

**COUNCIL MEETING
AGENDA**

Date: Monday, June 24, 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) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and (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 - June 10, 2024

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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

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

THAT Council receives this information.

- | | | |
|-------|---|----|
| 7.1.1 | Letter to Ministry of Municipal Affairs
The City of Prince George is joining other local governments in requesting that the Ministry re-evaluate planned legislative changes to the annual tax sale process. They invite other local governments who share these concerns to write the Ministry as well. | 12 |
| 7.1.2 | Shipping Container Request Letter
Mackenzie Mixed Slo-Pitch is requesting District's approval to have one shipping container placed at the Cicada Ball Diamonds for storage use. | 13 |

7.2 For Consideration:

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

- | | | |
|-------|--|----|
| 7.2.1 | Saulteau Nation Press Release
The Saulteau First Nation has joined the McLeod Lake Indian Band as an equal owner and proponent in a proposed "straddle plant" to be built and operated by on McLeod Lake Indian Band reserve land near Prince George. | 14 |
| 7.2.2 | Quarterly Update from Williston Lake Elders Society
An update on developments since the March 12, 2024 Williston Lake Elders Society Forum. | 15 |
| 7.2.3 | District of Taylor World Invitational Class "A" Gold Panning Championships
The District of Taylor is inviting members of Council to attend the 52nd Annual World Invitational Class "A" Gold Panning Championships on August 2nd, 3rd, and 4th, 2024 at Peace Island Park, Rocky Mountain Forts, in Taylor.

The District of Taylor is also extending a special invitation to compete in the Media/Celebrity/Sponsorship Panning Event, which will be held on Saturday August 3rd at 12:00pm. | 16 |

7.2.4	11th Annual Resource Breakfast Series Invitation Sarah Weber, Preident and CEO, C3 Alliance, invites members of Council to the 11th Annual Resource Breakfast Series on September 17th, 18th, and 19th 2024, at the Terminal City Club in Vancouver.	17
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7.3 Centre Table File

8. ADMINISTRATIVE REPORTS

THAT Council approves the District of Mackenzie’s Statement of Financial Information for 2023.

8.1	<u>District of Mackenzie Water System Annual Report 2023</u>	18
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THAT Council receives this report for information.

8.2	<u>2024 Paving Program Update</u>	57
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THAT Council receives this report for information.

8.3	<u>Pool Floor Replacement – SoftCrete Rubber Surfacing</u>	62
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THAT Council awards the Contract to supply Softcrete Rubber Surfacing to Hesski Contracting LTD in the amount of \$117,095 plus GST;

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

8.4	<u>2023 Statement of Financial Information (SOFI)</u>	64
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THAT Council approves the District of Mackenzie’s Statement of Financial Information for 2023.

8.5	<u>Draft 2023 Annual Report</u>	118
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THAT Council receives this report for information.

8.6	<u>Land Referral - Application for a Section 56/57 Mackenzie Rocky Mountain Riders</u>	157
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THAT Council directs Administration on how to respond to the referral request.

9. COUNCIL REPORTS

9.1	<u>Mayor's Report</u>	
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9.1.1	Mayor Atkinson May 2024 Activity Report	178
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9.2 Council Reports

9.2.1 Councillor Wright May June 2024 Report

180

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS

12.1 Bylaw No. 1517 Zoning Amendment (Provincial Housing Update)

183

THAT Zoning Amendment Bylaw No. 1517, 2024 be given a third reading and adoption.

13. NOTICE OF MOTION

14. COMING EVENTS

15. INQUIRIES

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

16. ADJOURNMENT

Regular Council Meeting

Minutes

June 10, 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, Director of Operations J. Murray, Director of Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant C. Smith

1. **CALL TO ORDER**

CALLED TO ORDER AT 7:15pm.

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: 33422

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 (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report] and Section 90 (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED

2. **ADOPTION OF MINUTES**

2.1 COTW- May 27, 2024

The minutes of the Committee of the Whole Meeting held on May 27, 2024 were adopted as presented.

2.2 Regular Meeting - May 27, 2024

The minutes of the Regular Meeting held on May 27, 2024 were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

N/A

4. ADOPTION OF AGENDA

Resolution: 33423

Moved by: Councillor K. Tapper

THAT the Agenda be adopted as presented.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

Shannon Bezo, President of the Mackenzie Chamber of Commerce, mentioned she could answer any of Council's questions regarding item 7.1.4 if needed.

6. PETITIONS AND DELEGATIONS

6.1 License to Use - Barn Extension

Rob and Christine Souka, residents, presented to Council regarding proposed changes to the License-to-Use policy and their wish to amend their license-to-use agreement and potentially purchase the land from the District.

6.2 License to Use - Fencing

Andre Garon, resident, presented to Council requesting to be able to apply for a license-to-use to put a fence between his property and his neighbour's.

Resolution: 33424

Moved by: Councillor A. Hipkiss

THAT staff bring back a report regarding the District's License-to-Use policy with recommendations for amendments to address the issues presented at the meeting as well as other identified with program.

CARRIED

7. **CORRESPONDENCE**

Resolution: 33425

Moved by: Councillor J. Wright

THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 2024 UBCM Meeting Appointments

Council requested staff prepare meeting requests for the following Ministries and organizations at the upcoming Union of BC Municipalities conference:

- Honourable Rachna Sigh, Minister of Education and Child Care
- Honourable Bruce Ralston, Minister of Forests
- Honourable Ravi Kahlon, Minister of Housing
- Honourable Adrian Dix, Minister of Health
- Honourable Jennifer Whiteside, Minister of Mental Health & Addictions
- Honourable Rob Fleming, Minister of Transportation
- Honourable Brenda Bailey, Minister of Jobs, Economic Development and Innovation

7.1.2 UBCM Convention - Invitation to Meet with BC Hydro

Resolution: 33426

Moved by: Councillor V. Brumovsky

THAT staff submit a meeting request with BC Hydro at the Union of BC Municipalities conference in September 2024.

CARRIED

7.1.3 Request for Support for Canadian Council for the Arts: Cultivate Grant

Resolution: 33427

Moved by: Councillor J. Wright

THAT the District of Mackenzie supports the application to the Canadian Council for the Arts: Cultivate from the Mackenzie Community Arts Council for their Project, the Creative Hands of the North Talent Hub, with Recreation Services as one of their stakeholders to the pilot project.

CARRIED

7.1.4 Mackenzie Chamber of Commerce - Expansion Project

Councillor Brumovsky left the meeting to avoid a conflict of interest. He returned following the discussion and vote.

Resolution: 33428

Moved by: Councillor A. Barnes

THAT Council provides a letter of support towards the Mackenzie Chamber of Commerce's application for their expansion project to the South Peace Mackenzie Trust as noted in their letter.

CARRIED

7.2 For Consideration:

N/A

8. ADMINISTRATIVE REPORTS

8.1 Building Inspection Services

Resolution: 33429

Moved by: Councillor A. Barnes

THAT Council authorize the District to enter the attached building inspection services agreement with Praxis Solutions in the amount of \$6,750 per month, plus \$240 per occurrence to travel to Mackenzie, BC, plus GST;

AND THAT, for the term of the agreement, the Building Inspectors at Praxis Solutions 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;

AND THAT the Chief Administrative Officer be delegated the authority to renew the contract following expiration if mutually agreed.

CARRIED

8.2 DOM 24 - 02 Grader Replacement

Resolution: 33430

Moved by: Councillor V. Brumovsky

THAT Council awards the DOM 24 - 02 Grader Replacement to Brandt Tractor Limited in the amount of \$644,755 plus GST;

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

CARRIED

8.3 Zoning Amendment Bylaw No. 1517 (Housing Update)

Resolution: 33431

Moved by: Councillor V. Brumovsky

THAT Council receive this report for information;

AND THAT Council waives the requirement for a public hearing.

CARRIED

8.4 Zoning Amendment Bylaw No. 1518 (Shipping Container)

Resolution: 33432

Moved by: Councillor J. Wright

THAT Council receives this report for information.

CARRIED

8.5 Resident Concerns – Roaming Cats

Resolution: 33433

Moved by: Councillor V. Brumovsky

THAT Council receives this report for information.

CARRIED

9. COUNCIL REPORTS

9.1 Mayor's Report

N/A

9.2 Council Reports

N/A

9.2.1 Councillor Brumovsky

Councillor Brumovsky provided a written report.

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

N/A

12. BYLAWS

12.1 Zoning Amendment Bylaw No. 1517, 2024

Resolution: 33434

Moved by: Councillor A. Hipkiss

THAT Zoning Amendment Bylaw No. 1517, 2024 be given first two readings.

CARRIED

12.2 Zoning Amendment Bylaw No. 1518, 2024

Resolution: 33435

Moved by: Councillor J. Wright

THAT Zoning Amendment Bylaw No. 1518, 2024 be given first two readings.

CARRIED

13. NOTICE OF MOTION

N/A

14. COMING EVENTS

14.1 MORATA Bike Rally

Saturday, June 8, 2024 from 10:30 am - 2:30 pm at the Mackenzie Recreation Centre.

15. INQUIRIES

Shannon Bezo, resident, commented that she was surprised Council did not add Honourable Brenda Bailey of the Ministry of Jobs, Economic Development and Innovation to the list of Minister meeting requests for the Union of BC Municipalities conference. She indicated that Minister Bailey had met with the Mackenzie Chamber of Commerce recently and had shared that there are supports and funding opportunities available for communities to support economic development. Shannon Bezo indicated that Council may benefit from speaking to her about these opportunities and tourism during the meeting.

Resolution: 33436

Moved by: Councillor J. Wright

THAT Council submit a Union of BC Municipalities Minister meeting invite to Honourable Brenda Bailey of the Ministry of Jobs, Economic Development, and Innovation.

CARRIED

16. **ADJOURNMENT**

Resolution: 33437

Moved by: Councillor A. Hipkiss

THAT the meeting be adjourned at 8:45 pm.

CARRIED

Mayor

Corporate Officer



OFFICE OF CITY COUNCIL

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

14 June 2024

Honourable Anne Kang
Minister of Municipal Affairs
Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister Kang,

On behalf of the City of Prince George, we write to express concern regarding the proposed changes to the tax sale process, as outlined in Parts 5 and 6 of Bills 3 – 2023 and 42 – 2023 respectively (the “Amendments”) and to request that you work with municipalities to address concerns.

As you know, the proposed Amendments are in response to recommendations from the Office of the Ombudsperson following a complaint regarding a property sold at tax sale in the City of Penticton. While perhaps well intentioned, the Amendments in their current form present a risk of non-compliance on the part of municipal governments, while failing to provide the safeguards sought by the BC Ombudsperson.

Our staff share the concerns expressed by other municipalities. Specifically, we believe that the obligation to notify property owners and charge holders that a property is subject to tax sale by means of registered mail or personal service, no less than 60 days prior to the tax sale is unworkable. The City is mandated to wait for several independent taxing authorities (e.g. BC Assessment as one example) to provide their collection requisitions or taxing rates before finalizing the tax notices and before identification of delinquent accounts can be verified. As the taxing authority information is generally not provided until April of the given year, this adds additional pressures to this process without a recognized benefit.

Additionally, based on past experience with providing post-sale notice, we anticipate a large number of applications for substitute service will be required to come before the Courts to complete service, due to the City’s inability to confirm receipt of registered mail or effect personal service. Not only does this impose an unbearable administrative and financial burden on the City of Prince George and other local governments, but it will also overwhelm the Court system with an enormous number of substitute service applications by local governments at a time when there is already pressure on court services. Moreover, work performed to try and meet these new requirements will in turn detract from existing efforts made by our staff to work with property owners to bring their accounts into good standing prior to tax sale.

Also, in our experience a significant number of property owners wait until shortly before the day of the annual tax sale before clearing their outstanding balances. It is also known that financial institutions regularly take action in response to tax sale notices and initiate foreclosure proceedings to avoid the risk of monetary loss in the event of a change in ownership as a result of a tax sale. By mandating that all charge holders are notified in advance of the tax sale, there is real risk that financial institutions may initiate foreclosure proceedings at this earlier stage, which could result in property owners losing their homes.

We believe that these changes are unworkable and do not guarantee improvements to an already well managed process. We believe a broader review of the entire tax sale process should take place. We strongly urge you to take our concerns into consideration and work in partnership with municipalities to build a process that is workable to achieve the original desired objectives of the BC Ombudsperson.

Sincerely,

Prince George City Council

To the Mayor and Council members of the District of Mackenzie

I am writing on behalf of The Mackenzie Mixed Slo-Pitch League. I am looking to get approval to have one Sea-can placed at the Cicada Ball Diamonds for the use of storage. Upon approval and delivery of the Sea-can we will follow all bylaws by painting the Sea-can to match the current dugouts and ensure it is properly vented. We will not be storing and fuels in this area as we do not own any equipment that requires it.

The Mackenzie Mixed Slo-Pitch league has agreed to store all the Mackenzie Minor balls equipment as it is currently being stored in the Ernie Bodin Centre. With the Ernie Bodin set to be demolished we are needing a larger storage area at the diamonds to house all of leagues maintenance equipment as well as the remaining gear for minor baseball.

Our current storage located behind diamond 2 is very old and currently falling apart. I feel it is a safety hazard as kids like to climb on the tin roof and sit up there. This structure is too small for our growing storage needs and upon approval we will look at having this structure removed. By removing this structure it will help improve the safety of the area while beautifying it at the same time.

Thank you for your time and consideration, I look forward to coming to mutual agreement that benefits both of us to help grow and beautify the Cicada ball diamonds while creating safe and usable storage for the user groups.

President of Mackenzie Mixed Slo-Pitch

Jesse McDonald



June 10, 2024

For Immediate Release

McLeod Lake Indian Band welcomes Saulteau First Nation as Equal Partner in Proposed northern BC Straddle Plant

McLeod Lake, BC. The Saulteau First Nation (SFN) has joined the McLeod Lake Indian Band (MLIB) as an equal owner and proponent in a proposed “straddle plant” to be built and operated by on MLIB reserve land near Prince George.

“We are pleased to welcome the Saulteau First Nation into this exciting project,” says MLIB Chief, Harley Chingee. “This project, should it proceed, will provide tremendous economic benefit and well-paying long-term jobs to both of our communities for many decades. Employment and contracting opportunities will not be limited to McLeod Lake and Saulteau, but will extend to other BC First Nations and all British Columbians.”

SFN Chief Rudy Paquette offered the following: “Saulteau is excited about the potential opportunity this investment presents not just to Saulteau but to every community in northeast BC. It is by building strong partnerships, that incorporate the expertise, experience and leadership of each partner that create the conditions to allow a project to shift from the drawing board to reality. This partnership is a great example of local Nations taking the lead, working together to attract investment, jobs and opportunity to northeast BC; ensuring that the resources that are extracted from our lands are bringing the maximum benefit to our region, improving the quality of life for every community in the Peace.”

The proposed multi-billion dollar plant would remove natural gas liquids (“NGLs”) from the T- South gas transmission line, which runs through MLIB’s Kerry Lake #9 Reserve, move NGLs by rail to Prince Rupert, BC, and then export these NGLs to global markets.

Matt Buchholz, CEO representing MLIB and SFN, offered “this is an incredibly fulfilling project to be part of. It addresses two critical aspects that we know are important to both the Province of British Columbia and Canada, as well as to me personally. The first is Indigenous economic reconciliation. This represents one of the largest On-Reserve clean energy projects in Canadian history. The McLeod Lake Indian Band and Saulteau First Nation will derive material economic benefit for many decades as a result of this project. The second is decarbonization in British Columbia. Removing NGLs from this gas stream will achieve the equivalent of removing 22,000 cars per year from the road -it is a carbon negative project. The Clean Energy Major Projects Office has been a key contributor in advancing the project and we are excited to continue to work with them to progress this project to FID.”

QUARTERLY UPDATE

WILLISTON LAKE ELDERS SOCIETY

Developments since March 12/24 Forum

• Contact with Vanderhoof

We have made contact with Connexus community services in Vanderhoof to ask questions on the process of seniors residences. It was recommended to hire a consultant in the future.

• Contact with Northern Health

We have met with Northern Health, the mayor and CAO of Mackenzie, and hospital admin. Discussion of current supports and community needs. Representatives of Northern Health recommended an analysis of the community needs before making commitments.

• Reached out to First Nations Communities

The vision of the society is to include the First Nations Communities around Williston Lake therefore a letter of introduction has been sent to the communities of McLeod Lake, Kwadacha First Nations, and Tsay Keh Dene.

• Formed Society

Officially formed the Williston Lake Elders Society and registered as a non-profit on March 27/2024.



Purpose:

To advocate for a long-term care facility in Mackenzie BC, supporting communities of the Williston Lake Area.

BOARD MEMBERS

- President - Jackie McCulloch
- Vice President - David Fogarty
- Secretary - Liz Blackburn
- Treasurer - Beth Denman
- Director - Lawrence Napier
- Director - Knut Herzog
- Director - Tianna Klein
- Director - Alicia Taylor
- Director - Debbie Wallace
- Counsel Liason - Jesse Wright

Check out our Facebook Page -
Williston Lake Elders Society
or for more information

email willistonlakeelders@outlook.com

World Invitational Class "A" Gold Panning Championships



August 2nd, 3rd, 4th, 2024
Peace Island Park

June 12, 2024

Dear Prospective Participant,

We invite you to join us for the 52nd Annual World Invitational Class "A" Gold Panning Championships on August 2nd, 3rd, 4th, 2024 at Peace Island Park, Rocky Mountain Forts, in Taylor.

We are also extending you a special invitation to compete in the Media/Celebrity/Sponsorship Panning Event, which will be held on Saturday, August 3rd at 12:00pm.

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

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

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

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

Yours truly,

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

RECEIVED
JUN 17 2024

DISTRICT OF
MACKENZIE



June 6, 2024

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

Dear Mayor and Council,

Re: Invitation to the 11th Annual Resource Breakfast Series – September 17, 18, 19, 2024

It is my pleasure to invite you to the *11th Annual Resource Breakfast Series* scheduled for September 17, 18, and 19, 2024 at the Terminal City Club in Vancouver, BC. The Resource Breakfast Series promises an exceptional experience, bringing together Resource Ministers, Local Government Representatives, and natural resource sector leaders for insightful discussions on the latest news, advancements, and future strategies in BC's natural resource sectors.

Event Details:

Date:	September 17, 18, and 19	Location:	Terminal City Club, Vancouver
Time:	7:00 – 8:30 am	Dress Code:	Business Casual
Style:	Plated Breakfast	Price:	\$31.00 + tax per breakfast

Registration: <https://www.eventbrite.ca/e/11th-annual-resource-breakfast-series-tickets-866938184447>

Continuing its tradition of fostering a welcoming atmosphere, the annual Resource Breakfast Series remains a cornerstone event, facilitating meaningful exchanges. Through engaging presentations, attendees will gain valuable insights into the newest resource initiatives and developments. Speaker announcements to follow shortly.

This exclusive event is reserved for elected officials and sponsoring companies, ensuring a focused and intimate atmosphere for meaningful discussions. While the series operates independently from the UBCM convention, it provides a platform for Local Area Government, Provincial Government officials, and invited sponsors to engage in insightful conversations about BC's natural resource sector. General tickets are not available for purchase.

We look forward to seeing you at the 11th Annual Resource Breakfast Series. Please reach out to events@c3alliance.ca if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sarah Weber".

Sarah Weber, P.Geo., MBA
President & CEO, C3 Alliance



580 – 688 West Hastings Street
Vancouver, British Columbia
V6B 1P1, Canada

(604) 343-4847
info@c3alliance.ca
www.c3alliance.ca

COUNCIL REPORT

To: Mayor and Council

From: Public Works

Date: June 19, 2024

Subject: District of Mackenzie Water System Annual Report 2023

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

To maintain compliance with the *Drinking Water Protection Act* an annual report must be prepared for water systems permitted by the Northern Health Authority. Attached to this report is the District of Mackenzie Water System Annual Report for 2023.

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

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

Joe Murray, Director of Operations

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

June 19, 2024

DISTRICT OF MACKENZIE WATER SYSTEM ANNUAL REPORT - 2023

Client: District of Mackenzie

L&M Project No.: 1044-67

L&M ENGINEERING LIMITED

1210 Fourth Avenue, Prince George, BC V2L 3J4

Phone: (250) 562-1977

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1 INTRODUCTION

The District of Mackenzie (“The District”) operates three separate water distribution systems (Town, Airport, & Gantahaz) which are permitted by the Northern Health Authority (NHA). This 2023 Water System Annual Report has been prepared on behalf of the District as part of the District’s Water System Operating Permit conditions. This report summarizes the following for each of the systems:

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

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

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

2 COMMUNITY PROFILE

2.1 *Community*

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

2.2 Population

Mackenzie is a town dependent on resource industries and as such the population fluctuates based on commodity market conditions. The District of Mackenzie is working hard to diversify its economy to ensure it can weather downturns in the resource industries. As shown in Table 1: Mackenzie Population Summary the population of Mackenzie has stabilized since the dramatic downturn of the local economy that happened in 2009 and the resulting population decrease. Based on information from the District the population has remained unchanged since the last census in 2021. Currently, the population of the community is projected to remain relatively constant with a net population increase of four percent between 2011 and 2036.

Table 1: Mackenzie Population Summary

Year	Total Population	Total Connections	Townsite Population	Townsite Connections	Gantahaz Population	Gantahaz Connections
2011	3507	1513	3257	1429	250	84
2012	3548	1532	3295	1447	253	85
2013	3590	1552	3334	1466	256	86
2014	3631	1571	3372	1484	259	87
2015	3673	1591	3411	1502	262	88
2016	3714	1610	3449	1521	265	89
2017	3714	1610	3449	1521	265	89
2018	3714	1610	3449	1521	265	89
2019	3714	1610	3449	1521	265	89
2020	3714	1610	3449	1521	265	89
2021	3281	1610	3449	1521	265	89
2021	3281	1610	3449	1521	265	89
2022	3281	1610	3449	1521	265	89

Notes:

 Census Data

2.3 Climate

Mackenzie has cold winters and warm summers with a substantial significant number of days without rain as shown in Table 2: Mackenzie Climate Summary below. In the winter there is generally snow cover from November until April each year. There is consistent precipitation throughout the whole year, however, in the summer the rainfall often comes

in short heavy rains. On the Environment Canada website, the Precipitation Data from March to June 2022 looks to be missing but not flagged.

Table 2: Mackenzie Climate Summary

	Average Maximum Temperature (°C)		Precipitation (mm)		Maximum Summer Temperature (°C)	Summer Days Without Rain
	May - Oct	Nov - Apr	May - Oct	Nov - Apr		
2011	16.1	-1.1	368	187	28.4	42
2012	17.0	-0.5	227	141	30.6	54
2013	18.8	-0.2	277	194	31.8	56
2014	18.8	-1.6	279	202	34.2	64
2015¹	18.2	1.0	101	148	31.5	78
2016¹	17.4	1.7	186	78	28.5	73
2017	18.1	-2.1	288	135	32	70
2018¹	17.8	-1.0	141	51	33.4	70
2019	16.5	-0.3	305	180	27.8	48
2020¹	16.5	0.0	393	143	29.7	40
2021	18	-1.1	257	335	38.7	58
2022¹	19.0	-2.0	74.4	77.9	28.4	91
2023	20.2	1.6	30.1	56.1	32.7	69

Notes:

Source: Environment Canada Historical Climate Data

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

¹ Missing Precipitation Data

3 MACKENZIE WATER SYSTEM OVERVIEW

3.1 Town Water System

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

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

Table 3: Town Water System Well Identification Numbers

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

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



Figure 1: Town Reservoir & Booster Station

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

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

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

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

The significant conclusions of the study were as follows:

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

The recommendations of the study were as follows:

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

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

Improvements are planned for the Town water system in summer 2024 as follows:

- Six Hydrants are to be rebuilt.
- One Hydrant to be replaced.
- Continued cross connection awareness and remediation.
- Reservoir cleaning
- Ongoing training.

3.2 *Gantahaz Water System*

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

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

Table: Gantahaz Water System, Well Identification Numbers.

Well #	WIN
1	21376
4	21356

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

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

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

manually operated gas-powered generator that can be used to power the station in a power outage.

Booster station controls, variable frequency drives, and other building envelope improvements were completed in 2019.



Figure 2: Gantahaz Booster Station and Reservoir

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

Improvements are planned for the Gantahaz water system in 2024 as follows:

- New Water Treatment Plant
- Hydrant rebuild and maintenance.
- Continued cross connection awareness and remediation.
- Ongoing training.

3.3 Airport Water System

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

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

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

4 TREATMENT & DISINFECTION

4.1 Town Water System

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

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

4.2 *Gantahaz Water System*

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

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

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

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

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

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

The conclusion of the study was that a new water treatment plant is required to reduce the levels of iron and manganese at that time to acceptable levels. The District has selected a

Design-Build Contractor to design and construct a new water treatment plant with an anticipated operational date of December 2024.

5 WATER SYSTEM OPERATION & MAINTENANCE

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

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

Daily tasks performed in 2023 include:

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

Weekly tasks performed in 2023 include:

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

Monthly tasks performed in 2023 include:

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

Periodic, or "as-needed" tasks include:

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

- Water quality is discussed in Section 7.

6 WATER CONSUMPTION - 2023

6.1 Town Water System

The total water distributed to the Town distribution system in 2023 was 627,853 m³. Table 4: Town Water System Consumption shows the monthly water consumption for the Town Water system. The average daily flow and average daily per/capita flow for 2023 was 1,719 m³/day and 499 L/day/person respectively. The average daily flow in 2023 was slightly higher than 2022, 2021, 2020, 2019 and 2018 which were 1,617 m³/day 1,513 m³/day 1,432 m³/day, 1,483 m³/day, and 1,580 m³/day respectively.

Table 4: Town Water System Consumption

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

6.2 Gantahaz Water System

The total water distributed to the Gantahaz distribution system 2023 was 45,823 m³. Table 5: Gantahaz Water System Consumption shows the monthly water consumption for the Gantahaz system. The average daily flow and average daily per/capita flow for 2023 was 125 m³/day and 474 L/day/person respectively. The average daily flow in 2023 was significantly higher than 2022, 2021, 2020, 2019, and 2018 which were 104 m³/day, 119 m³/day, 71 m³/day, 87 m³/day, and 90 m³/day respectively.

Table 5: Gantahaz Water System Consumption

Month	Total Monthly Flow (m ³)	Average Daily Flow (L/s)
January	2663.2	0.99
February	2208.3	0.91
March	1384.1	0.52
April	4790.3	1.85
May	6019.5	2.25
June	8992.5	3.47
July	6337.2	2.37
August	5511.8	2.06
September	2645.5	1.02
October	1842.9	0.69
November	1627.3	0.63
December	1800.5	0.67

6.3 Airport Water System

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

7 WATER QUALITY MONITORING

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

7.1 Chemical Testing Requirements:

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

7.2 Bacteriological Testing Requirements:

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

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

Table 6: DWPR Water Quality Standards

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

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

Table 7: Water Sampling Parameters, Locations, and Frequency

Parameter	Frequency	Locations	Comments
Town System			
Escherichia coli, Total Coliforms	Minimum five per month	<ul style="list-style-type: none"> Mackenzie Hospital Pumphouse #1 (Well #1 & #5) Pumphouse #2 (Well #4) Public works office Town Booster Station Northwest Quadrant (Munro Crescent, Blackwater Crescent, Crooked River Crescent) Southeast Quadrant (Pine Crescent, Parsnip Crescent) 	Sample locations are rotated

Comprehensive Drinking Water Test	Minimum Annually	Town booster station, and various locations throughout the town system.	Including total and dissolved metals.
Gantahaz System			
Escherichia coli, Total Coliforms	Minimum twice per month	<ul style="list-style-type: none"> • Gantahaz booster station • Gantahaz Well #4 • Gantahaz Well # 1. • Distribution System (including Columbia Drive, Manitoba Drive, Yukon Drive, and Saskatchewan Drive) 	Sample locations are rotated
Comprehensive Drinking Water Test	Minimum Once every three years	Gantahaz booster station, Well #1, Well #4, and various locations throughout the Gantahaz subdivision.	Including total and dissolved metals.
Airport System			
Escherichia coli, Total Coliforms	Monthly	Airport	
Comprehensive Drinking Water Test	Once every five years	Airport	Including total and dissolved metals.

8 WATER QUALITY RESULTS

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

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

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

following: <https://www.healthlinkbc.ca/healthlinkbc-files/preventing-water-borne-infection>.

