

COUNCIL MEETING AGENDA

Date: Monday, January 8, 2024, 7:15 p.m.
Location: Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC

Pages

1. CALL TO ORDER

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

1.1 Defer to Closed Meeting

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

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

2. ADOPTION OF MINUTES

2.1 Regular Meeting - December 11, 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 Access and Inclusion Advisory Committee Presentation
Committee Members Elizabeth Blackburn, Chair, David Schindler, Cassandra Carter, Alice Pritchett, and Kimberly Grywinski, will present a year in review of the committee's activities and their recommendations to Council.

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

- 7.1.1 Mackenzie Community Services - Ski Hill Use Request 16
Letter received from Mackenzie Community Services requesting to use Little Mac Ski Hill for no charge during their regular hours of operation when working with a client. The majority of the use would be for the Child and Youth Care program, ages 3-19, with goals to make positive changes in their lives.
- 7.1.2 District of Mackenzie Bursary 17
School District No. 57 has made changes to their District Awards program. They are asking Council if they approve of the following choices, outlined on page one of the letter, for the District of Mackenzie 2024 bursary (\$500).

7.2 For Consideration:

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

- 7.2.1 Support Letter - BC License Plate Program 19
Letter received requesting support for expanding the licence plate program in BC to create a specialty licence plate purchasable by the public to show support for our uniformed services with a portion of the proceeds to Support Our Troops, the official charitable cause of the Canadian Armed Forces. Public input by survey is open and will close on January 31, 2024 -
<https://engage.gov.bc.ca/govtogetherbc/engagement/specialty-licence-plates/>. Municipalities are invited to show support by writing to the Minister responsible for ICBC to join the program.
- 7.2.2 Letter to Minister Farnsworth Regarding the Community Safety Act 21
Letter received from the City of Fort St. John sent to Minister Farnsworth requesting the Community Safety Act and Community Safety Amendment Act be brought into force.

7.2.3	2024 Business Façade Improvement Program Letter received from the Northern Development Initiative Trust announcing that the District's grant application to the 2024 Business Façade Improvement Program has been approved up to \$20,000.	23
7.2.4	Service Canada in the Community - January 2024 January 9th - 1:00 pm - 4:30 pm January 10th - 9:00 am - 12:00 pm Mackenzie Service BC Centre 64 Centennial Drive Mackenzie, BC	24
7.2.5	Northern Health Healthy Communities E-Brief - January 2024	25

8. ADMINISTRATIVE REPORTS

8.1	<u>AIAC - 3rd and 4th Quarter Activity Report</u> THAT Council receives this report for information.	29
8.2	<u>Age-Friendly Accessibility and Inclusion Action Plan</u> THAT Council receive the Age-Friendly Accessibility and Inclusion Action Plan.	43
8.3	<u>Ernie Bodin Community Centre (EBCC) – Lease Extensions</u> THAT Council receives this report for information.	99
8.4	<u>Short Term Rentals</u> THAT Council directs staff on next steps.	104
8.5	<u>Complete Communities Grant Application</u> THAT Council supports the application to the Union of BC Municipalities (UBCM) for the Complete Communities Grant for up to \$150,000 towards a community sustainability review; AND THAT Councils authorizes the Chief Administrative Officer to execute the grant application and any related documentation.	110
8.6	<u>Dental Equipment Use Agreement</u> THAT Council authorize Administration to enter an equipment use partnering agreement with Dr. Johannes Yliruusi for the proposed operation of a dental clinic in the District of Mackenzie.	115

8.7	<u>RDFFG Building Inspection Agreement</u>	121
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THAT Council authorize the District to enter into the attached Building Inspection Agreement with the Regional District of Fraser-Fort George from January 2, 2024 to April 30, 2024;

AND THAT, for the term of the agreement, the Building Inspectors for the Regional District of Fraser-Fort George be designated as building inspectors for the municipality and as persons to enforce the District's Building Bylaw as authorized agents under Section 16 of the *Community Charter*.

8.8	<u>Council Remuneration Bylaw Amendment</u>	127
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THAT Council receives this report for information.

8.9	<u>Contract Disclosure – Chrysalid Tech & Print</u>	129
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THAT Council receives this report for information.

8.10	<u>Contract Disclosure – Garden House Bed & Breakfast</u>	131
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THAT Council receives this report for information.

9. COUNCIL REPORTS

9.1	<u>Mayor's Report</u>	
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9.2	<u>Council Reports</u>	
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9.2.1	Councillor Wright	133
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10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS

12.1	<u>Bylaw No. 1511 Annual Mayor and Council Remuneration Amendment</u>	135
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THAT Bylaw No. 1511 cited as "Annual Mayor and Councillor Remuneration and Expenses Amendment Bylaw No. 1511, 2024" be given the first three readings.

13. NOTICE OF MOTION

14. COMING EVENTS

14.1 "How Do I..." Speaker Series

137

Date: Sunday, January 21, 2024

Time: 2:00 pm - 4:00 pm

Location: Mackenzie Community Services

Speaker: Wendy Chambers

15. INQUIRIES

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

16. ADJOURNMENT

**Regular Council Meeting
Minutes**

**December 11, 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 A. Hipkiss, Councillor R. McMeeken, Councillor K. Tapper, 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, Legislative Clerk/Executive Assistant C. Smirle

1. CALL TO ORDER

CALLED TO ORDER AT 7:15 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.

1.1 Defer to Closed Meeting

Resolution: 33177

Moved by: Councillor McMeeken

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 (c) labour relations or other employee relations.

CARRIED

2. ADOPTION OF MINUTES

2.1 COTW - November 27, 2023

The minutes of the Committee of the Whole Meeting held on November 27, 2023 were adopted as presented.

2.2 Regular Meeting - November 27, 2023

The minutes of the Regular Meeting held on November 27, 2023 were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

N/A

4. ADOPTION OF AGENDA

Resolution: 33178

Moved by: Councillor Hipkiss

THAT the Agenda be adopted as presented.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

Shannon Bezo, a resident, commented that she hoped Mayor and Council would discuss agenda item # 7.2.1 this evening.

6. PETITIONS AND DELEGATIONS

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 groups provided presentations to Mayor and Council highlighting 2023 project and a "year in review"

- Mackenzie Golf and Country Club - Adele Barnes, President
- Mackenzie Autumn Lodge - Adele Barnes, President, Cheryl Campbell, Office Administrator
- Mackenzie Chamber of Commerce - Shannon Bezo, President

Camille Ginnever, Chair of the Library Board of Directors, provided the 2024 budget presentation to Mayor and Council for the Mackenzie Public Library.

7. CORRESPONDENCE

Resolution: 33179

Moved by: Councillor McMeeken

THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 Letter of Support - Hero Dirt Trail Ventures

Resolution: 33180

Moved by: Councillor Hipkiss

THAT the District of Mackenzie provide a letter of support to Hero Dirt Trail Ventures towards their grant application to the South Peace Mackenzie Trust to support their 'Ridgeline Shuttles' project.

CARRIED

7.1.2 Federation of Canadian Municipalities - Membership Dues

Resolution: 33181

Moved by: Councillor Brumovsky

THAT Council approves payment of the Federation of Canadian Municipalities membership dues in the amount of \$984.09 for the period from April 1, 2024 to March 31, 2025.

CARRIED

7.2 For Consideration:

7.2.1 School District No. 57 New Rep to Attend Committee of the Whole

Resolution: 33182

Moved by: Councillor Wright

THAT the new School District No. 57 Chair and Board be formally invited to meet with Council and the Trustee be invited to Committee of the Whole meetings to provide monthly updates to the community.

CARRIED

8. ADMINISTRATIVE REPORTS

8.1 Discounted Gym Memberships

Councillor Brumovsky declared a conflict on this item. (Councillor Brumovsky left the Council Chambers and returned after the discussion)

and vote.)

Councillor Tapper declared a conflict on this item. (Councillor Tapper left the Council Chambers and returned after the discussion and vote.)

Resolution: 33183

Moved by: Councillor Wright

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.

Opposed (4): Mayor Atkinson, Councillor Barnes, Councillor Hipkiss, and Councillor McMeeken

Conflict (2): Councillor Brumovsky, and Councillor Tapper

DEFEATED (1 to 4)

8.2 Insurance – Contract Instructors

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

Resolution: 33184

Moved by: Councillor McMeeken

THAT Council agrees to provide liability insurance for contract instructors who deliver our fitness and non-contact sports programming;

AND THAT the District form a Recreation Instructors Group through the Municipal Insurance Association's Associate Member Program;

AND THAT Council authorize the Director and Manager of Recreation to enter into Service Provider Agreements (SPA) with recreation instructors for the provision of liability insurance through the District's liability insurance held with the Municipal Insurance Association of British Columbia.

CARRIED

8.3 2024 Janitorial Contract – Municipal Hall, Public Works/Bylaw, Fire Hall

Resolution: 33185

Moved by: Councillor Brumovsky

THAT Council awards the one-year Janitorial Services contract for City Hall, Public Works and Firehall #1, to Skyblue Services Corp. for up to \$3,835.95 per month plus GST, with an optional one-year extension, by mutual agreement, at the same monthly rate;

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

CARRIED

8.4 Resolution of Support – NDI and SPMT Grants – New Shop Local

Resolution: 33186

Moved by: Councillor Hipkiss

THAT Council supports the District's application to NDI's New Shop Local grant program for up to \$10,000 in funding towards a new Shop Local program;

AND THAT Council supports the District's application to South Peace Mackenzie Trust grant program for up to \$10,000 in funding towards a New Shop Local program.

CARRIED

8.5 Grant Applications – Airport Master Plan

Resolution: 33187

Moved by: Councillor McMeeken

THAT Council approves the application to the BC Air Access Program for grant funds for an airport master plan;

AND THAT Council commits to finance any unanticipated cost overruns, ineligible expenses, and any ongoing maintenance and operating costs associated with the operations of the completed project;

AND THAT the Chief Administrative Officer be authorized to execute the grant application and, if the application is successful, any related documentation.

CARRIED

Resolution: 33188

Moved by: Councillor Hipkiss

THAT Council approves the application to the South Peace Mackenzie Trust for grant funding towards an airport master plan;

AND THAT Council commits to finance any unanticipated cost overruns, ineligible expenses, and any ongoing maintenance and operating costs associated with the operations of the completed project;

AND THAT the Chief Administrative Officer be authorized to execute the grant application and, if the application is successful, any related documentation.

CARRIED

8.6 Declaring a Climate Emergency

Resolution: 33189

Moved by: Councillor Wright

Therefore, be it resolved, that the District of Mackenzie officially declares a climate emergency for the purposes of identifying and deepening our commitment to protecting our economy, our ecosystems, and our community from global warming.

Opposed (1): Councillor Brumovsky

CARRIED (6 to 1)

8.7 Business Walks 2023 Results

Resolution: 33190

Moved by: Councillor Wright

THAT Council receives this report for information.

CARRIED

8.8 Council Remuneration and Expenses

Resolution: 33191

Moved by: Councillor Wright

THAT Council receives this report for information.

CARRIED

Amendment:

Resolution: 33192

Moved by: Councillor Wright

THAT an amendment be brought forward to the Council Remuneration and Expenses Bylaw to increase yearly remuneration by the Consumer Price Index.

CARRIED

Resolution: 33193

Moved by: Councillor Wright

THAT all Councillor's are able to attend the yearly NCLGA, UBCM and LGLA conventions without the expenses included in their yearly budgets.

Opposed (4): Councillor Barnes, Councillor Brumovsky, Councillor Hipkiss, and Councillor McMeeken

DEFEATED (3 to 4)

Resolution: 33194

Moved by: Councillor Wright

THAT staff bring back a report highlighting the estimated costs of the UBCM, NCLGA and LGLA conferences to determine the feasibility of allowing all of Council to attend.

CARRIED

9. COUNCIL REPORTS

9.1 Mayor's Report

9.1.1 Mayor Atkinson - November 2023

Mayor Atkinson provided a written report.

9.2 Council Reports

9.2.1 Councillor Brumovsky - November 2023

Councillor Brumovsky provided a written report.

9.2.2 Councillor Wright - November 2023

Councillor Wright provided a written report.

- 9.2.3 Councillor Hipkiss
Councillor Hipkiss provided a verbal report.
- 9.2.4 Councillor McMeeken
Councillor McMeeken provided a verbal report.
- 9.2.5 Councillor Tapper
Councillor Tapper provided a verbal report.
- 9.2.6 Councillor Barnes
Councillor Barnes provided a verbal report.

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

11.1 Job Recruitment to the North

Resolution: 33195

Moved by: Councillor Wright

THAT staff research other Northern Communities to find ways to recruit teachers, doctors and other business professionals to the North.

CARRIED

12. BYLAWS

12.1 Bylaw No. 1509 Financial Plan Amendment

Resolution: 33196

Moved by: Councillor Brumovsky

THAT Bylaw No. 1509 cited as "Bylaw No. 1509, 2023 Financial Plan Amendment" be given final reading and be adopted.

CARRIED

13. NOTICE OF MOTION

N/A

14. COMING EVENTS

14.1 Light up the Community Contest

Vote between Dec. 7 - 17, 2023

Link to Contestants: <https://www.letschatmackenzie.ca/light-up-the-community-contest>

14.2 Parade of Lights

December 9, 2023 at 5:00 pm

Parade Route: <https://districtofmackenzie.ca/2023-district-of-mackenzie-holiday-parade/>

14.3 2024 Budget Feedback Survey

Survey closes January 5, 2024

Link to Survey: <https://www.letschatmackenzie.ca/2024-budget-feedback>

14.4 Dive-In Movie Nights (in the Pool)

December 17th - How the Grinch Stole Christmas

December 24th - Elf

Time: 11:00 am

Drop in fees apply

14.5 Winter Wonderland Public Skate

10:00am - 4:00pm December 23 and 24th

Lights, trees, holiday music, and more!

Drop in fees apply

15. INQUIRIES

N/A

16. ADJOURNMENT

Resolution: 33197

Moved by: Councillor Wright

THAT the meeting be adjourned at 8:57 pm.

CARRIED

Deputy Mayor

Corporate Officer

DRAFT

Date: December 20, 2023

Re: Little Mac Usage for MCS Staff

Atten: Mayor and Council

To Mayor and Council,

I am writing today in preparation for the coming ski season at Little Mac. Earlier this year Mackenzie Community Services procured downhill skiing rental equipment and donated them to the District to encourage wider community use. As part of that plan, there was a desire that MCS staff could bring clients to the hill and use the rental equipment. The hope was that there would be no charge to MCS as a thank you for donating the skis, but this was not a requirement and would be up to the District's discretion as the skis are their property.

So I am writing today to make the ask: Can Mackenzie Community Services (MCS) staff use Little Mac Ski Area and the rental ski equipment, during its regular hours of operation, for no charge when MCS staff is working with a client? This would be only during the time when MCS staff is working with a client, and if the client wanted to ski beyond that they would need to pay their own way. And the same would go for MCS staff, it would only be free when working with a client, if they wanted to ski on their own personal time, they would need to purchase a lift ticket.

This use would largely be in our Child and Youth Care (CYC) program, which is a program for youth aged 3-19, with a goal to make positive changes in their lives. By having time with these youth on the ski hill, our staff hope to encourage healthy lifestyles, a passion of recreation and more time outdoors enjoying the beautiful nature of Mackenzie.

We view this as helping us serve our clients better and encourage more use of Little Mac and grow the sport of skiing in the community.

Regards,
Jesse Wright
Child and Youth Worker

MACKENZIE SECONDARY SCHOOL

School District No. 57 (Prince George)



500 Skeena Drive, Box 578, Mackenzie, BC, V0J C0

Phone (250) 997-6510 * Fax (250) 997-6509

December 12, 2023

Chelsea Smirle & Diane Smith
District of Mackenzie
Bag 340
Mackenzie, BC V0J 2C0
chelsea@districtofmackenzie.ca

Dear Chelsea & Diane:

We are migrating our awards over to the District Awards Program. They will be adding our awards into their online booklet and the students will apply for our Local Awards at the same time they apply for the District Awards. The District Awards Program will manage contacting donors, they will retain the funds and process payments to the students. The booklet will be posted on Fri, Dec 15 and the students will have from Jan 10 – February 10, 2024 to apply online for the awards.

The District Awards Program is needing to finalize their awards selection booklet for our graduating students for the 2023 – 2024 school year. Below is the award that you have sponsored. We require your confirmation of continued support by **Thursday, December 14, 2023 by noon**. I apologize for the short notice as I have been awaiting responses from donors for deferred awards.

District of Mackenzie Bursary- 1 for \$500 each

Please initial your choice below:

- ☐ I confirm we will offer the above award for the 2023-2024 school year. Enclosed is our cheque for \$_____
- * D.S. I confirm we will offer this award for the 2023-2024 school year. The funds will be sent on (date): January 19, 2023
(must be on or before April 30, 2024). **Attach a copy of this form to your cheque when submitting.**
- ☐ We are not able to offer this award for the 2023-2024 school year.

If there are no qualifying applicants for this award please use the money for:

- ☐ The School District No.57 Recognition Awards: awarded to students who have been identified by the District Awards Committee based on high academic success and/or financial need
- * D.S. The next award year

This award has been set up to have the recipient selected by the **Mackenzie Secondary School Awards Committee**.

Please fill out this form and send: (a) scanned version by email (b) copy by mail to address listed above

Award Year 2023-24

MACKENZIE SECONDARY SCHOOL

School District No. 57 (Prince George)



500 Skeena Drive, Box 578, Mackenzie, BC, V0J C0

Phone (250) 997-6510 * Fax (250) 997-6509

Please confirm or makes changes to the awards description below:

This is award was established by the District of Mackenzie Mayor and Council in an effort to support the students of School District 57.

Open to a graduating Mackenzie Secondary Grade 12 student from students in School District 57 planning to attend Post Secondary studies.

Award must be claimed by the end of October.

Listed below is the contact information we have on file for this award. Please advise us if any changes are required.

Organization: District of Mackenzie
Contact Name: Chelsea Smirle
Address: District of Mackenzie
Bag 340
Mackenzie, BC V0J 2C0
Telephone: 997-3221
Email: chelsea@districtofmackenzie.ca

Please indicate your preferred method of contact ☒ Email ☐ Phone ☒ Letter

Cheques should be made payable to: **School District No. 57 Awards Program**
2100 Ferry Avenue
Prince George, BC V2L 4R5

Thank you for supporting School District No. 57 graduates!

27 December 2023

Mayor and Council
1 Mackenzie Blvd, Bag 340
Mackenzie, BC
V0J 2C0

By email

RE: British Columbia's Participation in the Support Our Troops License Plate Program

Good day, I write to ask for your support in having British Columbia, through ICBC, join the provinces of Alberta, Manitoba, Ontario, and Saskatchewan in enrolling in the Support our Troops license plate program. This program has a province create a specialty license plate purchasable by the public to show support for our uniformed services and shares a portion of the proceeds to Support Our Troops, the official charitable cause of the Canadian Armed Forces.

The Province and ICBC are currently seeking public input and feedback on the potential expansion of a specialty license plate program in British Columbia. This survey is now open and will close on January 31, 2024. You can answer the survey here: <https://engage.gov.bc.ca/govtogetherbc/engagement/specialty-licence-plates/>. With the feedback window open, now is the best time to get involved.

Please consider how your municipality may support this initiative, as example, I encourage you to write to the Minister responsible for ICBC at PSSG.Minister@gov.bc.ca and ask that they consider joining the four existing provincial members by joining the program.

Expanding the license plate program is an easy way for Canadians to rally support for our uniformed community in an impactful way and at a time when the Canadian armed Forces has publicly called for that support:

"we need a whole-of-society effort to help us bring the Armed Forces back to where it needs to be for the dangerous world ahead . . . [w]e need to rebuild the Armed Forces, we need to get the numbers back up, and we've got to do it with a sense of urgency and priority because it is affecting our ability to respond around the world." - Chief of the Defence Staff, General. Wayne Eyre, CBC, 2022.

These customized license plates feature a signature Yellow Ribbon, which exemplifies the story of Canadians from coast to coast coming together to show their gratitude to our uniformed members. In doing so valuable funding is made available for programing to support the uniformed community.

As individuals, I encourage you to take the survey, consider sharing it with your friends, family and on social media, and if you believe BC should join the program copy this text in to the comments section on page three:

"I would like the Province of British Columbia to join Alberta, Manitoba, Ontario and Saskatchewan in offering the Support our Troops License Plate Program. Funds raised from these specialty plates support current and former members of the Canadian Armed Forces and their families".

This is an opportunity to show support to those who have answered the call to service, while creating a distinctive and meaningful design that pays respect to BC's rich history. Thank you for your time and attention to this important initiative.

Respectfully,

Eric Depenau

250 255 2853 / depenau1@outlook.com. Prince George, BC.

Thoughts presented are my own. Figures taken from Support Our Troops.

Distribution List:

MLA Mike Morris: mike.morris.mla@leg.bc.ca

Member of Parliament Bob Zimmer: bob.zimmer.p9@parl.gc.ca

Back Ground:

Further information is available at: <https://www.supportourtroops.ca/Get-Involved/License-Plate-Program>

- Ontario launched the first program in 2009. <https://www.ontario.ca/page/choose-licence-plate-graphic>
- Alberta followed in 2014. <https://www.alberta.ca/support-our-troops-licence-plate>. In Alberta these license plate sales have surpassed 45,771, equal to 2.5 million dollars, which has been allocated to support initiatives for serving members, military youth, and veterans in that province.
- Manitoba followed in 2015. <https://www.mpi.mb.ca/Pages/non-member-specialty-plates.aspx>. Manitoba sales have raised \$121,800 for scholarships for military youth pursuing post-secondary education in that province.
- Saskatchewan joined in 2016. <https://www.saskatchewan.ca/government/news-and-media/2015/november/05/support-our-troops-plate>. The Saskatchewan program has helped raise almost \$75,000 to support military families.

Honourable Mike Farnworth
PO Box 9041 Stn Prov Govt
Victoria, BC V8W 9E1

November 29, 2023
SWD.Minister@gov.bc.ca
Charlotte.Hunt@gov.bc.ca

Dear Minister Farnworth,

Over the last few years, Fort St. John and many other communities have experienced increases in criminal activity and social disorder. In part, this deterioration has related to drug addiction and mental illness. It has also related to the apparent inability of the justice system to hold anyone accountable in a meaningful way.

