

**COUNCIL MEETING
AGENDA**

Date: Monday, February 26, 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.

2. ADOPTION OF MINUTES

2.1 Special Meeting- February 12, 2024

4

2.2 Regular Meeting - February 12, 2024

6

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

Farah Sherifdeen, Municipal Program Coordinator for FoodCycle Science, will provide a presentation to Mayor and Council on the results of the FoodCycler Pilot Program final survey results.

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:
N/A

7.2 For Consideration:
Is there anything Council wishes to address in the "For Consideration" correspondence?

- | | | |
|-------|--|----|
| 7.2.1 | Sponsorship Opportunity - BCCFA Conference and AGM
Opportunity to Sponsor the BC Community Forest Association's Conference and AGM in June 2024. | 15 |
| 7.2.2 | NDIT Letter of Approval
Letter received from the Northern Development Initiative Trust announcing that the District of Mackenzie has been approved a grant up to \$50,000 to support wages for the Economic Development Clerk position. | 17 |
| 7.2.3 | Purple Lightning Campaign
Request received from the Canadian Dental Hygienists Association requesting the District light up the Rec Centre in purple from April 4-10, 2024 in support of National Oral Health Month. | 18 |
| 7.2.4 | World Wish Day - April 29, 2024
Request received from the Make-A-Wish Canada Foundation requesting the District light up the Rec Centre in blue on April 29, 2024 in support of World Wish Day. | 20 |
| 7.2.5 | Prince George Sends Letter of Support Towards Support Our Troops Licence Plate Program
Letter received from the City of Prince George sent to NCLGA Member Communities expressing their support for the Support our Troops Licence Plate Program. | 21 |

8. ADMINISTRATIVE REPORTS

- | | | |
|-----|--|----|
| 8.1 | <u>2024 Provisional Operating and Capital Budgets</u>

THAT Council approves the 2024 Provisional Operating and Capital Budgets. | 24 |
| 8.2 | <u>Food Cycler Pilot Program</u>

THAT Council receives this report for information. | 32 |

8.3	<u>DOM 24 – 01 Commercial Front Load Bear Resistant Garbage Bins</u>	34
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THAT Council awards the DOM 24 – 01 Commercial Front Load Bear Resistant Garbage Bins in the amount of \$338,527 plus GST;

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

8.4	<u>Recreation Access Program Update</u>	37
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THAT Council direct staff on next steps.

9. COUNCIL REPORTS

9.1 Mayor's Report

9.1.1	Mayor Atkinson	40
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9.2 Council Reports

9.2.1	Councillor Wright	42
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10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS N/A

13. NOTICE OF MOTION

14. COMING EVENTS N/A

15. INQUIRIES

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

16. ADJOURNMENT

**Special Council Meeting
Minutes**

February 12, 2024, 6:00 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, Fire Chief J. Guise, Finance Manager W. Peterson, Director of Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant C. Smirle, Fire Smart & Assistant Emergency Program Coordinator M. Taylor

1. CALL TO ORDER

CALLED TO ORDER AT 6:00 PM.

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

2. INTRODUCTION OF LATE ITEMS

N/A

3. ADOPTION OF AGENDA

Resolution: 33257

Moved by: Councillor Barnes

THAT the Agenda be adopted as presented.

CARRIED

4. BUDGET PRESENTATION

Kerri Borne, Chief Financial Officer, provided a brief presentation of the 2024 potential tax rates with discussion on the 2024 operating and capital budget.

5. **PUBLIC COMMENTS AND QUESTIONS**

N/A

6. **ADJOURNMENT**

Resolution: 33258

Moved by: Councillor Barnes

THAT the meeting be adjourned at 6:59 pm.

CARRIED

Mayor

Corporate Officer

DRAFT

**Regular Council Meeting
Minutes**

February 12, 2024, 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, Fire Chief J. Guise, Director of Corporate Services E. Kaehn, Fire Smart & Assistant Emergency Program Coordinator M. Taylor, Land and Environmental Programs Coordinator L. Thorne, Legislative Clerk/Executive Assistant C. Smirle

1. CALL TO ORDER

CALLED TO ORDER AT 7:15 PM.

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

1.1 Defer to Closed Meeting

Resolution: 33259

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 (1) (c) labour relations or other employee relations; and Section 90 (1) (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under Section 21 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

2. ADOPTION OF MINUTES

2.1 Committee of the Whole - January 22, 2024

The minutes of the Committee of the Whole Meeting held on January 22, 2024 were adopted as presented.

2.2 Regular Meeting - January 22, 2024

The minutes of the Regular Meeting held on January 22, 2024 were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

Resolution: 33260

Moved by: Councillor Hipkiss

THAT the following late item be added to the agenda:

8. ADMINISTRATIVE REPORTS

8.8 Community Hall - Motorized Solar Shades

THAT Council authorizes Recreation Services to purchase motorized roller shades for the Community Hall in the amount of \$30,821 plus GST from Ace Building Centre.

CARRIED

4. ADOPTION OF AGENDA

Resolution: 33261

Moved by: Councillor Wright

THAT the Agenda be adopted as presented.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

Shannon Bezo, President of the Mackenzie Chamber of Commerce, thanked Council for deferring the approval of the Visitor Centre Caboose Operation agreement from the January 22nd Council meeting to allow for further discussion with the Chamber. Ms. Bezo also mentioned that the Chamber was not interested in options 4-6 in Council report 8.2 as these options suggest reducing hours of operations at the Caboose.

6. PETITIONS AND DELEGATIONS

Bob Lees, Rory Boyle, and Finn Boyle, representatives of the BC Summer Swimming Association, addressed Mayor and Council regarding hosting the 2024 Summer Swim Meet in Mackenzie.

Resolution: 33262

Moved by: Councillor Wright

THAT the District of Mackenzie promote the 2024 BC Summer Swimming Association Swim Meet on the District's website and social media pages.

CARRIED

Resolution: 33263

Moved by: Councillor McMeeken

THAT the BC Summer Swimming Association receive an in-kind grant to have the fees waived to host their swim meet at the Rec Centre on May 25-26, 2024.

CARRIED

7. CORRESPONDENCE

Resolution: 33264

Moved by: Councillor Tapper

THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 CivicInfo BC Membership Dues 2024

Resolution: 33265

Moved by: Councillor Brumovsky

THAT Council approves the annual membership dues in the amount of \$263.55 for the CivicInfo BC 2024 membership.

