	14,698,650	1,772,910	10.8%
REVENUE LESS EXPENSES				
NET SURPLUS (DEFICIENCY)	(0)	(0)		

	2023	2023		% OF BUDGET
DESCRIPTION	AMENDED BUDGET	FINAL BUDGET	BUDGET VARIANCE	INCREASE/DECREASE
WATER OPERATIONS				
REVENUE	823,236	823,236	-	0.0%
EXPENDITURES	823,236	823,236	-	0.0%
NET SURPLUS (DEFICIENCY)	-	-		
SEWER OPERATIONS				
REVENUE	638,664	638,664	-	0.0%
EXPENDITURES	638,664	638,664	-	0.0%
NET SURPLUS (DEFICIENCY)	-	-		
CONSOLIDATED GENERAL, WATER & SEWER				
OPERATING SURPLUS (DEFICIENCY)	(0)	(0)		

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Mayor Joan Atkinson

Date: November 27, 2023

Subject: Activity for month of October 2023

Date:	Activity:
October 1	Participated in Community Church Service at Mackenzie Recreation Centre, which was part of a successful "Mackenzie Senior's Week."
October 10	Along with staff and other members of Council, met with Luke Gleeson (member of Tsay Keh Dene Nation) and Karl Mattson (artist) at Mackenzie Tree Crusher Site, regarding opportunity to provide a full and accurate history of the Tree Crusher and impacts on the region including negative effects on Indigenous Nations in the region.
October 11	Participated in Zoom call with Minister Bowinn Ma (Emergency Management) and Anne Kang (Municipal Affairs) regarding ongoing concerns with drought and wildfire in the province.
October 13	Participated in Zombie Walk hosted by Mackenzie Community Arts Centre. Local weather conditions provided the perfect spooky backdrop with more than 40 people of all ages participating.
October 16	As Chairperson of the Fraser-Fort George Regional Hospital Board, I travelled to Prince George to participate in Joint Fall Meeting with the Northern Health Authority and the 6 Regional Hospital Boards located in Northern Health. Ciro Panessa has recently been named Chief Executive Officer for Northern Health following Cathy Ulrich's retirement. The Hospital District's main function is to provide funding for Northern Health capital projects.
October 19	Travelled to Prince George to attend Regional District of Fraser-Fort George monthly meeting. Chief Administrative Officer Jim Martin will be retiring at the end of December, so Board is in process of recruiting a suitable candidate to replace Mr. Martin.
October 20	Participated in phone call with Minister Adrian Dix regarding inadequate paramedic staffing in Mackenzie. Minister Dix indicated the determination of which communities will be upgraded to the

	24/7 Alpha Model will be released in next few weeks.
October 25	Attended Development Permit Areas open house at the Mackenzie Rec Centre.
October 25	Attended the McLeod Lake Mackenzie Community Forest PAG at the Mackenzie Rec Centre. Board chairperson and CF Manager provided an update on Community Forest activities. Mackenzie will host the provincial 2024 Community Forest Conference in June.
October 28	Attended the Mackenzie Community Arts Council Haunted Maze at Ernie Bodin Centre. Very well done!
October 30	Along with CAO Smith, I met with Mackenzie District Hospital Administrator Pam Hengeveld and Greg Marr, Senior Operating Officer for Northern Health who provided us with an update on operations at the Mackenzie hospital. There have been additional nurses hired at the hospital which should reduce the need for diversions.
October 30	Attended Mackenzie Area Radio Society (MARS) Annual General meeting. The meeting was held at MARS' new "radio" station at the Mackenzie Centre Mall. The group is very excited to be housed in a custom-built studio.
October 31	Met with Ryan Bichon, Ministry of Forests District Manager for an update. The local forest service office has been challenged with staffing vacancies, currently more than a dozen vacancies for forest professionals which include vacancies with BC Timber Sales. Tenure transfer/sale of Canfor volume to McLeod Lake Indian Band and Tsay Keh Dene Nation is ongoing. Once transfer notice from Canfor is received by the government, the Bill 22 process will be initiated which will provide the District of Mackenzie the opportunity to weigh in on our position of the transfer.