With regards to the 2023 water quality testing summarized below, there are a few parameters that exceed the guidelines or exceeded the guidelines in previous years. The parameters that were above the guidelines or were above the guidelines in previous years are the following:

Table 8: Parameters Exceeding Guidelines

Location	Parameter	Guideline	Number of Samples	Number of Samples Over Guideline	Minimum	Average	Maximum
Town (Source)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	1	Above AO = 1	0.065	0.065	0.065
Town (Source)	Iron (Fe) - Total	AO ≤ 0.3 mg/L	1	Above AO = 0	0.097	0.097	0.097
Town (Distribution)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	4	Above AO = 4	0.030	0.041	0.071
Town (Distribution)	Iron (Fe) - Total	AO ≤ 0.3 mg/L	4	Above AO = 0	0.064	0.117	0.254
Town (Distribution)	Turbidity	OG ≤ 1 NTU	4	Above OG = 2	0.50	1.40	2.37
Gantahaz (Source)	Iron (Fe) - Total	AO ≤ 0.3 mg/L	1	Above AO = 0	0.138	0.138	0.138
Gantahaz (Source)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	1	Above AO = 1	0.117	0.117	0.117

MAC = Guidelines for Canadian Drinking Water Quality Maximum Acceptable Concentration

AO = Guidelines for Canadian Drinking Water Quality Maximum Aesthetic Objective

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

8.1 Bacteriological Testing Results

In 2023, there were 114 Bacteriological Samples taken throughout the District's three systems with each sample tested for E. Coli and Total Coliforms. The Town System had 90 samples taken, Gantahaz System had 12 samples with 1 rejected due to a delay in the lab receiving the sample, and the Airport System had 12 samples taken. A summary of the results of the bacteriological water quality sampling is provided in Table 9: Bacteriological

Sampling Results. There were no samples in the last year that detected the presence of E. Coli or Total Coliforms.

Table 9: Bacteriological Sampling Results Summary

Parameter	Location	Number of Samples	Minimum	Maximum	Average	Guideline
E. Coli (MPN/100 mL)	Town System	90	<1	<1	<1	MAC < 1 MPN/100 mL
	Gantahaz System	11	<1	<1	<1	
	Airport System	12	<1	<1	<1	
Total Coliforms (MPN/100 mL)	Town System	90	<1	1	<1	MAC < 1 MPN/100 mL
	Gantahaz System	11	<1	1	<1	
	Airport System	12	<1	<1	<1	

8.2 Water Chemistry Testing Results

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

Table 10: Town System - Source Water Chemistry

Date Sampled					5-Feb-2024
Lab Sample ID					KS2400367-001
Parameter	Units	GCDWQ			Town Water
		MAC	AO	OG	Laurier Booster
Physical Tests (Water)					
Hardness (as CaCO ₃)	mg/L				147
Total Metals (Water)					
Aluminum (Al)-Total	mg/L			>0.1	<0.0030
Antimony (Sb)-Total	mg/L	0.006			<0.00010
Arsenic (As)-Total	mg/L	0.01			0.00258
Barium (Ba)-Total	mg/L	2			0.0629
Boron (B)-Total	mg/L	5			<0.010
Cadmium (Cd)-Total	mg/L	0.005			<0.0000050
Calcium (Ca)-Total	mg/L				47

Chromium (Cr)-Total	mg/L	0.05			<0.00050
Cobalt (Co)-Total	mg/L				<0.00010
Copper (Cu)-Total	mg/L	2	≥1		0.0008
Iron (Fe)-Total	mg/L		≥0.3		0.097
Lead (Pb)-Total	mg/L	0.005			0.000259
Magnesium (Mg)-Total	mg/L				7.22
Manganese (Mn)-Total	mg/L	0.12	≥0.02		0.065
Mercury (Hg)-Total	mg/L	0.001			<0.0000050
Molybdenum (Mo)-Total	mg/L				0.000508
Nickel (Ni)-Total	mg/L				<0.00050
Potassium (K)-Total	mg/L				0.589
Selenium (Se)-Total	mg/L	0.05			<0.000050
Sodium (Na)-Total	mg/L		≥200		2.94
Uranium (U)-Total	mg/L	0.02			0.00159
Zinc (Zn)-Total	mg/L		≥5		0.0219

Table 11: Town System - Distribution Water Chemistry

Parameter	GCDWQ			Distribution System				
	MAC	AO	OG	Samples	Below Detection Limit	Minimum	Average	Maximum
Physical Tests (Water)								
Hardness (as CaCO ₃)				4	0	149	154	159
Total Metals (Water)								
Aluminum (Al)			<0.1	4	4	<0.0030	<0.0030	<0.0030
Antimony (Sb)	0.006			4	4	<0.00010	<0.00010	<0.00010
Arsenic (As)	0.01			4	0	0.003	0.003	0.004
Barium (Ba)	1			4	0	0.066	0.069	0.073
Boron (B)	5			4	4	<0.010	<0.010	<0.010
Cadmium (Cd)	0.005			4	3	<0.0000050	0.0000089	0.0000089
Chromium (Cr)	0.05			4	4	<0.00050	<0.00050	<0.00050
Copper (Cu)	2	≤1		4	0	0.023	0.065	0.126
Iron (Fe)		≤0.3		4	0	0.064	0.117	0.254
Lead (Pb)	0.005			4	1	<0.000050	0.0014	0.0038
Manganese (Mn)	0.12	≤0.02		4	0	0.030	0.041	0.071
Mercury (Hg)	0.001			4	4	<0.0000050	<0.0000050	<0.0000050
Selenium (Se)	0.05			4	4	0.000054	0.000054	0.000054
Sodium (Na)		≤200		4	0	3.590	3.703	3.800
Uranium (U)	0.02			4	0	0.002	0.002	0.002
Zinc (Zn)		≤5		4	2	<0.0030	0.016	0.025
General Parameters								

Chloride		≤250		4	0	6.69	6.82	6.94
Fluoride	1.5			4	0	0.045	0.046	0.047
Nitrate (as N)	10			4	0	0.044	0.048	0.052
Nitrite (as N)	1			4	4	<0.0010	<0.0010	<0.0010
Sulfate		≤500		4	0	7.26	7.42	7.60
Langelier Index				4	0	0.515	0.531	0.554
Solids, Total Dissolved (calc)		≤500		4	0	187	198	212
Colour, True		≤15		4	4	<5.0	<5.0	<5.0
Alkalinity, Total (as CaCO ₃)				4	0	154	154	154
Turbidity			≤1	4	0	0.50	1.40	2.37
pH		7.0-10.5		4	0	8.26	8.30	8.33

Table 12: Gantahaz System - Source Water Chemistry

		Date Sampled			5-Feb-2024
		GCDWQ			Gantahaz Source
Parameter	Units	MAC	AO	OG	Booster Station
Physical Tests (Water)					
Hardness (as CaCO ₃)	mg/L				167
Total Metals (Water)					
Antimony (Sb)-Total	mg/L	0.006			<0.0030
Arsenic (As)-Total	mg/L	0.01			<0.00010
Barium (Ba)-Total	mg/L	2			0.00347
Boron (B)-Total	mg/L	5			0.1010
Cadmium (Cd)-Total	mg/L	0.005			<0.010
Chromium (Cr)-Total	mg/L	0.05			<0.0000050
Copper (Cu)-Total	mg/L	2	≥1		52.4
Iron (Fe)-Total	mg/L		≥0.3		<0.00010
Lead (Pb)-Total	mg/L	0.005			<0.00010
Magnesium (Mg)-Total	mg/L				0.00080
Manganese (Mn)-Total	mg/L	0.12	≥0.02		0.138
Mercury (Hg)-Total	mg/L	0.001			0.000073
Selenium (Se)-Total	mg/L	0.05			8.87
Sodium (Na)-Total	mg/L		≥200		0.117
Uranium (U)-Total	mg/L	0.02			<0.0000050
Zinc (Zn)-Total	mg/L		≥5		0.0013

8.2.1 Turbidity

The GCDWQ recommends that turbidity is typically below 1.0 NTU for groundwater sources. In some cases, a less stringent value may be acceptable if it is demonstrated that

the system has a history of acceptable microbiological quality and that a higher value for turbidity will not compromise disinfection (which is not applicable in this case).

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

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

8.2.2 Iron

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

In past years exceedances occurred in the Gantahaz subdivision but results this year for all water systems are below the AO.

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

Appendix B and C contains graphs showing all the iron concentrations from sampling taken between 2018 and February 2023 for the Town and Gantahaz Water Systems.

8.2.3 Manganese

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

The MAC was added because new research has shown that at higher concentrations it can pose adverse neurological effects in infants and children, primarily to the central

nervous system, followed by the reproductive system. Infants who consume powdered baby formula reconstituted from water that is high in manganese are the greatest risk. Although the MAC was established based on infants, this value is intended to protect all Canadians. The AO was reduced to minimize the occurrence of discolored water due to manganese and to improve consumer confidence in drinking water quality.

As noted in Table 8: Parameters Exceeding Guidelines the manganese results are somewhat variable for both the Town and Gantahaz water systems. The results vary depending on the location and are sometimes below the AO, and some of the results exceed the new MAC. Appendix B and C contains graphs showing all the manganese concentrations from sampling taken between 2018 and February 2024 for the Town and Gantahaz Systems.

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

The Gantahaz subdivision exceeded the aesthetic objective with a concentration of 0.117 mg/L.

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

8.2.4 Arsenic

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

No exceedances were found in the Town Water System and the Gantahaz Water System. In previous years the Gantahaz distribution network has exceeded the maximum allowable concentration. In the Gantahaz system past samples having concentrations above the maximum concentration were detected in the distribution system indicating this is a potential accumulation and release issue. Appendix B contains a graph showing

all the arsenic concentrations from sampling taken between 2018 and February 2024 for the Gantahaz Systems.

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

9 CONCLUSION & RECOMMENDATIONS

The water quality of the three water systems in the District of Mackenzie are of good water chemistry with no exceedances of any MAC. The concentration of the Manganese have exceeded the AO in the Town and Gantahaz Systems. The microbiological quality of the water is excellent with no E. Coli and Total Coliforms found in the water system.

The District of Mackenzie is committed to ensuring that the community has safe and secure drinking water. In 2024, the District has contracted a new Gantahaz Water Treatment Plant to be designed and under construction which will improve water quality for the end-users.

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

APPENDIX A – 2023 WATER CHEMISTRY RESULTS SUMMARY

Table 13: Town System - Water Chemistry

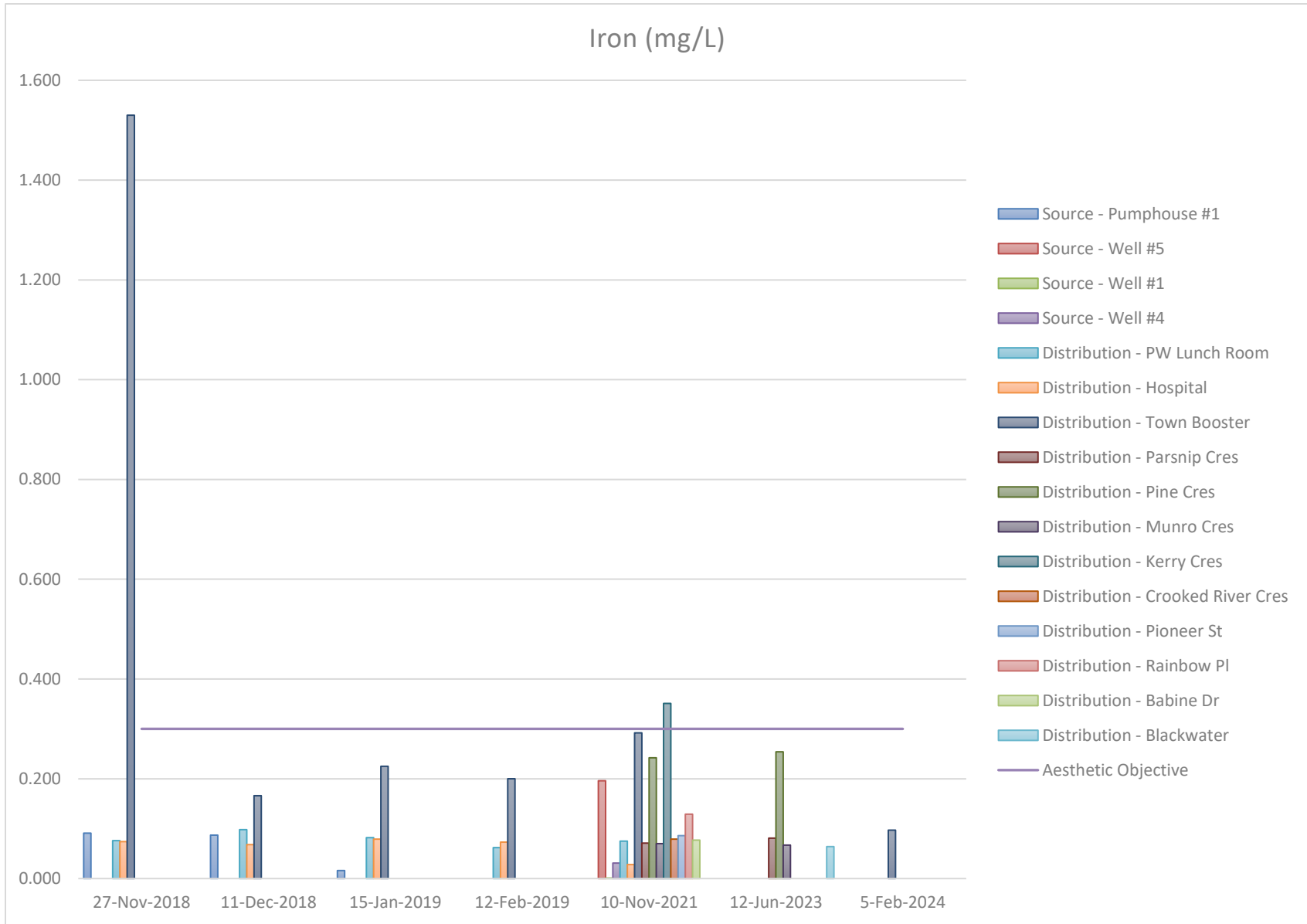
Date Sampled				12-Jun-2023	12-Jun-2023	12-Jun-2023	12-Jun-2023	5-Feb-2024	
Lab Sample ID				VA23B3232-001	VA23B3232-002	VA23B3232-003	VA23B3232-004	KS2400367-001	
Parameter	Units	GCDWQ			Town Water	Town Water	Town Water	Town Water	Town Water
					23 Pine	44 Munro	216 Blackwater	#4 Parsnip	Town Booster
		MAC	AO	OG					
Physical Tests (Water)									
Hardness (as CaCO3)	mg/L				156	159	150	149	147
Total Metals (Water)									
Aluminum (Al)-Total	mg/L			<0.1	<0.0030	<0.0030	<0.0030	<0.0030	<0.0030
Antimony (Sb)-Total	mg/L	0.006			<0.00010	<0.00010	<0.00010	<0.00010	<0.00010
Arsenic (As)-Total	mg/L	0.01			0.00430	0.00286	0.00276	0.00291	0.00258
Barium (Ba)-Total	mg/L	2			0.0734	0.0692	0.0658	0.0678	0.0629
Beryllium (Be)-Total	mg/L				<0.000100	<0.000100	<0.000100	<0.000100	<0.000100
Boron (B)-Total	mg/L	5			<0.010	<0.010	<0.010	<0.010	<0.010
Cadmium (Cd)-Total	mg/L	0.005			<0.0000050	0.0000089	<0.0000050	<0.0000050	<0.0000050
Calcium (Ca)-Total	mg/L				49.9	51.5	47.9	47.5	47
Chromium (Cr)-Total	mg/L	0.05			<0.00050	<0.00050	<0.00050	<0.00050	<0.00050
Cobalt (Co)-Total	mg/L				<0.00010	<0.00010	<0.00010	<0.00010	<0.00010
Copper (Cu)-Total	mg/L	2	≤1		0.0871	0.126	0.0226	0.0242	0.0008
Iron (Fe)-Total	mg/L		≤0.3		0.254	0.067	0.064	0.081	0.097
Lead (Pb)-Total	mg/L	0.005			0.000407	0.00381	<0.000050	0.000056	0.000259
Lithium (Li)-Total	mg/L				0.0040	0.0041	0.0038	0.0039	0.0041
Magnesium (Mg)-Total	mg/L				7.65	7.50	7.44	7.33	7.22
Manganese (Mn)-Total	mg/L	0.12	≤0.02		0.0707	0.0298	0.0314	0.0305	0.065
Mercury (Hg)-Total	mg/L	0.001			<0.0000050	<0.0000050	<0.0000050	<0.0000050	<0.0000050

Molybdenum (Mo)-Total	mg/L				0.000462	0.000438	0.000456	0.000459	0.000508
Nickel (Ni)-Total	mg/L				<0.00050	<0.00050	<0.00050	<0.00050	<0.00050
Potassium (K)-Total	mg/L				0.646	0.672	0.635	0.645	0.589
Selenium (Se)-Total	mg/L	0.05			<0.000050	<0.000050	0.000054	<0.000050	<0.000050
Silver (Ag)-Total	mg/L				<0.000010	0.000041	<0.000010	<0.000010	<0.000010
Sodium (Na)-Total	mg/L		≤200		3.64	3.80	3.78	3.59	2.94
Thallium (Tl)-Total	mg/L				<0.000010	<0.000010	<0.000010	<0.000010	<0.000010
Tin (Sn)-Total	mg/L				<0.00010	0.00454	<0.00010	<0.00010	<0.00010
Titanium (Ti)-Total	mg/L				<0.00030	<0.00030	<0.00030	<0.00030	<0.00030
Uranium (U)-Total	mg/L	0.02			0.00201	0.00200	0.00191	0.00198	0.00159
Vanadium (V)-Total	mg/L				<0.00050	<0.00050	<0.00050	<0.00050	<0.00050
Zinc (Zn)-Total	mg/L		≤5		0.0072	0.0248	<0.0030	<0.0030	0.0219
General Parameters									
Chloride	mg/L		≤250		6.75	6.90	6.94	6.69	4.05
Fluoride	mg/L	1.5			0.046	0.046	0.045	0.047	0.049
Nitrate (as N)	mg/L	10			0.0456	0.0523	0.0523	0.0436	0.032
Nitrite (as N)	mg/L	1			<0.0010	<0.0010	<0.0010	<0.0010	<0.0010
Sulfate	mg/L		≤500		7.49	7.33	7.26	7.60	9.23
Langelier Index	-				0.528	0.515	0.528	0.554	
Solids, Total Dissolved (calc)	mg/L		≤500		212	202	189	187	173
Colour, True	CU		≤15		<5.0	<5.0	<5.0	<5.0	
Alkalinity, Total (as CaCO ₃)	mg/L				154	154	154	154	154
Cyanide, Total	mg/L	0.2							
Turbidity	NTU			≤1	1.77	0.50	0.97	2.37	
pH	pH units		7.0-10.5		8.29	8.26	8.30	8.33	
Conductivity (EC)	uS/cm				306	308	312	310	

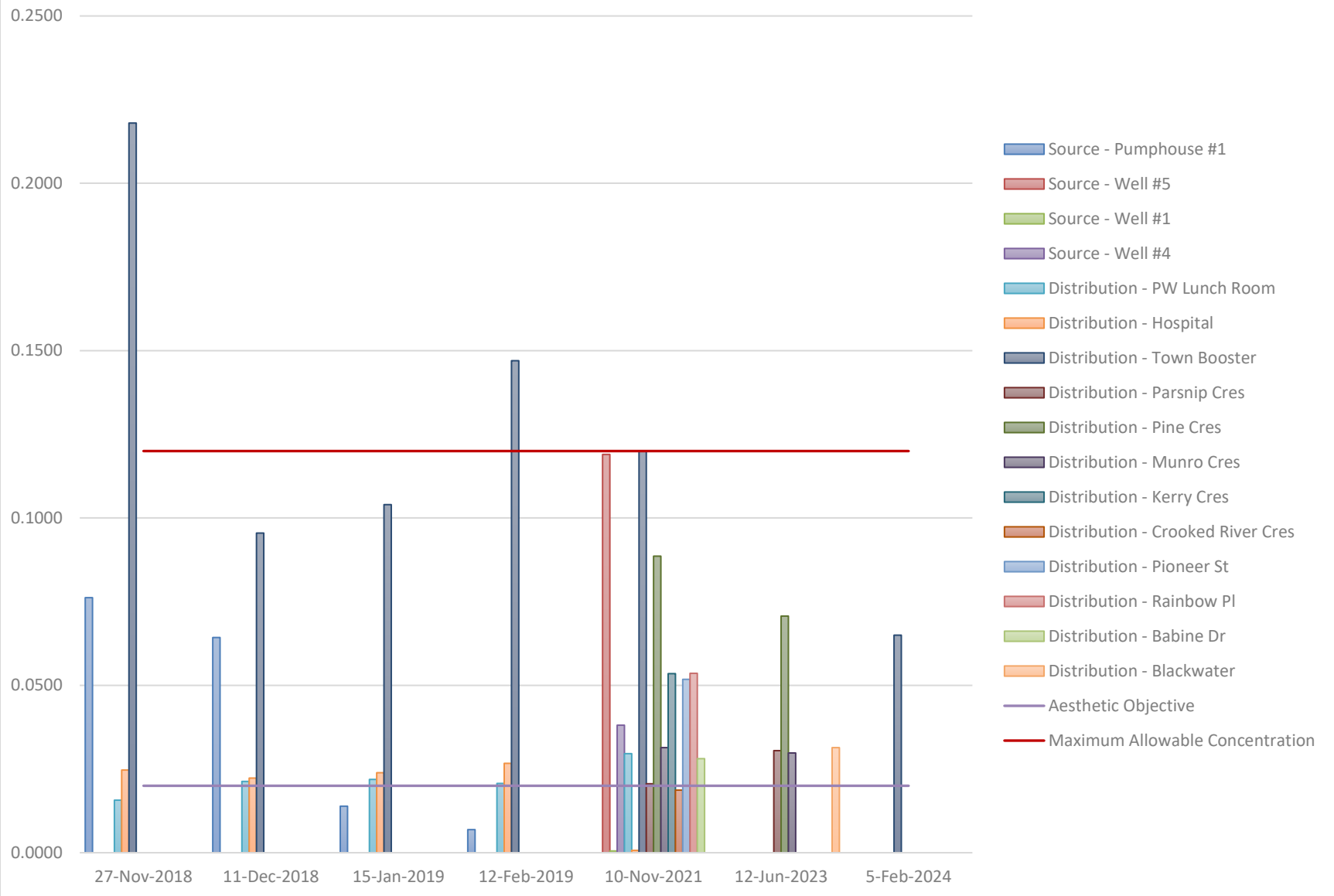
Table 14: Gantahaz System - Water Chemistry

Date Sampled					5-Feb-2024
Lab Sample ID					KS2400366-001
Parameter	Units	GCDWQ			Gantahaz Water
		MAC	AO	OG	Booster Station
Physical Tests (Water)					
Hardness (as CaCO3)	mg/L				167
Total Metals (Water)					
Aluminum (Al)-Total	mg/L			>0.1	<0.0030
Antimony (Sb)-Total	mg/L	0.006			<0.00010
Arsenic (As)-Total	mg/L	0.01			0.00347
Barium (Ba)-Total	mg/L	2			0.1010
Beryllium (Be)-Total	mg/L				<0.000100
Boron (B)-Total	mg/L	5			<0.010
Cadmium (Cd)-Total	mg/L	0.005			<0.0000050
Calcium (Ca)-Total	mg/L				52.4
Chromium (Cr)-Total	mg/L	0.05			<0.00010
Cobalt (Co)-Total	mg/L				<0.00010
Copper (Cu)-Total	mg/L	2	≥1		0.00080
Iron (Fe)-Total	mg/L		≥0.3		0.138
Lead (Pb)-Total	mg/L	0.005			0.000073
Lithium (Li)-Total	mg/L				0.0035
Magnesium (Mg)-Total	mg/L				8.87
Manganese (Mn)-Total	mg/L	0.12	≥0.02		0.117
Mercury (Hg)-Total	mg/L	0.001			<0.0000050
Molybdenum (Mo)-Total	mg/L				0.0013
Nickel (Ni)-Total	mg/L				<0.00050
Potassium (K)-Total	mg/L				0.711
Selenium (Se)-Total	mg/L	0.05			<0.000050
Silver (Ag)-Total	mg/L				<0.000010
Sodium (Na)-Total	mg/L		≥200		2.52
Thallium (Tl)-Total	mg/L				<0.000010
Tin (Sn)-Total	mg/L				<0.00010
Titanium (Ti)-Total	mg/L				<0.00030
Uranium (U)-Total	mg/L	0.02			0.00314
Vanadium (V)-Total	mg/L				<0.00050
Zinc (Zn)-Total	mg/L		≥5		0.0128

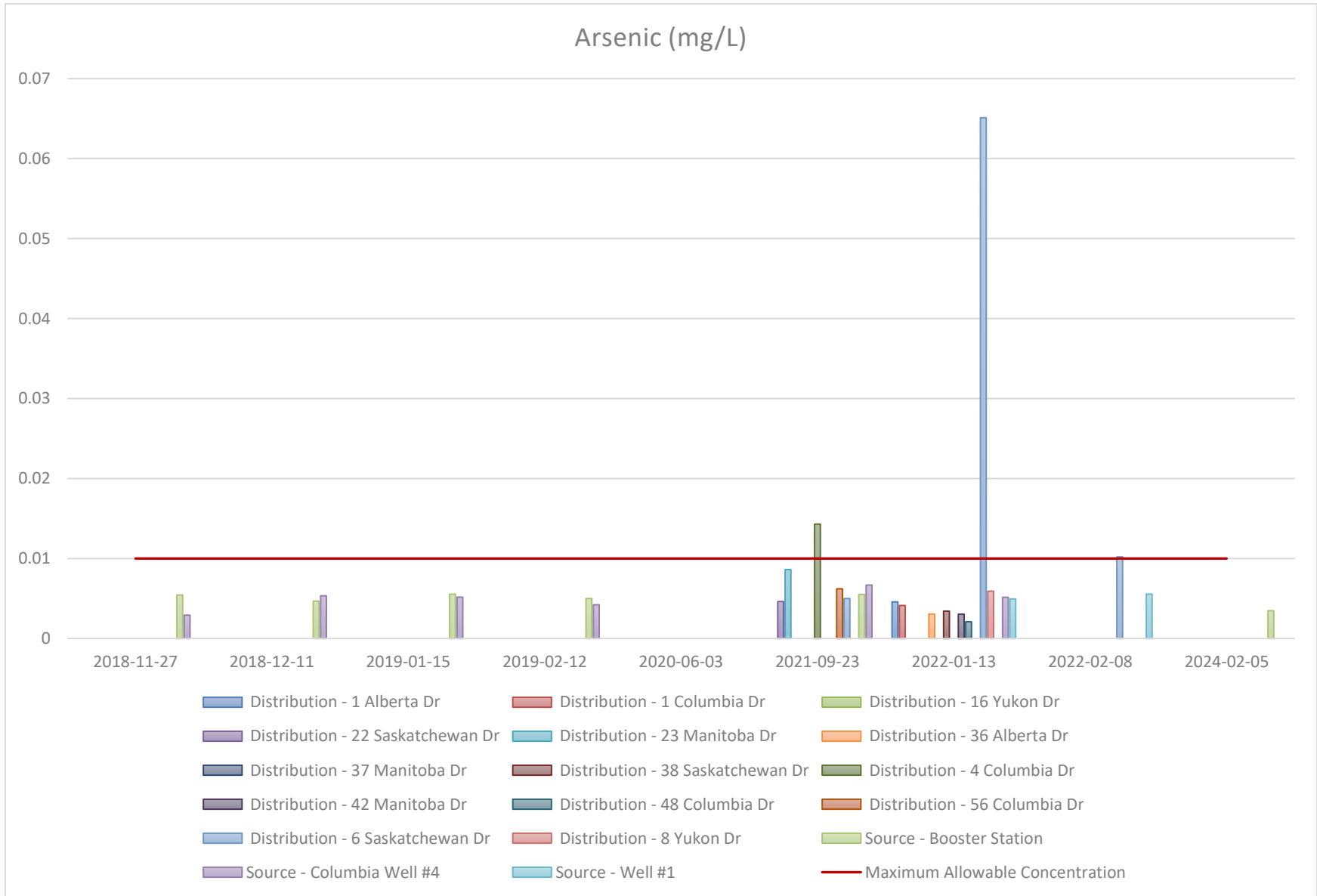
APPENDIX B – TOWN SYSTEM EXCEEDANCES (2018-2023)