CARRIED

7.2 For Consideration:

7.2.1 District of Sicamous - Support for Bill 34

Resolution: 33266

Moved by: Councillor Barnes

THAT the District of Mackenzie send a letter to Premier David Eby expressing support for Bill 34 and the Restricting Public Consumption of Illegal Substances Act.

CARRIED

7.2.2 City of Abbotsford - UBCM Resolution

Resolution: 33267

Moved by: Councillor Barnes

THAT the District of Mackenzie provide a letter of support to the City of Abbotsford towards their UBCM resolution but requesting additional funding to open detox centres across the Province.

CARRIED

7.2.3 Support our Troops Licence Plate Program - Update

Resolution: 33268

Moved by: Councillor Wright

THAT the District of Mackenzie send a letter of support to the Legislative Assembly of BC in support of the Support Our Troops Licence Plate Program.

CARRIED

8. ADMINISTRATIVE REPORTS

8.1 2024 Budget Survey Results

Resolution: 33269

Moved by: Councillor Barnes

THAT Council receives this report for information.

CARRIED

8.2 Visitor Centre Caboose Operations 2024

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

Resolution: 33270

Moved by: Councillor Hipkiss

THAT Council approves the agreement for services with the Mackenzie Chamber of Commerce with no changes made to service hours at the Caboose if additional grant funding is successful; if the additional grant funding is not successful, reduce Caboose operational hours by 16 hours per week.

CARRIED

8.3 2024 – 2025 Electrical Services Contract

Resolution: 33271

Moved by: Councillor Barnes

THAT Council approves the submission from Frontline Industries Limited for the 2024 – 2025 Electrical Services Contract;

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

CARRIED

8.4 Council Policy 1.14 Sale of Used Items to the Public

Resolution: 33272

Moved by: Councillor McMeeken

THAT Council amends Council Policy 1.14 Sale of Used Items to the Public to include updated auction procedures.

CARRIED

8.5 Emergency Operations Centre (EOC) Equipment and Training Grant

Resolution: 33273

Moved by: Councillor Brumovsky

THAT Council approves the application to the UBCM Community Emergency Preparedness Fund for \$30,000 towards Emergency Operations Centre equipment, training, and personnel wages;

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 Accessible Parking

Resolution: 33274

Moved by: Councillor McMeeken

THAT the accessible and library staff parking spaces in front of the Recreation Centre be repainted and signed as shown in Option #2 to create three accessible parking spaces to the minimum size requirements set in Zoning Bylaw No. 1368, 2017 of 4.0 meters wide and 7.5 meters long, with the additional 1.5 meters accessibility lanes for side-loading vehicles adjacent the parking spaces.

CARRIED

8.7 CN Bike Trail Licence of Occupation

Resolution: 33275

Moved by: Councillor Wright

THAT Council authorizes the Chief Administrative Officer to execute the attached ten-year Licence of Occupation with Canadian National Railway Company to allow for the purposes of recreation of non-motorized vehicles, with the exception of e-bikes.

CARRIED

8.8 Community Hall – Motorized Solar Shades

Resolution: 33276

Moved by: Councillor Hipkiss

THAT Council authorizes Recreation Services to purchase motorized roller shades for the Community Hall in the amount of \$30,821 plus GST from Ace Building Centre.

CARRIED

9. **COUNCIL REPORTS**

9.1 Mayor's Report

N/A

9.2 Council Reports

9.2.1 Councillor Wright

Councillor Wright provided a written report.

9.2.2 Councillor Brumovsky

Councillor Brumovsky provided a written report.

- 9.2.3 Councillor Barnes
Councillor Barnes provided a verbal report.

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

11.1 Spring Expo Table

Resolution: 33277

Moved by: Councillor Wright

THAT Mayor and Council have a designated table at the Spring Expo specifically for items related to Council.

CARRIED

12. BYLAWS

12.1 Bylaw No. 1512, 2024 Water Rates and Regulations Amendment

Resolution: 33278

Moved by: Councillor McMeeken

THAT Bylaw No. 1512 cited as "Water Rates and Regulations Amendment Bylaw No. 1512, 2024" be adopted.

CARRIED

12.2 Bylaw No. 1513, 2024 Sewer Rates and Regulations Amendment

Resolution: 33279

Moved by: Councillor Brumovsky

THAT Bylaw No. 1513 cited as "Sewer Rates and Regulations Amendment Bylaw No. 1513, 2024" be adopted.

CARRIED

12.3 Bylaw No. 1514, 2024 Garbage Rates and Regulations

Resolution: 33280

Moved by: Councillor Barnes

THAT Bylaw No. 1514 cited as "Garbage Rates and Regulations Bylaw No. 1514, 2024" be adopted.

CARRIED

13. NOTICE OF MOTION

N/A

14. COMING EVENTS

14.1 Mackenzie Community Arts Centre - Digital Amelioration by Sylvia Brumovsky

Art Exhibit - Digital Amelioration

When: January 30 - February 24, 2024

Where: Mackenzie Community Arts Centre - 86 Centennial Drive

Special Meet the Artist Opening

January 30, 2024

6:00 pm - 7:00 pm

14.2 How Do I - Speaker Series

Celebrating Seniors' Abilities and Experience

When: Sunday February 18, 2024

Time: 2:00 pm - 4:00 pm

Where: Mackenzie Community Services

Register with Cassandra 250-997-6595 or by email

ccarter@mackenziecounselling.ca

14.3 2024 WinterQuest

February 23-25, 2024

14.4 An Evening with John Brink

Mackenzie Community Services presents an Evening with John Brink

When: March 6, 2024

Where: Mackenzie Rec Centre

Time: 6:00 pm - 8:30 pm

Admission \$5

15. INQUIRIES

Janice Nelson, Publisher of the Macktown Buzzette, asked what the leftover money from the Northern Capital Planning Grant would be used for? Kerri Borne, Chief Financial Officer, replied that there is still a balance to pay when the new Fire Hall is completed and that's where the funds will be used for.

16. **ADJOURNMENT**

Resolution: 33281

Moved by: Councillor Hipkiss

THAT the meeting be adjourned at 8:07 pm.

CARRIED

Mayor

Corporate Officer

DRAFT

BCCFA 2024 CONFERENCE & AGM

Mackenzie, BC

JUNE 11 - 13, 2024

JOIN US AS A SPONSOR

The 2024 BC Community Forest Association (BCCFA) Conference and Annual General Meeting will be hosted by the McLeod Lake Mackenzie Community Forest in Mackenzie, BC from June 11 - 13, 2024.

Delegates will gather from all over the province for this event. Your organization can benefit from access to these key individuals who include managers and representatives of community forests, provincial and local governments, forest professionals and academics.