Respectfully Submitted,
Mayor Joan Atkinson

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council
From: Councilor Wright
Date: November 2023
Subject: Report for November 2023

Notices to Council:

1. I intend to explore the possibility of running for a seat on the North Central Local Government Association (NCLGA) Board at the AGM in May, specifically as a Director at Large. Please take this as my notice to my Council colleagues. I only want to do so with the support of my Council colleagues as I will be sitting as a Councilor from the District of Mackenzie and will be representing Mackenzie in this role. If you have concerns, please do share, and let me know.
2. I have put my name forward to sit on the Canadian Ski Instructors Alliance (CSIA) BC/Yukon Board of Directors as the Northern Zone Representative. I am the only candidate for this seat so, unless something changes, I will win by acclamation at the AGM on December 9th.

Councilor Wright Council Appointments:

Education Liaison
New Horizons Liaison
Prince George Treaty Advisory Committee
Deputy Mayor (August 1, 2024 – October 31, 2024)

Alternate For:

Mining Liaison
Indigenous Relations and Reconciliation Liaison
Asset Management Committee
Chamber of Commerce Liaison
Alternate Director for Regional District of Fraser-Fort George
Alternate Member of Northern Development Initiative Trust's Regional Advisory Committee

Education Liaison Activities:

Date:	Activity:
October 31, 2023	Was invited to Mackenzie Secondary School's Leadership Class to talk and solicit ideas from the students on the issues facing Mackenzie for people their age. Results were sent to the Mayor and Council, MLA Mike Morris, MP Bob Zimmer and SD57 Trustees Weber and Brennan. A copy of the report was attached to the previous Council Report.
November 1, 2023	Attended the Morfee Elementary P.A.C.'s monthly meeting.
November 10, 2023	Attended Mackenzie Secondary School's Remembrance Day Ceremony.
November 10, 2023	Had coffee meeting with McLeod Lake Indian Band Councillor Jodie Ware and School District 57 Board Chair Rachael Weber.

New Horizons Liaison Activities:

Date:	Activity:
November 20, 2023	Completed an in-person survey with Mackenzie Community Service's Better @ Home staff around Mackenzie's Seniors facing organizations, discussing what is going well and where improvements could be.

Alternate(s) Role Activities:

Date:	Activity:
November 16, 2023	Chamber of Commerce Alternate: Attended the Chamber of Commerce's monthly luncheon, the guest speaker was Pam Hengeveld, the HSA for the Mackenzie and District Hospital and Health Centre.
November 17, 2023	Indigenous Relations and Reconciliation Alternate: Participated in a NCLGA organized webinar, "Ethical Space: A Framework for Indigenous Relations."

Activities Not Related to a Council Appointment:

Date:	Activity:
November 11, 2023	Attended Remembrance Day ceremonies at the Legion, also laid a wreath on behalf of MLA Mike Morris.
November 21, 2023	Chaired a meeting of CNC's Community Advisory Committee.

Respectfully Submitted,
Councilor Wright

DISTRICT OF MACKENZIE

BYLAW NO. 1509

A bylaw of the District of Mackenzie to amend
the Financial Plan for the years 2023-2027

WHEREAS in accordance with the provisions of the Community Charter Council is required to prepare and adopt a Financial Plan for the municipality each year;

AND WHEREAS the Financial Plan may be amended by bylaw at any time;

NOW THEREFORE, the Council of the District of Mackenzie, in open meeting assembled
HEREBY ENACTS as follows:

1. Schedules "A", "B", "C" and "D" attached hereto and forming part of this bylaw are hereby adopted and is the Financial Plan of the District of Mackenzie for the period commencing January 1, 2023 and ending December 31, 2027.
2. This bylaw may be cited for all purposes as "Financial Plan Amendment Bylaw No.1509, 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. 1509 cited as "Financial
Plan Amendment Bylaw No.
1509, 2023".