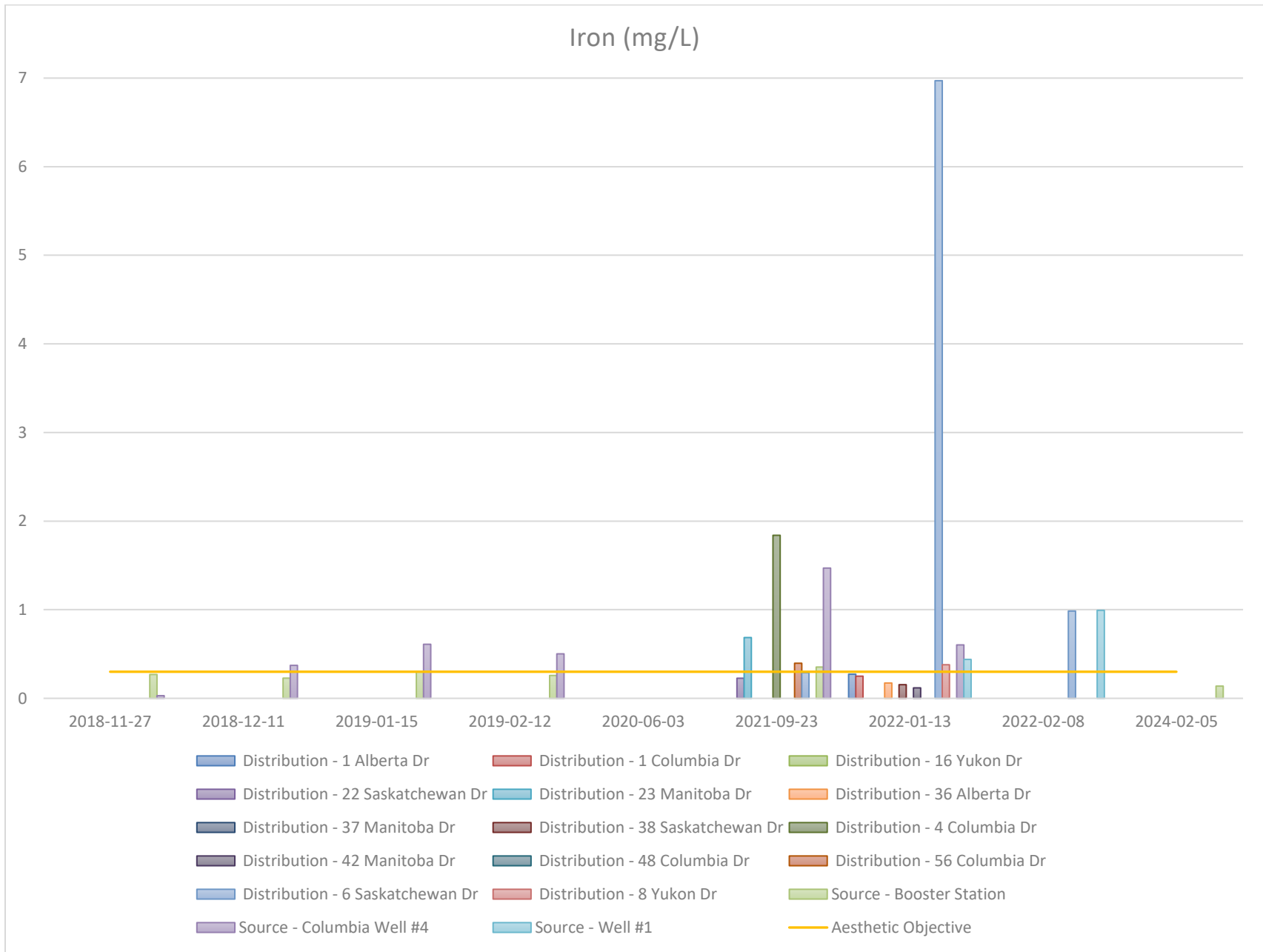


Manganese (mg/L)

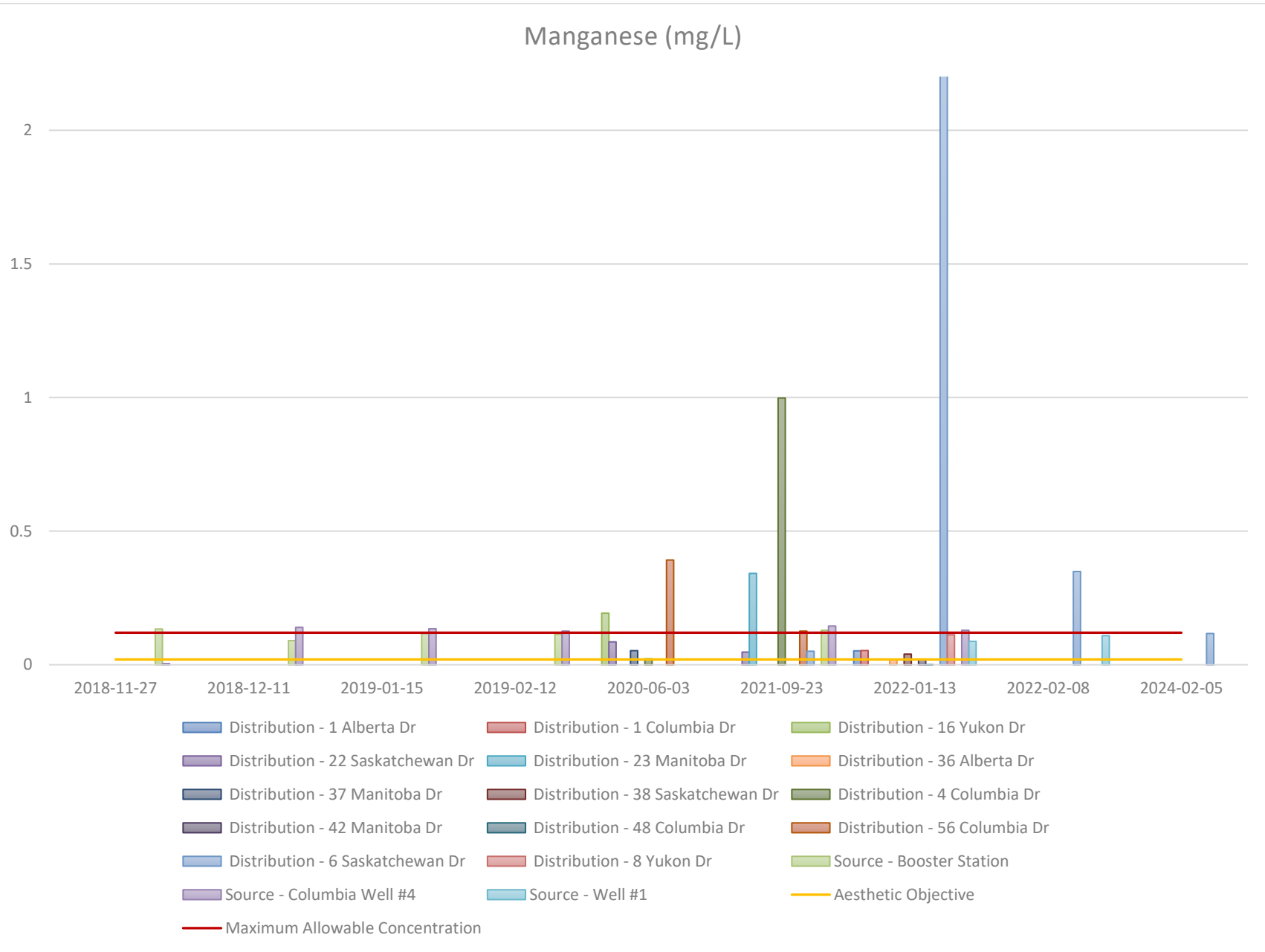


APPENDIX C – GANTHAZ SYSTEM EXCEEDANCES (2018-2023)





Manganese (mg/L)

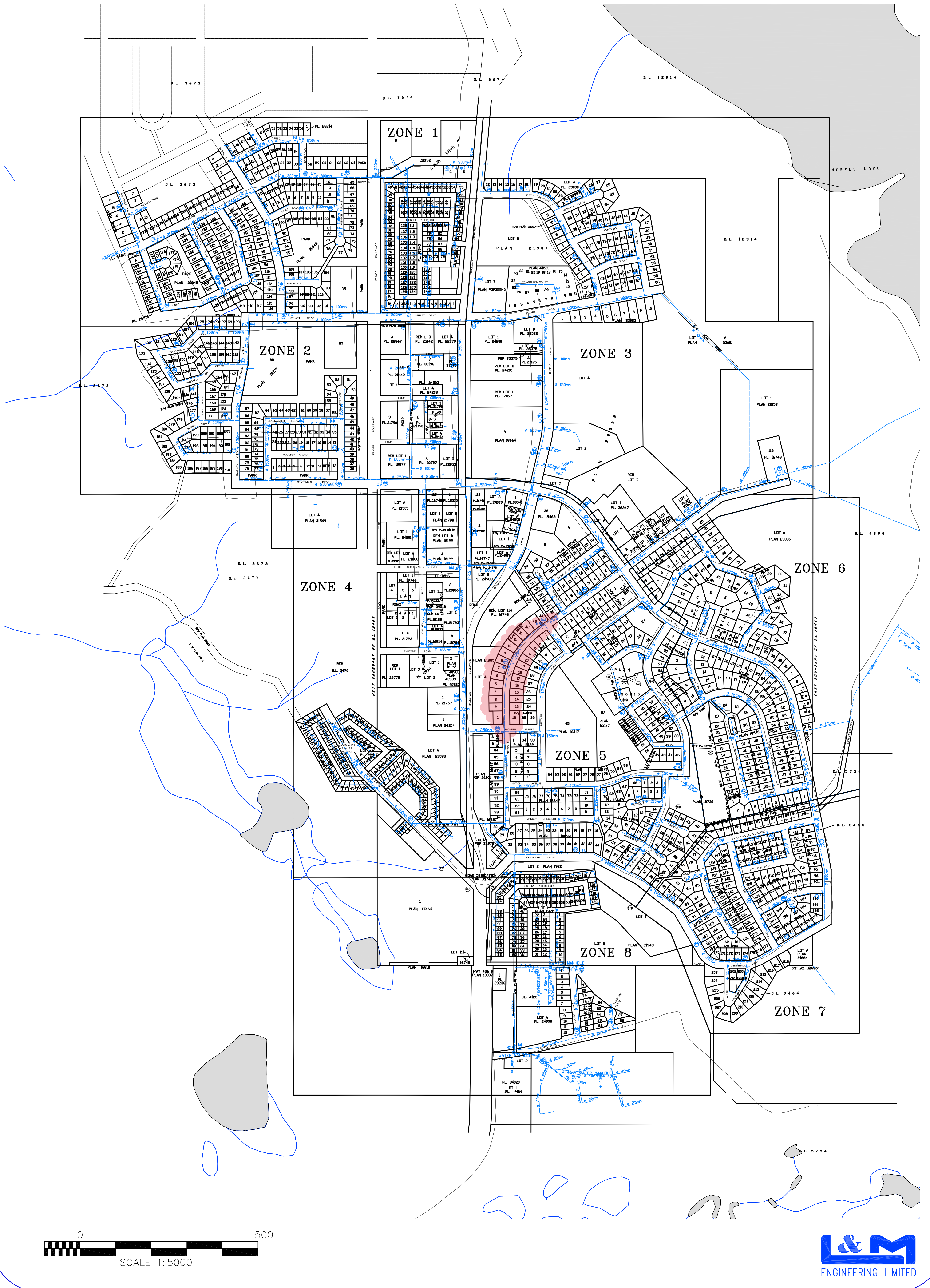


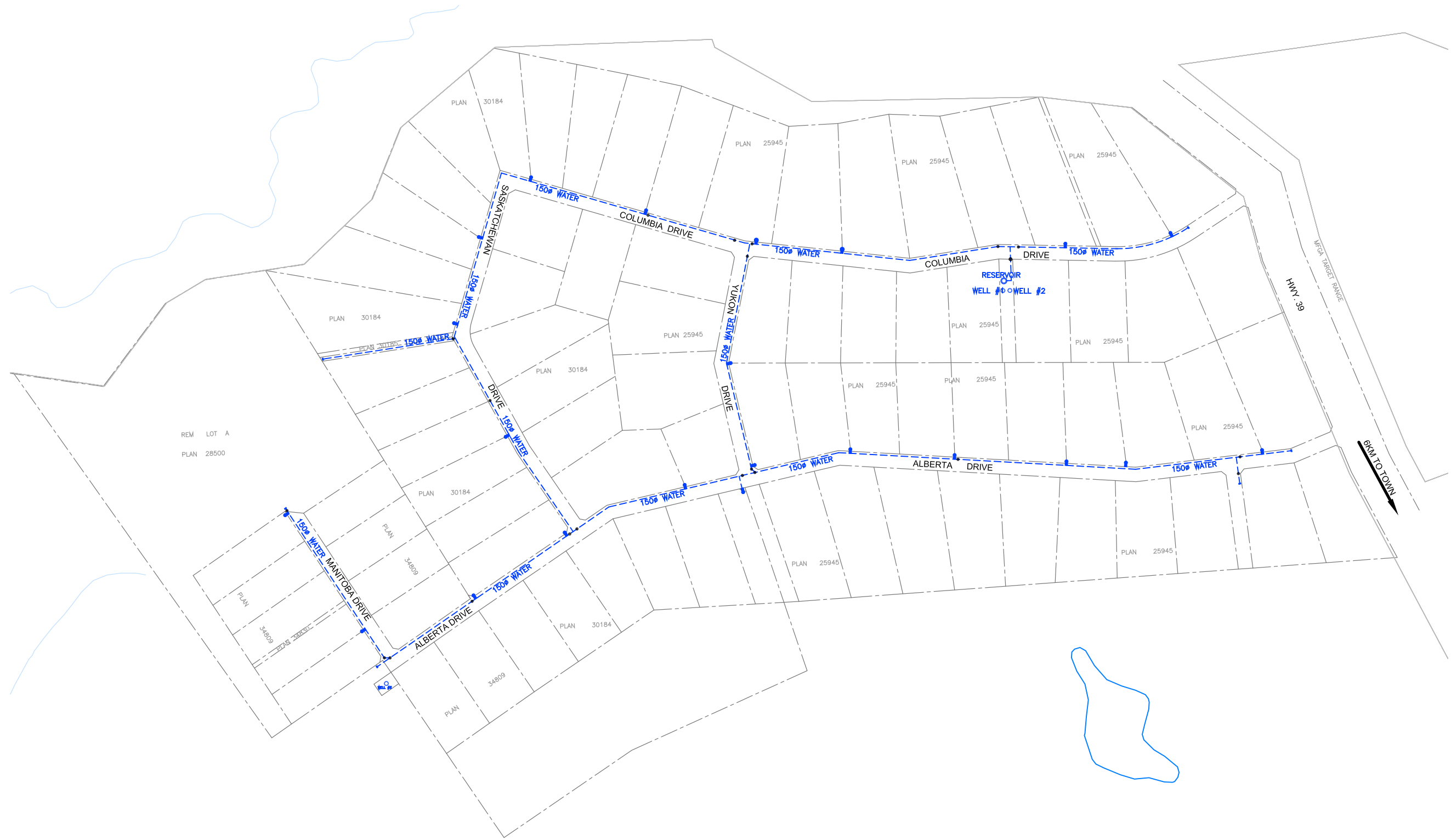
APPENDIX D – TOWN AND GANTHAZ WATER SYSTEM MAPS










DISTRICT OF MACKENZIE

WATER SYSTEM SERVICING LAYOUT





REM LOT A
PLAN 28500

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



NO.	DATE	REVISION	DR.

L & M
ENGINEERING LIMITED

1210 FOURTH AVENUE
PRINCE GEORGE, B.C.
V2L 3J4
TEL. (250) 562-1977
FAX (250) 562-1967

DRAWN:	NP
CHECKED:	
ENGINEER:	LR
SURVEY FILE:	
DRAWING FILE:	Gantahaz_water_system.dwg
CORRESPONDENCE:	CPG
GRID:	
DATE:	12/02/08
SCALE:	1:3000

MACKENZIE DISTRICT
GANTHAZ RURAL SUBDIVISION
WATER SYSTEM

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

**ISSUED FOR
INFORMATION ONLY**

SHEET No. 1 OF 1	REV. No. 0
---------------------	---------------

G:\Job Files\1000\1044 - District of Mackenzie\10 GANTHAZ_RURAL\Gantahaz_water_system.dwg

APPENDIX E – WATER SYSTEM OPERATING PERMITS

PERMIT TO OPERATE

A Drinking Water System with
301-10000 Connections

System Name: Mackenzie CWS Morfee Lake

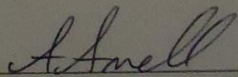
Physical Location : Mackenzie CWS
1 Mackenzie Boulevard
Mackenzie BC

Owner Name: District Of Mackenzie

Conditions of Permit

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

30-Mar-1996
Effective Permit Date


Environmental Health Officer

2-Jul-2019
Permit Revised Date




northern health
the northern way of caring

PERMIT TO OPERATE

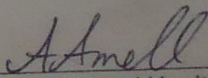
A Drinking Water System with
1 Public Connection

System Name: Mackenzie CWS Airport
Physical Location: Mackenzie CWS
1 Mackenzie Boulevard
Mackenzie BC
Owner Name: District Of Mackenzie

Conditions of Permit

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

25-May-2005
Effective Permit Date


Environmental Health Officer

3-July-2019
Permit Revised Date

**DECAL
NOT REQUIRED**

PERMIT TO OPERATE

A Drinking Water System with
15-300 Connections

System Name: Mackenzie CWS Gantahaz Subdivision

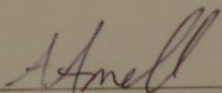
Physical Location: Mackenzie CWS
1 Mackenzie Boulevard
Mackenzie BC

Owner Name: District Of Mackenzie

Conditions of Permit

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

30-Mar-2001
Effective Permit Date


Environmental Health Officer

2-Jul-2019
Permit Revised Date



COUNCIL REPORT

To: Mayor and Council
From: Operations
Date: June 19, 2024
Subject: 2024 Paving Program Update

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

In the spring of 2023, the District contracted L&M Engineering Limited (L&M) to assist in the development of a pavement management plan to inform the District’s annual capital expenditures towards paving. L&M advised that it would be beneficial to start with a Pavement Condition Assessment. A Pavement Condition Assessment, along with incorporation of the assessment into the District’s existing asset management program would add value by allowing a prioritization of paving projects based on age of infrastructure, traffic usage, planned or future infrastructure replacement projects or other variables. In the fall of 2023, the District contracted International Cybernetics Canda Inc. (ICC) to complete a Pavement Condition Assessment.

2023 Pavement Condition Assessment Results

The assessment findings were delivered to L&M and the District for review in early 2024. Each segment of road was given a Pavement Condition Index (PCI) rating. Table 1 outlines what the typical categories of PCI mean and recommendations for maintenance and repair going forward.

Table 1. Pavement Condition Index Categories

Category	Typical Distresses and Recommendations	PCI Range
Excellent	Like new condition – little to no maintenance required. Monitor condition or preventive maintenance.	85 < PCI ≤ 100
Very Good	Minor cracking, raveling. Routine or preventive maintenance. <i>E.g., Crack sealing, surface treatment</i>	70 < PCI ≤ 85
Good	Minor to moderate cracking and low severity LAD such as alligator cracking and rutting. Surface treatments with localized repairs and overlays. <i>E.g., Surface treatments, localized surface patching, thin overlay</i>	60 < PCI ≤ 70

Fair	More extensive and severe longitudinal and transverse cracking, as well as moderate severity LAD. Localized repairs or major rehabilitation. <i>E.g., Localized surface and/or full-depth patching</i>	50 < PCI ≤ 60
Marginal	Localized high-severity alligator cracking, and rutting Major rehabilitation. <i>E.g., Localized full-depth patching, mill and overlay, traditional overlay</i>	40 < PCI ≤ 50
Poor	A greater extent of severe alligator cracking, rutting Major rehabilitation. <i>E.g., More extensive full-depth patching, mill and overlay, traditional overlay</i>	25 < PCI ≤ 40
Very Poor	Extensive and severe alligator cracking, more extensive and deeper rutting, and potholes. Major rehabilitation. <i>E.g., Full-depth reclamation, reconstruction</i>	0 < PCI ≤ 25

Map 1 attached to this report provides a visual overview of the condition of the District’s townsite road network, based on the above PCI ratings.

2024 Paving Program

L&M Engineering has recommended the following program be completed this year based on the pavement condition assessment and discussion with Public Works and the contractor to ensure efficiency, no duplication of works, and to get as much done as possible with the funding available. GISID# references in the table below can be referenced on Map 1 attached to this report. Work is anticipated to start late June and be completed before snowfall.

First Consideration: Any area with a less than 50 PCI rating

GISID#	Street	Area
1068	Scovil	1,081 m ²
1130	Summit	3,165 m ²
1137	Blackwater	3,135 m ²
1070	Mugaha	824 m ²
1071	Cut Thumb Pl	673 m ²

Second Consideration: Any area with a PCI rating between 50 – 60

GISID#	Street	Area
1110	Scott	2,408 m ²
1164	Rainbow	1,417 m ²

Third Consideration: Collector Roads (primarily) that will see more traffic than the majority of the other Year 1 roads slated for curb relief milling

GISID#	Street	Area
1075	Nation	2,087 m ²
1151	Babine	1,222 m ²
1178	Munro	3,075 m ²

2024 Paving Program Budget

GISID#	Road Name	Paving (m ²)	Price per Site
1068	Scovil	1081	\$ 58,412.92
1070	Mugaha	824	\$ 45,168.38
1071	Cut Thumb	673	\$ 36,891.17
1075	Nation	2087	\$ 88,452.24
1110	Scott	2408	\$ 130,118.69
1130	Summit	3165	\$ 171,023.94
1137	Blackwater	3135	\$ 169,402.86
1151	Babine	1222	\$ 50,155.84
1164	Rainbow	1417	\$ 76,569.01
1178	Munro	3075	\$ 130,307.65
SUBTOTALS		19087	\$ 956,502.70
		Mobilization	\$ 28,825.00
		TOTAL	\$ 985,327.70

2023 – Carry Over Projects

In addition, the District had projects that were unable to be completed in 2023 and will also be added to the workplan in 2024. The carry-over projects in the amount of \$676,112 from 2023 are as follows and should be completed by end of June 2024:

Road Paving: Skeena Drive 11m W. from Centennial Intersection
Stuart Drive Offset Cul-de-sac 50m

Asphalt Pathway: Mackenzie avenue W. 1170m – Pioneer to McIntyre
Mackenzie Avenue E. 360m – Mall Entrance to Stewart

Asphalt Sidewalk with new Curb and Gutter: Centennial Drive 190m
Skeena Drive 99m W. from Centennial Intersection

BUDGETARY IMPACT:

The District allocated \$1,676,112 from the Community Works Gas Tax Reserve Fund and the General Capital Reserve to complete the 2023 and 2024 paving programs.

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

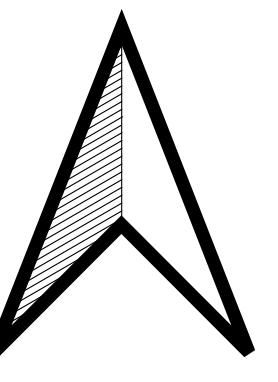
Joe Murray, Director of Operations

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

Mackenzie Road Assessment 2023

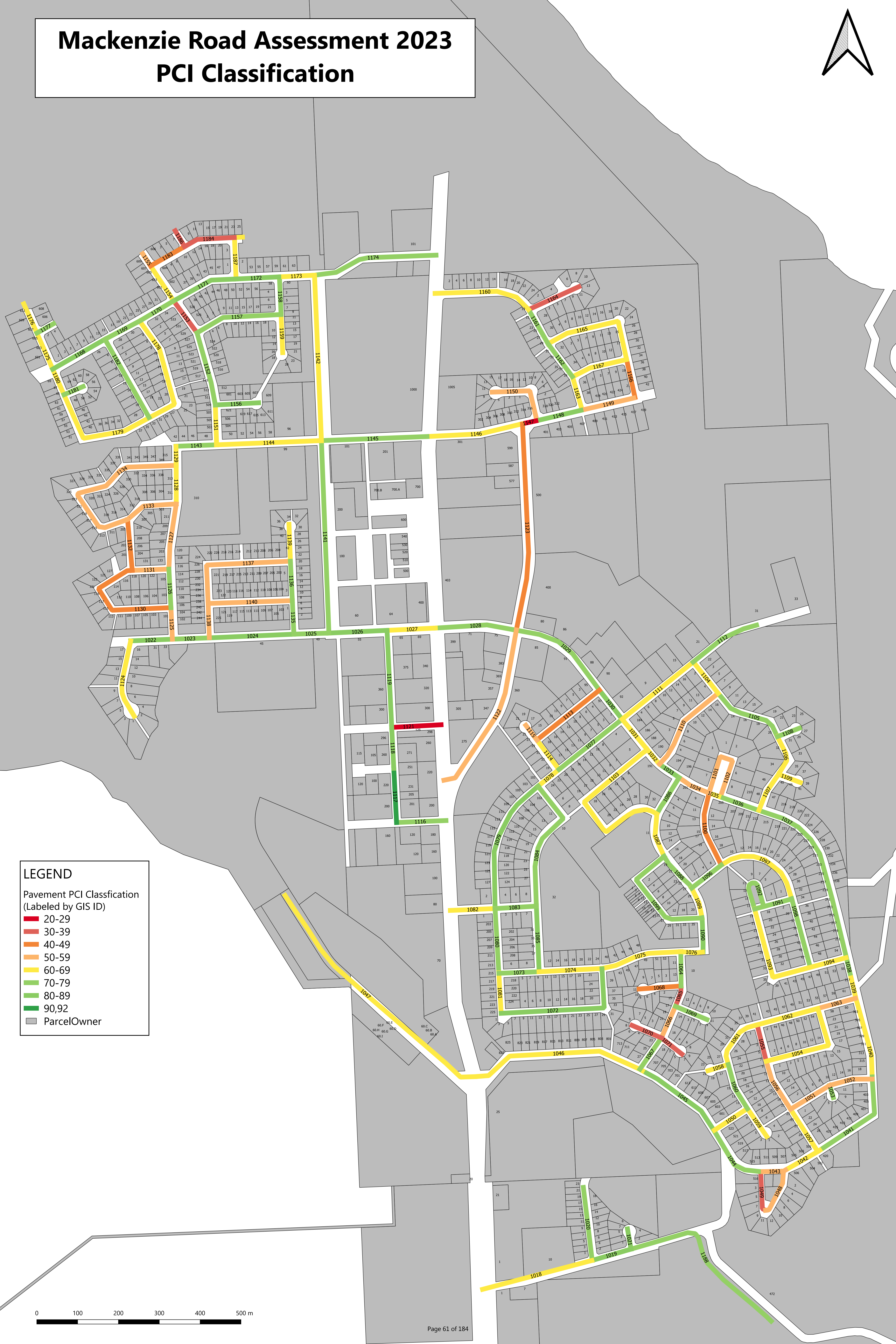
PCI Classification



LEGEND

Pavement PCI Classification
(Labeled by GIS ID)

- 20-29
- 30-39
- 40-49
- 50-59
- 60-69
- 70-79
- 80-89
- 90,92
- ParcelOwner



COUNCIL REPORT

To: Mayor and Council
From: Recreation Services
Date: June 11, 2024
Subject: Pool Floor Replacement – SoftCrete Rubber Surfacing

RECOMMENDATION:

THAT Council awards the Contract to supply Softcrete Rubber Surfacing to Hesski Contracting LTD in the amount of \$117,095 plus GST;

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

BACKGROUND:

The District of Mackenzie received a pool audit report recommending to re-patch or replace the pool deck tile as it is in poor to moderate condition, stained and showing signs of wear. The new product for the pool deck would create a safer environment for patrons and staff as it is anti-fatigue, shock absorbing and slip resistant. New pool deck flooring will reduce maintenance and down time as the SoftCrete product is easier to clean and has the ability to contain all sorts of spills. With SoftCrete also being anti-fatigue and shock absorbing, we would see the long term benefits as there should be less lost time incidents due to strains on knees, hips and backs from staff. The Softcrete would also be installed in the changerooms to create a much better and safer experience for patrons by reducing the potential for slips.

At the May 27, 2024 council meeting, staff brought forward a report to apply to the NDIIT Recreation Infrastructure grant program for pool upgrades. These upgrades include:

- Replacing pool tiles
- Updating main bathrooms
- Replacing slide in pool

Funding for this program will not be announced until August. The annual pool shutdown is planned for October 2024 and staff would like to confirm the contractor that will be responsible for replacing the pool tiles now to properly plan for the project.