We invite you to become a sponsor for the 2024 BCCFA Conference & Annual General Meeting for one of 4 levels of opportunities (see page 2 for more details). With your sponsorship, you are supporting BC community forest initiatives and gaining exposure to our membership which represents over 100 BC communities.

To become a sponsor please:

**1. a) Write a cheque to the BC Community Forest Association and send to:
101-3319 Radiant Way
Victoria, BC V9C 0N4**

**b) OR send an electronic transfer and your contact information to
info@bccfa.ca**

2. Send your logo to info@bccfa.ca for inclusion on conference materials

If you wish to speak to someone about sponsorship opportunities or other payment options please contact Susan Mulkey at 250-353-1477.

SPONSOR PACKAGES

PLATINUM: \$5000 +

- **2 complimentary conference registrations**
- **2 complimentary banquet registrations**
- Opportunity to address the conference delegates or provide a video (2 minutes)
- Exhibit booth
- Logo recognition on BCCFA social media
- Logo recognition on BCCFA website
- Logo placement on event webpage and newsletter

GOLD: \$2500-\$4999

- **1 complimentary conference registration**
- **1 complimentary banquet registration**
- 50% discount on exhibit booth
- Logo recognition on BCCFA social media
- Logo recognition on BCCFA website
- Logo placement on event webpage and newsletter

SILVER: \$1000-\$2499

- Logo recognition on BCCFA social media in general sponsorship post
- Logo recognition on BCCFA website
- Logo placement on event webpage and newsletter

BRONZE: UNDER \$1000

- Name recognition on BCCFA social media in general sponsorship post
- Name recognition on BCCFA website
- Name recognition on event webpage and newsletter

Community Forests: A case for small scale forestry

A community forest can be described as any forestry operation managed by a local government, a partnership, First Nation or community-held corporation, society or cooperative for the benefit of the entire community.

Community forestry involves the four pillars of sustainable development: social, ecological, cultural and economic sustainability. At its core, community forestry is about local control over and enjoyment of the benefits offered by local forest resources.

The membership of the BCCFA represents over 100 Indigenous and rural communities.

February 8, 2024

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

Attention: Mayor Joan Atkinson

**Subject: 2024 Economic Development Capacity Building
Northern Development Project Number 9018 30**

Thank you for your application to the 2024 Economic Development Capacity Building program. Northern Development is pleased to advise you that your application has been approved up to \$50,000 to support wages for the Economic Development Clerk position.

Any changes to the budget require prior approval from Northern Development before proceeding.

Funding under this program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Complete reporting is due by February 28, 2025. Reporting materials can be found on Northern Development's website at www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/.

The Northern Development Board wants to see the District of Mackenzie reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely,
Northern Development Initiative Trust

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

From: [Brittney Sander](#)
To: [District Information](#)
Subject: NDHW - Purple Lighting Campaign 2024 (April 4-10, 2024)
Date: Friday, January 19, 2024 7:59:26 AM
Attachments: [NDHW 2024 Lighting Request Form EN.docx](#)

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Secured by Check Point

Hi there,

I am reaching out to see if Mackenzie Rec Centre could light up in purple to support National Oral Health Month in April.

Please let me know if you would be willing to support us. The preferred timing would be April 4-10, 2024, but we could look at other days in April.

Attached is the formal request. Please do not hesitate if you have any questions at all.

Regards,

Brittney



Brittney Sander
(she, her/elle)
Marketing & Communications Coordinator
Coordonnatrice du marketing et des communications
The Canadian Dental Hygienists Association
L'Association canadienne des hygiénistes dentaires

1122 Wellington St W, Ottawa, ON K1Y 2Y7
t: 613-224-5515 x148 • 1-800-267-5235
f/t: 613-224-7283
bsander@cdha.ca • www.cdha.ca



[Unsubscribe](#)



To whom it may concern:

We are writing to request that the municipal landmark _____ in the community of _____ be lit in purple to celebrate National Dental Hygienists Week™ (NDHW™) as part of the Canadian Dental Hygienists Association's national "Put Your Purple On!" campaign.

National Dental Hygienists Week™ is celebrated annually on April 4-10, highlighting the importance of maintaining good oral health practices while helping Canadians to understand the vital role those dental hygienists play in the health care system. Our theme "Oral Health for Total Health," reminds us that taking care of our mouth, teeth, and gums positively impacts other aspects of our lives.

Why purple? The colour purple is associated with dental hygiene and has been the official colour of dental professionals since 1897 when lilac was first chosen for the emblem of the National Association of Dental Faculties. Purple has long been the trim colour for dental hygiene graduates' caps and gowns and is said to signify compassion, purpose, and inspiration.

Last year, there were a record-breaking 105 Canadian landmarks lit in purple. Over the past several years, lightings have included: BC Place Stadium, Science World/TELUS World of Science Vancouver, Vancouver Olympic Cauldron & district markers, Calgary Tower, Edmonton High-Level Bridge, SaskTel Centre, Niagara Falls, 3D Toronto sign Nathan Philips Square, CN Tower, Halifax Convention Centre, St. John's Convention Centre, Confederation Building (St. John's), and Government House (St. John's) and many more.

We'd like to give every community in Canada, and globally, the opportunity to share in our celebrations. Please let us know if you are interested in joining our "Put Your Purple On!" campaign this April. You may contact me at bsander@cdha.ca.



CDHA is the collective national voice of more than 31,000 dental hygienists in Canada, directly representing 21,000 individual members, including students. Since 1963, CDHA has worked to advance the profession and promote the importance of oral health. Dental hygiene is the sixth largest registered health profession in Canada with professionals working in a variety of settings, including independent dental hygiene practice, with people of all ages, addressing issues related to oral health. To learn more about NDHW visit cdha.ca/ndhw. For more information on oral health, visit dentalhygienecanada.ca.

Regards,



Brittney Sander
Marketing & Communications Coordinator
Coordonnatrice du marketing et des communications
The Canadian Dental Hygienists Association
L'Association canadienne des hygiénistes dentaires
 1122 Wellington St W, Ottawa, ON K1Y 2Y7
 t: 613-224-5515 x147 • 1-800-267-5235
 f/t: 613-224-7283
bsander@cdha.ca • www.cdha.ca



From: Cathi Arola <Cathi.Arola@makeawish.ca>
Date: February 16, 2024 at 2:39:55 PM PST
To: District Information <info@districtofmackenzie.ca>, Joan Atkinson
<joan@districtofmackenzie.ca>
Subject: World Wish Day® light up request for Mackenzie Recreation Centre.