Mayor

Corporate Officer

Corporate Officer

SCHEDULE "A"

DISTRICT OF MACKENZIE

2023 – 2027 Financial Plan Amendment

Statement of Objectives and Policies

Bylaw No. 1509

Section 165(3.1) of the *Community Charter* requires municipal five-year financial plans to include a more explicit form of revenue and tax policy disclosure. This requires municipalities to include in the five-year financial plan, the objectives and policies regarding each of the following:

1. The proportion of total revenue that comes from each of the funding sources described in Section 165(7) of the *Community Charter*.
2. The distribution of property taxes among the property classes.
3. The use of permissive tax exemptions.

PURPOSE:

These revenue and tax policy disclosure requirements are intended to further enhance municipal accountability to the public by requiring all municipalities to develop and publicly disclose their objectives and policies in relation to their municipal taxes.

1. PROPORTION OF REVENUE

Proportion of Revenue that is generated by Property Taxes

- 7(a) The District's property tax revenue includes a Municipal Tax increase of 7.2% in total. The decreased percentage varied per property classes as follows:

1 – Residential	8.13%
2 – Utilities	2.00%
4 – Major Industry	4.50%
5 – Minor Industry	5.50%
6 – Business	25.32%
8 – Rec Non-Profit	5.95%

For future years, any changes in tax rates will be determined during the budget process.

Other Revenue Sources Described in Section 165(7) of the *Community Charter*:

- 7(b) **Revenue from fees** – Sales of service and utility user fees for all municipal services (excluding Recreation and Culture) will continue to be set to recover the costs associated with providing these services.

Sales and Service (Recreation and Culture) – These areas recover on average 10% the expenses incurred to operate the facilities. The District will endeavour to raise rates annually by a reasonable percentage to ensure recovery is at least at 10 % - 15% of expenses annually.

Licences and Permits – The fees recover approximately 25% of the costs of the Building Department and Animal Control/Bylaw Enforcement Departments.

- 7(c) **Revenue from other sources** (Grants) – The majority of these revenue sources are established by legislation or are dependent on Crown Corporations or utility revenues. Future budgeting will correspond with any changes to these funds from year to year. For any grants that require the District to apply, both for operational and capital budget, this will remain a priority.

Other Revenue – For tax penalties, the recovery is set by legislation. For the return on investments the District will continue with short and long-term investments held in the Municipal Finance Authority and other investments authorized by Section 183 of the *Community Charter*.

Rentals and lease rates were initially set in 1993 and since the inception rates have been increased by the annual Consumer Price Index (CPI). This policy will be continued as this is incorporated into the District's long-term leases.

- 7(d) Water, Sewer and Garbage rates will be reviewed annually and set to effectively account for and manage the life cycle of water and sewer capital assets.

2. DISTRIBUTION OF TAXES AMONG PROPERTY CLASSES

In 2023, the District's proportion of taxes is as follows:

CLASS	DESCRIPTION	TOTAL % OF TAXES
1	Residential	34%
2	Utility	16%
4	Major Industry	35%
5	Light Industry	5%
6	Business	10%
8	Recreational Non-Profit	0%

As the District annually monitors its rates by property class the District will, subject to decreases or increases by property class due to new construction or changes in assessment classes, maintain the range of property taxes collected by class as:

CLASS	DESCRIPTION	TOTAL % OF TAXES
1	Residential	30% - 40%
2	Utility	10% - 20%
4	Major Industry	30% - 40%
5	Light Industry	5% - 10%
6	Business	5% - 10%
8	Recreational Non-Profit	0% - 5%

3. USE OF PERMISSIVE TAX EXEMPTIONS

Permissive tax exemptions enable municipalities to provide tax breaks to meet the social, economic, environmental or other needs of the community.

In 2016, the District of Mackenzie adopted a "Revitalization Tax Exemption Bylaw No. 1353, 2016" which includes specific tax exemption incentives for construction of new or existing buildings for all lots in the District, in the following eligible classes; Utility, Major Industry, Light Industry and Business and Other.