There are many consequences to this decay and one of them has been that more people are advocating for actions that could be described as vigilante, or extrajudicial. This reflects a growing lack of faith that the system is still viable and that the institutions of law and order are still effective. There is growing frustration at unchecked property crime and the experience of watching formerly safe neighborhoods decay. It is demoralizing to watch the revolving door of arrests and releases and overdose deaths. It seems to many in our community that the pendulum has swung far away from the rights of society. People have been communicating with us in increasingly desperate terms, expressing fear and a simple desire to return to the peaceful enjoyment of their homes and neighborhoods. They are asking for a system that holds criminals accountable for their actions in an effective way.

This letter is a reaction to a series of events that have caused fear and anger in several parts of our community. One recent example is the Triangle Park neighborhood on 112th Ave, in Fort St. John. It is an established street which boasts a small triangular park with a picnic table and a wonderful set of new playground equipment. It has been a place where many children would stop while walking home from school, or where parents would take their kids to play on a Saturday morning. This park was one thing that gave the Triangle Park neighborhood its identity and made it particularly desirable.

Over the last few years one residence on this formerly quiet street has become the center of violent, frightening, dangerous and unsettling incidents. In the last year there have been two shootings in or at this home. Not long before that, an overdose death occurred on the front doorsteps of the residence. By all accounts this is a place that is obviously involved in the street level drug trade. Activity goes on there night and day. There are countless short duration stops by pedestrians and vehicles, disputes, fights, and assaults. Stolen property often finds its way to the residence and neighbors report being intimidated and frightened while simply getting their mail. No matter what efforts are made by the police, there is no change in the nature and experience of living beside this residence. In part this is because those who are arrested in connection to this home and others like it are usually released.

The latest shooting at Triangle Park originated from within the offending residence. The neighboring home is occupied by a young family with small children. Recently, their home was pierced by a number of bullets in the middle of the night while they were sleeping. They have made the point repeatedly that their children could have been killed. They are right. Police have identified, and we are told, have charged those responsible for the previous shooting but this is scant comfort to anyone. Certainly, it made no difference in preventing the latest shooting.

Lately, Triangle Park is rarely used. Many parents have made the decision to stop spending time there because of the threat posed by those who attend the nearby residence to engage in the drug trade.

While trying to provide reassurance and an effective response to the residents of Triangle Park, we happened upon the Safer Communities Act. Within this Act were a suite of reasonable, and seemingly effective tools that would have been extraordinarily helpful and reassuring to our citizens. The Community Safety Act, might have provided our community with a way to hold the owners of this residence accountable. We might have been able to pursue a process through a Community Safety Order to require the residents of this property to vacate. We might have had the opportunity to go to court to articulate a common-sense solution which would have made it more difficult to be the owner of a residence such as this one. Unfortunately, this Act was never brought into force.

We have explored all options and continue to do so. Frankly though, nuisance and noise bylaws are no substitute for the meaningful support of the Provincial and Federal Government. It is frustrating and disheartening. Our bylaws were enacted to provide solutions to manage conventional municipal problems like un-mowed grass, or loud music. These laws were never designed or intended to manage the impacts of organized crime destroying neighborhoods with impunity.

Having provided this context, the purpose of my letter today is to inquire why the Community Safety Act and the Community Safety Amendment Act were never brought into force. It appears from our review that advocacy on the part of the BC Civil Liberties Association was effective at preventing the enactment of this legislation. Their objections to the proposed legislation seem incredibly indifferent and tone-deaf to the suffering occurring in communities throughout this province.

The BC Civil Liberties association said it believed the proposed law was unnecessary, unjust and would put people's housing security at risk. From our perspective the failure to enact this legislation has put people's housing security at risk. Further, it is both unfair and unjust that our residents should have to leave their homes and flee the violence that has destroyed the character and security of their neighborhoods.

I would implore you to consider where the balance should lie between the rights of our citizens to enjoy a peaceful existence and the rights of those who have destroyed that peace. There is an increasingly prevalent train of thought that there are no consequences for the very worst behavior. Our institutions are threatened by the loss of public faith in their effectiveness. It has become difficult to reassure our citizens that we have the tools to manage these situations. Please consider enacting the Community Safety Act or the Community Safety Amendment Act legislation.

Sincerely,

Lilia Hansen

Mayor Lilia Hansen
On Behalf of Fort St. John Council

cc: MLA Dan Davies

December 13, 2023

District of Mackenzie
PO Bag 340
Mackenzie, BC V0J 2C0

**Attention: Joan Atkinson
Mayor**

**Subject: 2024 Business Façade Improvement Program
Northern Development Project Number 8857 70**

Northern Development Initiative Trust was created by the Province to be a catalyst for central and northern B.C. to grow a strong diversified economy by stimulating sustainable economic growth through strategic and leveraged investments.

We are pleased to advise you that the District of Mackenzie's Business Façade Improvement application for the 2024 year is approved effective January 1, 2024, up to \$20,000 from the Prince George Regional Development Account.

Funding under this program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Complete reporting is due by January 31, 2025. Reporting materials can be found on Northern Development's website at www.northerndevelopment.bc.ca/funding-programs/community-development/business-facade-improvement/.

We wish you every success with your project. We are excited to see how your Business Façade Improvement projects will stimulate economic growth and strengthen our region.

Sincerely,
Northern Development Initiative Trust

c: Diane Smith, Chief Administrative Officer, District of Mackenzie
Rachelle Dumoulin, Economic Development Clerk, District of Mackenzie



**SERVICE CANADA WILL BE IN YOUR
COMMUNITY ON**

January 9th-10th 2024

From: Jan 9th 1:00 pm to 4:30 pm
Jan 10th 9:00 am to 12:00 pm

At: Mackenzie Service BC Centre
64 Centennial Drive
Mackenzie, BC

We will be able to help you with:

Employment Insurance
Canadian Pension Plan / Old Age Security /
Guaranteed Income Supplement
Social Insurance Number
Passport application intake



You can access our online services at
Canada.ca/service-canada-e-service

**SERVICE CANADA SERA DANS VOTRE
COLLECTIVITÉ LE**

9-10 Janvier, 2024

De: 9 Janvier, 13h00 à 16h30
10 Janvier, 9h00 à 12h00

À: Centre de service C.-B. Mackenzie
64, promenade Centennial
Mackenzie, BC

Nous pourrions vous aider avec :

Assurance-emploi
Régime de pension du Canada / Sécurité de la
vieillesse / supplément de revenu garanti
Numéro d'assurance sociale
Réception des demandes de passeport



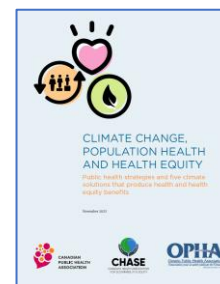
Pour accéder à nos services
en ligne, consultez
**[canada.ca/service-canada-services-
-électroniques](https://canada.ca/service-canada-services-électroniques)**

This monthly publication is prepared by the [Northern Health Healthy Settings](#) team to provide information and resources for local governments and community organizations to promote and support community health across Northern BC.

Resources (toolkits, reports, websites)

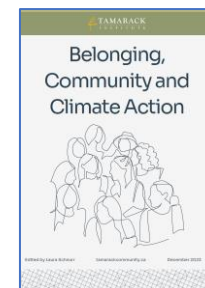
Climate change, population health, and health equity (Canadian Public Health Association)

Actions needed to prevent climate change can produce important public health and healthy equity benefits in communities that act. To support this work, partnerships are needed. Several case studies in this [report](#) showcase innovative work being done on public transit, active transportation, and building retrofits by local government.



Belonging, community, and climate action (Tamarack Institute)

At a time of increasing social isolation and accelerating climate change, belonging has never been more important. By promoting a sense of community and belonging, we can spur climate action. At the same time, climate action helps to build and strengthen belonging. This [resource](#) explores the layers of interconnection between these areas, both in practical and theoretical terms.



Events and learning opportunities

Increasing affordability through municipal climate action - food security (Climate Caucus)

Date: January 15, 2024

Are you passionate about making a positive impact on your community and taking action on climate change? Are you eager to learn more about how municipalities can play a crucial role in addressing climate change while increasing affordability? Join this [webinar](#) to more about how food programs and policies can support the planet while tackling the affordability crisis.

Outside and risky play online workshop (Appetite to Play)

Date: January 20, 2024

Are you an early childhood educator and want to learn more about physical activity and outdoor risky play for children 0-5 years old? Register for the [Outside and Risky Play Online Workshop](#).

Building communities that create a sense of belonging (Tamarack Institute)

Date: January 31, 2024

Join this [webinar](#) about the structures (social, physical, and relational) that create belonging. Learn about these structures and how to move from a collective basis from isolation to belonging.

Join the push-up challenge for mental health (Canadian Mental Health Association)

Dates: February 1 to 23, 2024

In February, people from across Canada will come together to challenge themselves to complete 2,000 push-ups in 23 days, to push for better mental health – for themselves, for their loved ones, for their communities, and for us all. 2,000 represents the 20 per cent of Canadians who will experience a mental illness each year. Please consider joining [The Push-Up Challenge](#) to raise awareness and support!

Food and physical activity online workshop (Appetite to Play)

Date: February 15, 2024

Are you an early childhood educator and want to learn more about healthy eating for children 0-5 years old? Register for the Appetite to Play [Food and Physical Activity Online Workshop](#).

Funding opportunities

Complete Communities (Union of BC Municipalities)

Deadline: January 12, 2024

Apply to the [Complete Communities program](#) to advance identified community goals. The program supports communities in undertaking assessments to inform land use decision-making, considering housing need, supply, and location; providing transportation options including increased walkability; and making connections to infrastructure investment and servicing decisions.

National Anti-Racism Fund Event and Youth Initiative Grants (Canadian Race Relations Foundation)

Deadline: January 15, 2024

Interested in planning a community-based event (conference, workshop, festival, intercultural activities, etc.) to combat racism and discrimination? Apply to the [National Anti-Racism Fund Event and Youth Initiative Grant](#) for up to \$10,000.

Vision Zero Road Safety Grants (BC Injury Research and Prevention Unit & Northern Health)

Deadline: January 15, 2024

Apply to the [British Columbia Vision Zero in Road Safety Grant Program](#) to make roads safer for people who travel without a motor vehicle. Get inspired by previously funded projects by exploring the [Vision Zero BC webpage](#). You may apply to one of two program streams: Stream #1 is for the design and installation of low-cost road infrastructure that improves the safety of vulnerable road users (people who walk, cycle, or roll), and Stream #2 is for Indigenous communities and governments to set and direct their own road safety priorities.

Active Communities Grant (BC Alliance for Healthy Living)

Deadline: February 5, 2024

Apply for an [Active Community Grant](#) for up to \$50,000 to increase access to physical activity in your community. Indigenous communities and local governments are encouraged to take advantage of collaborative partnerships to strengthen their project and application.

Disaster Risk Reduction – Climate Adaptation (Union of BC Municipalities)

Deadline: March 28, 2024

Apply for [Disaster Reduction-Climate Adaptation funding](#) to support initiatives that reduce disaster risks from natural hazards and climate-related events. First Nations and local governments are encouraged to apply.

Anti-Hate Community Support Fund (Ministry of Public Safety and Solicitor General)

Deadline: March 31, 2024

Apply to the [Anti-Hate Community Support Fund](#) for up to \$10,000. This fund is intended to support organizations, such as places of worship or cultural community centres, which have sustained damages to their site(s) or are seeking to enhance security measures in and around their site(s).

Climate Fund Finder (Clean BC)

Deadline: Ongoing

Planning a climate action project? Need financial support? Not sure where to start? The [Funding Finder](#) is the tool for you. By answering a few questions, you'll be on your way to learning which programs fit your program best.

#GreenMyCity Program (Green Cities Foundation)

Deadline: Ongoing

Apply for a [#GreenMyCity grant](#) to support the restoration and revitalization of any publicly owned land, including parks, community gardens, sports fields, playgrounds, and public open spaces. Garden clubs, associations, neighbourhood groups, service clubs, and school/youth groups are encouraged to apply.

Northern Healthy Communities Fund (Northern Development Initiative Trust)

Deadline: Ongoing

Is your community nearby an LNG Canada or Coastal GasLink project? Apply for the [Northern Healthy Communities Fund](#) (NHCF) to help your community adjust to the economic growth expected to occur as a result of major economic development projects.

Northern Health Stories

From volunteer to career: Celebrating International Volunteer Day

For International Volunteer Day, we celebrate all the ways volunteering makes a difference in the lives of both clients and volunteers...[continue reading](#).

See the latest stories at stories.northernhealth.ca.

E-Brief information

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

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

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

If you have any questions about our list and your privacy, please phone 250-637-1615.



COUNCIL REPORT

To: Mayor and Council

From: Accessibility and Inclusion Advisory Committee

Date: January 8, 2024

Subject: 3rd and 4th Quarter Activity Report

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

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

The AIAC mandate is as follows:

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

3rd and 4th Quarterly Activity Reports

Since our last report, the committee has continued to focus on reviewing the District's Age-Friendly Accessibility and Inclusion Action Plan. During this process, the committee has reviewed recommendations as identified by Kate Milne to determine where we could and are able to support others on our road to Access and Inclusion.

We, individually and as a committee, continue to engage with community members through public engagement opportunities and through community events and seminars to solicit feedback from residents on accessibility in Mackenzie as well as to create awareness of the

committee and our work. The following table provides a detailed outline of the activities over the last six months:

Date:	Activity:
4-Jul	Quarterly meeting – All members in attendance.
8-Jul	Disability Alliance BC (info/resource site) - <i>Liz</i> shared with the committee.
16-Jul	Registered for webinars with Accessibility Association - Understanding the history of web accessibility; why accessible content is everyone's responsibility; A comprehensive approach to accessibility and inclusive design; designing and sustaining an effective digital accessibility program - <i>Kimberly and Liz</i> .
18-Jul	New Horizon "Bridging the Gap" Focus Group with consultant Shoba from CNC -part of research project related to accessibility and inclusion - <i>Kimberly and Liz</i> attended hosted by CNC representative Raye.
20-Jul	Evaluation discussion (<i>Emily and Liz</i>) Tabled for follow-up in the new year – what is working and if there are areas that are not working how can we make change?
24-Jul	Council Meeting - Autumn Lodge new location at the Rec Centre. A&I Quarter 1 & 2 report - <i>Liz</i> attended.
25-Jul	<i>Kimberly</i> met with the Northern Health Occupational Therapist and during their appointment she spoke about the A&I Committee informing him of our role, responsibilities, and the activities that we have completed to date.
15-Aug	Preparation meeting for the Chamber of Commerce Presentation - <i>all members</i> in attendance.
23-Aug	Accessible venue inspection based on Odlan Checklist – "Walk and Roll" Inspection at the Royal Canadian Legion - <i>Liz and Kimberly met with Lawrence Napier</i> .
28-Aug	New Horizon Stakeholder Meeting - New Horizon Bridging the Gap, Information sharing and updates about activities in the community – <i>Cassandra & Liz attended</i> .
12-Sep	Active Transportation Meeting - District Planning - <i>Kimberly, Liz, Dave attended</i> .
21-Sep	Chamber of Commerce Presentation - <i>all committee members participated</i> .
22-Sep	Attended a Not-for-Profit group meeting with Andy Ackerman – info meeting to learn more about a group in Fort St. John that collaborate on ideas, funding, sharing information and supporting each other - <i>Liz, Cassandra</i> attended.
27-Sep	Accessible venue inspection based on Odlan Checklist – "Walk and Roll Inspection" Mackenzie Community Service - <i>Kimberly, Cassandra</i> .
28-Sep	Seniors Week Connection Fair " <u>Live it for a Minute</u> " - interactive table display that showcased the major barriers – Cognitive Function, Auditory Impairment, Speech Disorder, Visual Impairment and Motor Impairment. <i>Liz and Kimberly</i> . (<i>Kimberly</i> demonstrated wheelchair and transition ramp – how just a 2" transition can negate access). (Note <i>Cassandra, Raye, and Alice</i> were representing their own organizations but available to talk A&I).
22-Sep	Accessibility Trail - part 1 to lookout - <i>Kimberly and Liz</i> invited by Aaron Snively

6-Oct	Submit info for the Tourism Guide - requested by Rachelle for all committee members (<i>Alice & Liz, Kimberly provided feedback</i>).
13-Oct	Accessibility Trail - part 2 to lookout - <i>Kimberly</i> invited by Aaron Snively.
15-Oct	All <i>Committee members</i> – general discussion regarding agenda items.
15-Oct	Meeting with Jesse Wright - Funding for Youth Entrepreneur request to work with A&I - <i>all committee members</i> .
16-Oct	Rural Health Meeting - Mackenzie Collaborative Table - <i>Liz, Kimberly, Cassandra</i> .
17-Oct	Quarterly meeting
18-Oct	Letter of support for Foundry - Liz submitted on behalf of committee.
24-Oct	Accessible venue inspection based on Odium Checklist - Recreation Centre - Also joining us will be Occupational Therapist Elliot Flockhart - <i>Raye, Kimberly, Liz</i> - Elliot Flockhart (NHA Occupational Therapist joined us and has requested to have his "UNBC practical students" visit and participate in a "Walk and Roll Inspection" in the spring.
30-Oct	Meeting with Joan, Diane, and Emily - Open discussion status of committee, community interaction – <i>Liz</i> .
3-Nov	Dementia Workshop - <i>Kimberly, Cassandra, Liz, (Raye)</i> .
2-Nov	Volunteer Hub - Initial meeting with host Collin – <i>Liz, Raye</i> .
9-Nov	Volunteer Hub = follow-up meeting to discuss with other users i.e., Arts, MCS, Autumn Lodge - <i>Raye, Liz, Cassandra & Raye</i> .
13-Nov	Meeting with community members to discuss A&I and trails - <i>Kimberly and Liz</i> . Email discussion with another community member as per above reasons – <i>Liz</i> .
16-Nov	AGM for Mackenzie Autumn Lodge to announce new funding - new location tour – <i>Liz</i> .
24-Nov	Plaid Friday - visit various vendor sites to introduce the committee - make connections - Murphy's Monster access walk through not formal, Daniel Smith guest at an upcoming meeting – <i>Liz (discussed layout impedes access)</i> .
30-Nov	Committee meeting update and discuss upcoming presentation to council in January - <i>Cassandra, Kimberly, David, Liz</i> .
5-Dec	Phone meeting with Emily regarding the Action Plan next steps – <i>Liz</i> .
5 & 8 Dec	Morfee School Christmas Shopping - representing A&I – <i>Kimberly/Raye</i> - discussion with staff, parents, and principal - will be working with the school in the new year - Walk & Roll visit, Empathy Exercises as per Rick Hansen Foundation.
8-Dec	Committee meeting with Emily regarding the Action Plan motion sending the report to council – <i>Liz, Dave, and Kimberly</i> (Alice approved by email /Cassandra regrets due to an emergency).

Committee Meeting Minutes

The minutes from the committee meetings held on July 4, 2023, and October 17, 2023, and December 8, 2023 have been attached for Council's consideration. Our next meeting is in January 2024 with the date yet to be determined.

Formal standing invitations to each of the groups listed in the AIAC Terms of Reference have been sent. It is hoped to have several new members join the next Quarterly Meeting to be held in January 2024 and then going forward.

COUNCIL PRIORITY:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

Elizabeth Blackburn, Accessibility and Inclusion Advisory Committee Chair

Reviewed By: Corporate Services

Approved By: Chief Administrative Officer

Access and Inclusion Advisory Committee Meeting

Minutes

July 4, 2023, 10:00 a.m.

District Office, 1 Mackenzie Boulevard

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

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

Meeting ID: 936 3501 6031 Passcode: 939381

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

Staff/Council Present: Councillor R. McMeeken, Director of Corporate Services E.
Kaehn, Economic Development Clerk R. Dumoulin, Local
Government Intern, R. Paulsen

Visitors Present: Jana Shaule, Better at Home
Shannon Bezo, CNC/WorkBC
Adele Barnes, Mackenzie Autumn Lodge

1. CALL TO ORDER

CALLED TO ORDER AT 10:00 AM.

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

2. ADOPTION OF MINUTES

2.1 AIAC Committee Meeting - April 27, 2023

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

3. ADOPTION OF AGENDA

Motion: AIAC-21

Moved by: C. Carter

THAT the Agenda be adopted as presented.

CARRIED

4. **CORRESPONDENCE**

N/A

5. **PRESENTATIONS AND DELEGATIONS**

6. **REPORTS AND DISCUSSION TOPICS**

6.1 Better at Home Program Presentation

Jana Shaule, Better at Home Coordinator from Mackenzie Community Services, provided a presentation about the new Better at Home program.

6.2 Business Brochure

A planning meeting will be held in August to start preparations for the presentation. It was suggested that the committee attend at least once a year with new topics for business owners.

Motion: AIAC-22

Moved by: K. Grywinski

THAT the Committee attend the Chamber of Commerce monthly luncheon in September to present the new business brochure and other resources.

CARRIED

6.3 Memorial Bench Program

Committee was happy to see several benches put in place this summer and that Council approved their recommendations to the Memorial Bench Program. Several comments were shared and hoped to be passed on to staff before new ones are installed:

- The size of the additional pad is still a little small, could be larger to accommodate larger wheelchairs.
- The soil is soft and starting to create divets around the concrete. Would it be possible to use a more accessible and packable material around the bench as it is difficult to access with current material. Suggested using a harder pack mineral soil, similar to what was used out at the Gantahaz Lake site.
- A map with all the accessible benches would be a great resource.
- Suggest more marketing of the program.

6.4 Event Checklist

Committee asked whether the Rockin' the Ridgeline Event could follow a similar accessible event checklist to that attached to the agenda shared by ODLAN. Few items of note that the committee felt was lacking from advertising:

- Where are the events being held (ie. event map)
- What accessibility amenities are available and where are they located (washrooms, shuttles, non-biking activities, noise free zone etc.)
- Is there someone you could phone to find out more?

Emily and Rachelle are going to contact Recreation Services staff to discuss and see if any amendments to their advertising can be made at this time.

6.5 Accessible Parking

Comments were shared that the accessible parking spots in front of the Recreation Centre are too narrow to safely enter or exit a vehicle. Mackenzie Public Library is willing to give up one of the parking spots to make room for larger accessible parking spaces. Staff will be looking into whether the lots can be made larger. An example shared was the Prince George Costco parking spaces.

6.6 Resource Library

Deferred to Next Quarterly Meeting

6.7 Community Resource Document

Deferred to Next Quarterly Meeting

6.8 Marketing and Advertising

Deferred to Next Quarterly Meeting

6.9 Development Permit Area

Deferred to Next Quarterly Meeting

6.10 Tracking of Barriers

Deferred to Next Quarterly Meeting

6.11 Activities to Date

Deferred to Next Quarterly Meeting

6.12 Debrief - Accessibility Week and Red Shirt Day and Intergenerational Day
Deferred to Next Quarterly Meeting

6.13 Taxi Saver Program Update

Emily provided a brief update on the changes to the District's Taxi Saver Program and new partnership with the Better at Home Program. She will be sharing the new policy and financials with the Committee to review and make any recommendations for the 2024 program budget. Staff will also look into the Kelowna model for their similar program.