Good afternoon, Joan! ★

Monday, April 29th is World Wish Day® — an annual day of celebration of the first wish that inspired the creation of Make-A-Wish® and its global wish granting mission. Today, Make-A-Wish grants wishes to children living with critical illness in more than 50 countries worldwide and every community in Canada.

To help us create awareness for our mission and show our wish families that they are not alone as they fight a critical illness, we are reaching out to ask you to light up **“Make-A-Wish blue” on Monday, April 29, 2024.**

We intend to showcase imagery of the landmark lit up on our social media channels and encourage people to snap their own photo and post it to their social media channels with the hashtag #WorldWishDay to spread awareness of our cause.

ONLY IF POSSIBLE, our exact colour of blue is: C100/M52/Y0/K0) (R0/G87/B184) (HEX # 0057B8). If not, a dark blue is preferred.

Make-A-Wish Canada’s charitable registration number is 881291918 RR 0001

Please let me know if you require any additional information for this request and thank you for your consideration.



Cathi Arola
Communications Specialist, Western Canada
Make-A-Wish® Canada

#4, 2308 24 Street, SW
Calgary, AB T2T 5H8

cathi.arola@makeawish.ca
403-313-2579 Office

makeawish.ca | [Facebook](#) | [Twitter](#) | [LinkedIn](#) | [Instagram](#)



OFFICE OF CITY COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

NCLGA Member Communities
North Central British Columbia

February 13, 2024

Good day to your local government,

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

To our fellow NCLGA members we write to share an opportunity to support advocacy work that many in your community may have an interest in.

Recently, the City of Prince George, as well as several MLAs and MPs, have written to the Province expressing support for British Columbia to participate in the Support Our Troops license plate program alongside the provinces of Alberta, Manitoba, Saskatchewan, and Ontario.

Should you wish to join the growing number of individuals, organizations and governments expressing support for the Support our Troops license plate program, a letter template is contained herein. A presentation package with information on the program is also attached. We do hope you will consider adding your voice to those in favor of this worthy cause.

We would also like to share that the City of Prince George has adopted a Veteran and Families Community Covenant to help guide the municipality in fostering a deep and meaningful relationship with past and present members of the uniformed community. We have written in support of this license plate program expansion as it is an action that supports our covenant goals. Attached to this letter is a copy of our community covenant. We have found it to be a helpful document in identifying opportunities and expressing our commitment to those who have served. We would be happy to discuss this framework if your community is interested in exploring such a pledge.

We look forward to meeting at the NCLA AGM this May in Smithers!
Thank you for your time and consideration.

Respectfully,

Prince George City Council.

Letter Template

Honorable Mike Farnworth, MLA
Minister of Public Safety and Solicitor General
Room 128 Parliament Buildings
Victoria, BC V8V 1X4

Via: PSSG.Minister@gov.bc.ca

(date)

Minister,

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

We would like to express support for British Columbia's participation in the Support Our Troops license Plate Program.

Other provinces have created a specialty license plate purchasable by the public to show support for our uniformed services and share a portion of the proceeds to Support Our Troops, the official charitable cause of the Canadian Armed Forces.

We believe British Columbia should join with the provinces of Alberta, Manitoba, Saskatchewan, and Ontario in the Support Our Troops license plate program to expand the programs reach and offer British Columbians the opportunity to participate.

This is a tangible way that individuals can show support for those who have answered the call to service, while giving the Province an opportunity to create a distinctive and meaningful design that pays respect to BC's rich history.

Therefore, we offer our support to this program and ask that your ministry consider how it may be implemented in BC.

Thank you for your time and consideration.

Sincerely,

(signature block)



CITY OF PRINCE GEORGE

VETERAN AND FAMILIES COMMUNITY COVENANT

The City of Prince George Veteran and Families Community Covenant pledges to:

- reaffirm our willingness and commitment to maintaining an actively supportive environment where veterans and their families are recognized.
- work to support and showcase partnerships, organizations, programs, and services within the community that support veterans and their families.
- seek opportunities to encourage initiatives and programs that support the veteran community.
- celebrate and recognize veteran contributions to the community.
- preserve and invest in our community's heritage and community history.

Adopted the 8th day of January 2024.

COUNCIL REPORT

To: Mayor and Council

From: Finance

Date: February 20, 2024

Subject: 2024 Provisional Operating and Capital Budgets

RECOMMENDATION:

THAT Council approves the 2024 Provisional Operating and Capital Budgets.

BACKGROUND:

As part of the budget process, and to engage residents, a variety of community budget consultations took place to support the development of the provisional budget which authorizes the expenditures for the fiscal year. The engagement process included holding a Finance Open House on December 5, 2023, a budget survey was launched from November 16, 2023 till January 5, 2024, and a special budget meeting took place on February 12, 2024. During the special budget meeting staff provided Council with a variety of property tax increase scenarios, with the information that was available at the time, to provide direction to staff for a recommended property tax revenue increase. Since that meeting, new sources of revenue have been brought forward that form the basis of the recommendation noted below in the report.

The provisional operating and capital budget will be effective immediately until the 2024-2028 Financial Plan Bylaw and Property Tax Bylaw are adopted no later than May 15, 2024. Any revisions from the provisional budgets will be reflected in the Financial Plan and the Property Tax Bylaw. The water, sewer and garbage utility rates bylaws were adopted at the February 12, 2024 council meeting. Staff are recommending an estimated overall 8.29% tax revenue increase (\$449,969) from 2023.

Considerations when developing the 2024 operating budget include:

Revenue

- Reduction of contribution from the Financial Stability Reserve from \$206,489 in 2023 to \$103,244 in 2024 – funded revenue loss from the mill closure in 2022 with the intention of reducing the amount funded by the reserve each subsequent year to keep funds for any future economic instability
- Estimated increase of \$78,000 from BC Hydro revenue generating facility grant (in-lieu of taxes)

- Increased budgeted amount for sales of service

Expenses

- Capital Renewal Levy – amount equal to 2% of property tax revenue, compounded annually
 - Estimated Levy \$103,000
 - Budgeted Amount \$432,808

\$532,808 contribution to Capital Renewal Reserve
- Focus on maintaining services and service levels
- Operational projects funded by grants when possible
- Increase operational costs for utilities, insurance, consumables, collective agreement

The 2024 BC Assessment completed assessment roll showed an overall increase to property assessments in Mackenzie. The following table provides a breakdown of the assessment changes per property class:

Class	2024 Completed Roll Assessed Value	2023 Assessed Value	Increase/Decrease in Assessed Value	% of Increase
1 – Residential	278,362,500	260,030,700	18,331,800	7.05%
2 – Utilities	23,733,830	22,351,035	1,382,795	6.19%
4 – Major Industry	40,377,100	38,248,800	2,128,300	5.56%
5 – Light Industry	11,414,100	11,175,100	239,000	2.14%
6 – Business & Other	66,440,800	62,703,650	3,737,150	5.96%
8 – Recreation, Non-Profit	34,500	34,500	0	0.00%
	<u>420,362,830</u>	<u>394,543,785</u>	<u>25,819,045</u>	<u>6.54%</u>

As assessment values increase, tax rates will decrease to collect the same amount of tax revenue as the prior year. Furthermore, if assessment values decrease, then tax rates will increase to collect the same amount of tax revenue as the prior year. If a tax revenue increase is proposed, the tax rate will increase but not at the same percentage of additional tax revenue collected. The following table shows the proposed municipal tax rate increase/decrease per property class:

Class	2024 Proposed Tax Rate	2023 Tax Rate	% of Increase/Decrease
1 – Residential	7.2148	7.0695	2.06%
2 – Utilities	38.2927	39.0798	(2.01)%
4 – Major Industry	51.0069	49.3992	3.25%
5 – Light Industry	26.0057	24.3597	6.76%
6 – Business & Other	9.0941	8.8405	2.87%
8 – Recreation, Non-Profit	6.2046	5.6923	9.00%

The following table shows the proposed overall municipal tax revenue per property class:

Class	2024 Proposed Tax Revenue	2023 Tax Revenue	Proposed Tax Revenue Increase per Property Class	% of Increase
1 – Residential	2,008,329	1,838,287	170,042	9.25%
2 – Utilities	908,833	873,474	35,359	4.05%
4 – Major Industry	2,059,512	1,889,460	170,052	9.00%
5 – Light Industry	296,831	272,222	24,609	9.04%
6 – Business & Other	604,221	554,332	49,889	9.00%
8 – Recreation, Non-Profit	214	196	18	9.00%
	5,877,940	5,427,971	449,969	8.29%

2024 Property tax and utility rate increase on the average assessed single-family residence:

	2024	2023	Increase
	(165,200)	(154,321)	
Property Tax	1,191.88	1,090.97	100.91
Water	457.11	408.13	48.98
Sewer	290.54	266.55	23.99
Garbage*	199.75	187.56	12.19
Total	2,139.28	1,953.21	186.07

*based on weekly garbage

The 2024 municipal budget book will be available on the District of Mackenzie website on Friday, February 23, 2024 to provide further information on the proposed budgets. Proposed 2024 operating and capital budgets are attached.

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Kerri Borne, Chief Financial Officer

Reviewed By: Corporate Services

Approved By: Chief Administrative Officer

2024 Proposed Revenue and Expenses

DESCRIPTION	2024 PROVISIONAL BUDGET	2023 FINAL BUDGET	2024-2023 BUDGET VARIANCE	% OF BUDGET INCREASE/DECREASE
GENERAL OPERATING REVENUE				
<u>GENERAL REVENUE</u>				
PROPERTY TAXES	5,877,940	5,431,959	445,981	8.2%
1% UTILITIES TAX, GRANTS IN LIEU AND OTHER ASSESSMENTS	2,600,822	2,762,695	(161,873)	(6.2%)
PENALTIES AND INTEREST ON TAXES	42,000	42,000	-	0.0%
SALES OF SERVICE/USER FEES	107,812	119,984	(12,172)	(11.3%)
TRANSFERS FROM OTHER GOVERNMENTS	1,345,198	2,950,276	(1,605,078)	(119.3%)
INVESTMENT/GOVERNMENT BUSINESS INCOME	322,924	322,924	-	0.0%
OTHER REVENUE	2,700	2,700	-	0.0%
	10,299,396	11,632,539	(1,333,142)	(11.5%)
<u>PROTECTIVE SERVICES</u>				
JUSTICE CENTRE SALES OF SERVICE/USER FEES	105,458	102,387	3,071	3.0%
FIRE DEPARTMENT SALES OF SERVICE/USER FEES	1,000	1,500	(500)	(33.3%)
FIRE DEPARTMENT TRANSFERS FROM OTHER GOVERNMENTS	15,000	10,500	4,500	42.9%
BUILDING INSPECTION SALES OF SERVICE/USER FEES	61,000	59,500	1,500	2.5%
BYLAW ENFORCEMENT SALES OF SERVICE/USER FEES	25,125	28,125	(3,000)	(10.7%)
	207,583	202,012	5,571	2.8%
<u>TRANSPORTATION SERVICES</u>				
PUBLIC WORKS SALES OF SERVICE/USER FEES	6,000	6,000	-	0.0%
ROADS SALES OF SERVICE/USER FEES	48,000	40,000	8,000	20.0%
AIRPORT SALES OF SERVICE/USER FEES	103,000	88,000	15,000	17.0%
	157,000	134,000	23,000	17.2%
<u>SOLID WASTE</u>				
RESIDENTIAL GARBAGE SALES OF SERVICE/USER FEES	244,994	228,122	16,872	7.4%
COMMERCIAL GARBAGE SALES OF SERVICE/USER FEES	245,605	233,298	12,307	5.3%
	490,599	461,420	29,178	6.3%
<u>HEALTH, SOCIAL SERVICES & HOUSING</u>				
PUBLIC HEALTH SALES OF SERVICE/USER FEES	2,000	1,600	400	25.0%
PUBLIC HEALTH TRANSFERS FROM OTHER GOVERNMENTS	48,523	48,523	-	0.0%
	50,523	50,123	400	0.8%
<u>DEVELOPMENT SERVICES</u>				
PLANNING & DEVELOPMENT SALES OF SERVICE/USER FEES	1,200	1,200	-	0.0%
	1,200	1,200	-	0.0%
<u>PARKS, RECREATION & CULTURE</u>				
PARKS SALES OF SERVICE/USER FEES	65,000	65,000	-	0.0%
PARKS TRANSFERS FROM OTHER GOVERNMENTS	5,000	5,000	-	0.0%
LITTLE MAC SKI HILL SALES OF SERVICE/USER FEES	6,000	13,000	(7,000)	(53.8%)
RECREATION CENTRE SALES OF SERVICE/USER FEES	294,566	256,266	38,300	14.9%
RECREATION CENTRE TRANSFER FROM OTHER GOVERNMENTS	5,000	3,375	1,625	48.1%
RECREATION CENTRE OTHER REVENUE	10,000	-	10,000	0.0%
	385,566	342,641	42,925	12.5%