An amendment to the bylaw was adopted in September 2022 to amend the eligibility non-market change value to new construction or renovation of existing buildings that result in non-market change to the value of the lot within the District from \$500,000 to \$150,000 in an effort to increase program participation.

The exemption provided under this Bylaw is as follows:

- 100% exemption in the first year of Municipal Property Tax for the Non-Market Change in assessment of land and improvements.
- 50% exemption in the second year of Municipal Property Tax for the Non-Market Change in assessment of land and improvements.
- 25% exemption in the third year of Municipal Property Tax for the Non-Market Change in assessment of land and improvements.
- There will be no exemption on Municipal Property Tax for the Non-Market Change in assessment of land and improvements in the fourth and succeeding years.

THE DISTRICT OF MACKENZIE
SCHEDULE "B"
 BYLAW NO. 1509 - Amendment
 2023 ANNUAL BUDGET
 CONSOLIDATED OPERATING REVENUES AND EXPENDITURES

REVENUE:

TAXATION	5,431,959
UTILITY USER FEES	1,699,933
GRANTS	5,291,936
LICENSES AND PERMITS	77,725
SALE OF SERVICE	1,484,837
OTHER REVENUE	1,776,058
TRANSFER EQUITY IN ASSETS	1,802,308
TRANSFER FROM FUNDS	368,703
ACCUMULATED SURPLUS	0
TOTAL REVENUE	17,933,459

EXPENDITURES:

GENERAL	
GENERAL GOVERNMENT SERVICES	2,652,611
PROTECTIVE SERVICES	1,665,422
TRANSPORTATION SERVICES	2,899,862
ENVIRONMENTAL HEALTH SERVICES	416,521
PUBLIC HEALTH AND WELFARE	150,099
RECREATION AND CULTURE	3,733,084
LESS: RECOVERY FROM UTILITIES	(182,700.00)
TOTAL GENERAL	11,334,899
WATER EXPENDITURE	570,865
SEWER EXPENDITURE	420,248
INTEREST, BANK CHARGES AND BAD DEBTS	10,250
LAND DEVELOPMENT	0
SUBTOTAL	12,336,262

EXCESS OPERATING REVENUE	5,597,197
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OTHER

DEBT INTEREST	0
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DEBT PRINCIPAL	0
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RESERVE FUNDS	5,265,013
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TRANSFER TO FUNDS	332,185
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CONTINGENCY FOR THE YEAR	0
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DISTRICT OF MACKENZIE
5-YEAR FINANCIAL PLAN - Amended
s. 165 COMMUNITY CHARTER

SCHEDULE "C"