SUMMARY:

As the District of Mackenzie has a mission to improve the lifestyle of, services to, and opportunities for our residents and visitors, the District of Mackenzie is looking at revitalizing the swimming pool in the Recreation Centre facility to enhance livability through more attractive, safer, and accessible environments for residents, visitors and employees.

PROCUREMENT:

Staff followed the procurement policy and obtained three quotes to resurface the pool deck flooring as well as changerooms:

1. SoftCrete- Hesski Contracting LTD= \$117,095 plus GST
2. SoftCrete- Elite Surfacing= \$145,825 plus GST
3. SoftCrete- Florida= \$166,415 Plus GST

BUDGETARY IMPACT:

\$255,000 has already been allocated to the Pool Upgrades project during the 2024 capital budget discussions. If grant funding is approved, then the District of Mackenzie's funding will be reduced and any remaining funds will be reallocated to the Capital Renewal Reserve for use on other projects.

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

Terry Gilmer
Director of Recreation Services

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council
From: Finance
Date: June 20, 2024
Subject: 2023 Statement of Financial Information (SOFI)

RECOMMENDATION:

THAT Council approves the District of Mackenzie's Statement of Financial Information for 2023.

BACKGROUND:

The Statement of Financial Information (SOFI) is an annual report and is prepared in accordance with the Financial Information Act, and it must be made available for public viewing by June 30 of each year. The attached 2023 SOFI contains the 2023 Consolidated Financial Statements and the following schedules:

- Schedules of Debts
- Schedule of Guarantee and Indemnity Agreements
- Schedule of Remuneration and Expenses
- Schedule of Payments to Suppliers of Goods and Services

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

2023 Statement of Financial Information (SOFI)



DISTRICT OF MACKENZIE

For the year ended December 31, 2023

1 Mackenzie Blvd (Bag 340)
Mackenzie, BC V0J 2C0
Tel (250) 997-3221
finance@districtofmackenzie.ca

www.districtofmackenzie.ca

STATEMENT OF FINANCIAL INFORMATION 2023

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DISTRICT OF MACKENZIE

STATEMENT OF FINANCIAL INFORMATION

SCHEDULE A

Annual Financial Statements

For the year ended December 31, 2023

Prepared as required by Financial Information Regulation, Schedule 1, Section 1-3

Consolidated Financial Statements of



DISTRICT OF MACKENZIE

And independent Auditor's Report thereon

Year ended December 31, 2023

Management Responsibility for the Consolidated Financial Statements

Independent Auditor's Report

Consolidated Financial Statements

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DISTRICT OF MACKENZIE

MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

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

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

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

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

Mrs. Diane Smith, *Chief Administrative Officer*

Mrs. Kerri Borne, *Chief Financial Officer*



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

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of District of Mackenzie

Opinion

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

- the consolidated statement of financial position as at December 31, 2023
- the consolidated statement of operations and accumulated surplus for the year then ended
- the consolidated statement of change in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

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

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2023 and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

Emphasis of Matter - Restatement of Financial Statements

We draw attention to Note 16 to the financial statements, which explains that certain comparative information presented for the year ended December 31, 2022 has been restated.

Note 16 explains the reason for the restatement and also explains the adjustments that were applied to restate certain comparative information.

Our opinion is not modified in respect to this matter.



Other Information

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

- Information, other than the financial statements and the auditor's report thereon, included in Schedule 1 - Northern Capital Planning Reserve, Schedule 2 - COVID-19 Safe Restart Grant and Schedule 3 - Growing Communities Reserve Fund

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

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

We obtained the Information, other than the financial statements and the auditor's report thereon, included in Schedule 1 - Northern Capital Planning Reserve, Schedule 2 - COVID-19 Safe Restart Grant and Schedule 3 - Growing Communities Reserve Fund as at the date of this auditor's report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

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



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We also:

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

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

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

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P'.

Chartered Professional Accountants

Prince George, Canada

May 15, 2024



DISTRICT OF MACKENZIE

Consolidated Statement of Financial Position

December 31, 2023, with comparative information for 2022

	2023	2022 (restated - note 16)
Financial assets:		
Cash and cash equivalents	\$ 2,079,579	\$ 2,717,968
Accounts receivable (note 2)	1,856,846	1,315,842
Investments (note 3)	23,828,776	21,054,027
Investment in government business entities (note 4)	4,222,804	3,483,036
	<u>31,988,005</u>	<u>28,570,873</u>
Financial liabilities:		
Accounts payable and accrued liabilities (note 5)	1,835,973	1,592,973
Deferred revenue	581,605	461,936
Asset retirement obligation (note 14)	1,062,000	1,062,000
	<u>3,479,578</u>	<u>3,116,909</u>
Net financial assets	28,508,427	25,453,964
Non-financial assets:		
Tangible capital assets (note 6)	48,056,607	46,132,292
Assets held for resale (note 7)	1,555,819	1,601,866
Inventory	72,753	103,074
Prepaid expenses	372,960	292,534
	<u>50,058,139</u>	<u>48,129,766</u>
Commitments and contingencies (note 8)		
Accumulated surplus (note 9)	\$ 78,566,566	\$ 73,583,730

See accompanying notes to consolidated financial statements.

Joan Atkinson

Mayor

Kerri Borne

Chief Financial Officer

DISTRICT OF MACKENZIE

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2023, with comparative information for 2022

	Budget (note 12)	2023	2022 (restated - note 16)
Revenue (note 13):			
Net taxation revenue (note 10)	\$ 5,431,959	\$ 5,427,493	\$ 5,070,517
Sale of services	1,484,837	559,762	361,171
Government transfers (note 11)			
Provincial	5,291,936	5,330,749	3,808,078
Federal	-	151,496	283,429
Other	-	1,467,686	581,036
Investments and penalties	-	1,211,095	610,704
Other	1,776,058	315,502	212,546
Licenses and permits	77,725	69,424	84,268
User fees	1,699,933	1,861,872	1,699,553
Income from investments in government business entities and partnerships	-	989,769	9,974
	15,762,448	17,384,848	12,721,276
Expenses (note 13):			
Community services	3,550,383	4,282,317	3,996,704
Garbage and waste collection	416,521	314,696	361,703
General government	2,662,861	2,512,159	2,171,627
Protective services	1,665,422	1,301,007	1,177,987
Environmental and public health	150,099	86,639	139,885
Sewer system	420,248	373,950	392,956
Transportation services	2,899,862	2,950,260	2,803,771
Water utility	570,865	580,984	556,972
	12,336,261	12,402,012	11,601,605
Annual surplus	3,426,187	4,982,836	1,119,671
Accumulated surplus, beginning of year	73,583,730	73,583,730	73,147,899
Adjustment on adoption of the asset retirement obligation standard	-	-	(683,840)
Accumulated surplus, end of year	\$ 77,009,917	\$ 78,566,566	\$ 73,583,730

See accompanying notes to consolidated financial statements.

DISTRICT OF MACKENZIE

Consolidated Statement of Change In Net Financial Assets

Year ended December 31, 2023, with comparative information for 2022

	Budget (note 12)	2023	2022 (restated - note 16)
Annual surplus	\$ 3,426,187	\$ 4,982,836	\$ 1,119,671
Acquisition of tangible capital assets	(7,230,783)	(5,036,745)	(2,901,509)
Amortization of tangible capital assets	1,802,308	1,943,294	1,859,548
Loss on sale of tangible capital assets	-	1,169,136	64,711
Gain on sale of assets held for sale	-	46,047	-
Proceeds on sale of assets held for sale	-	-	-
	(5,428,475)	(1,878,268)	(977,250)
Acquisition of inventory	-	(72,753)	(103,074)
Acquisition of prepaid expenses	-	(372,960)	(292,534)
Consumption of inventory	-	103,074	70,731
Use of prepaid expenses	-	292,534	264,878
	-	(50,105)	(59,999)
Change in net financial assets	(2,002,288)	3,054,463	82,422
Net financial assets, beginning of year	25,453,964	25,453,964	26,433,542
Adjustment on adoption of the asset retirement obligation standard	-	-	(1,062,000)
Net financial assets, end of year	\$ 23,451,676	\$ 28,508,427	\$ 25,453,964

See accompanying notes to consolidated financial statements.

DISTRICT OF MACKENZIE

Consolidated Statement of Cash Flows

Year ended December 31, 2023, with comparative information for 2022

	2023	2022 (restated - note 16)
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 4,982,836	\$ 1,119,671
Items not involving cash:		
Amortization of tangible capital assets	1,943,294	1,859,548
Loss on sale of tangible capital assets	1,169,136	64,711
(Income) loss from investments in government business entities	(989,769)	(9,974)
Gain on sale of assets held for resale	46,047	-
Changes in non-cash operating working capital:		
Accounts receivable	(541,004)	382,914
Inventory	30,321	(32,343)
Accounts payable and accrued liabilities	243,000	(482,579)
Deferred revenue	119,669	(220,603)
Prepaid expenses	(80,425)	(27,656)
Net change in cash from operating activities	6,923,105	2,653,689
Investing activities:		
Investment purchases	(2,774,749)	(4,903,365)
Acquisition of tangible capital assets	(5,036,745)	(2,901,509)
Distribution from government business partnership	250,000	350,000
	(7,561,494)	(7,454,874)
Decrease in cash and cash equivalents	(638,389)	(4,801,185)
Cash and cash equivalents, beginning of year	2,717,968	7,519,153
Cash and cash equivalents, end of year	\$ 2,079,579	\$ 2,717,968

See accompanying notes to consolidated financial statements.

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

1. Significant accounting policies:

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

(a) Basis of consolidation:

(i) Consolidated entities:

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

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

(ii) Accounting for Region and School Board transactions:

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

(iii) Trust funds:

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(a) Basis of consolidation (continued):

(iv) Investment in government business entities:

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

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

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

(b) Basis of accounting:

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

(c) Revenue recognition:

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

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(d) Investment income:

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

(e) Cash equivalents:

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

(f) Financial instruments:

Financial instruments are recorded at fair value on initial recognition. Equity instruments that are quoted in an active market are subsequently measured at fair value as at the reporting date. All other financial instruments are subsequently measured at cost or amortized cost, unless the District has elected to carry the instruments at fair value. The District has not elected to carry any such financial instruments at fair value.

Unrealized changes in fair value would be recognized on the consolidated statement of remeasurement gains and losses. They are recorded in the consolidated statement of operations when they are realized. There are no unrealized changes in fair value as at December 31, 2023 and December 31, 2022. As a result, the District does not have a consolidated statement of remeasurement gains and losses.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. Transaction costs incurred on the acquisition of financial instruments recorded at cost or amortized cost are included in the cost.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in the consolidated statement of operations.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(g) Investments:

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

(h) Non-financial assets:

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

(i) Tangible capital assets:

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

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(h) Non-financial assets (continued):

(i) Tangible capital assets (continued):

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

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

(ii) Contributions of tangible capital assets:

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

(iii) Interest capitalization:

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

(iv) Land held for resale:

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

(i) Inventory:

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(j) Use of estimates:

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

(k) Contaminated sites:

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

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

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

(l) Government transfers:

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

1. Significant accounting policies (continued):

(m) Asset retirement obligations:

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

The recognition of a liability resulted in an accompanying increase to the respective tangible capital assets. The increase to the tangible capital assets is being amortized in accordance with the amortization policies outlined in (h)(i).

2. Accounts receivable:

	2023	2022
Taxation - current	\$ 217,006	\$ 177,656
Taxation - arrears/delinquent	164,374	130,125
Accrued interest	456,877	380,619
Grants	500,603	296,503
Sales tax	71,229	85,840
Utilities	98,714	108,470
Trade and miscellaneous	384,713	161,867
	1,893,516	1,341,080
Less allowance for doubtful accounts	(36,670)	(25,238)
	\$ 1,856,846	\$ 1,315,842

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

3. Investments:

	2023	2022
Term deposits	\$ 23,828,776	\$ 21,054,027

Investment income earned on investments and cash and cash equivalents of \$1,145,780 (2022 – \$558,104) is recognized as revenue on the Consolidated Statement of Operations and Accumulated Surplus as investments and penalties.

4. Investment in government business entities:

	2023	2022
McLeod Lake Mackenzie Community Forest Limited Partnership:		
Investment in shares	\$ 50	\$ 50
Advances	-	83,820
Accumulated earnings	7,351,059	6,368,672
Distributions	(3,181,276)	(3,015,096)
McLeod Lake Mackenzie Community Forest Corporation:		
Investment in shares	99	99
Accumulated earnings	52,872	45,491
Total investment	\$ 4,222,804	\$ 3,483,036

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

4. Investment in government business entities (continued):

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

	2023	2022
(i) Financial position:		
Assets:		
Current	\$ 1,241,452	\$ 601,028
Investments	7,322,656	6,621,659
Restricted cash	1,247,285	1,221,898
Property and equipment	153,491	144,207
Total assets	\$ 9,964,884	\$ 8,588,792
Liabilities:		
Current	\$ 377,933	\$ 501,603
Silviculture obligation - long-term portion	1,247,285	1,212,299
Total liabilities	1,625,218	1,713,902
Equity:		
Share capital	1	1
Partner's equity	8,339,665	6,874,889
Total equity	8,339,666	6,874,890
Total liabilities and equity	\$ 9,964,884	\$ 8,588,792
(ii) Operations:		
Revenue	\$ 3,193,150	\$ 2,185,336
Expenses	(2,094,493)	(1,648,906)
Other income	866,118	(506,147)
Net income	\$ 1,964,775	\$ 30,283
(iii) Share of net income:		
District's percentage of ownership	50%	50%
District's share of net income	\$ 982,388	\$ 15,142

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

4. Investment in government business entities (continued):

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

	2023	2022
(i) Financial position:		
Assets:		
Current	\$ 172,631	\$ 126,717
Investments	1	1
Total assets	\$ 172,632	\$ 126,718
Liabilities:		
Current	\$ 66,689	\$ 35,537
Total liabilities	66,689	35,537
Equity:		
Share capital	200	200
Retained earnings	105,743	90,981
Total equity	105,943	91,181
Total liabilities and equity	\$ 172,632	\$ 126,718
	2023	2022
(ii) Operations:		
Revenue	\$ 318,000	\$ 216,000
Expenses	(303,238)	(226,335)
Net income (loss)	\$ 14,762	\$ (10,335)
(iii) Share of net income:		
District's percentage of ownership	50%	50%
District's share of net income (loss)	\$ 7,381	\$ (5,168)

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

5. Accounts payable and accrued liabilities:

	2023	2022
Trade payables and accrued liabilities	\$ 1,155,726	\$ 461,987
Wages and related costs	517,771	412,786
Holdback payable	-	489,350
Other payables	147,819	88,575
Government remittances	14,657	140,275
	<u>\$ 1,835,973</u>	<u>\$ 1,592,973</u>

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

6. Tangible capital assets:

2023	Assets under construction	Land and improvements	Building improvements equipment and IT	Building	Machinery equipment and vehicles	Drainage and transportation infrastructure	Water infrastructure	Sewer infrastructure	Total
Cost:									
Balance, beginning of year	\$ 6,556,148	\$ 7,619,825	\$ 10,911,202	\$ 19,759,182	\$ 11,865,207	\$ 14,260,721	\$ 3,451,691	\$ 4,991,881	\$ 79,415,857
Additions	601,453	-	1,286,396	342,819	2,192,438	415,817	197,822	-	5,036,745
Disposals	(1,102,306)	-	-	(92,172)	(929,570)	-	(7,625)	-	(2,131,673)
Transfers	-	-	-	-	-	-	-	-	-
Balance, end of year	6,055,295	7,619,825	12,197,598	20,009,829	13,128,075	14,676,538	3,641,888	4,991,881	82,320,929
Balance, beginning of year	-	-	4,416,300	6,795,060	8,096,537	9,892,378	1,302,068	2,781,222	33,283,565
Amortization	-	-	560,544	385,806	480,776	381,748	55,235	79,185	1,943,294
Disposals	-	-	-	(47,758)	(911,119)	-	(3,660)	-	(962,537)
Balance, end of year	-	-	4,976,844	7,133,108	7,666,194	10,274,126	1,353,643	2,860,407	34,264,322
Net book value, end of year	\$ 6,055,295	\$ 7,619,825	\$ 7,220,754	\$ 12,876,721	\$ 5,461,881	\$ 4,402,412	\$ 2,288,245	\$ 2,131,474	\$ 48,056,607

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

6. Tangible capital assets (continued):

2022 (restated - note 16)	Assets under construction	Land and improvements	Building improvements equipment and IT	Building	Machinery equipment and vehicles	Drainage and transportation infrastructure	Water infrastructure	Sewer infrastructure	Total (restated - note 16)
Cost:									
Balance, beginning of year	\$ 4,348,132	\$ 7,619,825	\$ 10,673,136	\$ 18,764,464	\$ 11,686,959	\$ 14,119,875	\$ 3,451,691	\$ 4,991,881	\$ 75,655,963
Additions	2,257,575	-	222,479	14,989	265,620	140,846	-	-	2,901,509
Adjustment relating to asset retirement obligation	-	-	-	1,062,000	-	-	-	-	1,062,000
Disposal	(49,559)	-	(54,110)	(12,574)	(87,372)	-	-	-	(203,615)
Transfers	-	-	69,697	(69,697)	-	-	-	-	-
Balance, end of year	6,556,148	7,619,825	10,911,202	19,759,182	11,865,207	14,260,721	3,451,691	4,991,881	79,415,857
Balance, beginning of year	-	-	3,956,015	5,743,386	7,727,430	9,500,985	1,249,229	2,702,036	30,879,081
Amortization	-	-	510,337	372,044	453,749	391,393	52,839	79,186	1,859,548
Adjustment relating to asset retirement obligation	-	-	-	683,840	-	-	-	-	683,840
Disposals	-	-	(50,052)	(4,210)	(84,642)	-	-	-	(138,904)
Balance, end of year	-	-	4,416,300	6,795,060	8,096,537	9,892,378	1,302,068	2,781,222	33,283,565
Net book value, end of year	\$ 6,556,148	\$ 7,619,825	\$ 6,494,902	\$ 12,964,122	\$ 3,768,670	\$ 4,368,343	\$ 2,149,623	\$ 2,210,659	\$ 46,132,292

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

7. Assets held for resale:

Land held for resale consists of the bell subdivision, airport subdivision, and other lands. During the year, the District gifted a lot. A loss of \$46,047 was recognized in the Consolidated Statement of Operations as general government expense. In the prior year, the District did not sell any land.

8. Commitments and contingencies:

- (a) The District is responsible, as a member of the Regional District of Fraser-Fort George, for its portion of any operating deficits or capital debt related to functions in which it participates.
- (b) The District and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 43,000 contributors from local governments.

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

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

The District paid \$361,114 (2022 - \$364,229) for employer contributions to the Plan in fiscal 2023.

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

8. Commitments and contingencies (continued):

(b) Continued:

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

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

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

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

(e) The District may be involved from time to time in legal proceedings, claims and litigation that arise in the normal course of business. As at December 31, 2023, there is a claim outstanding that management has determined the outcome to be undeterminable and thus no accrual has been recorded.

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

9. Accumulated surplus:

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

	2023	2022
Surplus:		
Invested in tangible capital assets	\$ 46,994,607	\$ 45,070,292
General fund	10,772,157	9,562,047
Water utility fund	149,704	147,395
Sewer utility fund	166,145	188,441
Library fund	123,496	101,532
Total surplus	58,206,109	55,069,707
Reserve funds set aside for specific purposes by Council:		
Parkland	43,634	41,538
Gas tax	1,325,702	1,036,232
Fire department vehicle/equipment replacement	647,531	1,581,091
Vehicle/equipment replacement	4,056,261	3,650,010
General capital	4,086,410	4,100,092
Climate action	83,051	40,766
Northern Capital Planning	1,511,924	1,780,730
Capital renewal	2,355,729	2,014,669
Financial stability	2,064,447	2,168,302
Water	1,704,499	1,619,373
Growing Communities Fund	1,766,474	-
Sewer	619,795	386,220
Library - operating	70,000	70,000
Library - relocation allowance	5,000	5,000
Library - contracts	20,000	20,000
Total reserve funds	20,360,457	18,514,023
	\$ 78,566,566	\$ 73,583,730

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

10. Net taxation revenue:

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

	2023	2022
Taxes collected:		
General purposes	\$ 5,427,519	\$ 5,070,497
Collection for other governments	2,293,099	2,168,814
	<u>7,720,618</u>	<u>7,239,311</u>
Transfers to other governments:		
Provincial government	1,424,512	1,171,526
Fraser-Fort George Regional Hospital District	497,922	433,524
Regional District of Fraser-Fort George	325,119	330,132
B.C. Assessment Authority	45,436	44,601
Municipal Finance Authority	136	127
Royal Canadian Mounted Police	-	188,884
	<u>2,293,125</u>	<u>2,168,794</u>
	<u>\$ 5,427,493</u>	<u>\$ 5,070,517</u>

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

11. Government transfers:

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

	2023	2022
Provincial grants:		
Unconditional	\$ 533,311	\$ 224,077
Conditional	2,092,405	1,040,296
Grants in lieu	11,523	-
BC Hydro	2,693,510	2,543,705
Subtotal provincial grants	5,330,749	3,808,078
Federal grants:		
Conditional	142,424	221,340
Grants in lieu	9,072	-
Miscellaneous	-	62,089
Subtotal federal grants	151,496	283,429
Other grants:		
Conditional	630,720	-
Unconditional	23,016	-
Fortis BC	27,062	128,893
Miscellaneous	786,888	452,143
Subtotal other grants	1,467,686	581,036
Total government transfers	\$ 6,949,931	\$ 4,672,543

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

12. Budget data:

The budget data presented in the consolidated financial statements is based upon the 2023 operating and capital budgets approved by Council on May 8, 2023. The table below reconciles the approved budget to the budget figures reported in these consolidated financial statements.

	Budget amount
Revenue:	
Operating budget	\$ 25,164,242
Less:	
Other capital revenue	(1,286,837)
Transfer from reserve funds	(5,943,946)
Transfer from surplus funds	(368,703)
Transfer from invested in tangible capital assets	(1,802,308)
Total revenues	15,762,448
Expenses:	
Operating budget	25,164,242
Less:	
Transfers to reserve funds	(5,265,013)
Transfer to general fund	(332,185)
Capital expenditures	(7,230,783)
Total expenses	12,336,261
Annual surplus	\$ 3,426,187

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

13. Segmented information:

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

(a) General Government:

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

(b) Protective Services:

Protective services is comprised of emergency management and regulatory services.

(c) Transportation Services:

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

(d) Environmental and Public Health:

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

(e) Garbage and Waste Collection:

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

(f) Community Services:

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

(g) Water Utility:

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

13. Segmented information (continued):

(h) Sewer System:

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

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

13. Segmented information (continued):

2023	General Government	Protective Services	Transportation Services	Environmental and Public Health	Garbage and Waste Collection	Community Services	Water Utility	Sewer System	Total
Revenue:									
Taxation	\$ 5,427,493	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,427,493
User fees and licenses and permits	-	-	93,559	-	455,785	69,424	760,940	551,588	1,931,296
Sales of services	113,351	-	55,625	-	-	390,786	-	-	559,762
Government transfers	4,266,132	847,688	(11,765)	1,795,973	-	51,903	-	-	6,949,931
Other revenues	195,721	-	42,928	1,161	-	75,692	-	-	315,502
Income from investments in government business enterprises and partnerships	989,769	-	-	-	-	-	-	-	989,769
Investments and penalties	1,211,095	-	-	-	-	-	-	-	1,211,095
Total revenue	12,203,561	847,688	180,347	1,797,134	455,785	587,805	760,940	551,588	17,384,848
Expenses:									
Operating	750,446	592,814	981,320	30,689	-	936,316	312,306	183,106	3,786,997
Salaries, wages & employee benefits	1,306,687	483,283	1,192,139	13,573	175,347	2,495,781	179,218	90,287	5,936,315
Legislature	186,963	-	-	-	-	-	-	-	186,963
Amortization	68,157	190,936	699,179	42,192	-	775,566	79,490	87,774	1,943,294
Interest	4,131	-	-	-	-	-	-	-	4,131
Insurance	53,238	23,410	77,622	185	-	69,154	9,970	12,783	246,362
Professional services	142,537	10,564	-	-	-	5,500	-	-	158,601
Garbage disposal	-	-	-	-	139,349	-	-	-	139,349
Loss from investments government business enterprises and partnerships	-	-	-	-	-	-	-	-	-
Total expenses	2,512,159	1,301,007	2,950,260	86,639	314,696	4,282,317	580,984	373,950	12,402,012
Annual surplus (deficit)	\$ 9,691,402	\$ (453,319)	\$ (2,769,913)	\$ 1,710,495	\$ 141,089	\$ (3,694,512)	\$ 179,956	\$ 177,638	\$ 4,982,836

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

13. Segmented information (continued):

2022	General Government	Protective Services	Transportation Services	Environmental and Public Health	Garbage and Waste Collection	Community Services	Water Utility	Sewer System	Total (restated - note 16)
Revenue:									
Taxation	\$ 5,070,517	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,070,517
User fees and licenses and permits	-	-	77,488	-	427,823	84,268	666,237	528,005	1,783,821
Sales of services	1,010	1,143	42,033	502	-	316,483	-	-	361,171
Government transfers	4,049,902	255,424	221,340	67,082	-	78,795	-	-	4,672,543
Other revenues	660,439	82,658	39,173	-	-	40,980	-	-	823,250
Income from investments in government business enterprises and partnerships	9,974	-	-	-	-	-	-	-	9,974
Total revenue	9,791,842	339,225	380,034	67,584	427,823	520,526	666,237	528,005	12,721,276
Expenses:									
Operating	628,550	401,542	908,468	72,656	-	841,370	285,322	210,266	3,348,174
Salaries, wages & employee benefits	1,200,997	605,690	1,113,689	18,288	173,445	2,358,273	186,601	82,903	5,739,886
Legislature	155,729	-	-	-	-	-	-	-	155,729
Amortization	56,198	140,691	703,263	48,763	-	732,831	76,308	87,774	1,845,828
Interest	1,135	-	-	-	-	-	-	-	1,135
Insurance	48,476	30,064	78,351	178	-	59,230	8,741	12,013	237,053
Professional Services	80,542	-	-	-	-	5,000	-	-	85,542
Garbage disposal	-	-	-	-	188,258	-	-	-	188,258
Loss from disposal fixed assets	-	-	-	-	-	-	-	-	-
Loss from investments in government business enterprises and partnerships	-	-	-	-	-	-	-	-	-
Total expenses	2,171,627	1,177,987	2,803,771	139,885	361,703	3,996,704	556,972	392,956	11,601,605
Annual surplus (deficit)	\$ 7,620,215	\$ (838,762)	\$ (2,423,737)	\$ (72,301)	\$ 66,120	\$ (3,476,178)	\$ 109,265	\$ 135,049	\$ 1,119,671

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

14. Asset retirement obligation

The District owns and operates several buildings that are known to have hazardous material, which represents a health hazard upon demolition or removal of the assets and there is a legal obligation to remove it. Following the adoption of PS 3280 - Asset Retirement Obligations, the District recognized an obligation relating to the removal and post-removal care of the hazardous materials in these assets as estimated at January 1, 2022 in the amount of \$1,062,000.

The transition and recognition of the asset retirement obligations involved an accompanying increase to tangible capital assets and the restatement of prior year numbers (note 16).

15. Significant taxpayers:

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

DISTRICT OF MACKENZIE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2023

16. Change in accounting policy:

On January 1, 2022, the District adopted Public Sector Accounting Standard PS 3280 - Asset Retirement Obligations. The new accounting standard addresses the reporting of legal obligations associate with the retirement of certain tangible capital assets, such as asbestos removal in retired buildings by public sector entities. The standard was adopted on the modified retrospective basis at the date of adoption. Under the modified retrospective method the assumptions used on initial recognition are those as of the date of adoption of the standard.

The District recognized an asset retirement obligation related to several buildings, sewer and water infrastructure owned by the District that contained hazardous material. The liability was measured as of the date of when the Hazardous Materials Act was enacted in Canada in 1989 and asbestos was banned. In accordance with the provisions of this new standard, the District reflected the following adjustments at January 1, 2022:

	As previously reported	Increase (Decrease)	As restated
Asset retirement obligation	\$ -	\$ 1,062,000	\$ 1,062,000
Tangible capital assets	45,767,852	364,440	46,132,292
Net financial assets	26,515,964	(1,062,000)	25,453,964
Opening accumulated surplus	73,147,899	(683,840)	72,464,059
Community services	3,984,197	12,507	3,996,704
Transportation	2,802,558	1,213	2,803,771

17. Comparative information:

Certain comparative figures have been reclassified from those previously presented to conform to the presentation of the 2023 financial statements. The changes do not affect prior year annual surplus.