DESCRIPTION	2024 PROVISIONAL BUDGET	2023 FINAL BUDGET	2024-2023 BUDGET VARIANCE	% OF BUDGET INCREASE/DECREASE
<u>FISCAL SERVICES</u>				
FISCAL SERVICES TRANSFERS	1,911,636	1,874,715	36,922	2.0%
	1,911,636	1,874,715	36,922	2.0%
TOTAL REVENUE	13,503,503	14,698,650	(1,195,146)	(8.1%)
GENERAL OPERATING EXPENSES				
<u>GENERAL GOVERNMENT</u>				
COUNCIL	229,200	219,822	9,378	4.3%
ADMINISTRATION	789,109	815,837	(26,728)	(3.3%)
ECONOMIC DEVELOPMENT	125,656	88,300	37,356	42.3%
GRANTS IN AID & FEE FOR SERVICE	202,000	205,600	(3,600)	(1.8%)
FINANCE	684,016	660,389	23,627	3.6%
COMMON SERVICES	186,860	236,840	(49,980)	(21.1%)
COMPUTER SERVICES	170,750	153,500	17,250	11.2%
BUILDING	45,959	52,660	(6,701)	(12.7%)
CABOOSE	45,098	43,670	1,428	3.3%
DEPRECIATION - General Government	56,199	56,199	-	0.0%
	2,534,847	2,532,816	2,031	0.1%
<u>PROTECTIVE SERVICES</u>				
JUSTICE CENTRE	105,458	102,387	3,071	3.0%
FIRE DEPARTMENT	583,671	569,798	13,873	2.4%
EMERGENCY MANAGEMENT	7,700	7,700	-	0.0%
BUILDING INSPECTIONS	165,417	159,480	5,937	3.7%
BYLAW ENFORCEMENT	227,753	219,403	8,350	3.8%
FUEL MITIGATION	153,324	171,858	(18,534)	(10.8%)
DEPRECIATION - Protective Service	140,691	140,691	-	0.0%
	1,384,014	1,371,317	12,697	0.9%
<u>TRANSPORTATION SERVICES</u>				
PUBLIC WORKS	1,153,200	1,045,029	108,171	10.4%
ROADS	868,441	815,510	52,931	6.5%
AIRPORT	232,943	237,360	(4,417)	(1.9%)
DEPRECIATION - Transportation Services	703,263	703,263	-	0.0%
	2,957,847	2,801,162	156,685	5.6%
<u>SOLID WASTE</u>				
RESIDENTIAL GARBAGE	141,463	142,031	(568)	(0.4%)
COMMERCIAL GARBAGE	282,299	207,081	75,219	36.3%
	423,762	349,111	74,651	21.4%

DESCRIPTION	2024 PROVISIONAL BUDGET	2023 FINAL BUDGET	2024-2023 BUDGET VARIANCE	% OF BUDGET INCREASE/DECREASE
<u>HEALTH, SOCIAL SERVICES & HOUSING</u>				
PUBLIC HEALTH	105,433	101,334	4,099	4.0%
DEPRECIATION - Health, Social Services & Housing	48,765	48,765	-	0.0%
	154,198	150,099	4,099	2.7%
<u>PARKS, RECREATION & CULTURE</u>				
PARKS	211,103	248,532	(37,429)	(15.1%)
LITTLE MAC SKI HILL	137,333	126,928	10,405	8.2%
RECREATION CENTRE	2,834,619	2,668,317	166,302	6.2%
DEPRECIATION - Parks, Recreation & Culture	689,308	689,308	-	0.0%
	3,872,363	3,733,084	139,279	3.7%
<u>FISCAL SERVICES</u>				
FISCAL EXPENSES	2,176,473	3,761,060	(1,584,587)	(42.1%)
	2,176,473	3,761,060	(1,584,587)	(42.1%)
TOTAL GENERAL EXPENSES	13,503,503	14,698,650	(1,195,146)	(8.1%)
REVENUE LESS EXPENSES				
NET SURPLUS (DEFICIENCY)	-			
<u>WATER OPERATIONS</u>				
REVENUE	980,388	823,236	157,153	19.1%
EXPENDITURES	980,388	823,236	157,153	19.1%
NET SURPLUS (DEFICIENCY)	-	-	-	
<u>SEWER OPERATIONS</u>				
REVENUE	706,851	638,664	68,187	10.7%
EXPENDITURES	706,851	638,664	68,187	10.7%
NET SURPLUS (DEFICIENCY)	-	-	-	

2.0% of potential property tax revenue directly transferred to
Capital Renewal Reserve (\$103,000)

6.2% of potential property tax revenue for operational costs (\$342,981)

2024 PROPOSED CAPITAL BUDGET

Projects	Budget	Reserves	Reserve Fund	Grants/ Others	Comments
GENERAL GOVERNMENT					
Audio Visual Upgrades (carry-on)	31,496			31,496	Prior Year Surplus
Community Signage	41,426	41,426	General Capital		
Computer Hardware Replacement	10,850	10,850	Capital Renewal		
	83,772	52,276		31,496	
FIRE DEPARTMENT					
Fire Hall Project (carry-on)	688,096	688,096	NCPG		
Pierce Ladder Truck Equipment (carry-on)	25,492	25,492	Fire Vehicle & Equipment Replacement		
Turn out Gear	45,000	45,000	Fire Vehicle & Equipment Replacement		
Wildland Fire Truck	250,000	250,000	Fire Vehicle & Equipment Replacement		
Pagers	19,500	19,500	Fire Vehicle & Equipment Replacement		
	1,028,088	1,028,088		-	
PUBLIC WORKS					
Road Paving (carry-on)	676,112	676,112	General Capital		
Commercial Garbage Truck (carry-on)	500,000	500,000	Vehicle & Equipment Replacement		
Paving Plan (carry-on)	32,527	32,527	General Capital		
Street Sweeper Replacement	422,740	422,740	Vehicle & Equipment Replacement		
Commercial Garbage Bins	338,527	338,527	Vehicle & Equipment Replacement		
Grader Replacement	600,000	600,000	Vehicle & Equipment Replacement		
	2,569,906	2,569,906		-	
RECREATION SERVICES					
Energy Reductions Project (carry-on)	2,969,432	593,886	Capital Renewal	2,375,546	Federal Government
Audio Visual Upgrades (carry-on)	31,000			31,000	Prior Year Surplus
Active Transportation Plan (carry-on)	31,511			31,511	Federal Government
Pool Tile Replacement	240,000	240,000	Capital Renewal		
Upgrade Main Bathrooms	15,000	15,000	Capital Renewal		
	3,286,943	848,886		2,438,057	
Total General Funds	6,968,709	4,499,156		2,469,553	