6.14 BC Accessibility Hub

Deferred to Next Quarterly Meeting

6.15 Visitor Centre Caboose

Deferred to Next Quarterly Meeting

6.16 Alexander Mackenzie Landing

Deferred to Next Quarterly Meeting

7. NEW BUSINESS

N/A

8. REVIEW OF ACTION ITEMS

N/A

9. NEXT MEETING DATE

Next Quarterly meeting will be held in October 2023.

10. ADJOURNMENT

Motion: AIAC-23

Moved by: Chair E. Blackburn

THAT the meeting be adjourned at 12:04 PM.

CARRIED

Chair

Corporate Officer

Access and Inclusion Advisory Committee Meeting

Minutes

October 17, 2023, 12:00 p.m.

District Office, 1 Mackenzie Boulevard

Zoom:

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

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

Meeting ID: 936 3501 6031 Passcode: 939381

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

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

Visitors Present: Stakeholder Attendance - Justin Hawkins (SD57)

1. CALL TO ORDER

CALLED TO ORDER AT 12:05 p.m.

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

2. ADOPTION OF MINUTES

2.1 AIAC Committee Meeting - July 4, 2023

The minutes of the July 4, 2023, AIAC Committee Meeting were adopted as presented.

2.2 AIAC Committee Meeting - September 12, 2023

The minutes of the September 12, 2023, AIAC Committee Meeting were adopted as presented.

3. ADOPTION OF AGENDA

Resolution: Motion: AIAC-24

Moved by: D. Schindler

THAT the Agenda be adopted as presented.

CARRIED

4. CORRESPONDENCE

N/A

5. REPORTS AND DISCUSSION TOPICS

5.1 Kate Milne Action Plan Report Update

Rachelle provided an update on the status of the Action Plan Report. The committee is currently waiting for Public Works to do their part in reviewing the actions listed. When the review is complete, the committee will then have the opportunity to prioritize the actions.

5.2 Disability Parking

Parking Spaces to be considered for measurement are the following spaces:

- Recreation Centre
- WorkBC

WorkBC parking spaces may need further discussion due to the size of the curb and the accessibility to the ramp.

Recommendation - size, line paint, and proper signage to be included in the bylaw.

Resolution: AIAC-25

Moved by: C. Carter

Request Council to have staff bring a report to Council to look at parking in the bylaw.

CARRIED

5.3 Memorial Bench Update

Kimberly tested out the new benches that were installed this past summer with an extension of 36". She found the new extension of 36" to be still too tight and the approach to be inaccessible. The committee recommends

that the extension be increased to 48" and to include mineral soil for approach.

5.4 Business Recognition

Kimberly will research what other communities are doing to recognize their businesses for accessibility.

Looking at a possible 3-star system. One star for inviting the committee for a 'Walk and Roll', two stars for making an effort to improve accessibility and 3 stars for being an accessible business.

Businesses that have participated in a 'Walk and Roll' thus far are The Legion, Mackenzie Community Services, and Mackenzie Recreation Centre.

5.5 Resource Library

Liz will forward additional resource documents to Rachelle to post on the website.

Kimberly will send Rachelle supplier contacts to add to the website.

5.6 Community Resource Document

Deferred until the next meeting.

5.7 Marketing and Advertising

- Kimberly will email the 'Tip of the Week' to Rachelle for her to post on the District website. Rachelle will utilize the template used during Accessible Week.
- Rachelle to fix the upside-down page of the 'Inclusion is within Everyone's Ability' brochure
- Rachelle to colour code the brochures.

5.8 Development Permit Area

Waiting for feedback.

5.9 Tracking of Barriers

For reference.

5.10 Activities to Date

Rachelle will update website with new activities completed.

5.11 Debrief - Accessibility Week and Red Shirt Day and Intergenerational Day

Deferred until the next meeting.

5.12 BC Accessibility Hub

Rachelle will add this link to the Resource section of the Accessibility and Inclusion webpage.

5.13 Visitor Centre Caboose

The committee discussed the inaccessibility of the visitor centre out at the Caboose. The committee made a suggestion that the District of Mackenzie purchase a magazine stand that can be brought outside to the base of the Caboose ramp and brought back in at the end of the day by the employees of the Visitor Centre.

5.14 Other Discussion Topics

- Raye advised Viktor Brumovsky to be the new Council Liaison alternate. Lunch hour works best for him to attend meetings.
- Cassandra mentioned the grant funding Jesse Wright has received, and the possibility it could be used for Rick Hanson certification.
- Justin Hawkins (SD57) advised that School District 57 has a feedback form on their accessibility page for the public to access.
<https://www.sd57.bc.ca/apps/pages/accessibility>
- Justin Hawkins (SD57) will share the SD57 Accessibility and Inclusion plan with the committee.

6. NEW BUSINESS

N/A

7. REVIEW OF ACTION ITEMS

8. NEXT MEETING DATE

9. ADJOURNMENT

THAT the meeting be adjourned at 2pm.

Access and Inclusion Advisory Committee Meeting

Minutes

December 8, 2023, 4:00 p.m.

District Office, 1 Mackenzie Boulevard

Zoom:

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

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

Meeting ID: 936 3501 6031 Passcode: 939381

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

Committee Absent: C. Carter, A. Pek

Staff Present: Director of Corporate Services E. Kaehn

1. CALL TO ORDER

CALLED TO ORDER AT 4:07 PM.

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

2. ADOPTION OF MINUTES

2.1 AIAC Committee Meeting - October 17, 2023

The minutes of the AIAC Committee Meeting held on October 17, 2023 were adopted as presented.

3. ADOPTION OF AGENDA

Moved by: K. Grywinski

THAT the Agenda be adopted as presented.

CARRIED

4. CORRESPONDENCE

N/A

THAT the Correspondence listed on the Agenda be received.

5. REPORTS AND DISCUSSION TOPICS

N/A

6. NEW BUSINESS

6.1 Adoption of Mackenzie Accessibility and Inclusion Action Plan

Moved by: Chair E. Blackburn

THAT the Accessibility and Inclusion Action Plan be adopted as presented;

AND THAT the plan be forwarded to Council for final approval.

CARRIED

7. REVIEW OF ACTION ITEMS

N/A

8. NEXT MEETING DATE

9. ADJOURNMENT

Moved by: D. Schindler

THAT the meeting be adjourned at 4:49 PM.

CARRIED

Mayor

Corporate Officer

COUNCIL REPORT

To: Mayor and Council

From: Access and Inclusion Advisory Committee

Date: January 2, 2024

Subject: Age-Friendly Accessibility and Inclusion Action Plan

RECOMMENDATION:

THAT Council receive the Age-Friendly Accessibility and Inclusion Action Plan.

BACKGROUND:

In response to the implementation of the *Accessible British Columbia Act*, in November 2022, the District of Mackenzie (District) established an Accessibility and Inclusion Advisory Committee and began the process to develop an accessibility plan and a tool to receive feedback on their accessibility.

Council tasked the Accessibility and Inclusion Advisory Committee along with District staff to develop an accessibility plan. The District was approved for \$25,000 in grant funding from BC Healthy Communities towards the development of a plan. The District hired Cardea Health Consulting to work with staff and the committee to develop the plan.

The attached report outlines the results of an assessment conducted in the District in the winter of 2023. The assessment included desk research and a community engagement process with feedback gathered through open houses, one-on-one interviews, and an online and paper survey. The data was compiled and categorized using the Public Health Agency of Canada's Age-friendly Evaluation Indicators, which served as the foundation for devising an action plan.

The desk research, community engagement findings, and subsequent recommendations are structured according to the Global Age-Friendly Cities Guide's eight domains pertaining to age-friendliness. Each domain includes a section on the District's current age-friendly features, areas for improvement identified during the community engagement process, and suggestions made by community members and service providers for future changes.

Recommendations within each domain are then presented with completion targets classified as ongoing, short-term (one to two years), medium-term (two to five years), and long-term (over five years). Whenever feasible, actions have been designated for review by particular community organizations or District Leads. The abbreviation n/a (not applicable/available) is used when

relevant connections are nonexistent or require creation. The recommendations aim to align with goals and actions delineated in other District documents, such as the Official Community Plan.

The domains outlined in the report include:

- Outdoor Spaces and Buildings
- Transportation
- Housing
- Respect, Social Inclusion or Cultural Safety
- Communications and Information
- Community Engagement and Employment
- Community Support and Health and Wellness Services

BUDGETARY IMPACT:

Some items listed in the action plan will have more significant budgetary impacts than others. Staff have reviewed the action plan and will be considering what actions can be included in the 2024 Budget and staff work plans.

COUNCIL PRIORITIES:

Community and Social Development

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

Strong Governance and Finances

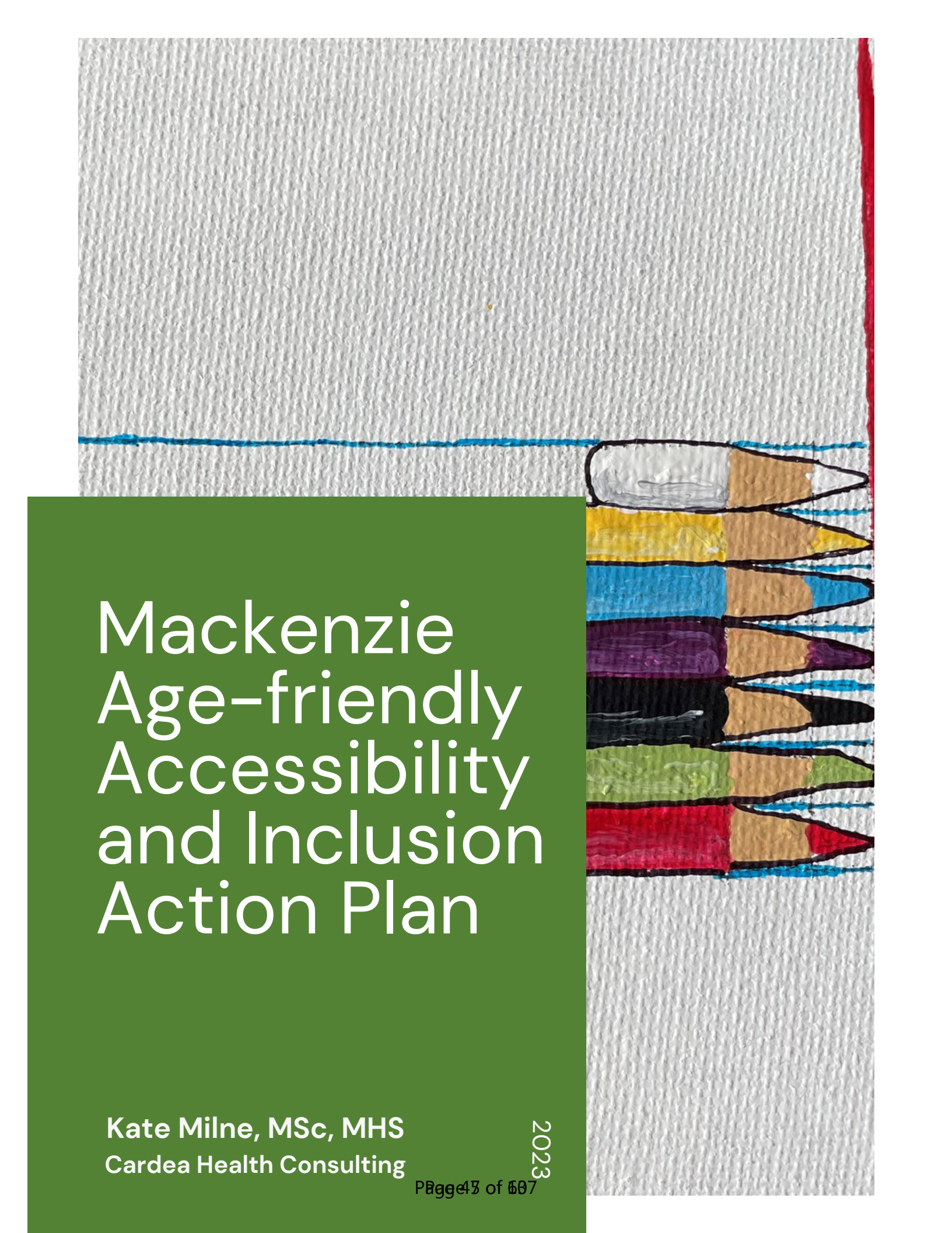
- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs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

RESPECTFULLY SUBMITTED:

Emily Kaehn, Director of Corporate Services

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer



Mackenzie Age-friendly Accessibility and Inclusion Action Plan

Kate Milne, MSc, MHS
Cardea Health Consulting

2023
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Acknowledgements

We would like to express our deepest gratitude to everyone who contributed to the development of this Age-Friendly Accessibility and Inclusion Action Plan. This report would not have been possible without the dedication, expertise, and passion of numerous individuals and organizations working towards a more accessible and inclusive Mackenzie.

We want to thank the diverse group of community members who generously shared their experiences, insights, and perspectives. Your willingness to participate and engage in this process was invaluable, and your voices have truly shaped the direction and focus of this report.

We would also like to extend our gratitude to the many volunteers who devoted their time and energy to assist with various aspects of this project. Together, we have taken a significant step towards creating a more accessible and inclusive community.

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Executive Summary

An inclusive community emphasizes safety and accessibility, supporting residents to lead healthy and fulfilling lives. A good "person-environment fit" (the balance between an individual's physical and mental abilities and environmental demands) fosters independence, enhanced health outcomes, and stronger social connections. Assessing accessibility features with an age-friendly lens is key to this process.

In 2007, the World Health Organization (WHO) initiated the age-friendly movement with the publication of the Global Age-Friendly Cities Guide. The WHO's approach enables municipalities to assess and strategize their communities. The approach uses eight dimensions of communities' physical, social, and wellbeing. An assessment of these dimensions is typically used to establish a baseline in communities aspiring for a more inclusive future.

This report outlines the results of an assessment conducted in the District of Mackenzie in the winter of 2023. The assessment included desk research and a community engagement process with feedback gathered through open houses, one-on-one interviews, and an online and paper survey. The data was compiled and categorized using the Public Health Agency of Canada's Age-friendly Evaluation Indicators, which served as the foundation for devising an action plan.

Community consultations revealed existing accessible features in Mackenzie. However, the consultations also identified barriers to inclusivity and suggestions for mitigating or eliminating those barriers. Community members offered invaluable insights and recommendations moving forward. The recommendations are presented with proposed lead organizations, timelines, linkages, and potential grant funding opportunities. The report's final section provides strategies for implementing the action plan.

Introduction

The Canadian age-friendly community initiative is designed to establish welcoming environments for individuals of all ages, ranging from young children to older adults. The movement has gained traction, and British Columbia now has hundreds of communities that have undergone age-friendly assessments.

An age-friendly community prioritizes accessibility and inclusion for all, irrespective of age or ability. Notable features of age-friendly communities include safe, accessible streets, public transportation, affordable housing, social and cultural events, and healthcare services. Age-friendly communities also nurture social connections, promote active lifestyles, and provide opportunities for engagement and participation.

The District of Mackenzie, a small community in northern British Columbia, is working to become more accessible and inclusive. This report thoroughly examines Mackenzie's current accessibility and inclusion status while proposing recommendations to enhance the community's services for all age groups.

The report is grounded in the eight dimensions of an age-friendly community, focusing on the physical environment (outdoor spaces and buildings, housing, transportation), social environment (social participation and recreation, respect and social inclusion, civic participation and employment), and personal wellbeing (communications and information, community health and wellness services).



Community Profile

Background

The District of Mackenzie is situated on the traditional territories of the McLeod Lake Indian Band (Tse'Khene Nation), Kwadacha Nation, and Tsay Keh Dene Nation. Nestled between the Rocky and Omineca Mountains in northern British Columbia, Mackenzie was established as a planned community in the Rocky Mountain Trench.

In 1966, the first families arrived in Mackenzie, an "instant town" developed with an emphasis on a resource-based economy. Land clearing for the main townsite began the previous year, and British Columbia Forest Products constructed a pulp mill and two sawmills to capitalize on the region's abundant forest resources. The town was designed as a walkable, compact settlement, with industrial and residential zones separated to maintain clean air.

As a small community, Mackenzie offers many essential services, such as a District hospital, College of New Caledonia campus, swimming pool, community arts center, and public library.

Population

In the Stats Can 2021 census (updated November 30, 2022), the current population in Mackenzie is 3281 residents – a decrease of 433 residents (12% of the population) since 2016. Children and youth (0-14 years old) make up 17% of the population, while 66% are between the ages of 15 and 64. The median age of the population is 44 years.

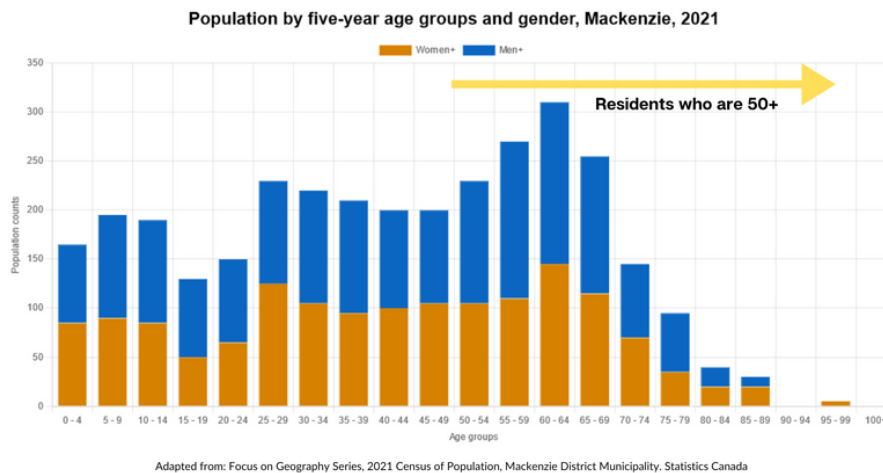
Population aging is a significant issue impacting municipalities across Canada. It is projected to continue over the upcoming years, with the proportion of the population aged 65 and over expected to increase significantly. The youngest baby boomers will turn 65 by 2030, further accelerating the phenomenon over the next two decades. The proportion of the total population aged 65 and over is projected to reach between 21.3% and 22.9% by 2030 and between 21.6% and 29.8% by 2068.[1]

Currently, the percentage of Mackenzie residents over 55 is 35%. The number of people 65 and above is 17% (an increase of 6% since 2016).

[1] Focus on Geography Series, 2021 Census of Population, Mackenzie District Municipality, Statistics Canada

Population Distribution

Mackenzie's changing population



3281

Residents as of 2022

66%

Residents between the ages of 15-64

44

The median population age

Culture

Mackenzie has a thriving Indigenous population, encompassing members from the McLeod Lake Indian Band, Kwadacha Nation, and Tsay Keh Dene Nations. These Nations possess a deep-rooted and rich heritage, with their culture and traditions remaining influential in the area. The Indigenous community in Mackenzie actively participates and contributes to the region's growth.

The two most prominent visible minority groups in Mackenzie are the South Asian (1.3%) and Filipino communities (2.5%), with overall visible minority groups increasing from 3.5% in 2016 to 4.7% in 2021. Official language bilingual speakers make up 13% of the population. At the same time, Tagalog is the most highly spoken non-official language, followed by Punjabi, Spanish, German and Hindi.[2]

[2]Focus on Geography Series, 2021 Census of Population, Mackenzie District Municipality, Statistics Canada

Housing

In Mackenzie (District municipality) in 2021, 1,015 of the 1,515 occupied private dwellings were single-detached houses, representing 66.7% of all occupied private residences in the region.[3] Of residents 55 and older, 715 were owners (78% single-detached homes, 12% movable dwellings, 5% other attached dwellings, 3% semi-detached, and 2% row houses), and 60 were renters.[4]

The District faces challenges related to the need for more affordable rental housing. According to the 2021 Census, the vacancy rate in Mackenzie was 2.6%, far below the provincial average of 3.7%. Mackenzie is actively pursuing strategies to increase the amount of affordable, long-term rental housing in the area. Initiatives are underway to investigate options to diversify the housing stock to meet the community's current and future needs.



The high number of movable dwelling residences reported in the 2021 census may be potentially misleading; community stakeholders who participated in the Housing Needs Assessment reported that in 2019, more than half of the mobile home park lots were vacant. Additionally, it was observed that very few dwellings had stairs, which could limit the accessibility of the park for seniors and those with mobility issues.[5]

According to the 2019 District of Mackenzie Housing Needs Report, the housing shortage has been exacerbated by the lack of new housing units built in the past decade, leading to a decrease in the overall housing supply. This ripple effect makes it increasingly difficult for people to find suitable rental housing, especially those with mobility needs, seniors, and those seeking smaller housing units. Furthermore, the number of existing housing units needing major repairs is increasing, leaving those needing access to emergency housing with few options.[6]

[3] Focus on Geography Series, 2021 Census of Population, Mackenzie District Municipality. Statistics Canada

[4] Statistics Canada. Table 98-10-0232-01 Age of primary household maintainer by tenure: Canada, provinces and territories, census divisions and census subdivisions DOI: <https://doi.org/10.25318/9810023201-eng>

[5] <https://mackenzie.civicweb.net/document/44847/>

[6] <https://mackenzie.civicweb.net/document/44847/>

Income

Mackenzie has seen many economic changes throughout its history. After being founded as a forestry-based town, the community has faced many challenges, including the decline in the wood products industry. However, Mackenzie has seen a resurgence of economic growth in recent years, with a focus on diversifying the local economy and boosting tourism. The town has seen an influx of start-ups, new businesses, and local infrastructure investments. There has also been an increase in the number of retirees and new residents, boosting the local economy.

Most Mackenzie residents are employed in trades, manufacturing, transport and related occupations, as well as sales, service, business, finance, and administration. Since 2016, the unemployment rate has increased significantly from 9.4 to 20.6% among 15–24-year-olds and from 7.8 to 10.5% among 25–64-year-olds. Labour market participation has also dropped for those over 65 to 20%. In Mackenzie, the median after-tax income of households experienced a decline of 9.9% between 2015 and 2020, dropping from \$86,000 to \$77,500. [7]



[7] Focus on Geography Series, 2021 Census of Population, Mackenzie District Municipality. Statistics Canada

Health

The health of people in the Northern Health Authority (the area in which Mackenzie is located) is generally good, with a strong focus on prevention and health promotion. The Authority has a range of programs and initiatives to improve the health of people in the region, including a focus on healthy eating, physical activity, mental health and wellbeing, chronic disease management, and preventative health. The Health Authority also partners with local communities, organizations and service providers to ensure access to healthcare services and promote healthy lifestyles. They also actively engage in research and evaluation activities to help inform their programs and services.