DISTRICT OF MACKENZIE

Schedule 1 - Northern Capital Planning Grant

Year ended December 31, 2023, with comparative information for 2022
(Unaudited)

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

	2023	2022
Opening balance of reserve	\$ 1,780,730	\$ 2,954,695
Reserve used	(349,841)	(1,234,941)
Interest	81,035	60,976
	\$ 1,511,924	\$ 1,780,730

DISTRICT OF MACKENZIE

Schedule 2 - COVID-19 Safe Restart Grant

Year ended December 31, 2023, with comparative information for 2022
(Unaudited)

In November 2020, the District was the recipient of a \$1,244,000 grant under the COVID-19 Safe Restart for Local Government program from the Province of BC. As the conditions for use of this grant funding allow local governments to use this funding where the greatest need arises, the entire \$1,244,000 amount received was recognized as revenue in 2020 and included in grant revenue on the Consolidated Statement of Operations and Accumulated Surplus. The District utilized \$124,238 within 2023 to cover operational costs and overall pandemic response expenses incurred since the beginning of the pandemic in the spring of 2020.

	2023
Balance of COVID-19 Safe Restart grant funds at December 31, 2022	\$ 124,238
Less amount utilized in 2023	
Audio visual upgrades	64,100
Computer and technology	8,962
General government	51,176
	<u>124,238</u>
Remaining COVID-19 Safe Restart Grant	<u>\$ -</u>

DISTRICT OF MACKENZIE

Schedule 3 - Growing Communities Reserve Fund

Year ended December 31, 2023, with comparative information for 2022
(Unaudited)

The Province of British Columbia distributed conditional Growing Communities Fund (GCF) grants to communities at the end of March 2023 to help local governments build community infrastructure and amenities to meet the demands of population growth. The GCF provided a one-time total of \$1 billion in grants to all 161 municipalities and 27 regional districts in British Columbia.

The District received \$1,723,000 of GCF funding in March 2023.

	2023	2022
Growing Communities Fund	\$ 1,723,000	\$ -
Other:		
Interest income	43,474	-
	\$ 1,766,474	\$ -

DISTRICT OF MACKENZIE

STATEMENT OF FINANCIAL INFORMATION

SCHEDULE B

Schedule of Debts

The District of Mackenzie has no Long-Term Debt

Prepared as required by Financial Information Regulation, Schedule 1, Section 4

DISTRICT OF MACKENZIE

STATEMENT OF FINANCIAL INFORMATION

SCHEDULE C

Schedule of Guarantee and Indemnity Agreements

The District of Mackenzie has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Prepared as required by Financial Information Regulation, Schedule 1, Section 5

DISTRICT OF MACKENZIE

STATEMENT OF FINANCIAL INFORMATION

SCHEDULE D

Schedule of Remuneration and Expenses

For the year ended December 31, 2023

Prepared as required by Financial Information Regulation, Schedule 1, Section 6

District of Mackenzie

Statement of Financial Information

Fiscal Year Ended December 31, 2023

(a) Schedule of Council Remuneration and Expenses

REMUNERATION - 2023

ELECTED OFFICIALS

NAME	POSITION	SALARIES	EXPENSES	TOTAL
Atkinson, Joan	Mayor	\$ 29,697	\$ 7,262	\$ 36,959
Barnes, Andy	Councillor	13,266	3,268	16,534
Brumovsky, Viktor	Councillor	12,587	4,378	16,965
Hipkiss, Amber	Councillor	13,266	6,054	19,320
McMeeken, Raye	Councillor	13,266	862	14,128
Tapper, Kyle	Councillor	12,587	2,022	14,609
Wright, Jesse	Councillor	12,587	4,415	17,002
Total Elected Officials		\$ 107,256	\$ 28,261	\$ 135,517

Prepared as required by Financial Information Regulation, Schedule 1, Section 6(2)(a)

District of Mackenzie

Statement of Financial Information

Fiscal Year Ended December 31, 2023

(b) Schedule of Employee Remuneration and Expenses

REMUNERATION - 2023

EMPLOYEES

NAME	POSITION	BASE PAY	OTHER COMPENSATION¹	EXPENSES²	TOTAL
Baldus, Jesse	Building Grounds Maintenance	73,278	2,330	267	75,875
Barnes, Barry	Lead Hand Mechanic	82,094	3,836	-	85,930
Borne, Kerri	Chief Financial Officer	128,072	8,382	4,008	140,462
Carty, Keinan	Deputy Fire Chief	94,285	23,666	990	118,941
Currie, Travis	Equipment Operator	72,559	3,861	-	76,420
Debolt, Dwayne	Equipment Operator	70,629	6,665	2,038	79,331
Duggan, Brad	Equipment Operator	68,905	6,231	-	75,136
Dumoulin, Rachelle	Economic Development Clerk	68,707	1,086	5,617	75,410
Fast, James	Utility Service Person IV	85,541	9,983	6,854	102,378
Gilmer, Terry	Director of Recreation Services	116,125	26,998	5,138	148,262
Grant, Warren	Building Grounds Maintenance	77,781	6,210	1,530	85,521
Guise, Jamie	Fire Chief	116,658	18,656	9,667	144,981
Johnson, Sarah	Recreation Admin Manager	82,733	2,880	700	86,314
Kaehn, Emily	Director of Corporate Services	119,249	5,628	14,125	139,002
Murray, Jody	Director of Public Works	76,853	8,873	700	86,425
Nearing, Corinne	Lead Hand Building Operator	81,166	5,107	175	86,448
Pasichnyk, Kyle	Mechanic	78,799	1,505	-	80,304
Peterson, Kelly	Lead Hand Building Grounds Maintenance	75,727	2,753	3,185	81,665
Peterson, Wendy	Finance Manager	90,633	4,868	3,309	98,810
Rohleder, Pat	Public Works Clerk	72,375	13,655	-	86,030
Rossi, Christina	Equipment Operator	76,656	5,286	-	81,943
Saavedra, Jennifer	Equipment Operator	72,841	1,974	1,451	76,266
Siebert, Nicole	Facility & Events Coordinator	73,776	4,107	1,859	79,742
Skaalid, Joanna	Lead Hand Lifeguard Instructor II	70,793	8,157	760	79,711
Smith, Beau	Building Grounds Maintenance	67,016	1,465	7,388	75,870
Smith, Diane	Chief Administrative Officer	\$ 164,850	\$ 9,393	\$ 11,557	\$ 185,800
Thorne, Luke	Land and Environmental Coordinator	72,178	1,788	4,551	78,517
Turnbull, Mark	Utility Service Person I	74,512	12,153	518	87,183
Wilson, Kaleena	Human Resources Coordinator	73,421	2,615	3,173	79,209
Employee Remuneration over \$75,000 and expenses		\$ 2,478,211	\$ 210,112	\$ 89,562	\$ 2,777,884
Consolidated Employee Remuneration less than \$75,000		\$ 2,110,179	\$ 148,788	\$ 38,783	\$ 2,297,749
TOTAL EMPLOYEES		\$ 4,588,389	\$ 358,900	\$ 128,344	\$ 5,075,633

¹ Other Compensation includes overtime, lump sum payments, on-call, and clothing allowance reimbursement

² Expenses include travel, training, conferences and memberships

Prepared as required by Financial Information Regulation, Schedule 1, Section 6(2)(d)

There is no reconciliation. Employee remuneration is based on annual T4 reporting, therefore the numbers are not in the same format as the financial statements.

Prepared as required by Financial Information Regulation, Schedule 1, Section 6(6)

2023 Employer portion of Canada Pension Plan	\$ 224,453
2023 Employer portion of Employment Insurance	\$ 74,231

District of Mackenzie

Statement of Financial Information

Fiscal Year Ended December 31, 2023

(d) Statement of Severance Agreements

There were no severance agreements made between the District of Mackenzie and its non-unionized employees during the fiscal year of 2023

Prepared as required by Financial Information Regulation, Schedule 1, Section 6(7)

DISTRICT OF MACKENZIE

STATEMENT OF FINANCIAL INFORMATION

SCHEDULE E

Schedule of Payments to Supplier of Goods and Services

For the year ended December 31, 2023

Prepared as required by Financial Information Regulation, Schedule 1, Section 7

District of Mackenzie

Statement of Financial Information

Fiscal Year Ended December 31, 2023

Schedule of Payments to Suppliers of Goods and Services

1) Alphabetical list of Vendors who received aggregate payments exceeding \$25,000

Vendor	Amount
AON REED STENHOUSE INC	\$ 166,015
AXIS MOUNTAIN TECHNICAL INC	\$ 148,483
BAREFOOT PLANNING LTD	\$ 25,646
BC ASSESSMENT	\$ 45,627
BC HYDRO	\$ 437,507
BROGAN FIRE & SAFETY	\$ 113,817
C.U.P.E. NATIONAL OFFICE	\$ 39,254
CANADA'S BIG TRUCK RENTAL	\$ 72,060
CANADIAN LEARNING SUPPLY INC	\$ 26,337
CANADIAN WESTERN MECHANICAL LTD	\$ 211,664
CARSCADDEN STOKES MCDONALD ARCHITECT INC	\$ 90,898
COMMERCIAL TRUCK EQUIPMENT CORP	\$ 1,718,798
CONCEPT DESIGN LTD.	\$ 34,269
CORDWOOD INDUSTRIES	\$ 123,992
DB PERKS & ASSOCIATES LTD.	\$ 28,827
DEA VENTURES LTD	\$ 35,876
DIGGERS IMPACT ENTERPRISES LTD	\$ 25,898
DUKA ENVIRONMENTAL SERVICES LTD	\$ 26,414
EXECUTIVE FLIGHT CENTRE AVIATION LTD.	\$ 34,631
FLIGHT FUELS LP	\$ 108,511
FORTISBC - NATURAL GAS	\$ 125,861
FRASER-FORT GEORGE REGIONAL	\$ 501,468
HAGEN'S HOME HARDWARE	\$ 53,371
HUB INTERNATIONAL BARTON	\$ 51,151
IGI RESOURCES INC	\$ 66,063

KODE CONTRACTING LTD.	\$	61,683
KPMG LLP T4348	\$	40,219
KS2 MANAGEMENT LTD.	\$	133,544
L & M ENGINEERING LIMITED	\$	50,054
MACKENZIE FIRE FIGHTERS ASSOCIATION	\$	63,979
MACKENZIE GRAVEL	\$	61,521
MACKENZIE HOSE & FITTINGS	\$	28,424
MACLAK CONTRACTING	\$	31,500
MAINLINE ROOFING CO. LTD.	\$	192,213
MARATHON 1983 Ltd	\$	30,996
MATRIX VIDEO COMMUNICATIONS CORP	\$	27,541
MEERHOLZ CANADA	\$	35,271
MIABC	\$	41,844
MIDWAY PURNEL	\$	65,114
MINISTER OF FINANCE	\$	25,564
MISC AP	\$	243,571
MISC VISA	\$	73,685
MUNICIPAL PENSION PLAN	\$	690,078
NORTHWEST FUELS LIMITED	\$	75,220
PACIFIC BLUE CROSS	\$	381,018
PITTMAN ASPHALT	\$	392,948
PROVINCE OF BC - ETAX	\$	92,250
QUESTICA SOFTWARE INC	\$	25,377
R.D. OF FRASER-FORT GEORGE	\$	543,410
RECEIVER GENERAL - 10702 1339 RP0001	\$	1,278,635
RECEIVER GENERAL - 10702 1339 RP0002	\$	182,876
SKYBLUE CLEANING CORP	\$	47,159
SOUTHWEST DESIGN & CONSTRUCTION LTD	\$	316,125
STEWART MCDANNOLD STUART	\$	28,770
SUNCOR ENERGY PRODUCTS PARTNERSHIP	\$	233,997
T & I SAFETY EQUIPMENT	\$	57,033
TELUS	\$	116,214
TERUS CONSTRUCTION LTD	\$	55,742

TRICO INDUSTRIES LTD	\$	32,221
URBAN SYSTEMS	\$	94,028
VDZ A CONSULTING INC.	\$	28,797
VICTORY BUILDING CENTRE	\$	29,423
WOOD WHEATON SUPERCENTRE	\$	52,018
WORKSAFE BC	\$	174,595
YETI REFRIGERATION INC	\$	38,107

Total Aggregate Amount Paid to Suppliers > \$25,000 **\$10,485,200**

2) Consolidate Total Paid to Supplier < \$25,000 **\$1,539,807**

3) Total Payments to Supplier for grants and contributions exceeding \$25,000

Consolidated total of grants and contributions exceeding \$25,000 **\$146,350**

4) Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers \$10,485,200

Consolidated total of payments of \$25,000 or less paid to suppliers \$1,539,807

Consolidated total of all grants/contributions exceeding \$25,000 \$146,350

TOTAL PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES **\$12,171,357**

Reasons for Difference between FIR Schedules and Consolidated Statement of Operations:

- amounts are accrued at year end for good and services received in December, but paid for in the new year
- operational statements are prepared on accrual accounting basis whereby the statement prepared under the FIR regulations are prepared based on actual payments made throughout the year
- payments made to other taxing authorities for the collection of their taxation are included in the list of suppliers although these amounts are not a District expense, such as BCAA, MFA, RDFFG, Regional Hospital
- payments made to suppliers may include GST, which is 100% recoverable by the District of Mackenzie and not recorded in expenses

DISTRICT OF MACKENZIE

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included on this Statement of Financial Information, produced under the *Financial Information Act* .

Kerri Borne
Chief Financial Officer

Joan Atkinson
Mayor

Date

Date

Prepared pursuant to the Financial Information Regulation, Schedule 1, section 9

DISTRICT OF MACKENZIE

MANAGEMENT REPORT

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared in accordance with Canadian generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements. This statement of information includes the District of Mackenzie and the Mackenzie Public Library for the year ending December 31, 2023.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control, and for reviewing and approving the audited financial statements and supplementary schedules contained in this Statement of Financial Information.

The external auditors, KPMG, conduct an independent examination, in accordance with Canadian generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the District of Mackenzie's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the District of Mackenzie.

On Behalf of District of Mackenzie

Kerri Borne
Chief Financial Officer

June 25, 2024

Prepared as required by Financial Information Regulation, Schedule 1, Section 9

COUNCIL REPORT

To: Mayor and Council
From: Administration
Date: June 12, 2024
Subject: Draft 2023 Annual Report

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

By June 30th, the District of Mackenzie is required by section 98 (1) of the *Community Charter* to prepare an Annual Municipal Report which states goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives. Additional information has been included in the District of Mackenzie's report where suitable to demonstrate progress of Council's strategic priorities. As the audited financial statements have already been reviewed and approved by Council, they are not attached to this report for this agenda. The annual report and audited financial statements will be made available for public inspection to provide citizens with time to review the annual report, ask questions, and prepare any comments. Following the public inspection period, the annual report will be brought back at the July 22, 2024 Regular Council meeting for public comment and final adoption.

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:

Cat Smith, Legislative Clerk/Executive Assistant

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer



DISTRICT OF MACKENZIE
2023 ANNUAL REPORT

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DRAFT

Community Vision

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



Photo Credit: Marcus Paladino

District Mission

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

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

Mayor's Message

In May 2023, the World Health Organization announced the end of the Covid 19 Pandemic that was welcome news for all of us. And although mankind has been plagued with pandemics for centuries, Covid 19 had the biggest global social and economic impacts in recent history. The aftermath of social isolation is still being felt by many and we are now facing unprecedented negative impacts on mental health. This makes it all the more important that each of us seeks out those individuals who are still dealing with anxiety and depression.

Mackenzie continues to face many challenges as a result of the state of the forest industry in the province. The most significant being the reduction of the industrial tax base as a result of the closure of two large manufacturing facilities in our community. The unfortunate reality of this loss of heavy industrial tax is that a larger portion of our tax base has become the burden of residential homeowners. Staff and Council are working hard to secure grants and funding from other sources to alleviate the pressure on our homeowners while maintaining the services we have all grown to rely on and appreciate.

Despite our challenges, we did celebrate accomplishments in 2023 which included:

- The establishment of a shuttle service to Prince George provided by the Kimta Transportation Society with support from the District of Mackenzie
- Mackenzie hosted our 3rd Annual Mountain Magic WinterQuest
- Awarding of our Active Transportation Master Plan, that will guide our community in moving toward more “active” transportation
- Successful Launch of the “Food Cycler Pilot Program” which will result in a reduction of food waste going to the Transfer Station
- Full allocation of the “Business Façade Program” program which supports businesses in refurbishing the curb appeal of their operations
- Continued wildfire resiliency prescriptions along Hwy 39 to ensure residents will have a safe egress route out of the community if we need to evacuate
- Award of Planning & Design of new Arena Slab and Energy Upgrades at the Recreation Centre
- Celebrated the Construction of the Ridgeline Mountain Bike Trail with the “Rockin’ the Ridgeline” event at our new Jump Pump Track

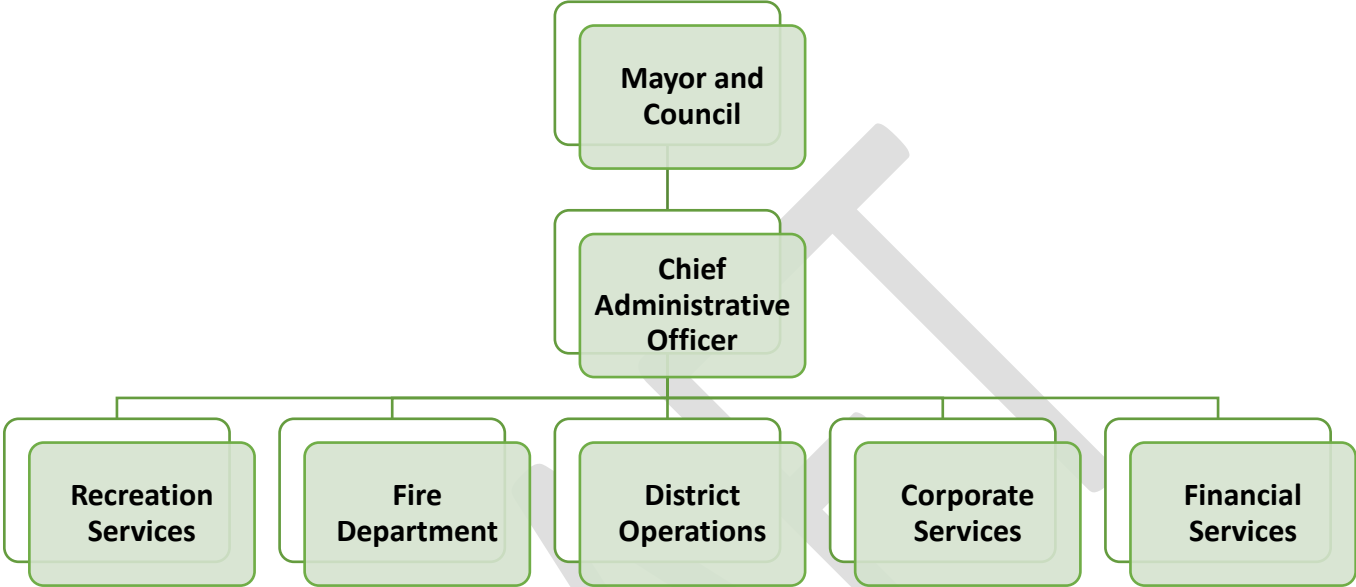


As always Council encourages residents to reach out to us if they have questions, concerns or ideas they wish to share. The success of our community is the responsibility of all of us!

Sincerely,


Mayor Joan Atkinson

ORGANIZATIONAL CHART



Morfee Lake Second Beach

Photo Credit Christine Dunn

2022-2026 MAYOR AND COUNCIL

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

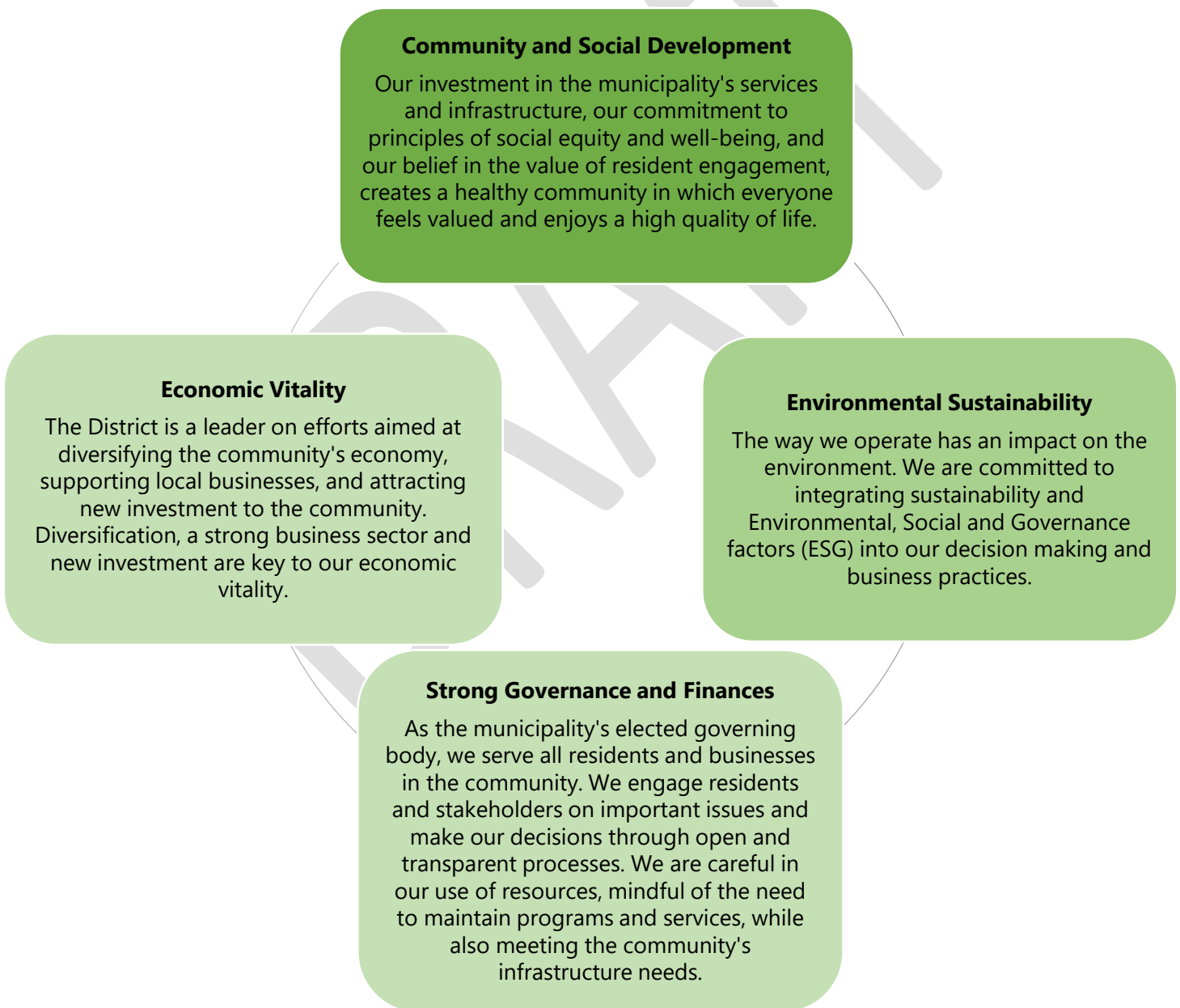


From left to right: Councillor Andy Barnes, Councillor Viktor Brumovsky, Councillor Amber Hipkiss, Councillor Jesse Wright, Councillor Raye McMeeken, and Councillor Kyle Tapper.
Centre: Mayor Joan Atkinson

COUNCIL PRIORITIES

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

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



COUNCIL LIAISON APPOINTMENTS

Committee/Position	Elected Official
Deputy Mayors	Councillors Barnes, Hipkiss, and McMeeken
Access and Inclusion Committee	Liaison: Councillor McMeeken Alternate: Councillor Wright
Agricultural Opportunities and Food Security	Liaison: Councillor Tapper Alternate: Councillor Brumovsky
Asset Management Committee	Liaison: Mayor Atkinson
BC Hydro Peace River/Williston Advisory Committee	Liaison: Mayor Atkinson
Chamber of Commerce	Liaison: Councillor Brumovsky Alternate: Councillor McMeeken
Climate Liaison	Liaison: Councillor Hipkiss Alternate: Councillor Tapper
CNC Advisory Group	Liaison: Councillor Barnes Alternate: Councillor Tapper
Emergency Executive Committee	Liaison: Mayor Atkinson Alternate: Councillor McMeeken
Education Liaison	Liaison: Councillor Wright Alternate: Councillor Brumovsky
Forestry Liaisons	Liaison: Mayor Atkinson Alternate: Deputy Mayor
Grant Adjudication Committee	Liaison: Councillor Brumovsky Liaison: Councillor McMeeken
Indigenous Relations and Reconciliation	Liaison: Councillor Barnes Alternate: Councillor Wright
Mackenzie Wildfire Advisory Committee	Liaison: Councillor Barnes Alternate: Mayor Atkinson
McLeod Lake Mackenzie Community Forest (MLMCF)	Liaison: Councillor Hipkiss
Mining Liaisons	Liaisons: Councillor Barnes Alternate: Councillor Wright
Municipal Library	Liaisons: Councillor Tapper Alternate: Councillor Brumovsky
New Horizons - Senior Inclusion Solutions Advisory Group	Liaison: Councillor Wright
Northern Development Initiative Trust – Prince George Regional Advisory Committee	Liaison: Mayor Atkinson Alternate: Councillor Wright
Prince George Treaty Advisory Committee	Liaison: Councillor Wright
Regional District of Fraser-Fort George	Director: Mayor Atkinson Alternate: Councillor Wright

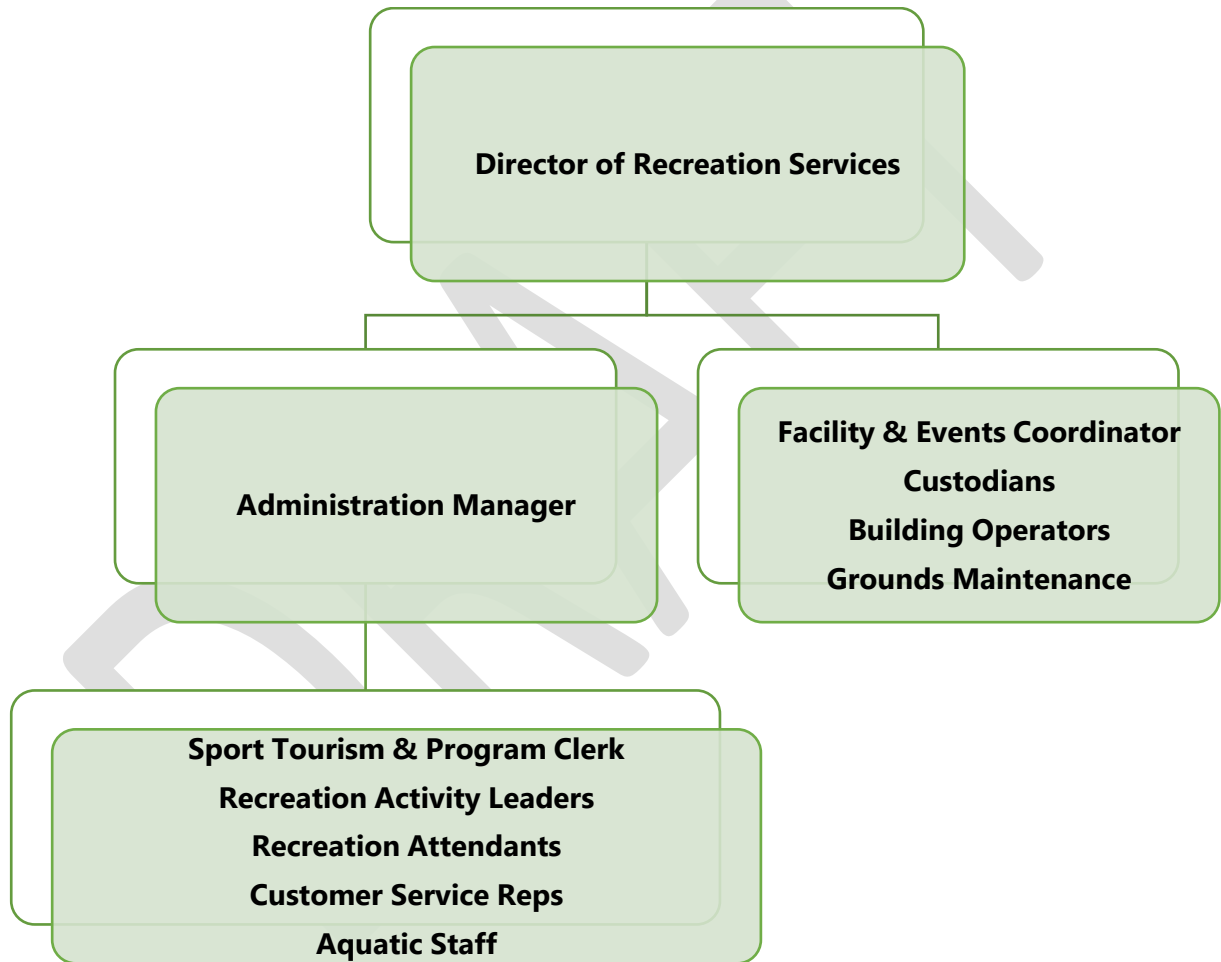
COUNCIL REMUNERATION

Mayor Atkinson	\$29,697
Councillor Barnes	\$13,266
Councillor Brumovsky	\$12,587
Councillor Hipkiss	\$13,266
Councillor McMeeken	\$13,266
Councillor Tapper	\$12,587
Councillor Wright	\$12,587