	Sec. 165	2023	2024	2025	2026	2027
Revenues	4(b)					
Property Taxes	7(a)	5,431,959	5,703,557	5,988,735	6,288,172	6,602,580
Fees and Charges	7(c)					
Sale of Services		1,484,837	718,934	733,313	747,979	762,939
Utility User Fees		1,699,933	1,784,930	1,874,177	1,967,885	2,066,280
Licences and Permits		77,725	78,502	79,287	80,080	80,881
Other Sources	7(d)					
Grants		5,291,936	3,604,625	3,640,671	3,677,078	3,713,849
Other Capital Revenue		1,286,837	2,375,545	-	-	-
Other Revenue		1,776,058	870,678	879,385	888,179	897,061
Transfer Equity in Assets		1,802,308	1,820,331	1,838,534	1,856,920	1,875,489
Borrowing	7(e)	-	-	-	-	-
Transfers from Funds	4(c)	368,703	107,366	-	-	-
Reserve Funds	8(a)	5,943,946	2,344,813	2,560,000	1,057,000	689,000
Accumulated Surplus	8(b)	-	10,674	-	-	-
TOTAL		25,164,242	19,419,956	17,594,102	16,563,293	16,688,078
Expenditures						
Other Municipal:	6(d)					
General Government		2,652,611	2,695,320	2,776,180	2,859,465	2,945,249
Protective Services		1,665,422	1,412,457	1,454,830	1,498,475	1,543,429
Transportation Services		2,899,862	2,986,858	3,076,464	3,168,758	3,263,820
Environmental Health		416,521	359,584	370,372	381,483	392,928
Public Health & Welfare		150,099	154,602	159,240	164,017	168,938
Recreation & Culture		3,733,084	3,845,077	3,960,429	4,079,242	4,201,619
Less: Utilities Recovery		(182,700)	(188,181)	(193,826)	(199,641)	(205,630)
Sub total		11,334,899	11,265,717	11,603,688	11,951,799	12,310,353
Water expenditure		570,865	599,408	629,379	660,848	693,890
Sewer expenditure		420,248	441,260	463,323	486,489	510,814
Interest & Bank Charges		10,250	10,558	10,874	11,200	11,536
Land Development		-	-	-	-	-
Property Tax Appeals	6(d)	-	-	-	-	-
Debt Interest	6(a)	-	-	-	-	-
Debt Principal	6(a)	-	-	-	-	-
Capital Expenditure	6(b)	7,230,783	4,720,358	2,560,000	1,057,000	689,000
Reserve Funds	8(a)	5,265,013	2,107,656	2,051,838	2,120,957	2,197,485
Transfer to Funds	4(c)	332,185	275,000	275,000	275,000	275,000
Accumulated Surplus	8(b)	-	-	-	-	-
Deficiency	6(c)	-	-	-	-	-
TOTAL		25,164,242	19,419,956	17,594,102	16,563,293	16,688,078

DISTRICT OF MACKENZIE
NOTES TO ACCOMPANY 5-YEAR FINANCIAL PLAN
s. 165 COMMUNITY CHARTER

ASSUMPTIONS OF THE PLAN:

<u>RATES OF CHANGE</u>	
REVENUE:	
PROPERTY TAXES	5.00%
SALE OF SERVICES	2.00%
UTILITY USER FEES	5.00%
LICENCES AND PERMITS	1.00%
GRANTS	1.00%
OTHER REVENUE	1.00%
TRANSFER EQUITY IN ASSETS	1.00%
EXPENSES:	
MUNICIPAL PURPOSES	3.00%
WATER	5.00%
SEWER	5.00%

PROPORTIONS OF TOTAL REVENUE:

Revenue Source	% Total Revenue
Property taxes	22%
User fees and charges	13%
Other sources	40%
Proceeds from borrowing	0%
Transfer from Funds	1%
Reserve Funds	25%
Accumulated surplus	0%
TOTAL	100%

DISTRIBUTION OF PROPERTY TAXES AMONG THE PROPERTY CLASSES:

Property class	% Overall Taxes
Residential (1)	34%
Utilities (2)	16%
Major Industry (4)	35%
Light Industry (5)	5%
Business (6)	10%
Rec Non Profit (8)	0%
TOTAL	100%

PERMISSIVE TAX EXEMPTIONS:

The Annual Municipal Report for 2022 contains a list of permissive exemptions granted for the taxation year and the foregone revenue. Council grants exemptions to not-for-profit organizations that it deems provide a benefit to the residents of Mackenzie.

DISTRICT OF MACKENZIE

(Not Including Applicable Taxes)

"SCHEDULE D"