The people of Mackenzie have access to essential health care services, including primary care services such as family medicine, some mental health services, and public health services. In the past few years, the local healthcare system has seen several improvements, resulting in better access to services and increased availability of healthcare professionals.

Mackenzie has more than the provincial average number of physicians (i.e., eight family doctors). Mackenzie & District Hospital and Health Centre provide local services with a nine-bed facility with four acute beds, four long-term care beds, and one respite/palliative care bed. It provides medical and emergency services, medical imaging, laboratory services, mental health and substance use services, a medical clinic, dietitian services, and diabetes education.



The community has also seen increased preventative health initiatives and programs to promote healthy lifestyles and reduce chronic disease. The people of Mackenzie enjoy good health overall, with a low rate of chronic conditions and a high life expectancy.

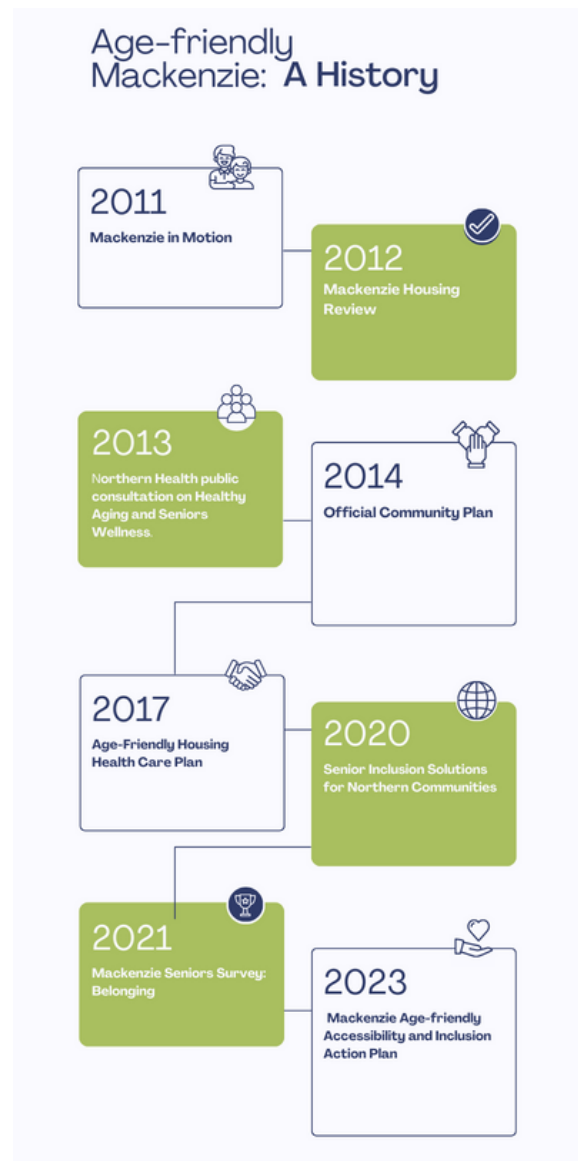
Mackenzie's remote location can be a barrier to those who need to access services outside of the town. It can be difficult for many to travel to the nearest city (Prince George) for medical or other services, and those who do must often rely on private transportation.

Local Policies

Mackenzie has been working toward becoming a more inclusive, accessible, and age-friendly community for over a decade. In 2011, the community began a planning process called Mackenzie in Motion to provide their vision for the future. This included surveys, workshops, and public events. The Mackenzie Housing Review identified senior housing as a critical gap and recommended monitoring the need for housing (and planning for accessible housing) and proposed assisted living close to amenities.

In 2013, Northern Health held a public consultation on Healthy Aging and Seniors' Wellness, and in 2014, the Official Community Plan (OCP) was released. In the OCP, The District outlined comprehensive, long-term goals for the community. Through the OCP, the District committed to creating a sustainable, vibrant, and welcoming community for all. To achieve this, the District is committed to investing in economic development, infrastructure, housing, transportation, and recreation. It is also committed to protecting the natural environment, increasing public engagement, and promoting social equity. Additionally, the District is focused on creating a culture of sustainability, where sustainability is embedded in all aspects of the community.

In 2017, the District's Accessibility Committee hosted an Age-Friendly Open House to review what was working well and what needed improvement.



The Age-Friendly Housing Health Care Plan was released the same year, and in 2020, a New Horizons for Seniors Program project with the College of New Caledonia was released.

Finally, in 2021 a Mackenzie Seniors Survey was conducted by the Community Development Institute at UNBC, and in 2023, this age-inclusive Age-friendly Accessibility and Inclusion Plan will be released.

Needs Assessment

A needs assessment is an organized method of collecting and examining information to identify the requirements of a community. This process assists in making informed decisions and addressing challenges by understanding the present situation, pinpointing potential areas for improvement, and formulating action plans to tackle the identified needs.

The Age-Friendly needs assessment process aims to develop age-friendly communities by adopting a "bottom-up" approach, beginning with the viewpoints of community members and from public, voluntary, and commercial service providers in the local region. The data thoroughly evaluates the community's strengths and weaknesses concerning age-friendliness. Subsequently, this assessment is shared with community members and decision-makers to guide actions toward fostering a more age-friendly community.[8]



Methodology

The Engage-Plan-Act-Measure (EPAM) process is a specific assessment tool age-friendly communities use to plan for and improve their services and programs. The process ensures that decision-making is informed, collaborative, and evidence-based. The process involves four stages:

1. Engage: To facilitate engagement, age-friendly communities typically host listening sessions, surveys, and other forms of outreach to gather feedback and build consensus.

2. Plan: After engaging stakeholders, age-friendly communities develop a plan that outlines their goals and strategies. This plan identifies the services and programs that will be recommended, how they will be implemented, and how they will be evaluated.

3. Act: Once the plan is in place, age-friendly communities implement their services and programs. This includes training and support for staff, volunteers, and other stakeholders.

4. Measure: After implementation, age-friendly communities measure the effectiveness of their services and programs.

[8] WHO Age-Friendly Cities Project Methodology: Vancouver Protocol. World Health Organization (2007)

This includes evaluating their impact on the community, the number of individuals served, and the outcomes achieved. The results of this evaluation are used to inform future decisions.

The EPAM process is an integral part of age-friendly planning and helps ensure that the needs of older adults are met. By engaging stakeholders, developing an evidence-based plan, and measuring the impact of services and programs, age-friendly communities can ensure their efforts are effective.

We conducted an age-friendly needs assessment of the District of Mackenzie between December 2022 and March 2023, structured to facilitate future evaluations. Data collection in each age-friendly domain relied on indicators identified in the Public Health Agency of Canada's (PHAC) Age-friendly Communities Evaluation Guide. The PHAC indicators, developed from the original age-friendly communities guide and adapted to the Canadian context, enable communities to systematically plan, implement, and evaluate age-friendly initiatives. Using indicators in the assessment process establishes a baseline measure and streamlines future age-friendly assessments.

We employed a mixed methods approach for the needs assessment. The process included desk research and a community engagement strategy. Community engagement included a survey (online and in print), open houses, and one-on-one interviews with community members, caregivers, and service providers. This community engagement process yielded qualitative data and input and suggestions from participants that informed the subsequent recommendations listed in each domain.

Desk Research

Academic literature offers a context for devising data collection strategies and understanding community engagement outcomes. The process commenced with the following:

1. Reviewing the most pertinent academic literature and grey materials (i.e., information produced outside traditional academic and research publications, such as government documents, white papers, and professional reports).
2. Reviewing city strategic policies and documents.
3. Assessing characteristics, demographic profiles, social and emerging trends of Mackenzie's local population.
4. Reviewing secondary data, including administrative-level program and service data and current program and service inventories.



Community Engagement

Community engagement is typically included in a needs assessment, enabling community members to participate in decision-making. Community engagement in age-friendly planning involves working with people of all ages to create environments that cater to everyone's needs. This collaborative process emphasizes the importance of including the older and younger generations in decision-making to ensure that the resulting plans are genuinely inclusive and effective.

Survey

A survey provided quantitative and qualitative information as part of the needs assessment. Currently, no standardized survey tool is available for assessing age-friendliness in communities. The instrument for this project was developed using a combination of demographic questions already employed by the Canadian Community Health Survey, indicators identified in the PHAC evaluation guide, and minor modifications to accommodate a significant number of age-diverse respondents. The Canadian Community Health Survey questions facilitate demographic comparisons with other communities and national statistics.

Due to time and logistical constraints, we used a convenience sample to collect survey responses. No age restrictions were imposed on survey participation.

The survey received a significant response rate (n=143) and included residents, caregivers of a person 55 and older, caregivers of a person under 55, and service providers. Most respondents (76%) rated Mackenzie as a "good" or "excellent" place to live and retire.

Focus groups and interviews

Stakeholders were also consulted through open houses and interviews. Participants were recruited through District advertising and local service providers' support. Respondents were asked open-ended questions about their experiences with accessibility and inclusion in Mackenzie. Multiple opportunities for input were provided, including:

- Three open houses (n=40) for various stakeholder groups.
- In-depth interviews with key informants (n=24) encompassed various age groups, needs, and experiences within the community.

Mackenzie's overall response to community engagement was positive. Future age-friendly work should include those unable to participate in the community consultation, such as additional representatives from the Indigenous Community and Northern Health Authority.

Findings and Recommendations

The desk research, community engagement findings, and subsequent recommendations are structured according to the Global Age-Friendly Cities Guide's eight domains pertaining to age-friendliness. Each domain includes a section on the District's current age-friendly features, areas for improvement identified during the community engagement process, and suggestions made by community members and service providers for future changes.

Recommendations within each domain are presented with completion targets classified as ongoing, short-term (one to two years), medium-term (two to five years), and long-term (over five years). Whenever feasible, actions have been designated for review by particular community organizations or District Leads. The abbreviation n/a (not applicable/available) is used when relevant connections are nonexistent or require creation. The recommendations aim to align with goals and actions delineated in other District documents, such as the Official Community Plan or Housing Plan.



Outdoor Spaces and Buildings

Age-friendly planning uses outdoor spaces and public buildings to craft a secure, accessible, and welcoming environment suitable for individuals of all ages and abilities. Outdoor areas, including parks and trails, offer physical activity, social engagement, and relaxation opportunities.

Designing age-friendly outdoor spaces and public buildings involves considering all age groups' physical, social, and psychological needs. Examples include providing ample seating and sufficient lighting and ensuring pathways and stairways are wide and equipped with handrails. Additionally, it may involve confirming that entrances are wheelchair accessible and that an adequate number of accessible washrooms are available.

Furthermore, age-friendly planning should foster a sense of community. This can be achieved by allocating space for social events and activities or promoting interaction among various age groups. Public buildings must be designed with a welcoming and accessible approach, incorporating features such as ramps, elevators, and tactile markings for those with vision impairments.

One of the goals of the Mackenzie Official Community Plan is to provide a high quality of life for residents, including access to public facilities and services, public parks, and recreation opportunities. The objectives outlined as part of this goal are to provide parks and recreation facilities and services required for the community, provide for the institutional needs of the community, and create an attractive, pedestrian-friendly, and vibrant downtown for residents and visitors.[9]

Strengths/Assets

The District of Mackenzie has many strengths and assets, particularly in outdoor spaces and buildings. The natural beauty and access to outdoor recreation was the asset most identified during community engagement activities. The specific features below also contribute to residents' overall wellbeing and quality of life, as they promote physical activity, social interaction, and environmental sustainability.

1. **Little Mac Ski Hill and Mountain**

Bike Trails: A short walk from town, Little Mac is the perfect spot for beginner skiers and snowboarders. The hill has a dedicated tobogganing slope. When the snow melts, the trails are used by mountain bikers.

2. **The Signature Trail Project and**

Community Park: The Signature Trail Project and Community Park will create a safe and vibrant environment for the community and visitors. This project phase will include a new multi-use trail and a bike skills park. The project will also create an interconnected trail system throughout the downtown and surrounding areas.

It will also include upgrades to the existing trail system, such as improved signage, erosion control, and trailhead amenities. These upgrades will make the mountain more accessible and enjoyable for the community and visitors.

3. **Revitalization:** According to the OCP, the District is committed to revitalizing the Downtown Core by implementing aesthetic and functional investments in streets, walkways, and public spaces. These investments will create human-scaled streets, buildings, and active public spaces while also encouraging investment in the community through incentive programs.

4. **A compact downtown core:** A vibrant downtown is essential for any community. Having businesses, restaurants, and other services clustered together creates an atmosphere that encourages people to visit and linger.

5. **The Forest Stewardship Plan:** The Forest Stewardship Plan (FSP) has been developed for the McLeod Lake Mackenzie Community Forest Limited Partnership (MLMCF), a collaborative effort between the McLeod Lake Indian Band and the District of Mackenzie, which maintains Community Forest Agreement K2M. Within the Mackenzie Natural Resource District, the McLeod Lake Mackenzie Community Forest encompasses six geographically unique operating areas, each named after prominent landscape characteristics.

Other assets include John Dahl Regional Park and Morfee Lake's two beaches. Additional attractions include Morfee Lake Perimeter Trail & Morfee Waterfall, the rec centre climbing wall, Cicada Ball Diamonds, Gantahaz Lake, and Cross-Country Ski Trails.

[9] District of Mackenzie. (2014). Official Community Plan. https://districtofmackenzie.ca/wp-content/uploads/2018/07/Mackenzie_OCP_2014.pdf

Outdoor enthusiasts can enjoy Morfee Mountain, Alexander Mackenzie's Landing Rec Site, and Mackenzie Golf & Country Club. Nature lovers can utilize the Mugaha Marsh Bird Banding Station or visit Bijoux Falls, Whiskers Point, Tudyah Lake, Pine Le Moray Provincial Park, Heather-Dina Lakes Provincial Park, and Gataiga Lake Recreation Site. Finlay Bay Recreation Site, Wicked River, Six Mile Bay, Cut Thumb Bay, and Williston Lake provide ample opportunities for water-based activities. Lastly, Mackenzie Fire Rescue Association and Mackenzie RCMP contribute to the community's public safety needs.

Issues identified in the community engagement process

The data collected in the Outdoor Spaces and Buildings dimension were by far the most significant discussion points in the community consultation. This dimension includes many aspects of the built environment and subsequent accessibility issues. Active Living Environments, building accessibility, and public safety break down the dimension.

Active Living Environments

Active Living Environments (ALEs) are the evolving combination of natural, constructed, and social features within neighbourhoods that encourage physical activity and overall wellbeing while ensuring fair access to resources promoting health.[11] Several indicators were used to assess ALEs from the Mackenzie community members' perspective.

These included looking at the number of rest places (and the distance between them), the number of accessible washrooms, safe crosswalks, and sidewalks and trails that are in good condition.

ALEs 1: Sidewalks, trails, and walkways exist and are in a safe condition (e.g., they have smooth surfaces, curb cuts, separated bike lanes, are wide, well-lit, and are clear of ice and snow).

The majority of survey respondents gave fair or poor ratings for sidewalk design (67%), and crosswalk safety. Ratings for prompt snow removal were lower, with 53% rating fair or poor. The specific concerns that were shared during the community engagement process were as follows:

1. Sidewalks and paths have maintenance issues that limit mobility:

Many of the issues that respondents reported were weather-related. This included icy sidewalks during winter, which pose a risk of falls. Many respondents suggested they would like to see better clearance of pedestrian areas in the winter. Conversely, in the springtime melt, flooding can make it unsafe for pedestrians to walk on sidewalks, and subsequently, they are forced to walk on the road. Some reported that gravel used during the winter on sidewalks and paths impedes safety when not cleared promptly during the spring and summer months (e.g., respondents identified the west side of Mackenzie Blvd sidewalk as particularly problematic).

[11] Giles-Corti, B., Sugiyama, T., Cerin, E., Frank, L., Foster, S., Koohsari, M. J., ... & Owen, N. (2022). Active Living Environments (ALEs). BMC Public Health. Retrieved from <https://bmcpublichealth.biomedcentral.com/articles/10.1186/s12889-022-12747-3>

Other issues were related to gaps or damage in sidewalks and paths that can make navigating with a wheelchair, stroller, or scooter difficult or dangerous. One user provided an example at the Chichouyenily [RD1] bridge; reportedly, Highways crews doing cleanup and clearing cut the accessibility ramp at the end of the bridge, which has created a dangerous 1.5-foot drop and impedes access for those using mobility devices.

Finally, respondents identified issues with the Spirit Square surface. A mix of cobblestones, concrete blocks, and paving stones has created a surface that has many different angles. This type of surface can be challenging for those with mobility issues.

2. Sidewalks are not continuous: One of the most talked about issues related to outdoor spaces is the need for sidewalk connectivity in Mackenzie. Users were concerned that many areas were missing sidewalks; in some areas, sidewalks abruptly stopped. Many respondents were concerned about the lack of sidewalk connectivity disproportionately impacting children and those with mobility issues.

3. The need for better trail location signage: Some users suggested that trails would be more user-friendly if they had periodic location identification, ratings for difficulty, and visual information about trail features and elevation changes. Others wanted to see more posted trail information overall.

4. The need for mobility-friendly sidewalks and curbs: Some curbs are not mobility aid-friendly, and sloped sidewalks can be problematic for those with balance issues.

5. The need for trails built in favour of broader accessibility of community members: Some residents suggested that they would like to see a better balance or equal access for biking interests while improving accessibility for all community members. This includes local pathways like the community perimeter trail (e.g., some respondents reported that moguls built into the trail for mountain bikes make the trail inaccessible for other users). The potential of introducing additional E-bikes to the community was also raised as a risk to riders and pedestrians.

6. The need for improved surfaces that provide access to recreational areas: Some respondents indicate that uneven surfaces limit access to recreation for users with differing requirements (e.g., sand limits access to the water at First Beach; no sidewalk on Fraser Blvd makes visiting the community garden challenging).

7. Concerns about outdoor lighting: Some respondents indicated that they felt that there should be improved lighting along paths and trails to improve nighttime safety. Others thought the current lighting system was too bright and hazardous to those with sensitive vision.

8. Snow clearance issues: Respondents indicated that they would like to see improvements in snow removal services, including efforts to clear snow from pedestrian walkways and driveways (including business locations such as the Mackenzie Mall parking lot). Uncleared sidewalks during the winter were cited as a significant barrier to safety and year-round District connectivity for active living.

Some participants also indicated that snow plowed to the end of driveways makes it difficult for those who can't clear the snow on their own. This also impacts the safety of those who might need to be evacuated from their home during an emergency or because of a health crisis.

ALEs 2: Number of accessible washrooms.

Inaccessible public washrooms were identified as an area of concern throughout the community engagement process. Seventy percent of survey respondents indicated that the availability of accessible washrooms in Mackenzie was fair or poor. The following are specific areas of concern:

1. The need for more public washrooms in outdoor areas:

Respondents identified specific areas that would benefit from public washrooms, including the tree crusher area and by the Morfee Lake turnoff.

2. The need for accessible washrooms in public buildings: Many respondents talked about the inaccessibility of public washrooms (i.e., narrow doorways, no grab bars, raised sinks and high soap dispensers) because of aging infrastructure not originally designed with accessibility in mind. Respondents identified specific areas, such as Mackenzie Mall, where washroom design severely limits accessibility.

3. Outhouses: Respondents would like to see more outhouses at parks and trailheads.

There was also a concern that the ongoing disrepair of public outhouses is limiting accessibility (e.g., the broken door on the Gantahaz Lake accessible outhouse and grab bars that have been installed upside down at the Second Beach outhouse).

ALEs 3: Number of rest places and distance between rest places.

Having rest places and benches in public areas is one of the easiest ways to promote active living. Notably, less than half of those surveyed felt that there were sufficient rest areas in the community. A significant number of those interviewed also indicated that adding regular opportunities to sit by adding benches would encourage them to walk more often. Other suggestions to improve rest places included:

1. Adding Benches with Tables:

Respondents suggested finding strategic locations to add more benches with tables in public areas for people to rest and socialize.

2. Including trash bins with seating:

Respondents reported that adding trash bins along pathways and sidewalks would help keep the community clean.

3. Planting shade trees: Respondents suggested planting more shade trees in the community to provide relief from the sun during the summer months.

Building Accessibility

Buildings have adequate access and maneuverability around buildings (e.g., access at ground level, level entry, wheelchair ramps, automatic doors, and wide aisles to accommodate scooters and wheelchairs).

Sixty-two percent of survey respondents indicated that building accessibility was fair or poor. Specific issues related to building accessibility included:

1. Older infrastructure means that many buildings have poor accessibility:

Respondents reported that older buildings in Mackenzie were not built to meet modern accessibility standards. Many expressed concern that building owners and operators may not be aware of accessibility issues and may not have made modifications to improve accessibility, such as adding automatic doors, mobility ramps, wider doorways, and accessible washrooms.

The inaccessible entrance to the pharmacy was cited most often in consultations. Users also reported that having only one entrance with automatic doors at the Mackenzie Mall limited access for some. The automatic doors at the post office were also cited as problematic, and users suggested that they be sped up for better accessibility.

2. Some entranceways are inaccessible because of surface issues:

Some users reported that many businesses that otherwise had accessible entrances limited access for those using a mobility device, stroller or similar by adding mats or raised door sills.

3. There is tension between aesthetics and accessibility in the community: Some respondents indicated that there could be a conflict between what some may see as reduced aesthetics when adding accessible features to buildings (e.g., accessibility ramps may be perceived as an "eyesore").

4. The loss of the Ernie Bodin Centre: Many respondents were concerned that both the mainly accessible building and the organizations that are housed in the Centre will be a significant loss to the community.

5. The need to improve overall District accessibility: Respondents discussed the need to make everything the District runs and oversee fully accessible.

6. Making sure that efforts towards improved accessibility are inclusive: Participants discuss the importance of making the town accessible for everyone, including those with invisible disabilities or challenges. This includes creating spaces that are accessible for both humans and bikes, as well as addressing issues related to signage, colour differentiation, and other barriers that may be present.



Age-friendly Business Program

To cultivate a more accessible and inclusive environment for all members of Mackenzie, the District could adopt an Age-friendly Accessibility Business Program. The idea involves businesses, the Chamber of Commerce, and local government in the effort. Incentives could be provided to businesses to encourage them to become more accessible, and a guide could be created that lists the accessibility features of public places.