Projects	Budget	Reserves	Reserve Fund	Grants/ Others	Comments
WATER SERVICES					
Pressure Reducing Valves - Crysdale (carry-on)	155,743	155,743	Water		
Gantahaz Water Treatment (carry-on)	590,000	157,353	Water	432,647	Federal Government
	745,743	313,096		432,647	
SEWER SERVICES					
Lagoon Outfall Chamber (carry-on)	83,200	83,200	Sewer		
Sewer Flusher (carry-on)	100,000	100,000	Sewer		
	183,200	183,200		-	
Total Water and Sewer Funds	928,943	496,296		432,647	
PROPOSED 2024 CAPITAL BUDGET	7,897,652	4,995,452		2,902,200	

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: February 20, 2024

Subject: Food Cyclers Pilot Program

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

At the Regular Council Meeting held on June 26, 2023, Council took the step of endorsing the advancement of the Food Cyclers Pilot Program. This initiative marked a stride towards sustainable waste management within the District of Mackenzie. The pilot program encompassed the deployment of a total of 100 units, comprised of 67 FC-30s, denoting the smaller units, and 33 FC-100s, representing the larger units.

Staff engaged with the community through social media, radio and in person to promote the program. This was aimed to foster widespread participation and ensure the program's efficacy. After the engagement period staff distributed the machines in September to begin the 12-week program. Now that the pilot program is complete, Food Cycle Science will report to the municipality on the results, including the potential waste that was diverted from the garbage stream. Below are some additional facts regarding the results of the pilot program.

REDUCTIONS & SAVINGS

Based on the average user from the pilot project running 3.19 cycles per week for the FC-30 and 3.36 cycles per week for the Eco 5 this would eliminate 247.7 kg of food waste per year per household. This translates to 24.7 Metric tonnes of waste per year per 100 machines.

Green House Gas Reduction

100 Food Cyclers in Mackenzie will divert 32.2 MT CO₂ equivalents per year, the equivalent of sequestering carbon from 38.4 acres of forest.

Financial Savings

With the 100 Food Cycler units reducing food waste by 247.7 kg per household annually this would translate into \$2,430.40 of savings annually for the District of Mackenzie in tipping fees.

Area Reduction

If each participating household were to save the project average of 36.8 bags of garbage annually, it would lead to a reduction of 14,800 cubic feet of waste at the transfer station every year. This reduction is equivalent to eliminating 6.5 truckloads of waste transported to Prince George annually.

CONCLUSION

In conclusion, the endorsement of the Food Cycler Pilot Program represented a meaningful step forward in the District's commitment to sustainable waste management practices. The deployment of 100 units marked a proactive approach towards reducing the environmental footprint and promoting community engagement.

COUNCIL PRIORITIES:

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.

RESPECTFULLY SUBMITTED:

Luke Thorne, Land and Environmental Coordinator

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Operations

Date: February 21, 2024

Subject: DOM 24 – 01 Commercial Front Load Bear Resistant Garbage Bins

RECOMMENDATION:

THAT Council awards the DOM 24 – 01 Commercial Front Load Bear Resistant Garbage Bins in the amount of \$338,527 plus GST;

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

BACKGROUND:

At the Regular Meeting of January 8, 2024, Council directed staff to move forward with the purchase of a new commercial front load garbage truck and corresponding bear resistant bins. Council awarded the commercial garbage truck replacement to Rollins Machinery. Staff have since solicited quotes for the corresponding bear resistant bins.

PROCUREMENT:

In alignment with Policy 3.1 – Purchasing Procurement Procedures & Guidelines, the staff posted a Request for Proposal (RFP) for the purchase of Commercial Front Load Bear Resistant Garbage Bins. The RFP was posted on BC Bid and the District of Mackenzie website from January 30, 2024, through February 20, 2024. There were 6 proposals received from Choty Enterprises, Universal Handling Equipment, I.P.I. Ltd, Quadra Industrial Group, T&F Ironworks Ltd and Rollins Machinery.

All proposals are in the centre table file for further information.

Staff are recommending moving forward with purchasing the commercial front load bear resistant garbage bins from Universal Handling Equipment as it met all the specifications, had a timely delivery, and was the lowest bid price.

The new bins will be a front load style garbage bin that the District will be capable of dumping when the new front load garbage truck is delivered in April. This new truck and bins is similar to

what other communities are currently using in order to prevent bear encounters around garbage bins.

UPDATE:

With the information that staff had at the January 8, 2024 Council meeting, it was originally estimated that 80 commercial 3-yard bins would be required at a cost of \$183,000.

Upon further review and discussion with current customers the total number of bins required is 150. This includes the following:

Size	Quantity	Cost (inclusive of PST)
3 – yard bin	115	\$250,407
4 – yard bin	35	\$ 88,120

There is a 12 – 16 week delivery time from the confirmation and deposit date. Below is a picture of the proposed commercial front load bear resistant garbage bin.



BUDGETARY IMPACT:

\$338,527 would be allocated from the Vehicle and Equipment Replacement Reserve to support the recommendation.

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:

Jody Murray, Director of Operations

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor & Council

From: Recreation Services

Date: February 21, 2024

Subject: Recreation Access Program Update

RECOMMENDATION:

THAT Council direct staff on next steps.

BACKGROUND:

At the Regular Council Meeting on November 14, 2022, Council directed staff to provide a report reviewing the Recreation Access Program (Policy 8.1) eligibility requirements, income levels and referral/approval options, motion #32696.

The current program is for individuals with limited income and provides free facility access for 12 months. Applicant(s) must be a permanent resident who lives within the District of Mackenzie or surrounding area who qualify under one of the following categories:

- 1) *Referral* - Referred by the Ministry of Children & Family Development/Ministry of Social Development and Social Innovation.
- 2) *BC Seniors Supplement Recipient*.
- 3) *Others in Need* - Providing the previous years' Notice of Assessment that is below the qualifying income levels on the application form.