	2023	2024	2025	2026	2027	TOTAL	FUNDED RESERVES	RELATED RESERVE FUND	FUNDED GRANTS - OTHERS	FUNDER NAME
GENERAL GOVERNMENT										
Community Signage	56,767	41,426				98,193	98,193	General/Capital Renewal Reserve		
Audio Visual Upgrades	91,403					91,403			91,403	Prior Year Surplus
IT Upgrades			15,000			15,000	15,000	Capital Renewal Reserve		
TOTAL GENERAL GOVERNMENT	148,170	41,426	15,000	-	-	204,596	113,193		91,403	
PROTECTIVE SERVICES										
Fire Hall Project	1,034,336					1,034,336	1,007,443	NCPG	26,893	UBCM, private donations
Superior Fire Truck #2 Replacement	1,633,826					1,633,826	1,500,000	Firefighting Equipment Reserve	133,826	Prior Year Surplus
Pierce Ladder Truck Equipment	150,000					150,000	135,000	Firefighting Equipment Reserve	15,000	Regional District of Fraser Fort George
Structural Protection Unit #3 Equipment	45,000					45,000			45,000	UBCM
Turnout Gear		40,000	40,000			80,000	80,000	Firefighting Equipment Reserve		
Narrow Band Equipment		10,000				10,000	10,000	Firefighting Equipment Reserve		
Pagers		19,500				19,500	19,500	Firefighting Equipment Reserve		
Air Bag System			10,000			10,000	10,000	Firefighting Equipment Reserve		
TOTAL PROTECTIVE SERVICES	2,863,162	69,500	50,000	-	-	2,982,662	2,761,943		220,719	
TRANSPORTATION SERVICES										
Road paving	1,091,930					1,091,930	1,091,930	General Capital Reserve		
Commercial Garbage Truck	500,000					500,000	500,000	Vehicle and Equipment Reserve		
Hot Patch Paver	92,000					92,000	92,000	Vehicle and Equipment Reserve		
Air Compressor	9,968					9,968	9,968	Vehicle and Equipment Reserve		
All Terrain Vehicle	47,138					47,138	47,138	Vehicle and Equipment Reserve		
Active Transportation Master Plan	51,991					51,991	1,991	General Capital Reserve	50,000	Infrastructure Canada Grant
Paving Plan	48,500					48,500	48,500	General Capital Reserve		
Chevrolet Colorado	51,728					51,728	51,728	Vehicle and Equipment Reserve		
Street Sweeper Replacement	422,740					422,740	422,740	Vehicle and Equipment Reserve		
Inspections Pickup Replacement		50,000				50,000	50,000	Vehicle and Equipment Reserve		
Grader #2 Replacement		400,000				400,000	400,000	Vehicle and Equipment Reserve		
Airport Sweeper		60,000				60,000	60,000	Vehicle and Equipment Reserve		
Lawnmower Replacement			65,000			65,000	65,000	Vehicle and Equipment Reserve		
Olympia Resurfacer			150,000			150,000	150,000	Vehicle and Equipment Reserve		
Loader #2 Replacement			200,000			200,000	200,000	Vehicle and Equipment Reserve		
Tractor Replacement			65,000			65,000	65,000	Vehicle and Equipment Reserve		
Public Works Building Expansion			1,500,000			1,500,000	1,500,000	General Capital Reserve		
Mechanic Pickup Replacement			80,000			80,000	80,000	Vehicle and Equipment Reserve		
Loader #3 Replacement				305,000		305,000	305,000	Vehicle and Equipment Reserve		
Dump Truck Replacement				367,000		367,000	367,000	Vehicle and Equipment Reserve		
Snow Blower Attachment Replacement					140,000	140,000	140,000	Vehicle and Equipment Reserve		
Snow Groomer					184,000	184,000	184,000	Vehicle and Equipment Reserve		
PW Yard Pickup Replacement					40,000	40,000	40,000	Vehicle and Equipment Reserve		

DISTRICT OF MACKENZIE

(Not Including Applicable Taxes)

"SCHEDULE D"