By implementing targeted initiatives that encourage local businesses to adopt universally designed spaces, provide staff training on disability awareness and etiquette, and offer adaptive technologies, the District could foster a sense of belonging and empowerment within the community. This program would not only improve the quality of life for residents and visitors with disabilities but also elevate Mackenzie's reputation as a forward-thinking and compassionate destination for people from all walks of life.

Public Safety

Availability of public safety measures

1. **The need to ensure emergency preparedness:** Some felt that Mackenzie could work to ensure that emergency preparedness plans consider the needs of people with disabilities. This could include providing accessible emergency shelters and ensuring emergency communication systems are accessible to all.

2. **The need to improve safety and reduce crime:** The safety and crime-related themes in consultations included theft, drug use, and spousal/family abuse.

3. **The need to increase bylaw enforcement for off-leash dogs:** Respondents wanted to see more enforcement of bylaws regarding dogs running at large to increase safety for those walking in the town and on trails.



Recommendations

The following tables provide recommendations, proposed parties responsible and partners, timelines, and linkages to improve accessibility in outdoor spaces and buildings in Mackenzie.

Active Living Environments Section 1

Recommendation	Lead	Linkages	Timeline
Establish a comprehensive maintenance plan for sidewalks and paths, addressing weather-related concerns like ice, flooding, and gravel removal. Prioritize problematic areas, such as the west side of Mackenzie Blvd sidewalk.	Public Works Department	Ministry of Transportation and Infrastructure	Ongoing
Repair and upgrade sidewalks and paths to ensure a smooth and safe surface for all users, including those using wheelchairs, strollers, or scooters. Address specific concerns, such as the accessibility ramp at the Chichouyenily bridge.	Public Works Department	n/a	Ongoing
Enhance sidewalk connectivity throughout Mackenzie to ensure safer and more accessible routes for all, with particular attention to children (e.g., building a sidewalk along Nechako Drive for students of Morfee Elementary School) and individuals with mobility challenges.	Public Works Department	School District 57	Long-term
Retrofit existing sidewalks and curbs to be more mobility aid-friendly and examine the need for sloped sidewalks as well as the absence of accessible curb cuts throughout the town.	Public Works Department	Accessibility and Inclusion Advisory Committee	Medium-term
Improve surfaces providing access to recreational areas to accommodate users with differing needs, such as building a wheelchair-accessible path to First Beach and a sidewalk on Fraser Blvd for easier access to the community garden.	Public Works Department	MORATA, District Grant-in-Aid Community Grant program	Medium-term

Active Living Environments Section 1

Recommendation	Lead	Linkages	Timeline
Strive for a balance between recreational interests and accessibility on local pathways, including community perimeter trails, by considering the needs of various users during trail development and maintenance.	The District of Mackenzie	MORATA, The Accessibility and Inclusion Advisory Committee	Medium-term
Plan for increased e-bike usage by reviewing policies and programs instated by similar-sized communities.	The District of Mackenzie	MORATA	Short-term
Install better trail location signage to make navigation more accessible and user-friendly for all residents and visitors.	The District of Mackenzie	MORATA	Medium-term
Re-evaluate outdoor lighting, aiming for a balance between adequate illumination for safety and minimizing hazards for those with sensitive vision.	Public Works	Ministry of Transportation and Infrastructure - Electrical and Traffic Engineering Manual	Short-term
Enhance snow clearance efforts, prioritizing pedestrian walkways, driveways, and business locations. Highlight snow removal assistance to residents who cannot clear snow independently.	Public Works, The Better at Home Program	n/a	Ongoing

Active Living Environments Section 2

Recommendation	Lead	Linkages	Timeline
Install additional public washrooms in strategic outdoor areas, such as the tree crusher area and down by the Morfee Lake turnoff , to accommodate the needs of residents and visitors alike.	The District of Mackenzie	n/a	Long-term
Work with the local business community to assess and upgrade existing public washrooms in public buildings to ensure they meet modern accessibility standards.	The Accessibility and Inclusion Advisory Committee	The Mackenzie Chamber of Commerce	Medium-term
Increase the number of outhouses at parks and trailheads to provide more accessible options for individuals using these outdoor spaces.	The District of Mackenzie	n/a	Long-term
Implement a regular maintenance schedule for public outhouses to address issues that may limit accessibility, such as broken doors or improperly installed grab bars. Use the Gantahaz Lake Accessible Outhouse and Second Beach Outhouse as initial examples for review and repair.	Public Works	n/a	Short-term

Active Living Environments Section 3

Recommendation	Lead	Linkages	Timeline
Increase the number of benches (and consider some spots to include tables) in public areas, focusing on strategic locations such as parks, walkways, and popular gathering spots.	The District of Mackenzie	The Accessibility and Inclusion Advisory Committee	Medium-term
Install trash bins at a close proximity to benches and seating areas to encourage responsible waste disposal and maintain a clean and enjoyable environment. Set a recurring schedule for the emptying of bins.	The District of Mackenzie	n/a	Medium-term
Plant shade trees in key areas throughout the community to offer relief from the sun during the summer months and to enhance the overall aesthetics of the town. Consider working with local experts or community groups to identify suitable species and planting locations. Consider an "adopt-a-tree" program.	The District of Mackenzie	n/a	Short-term
Monitor and maintain the quality and condition of benches, tables, trash bins, and other public amenities to ensure they remain safe, clean, and functional for all residents and visitors. Establish a regular maintenance schedule and address any issues promptly.	Public Works	n/a	Ongoing

Building accessibility improvements

Recommendation	Lead	Linkages	Timeline
Assess older buildings in Mackenzie for accessibility issues and develop a long-term plan to bring them up to modern standards. Provide guidance and support to building owners and operators to make necessary modifications, such as installing automatic doors, mobility ramps, wider doorways, and accessible washrooms.	The Accessibility and Inclusion Advisory Committee	Chamber of Commerce	Long-term
As part of the Accessible Business Program, address entranceway surface issues by working with businesses to remove barriers like mats or raised door sills that impede access for those using mobility devices or strollers.	The Accessibility and Inclusion Advisory Committee	Chamber of Commerce	Short-term
Foster a community dialogue on balancing aesthetics with accessibility, emphasizing the value of creating an inclusive community that welcomes all residents and visitors.	Accessibility and Inclusion Advisory Committee	Chamber of Commerce	Short-term
Work towards improving overall District accessibility by prioritizing accessible features in all District-operated buildings and spaces, including trails, benches, and community facilities such as libraries and recreation centers.	The District of Mackenzie	The Accessibility and Inclusion Advisory Committee, Mackenzie Public Library	Medium-term
Ensure that efforts towards improved accessibility include individuals with visible and invisible disabilities or challenges. This includes designing spaces that accommodate diverse needs, addressing signage and colour differentiation concerns, and considering other potential barriers to access.	The Accessibility and Inclusion Advisory Committee	AIMHI, IMSS, Mackenzie Counselling Services Society	Medium-term

Building accessibility improvements

Recommendation	Lead	Linkages	Timeline
Engage community members, particularly those with disabilities, in the decision-making process to guarantee that accessibility improvements are both practical and effective in meeting the community's diverse needs.	The Accessibility and Inclusion Advisory Committee	AIMHI, IMSS, Mackenzie Counselling Services Society	Ongoing

Public Safety Improvements

Recommendation	Lead	Linkages	Timeline
Review and update emergency preparedness plans to address the needs of people with disabilities specifically. This should include accessible emergency shelters, clear evacuation routes, and accessible emergency communication systems for all residents.	The District of Mackenzie	BC Emergency Health Services, Emergency Operations Centre	Medium-term
Increase bylaw enforcement for off-leash dogs to create a safer environment for individuals walking in the town and on trails.	Animal Control and Bylaw Services	n/a	Ongoing
Encourage open communication and collaboration between community members, law enforcement, and local government to identify and address ongoing safety concerns. Regular town hall meetings or online forums can allow residents to voice their concerns and contribute to potential solutions.	District of Mackenzie	Local RCMP	Medium-term

Transportation

Transportation serves as a crucial aspect of age-friendly planning. Ensuring community members access safe and dependable transportation allows them to remain independent and actively participate in their communities.

Transportation planning should consider the requirements of individuals of all abilities, offering accessible and convenient options for those unable to drive; this could encompass public transportation, ride-sharing services, or even volunteer-driven initiatives.

Moreover, it is vital to establish pedestrian-friendly environments that are secure and easy to navigate for those who cannot drive. This might involve expanding sidewalks and bike lanes, enhancing street lighting, and implementing crosswalks and other traffic-calming measures. Age-friendly planning also accommodates the needs of older adults who still drive, providing accessible parking spots close to their destinations and incentives for using public transportation.



By addressing the diverse transportation needs of all age groups, age-friendly planning contributes to a more inclusive and accessible community for everyone. One of the goals of the Mackenzie OCP is to provide a safe, convenient, and compatible means for moving people and products to, from, and within Mackenzie.

To accomplish this, the OCP outlines fourteen policies to increase active transportation trips, improve the condition and number of sidewalks, crosswalks, and trails; improve connections to key destinations in town and access to recreation opportunities; encourage future transit options; improve air, water, and rail connections; and reduce empty surface parking lots.

The District of Mackenzie is a highly walkable community, with 95% of its population living within a 20-minute (1.5km) distance of the downtown core. Infrastructure such as improved connections, crossings, and sidewalks should be implemented to continue this approach to compact land use and encourage active transportation. Despite the compact size of Mackenzie, 82% of its residents drove to work in 2021, a higher ratio than the rest of BC, indicating that active transport and other alternatives to driving should be encouraged.

One of the significant issues of accessibility in Mackenzie is the lack of public transportation. There are no public buses in Mackenzie, which means that many residents cannot easily access essential services. This is particularly problematic for those with mobility, health issues, or those who cannot afford to own or maintain a personal vehicle.

Strengths/Assets

- 1. Evergreen Taxi Service:** There is a licensed taxi service available in Mackenzie, and District of Mackenzie taxi savers can be used, which offers a 50% discount on taxis for people over 65 years old or who have a disability. The company has recently added a wheelchair-accessible vehicle that can take up to two wheelchairs at a time.
- 2. Kimta Transportation Society:** The Kimta Transportation Society delivers an accessible and budget-friendly bus transportation service for Mackenzie and McLeod Lake communities. With a 24-seat bus that accommodates two wheelchairs, the service will transport groups to any destination. They also provide a six-day-a-week shuttle service run by Evergreen Taxi to Prince George for \$30.00 one way.
- 3. Northern Health Connections Bus:** The once a week Northern Health Connections Bus Program provides an affordable way of travelling for Northern residents visiting hospitals and medical facilities in other cities. It is also available to those transferred to other cities for medical treatment, such as by air or ambulance, who need a way to return home. The system has routes throughout the North and to Vancouver and Kamloops. Those 60 years or older can ride the Northern Health Connections bus for the same price that medical travellers pay without providing a medical reason for their trip. If a driver is unavailable for the return home, Northern Health will book the patient a taxi.

4. The Better at Home volunteer driver program: The Better at Home program is relatively new in Mackenzie and plans to offer a volunteer driver program to eligible recipients.

Issues identified in the community engagement process

The following themes were identified during the community engagement process:

- 1. Affordable and accessible community transport services (e.g., shuttle vans/taxis):** When asked about affordable and accessible community transport, 47% rated these services as fair or poor. Many residents expressed the need for local transportation services (e.g., shuttle bus, ride share) to access services within the town. Need for Non-Motorized Travel Lanes: There is a need for non-motorized travel lanes on Mackenzie Blvd to make it less intimidating for people to bike on the Provincial Highway that runs through town alongside loaded logging trucks and transport. The suggestion is to dedicate the two outside lanes on Mackenzie Blvd to non-motorized traffic only.
- 2. Accessible transportation services for health appointments:** Fifty-two percent of respondents rated these services as fair or poor. This is especially problematic for older adults with complex health needs and youth who don't have transport to get to medical appointments but also can't afford the taxi shuttle service.

3. Availability of volunteers or an informal network of drivers who are compensated for their efforts:

Almost half of the survey respondents and a majority of participants in the community weren't aware of volunteer driver services. Respondents suggested better communication about available transportation and information about snow-clearing plans and responsibility for the roads and parking lots throughout the community.

4. Visibility and placement of street
Over half of the survey respondents rated this category as fair or poor:

Specific issues heard in the community engagement included the need to repaint sidewalks and better indicators in particular areas (e.g., the Selwyn to Centennial crosswalk).

5. Prompt snow removal from roads

Fifty-two percent of survey respondents rated this service as excellent or good. Participants in the community engagement process indicated that snow removal in Mackenzie is efficient but had specific areas of concern (e.g., they would like to see better snow and ice removal by private businesses and shop owners).



Recommendations

Based on the themes identified, these recommendations could address the concerns and improve transportation services and infrastructure for better accessibility.

Transportation Recommendations

Recommendation	Lead	Linkages	Timeline
Work with the Better at Home Coordinator to make a plan to increase awareness among service providers and community members of the volunteer driver service program.	The Accessibility and Inclusion Advisory Committee	The Better at Home Program, New Horizons for Seniors Program	Short-term
Consider the addition of a non-motorized travel lane on Mackenzie Blvd to enhance safety for cyclists and pedestrians.	The District of Mackenzie	Ministry of Transportation and Infrastructure	Long-term
Consider advocating for a partnership with the Northern Health Connections bus or TransLink to subsidize the cost of the Evergreen taxi shuttle for youth in need.	School District 57, Youth for Christ Mackenzie Area Director	Youth Innovation Component of the Enabling Accessibility Fund (GOC), Northern Health, TransLink	Medium-term
Conduct an audit of street signs and crosswalks, identifying areas with poor visibility or insufficient signage.	The Accessibility and Inclusion Advisory Committee	District of Mackenzie	Medium-term
Repaint faded crosswalks and consider installing reflective materials to improve visibility, especially at high-traffic locations like the Selwyn to Centennial crosswalk.	Public Works	n/a	Short-term

Transportation Recommendations

Recommendation	Lead	Linkages	Timeline
Continue to maintain efficient snow removal on public roads and communicate snow-clearing plans to residents.	Public Works	n/a	Ongoing
Encourage private businesses and shop owners to maintain snow and ice removal on their properties through awareness campaigns or by implementing and enforcing local bylaws.	Bylaw Services	Chamber of Commerce	Short-term

By addressing these concerns and implementing the recommendations provided, the community can work towards a safer, more accessible, and more efficient transportation system that caters to the needs of all residents

Housing

Age-friendly housing emphasizes universal design principles and focuses on the availability of accessible, affordable, and appropriately designed homes for people of all ages. Key features include single-story living, wide doorways and halls, bathroom grab bars, and low-maintenance landscaping.

Promoting social engagement and community connections is another aspect of age-friendly housing. This includes access to social activities, programs, and services tailored to meet the diverse needs of the residents. Supportive services like meals, transportation, and health care are also incorporated, helping to reduce isolation and loneliness while encouraging active participation in the community.

Mackenzie's economy has experienced periods of boom and bust since its inception as a mill town. This has caused housing challenges for the District, as evidenced by the aging housing stock. The average dwelling is nearly 40 years old, and almost 10% of units require major repairs. The population decline in recent years has exacerbated these issues. While there is a market availability of housing, the lack of newer and larger homes has pressured the District to develop new residential lots.

Strengths/Assets

1. Autumn Lodge: BC Housing provides eight affordable one-bedroom units catering to adults with disabilities and older adults. This development is overseen and managed by BC Housing. [12]

2. Homeownership affordability: Compared to other communities, Mackenzie is generally more affordable. The median income is notably higher than in many other small BC communities, and the median homeownership cost is generally much lower. As a result, monthly shelter costs for owned dwellings are usually cheaper.

Issues identified in the community engagement process

The existing housing stock in Mackenzie is not very accessible. Most are single-family homes with multiple levels, making navigating difficult for those with limited mobility. There are limited apartments available, making downsizing difficult. Additionally, there are no assisted living beds/units available. Renting is also more expensive in Mackenzie, making it more difficult for those on a fixed income to make ends meet. This can make it difficult for older adults in Mackenzie to age in place and puts greater pressure on the existing housing options.[13]

The community identified several concerns regarding housing, particularly for older adults, people with disabilities, and those with low incomes. These

concerns included a lack of support for single persons with disabilities in BC Housing, the need for funding to construct senior housing and care facilities, better communication about available support services, more affordable housing options for fixed-income residents, incentives for modular homes, and improvements in accessibility.

Many of the same issues have been raised in previous consultations and are the subject of recommendations of the 2017 Age-friendly Housing and Healthcare report, the 2019 District of Mackenzie Housing Needs Report, and the 2020 Seniors Profile: Mackenzie BC. As such, further recommendations will not be made as part of this project.



[12] Community Development Institute. (Fall 2020). Seniors Profile: Mackenzie, BC – New Horizons for Seniors. University of Northern British Columbia. <https://www2.unbc.ca/community-development-institute/news/seniors-profile-mackenzie-bc-new-horizons-seniors>

[13] District of Mackenzie. (2017). Mackenzie Age-Friendly Housing Health Plan. Retrieved from <https://districtofmackenzie.ca/wp-content/uploads/2018/06/MackenzieAge-FriendlyHousingHealthPlan.pdf>

Respect, social inclusion or cultural safety

Age-friendly planning necessitates respect, social inclusion, and cultural safety as its cornerstones. By valuing all community members, their physical, mental, and emotional needs should be considered when fostering a more inclusive environment.

Social inclusion plays a critical role in municipal planning, signifying the importance of including various individuals in decision-making to account for diverse perspectives and effectively address their needs. Cultural safety is equally vital, ensuring everyone feels safe and respected, and has their cultural needs acknowledged. This could involve offering culturally appropriate services or considering cultural values during decision-making. Respect, social inclusion, and cultural safety form the foundation of age-friendly planning, ensuring that all community members feel secure and respected in their communities and have their needs considered when making decisions.

Strengths/Assets

1. The Mackenzie Library: The library resources provide access to a wide range of information and services for those looking to become citizens of Canada, learn a new language, or gain an understanding of Canada's multicultural society. Resources such as Decoda Literacy Solutions, First Voices, and Pronunciator help with language learning

and cultural awareness. NewToBC provides newcomers to Canada with access to services and programs, while IMSS Prince George can help with settlement and integration services for immigrants and refugees. Finally, Click Law and KnowBC Online provide authoritative legal resources to those looking to understand Canadian law and gain citizenship.[14]

2. New Horizons for Seniors Project: An initiative designed to improve the inclusion of seniors in the community.

3. Mackenzie and District Museum

4. Immigrant & Multicultural Services Society (IMSS)

5. Legion Branch #273

6. Living Joy Christian Center

7. Mackenzie Baptist Church

8. Mackenzie Congregation of Jehovah's Witnesses

9. Mackenzie Sikh Society

10. St. Peters Catholic Church

11. Tai Chi/Fung Loy Kok Institute of Taoism

12. A responsive District with progressive ideas, including the activism of the mayor

[14] <https://mackenzie.bclibraries.coop/research/information-by-subject/citizenship-multilingual-resources/>

Issues identified in the community engagement process

Sixty-four percent of Mackenzie residents answering the survey indicated that their sense of community belonging was good or excellent. Only 20% felt that they lacked companionship, felt left out, or were isolated from others. In community consultations, several other issues emerged concerning respect, social inclusion, and cultural safety. These themes are pivotal in creating an inclusive and supportive environment for all community members. Issues included:

1. The current language used about accessibility in the community: Some respondents observed the current language around accessibility is not inclusive, noting that it should be framed as "accessible to everyone" rather than "disabled-friendly."

2. The need to frame accessibility as a right: Respondents emphasized that accessibility is not a favour or a request but a fundamental human right.

3. The need to educate the community about people living with disabilities: Some felt that there might be people in the community who are not aware of the challenges faced by those with disabilities.

4. The need for experiential learning related to understanding the needs of people with disabilities: Participants suggested that more experiential activities could be helpful for people to understand the challenges faced by those with visible and invisible disabilities.

For example, creating activities that simulate what it feels like to be in a room and not be able to read any of the signs on the wall could help increase empathy and awareness. Others suggested sharing stories to help illustrate the challenges faced by those with invisible disabilities, increasing empathy and understanding.

5. The need to make public events more accessible: Public events in Mackenzie could be made more accessible by providing sign language interpretation, live captioning, or other accommodations as needed.

6. The need for better community collaboration: Participants suggest that the community needs to come together to address issues related to accessibility and inclusivity. This includes holding community awareness committees and other events where service providers and stakeholders can discuss issues and brainstorm solutions.

7. The need to not group older adults and those with mobility issues: Some respondents noted that those with mobility challenges tend to be grouped with those 55+ but don't identify with the issues specific to older adults.

8. The impact of accessibility issues on isolation and health: This was reported as especially prevalent among older adults.

9. The challenge of language barriers for those who do not speak English: A lack of translation services exacerbates this issue to help non-English speakers access programs and services.

10. There is a need for more awareness of challenges faced by families with sensory issues and other children with special needs.

11. The lack of support and understanding for people dealing with addiction and mental illness:

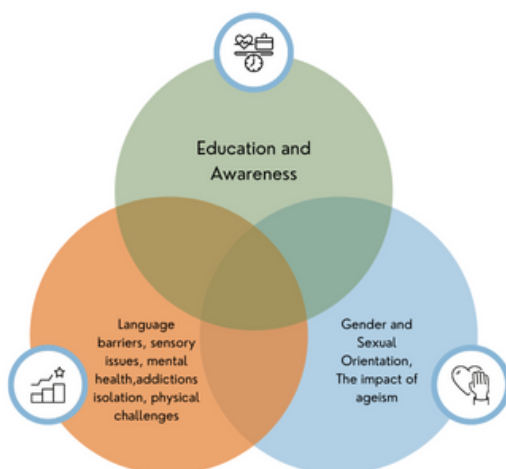
Respondents reported that a lack of awareness could make those with mental health and addiction feel excluded from the community.

12. The need for greater tolerance for gender identity and sexual orientation.

13. The impact of ageism. Some members of the older population reported feeling ignored and neglected: Some indicated that social groups might be exclusive and may not want to include newcomers.

14. Newcomers to Mackenzie may face challenges in integrating into the community: This includes those from larger cities or communities with more resources.

15. The need for more formalized programs or groups that could help promote inclusivity in Mackenzie: Respondents noted that many ad hoc initiatives are well done but felt that there might be more impact if these initiatives were more widely known and structured more formally.



Recommendations

The following table provides recommendations to increase respect, social inclusion or cultural safety in Mackenzie.