RECREATION SERVICES

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





Annual Report 2023

2023 Recreation Centre Utilization

Recreation Centre Activities	Number of Bookings
Fitness Centre	15,329
Skating	1,343
Aquafit	562
Swimming	9,760
Curling	108
Climbing	531
Pickleball	166
Ski Hill	671
Arena Floor – Drop in	157
Sport Court	1,060
School Use	1,327
Junior Pathways	200
Total Number of Bookings	31,214

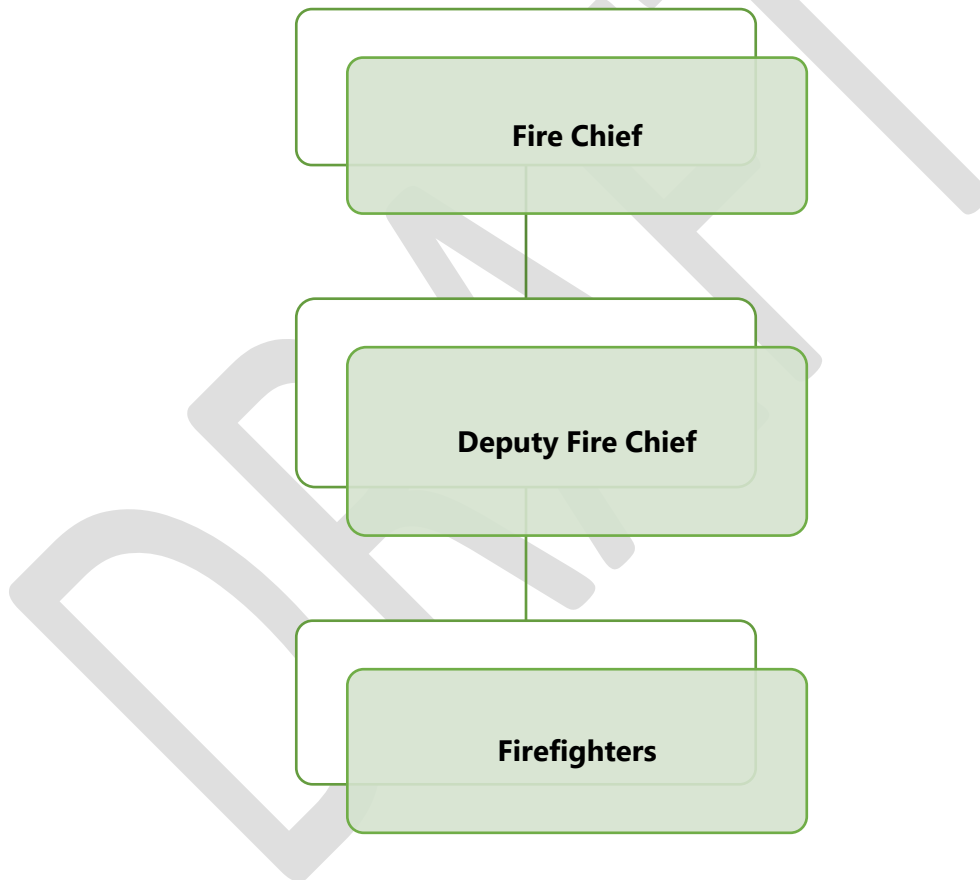


Recreation Services Action Planning

Actions completed in 2023	Action Plan for 2024
3 rd Annual WinterQuest, ice carvers and trail light-up festival, this year including partnering with Northern Lights Winery.	4 th Annual WinterQuest 2024, ice carvers and trail light-up festival, continuing to build off our success from previous years.
Held Canada Day event at Rec Centre.	Host Canada Day event.
Continue developing relations with McLeod Lake Indian Band	Host National Indigenous People Day event.
Hosted Recreation Fair for community groups.	Host Recreation Fair for community groups and explore options for an art (Mural/Music/Food) festival in the community.
Held 3 rd Annual Holiday Parade.	Host 4 th Annual Holiday Parade.
Signature Trail, Park, and Little Mac Master Plan completed and 90% built.	Finish Park landscape, ski hill water fountain and gazebo part of the Signature Trail, Park, and Little Mac project.
Received Active Transportation Grant and completed 80% of master planning process including public consultation and concept park drawings.	Finalize Active Transportation Master Plan and determine next steps for implementation.
Received arena slab replacement and green energy project grant funds. Issued request for proposal for architect and awarded contract for project.	Complete the arena slab replacement and green energy project.
Assist Ernie Bodin Community Centre tenants with transition.	Tenants vacate Ernie Bodin Community Centre to finalize demolition.
Hosted our 1 st Annual Rockin' the Ridgeline bike and art festival, along with completing a mural project in the Community Bike Park.	Host our 2 nd Annual Rockin' the Ridgeline festival, with goals to include a softball tournament.
Revamped program lineup, including summer camps and senior programming. Added gymnastics and track meet.	Continue developing programs with greater focus on specialized programming like soccer, volleyball, baseball, etc.
Upgraded maintenance work order and inspection system.	Upgrade front desk check-in and install access gates for patrons.
Completed 75% of Mac 1 playground upgrade including new border, surface and play structure move.	Completed 100% of Mac 1 playground upgrade, which includes swing set and topping up surface.

FIRE DEPARTMENT

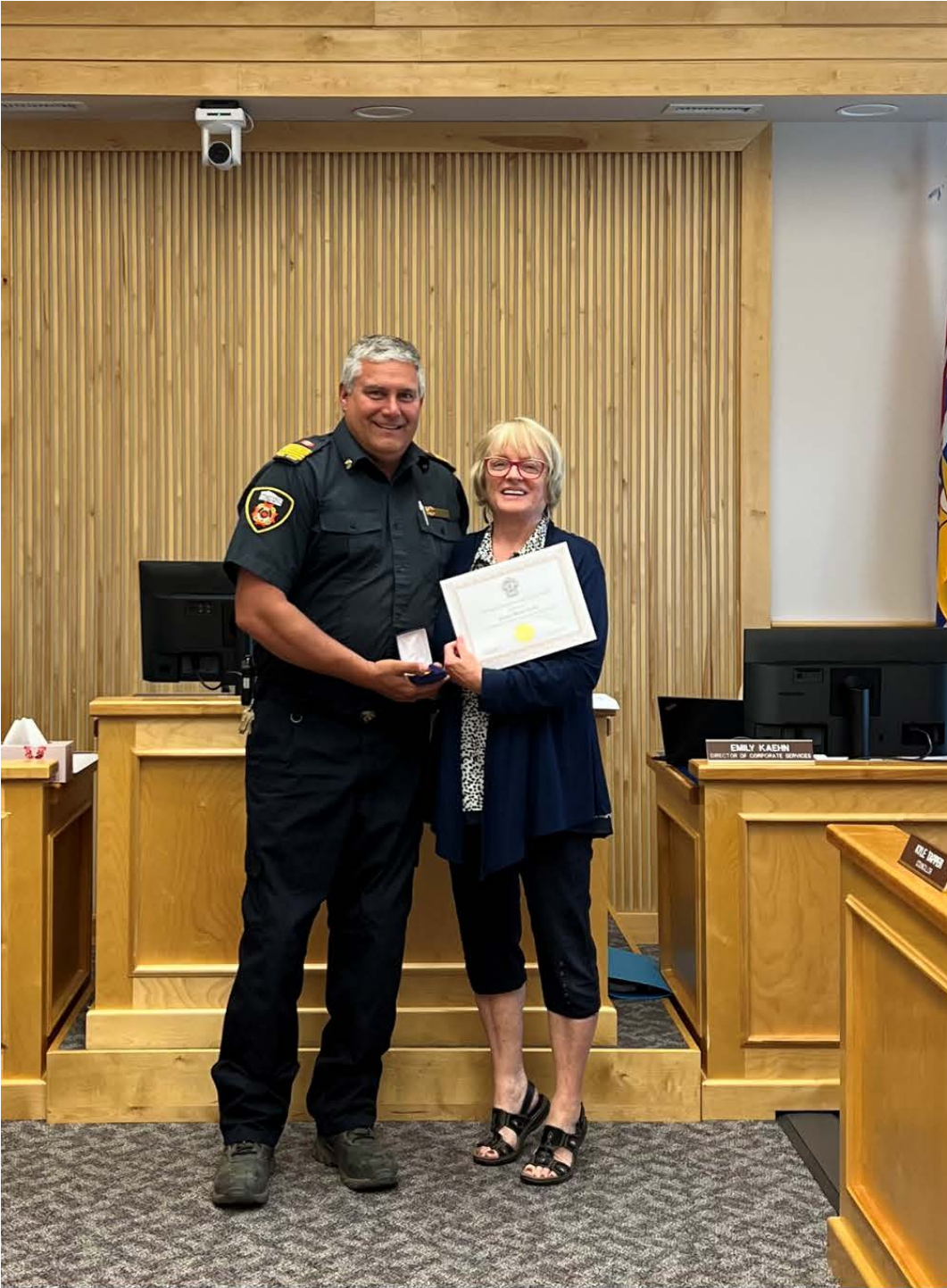
The Fire Department strives to deliver quality services in a fiscally responsible manner to the citizens of the District of Mackenzie. The District of Mackenzie supports this service delivery through a well-established safety and training program. The Fire Department is responsible for fire suppression,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



Fire Department Action Planning

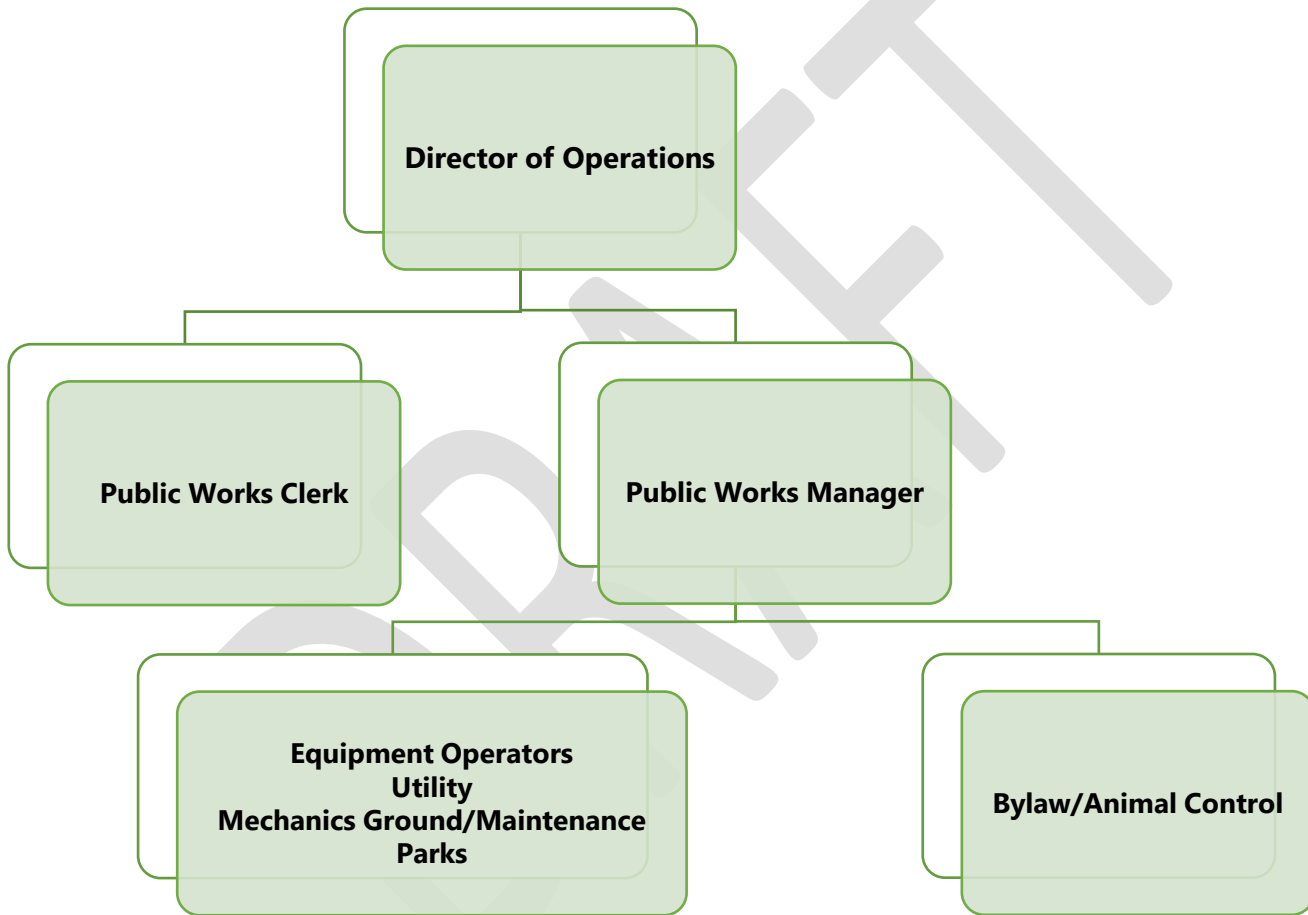
2023 FIRE CALLS		2023 FIRE FIGHTERS	
Nature of Call	# of Calls	Position	Number
Assist other Agency	39	Fire Chief	1
Burn Complaint	24	Deputy Fire Chief	1
Carbon Monoxide alarm	2	Assistant Chiefs	1
Chimney Fire	1	Training Officers	2
Electrical Hazard	2	Captains	2
False Alarm	27	Lieutenants	3
Gas Spill/Leak	3	Engineers	1
Motor Vehicle Incident	32	Fire Fighters	11
Public Service	2	Fire Fighters (Probationary)	9
Structure Fire	7	Junior Fire Fighters	3
Vehicle Fire	1	TOTAL	21
Wildland Fire	3		
Investigation no Fire	1		
TOTAL	144		

Actions Completed in 2023	Action Plan for 2024
Installed the new Mackenzie Specific Alert System	New Fire Hall is expected to be completed in Fall 2024
Successfully hosted the FireSmart program for residents in Gantahaz and the Mackenzie townsite.	Training Firefighters is ongoing
Organized and held curbside pick-up days in the Spring and Summer.	Purchase new Turnout gear
Provided assistance to BC Wildfire Services, Completed 8 deployments throughout BC.	Purchase new Pagers
New Fire Truck delivered on June 9, 2023	Purchase new Wildland truck
From the Community Resiliency Investment Grant \$82,800 will be used for the John Dahl Regional Park Fuel Treatment Project and \$67,200 set aside for community FireSmart initiatives and a revision to our Community Wildfire Resiliency Plan.	Hire a Fire Smart/ Assistant Emergency Program Coordinator. Funding is through Community Resiliency Investment and allows DOM to submit grants to continue funding Fire Smart initiatives for future Grants.
Developed an info session sheet on the new Firehall	Submit application for UBCM EOC grant and ESS grants. These grants will be use to purchase equipment and training.



DISTRICT OPERATIONS

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



Operations Action Planning

2023 By the Numbers	
Water pumped from the Town pump house (Imperial Gallons)	169,199,714
Water pumped from the Gantahaz pump house (Imperial Gallons)	Not Available*
Commercial Garbage Collected (kg)	673660
Residential Garbage Collected (kg)	596730
Total number of Fixed Wing Landings	211
Total number of Helicopter Landings	303
Fuel Purchases	11
Visits to town	121

*No Data was collected for Gantahaz in 2023 due to a flow meter malfunction. The faulty flow meter has been replaced as a Capital Project and numbers should start being reported soon.

Bylaw & Animal Control		Permits & Licenses	
Animals Impounded	6	Business Licenses Awarded	254
Animals Adopted	1	Plumbing Permits Awarded	3
Number of Tickets Issued	0	Building Permits Awarded	29
Dog Licenses Purchased	508		

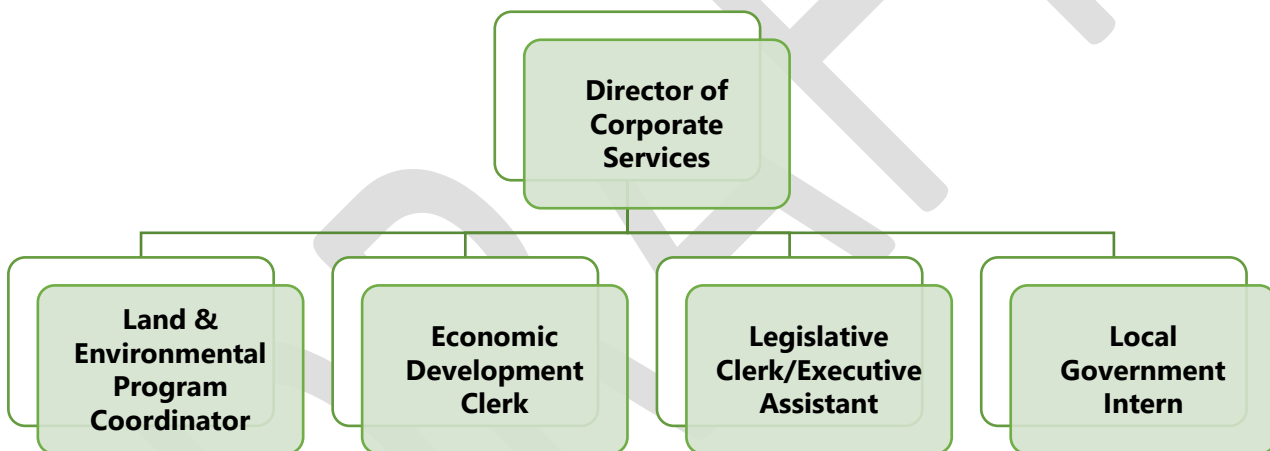
Actions Completed in 2023	Action Plan for 2024
Installed a PRV station on Crysedale.	Lower Crysedale Pressure Reducing Valve stations and install two further stations.
Water & Sewer Technicians and PW superintendent attended Confined Space Training	Confined Space Program to be audited in May/ June of 2024.
Continue operational and safety training for Employees and Management Team.	Continue operational and safety training for Employees and Management Team.
Replaced faulty Flow meters at Gantahaz Pump Station	Gantahaz pump station flow meter is now working properly.
Completed the Paving Plan preliminary assessment.	Initiate the roads and pathways replacement plans for the District.
Continue Asset Management Activities and Training	Continue Asset Management Activities and Training
Continue to seek grants to treat Gantahaz Subdivision water for manganese removal.	Gantahaz water treatment facility upgrade to begin in 2024.
Review all options available for commercial garbage collection	New Truck and Bins have been purchased and are currently being distributed throughout town



CORPORATE SERVICES

Corporate Services supports Council and ensures the District performs all its legislative duties, including preparing for Council Meeting and administering local elections. In addition, the department is also responsible for, and assists other departments with, reviewing and creating policies, procedures, bylaws, legal matters, records management and Freedom of Information requests, land use agreements, development applications, environmental programs and reporting, communications, accessibility and inclusion initiatives, as well as economic development and tourism.

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



Annual Report 2023

Corporate Services Action Planning

Actions Completed in 2023	Action Plan for 2024
Finalize Audio/Visual project in Council Chambers and the Recreation Centre to allow live stream and recording of Council meetings.	Finalize Audio/Visual project in Council Chambers and the Recreation Centre to allow live stream and recording of Council meetings.
Drafted an Age-Friendly Accessibility and Inclusion Action Plan for the District.	Complete and begin implementation of the Age-Friendly Accessibility and Inclusion Action Plan.
\$159,823 was distributed through the 2023 Community Grants Program.	\$200,000 was included in the budget for the Community Grants program for 2024.
Created a new online Climate Action Dashboard to showcase District initiatives and plans.	Promote the Food Cycler Program Phase 2.
Install final set of street banners and new billboards on either side of the Hwy 39/97 Junction.	Continue the implementation of the Municipal Signage Strategy. Install the new signage at the corner of Mill Road/Hwy 39.
Continue to participate on regional Ec Dev. And Tourism committees and marketing campaigns.	Explore new marketing campaigns to participate in addition to current.
Offer Grant Writing Support Services and host two free community grant writing workshops.	Continue offering this service and host a free community grant writing workshop.
Finalized and launched a new Economic Development Website with land marketing and sector promotional information.	Exploring further investment and District land marketing opportunities.
\$20,000 in grant funding was distributed during the 2023 Business Façade Improvement Program this year.	Northern Development Initiative Trust has awarded the District \$20,000 to offer the Business Façade Improvement Program this year.
Develop new Relocation Website and Welcome Guide to showcase Mackenzie 2.0 Marketing Materials.	Complete a resident and workforce relocation marketing campaign.
Finalize the Downtown Vision and Action Plan and Development Permit Areas project.	Complete the Development Permit Areas Project.
Continue to promote and support shop local initiatives.	Develop a new Shop Local program to replace the Love Northern BC funding program (discontinued).
Develop Communications and Public Engagement Policies for the District.	Carry-over project. Develop Communications and Public Engagement Policies for the District.



Climate Action

A key part of a local government's role in dealing with climate action is to reduce emissions caused by its own assets. The District of Mackenzie has signed the *Climate Action Charter*, committing the District to work towards being carbon-neutral in its own operations. In 2021, the District developed a Corporate Energy and Emissions Plan to help prioritize actions to meet this goal. Included in the plan were a number of recommended action items. The following table outlines our progress as we move work through the plan:

ACTION		Complete	2024 - 2025	Ongoing	Research Required
1.1	Build energy efficient buildings ¹	X		X	
1.2	Build energy efficient infrastructure			X	
1.3	Optimize siting and orientation of new buildings			X	
2.1	Conduct building energy audits	X		X	
2.2	Implement energy retrofits recommended by building energy audits **	X		X	
2.3	Conduct energy-focused operational review of infrastructure				X
2.4	Implement measures from operational review of infrastructure				X
2.5	Incorporate energy management into annual building maintenance procedures	X		X	
3.1	Install solar PV on corporate buildings ²		X		
3.2	Low-carbon heating systems for buildings				X
3.3	Conduct corporate renewable energy study				X
4.1	Right-size vehicles for assigned tasks	X		X	
4.2	Develop a vehicle purchasing policy	X			
4.3	Invest in EVs and EV Charging Stations ³	X		X	
4.4	Assess renewable fuels for corporate fleet		X		X
4.5	Fuel efficient driver training & anti-idling policy			X	
4.6	Energy-focused fleet maintenance				X
4.7	Encourage employee carpooling where possible			X	
4.8	Provide end of trip facilities		X	X	
5.1	Have dedicated staff person or department for plan implementation	X			
5.2	Allocate funds for plan implementation	X		X	
5.3	Develop KPIs, monitor and track for progress	X	X		
5.4	Demonstrate leadership on corporate waste and water			X	
5.5	Join PCP	X			

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

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

³ 4.3 The District entered into a memorandum of understanding with BC Hydro in 2022 to participate in their EV Charging Station network expansion. A new charging station will be installed in the community in 2024. The District is in the preliminary stages of working with the Charge North initiative to install a level 2 charging station to the Recreation Centre.

Climate Action in Mackenzie

Food Cycler Pilot Project

Council approved the Food Cycler Pilot Program. This represented a meaningful step forward in the District's commitment to sustainable waste management practices. The deployment of 100 units saves 32.2 MT of CO2 every year and eliminates approximately 36.8 bags of garbage from participating households annually.

Funding Secured in 2023 for 2024 Projects

- \$7,500 for trees from BC Hydro Regreening Program
- \$10,000 for trees from TreeCanada
- \$10,000 for building assessments for asset management/sustainable replacement
- \$12,500 For the Community Wood Smoke Reduction Program

Webpage Development

The District of Mackenzie introduced three new webpages dedicated to climate action:

- Climate and Sustainability for insights on local and provincial efforts
- Climate Action in Mackenzie for updates on community-driven efforts and ways to get involved
- Resources for Residents offering practical tools and tips for sustainable living

Green Fleet Policy

Council adopted a Green Fleet Policy to bring long-term advantages to the District of Mackenzie. The District is committed to ensuring a seamless transition while keeping in mind operational efficiency and financial viability.

Active Transportation Plan

Staff along with VDZ+A started developing an Active Transportation Plan. The objective of this plan is to promote the use of active transportation and create a safe and reliable way for residents and tourists to commute to and from destinations around Mackenzie.

NorthCan

The District of Mackenzie is a member of the Northern BC Climate Action Network (NorthCAN).

Members of NorthCan connect with other local governments, indigenous communities, institutions, businesses, and NGOs to support Climate Action. All members share knowledge, experience, and expertise to find, collaborate, and support climate action.

Council Declared a Climate Emergency (Resolution #33188)

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.

Water Restrictions & Appliances

The District of Mackenzie kept its water restrictions and were in effect from May 15th to September 15th.

The District also offered home appliance rebates and sold rain barrels as well as outdoor composters.

Electric Vehicle Chargers

- Staff along with BC Hydro worked on establishing two Level 3 EV chargers in the 616 parking lot. Due to delays this installation of the chargers was postponed to summer 2024.
- Staff approached the ChargeNorth initiative to look at a partnership to fund a dual port Level 2 EV charger on District land and are currently developing a proposal for Council.
- Staff worked with the Community Energy Association through their Electric Mobility Accelerator Program to provide deliverables to better prepare Mackenzie for electric vehicles. Final deliverables will be presented in summer 2024.

Community Economic Development

In 2021, the District completed the *Mackenzie 2.0 Community Economic Development Plan* a community-based, roadmap for creating a strong, vibrant, and diverse local economy. The objectives below are at the core of our strategy, identifying what *Mackenzie 2.0* will help to achieve.