Qualifying Income Levels	
# in family	Level of household income yearly
1	\$18,000.00
2	\$22,453.00
3	\$28,541.00
4	\$32,973.00
5	\$35,973.00
6	\$38,973.00
7	\$41,916.00

The current low income cut-off levels for statistics Canada are slightly above our existing program levels based on population under 30,000:

Low income cut-off		Low income cut-offs before tax, 1992 base			
Geography		Canada			
Community size	Family size	2018	2019	2020	2021
Population under 30,000	1 person	20,301	20,696	20,848	21,548
	2 persons	25,271	25,764	25,953	26,825
	3 persons	31,068	31,673	31,906	32,978
	4 persons	37,722	38,457	38,740	40,041
	5 persons	42,783	43,617	43,938	45,413
	6 persons	48,253	49,193	49,555	51,219
	7 persons or more	53,722	54,769	55,172	57,024

Here are some other low income cut-off levels, selected by proximity to Mackenzie and/or similar population:

Population	24,115	2,970	2,611	2,799	
Family Size	Quesnel	Pemberton	Fort Nelson	Cowichan Bay	Average
1	\$20,848	\$18,192	\$37,957	\$27,514	\$26,128
2	\$25,953	\$22,647	\$44,322	\$34,254	\$31,794
3	\$31,906	\$27,841	\$54,728	\$42,110	\$39,146
4	\$38,740	\$33,804	\$57,692	\$51,128	\$45,341
5	\$43,938	\$38,339	\$82,717	\$57,988	\$55,746
6	\$49,555	\$43,242	\$85,674	\$65,400	\$60,968
7+	\$55,172	\$48,142	\$88,633	\$72,814	\$66,190

SUMMARY:

The intent of the Recreation Access Program is to allow recreation facility access for residents of Mackenzie and surrounding area who are in financial need or are referred to the program via Ministry of Children & Family Development/Ministry of Social Development and Social Innovation. As of January 1, 2024, we currently have 50 adult users, 30 youth users, and 17 child users on this program.

Staff feel that increasing the qualifying income level, adding additional referral options such as School District 57 and/or Mackenzie Community Services, and offering Little Mac season passes will increase the uptake of this program. Therefore, helping to improve the lives of more members in our community.

The free facility access memberships and Little Mac season passes would incur minimal costs and loss of revenue, as most applicants would not have previously purchased a membership.

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

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Mayor Joan Atkinson

Date: February 26, 2024

Subject: Activity for month of January 2024

Date:	Activity:
January 8	CAO Smith and I met with MLA Mike Morris.
January 11	Participated in Zoom Presentation on BC's draft Biodiversity and Ecosystem Health Framework. This will set the direction for prioritizing biodiversity and ecosystem health across the province.
January 12	Reached out to Conservation Officer Service to inform them of District's decision to purchase new commercial garbage truck and bear resistant bins. News was very well received by both our local CO Hilary Desmarais and Omineca Zone Sergeant Eamon McArthur.
January 15	Met with Ministry of Forests District Manager Ryan Bichon.
January 16	Attended Northern Medical Programs Trust Directors' Meeting in Prince George. For the academic year 2022/2023, 146 awards were given to students pursuing health careers who are studying at the University of Northern British Columbia.
January 16-18	Attended the Natural Resource Forum in Prince George. This year's forum hosted 1,400 participants. It was a great opportunity to chat with MLA's involved in the Natural Resource ministries. I also had the opportunity to meet MLA Andrew Mercier who was recently appointed Minister of State for Sustainable Forestry Innovation. I let Minister Mercier know I would be providing him with a written report on the history of Mackenzie, the state of forestry in Mackenzie, our ongoing challenges and opportunities that require government support, including tenure redistribution.
January 22	Participated in Northern Development Initiative Trust (NDIT) Regional Advisory Committee Meeting. In 2023 a total of 85 projects in the Prince George Region were approved. A total of \$4,112,010 was disbursed across the Region. Mackenzie received \$499,829 which included \$148,077 awarded to the District of Mackenzie.

January 24-25	Participated in Regional District of Fraser-Fort George monthly meetings. I have been re-elected as Chairperson of the Regional Hospital Board. There has been plenty of discussion regarding the increased tax requisitions required to fund the expansion at University Hospital.
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Respectfully Submitted,
Mayor Joan Atkinson

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council
From: Councilor Wright
Date: February 2024
Subject: Report for February 2024

Councilor Wright Council Appointments:

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

Alternate For:

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

Activities:

Date:	Activity	Council Appointment:
January 31-February 2, 2024	Attended the Local Government Leadership Academy (LGLA) Conference in Richmond, BC. Sessions included: Day One: i) Keynote address by Frank Leonard, former Mayor of Saanich. His speech talked about the push and pull of the relationships of elected officials and municipal staff. ii) Workshop facilitated by Cicely Belle Blain from Bakau Consulting. The workshop focused on power dynamics of elected officials and equity seeking groups, and how these concepts interact. iii) Panel discussion on living and learning with Indigenous governments featuring MLA Adam Olsen, A.C.R.D. Chair and Chief Councilor for the Huu-ay-aht First Nation John	Touched on multiple appointments throughout conference.

	<p>Jack Sayaacath and Eric Nyce from the Nisaga'a Lisims Government.</p> <p>Day Two:</p> <ul style="list-style-type: none"> i) An update from the Municipal Finance Authority. ii) An update from BC Assessment on the 2023 Assessment Roll, and certain trends and insights from it. iii) An address from the Official Opposition given by MLA Shirley Bond. iv) Presentation from Young Anderson Barristers around recent changes to Provincial Legislation (Bill 44) on land use and housing and the new rules municipalities will have to follow because of the changes. v) An address from the leader of the Green Party of BC MLA Sonia Furstenau. vi) A "Budgeting 101" conversation with former Summerland CAO Linda Tynan. <p>Day Three:</p> <ul style="list-style-type: none"> i) Presentation by Kim Fowler, Manager of Long-Range Planning for the RD of Nanaimo, presenting on the importance of factoring in climate change to all planning decisions. ii) Presentation from a representative of Destination BC to talk about trends in tourism, the importance of tourism to municipalities and some initiatives they are working on. 	
February 12, 2024	Meeting with cohort as Family and Youth Ambassador with Foundry BC.	Education Liaison
February 13, 2024	Chaired the College of New Caledonia's Mackenzie Campus Community Advisory Committee meeting.	Education Liaison
February 16, 2024	Attended meeting hosted by Mackenzie Community Services (MCS) Seniors Programming staff around potential new projects around Food Security and Social Meals. Representatives from School District 57, the Mackenzie Men's Shed, the Mackenzie Legion and the New Horizon's project and MCS's youth programs were present.	Education Liaison and New Horizons Liaison

Respectfully Submitted,
Councilor Wright