Respect, Social Inclusion or Cultural Safety Recommendations

Recommendation	Lead	Linkages	Timeline
Develop and implement more experiential activities that can help people understand the challenges faced by those with disabilities.	The Accessibility and Inclusion Advisory Committee	District of Mackenzie	Medium-term
Initiate intergenerational programs to bring people of different age groups together. Consider a yearly celebration for June 1 on Intergenerational Day Canada.	The New Horizons for Seniors Program	Intergenerational Connections - Province of BC, District of Mackenzie , PACs from both schools, Mackenzie Secondary School and Morfee Elementary staff	Short-term
Consider a campaign to share personal stories to increase empathy and understanding of the challenges faced by those with disabilities to motivate people to take action to address accessibility issues.	The Accessibility and Inclusion Advisory Committee	n/a	Short-term
Develop and implement more diversity and inclusion workshops which include topics such as mental health and addiction, ageism, and inclusion and support for the 2SLGBTQI+ and create community safe places.	The Accessibility and Inclusion Advisory Committee	New Horizons for Seniors Program, College of the New Caledonia, Mackenzie Counselling Services Society	Medium-term

Respect, Social Inclusion or Cultural Safety Recommendations

Recommendation	Lead	Linkages	Timeline
Address families' challenges with children with sensory issues by increasing sensory-friendly activities and exploring neurodivergent support and options.	The Accessibility and Inclusion Advisory Committee	Mackenzie Counselling, School District 57, The Mackenzie Library	Medium-term
Create accessible and inclusive business programs in the community developed using standardized programs.	The Accessibility Committee, Chamber of Commerce	Rick Hansen Foundation Accessible Spaces 101 training	Medium-term
Include land acknowledgments in all public communication and events and invite Indigenous community members to open community events.	The District of Mackenzie	McLeod Lake Indian band, Kwadacha Nation, and Tsay Keh Dene Nation	Short-term
Organize a multicultural fair, inviting community members to share their food, activities, and events related to multiculturalism and diversity.	The Accessibility Committee	Immigrant & Multicultural Services Society (IMSS), faith communities	Short-term

Social wellbeing and participation

Inclusive and accessible recreation services are also crucial to increased social participation. The goals for inclusive and accessible recreation services focus on fostering a welcoming and supportive environment accommodating all residents. Emphasis is placed on designing accessible facilities and infrastructure, such as parks, playgrounds, and community centers, that cater to the specific requirements of individuals with different mobility and cognitive abilities.

Strengths/Assets

1. The emphasis on the importance of recreation by the District

2. The Mackenzie Community Centre

3. The Mackenzie & District Museum

4. Mackenzie Community Arts Centre

5. Mackenzie Golf & Country Club

6. Mackenzie Recreation Centre

7. Pickleball

8. Walleyball

9. Badminton Club

10. BPO Elks #547

11. Curl Mackenzie

12. Golf & Country Club

13. Yoga – various studios

14. Mackenzie & District Museum

15. Mackenzie Community Arts Centre

16. Mackenzie Community Garden

17. Mackenzie Figure Skating Club

18. Mackenzie Mixed Darts

19. Mackenzie Nature Observatory

20. Mackenzie Outdoor Route & Trail Association (MORATA)

21. Mackenzie Pool Ladies

22. Mackenzie Slow Pitch

23. Nordiques X-Country Ski Club

24. Old Timer Hockey

25. Powder King Ski Club

26. Rocky Mountain Riders

27. Senior Lacrosse

28. The Mackenzie sports equipment lending library

Issues identified in the community engagement process

Seventy-five percent of those responding to the survey indicated their satisfaction regarding opportunities to participate in community activities as fair or poor. Survey respondents were evenly split on the accessibility, availability, and affordability of recreation programs. Other issues raised during the community engagement process included:

1. The lack of evening social opportunities that don't involve alcohol: Several respondents reported that Mackenzie's social life options that don't include alcohol are limited. Some suggested that options like evening dancing would be welcome.

2. The need for additional older adult programming: Many wanted to see specific older adult programming, including senior strength and fall prevention.

3. The beach is not accessible for wheelchair users without the assistance of others: Some respondents would like improved access, allowing those using mobility devices to access the water independently.

4. The isolation of older men: Respondents discussed the need for more opportunities for older men to socialize.

5. The need for space for various user groups: Some participants wanted to see better-dedicated areas for groups to gather (especially given the impending demolition of the Ernie Bodin Centre).

6. The issue of limited transportation, especially for those with mobility challenges, to participate in recreational activities.

7. The need for additional non-digital advertising of recreational activities and programs for older adults.

8. Concerns about the lack of staff for organizing and managing youth recreational programs, sometimes impacting the availability of offerings.

9. The need for improved outdoor recreational accessibility: Some participants indicated the need for accessible water access, specifically for people in wheelchairs. This could include installing an accessible mat to access the water and a ladder on the dock. Other respondents noted the lack of accessible playground surfaces and swings in the community. Finally, several respondents suggested the addition of accessible outdoor exercise equipment that is built for everyone.



Recommendations

Based on themes identified in the community consultations, the following table provides key recommendations to improve social wellbeing and participation in Mackenzie.

Social Wellbeing and Participation Recommendations

Recommendation	Lead	Linkages	Timeline
Establish alcohol-free social events such as dance, movie, and game nights.	Mackenzie Recreation Centre	Mackenzie Legion Branch 273, Mackenzie Public Library, Mackenzie Autumn Lodge Society	Short-term
Introduce age-specific programs like seniors' strength training, fall prevention classes, and balance workshops. Collaborate with local healthcare providers and fitness instructors to ensure the programs are safe and effective.	Mackenzie Recreation Centre	Northern Health engagement session in Mackenzie about fall prevention on April 21, 2023	Medium-term
Install wheelchair-accessible access mats and dock ladders to facilitate independent access to the water.	District of Mackenzie, The Accessibility and Inclusion Advisory Committee	Employment and Social Development Canada Small Projects Component – Enabling Accessibility Fund	Short-term
Increase the availability and accessibility of public transportation to recreational facilities. Establish partnerships with local transportation providers for discounted fares or special shuttle services.	The Accessibility and Inclusion Advisory Committee	The Better at Home Program, Kimta Transportation Services	Medium-term

Social Wellbeing and Participation Recommendations

Recommendation	Lead	Linkages	Timeline
Consider recreation and social event print advertisements, flyers, or brochures in prominent locations frequented by older adults.	The District of Mackenzie	n/a	Short-term
Utilize the local community bulletin boards for program announcements.	The District of Mackenzie	n/a	Ongoing
Implement volunteer recruitment and training initiatives to supplement staffing needs.	District of Mackenzie	WorkBC Mackenzie, Mackenzie Counselling (Better at Home and Community Navigator for Seniors)	Short-term
Upgrade existing playgrounds with accessible surfaces, swings, and equipment.	The Accessibility and Inclusion Advisory Committee	Mackenzie Rotary Club, Small Projects Component – Enabling Accessibility Fund	Long-term

Social Wellbeing and Participation Recommendations

Recommendation	Lead	Linkages	Timeline
Add outdoor accessible exercise equipment designed for all users, including those with disabilities.	The Accessibility and Inclusion Advisory Committee	Mackenzie Rotary Club, Small Projects Component – Enabling Accessibility Fund	Long-term
Recruit a community champion to spearhead a Men’s Shed program.	The New Horizons for Seniors Program	Men’s Shed Association of BC, Men’s Shed Microgrants Program, Mackenzie Legion Branch 273	Short-term

Communications and information

Implementing a diverse range of communication channels in remote communities, including print, digital, and face-to-face interactions, is vital to spreading information. Special attention is given to the needs of older adults, people with disabilities, and those with limited access to technology or internet connectivity, to guarantee that vital information reaches them effectively and promptly.

Additionally, it is essential to create accessible and user-friendly materials, such as easy-to-read documents, large print formats, and materials available in multiple languages. This ensures that vital information is understandable and accessible to everyone. By prioritizing inclusive and accessible communication and information goals, Mackenzie can foster a more connected population.

Strengths/Assets

1. Community Calendar
2. CHMM 103.5 FM – Mackenzie and Area Community Radio Society
3. District website
4. Community Facebook group
5. Let's Chat, Mackenzie
6. District of Mackenzie and the Recreation Centre Instagram Pages
7. The Buzzette

Issues identified in the community engagement process

Fifty-nine percent of survey respondents indicated that they had excellent or good access to District information and services. The following concerns were noted during the community engagement process:

1. **The need for more community information to be disseminated to the public:** This includes information on emergency preparedness, fire evacuation plans, and grants/funding opportunities for small businesses. The need for more communication through multiple channels. This includes daytime sessions for public opinion opportunities and clear information in plain language.
2. **The need for advertising, both online and offline:** Many respondents stressed the need not to rely solely on social media platforms like Facebook.



3. **The need for better communication from the District:** This included access to information and more opportunities for public feedback.

4. **The issue of limited internet bandwidth:** Many participants talked about the impact of slow internet speed on their ability to access information effectively.

5. **The need for a centralized website for all the services of different organizations in town:** Many respondents felt that Mackenzie would benefit from a central information source that could be a "one-stop shop" to access community information.

6. **The need for more speakers events and consistent public communication channels to inform people about community events and activities.**

Recommendations

Based on the concerns raised, the following table of recommendations is suggested to improve local media, community information dissemination, and overall communication.

Communications and Information Recommendations

Recommendation	Lead	Linkages	Timeline
Have the Accessibility Committee spearhead a web accessibility audit of the District website and communication tools to ensure that digital materials meet current accessibility standards.	The Accessibility and Inclusion Advisory Committee	The District of Mackenzie	Short-term
Consider establishing a dedicated communication lead within the District to streamline and centralize information dissemination.	The District of Mackenzie	n/a	Short-term
Develop a comprehensive local media strategy to disseminate important community information, such as emergency preparedness and fire evacuation plans.	The District of Mackenzie	n/a	Medium-term
Organize periodic daytime public opinion sessions or town hall meetings to allow community members to voice their concerns and receive updates on local issues.	The District of Mackenzie	n/a	Short-term
Create more opportunities for public feedback, such as online surveys, public meetings, and suggestion boxes in community spaces.	The District of Mackenzie	n/a	Short-term

Communications and Information Recommendations

Recommendation	Lead	Linkages	Timeline
Use clear, plain language in all communications to ensure easy understanding for everyone.	The District of Mackenzie	n/a	Ongoing
Utilize a mix of online and offline advertising channels, including local newspapers, radio, billboards, community bulletin boards, and social media platforms.	The District of Mackenzie	n/a	Ongoing
Continue to advocate for better internet infrastructure to improve access to information.	The District of Mackenzie	n/a	Ongoing
Develop alternative offline resources, such as printed materials, for those with limited internet access.	The District of Mackenzie	n/a	On-going
Consider developing a user-friendly, comprehensive website that serves as a “one-stop-shop” for information on all the services provided by different organizations in town.	The District of Mackenzie	The Mackenzie Library	Medium-term

Communications and Information Recommendations

Recommendation	Lead	Linkages	Timeline
Host regular speaker events featuring local experts to inform and engage the community.	The Accessibility and Inclusion Advisory Committee	The Mackenzie Library	Medium-term
Consider sponsoring a consistent “calendar hour” on the radio or other mediums to discuss events and activities.	The District of Mackenzie	n/a	Short-term
Advertise activities in a way to reach seniors who do not use social media or the internet.	The District of Mackenzie	n/a	Short-term
Create a civically run and moderated Facebook group for local information	The District of Mackenzie	n/a	Short-term

Community engagement and employment

In smaller communities, fostering inclusive and accessible civic participation and employment is critical to municipal planning. This involves collaborating closely with local enterprises, organizations, and service providers to advocate for age-friendly and accessible work environments, in addition to providing adaptable work arrangements and support services tailored to the needs of older adults and individuals with disabilities. By endorsing inclusive and accessible civic engagement and employment, Mackenzie can foster a more robust, diverse, and dynamic atmosphere where all residents can contribute to their community's collective welfare and success.

Strengths/Assets

1. Contributing seniors recognized during senior's week luncheon
2. AimHi Mackenzie
3. Chamber of Commerce
4. Community Futures Fraser-Fort George
5. Immigrant and Multicultural Services Society
6. Library
7. Mackenzie Chamber of Commerce

8. Mackenzie Community Market

9. Mackenzie Hospital Auxiliary

10. Service BC

11. Work BC – Mackenzie Employment Centre

Issues identified in the community engagement process

Survey respondents were evenly split about whether they feel like they “have a voice” in the community. Only 46% rated the opportunities to give their opinion to influence decisions about the community as excellent or good. The majority of respondents (65%) indicated that there are good opportunities to volunteer in the community. They also emphasized:

1. **The importance of ensuring that older adults are included in community decision-making processes.**
2. **The need to increase accessible employment opportunities:** People with disabilities often face barriers when finding employment.
3. **The importance of welcoming input from seniors and providing them with incentives, such as senior discounts, to encourage their participation.**
4. **The necessity to educate employers about the needs of people with diverse abilities and fill job positions accordingly.**
5. **The need to modify workplaces for accessibility with the help of available programs.**
7. **The importance of supporting and recognizing volunteers.**

Recommendations

Based on the identified issues, the following recommendations can improve community decision-making processes, increase accessible employment opportunities, and promote overall inclusivity:

Community Engagement and Employment Recommendations

Recommendation	Lead	Linkages	Timeline
Encourage older adults to participate in public forums, town hall meetings, and local government consultations.	The District of Mackenzie, The Accessibility and Inclusion Advisory Committee	New Horizons for Seniors Program	Ongoing
Develop and promote local programs to help match people with disabilities with suitable job opportunities.	WorkBC	SBBC -Workplace Accessibility Grants, AiMHi	Medium-term
Provide training and resources to help employers understand the unique needs of people with disabilities and how to accommodate them in the workplace.	The Age-friendly Accessibility Business Program	WorkBC	Medium-term
Encourage employers to utilize available programs and resources to make their workplaces more accessible to people with disabilities, including employees.	The Age-friendly Accessibility Business Program	SBBC -Workplace Accessibility Grants	Medium-term
Develop a volunteer recognition program to celebrate the contributions of volunteers within the community.	The District of Mackenzie	Mackenzie Autumn Lodge Society	Short-term

Community Engagement and Employment Recommendations

Recommendation	Lead	Linkages	Timeline
Make it easier for individuals who cannot physically attend civic events to provide feedback (e.g., through call-in services).	The District of Mackenzie	n/a	Short-term

Community Support and Health and Wellness Services

While healthcare is not in the remit of District of Mackenzie services, age-friendly planning highlights potential collaborations with local healthcare providers, wellness practitioners, and other community service organizations to develop partnerships and implement services. Most importantly, promoting inclusive and accessible health, wellness, and community services involves continuously evaluating and improving existing resources. This can be achieved through ongoing community engagement, feedback collection, and collaboration with local organizations and service providers.

Strengths/Assets

- | | |
|---|---|
| 1. A high ratio of primary care physicians to residents | 8. BC Ambulance/Emergency Health Services |
| 2. The informal medical equipment lending service at the Legion | 9. Canadian Cancer Society |
| 3. The regular meeting in which service providers from Mackenzie and the area meet to discuss their programs and share information. | 10. Canadian Red Cross |
| 4. The Better at Home program | 11. College of New Caledonia |
| 5. A.A. (Northern Pioneer Group) | 12. Heart & Stroke Foundation |
| 6. Autumn Lodge Society | 13. Mackenzie and District Hospital and Health Centre |
| 7. Azu Health | 14. Mackenzie Counselling Services |
| | 15. Mackenzie Community Health |

16. Mackenzie Family Health Clinic

17. Mackenzie Recreation Centre

18. New Horizons for Seniors Program

19. Northern Health Authority

20. Northern Health Connections bus

21. Peter's Pantry at St. Peter's Catholic Church

22. The Purple Bicycle hot breakfast and grocery programs

Issues identified in the community engagement process

Community support and health and wellness services were among the most discussed dimension areas of community consultations. The following information reflects the most prominent themes and associated concerns identified by respondents:

1. Community health services:

Many of the survey respondents gave low ratings (fair or poor) to the availability of community health programs (55%), health programs specific to those 55+, and the availability of community support groups and services (47%, with 23% indicating "don't know"). Some of the other issues identified included:

- Limited medical facilities in the District – no critical care, emergency, maternity, or dental services
- Falls are a significant concern for older adults, and programs and services to prevent falls must be improved in Mackenzie.

- More health care services are needed, such as home care and mental health support.
- The lack of assisted living, residential care, limited home support, and hospice care.
- Access to medical care for pets is limited, and residents have to go to Prince George for veterinarian services.
- The lack of access to transportation for vision, dental, and specialist appointments.

2. Services and Resources for Vulnerable Populations:

- Limited resources and services for vulnerable populations, such as seniors, veterans, and individuals with disabilities
- The lack of respite care. Many families in the area are caring for elderly relatives with health issues, such as dementia and diabetes, and there is a significant need for respite care.
- The need for assistance with snow shovelling, yard work, firewood, etc., for older adults who can no longer do those tasks themselves.
- The lack of a record or people who are isolated or "shut in" who may need extra assistance during an emergency.
- Lack of services and programming for children and youth with disabilities.

3. Mental Health and Addiction Services:

- Challenges with addiction and mental health services include excessive wait times and limited resources.
- Barriers to accessing mental health and addiction services, especially for those over 19 years of age.
- Wait times for mental health support services for youth.

4. Child and Youth Services and Programs

- Limited programming and services for

youth, including limited after-school programs, lack of access to nutritious food, and lack of mental health support.

- There is no cafeteria at the high school; few affordable, nutritious options are within walking distance at lunchtime.
- Lack of transportation sometimes limits teens from medical care.

5. Food Access and Availability:

- High grocery prices and limited access to healthy food options



Community Support and Health and Wellness Services Recommendations

Recommendation	Lead	Linkages	Timeline
When internet bandwidth issues have been addressed, market a telemedicine program to connect residents with healthcare professionals and specialists in other locations, including consultations for emergency care, maternity, mental health, and addictions. This could also potentially be extended to veterinarian services.	Northern Health	Telus, District of Mackenzie	Long-term
Work with the Better at Home program to advertise the services available and connect with older adults needing friendly visiting, yard work, snow shovelling, transportation, assistance with grocery shopping, and light housekeeping.	Mackenzie Counselling Services Society, New Horizons for Seniors Program, The District of Mackenzie	The Better at Home Program, District of Mackenzie	Short-term
Work with organizations like BC Ambulance to establish a registry for individuals needing extra assistance during emergencies.	Northern Health	BC Emergency Health Services – Community Paramedic	Short-term

Community Support and Health and Wellness Services Recommendations

Recommendation	Lead	Linkages	Timeline
Expand the community garden to increase access to fresh and healthy food options.	Mackenzie Community Garden	Mackenzie Autumn Lodge Society	Short-term
Address barriers in accessing mental health services, especially for those over 19 years of age, by promoting awareness and education about mental health resources.	The Accessibility and Inclusion Advisory Committee	Mackenzie Counselling Services, Northern Health Authority	Short-term
Continue to support teens through the library and recreation center with appropriate resources and programming. Consider expanding program hours.	Recreation Centre, The Mackenzie Library	The 92	Ongoing
Promote mental health literacy and increase awareness about mental health issues through education and community programs.	The Accessibility and Inclusion Advisory Committee	Mackenzie Counselling Services, Northern Health Authority	Ongoing

Next Steps and Planning for Implementation

The following suggestions aim to guide the District of Mackenzie and community stakeholders in effectively carrying out the action plan:

- 1. Publicly post the Council-approved final version of the District of Mackenzie Accessibility and Inclusion Action Plan.** This aligns with the PHAC process of becoming an age-friendly community.
- 2. Develop a logic model based on the recommendations from the action plan.** The model provides a roadmap for implementation and provides a framework for evaluation. The model should include specific activities, inputs, outputs, and outcomes required to make tangible improvements in the community's age-friendliness.
- 3. Encourage partners to assume responsibility for their project activities and set anticipated completion milestones.** Clarifying accountability for each action can minimize confusion, and community ownership of age-friendly efforts can be promoted.
- 4. Lead by example.** The District can lead improved accessibility and inclusion efforts by introducing and enforcing regulations that increase accessibility and auditing District-run programs and services for accessibility compliance.
- 5. Choose a schedule for evaluation and monitoring, as understanding the process and outcomes of implementing an age-friendly program is vital to its success.** Evaluation is a continuous process to assess and supply evidence regarding successful aspects, areas requiring extra attention, and potential modifications to boost implementation efforts. Generally, age-friendly initiatives evaluate both process and outcome measures.
- 6. Develop a communication strategy for sharing age-friendly implementation stories with the public.** Regularly updating community members and stakeholders on activities, irrespective of their success, is essential for retaining support for age-friendly initiatives.
- 7. Determine individuals responsible for overseeing the execution of specific implementation efforts.** Both the Accessibility Committee and the District need to identify who will supervise the action plan's implementation.

The final aspect of implementation and evaluation entails maintaining transparency regarding age-friendly endeavours and initiatives with community members and stakeholders. This can be accomplished by having the District issue a statement affirming its commitment to reporting and measuring age-friendly activities. Subsequently, devise a multi-tiered strategy for consistent communication concerning ongoing age-friendly initiatives in Mackenzie. Additionally, ensure that any communication plan considers equitable information sharing among all community members.

COUNCIL REPORT

To: Mayor and Council

From: Recreation Services

Date: January 2, 2024

Subject: Ernie Bodin Community Centre (EBCC) – Lease Extensions

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

All tenants have begun their transition plan out of the EBCC. However, the Arts Centre and Mackenzie & District Museum have requested that their lease be extended by another year until September 1, 2025. If approved, this would require extensive work as it relates to updating the life safety system and continued maintenance of the facility. The projected cost for the work and maintenance is between \$150,000 and \$200,000, with the building being demolished one year later.

		Current Transition Plan
EXISTING TENNANTS	ART CENTRE	Sikh Temple
	POTTERY CLUB	Sikh Temple
	SENIORS CLUB	Recreation Centre
	MUSEUM	Unknown*
	RADIO STATION	Mackenzie Mall
	THRIFT STORE	Living Joy
	AA	Elks Lodge

*Note: The Mackenzie & District Museum worked with Nordicity and completed the Roadmap project in April, 2023. Recommendations to the Museum included moving directly into another existing facility as a new permanent home and two locations have been identified for them. There are also various funding streams for cultural facilities. Most require match funding, but some of the major funds – such as the [Canada Cultural Spaces Fund](#) – will fund up to 90% of costs for successful applicants based in rural or remote areas - previously up to 75% but recently increased.