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

The table below summarizes the recommended actions from *Mackenzie 2.0* and progress to date:

ACTION		Complete	In Progress	Ongoing	Research Required
Foundational - ongoing and will support all other actions.					
F1	Target and incentivize (tax, permit, land, buildings) industrial development in emerging sectors and secondary industries, promoting Mackenzie’s energy and land availability.	X		X	
F2	Support opportunities for natural resource development.			X	
F3	Continue to pursue shared economic development opportunities and partnerships with neighbouring First Nations.			X	
F4	Actively seek opportunities for partnerships with other levels of government, agencies and not-for-profits to promote economic development in Mackenzie.			X	
Underway - already underway or included in a work plan to be completed in the near future.					
U1	Continue seeking high speed internet for the whole community.		X	X	
U2	Provide development incentive to projects to meet strategic community needs (e.g. public parks, rec facilities).			X	
U3	Continue developing and expanding local recreation trail amenities.		X	X	
U4	Continue to improve District-wide wayfinding and signage.		X	X	
U5	Continue to offer and facilitate access to programs that support local businesses, both new and existing.			X	
U6	Continue to foster collaboration between industry, major employers, and schools to match skills/training with emerging industry needs.			X	
U7	Continue strategic land sales.		X	X	
U8	Update and maintain inventory of businesses operating in Mackenzie.	X		X	
Quick Wins - require minimal funding and minimal stakeholder involvement					
QW1	Support more events and festivals that link with local businesses.		X	X	
QW2	Expand upon recreation rentals; could be promoted as a business opportunity and offered additional marketing.		X	X	
QW3	Support improving and promoting local recreation and trail amenities with simple interventions such as string lights along trails.		X	X	
QW4	“Working with the District 101” – Promote District procurement process.			X	X

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	ACTION	Complete	In Progress	Ongoing	Research Required
QW5	Distribute promotional materials to attract and welcome new residents, remote workers, and home-based businesses.		X	X	
QW6	Maintain and publicize a land inventory focusing on industrial land and including vacant downtown lots and buildings.		X		
QW7	How a Community-to-Community forum with local First Nation and District of Mackenzie.		X		
Simple - requires some funding and some stakeholder involvement (1-3 years)					
S1	Promote creative use of gathering spaces and underutilizes/empty buildings and lots.			X	
S2	Encourage small scale agriculture and agrotourism (including food production and sales_ on larger, semi-rural residential lots.	X	X	X	
S3	Support business-to-business opportunities and networking.	X		X	
S4	Host regional technology and innovation meet-ups.				X
S5	Encourage local procurement by large and small purchasers and organizations.			X	
S6	Explore interest in establishing a Business Improvement Area.				X
S7	Encourage a local commissary kitchen by collaborating with local commercially-certified kitchens.				X
S8	Conduct a feasibility study on the demand for additional and modern/office and/or co-working space within Mackenzie.				X
Complex - require significant funding, extensive stakeholder engagement, and a multi-year effort					
C1	Develop an improved cohesive downtown Mackenzie look and feel through incentivizing public art, storefront, beautification, hardscaping, and landscaping.		X	X	
C2	Work with Province to promote and facilitate forestry innovation and emerging technology (e.g. value-added forestry products).			X	X
C3	Support diversifying our housing stock (age-friendly homes, larger rural lots, recreational properties, etc.).			X	
C4	Work with employers and organizations to create shared childcare solutions.		X	X	
C5	Explore shared agriculture amenities.				X
C6	Seek opportunities for attracting public services (e.g., government offices, health and education facilities).		X		X
C7	Continue to support airport development.			X	
C8	Encourage multi-modal transportation to and within the Downtown Core and provide supporting infrastructure.		X	X	X
Tourism Related Community Economic Development Actions					
T1	Create an exciting new Tourism District in downtown Mackenzie.		X	X	X
T2	Create an 'Iconic Gateway' at Highway 39/97 Intersection.		X		
T3	Define a visitor experience that is compelling and easy to access.		X		X
T4	Develop Traditional Tourism Industry Product Opportunities.		X	X	X
T5	Engage the Region.		X	X	

Notes:

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

Foreign Direct Investment

This year we successfully completed a Foreign Direct Investment project that entailed updating our website, creating industry quicksheets, and developing marketing packages for industrial lots. These initiatives aimed to enhance the region's appeal to potential investors by providing comprehensive and accessible information about local opportunities and resources.



Business Facade Improvement Program

This year the Business Facade Improvement Program fully allocated \$20,000 in 2023, with over 3/4 of the funds going towards accessibility improvements to front entrances.



2023 ECONOMIC DEVELOPMENT Update



Grant Writing Supports

In 2023, the District of Mackenzie held two free grant writing workshops for the community, providing invaluable skills and resources to local organizations. The District also supported over \$200,000 in grant funding being awarded to local organizations. In 2023 we were also awarded grants for initiatives like the Tourism Guide & Map Brochure, New Shop Local Program and a Relocation Project.



Photo Contests

In 2023, we enjoyed another successful year of seasonal photo contest submissions, significantly expanding our image bank since 2022.

Business Walks

In 2023, Mackenzie celebrated the return of the annual business walk, inviting business owners to participate in person on October 18, 2023, with additional options to engage by phone or through an online survey. One significant takeaway was that over 77% of the surveyed businesses expressed interest in being part of the implementation of solution-based initiatives, highlighting a strong community commitment to collaborative progress.

ACCESS AND INCLUSION

In 2023, the District was awarded grant funding towards the creation of an Age-Friendly Accessibility and Inclusion Action Plan. This short-term action plan (3-5 years) will kick-start the District's long-term goals of ensuring everyone can live safely, maintain good health, and stay engaged in the community. The plan creation was started in Spring 2023 and intended to be fully adopted and begin implementation in 2024. More information: <https://www.letschatmackenzie.ca/access-and-inclusion>



Access and Inclusion Advisory Committee

Council established an "Access and Inclusion Advisory Committee" to provide advice and recommendations to Council on matters relating to citizens with disabilities, seniors and other citizens with access issues that may impede participation in everyday aspects of community living. The committee is comprised of five diverse individuals who are committed to creating an inclusive and accessible community for all its members. Council is greatly appreciative for the dedication and incredible amount of work the committee has completed to increase awareness and advocate for all community members. For details of their activities to date, current initiatives, and resources, please visit the Accessibility and Inclusion webpage here:

<https://districtofmackenzie.ca/government-town-hall/accessibility-and-inclusion/>



2023 Committee Membership

Chair: Elizabeth Blackburn

Members:

Cassandra Carter

Kimberly Grywinski

Alice Pritchett

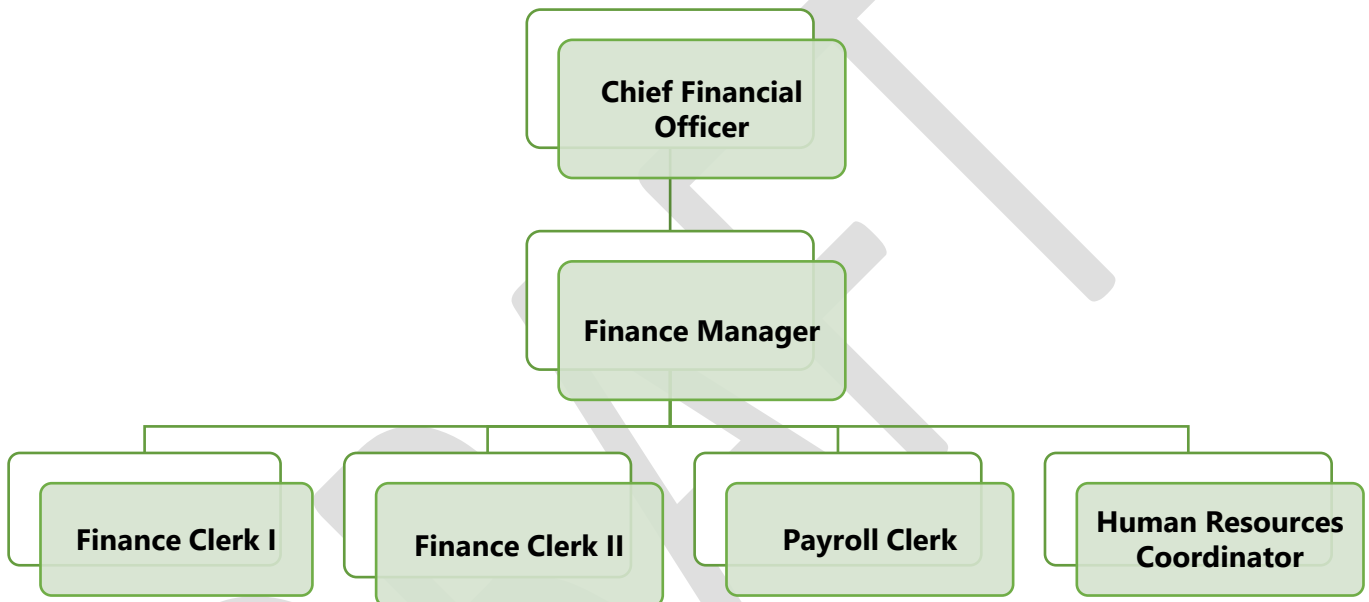
Dave Schindler

Liaison: Councillor McMeeken

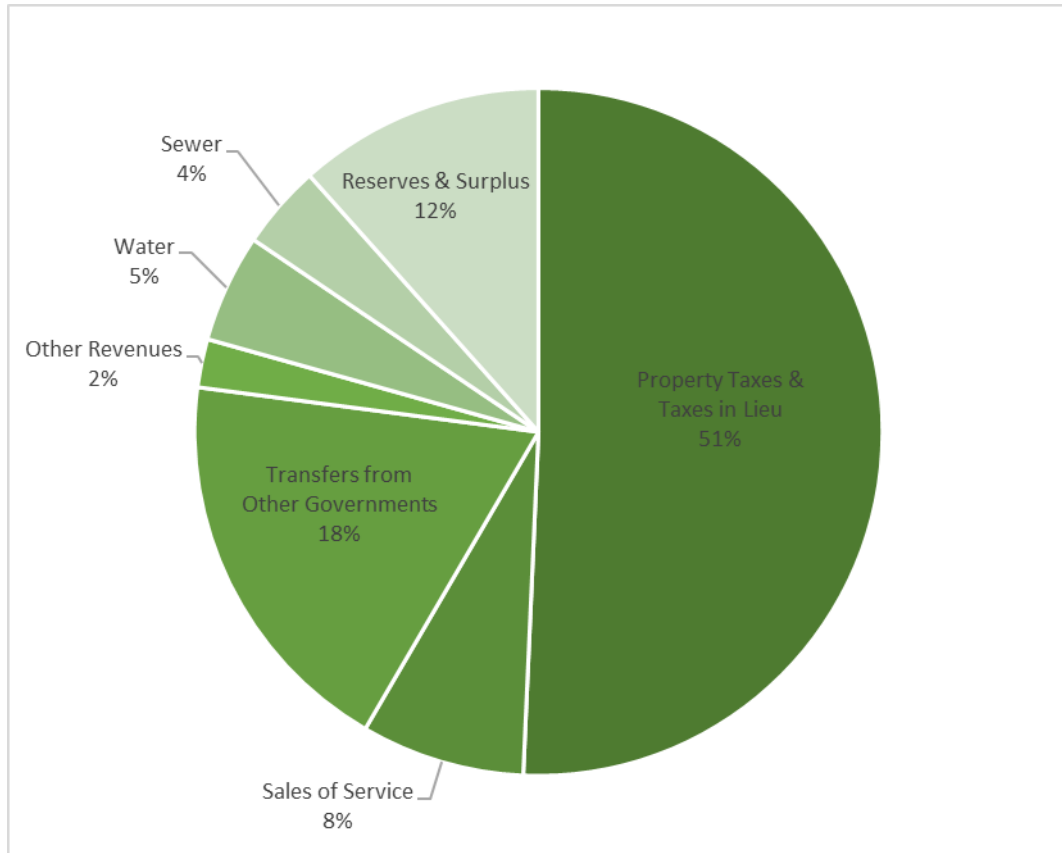
Left to right: Kimberly Grywinski, Elizabeth Blackburn, Cassandra Carter, Alice Pritchett, and Dave Schindler

FINANCIAL SERVICES

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

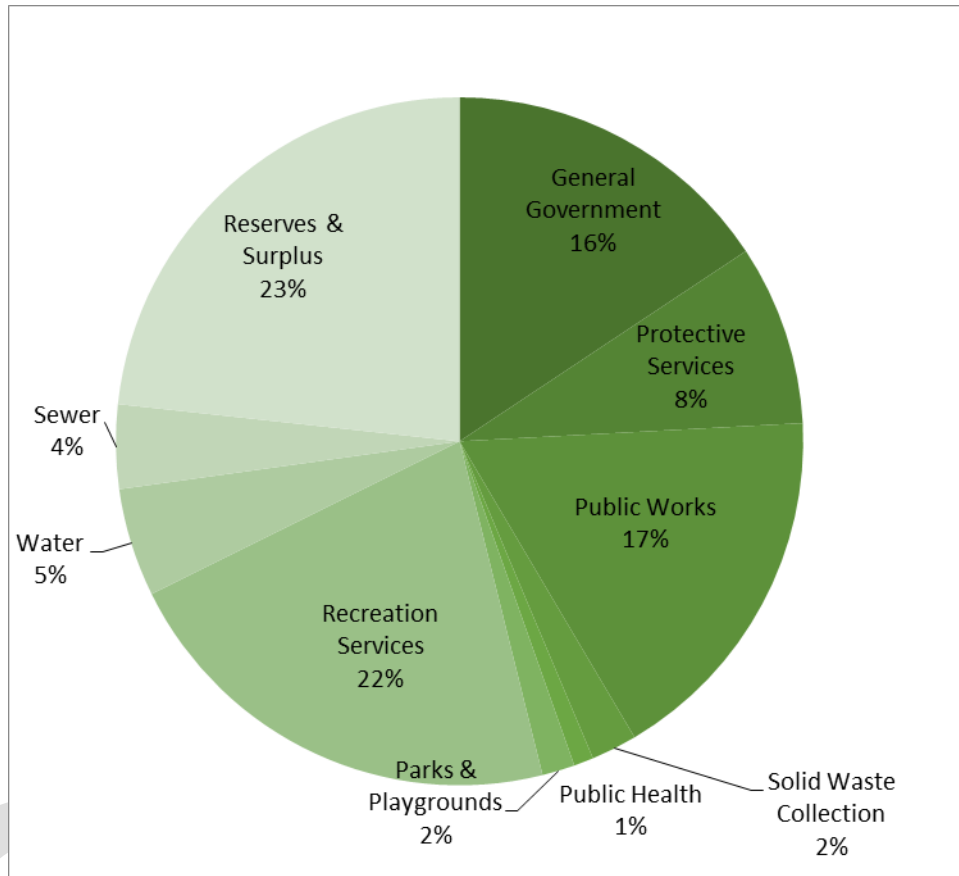


2023 Final Budget Revenue Sources



Revenue Source	Amount
Property Taxes & Taxes in Lieu	\$8,194,654
Sales of Service/User Fees	\$1,243,983
Transfers from Other Governments	\$3,017,674
Other Revenue	\$367,624
Water	\$823,236
Sewer	\$638,664
Reserves & Surplus	\$1,874,715
Total Budgeted Revenue	<u>\$16,160,550</u>

2023 Final Budget Expenditures



Expenditures by Department

Department	Amount
General Government	\$2,532,816
Protective Services	\$1,371,317
Public Works	\$2,801,163
Solid Waste Collection	\$349,111
Public Health	\$150,099
Parks & Playgrounds	\$248,532
Recreation Services	\$3,484,552
Water Operations	\$823,236

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Sewer Operations	\$638,664
Reserves and Surplus	\$3,761,060
Total Budgeted Expenditure	\$16,160,550

Finance Action Planning

Actions Completed in 2023	Action Plan for 2024
Hosted public engagement sessions and survey regarding the 2023 budget.	Review and update Human Resources procedures and processes.
Further developed the 10-year capital plan to ensure projects and asset replacements are identified.	Create policy and procedures for asset retirement obligations.
Updated authorized spending limits in the Purchasing/Procurement Policy.	Review and update finance and personnel policies to reflect current day practices.



2023 GRANT FUNDING

The District applies for numerous grants each year. The grants allow the District to access additional funding and reduce the burden on the taxpayer. Below is the list of grants the District applied for and the status of the applications for 2023.

Project Name	Funder	Approval/Status	Grant Amount
Walk to Mexico Celebration	The College of New Caledonia	Approved	\$2,560
Economic Development Capacity 2023	NDIT	Approved	\$50,000
2023 BC Hydro Regreening Program	BC Hydro	Approved	\$7,500
Ski/Bike Runs & Little Mac Upgrades	The College of New Caledonia	Pending	
Fitness Centre Senior Training	The College of New Caledonia	Approved	\$3,300
Relocation Materials Project	NDIT	Approved	\$9,360
Relocation Materials Project	South Peace Mackenzie Trust	Approved	\$14,440
FireSmart and Fuel Mitigation	UBCM	Approved	\$200,000
Asset Management – Building Assessments	Province of BC	Approved	\$10,000
Wood Smoke Reduction Program	Province of BC	Approved	\$13,400
Arena Slab and Energy Upgrades Project	South Peace Mackenzie Trust	Pending	
Arena Slab and Energy Upgrades Project	NDIT	Pending	
2024 Business Façade Improvement Program	NDIT	Approved	\$20,000
Accessible Park Assets Pilot Program	Northern Health	Approved	\$10,000
New Shop Local Program	NDIT	Pending	
DOM Airport Master Plan	Province of BC	Pending	
Total Funding Applied For			\$1,313,598.31
Total Funding Approved			\$340,560
Total Funding Pending			\$973,938.31
Total Funding Denied			\$0

2023 GOVERNMENT TRANSFERS

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

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



Mugaha Marsh

Photo Credit: Natalie Scrochenski

GRANTS TO ORGANIZATIONS

Council has adopted a Community Grants Policy to provide financial and in-kind support to community associations and other community organizations. This support is in recognition of these groups as a valuable resource in assisting the municipality to provide a strong community focus.

Cash and In-Kind Grants

Organization	Project	Grant (\$)
Curl Mackenzie	Set-up and take down of curling ice prep, hacks, and rocks.	\$4,141
Mackenzie Alpine Riders	Snow removal and sanding of roads	\$2,300
Mackenzie Fish and Game Association	Snow removal and garbage collection	\$2,632
Mackenzie Counselling Services	Funding towards office renovations	\$2,000
Mackenzie Nordiques Cross-Country Ski Club	Operational grant, outhouse pumping 4x per year, waive lagoon dumping fees.	\$2,650
Mackenzie Figure Skating Club	Waiver of ice rental fees for Ice Show.	\$1,500
BC Summer Swimming Association	Waive Pool Rental Fees for Swim Meet	\$2,625
Mackenzie Secondary School	Student Bursary	\$500
Mackenzie Secondary School Dry Grad	Rec. Centre Fees Waiver	\$1,500
Mackenzie Chamber of Commerce	Youth Rec. Passes for Spring Expo	\$630
Mackenzie Community Arts Centre	Hire artists for pop-up art exhibit in July	\$1,450
Mackenzie Nature Observatory	Use of showers (campground/Rec. Centre), garbage bin, grading of road 2x to Mugaha Marsh, and installing barricades at road.	\$3,295
St. Peter's Pantry	Purchase of food and supplies.	\$5,000
The 92	Snow removal in parking lot.	\$1,000
TOTAL:		\$31,223

Fee for Service Agreements

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

Organization	Funding Use	Amount
Mackenzie Autumn Lodge Society	Staffing and Operations	\$25,000
Mackenzie & District Museum	Staffing and Operations	\$12,000

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Organization	Funding Use	Amount
Mackenzie Chamber of Commerce	Staffing and Operations	\$43,600
Mackenzie Community Arts Centre	Staffing and Operations	\$28,000
Mackenzie Golf and Country Club	General Operations	\$15,000
Mackenzie Outdoor Routes and Trails Association	Trails Maintenance	\$5,000
TOTAL:		\$128,600

Rental Space in District Facilities

The District provides accommodation or equipment storage space free of charge to non-profit or sports organizations that are presently allocated space in the Recreation Services Complex, the Ernie Bodin Community Centre, and Fire Hall #1 and 2 subject to availability. Following is a list of organizations that received this benefit in 2023, throughout the year or temporarily:

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

PERMISSIVE TAX EXEMPTIONS

In accordance with Section 98(2) (b) of the *Community Charter*, the following properties in the District of Mackenzie were provided permissive property tax exemptions for 2023 by Council:

Organization	2023 Value of Exemption
Canadian Baptists of Western Canada	\$1,840.32
Living Joy Christian Centre	\$1,181.15
Mackenzie Alpine Riders Horse Club (300 Mill Road)	\$4,466.28
Mackenzie Alpine Riders Horse Club (651 Mill Road)	\$1,499.93
Mackenzie Community Arts Council	\$1,674.11
Mackenzie Elks Lodge #547	\$2,434.67
Organization	2023 Value of Exemption

Organization	2023 Value of Exemption
Mackenzie Fish and Game Association	\$1,317.02
Mackenzie Golf & Country Club	\$4,855.11
Mackenzie Nordiques Cross-Country Ski Club	\$596.23
Roman Catholic Episcopal Church	\$3,040.83
Royal Canadian Legion	\$1,183.94
Trustees Congregation of Jehovah's Witnesses	\$569.23
Youth for Christ Prince George	\$1,717.71

DECLARATION OF DISQUALIFICATIONS

There were no declarations of disqualifications made in 2023.

AUDITED FINANCIAL STATEMENTS

The 2023 District of Mackenzie Consolidated Financial Statements are attached to the end of this report.

DRAFT

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 17, 2024

Subject: Land Referral - Application for a Section 56/57 Mackenzie Rocky Mountain Riders

RECOMMENDATION:

THAT Council directs Administration on how to respond to the referral request.

BACKGROUND:

The applicant has applied for a Section 57 Recreation Site & Trail under the Forests & Range Practices Act to permit the use of the Virgin Valley Shelter for recreational snowmobile use (see attached maps). Rec Sites and Trails BC may recommend the site for a Section 56 establishment pending consultation outcomes.

Section 56 enables the Minister or an authorized delegate to establish interpretive forest sites, recreation sites and recreation trails. Recreation trails established under this section must receive consideration in resource planning and so have some protection from resource extraction activities. Trails are usually only designated under section 56 when a partnership agreement is in place with the organization that is maintaining the trail.

Section 57 allows the Minister or a delegate to authorize the construction, rehabilitation and maintenance of trails and other recreational facilities. This section is used to grant 3rd parties permission to build trails but does not grant any protection for the trails.

DETAILS:

Proponent: Mackenzie Rocky Mountain Riders

Tenure Type: Recreation Site

Intended Land Use/background context: Recreation Sites/Trails

Location: Virgin Valley

Legal Description: UNSURVEYED CROWN LAND IN THE VICINITY OF VIRGIN VALLEY, EAST OF MOUNT MORFEE, PEACE RIVER DISTRICT. (see attached maps).

Area (ha): 0.25 ha

EXCERPT FROM MANAGEMENT PLAN:

This year, a small, but passionate board of directors has taken over the Mackenzie Rocky Mountain Rider's Snowmobile Club (RMR) and is intent on bringing the club in good standing with the provincial government by filing proper paperwork and agreements.

They have already spent several months of volunteer time discussing and organizing with the new administrative coordinator for the South Peace Region on how best to serve the snowmobile community in Mackenzie. The Mackenzie RMR are diligently working with the District of Mackenzie, Mackenzie Outdoor Route & Trail Association (MORATA), and the Provincial Government in the form of relationship building. The club is applying for grants to secure funds for the continued management and maintenance of the emergency shelter and a long-term plan of being in a partnership agreement with the Province to maintain the facilities. The RMR are backed by the BC Snowmobile Federation (BCSF). The BCSF holds funds for the RMR to use in any way the club determines is necessary.

The RMR have a positive bank balance of \$12,000 earmarked for maintaining their shelter, the Morfee Cabin. They plan to seek grants from various organizations, including the South Peace Mackenzie Trust, the District of Mackenzie, and the Trail Grant Fund, to support ongoing maintenance.

Virgin Valley shelter, formally owned by BC Forest Service, is also in trespass order with Natural Resources Compliance. The club wishes to continue using this shelter and so it has plans to submit a Section 57 application to manage and maintain it. The shelter is in need of repairs, including fixing of the roofline, and the door. The wood stove will be inspected and replaced if needed. Access to the Virgin Valley cabin is winter access only. Repairs would be done by hauling supplies into site at the tail end of winter to perform the work needed, or left at site and then have workers hike into the cabin site to perform work over the summer. Please see attached management plan for complete details.

STAFF COMMENTS:

As the application does not occur within the District of Mackenzie border, there are no zoning or official community plan concerns.

This emergency shelter facility currently provides residents and tourists with a basecamp, and area of refuge within local snowmobiling territory. Snowmobiling is a popular local pastime and is supported in our Tourism Plan as well as Recreational Trails Master Plan. Permitting this cabin would help a local club as well as other local and non-local recreators.

COUNCILS RECOMMENDATION:

Based on the information presented, Council is being asked by the Province to provide comment. Council has the following options for response:

1. The District of Mackenzie's interests are unaffected by the application.
2. The District of Mackenzie has no objection to approval of the application.
3. The District of Mackenzie has no objection to approval of application subject to specified conditions.
4. The District of Mackenzie recommends refusal of this application due to specified reasons.

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:

Luke Thorne, Land and Environmental Coordinator

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer



Proposal for Construction or Maintenance of Trails or Recreation Facilities on Crown Land

For Office Use Only (form for applications from the public pursuant to section 57, Forest and Range Practices Act)

Date Received	Received By	Recreation District	File no (if applicable)

All applications must include a completed application form, and for proposals involving previously 'un-managed' trails or facilities or new trails or facilities, the application must also include a general location map, a specific location map and submission of digital geo-spatial information as described in the *Application Information and Guidelines* associated with this Form. **Incomplete applications will not be considered.**

Part 1. Proponent Name and Contact Information

<p>Proponent Name: FULL LEGAL NAME of Individual(s), Organization or Society</p> <p>Rocky Mountain Riders</p> <p>Proponent Mailing Address: 1500 SKEENA DRIVE PO BOX 505 MACKENZIE BC V0J 2C0</p>	<p>Contact Name for Organization or Society: Corey Borne</p> <p>Proponent Contact Numbers:</p> <p>Phone:</p> <p>Daytime Phone:</p> <p>Fax:</p> <p>Email Address:</p>
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Part 2. General Proposal Description

Purpose or intended use of proposed trail or recreation facility:
The Virginia Valley Shelter, originally built by BC Forest Services, is used by snowmobile riders and the RMR Club as an emergency shelter. This area is notorious for getting socked in and riders need to have a place they can escape the weather as it is dangerous to climb to the ridgeline when the visibility is poor. The shelter is in trespass order and the club has taken it upon itself to arrange for proper paperwork of this structure. The RMR wish to manage the shelter.

Brief description of proposed trail or recreation facility and any work or activities planned:
The Virgin Valley shelter needs some repairs. The Club wishes to fix the roof line, the door, windows, and clean up the inside. The wood stove will be evaluated and if it needs to be replaced, it will be replaced.

Signage will be installed as per RSTBC guidelines. Signage will include safe parking, ATES scale, caribou closures, and ways to connect with the club if there is something to report.

The club has access to funds to make this shelter safe and aesthetically pleasing. The club is willing to apply for grants to continue to service the shelter in the future.

Location of proposed trail or recreation facility:
The shelter is located at 55.432417°, -122.995934°

This proposal is for: (refer to <i>Application Information and Guidelines</i> for explanation of proposal types)		
Authorization under Section 57 of the <i>Forest and Range Practices Act</i> to construct, rehabilitate or maintain a trail or recreation facility on Crown land: (please select one choice from each column)		
<input type="checkbox"/> construction <input checked="" type="checkbox"/> maintenance <input type="checkbox"/> rehabilitation	<input type="checkbox"/> a managed trail or recreation facility <input checked="" type="checkbox"/> an unmanaged trail or recreation facility <input type="checkbox"/> a new trail or recreation facility	<i>For an existing trail, is it a Heritage Trail or known to have heritage, or historic values?</i> <input type="checkbox"/> designated Heritage Trail <input type="checkbox"/> known Historic or Heritage Value <input checked="" type="checkbox"/> no known heritage values

Part 3. Detailed Trail or Recreation Facility Description

Approximate trail or recreation facility size: 16x12	Proposed work start dates: Summer of 2025
Approximate trail or facility length x width: na	Proposed work completion dates: Summer of 2025

Describe the anticipated or proposed trail or recreation facility uses (check all that apply):

Camping
 Picknicking
 Fishing
 Hiking
 Mountain Biking
 Horseback Riding
 Cross Country Skiing
 Boating
 Snowmobiling
 ATV's (ORVs)
 Trail bikes (Motorized)
 Other _____
(Please Specify)

Are you aware of any potential land conflicts or constraints, including overlap with private property, grazing leases, provincial parks or protected areas, Old Growth Management Areas, or is the proposed trail or recreation facility located within a community watershed?

Yes
 No
 Describe:

Identify any construction or maintenance guidelines or standards that will be followed when conducting works, any infrastructure that will be required, or signage to be installed:

All signage and construction will follow RSTBC guidelines.

Describe any significant water features including creeks, streams, rivers or wetlands the proposed recreation trail or facility might cross or potentially impact, and how you plan to protect these areas:

There are no known water features close to this shelter. It is located in the valley bottom so can be wet in the spring.

Digital geo-spatial information provided with application Format: <input type="checkbox"/> gpx file <input type="checkbox"/> shape file <input checked="" type="checkbox"/> kml file (must be based on field collected gps data) File name(s): Mackenzie VV 57	Maps & Photos Included <input checked="" type="checkbox"/> General Location Map <input checked="" type="checkbox"/> Specific Location Map <input checked="" type="checkbox"/> Colour Photographs
---	--

(see *Application Process Information Package* for spatial data requirements and map requirements associated with this application)

Part 4. Additional Information

Describe any discussions or communications with potentially impacted stakeholders, interest holders or First Nations regarding this proposal:

We reached out to all First Nations in the area, that are listed within the boundaries of Treaty 8. None of the Bands seemed to have a problem with this shelter or it's location. We reached out via phone and email with our proposal. McLeod Lake Indian Band, Halfway River, Doig First Nations, Moberly First Nations and Sauleau First Nations were contacted.