	2023	2024	2025	2026	2027	TOTAL	FUNDED RESERVES	RELATED RESERVE FUND	FUNDED GRANTS - OTHERS	FUNDER NAME
Dump Truck Replacement					120,000	120,000	120,000	Vehicle and Equipment Reserve		
Administration Van Replacement					40,000	40,000	40,000	Vehicle and Equipment Reserve		
TOTAL PUBLIC WORKS	2,315,995	510,000	2,060,000	672,000	524,000	6,081,995	6,031,995		50,000	
<u>PARKS AND RECREATION SERVICES</u>										
Recreation building roof replacement	183,000					183,000	183,000	Capital Renewal Reserve		
Signature Trail Project	400,694					400,694			400,694	FLINRO, NDIT, South Peace Mackenzie Trust, Deferred Revenue
Energy Reductions Project	25,260	2,969,432				2,994,692	598,939	Capital Renewal Reserve	2,395,753	Community Buildings Program Grant (approval pending)
Audio Visual Upgrades	79,500					79,500			79,500	Prior Year Surplus
Ski Hill Gazebo	26,302					26,302			26,302	McLeod Lake Mackenzie Community Forest Dividends
Pool Upgrades		220,000	50,000			270,000	270,000	Capital Renewal Reserve		
Ice-edger		17,000				17,000	17,000	Capital Renewal Reserve		
Library Floor Replacement		45,000				45,000	45,000	Capital Renewal Reserve		
Rec Centre Upgrades		50,000	50,000	50,000		150,000	150,000	Capital Renewal Reserve		
Park/Beach Master Plan		25,000				25,000	25,000	General Capital Reserve		
Spirit Square Park Master Plan		20,000				20,000	20,000	General Capital Reserve		
TOTAL RECREATION SERVICES	714,756	3,346,432	100,000	50,000	-	4,211,188	1,308,939		2,902,249	
TOTAL GENERAL CAPITAL	6,042,083	3,967,358	2,225,000	722,000	524,000	13,480,441	10,216,070		3,264,371	
<u>WATER</u>										
Pressure Reducing Valves Replacement	342,000	335,000	335,000	335,000		1,347,000	1,347,000	Water Reserve		
Gantahaz Well #4 Rehabilitation	73,500					73,500	73,500	Water Reserve		
Gantahaz Water Treatment (pending grant approval)	590,000					590,000	157,353	Water Reserve	432,647	Investing in Canada Infrastructure Program (pending)
Brine Tank Water Station		18,000				18,000	18,000	Water Reserve		
Booster Station Controls and Energy Efficiency Upgrade		200,000				200,000	200,000	Water Reserve		
Fire Hydrants on Coquiwaldie		200,000				200,000	200,000	Water Reserve		
TOTAL WATER	1,005,500	753,000	335,000	335,000	-	2,428,500	1,995,853		432,647	
<u>SEWER</u>										
Lagoon Outfall Chamber Building Replacement	83,200					83,200	83,200	Sewer Reserve		
Sewer Flusher	100,000					100,000	100,000	Sewer Reserve		
Lagoon Outfall Chamber Structural Upgrade					165,000	165,000	165,000	Sewer Reserve		
TOTAL SEWER	183,200	-	-	-	165,000	348,200	348,200			
TOTAL CAPITAL	7,230,783	4,720,358	2,560,000	1,057,000	689,000	16,257,141	12,560,123		3,697,018	

NOTICE OF MOTION

To: Mayor and Council
From: Councillor Wright
Date: November 21, 2023
Subject: Discounted Gym Memberships

The date for this motion to be considered is at the December 11, 2023 Regular Council Meeting.

RECOMMENDATION:

Move that resolution 31192 be amended to include the following: School District 57 staff, Northern Health employees including nurses and doctors, MCFD Social Workers, and volunteer fire fighters with the Mackenzie Fire Department;

AND that it be moved that the discount be decreased from 75% to 50% of the rate.

BACKGROUND:

Rationale:

1. Mackenzie has had issues recruiting and retaining professionals. We as a municipality need to get creative in ways to help combat this challenge.
2. The council already established the precedent in 2019 by passing resolution 31192.

RESPECTFULLY SUBMITTED:

Councillor Jesse Wright



OPEN HOUSE MEETING

WEDNESDAY NOVEMBER 29TH | 06:00PM UNTIL 7:00PM

400 SKEENA DR – RECREATION CENTRE

TOPICS OF DISCUSSION

ACTIVE TRANSPORTATION
& COMMUNITY SPACES

FREE TO JOIN



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250-997-3221