SUMMARY:

Staff will continue to work with EBCC tenants to assist with the transition process where possible and believe temporary solutions (Appendix A) can be found at the Recreation Centre for the Arts Centre and Mackenzie & District Museum. If these spaces aren't suitable, Council could offer to assist tenants with rent as a more feasible option - spending \$150,000 to \$200,000 for the year equates to \$12,500 to \$16,667 per month. The District has assisted the Chamber of Commerce with rent in the past, and is currently assisting the Radio Station with rent so there is an existing framework for this option.

If the Mackenzie & District Museum chose the Recreation Centre, they could display artifacts (Appendix B) in the Recreation Centre on a temporary basis until they find a permanent home. This has worked for other municipalities and would provide a much higher traffic option than their existing setup, with limited overhead, but it might not meet their storage requirements.

If the Art Centre chose the Recreation Centre, they could potentially use space at the Recreation Centre for their programs on a temporary basis until they get set up in their new space.

BUDGETARY IMPACT:

\$150,000-\$200,000 would be funded by an estimated 3.0%-4.0% property tax increase.

COUNCIL PRIORITIES:

Community and Social Development

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

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

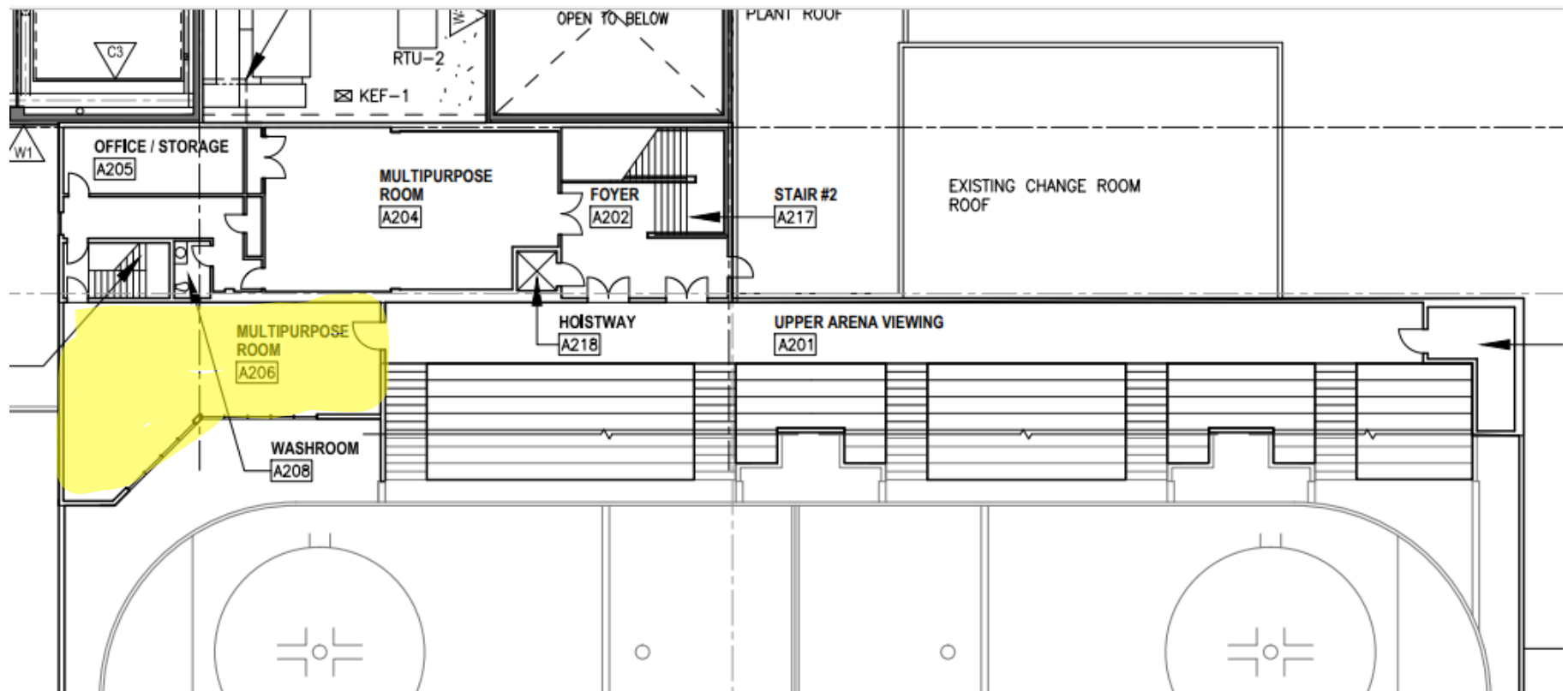
Terry Gilmer, Director of Recreation Services

Reviewed By: Corporate and Financial Services

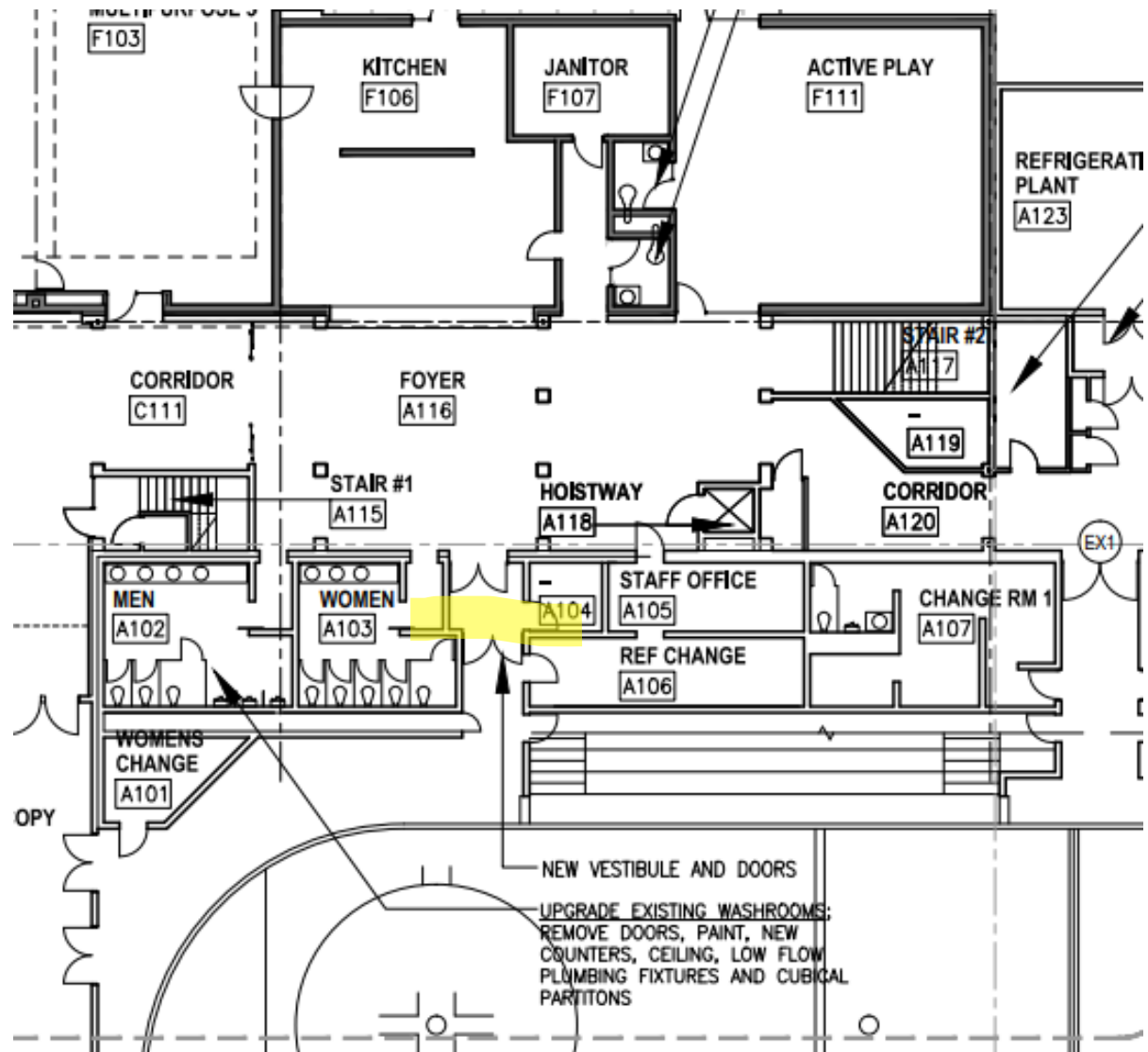
Approved By: Chief Administrative Officer

Appendix A

Potential space for the Arts Centre – A206



Potential space for the District Museum – A105



Appendix B

Example of a display at the Pomeroy Sport Centre in Fort St. John



COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: January 8, 2024

Subject: Short Term Rentals

RECOMMENDATION:

THAT Council directs staff on next steps.

BACKGROUND:

At the Regular Meeting of July 24, 2023, Council directed staff to provide a report with information about the current state of short-term rental accommodation in Mackenzie. For context, the Province of BC defines short-term rentals as the following:

Short-term rentals are accommodations provided to members of the public in a host's property, in exchange for money, for a period of less than 90 consecutive days. They are generally tourist accommodations that are often found in residential or resort areas. They may be advertised via online platforms such as Airbnb, VRBO, Expedia and FlipKey, but may also include short-term rental offers on other web forums including Facebook Marketplace or found in classified ads in newspapers.¹

DISCUSSION:

The District's Zoning Bylaw and Business Licensing Bylaw allow for short-term rentals in the form of hotel, motel, and bed and breakfast operations. District bylaws do not allow for other forms of short-term rentals, such as those advertised through Airbnb, VRBO, and other online sites. Mackenzie currently has two hotels, two motels, two bed and breakfasts, and one cabin with a total of 194 rooms available.

Anecdotally, there have been reports from residents and organizations for a need for more short-term rentals in the community to support the following:

- Professional recruitment and services such as travel nurses and physicians;
- Proposed major industrial projects in the area; and

¹ <https://www2.gov.bc.ca/gov/content/housing-tenancy/short-term-rentals/straa-definitions>

- Tourism development through increased conferences and sporting event hosting, some of which are already planned for 2024.

A formal assessment has not been completed to support these reports; however, for example, we have been made aware from event organizers that there are not enough rooms available for the upcoming Community Forest Association Conference to be held in Mackenzie in June 2024.

Expanding Short-Term Rental Options

If there is a shortage of vacation accommodation in Mackenzie, the District could continue to encourage new hotel/motel and B&B development and/or look at amending regulations to allow other types of short-term rentals in the community, such as Airbnb.

As seen in other communities, there can be both positive and negative impacts to residents, businesses, and municipal operations when vacation rentals like this are allowed. For example, there could be more options for visitors thus making Mackenzie a more desirable and accessible destination, however neighbours may be impacted by increased noise and parking issues, among other challenges.

Additionally, it should be noted that the District has limited resources to administer new permitting and licensing processes as well as enforce new regulations.

New Provincial Legislation

Recently, the Province of BC announced proposed legislation that will further regulate short-term rentals in communities with a population of more than 10,000 to address the current housing crisis in BC. The general intent of the legislation is to reduce the number of vacation homes, creating more housing available for residents to purchase, as well as give local governments more authority to regulate the use.

With a population of 3281, this legislation would not affect Mackenzie, however, the District's Official Community Plan does somewhat align with these objectives by promoting the preservation and diversification of housing stock for current and future residents (Section 2.1 – Policy 16). While the current legislation governing short-term rentals does not apply to Mackenzie based on its population size, it is a consideration that the District should keep in mind for the future.

The Province has shared the following timeline for the roll-out of their new short-term rental policies and tools:

- **May 1, 2024:** Principal residence requirement (including exempt areas and accommodations), changes to legal non-conforming use protections, and requirement to display valid business licences, where these are required

- **Summer 2024:** Data sharing and enabling provincial support for local governments where platforms fail to remove listings without valid business licences, where these are required
- **Late 2024:** Provincial registry launch and requiring platforms to remove listings without valid provincial registry numbers

Further details on the new legislation and policies can be found on the Province of BC website here: <https://www2.gov.bc.ca/gov/content/housing-tenancy/short-term-rentals>

Other Communities

Research was conducted on communities of comparable population sizes, aiming to analyze and understand the effective management strategies employed in their short-term rental bylaws.

Elkford (population 2,749)

- maximum number of guests for overnight accommodation to 10
- Fees for applications that can be delegated to staff for approval be set at \$1,000 for the three-year period, while fees for applications that cannot be delegated to staff and must go to the Board be set at \$2,000.
- Milestones that will require achievement prior to the RDEK being able to accept applications. This includes developing guidelines around compliance and enforcement; establishing the application process, which will include everything from creation of the application forms to a comprehensive education and awareness campaign; and establishing the procedures for internal review.

Tumbler Ridge (population 2,399)

- Short-Term Rentals are subject to inspection annually
- A Short-Term Rental licence is only valid for one dwelling unit.
- For a Short-Term Rental located within a strata, a letter duly signed by the strata council's President or designate, consenting to the applicant's operation of a Short-Term Rental from the premises.
- Every person carrying on the business of a Short-Term Rental must:
 - a) establish and maintain a daily registry of the name, telephone number, address and vehicle licence plate number, for every overnight guest of the business; and
 - b) upon request from the District, supply a copy of the guest registry to the Licence Inspector.
- The District may request a copy of the guest register on any day of the calendar year between the hours of 8:00 am and 8:00 pm.
- The District may request from the licensee, booking records as produced directly from each online listing platform used to advertise the licensed premises in the current calendar year on any day of the calendar year between the hours of 8:00 am and 8:00 pm.

- Good Neighbour Policy - Applicants for short-term rentals must actively cooperate with neighbours and the District to minimize neighbourhood impact. Applicants are required to sign off on the Good Neighbour Policy. Failure to do so, leading to complaints or violations, may result in license revocation, affecting future renewals, with the District retaining the right to deny renewal based on various grounds, including but not limited to complaints and noncompliance.

Village of Pemberton (population 3,407)

- Part of the current bylaw states that the number of short-term vacation rental licenses available in a calendar year shall not exceed five per cent of the total number of single-family dwelling units located in each of Pemberton's neighbourhoods. This rule aims to manage and control the impact of short-term vacation rentals on the housing stock or community character by placing a numerical limit on the licenses issued;
- Those wishing to operate a vacation rental must first apply for a license. If approved, they must also sign a Good Neighbour Agreement indicating that they will obey noise and parking guidelines in their area;
- Pemberton has only one bylaw officer, and thus enforce primarily on a complaint basis. While VOP staff try to monitor local activity on the short-term rental market, they depend on residents to report any illegal or non-sanctioned rental activity within village borders;
- Short-term vacation rental is only permitted in a lawful dwelling unit that is a principal residence, or a secondary suite, but not both;
- Short-term vacation rental is not permitted in an accessory building or vehicle, recreation vehicle, tent or trailer, other than a carriage house;
- Occupancy shall not exceed two (2) persons per available bedroom, to a maximum of three (3) bedrooms accommodating six (6) guests;
- One (1) off-street parking space shall be provided for each bedroom used as short-term vacation rental.

Valemount (population 1,021)

- Short-term vacation rentals cannot be in combination with any other use (including residential); therefore you may not use a secondary suite as a short term rental.
- Short-term rentals are permitted on lots 1500m² or larger.
- Bed & Breakfasts (B&B) and short-term vacation rentals are currently permitted in zones where the use is considered appropriate, where parking can be accommodated on site, and with minimal impacts to neighbouring properties. Zones that permit smaller properties and higher density are not compatible with B&B or short-term rental uses.
- Rentals permitted for 30 days or less.
- No goods or services other than the rental of rooms is permitted.
- The owner / operator is responsible for compliance with all municipal, provincial and federal laws and regulations.
- No outdoor storage is permitted.

- A manager must be assigned for the Short-Term Vacation Rental Major and must provide a 24-hour contact phone number to the Village.
- The provision of food services to guests (e.g., traditional B&B) shall only be provided if approval from the Health Authority is obtained and copies provided to the Village and a Business License is obtained from the Village.

In reviewing how other communities manage short-term rentals, it is evident that successful frameworks often emerge through extensive community engagement. Various municipalities have navigated the complexities of short-term rental policies by actively involving their residents, local businesses, and other stakeholders in decision-making processes. This collaborative approach ensures a nuanced understanding of community needs and concerns, leading to the formulation of more effective and well-received policies. As we consider potential adjustments to our own regulations, we can draw valuable insights from these examples, emphasizing the importance of robust community engagement to develop policies that are both fair and responsive to the unique dynamics of our locality.

Next Steps

If Council wishes to proceed with allowing short-term rentals in Mackenzie, the following would be the process and community engagement plan:

- Technical review of the current bylaws.
- Community Engagement - Survey, Open House, Pop-up booth
- Prepare and present a "What We Heard" report to Council, staff and public.
- Draft Bylaws and Policies for staff and Council consideration.
- Host a Public Hearing as required by Local Government Act.
- Develop a final one-page Short Term Rentals Info Sheet and Guide for residents and potential operators.
- Develop a comprehensive "Short-Term Rentals" Guide for operators - Share through online and print channels.
- Community Engagement to inform residents and potential operators of new regulations.

Decision Options

Council has the following options:

- 1) Request Administration to move forward with updating District bylaws and policies to allow short-term rentals in Mackenzie;
- 2) Request further information; or
- 3) Leave all bylaws and policies as they are.

COUNCIL PRIORITIES:

Economic Vitality

- The District is a leader on efforts aimed at diversifying the community's economy, supporting local businesses, and attracting new investment to the community. Diversification, a strong business sector and new investment are key to our economic vitality.

RESPECTFULLY SUBMITTED:

Rachelle Dumoulin, Economic Development Clerk

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: December 28, 2023

Subject: Complete Communities Grant Application

RECOMMENDATION:

THAT Council supports the application to the Union of BC Municipalities (UBCM) for the Complete Communities Grant for up to \$150,000 towards a community sustainability review;

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

BACKGROUND:

The intent of the Complete Communities program is to support local governments and modern Treaty First Nations to enhance their ability to make evidence-based land use planning decisions through assessments of their current community.

These actions will provide local governments and modern Treaty First Nations with information and processes to support local planning activities (such as the development or update of Official Community Plans and Zoning bylaws, etc.), however the update of these plans is not eligible for funding, only the supporting documentation/analysis work.

To be eligible for funding, applicants must select a minimum of three of the four lenses identified in the Ministry of Housing's Complete Communities Guide to assess their community completeness:

- Housing
- Transportation
- Infrastructure
- Daily Needs

The Complete Communities program can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$150,000. Staff are looking to apply for the maximum grant amount.

PROJECT OVERVIEW

To complement the work that has been completed in the past 5 years and plan for future required updates of the Official Community Plan as per new Provincial legislation, staff are looking to develop a comprehensive community sustainability review. This review will focus on three lenses: Infrastructure, Housing, and Daily Needs.

Infrastructure

The District has recently accumulated a substantial amount of asset data, paving the way for effective decision-making.

2018-2023

- Water and Sewer Asset Mapping (2018)
- Pavement Assessment (2023)
- Rec Center & Municipal Office Buildings (2023)

Slated for 2024+

- Remaining Municipal Buildings
- Trails, Sidewalks, Parks
- Airport
- Natural Assets

However, the need for a lens to disseminate decisions from this data becomes evident. The project aims to gather infrastructure data and integrate it into an asset management strategy. This involves gathering data from the separate departments, standardizing by asset type to ensure consistency, for a seamless flow of data for quality reporting. Working with all departments to ensure data quality and collection through a user-friendly interface, are integral components of this project. The end result of this project would be a cross-departmental asset management strategy.

Housing

With the changes in Provincial housing legislation, the objective of this component of the project is to make informed decisions for sustainable and well-planned future development. Infrastructure and environmental analysis includes scrutinizing existing and planned developments, transportation networks, and environmental factors impacting potential housing locations. As supported by our Official Community Plan, the District is looking to plan for future residential as well as new rural residential areas. To support these plans an environmental and servicing lens will need to be applied. Contextual considerations like the physical environment and vacant/underutilized land become paramount, with topographic and environmental conditions shaping the assessment and the identification of parcels for redevelopment.

The end product of this project would be a ready-to-use report to guide future land decisions within the District of Mackenzie. An overview of the new housing legislation and timeline has been attached as Appendix A to this report for further information.

Daily Needs

The Daily Needs Assessment aims to evaluate the costs and potential risks associated with establishing and operating businesses in Mackenzie, BC. Like other Northern rural communities, Mackenzie faces a lack of daily needs like Dentists, Optometrists and Veterinarians to name a few. This strategic analysis is poised to provide indispensable insights for shaping informed decisions and crafting resilient business strategies that resonate with the local economic conditions to provide these Daily Needs businesses with the information they need to invest.

The report's key components delve into the intricacies of the business landscape, addressing startup costs with an itemized breakdown covering permits, licenses, property acquisition, equipment procurement, and initial marketing expenses. Operational costs undergo a detailed analysis encompassing rent, utilities, labor, raw materials, and other recurring expenses, ensuring a comprehensive understanding of ongoing financial commitments. The end product of this study would be a ready-to-use report for future practitioners and businesses to invest in Mackenzie.

Conclusion

This application to the Complete Communities fund will help staff prepare for the upcoming required Official Community Plan update, focusing on areas that are presently lacking in information to perform educated decision-making. Additionally, this application supports advancing the economic objectives of the District by giving future practitioners and businesses information on how to and how much will it cost to start a business in Mackenzie.

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.

Environmental Sustainability

- The way we operate has an impact on the environment. We are committed to integrating sustainability and Environmental, Social and Governance factors (ESG) into our decision making and business practices.

Economic Vitality

- The District is a leader on efforts aimed at diversifying the community's economy, supporting local businesses, and attracting new investment to the community. Diversification, a strong business sector and new investment are key to our economic vitality.

RESPECTFULLY SUBMITTED:

Luke Thorne, Land and Environmental Coordinator

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

APPENDIX A: UPCOMING PROVINCIAL POLICY CHANGES

On November 3, 2023 the Province introduced legislation that will bring about sweeping changes to the local planning framework through new requirements to allow increased density in areas currently zoned for single-family or duplex use. The legislation will also change housing needs reporting and public hearing requirements and require more frequent updating of Official Community Plans together with pre-zoning that accommodates a 20-year housing supply.