Describe your or your organization's capacity and commitment for ongoing maintenance of the proposed trail or recreation facility, should it be approved:

The Club has the capacity to do the work that needs to be done to the shelter through the board and a small group of volunteers. The club also has community support through the District of Mackenzie to make snowmobiling a safe and enjoyable past time for locals and visitors alike. The club employs an administrative coordinator who is actively seeking funding for projects such as this one. The club is aligned with the BCSF who holds funds for the club to maintain the shelter. The club's plan to maintain it will be similar to the plan for Morfee Mountain, with more reliance on users to report any problems. Users will report any problems to the club via signage to be installed. If there is a problem, the club will remedy it. Regular routine check ups in the fall, winter and spring and spring clean-up will commence each year. In the fall firewood and safety supplies will be brought up to the shelter as soon as conditions permit. We have attached our Operations Report to give a more detailed description of maintenance.

(attach additional pages as necessary, including any letters of support from stakeholders, summaries of correspondence, etc)

Applicant Signature	
<hr/> Danielle Roscher <hr/>	March 29th, 2024 <hr/>
Printed Name of Applicant	Date

PLEASE RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS

NOTE: The information you provide will be subject to the *Freedom of Information and Protection of Privacy Act*. If you have any questions regarding the treatment of your personal information, please contact the Office of the Information & Privacy Commissioner for British Columbia. Visit www.oipc.bc.ca/ for more information.

The submission of this form does not in any manner convey any rights to use or occupy Crown land.

FrontCounter BC Contact Information

Phone

Call FrontCounter BC toll free at: **1-877-855-3222**
Call from outside North America at: **++1-778-372-0729**

Email

FrontCounterBC@gov.bc.ca

Website

For information on the nearest FrontCounter BC location, or other information regarding your Natural Resource Application, visit

<http://www.frontcounterbc.gov.bc.ca/>


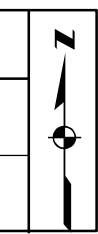
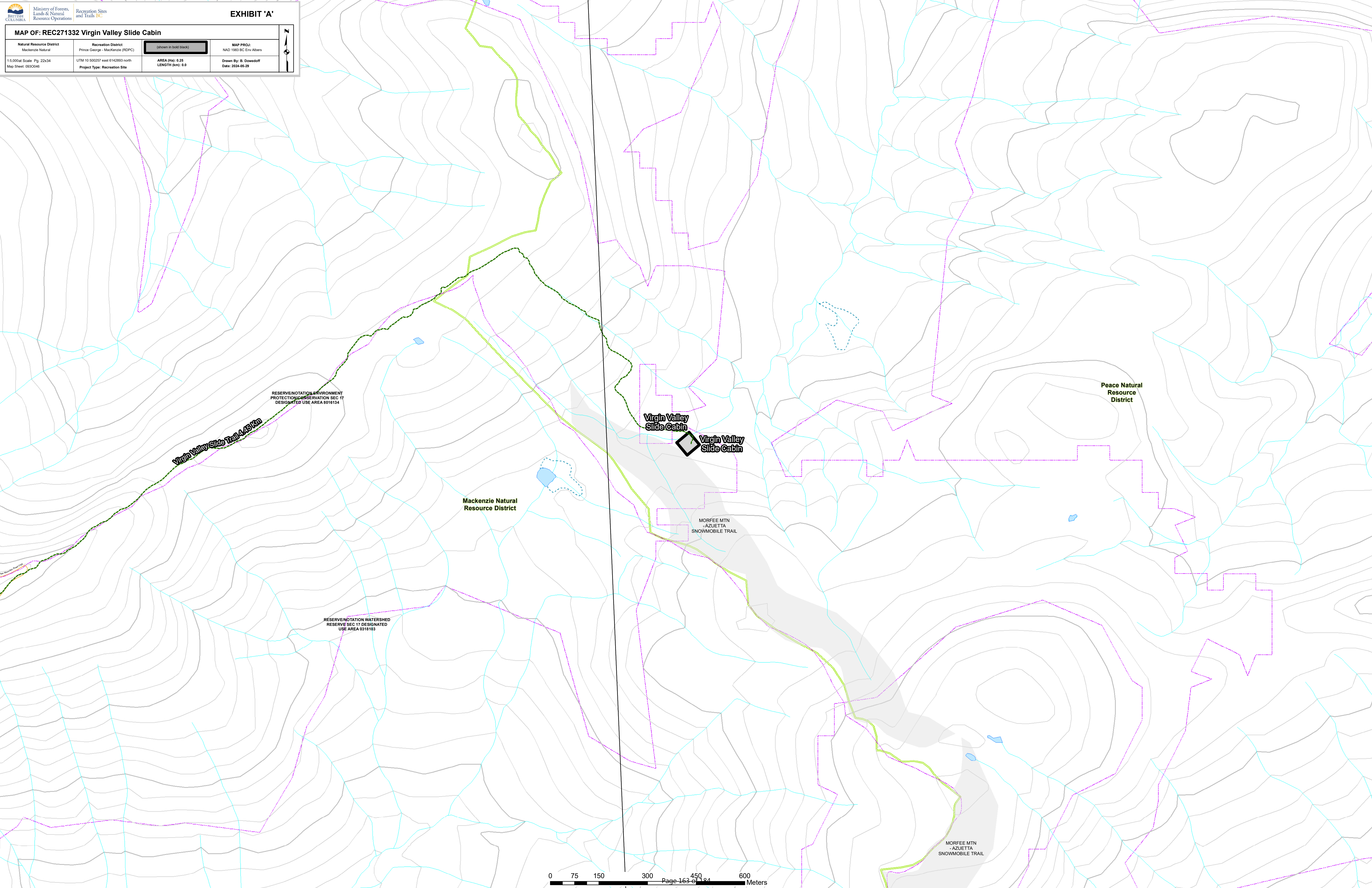

 Ministry of Forests, Lands & Natural Resource Operations
 Recreation Sites and Trails BC

EXHIBIT 'A'

MAP OF: REC271332 Virgin Valley Slide Cabin

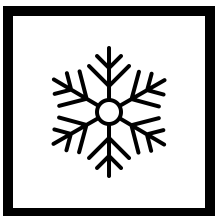
Natural Resource District Mackenzie Natural	Recreation District Prince George - Mackenzie (RDPD)	(shown in bold black)	MAP PROJ: NAD 1983 BC Env Albers
1:5,000at Scale Pg. 22x34 Map Sheet: 0930046	UTM 10 500257 east 6142883 north Project Type: Recreation Site	AREA (HAI): 0.25 LENGTH (km): 0.0	Drawn By: B. Dowdoff Date: 2024-05-29





Mackenzie Rocky Mountain Riders

Est 1981



The vision of the RMR is to preserve the remaining riding areas for future generations.

The RMR has been in existence since the 80's. After caribou closures were implemented, the club dissolved and a new board emerged. This board is intent on managing the remaining rideable areas within the new caribou closure zones.

The club was faced with many challenges, the top challenge being that all four of their cabins are in trespass order. The focus for 2023 and 2024 is to remove the cabins from trespass order by applying for Section 57 applications.

The club does not currently have any management agreements but wishes to make this a long term goal, once the trespass orders are removed.

With the help of McElhanney, the club is following a master plan. This plan focuses on establishing, upgrading, and managing remaining riding areas that are still open. The first project is the upgrade of the Bijoux Cabin. This cabin is currently nothing more than a shed package without a door. It offers very little in terms of an emergency shelter and in order to bring it to standards, needs to be removed and replaced with a proper emergency shelter. Work at Bijoux is a priority for the club.

BIJOUX

OPERATING PLAN

The Bijoux shelter is under trespass order and is in disrepair. The club wishes to apply to maintain, and construct a new emergency shelter in a location that serves the snowmobiling community and the Indigenous community of McLeod Lake Indian Band.

The Director of the BCSF is currently in talks with Land Management of MLIB to come to an agreement that will suit both parties.



Strategic Plan for Bijoux:

Remove from trespass order with a Section 57 application
Replace with a structurally sound, engineered plan based on drawings done by McElhanney for a sea-can design.

MORFEE MOUNTAIN

OPERATING PLAN

The Morfee Cabin has a properly pitched roof and does not require snow load maintenance.

The snow does slide from the roof and signage will be installed to warn riders to park 12 meters away from the shelter.

There is a clearing west of the building itself where riders can park sleds. This is not a parking lot, but a tree cleared natural spot that allows for sled parking in winter months. In the future it will require some light groomer work to slope from the road into the cabin so that the climb supports family friendly riding.

The groomer will be owned by the District of Mackenzie and Club trainee's will be allowed to run the groomer. Club executives are willing to groom when needed, if this should include sweeping of the cleared area to the west of the shelter.

Annual Checks will happen at the end of April and end of September each season.

MONTHLY

- windows - cracks, splits
- stove - in good repair
- roof for residual snow and ice
- porch, stairs and railing damage and snow removal
- rodent damage, signs of infestation
- firewood supply replaced from shed
- cleanliness, garbage, sweep

ANNUALLY



Strategic Plan for Morfee Mountain Riding Area 2024

- The number one goal for the 2023/24 season was to apply for a Section 57 application with RSTBC in an attempt to pull the shelter from trespass order. The application was submitted and has gone into circulation as of March 19th, 2024.
- To offer a groomed trail from town to Morfee Mountain Shelter by entering into a two year contract with The District of Mackenzie. the club is due to hear back on this process by the end of April 2024.

- baseboards, trim, leaks
- stove pipe cleaned
- chimney, leaks, repairs
- paint, stain, repairs
- repair any wildlife damage
- collection of wood for shed
- cleaning work bee in June, after mud season is over

Each time the road is groomed, garbage will be collected

The Club will collect volunteer information through Google Forms

Human Waste – the outhouse is in need of repairs. In summer of 2024, the facility will be repaired with a plan to replace it in year 2, once funding comes through and our trespass order is lifted.

Funding for pumping of the outhouse will be applied for with District grants and be in line with the funding the District is already offering to MORATA for outhouse pumping. All outhouses will be cleaned at the same time to not overlap costs.

VIRGIN VALLEY

OPERATING PLAN

- collection of wood for shed
- cleaning work bee at the end of riding season

Virgin Valley shelter, formally owned by BC Forest Service, is also in trespass order with Natural Resources Compliance. The club wishes to continue using this shelter and so it has plans to submit a Section 57 application to manage and maintain it. The shelter is in need of repairs, including fixing of the roofline, and the door. The wood stove will be inspected and replaced if needed.

Access to the Virgin Valley cabin is winter access only. Repairs would be done by hauling supplies into site at the tail end of winter to perform the work needed, or left at site and then have workers hike into the cabin site to perform work over the summer.

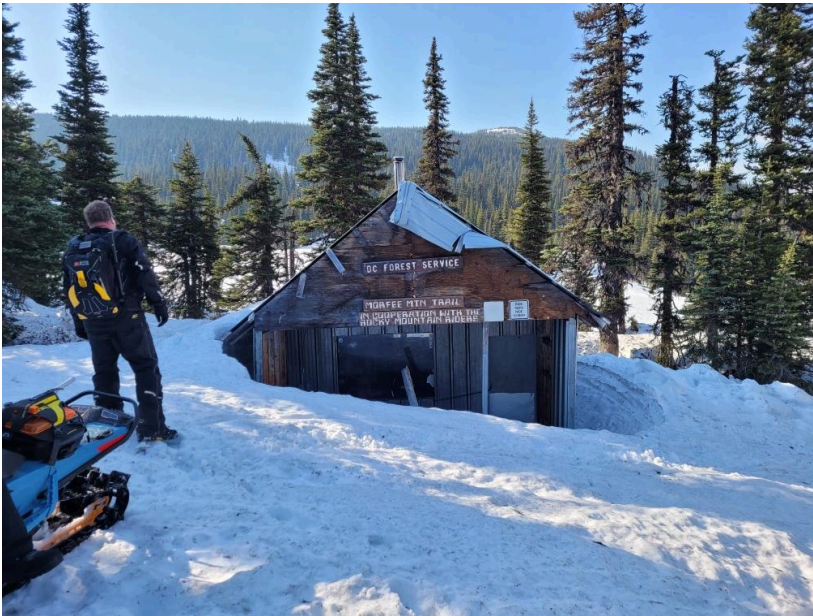
The maintenance plan is as follows:

JANUARY AND MARCH AND USER REPORTED

- windows - cracks, splits
- stove - in good repair
- roof for residual snow and ice
- porch, stairs and railing damage and snow removal
- rodent damage, signs of infestation
- firewood supply replaced
- cleanliness, garbage, sweep

ANNUALLY

- cleaning work bee at the beginning of riding season
- firewood supplied at beginning of riding season
- baseboards, trim, leaks
- stove pipe cleaned
- chimney, leaks, repairs
- paint, stain, repairs
- repair any wildlife damage



Strategic Plan for Virgin Valley 2024

- The number one goal for the 2023/24 season was to apply for a Section 57 application with RSTBC in an attempt to pull the shelter from trespass order.
- Once approval is awarded the club wishes to make this shelter structurally sound again by addressing all of the structural, safety and aesthetics it needs to be maintained as an emergency shelter.
- The long-term 10 year plan is to replace this shelter with the emergency shelters that Mcelhanney has provided engineered drawings for. See drawing in Appendix A. This long term plan would be dependent on funding as the access is remote and would require a helicopter drop of the shelter itself and corresponding supplies.

KEITH'S CABIN

OPERATING PLAN

Keith's Cabin is located one kilometer east of Powder King and a few hundred meters away from the main highway. Although this cabin, built in the 90's by a man named Keith, does not serve as an emergency shelter, it does serve the community around Powder King as a social meeting place for skiers, and snowmobilers alike.

The cabin was built without permissions from the Crown and is currently in trespass order. The club is making plans to remove it from trespass order by applying for Section 57 to manage and maintain it.

This cabin will provide a meeting pace for locals to enjoy. It will act as an emergency shelter from the elements in desperate situations and it serves as a memorial to local riders.

The cabin is well built and has been kept up. Although aesthetically pleasing, the outhouse is not sufficient to be used on a regular basis. It will need a proper hole dug, and a culvert dug down. Once the club has authorization to do so, the outhouse will be upgraded. Until that time, signage on the door will discourage people from using it.

JANUARY AND MARCH AND USER REPORTED

- windows - cracks, splits
- stove - in good repair
- roof for residual snow and ice
- porch, stairs and railing damage and snow removal
- rodent damage, signs of infestation
- firewood supply replaced
- cleanliness, garbage, sweep



Strategic Plan for Keith's:

Submit a Section 57 to pull the shelter from trespass order
Once approved, update the outhouse
Collaborate with Powder King locals to maintain the structure

ANNUALLY

- cleaning work bee at the beginning of riding season
- firewood supplied at beginning of riding season
- baseboards, trim, leaks
- stove pipe cleaned
- chimney, leaks, repairs
- paint, stain, repairs
- repair any wildlife damage
- collection of wood for shed
- cleaning work bee at the end of riding season

2023/24 Financials

Opening Bank Balance	\$	12,491.27	
Accounts Receivable			
BCSF Membership / Donations	\$	(888.00)	
Total	\$	(888.00)	
Accounts Payable			
	Payments Made		Future payment
RMR Meeting Room Rental Jan 1 2024	\$	42.00	
Trail Maint - WDL Invoice #12087	\$	4,410.00	
Trail Main - Lucas Hold Invoice #6140	\$	582.75	
Bank Fees	\$	35.00	
RMR Meeting Room Rental Apr			\$ 28.00
Corporate Insurance Apr 19 2024			\$ 200.00
Total	\$	5,069.75	\$ 228.00
Total for the season	\$	8,309.52	

Completed Projects 2023/24

Section 57 application submitted for management of Morfee Mountain

Application of REDIP Grant - Denied March 15th

Application of District of Mackenzie Grant - deferred to 2024

Initiation of Grooming Project - to commence in winter of 2024



Upcoming Projects 2024/25

Designs were drawn for the purpose of upgrading structures in remote areas where shelters need to be bomb proof. The designs were submitted for use from McElhanney. See Appendix A for simple sketches.



Key Personnel 2023/24

The Board of Directors

Corey Bourne - President

Warren Jacques - Vice President

Erica Mosser - Secretary

Brandon Spooner - Treasurer

The District of Mackenzie

The RMR snowmobile club wishes to enter into a two year contract from 2024 - 2026 with the DOM for use of their Piston Bully Groomer.

The groomer will be "walked" from Morfee Lake Ball Diamonds to Second Beach, along the road.

Grooming would commence from the PW Works yard to the top of Morfee Mountain.

The value of this contract is estimated to be \$13,000/yr

Training for four groomer operators would be requested with the District.

The groomer would run six times per season.

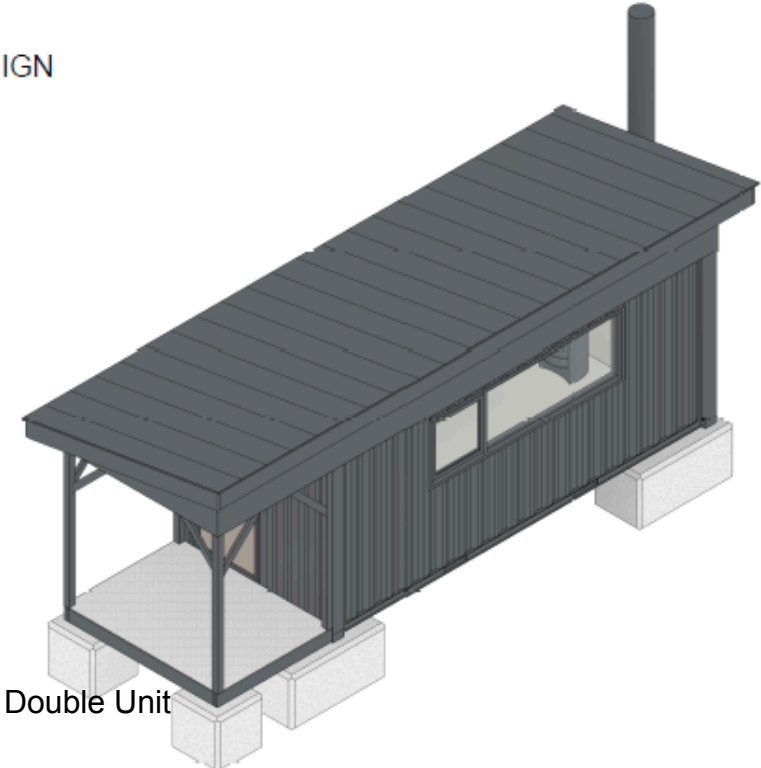
BCSF Administrative Coordinator

Danielle Roscher - administrative tasks, volunteer recruitment, membership sales, government liaison, social media presence, grant writing.


Appendix A

Single Unit

CLIENT	TUMBLER RIDGE RIDGE RIDERS
ADDRESS / CONTACT INFO.	PO BOX 1929, TUMBLER RIDGE, BC V0C 2W0
PROJECT NAME	WOLVERINE TRAIL AND CABIN DESIGN
DESCRIPTION	SINGLE CABIN
McELHANNEY PROJECT	2531-69601-00
STATUS	ISSUED FOR CONSTRUCTION



Double Unit



Suite 203
502 Bow Valley Trail
Canmore AB
Canada T1W 1N9
T 403 609 3992

SHEET LIST		
SHEET NUMBER	SHEET NAME	CURRENT REVISION
000	NOTES & ARCHITECTURAL ORGANISATION	0
010	MECHANICAL PLAN	0
020	STRUCTURAL SECTIONS AND DETAILS	0

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council
From: Mayor Joan Atkinson
Date: June 24, 2024
Subject: Activity for month of May 2024

Date:	Activity:
May 1	Participated in Mackenzie Wildfire Advisory Committee meeting. Representatives from BC Wildfire Service, Community Forest, District of Mackenzie, Mackenzie Fire Rescue, Jarl Sundve, McLeod Lake Indian Band and Conifex Timber also participated. Topics of discussion included FireSmart Program, Community Resiliency Investment and the Emergency Preparedness Event
May 2	Attended the McLeod Lake Mackenzie Community Forest (MLMCF) Public Information Sharing Session. Dr. Roy Rea, Assistant Professor in Dept of Ecosystem Science and Management at UNBC, presented his work on moose ecology and the effects of timber harvesting practices on moose populations. The MLMCF provides funding for this project
May 4	Attended Bear Awareness Training at Mackenzie Secondary provided by Conuma Coal. Good community participation
May 5	Participated in 2nd Annual Walk for Missing and Murdered Indigenous Women, Girls and 2SLGBTQ people. Last year, the walk had about 25 participants, this year more than 75 persons participated
May 6	Along with members of District Council and staff, met with McLeod Lake Indian Band Chief and Council. This was our first meeting with new MLIB Council with intentions to make this a recurring event
May 6	Toured Regional District of Fraser Fort George CAO Chris Calder and General Manager of Environmental Services Laura Zapotichny around Mackenzie. They were in town to participate in regular Council meeting
May 8	In my role as Chairperson of Regional Hospital Board, I participated in Digital Health and Health Space Showcase conference held at Prince George Civic Centre
May 10	Attended Zoom presentation "No More Stolen Sisters" which is a human rights response to discrimination leading to missing and murdered indigenous women

May 11	Participated in Emergency Preparedness Presentation held at Rec Centre. It was extremely well attended with presentations from Mackenzie Community Services, Mackenzie Fire Rescue, Search and Rescue, RCMP, BC Wildfire Services
May 12-16	Attended North Central Local Government Association (NCLGA) conference in Smithers. Event was hosted by the communities of Smithers and Houston and the Regional District of Bulkley Nechako
May 22	Attended New Horizons Stakeholder Meeting
May 23	Participated in Regional District of Fraser Fort George monthly meeting in Prince George. Two Mackenzie organizations were recipients of Art, Culture and Heritage Grants. Mackenzie Community Arts Council awarded grant \$9900 for renovations needed for Pottery Guild and MORATA awarded \$2,830 to covers entertainment costs for Morfee Lake Scramble
May 24	Along with CAO Smith I attended Mackenzie Hose & Fitting Open House and BBQ.
May 24	Along with CAO Smith, I participated in a Teams meeting with Conifex Executive Team to discuss ongoing challenges
May 26	Attended Air Cadets 40 th Annual Ceremonial Review at Mackenzie Secondary.
May 27	Met with RCMP detachment commander Chis Bezaire to discuss ongoing issues in community
May 30	Participated in Morfee Mountain Road Stakeholders meeting. The purpose of the meeting was to update participants on District of Mackenzie application to acquire tenure of Morfee Mountain Road. Participants included BC Timber Sales, Ministry of Forests, MORATA, BC Rec Site and Trails and District of Mackenzie staff.
May 31	Attended Peace Williston Advisory Committee meeting in Hudson's Hope.
May 31	Attended Special Olympics Meet and Greet at Rec Centre. Mackenzie hosted the regional qualifier event

Respectfully Submitted,
Mayor Joan Atkinson

District of Mackenzie

COUNCIL MEMBER ACTIVITY REPORT

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

Councilor Wright Council Appointments:

Education Liaison
New Horizons Liaison
Williston Lake Elders Society 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 (RDFFG)
Alternate Member of Northern Development Initiative Trust's (NDIT) Regional Advisory Committee (RAC)

Activities:

Date:	Activity	Council Appointment:
May 21, 2024	Participated in a webinar put on by BC Healthy Communities and Vancouver Coastal Health, promoting a guide on how local governments play a role in supporting Children and Youth Mental Health.	Education Liaison
May 22, 2024	Participated in the New Horizons Stakeholder meeting.	New Horizons Liaison
May 24, 2024	Attended the first hour or so of the Kids Karaoke Night at Morfee Elementary, put on by the Morfee Parent Advisory Committee (PAC).	Education Liaison
May 24-26th	Volunteered at different times during the Mackenzie Swim Meet, hosted by the local Mackenzie Rainbows Swim Club.	Education Liaison
May 27, 2024	Organized and facilitated a meeting of the School District 57/District of Mackenzie Joint Use Agreement Trustees, where a vote was held on where to direct funds.	Education Liaison
May 29 th , 2024	Attended a panel discussion put on by FoundryBC about lessons learned establishing a Foundry Centre in Rural and Remote communities.	Education Liaison
May 31 st , 2024	Participated in a meeting with FoundryBC staff about their planned visit to Mackenzie later in June.	Education Liaison
May 31, 2024	Attended the ceremony around the raising for a Pride Flag in recognition of Pride Month at the Municipal Hall	N/A
May 31, 2024	Attended a meet and greet at the Rec Centre of the Special Olympics athletes and volunteers, who will be competing in qualifiers in Mackenzie June 1 st .	N/A
June 1, 2024	Attended Special Olympics Qualifiers at Morfee Elementary.	N/A
June 6, 2024	Participated in a debrief meeting with the Williston Lake Elders Society Board following a meeting with Northern Health.	Williston Lake Elders Liaison
June 6, 2024	Participated in Board Meeting of the Mackenzie Rainbows Swim Club Board of Directors.	N/A
June 7, 2024	Travelled to Prince George for a meeting at the College of New Caledonia Campus with President of CNC Cindy Heitman and 2 other senior members of the CNC team. The meeting was to discuss the future of the CNC Event Space/Kitchen in Mackenzie. The message received was that CNC cannot keep the space in its current form but is open to selling assets before the lease ends in October 2024 if someone else in the community steps up.	N/A
June 7-9, 2024	Travelled to Sun Peaks to attend Board meetings of the Board of Directors of the Canadian Ski Instructors Alliance (CSIA) BC/Yukon Region, of which I sit as the Northern Rep.	N/A
June 11-12, 2024	Attended at different times the BC Community Forest Association's AGM and Conference, hosted right here in Mackenzie by the McLeod Lake and Mackenzie Community Forest (MLMCF).	N/A

June 12, 2024	Attended the June meeting of the Morfee Elementary Parent Advisory Committee (PAC).	Education Liaison.
June 13 th , 2024	Participated in a focus group around Rural Health Care Decision Making, hosted by the BC Rural Health Network and facilitated by UBC Professor Dr. Jude Kornelson.	Williston Lake Elders Liaison.
June 14, 2024	Meeting with Foundry BC staff to prepare for their upcoming trip to Mackenzie.	Education Liaison.
June 14-15, 2024	Travelled to Prince George for meetings of the North Central Local Government Association (NCLGA) Board of Directors meetings, of which I am a Director at Large. <ul style="list-style-type: none"> I was elected Chair of the Planning and Priorities Committee 	N/A

Respectfully Submitted,

Councilor Wright

DISTRICT OF MACKENZIE

BYLAW NO. 1517

A Bylaw of the District of Mackenzie
to amend Zoning Bylaw No. 1368, 2017

WHEREAS the Council of the District of Mackenzie deems it desirable to amend the District of Mackenzie zoning bylaw:

NOW THEREFORE the Council of the District of Mackenzie in open meeting assembled, **HEREBY ENACTS AS FOLLOWS:**

1. That "District of Mackenzie Zoning Bylaw No. 1368, 2017" be amended as follows:
 - (a) By adding the following section to Section 4.22:

"Where lots are less than 1 hectare and not connected to community sewer infrastructure, only attached suites will be permitted as an Accessory Use."
 - (b) By removing sections 4.22 Detached Suites (1) (iii) and (vi) and replacing them as follows:

"(iii) Shall not exceed a height of 8.0 metres."

"(vi) Shall be set back a minimum of 1.5 metres from the rear of the parcel."
 - (c) By removing *Table 3 – Off-Street Parking Requirements (Residential)* and replacing it with the following:

Column 1	Column 2
Use of a Building or Parcel	Minimum Required Number of Spaces
Residential	
Accessory dwelling unit	1 space per dwelling unit
Apartment	1 space per dwelling unit (bachelor unit) 1 space per dwelling unit (1 bedroom) 1 space per dwelling unit (2 plus bedrooms) 1 guest parking space per 10 dwelling units
Attached or detached suite	1 space per dwelling unit in addition to principal dwelling unit requirements
Bed and Breakfast	1 space per each bedroom used for accommodations in addition to principal dwelling unit requirements
Community Care Facility	1 space per employee plus 1 space per 5 beds
Daycare	1 space per every 4 children in addition to principal dwelling unit requirements
Duplex (Semi-Attached)	1 space per dwelling unit
Homed Based Business	1 space in addition to principal dwelling unit requirements
Home Industry	1 space in addition to principal dwelling unit requirements
Rowhouse or Townhouse	1 space per dwelling unit 1 guest parking space per 10 dwelling units
Single-detached dwelling	1 space per dwelling unit

2. This Bylaw may be cited for all purposes as "Zoning Amendment Bylaw No.1517, 2024".

READ a first time this 10 day of June, 2024.

READ a second time this 10 day of June, 2024.

Public Hearing waived this 10 day of June, 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. 1517 cited as "Zoning
Amendment Bylaw No. 1517, 2024".

Mayor

Corporate Officer

Corporate Officer