OCP and Zoning framework changes

The proposed legislation also institutes a broader series of changes to the planning framework:

- Requires all local governments to update their housing needs reports (HNR) using a standardized methodology to estimate housing needs over a 20-year time horizon.
- Requires that official community plan (OCP) and zoning bylaws be updated every 5 years to reflect and pre-zone for the 20-year total number of housing units required to meet anticipated housing needs. OCPs must also include housing policies respecting each class of housing need required in the most recent HNR.
- Prohibits public hearings for housing-focused rezonings that are consistent with OCPs, where the residential component of a development comprises at least half of the gross floor area.

Regulations **may** be made to exempt certain local governments, or a class of local governments, from OCP and HNR related requirements, and to establish HNR methodology.

Timeline

Public hearing changes noted above will take effect with the passage of legislation, but interim timelines relating to OCP, zoning, and HNR changes are as follows:

- January 2024 – HNR instructions to be provided to local governments.
- June/July 2024 – OCP/zoning review/update instructions to be provided to municipalities.
- January 1, 2025 (date subject to regulation) – local governments must have completed their interim HNR.
- December 31, 2025 (date subject to regulation) – Municipalities must have completed their first review and update of their OCPs and zoning bylaws (based on interim HNR).

After this initial transition period, the next HNR will be due on or before December 31, 2028, and then on a 5-year cycle. OCPs will need to be updated every 5 years after the initial updated OCP in 2025.

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: December 29, 2023

Subject: Dental Equipment Use Agreement

RECOMMENDATION:

THAT Council authorize Administration to enter an equipment use partnering agreement with Dr. Johannes Yliruusi for the proposed operation of a dental clinic in the District of Mackenzie.

BACKGROUND:

In preparation for the demolition of the District-owned dental building, at the Regular Meeting of April 11, 2022 Council authorized the storage of the District's dental equipment at the Town Centre Mall with the intention of offering the dental equipment to any prospective dentist looking to provide services within the community. A copy of the previous report has been attached to this report for Council's review and consideration.

In December 2023, staff were approached by Darcy White, owner of Town Centre Mall, about a partnership in helping a prospective dentist, Dr. Yliruusi, open a clinic in Mackenzie. The District's contribution requested was to allow Dr. Yliruusi use of several pieces of the District's available dental equipment. Mr. White has provided a letter (attached) requesting Council's support in this arrangement.

Staff have conferred with legal counsel and recommend moving forward with the partnership as it supports our continued efforts to recruit professional services to Mackenzie and our Economic Strategic Priorities. Staff also wish to recognize and thank Mr. White for his continued and generous efforts to help the District secure dental services within the community.

BUDGETARY IMPACT:

There is no budgetary impact for this recommendation.

COUNCIL PRIORITIES:

Economic Vitality

- The District is a leader on efforts aimed at diversifying the community's economy, supporting local businesses, and attracting new investment to the community. Diversification, a strong business sector and new investment are key to our economic vitality.

RESPECTFULLY SUBMITTED:

Emily Kaehn, Director of Corporate Services

Reviewed By: Corporate Services

Approved By: Chief Administrative Officer

January 3, 2024

District of Mackenzie Council

Dear Mayor, Counsellors, and District of Mackenzie administration.

Re: Stored Dental Equipment

I am writing at the suggestion of our Director of Corporate Services, Emily Kaehn, to request the Mackenzie District Council consider leasing the dental equipment to Dr. Johannes Yliruusi for a nominal annual fee.

I have been working diligently with Emily and Diane for more than five years to find Mackenzie a permanent dental care solution. We all believe that retail sales are leaking from the community as our residents combine dental appointments with shopping and dining in Prince George.

To date I have enticed six potential dentists to consider setting up a practice in Mackenzie. In every circumstance the high capital cost of building and furnishing a dental suite has been the barrier to success. Experienced dentists do not want to undertake the risks and prohibitive cost of opening a new clinic without some indication of “buy-in” from the community – especially when they are aware of past practices and stimulus that has been offered in Mackenzie. They rightly ask, “If for others in the past, why not me, now?” Further, new dentists from the college simply do not have sufficient funds or a business history to attempt this feat.

I think it worth noting that the District of Mackenzie has underwritten and incentivized dental practitioners in the past - a practice that I believe still happens in many smaller communities in Northern BC.

I have been told that there are two barriers to incentivizing a potential new dentist.

1. An appraisal suggesting a potential, yet unrealized, \$50,000.00 value in the dental equipment, and
2. Perceptions of favoritism if the District and Council offer a valuable benefit to a private individual. In response, I would offer that:

1. The highest value of the dental equipment is in Mackenzie serving its citizens
2. The valuation included dental hand tools which are not in the inventory. They are all missing.

3. The equipment is not aging well and has been disassembled and moved twice and was not particularly well treated in its moving – rather dumped on the floor of unit #3 @ the Town Centre Mall; and
4. The equipment has been idle for more than five years and will require a qualified person to reassemble, test, certify in some cases, and service it

It is simply not worth the appraised value in its current condition and location.

While I am not a tax expert on civil public assets, it seems to me that five years of simple depreciation could easily apply and consequently change the book value of the dental assets on the District's financial ledger.

As to the question of perceptions and favoritism, I suggest we avoid that issue with a termed lease arrangement for a nominal fee and limiting conditionals. For instance, \$1.00/month for a fixed term. Or, how about “serving the community for 24 months and it will be given to the dental practice” as a condition? I am sure that there are other solutions.

I should add that Dr. Johannes Yliruusi is uniquely qualified in three specific and beneficial ways. He is both a dentist and a mechanic. He can assess, repair, and maintain dental equipment. I believe that he is our last AND best option.

And thirdly, I should add that Dr. Yliruusi has been practicing mobile dentistry in the region with a traveling clinic. There is a potential that his years cultivating a clientele in the region will result in patients and families coming TO Mackenzie for dental service, rather than leaving it for larger centers. Wouldn't that be a refreshing change?

Honestly, I am getting discouraged that we will ever find a dentist. It has been an enormous amount of work convincing, mollifying, planning, traveling, meeting, and eventually regrouping and taking up the task again after failure. After years of seeing services and talent drift out of Mackenzie and our community reduced by degrees, I would like to see us take steps to correct this.

I urge you to seriously consider my request and support Dr. Yliruusi in this small way. It could make an enormous difference.

Sincerely,

Darcy White
Manager
Ydenberg Properties Ltd.

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: April 11, 2022

Subject: Dental Equipment – Storage Option

RECOMMENDATION:

THAT Council direct Administration to cancel the auction of the District's dental equipment, supplies, and office furniture and move forward with storage at the Town Centre Mall facility.

BACKGROUND:

Since the initial opening of the dental clinic, the District has assisted with outfitting the facility to support and maintain dental services in the community. The dental clinic has been unoccupied since 2017 and due to its condition, the building is now slated for demolition and the District is making preparations for removing the equipment from the facility.

At the February 28, 2022 Regular Council meeting, Administration asked for Council's permission to move forward with disposing of the dental equipment, supplies, and office furniture by way of public auction. Council approved this request and staff began preparations for sale.

Over the last month, the District was approached by another dentist interested in purchasing the equipment as a package and exploring options at opening a clinic in Mackenzie. Staff worked with the individual, however unfortunately, no commitments have been made at this time. During the process, however, it was made clear that having the full package of dental equipment, supplies, and office furniture available to purchase or use by a new dentist is an asset for anyone interested in opening up a clinic.

In addition, after the Council meeting, the District was approached by the owners of Town Centre Mall. They have been working alongside the District since 2017 to try and secure a dental clinic in their facility and expressed their concerns about the District auctioning off the equipment piece-by-piece. During their conversations with the most recent and previously interested dentists, equipment is one of the major financial barriers for a new dental clinic start-up and maintaining the dental assets we have, as a package, in the community would go a long way in helping entice and secure dental services in the community.

Understanding that we are under pressure to demolish the Dental Clinic building, Town Centre Mall representatives have offered the District storage in one of their empty spaces free of charge.

BUDGETARY IMPACT:

Town Centre Mall is offering storage of the equipment, supplies, and furniture free-of-charge. It is estimated that the District would incur up to \$3000 in electrical and staff labour to dismantle and move the equipment to their storage space. Funding for the removal and transport of the equipment would be allocated from the General Operating Budget.

COUNCIL PRIORITIES:

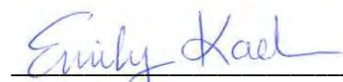
Strong Governance and Finances

- 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.

Economic Vitality

- The District is a leader on efforts aimed at diversifying the community's economy, supporting local businesses, and attracting new investment to the community. Diversification, a strong business sector and new investment are key to our economic vitality.

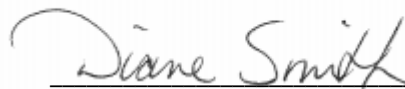
Respectfully Submitted,



Emily Kaehn
Director of Corporate Services



Kerri Borne
Chief Financial Officer



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: January 2, 2024

Subject: RDFFG Building Inspection Agreement

RECOMMENDATION:

THAT Council authorize the District to enter into the attached Building Inspection Agreement with the Regional District of Fraser-Fort George from January 2, 2024 to April 30, 2024;

AND THAT, for the term of the agreement, the Building Inspectors for the Regional District of Fraser-Fort George be designated as building inspectors for the municipality and as persons to enforce the District's Building Bylaw as authorized agents under Section 16 of the *Community Charter*.

BACKGROUND:

The District of Mackenzie has been without consistent in-house building inspection services since October 2022. Recruitment efforts took place, however they proved unsuccessful. The District looked to neighbouring municipalities and regional districts to see if a partnership could be created. The District was fortunate to be able to work with both the Peace River and Fraser-Fort George Regional District's to provide building inspection services on our behalf during this time.

The most recent contract with the Peace River Regional District ended on December 6, 2023. The Regional District of Fraser-Fort George has offered to provide short-term support until April 30, 2024.

The Peace River Regional District and the Regional District of Fraser-Fort George have both indicated that they have limited capacity to assist Mackenzie after the term of this agreement, Staff are exploring several options to fill this service gap prior to the end of this agreement.

BUDGETARY IMPACT:

It is estimated that the 4-month service agreement could cost up to \$20,000. Funding would be allocated from the Protective Services Operating Budget to fund this service agreement.

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:

Diane Smith, Chief Administrative Officer

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

**REGIONAL DISTRICT OF FRASER FORT GEORGE
DISTRICT OF MACKENZIE BUILDING INSPECTION AGREEMENT**

BETWEEN:

The **DISTRICT OF MACKENZIE**,
a duly incorporated Municipality pursuant to the provisions
of the *Local Government Act* and the *Community Charter* of
British Columbia, having its office at 1 Mackenzie Blvd,
Mackenzie, Province of British Columbia.

(hereinafter called the “the District of Mackenzie”)

AND:

The **REGIONAL DISTRICT OF FRASER-FORT GEORGE**,
a Regional District pursuant to the provisions of
the *Local Government Act* of British Columbia, having its
office at 155 George Street, Prince George
Province of British Columbia,

(hereinafter called the “the Regional District”)

WHEREAS the Regional District is prepared to contract with the District of Mackenzie to provide building and plumbing inspection services within the boundaries of the District of Mackenzie as is provided for in the *Community Charter* and *Local Government Act*;

NOW THEREFORE the District of Mackenzie and the Regional District in consideration of the performance of the covenants hereinafter contained and for other valuable consideration, the sufficiency and receipt of which is hereby acknowledged, agree as follows:

1. This Agreement shall be in force from January 2, 2024 to April 30, 2024.
2. For the purposes of this agreement the Regional District shall:
 - a) supply a building inspector to the District of Mackenzie as required to perform Building Inspection services;
 - b) ensure that the building inspector is qualified at Level Two or greater by the Building Officials’ Association of BC;
 - c) In the event of the absence of the Building Inspector/s necessary to provide the Services the Regional District is not required to provide Building Inspection Service until adequate resources are available. The Regional District shall make all reasonable efforts to ensure that required staffing levels are provided.
 - d) supply a vehicle and mobile phone as accessory to this position;
 - e) provide inspections within the District of Mackenzie, pursuant to the District of Mackenzie’s Building Bylaw;
 - f) provide the District of Mackenzie with inspection slips and copies of all documentation received in relation to a construction on a property; and
 - g) Provide an invoice to the District of Mackenzie for Building Inspection services at the end of the term or sooner if requested.

3. "Building Inspection Service" means performing the role of the building inspector in relation to Part 3 Division 8 of the Community Charter. For the purposes of this agreement the "Building Inspection Service" includes only the following:
 - a) carrying out building inspections in accordance to District of Mackenzie Building Bylaw;
 - b) issuing stop work orders and correction notices as necessary;
 - c) reporting Building Bylaw violations to the District of Mackenzie;
4. "Building Inspection Service" does not include:
 - a) processing permit renewal applications;
 - b) following up on apparent Building Bylaw violations and lapsed permits;
 - c) approval of land use requirements;
 - d) handling requests from members of the public to review or obtain copies of the contents of building inspection files, including requests under the Freedom of Information and Protection of Privacy Act (British Columbia);
 - e) receiving payments; and
 - f) inspection of wood appliances for WETT certification;
5. The District of Mackenzie shall:
 - a) provide appropriate telephone answering, clerical support and communication with the Building Inspector;
 - b) receive building and plumbing applications for review by the Building Inspector;
 - c) ensure inspection cards are filed with the property record;
 - d) provide the building inspector with current community plans, zoning bylaws, and other documentation relating to the service, including but not limited to application forms, building permits, plumbing permits, inspection cards, and stop work order forms;
 - e) distribute information to the public;
 - f) provide approvals of land use and other bylaw requirements prior to forwarding the building permit application to the building inspector;
 - g) collect the appropriate fees; and
 - h) respect the authority of the building inspector as provided for in the *Building Act*, *Community Charter* and *Local Government Act*.

6. The Building Inspector will perform the following duties:
 - a) perform all necessary plan reviews;
 - b) issue permits;
 - c) perform all necessary field visits and inspections as requested;
 - d) enforce the B.C. Building Code, the B.C. Plumbing Code, as it relates to the District of Mackenzie Building Bylaw and subsequent amendments thereto;
 - e) issue stop work notices as necessary; and
 - f) report building bylaw violations to the District of Mackenzie.

General

7. The District of Mackenzie shall be responsible for designating the Building Inspectors for the Regional District as building inspectors for the municipality and as persons to enforce the Building Bylaw as authorized agents under Section 16 of the Community Charter.
8. Building Inspection practices will be conducted in keeping with all local and provincial legislation, and with industry accepted practices.
9. This agreement forms a contract between the District of Mackenzie and the Regional District, with the Regional District being the contractor for the District of Mackenzie.
10. The Mayor or Councilors shall not contact the Building Inspectors regarding Building Inspection Services.
11. The building inspector will be considered a representative of the District of Mackenzie during the course of their duties.
12. If either party wishes to review or amend the Agreement, that party must provide written notice to the other party indicating that it wishes do so.
13. Either party may terminate this agreement by providing written notice to the other party. This notice must be given no less than 15 days prior to the termination of the agreement unless both parties agree in writing to a shorter notice period.

Payments

14. The District of Mackenzie will pay to the Regional District costs associated with the supply of Building Inspection Services including:
 - a) \$2,500 per month;
 - b) \$240 per required trip to the District of Mackenzie;
 - c) hotel and meals costs if the Building Inspector is requires to stay overnight due to workload or inclement weather conditions; and
 - d) hourly salary and benefits for a Building Inspectors time spent preparing evidence or attending court to give evidence of alleged violations of the Building Bylaw or BC Building Code, on behalf of the District of Mackenzie.

Indemnity

15. The District of Mackenzie shall release, discharge, indemnify and save harmless the Regional District and its elected and appointed officers and employees from and against any claims causes of action, suits, demands, expenses, costs and legal fees whatsoever which may arise out of the provision of the building inspection services by the Regional District for the District of Mackenzie.

Insurance

16. The District of Mackenzie shall:
- a) take out and maintain, during the term of this Agreement, liability insurance to cover the indemnity given to the Regional District in Section 16 of this Agreement, in the amount of not less than 5 million dollars per single occurrence, naming the Regional District as additional insured; and
 - b) ensure that the policy of insurance contains a waiver of subrogation clause in favour of the Regional District and shall also contain a clause requiring the insurer not to cancel or change the insurance without first giving the Regional District thirty (30) days prior written notice.

Binding Effect

17. This agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the parties hereto have executed this agreement on the day first written above.

SIGNED on behalf of the
Regional District of Fraser-Fort George by:

Kenna Jonkman, General Manager of
Development Services

On _____

SIGNED on behalf of the
District of Mackenzie by:

_____ On _____

_____ On _____

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: January 2, 2024

Subject: Council Remuneration Bylaw Amendment

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

At the December 11, 2023 Regular Council meeting, a review of annual Mayor and Council remuneration in other communities was provided to Council. An option for Council to make a motion for staff to bring forward bylaw or policy amendments with desired updates was presented for Council's consideration.

Council directed staff to prepare a bylaw amendment to amend the Annual Mayor and Councillor Remuneration and Expenses Bylaw No. 1338, 2015 to set the annual remuneration increase at a rate matching the Consumer Price Index (CPI).

As described on the Statistics Canada website¹ :

"the CPI represents changes in prices as experienced by Canadian consumers. It measures price change by comparing, through time, the cost of a fixed basket of goods and services."

The proposed amendment would set the annual increase of remuneration for Mayor, Deputy Mayor, and Councillors to the Consumer price index, as well as set a process should the CPI be negative. Currently, the annual remuneration increase is set by amendment to the bylaw and needs to be amended after the years defined in the bylaw are completed. To align with policies seen in other communities, it is being proposed to set a 3% maximum increase per year.

The advantages of this change are first, that setting annual remuneration to the CPI ensures that Council Remuneration stays at pace with the cost of living experienced by residents of Mackenzie, and second this change means that annual remuneration increase will not require further amendments to be passed.

¹ https://www.statcan.gc.ca/en/subjects-start/prices_and_price_indexes/consumer_price_indexes

BUDGETARY IMPACT:

If Council chose to proceed with this bylaw amendment, the annual salaries would be adjusted as follows:

	2023	2024	Percentage Change
Mayor	\$29,697.51	\$30,588.43	3% Increase
Deputy Mayor	\$14,624.17	\$15,062.89	3% Increase
Councillor (1)	\$12,587.35	\$12,964.97	3% Increase
TOTAL <i>All Council (7)</i>	\$107,258.43	\$110,476.17	

\$3,217.74 in additional funding would be allocated from the General Government Operating Budget.

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Rowan Paulsen, Local Government Intern

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: January 2, 2024

Subject: Contract Disclosure – Chrysalid Tech & Print

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

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

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

BUDGET CONSIDERATIONS:

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

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

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

COUNCIL PRIORITY:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Chelsea Smirle, Legislative Clerk/Executive Assistant

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: January 2, 2024

Subject: Contract Disclosure – Garden House Bed & Breakfast

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

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

The District of Mackenzie occasionally utilizes the local accommodation, Garden House Bed and Breakfast, for municipality-related business and a standing purchase order for the 2024 year has been issued by the Municipal Office. Garden House Bed and Breakfast is owned by Mayor Atkinson. The Corporate Officer has been provided with the disclosure as required under the Community Charter.

BUDGET CONSIDERATIONS:

The dollar amount of services provided by Garden House Bed and Breakfast to all Departments from 2020-2023 was \$0.00. The District is not anticipating a significant rise in expenditures with this organization in 2024.

COUNCIL PRIORITY:

Strong Governance and Finances

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



RESPECTFULLY SUBMITTED:

Chelsea Smirle, Legislative Clerk/Executive Assistant

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council
From: Councillor Wright
Date: January 2024
Subject: Report for January 2024

Note(s) to Council:

- As of January 5, 2024 I am no longer an employee of the Legislature of British Columbia nor working in MLA Mike Morris's Mackenzie constituency office.
- Starting January 8, 2024 I have signed a contract with the McLeod Lake Indian Band to work as a teacher for 3 months. This will involve me going to McLeod Lake every Monday from 4:00 pm – 6:00 pm (when no Council commitments) to help McLeod Lake students with homework and other academic pursuits.

Councillor 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
-------	----------

None to report during this period.

New Horizons Liaison Activities:

Date:	Activity
-------	----------

None to report during this period.

Alternate(s) Role Activities:

Date:	Activity
December 14, 2023	Attended the Chamber of Commerce's AGM and monthly luncheon. The guest speaker this month was MLA Mike Morris.

Activities Not Related to a Council Appointment:

Date:	Activity
December 9, 2023	Was elected Northern Zone Director on the Board of Directors for the Canadian Ski Instructors Alliances (CSIA)'s BC/Yukon Region.
December 9, 2023	Participated in the Parade of Lights, drove the vehicle for Mackenzie Community Services float.
December 14, 2023	Attended Open House hosted by MLA Mike Morris. Did so as employee of MLA Morris.
December 18, 2023	Participated in CSIA Board meeting.

Respectfully Submitted,
Councillor Wright

DISTRICT OF MACKENZIE

Bylaw No. 1511

A bylaw to amend "Council Member Remuneration and Expenses Bylaw No. 1338, 2015"

WHEREAS the Council of the District of Mackenzie deems it prudent and desirable to amend its Annual Mayor and Councillor Remuneration and Expenses Bylaw;

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

1. That Bylaw No. 1338 cited as "Annual Mayor and Councillor Remuneration and Expenses No. 1338, 2015" is hereby amended as follows:
 - A. By deleting the current text in Part 2 Section 2.2 and replacing it with the following:

"2.2 The remuneration for Mayor, Deputy Mayor and Councillors will increase annually according to Consumer Price Index (CPI) inflation as calculated by Statistics Canada in November of each year to a maximum of 3%; and
 - B. By adding the following to new sections immediately after Part 2 Section 2.2 and renumbering the subsequent section accordingly:

"2.3 if the CPI is negative, remuneration will be red-circled and the negative percentage will be deducted from a future raise when the CPI is positive."
2. This bylaw may be cited for all purposes as "Annual Mayor and Councillor Remuneration and Expenses Amendment Bylaw No. 1511, 2024"

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third time this _____ day of _____, 2024.

ADOPTED this _____ day of _____, 2024.

I hereby certify the foregoing
to be a true and correct copy
of District of Mackenzie Bylaw
No. 1511 cited as "Annual Mayor
and Council Remuneration and
Expenses Amendment
Bylaw No. 1511, 2024".

Mayor

Corporate Officer

Corporate Officer

**Mackenzie Community Services
Community Navigator for Seniors Program Presents**

'How Do I...?'

Speaker Series

Celebrating Seniors' Abilities and Experience



**Sunday, January 21 2-4 PM
Mackenzie Community Services
Meet Wendy Chambers and learn to
bead**

**Register with Cassandra
250-997-6595 or
ccarter@mackenziecounselling.ca**