

**COUNCIL MEETING
AGENDA**

Date: Monday, December 9, 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 (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 Section 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

2. ADOPTION OF MINUTES

2.1 Committee of the Whole - November 25, 2024

5

2.2 Regular Meeting - November 25, 2024

7

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**

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

- Mackenzie Autumn Lodge Society
- Mackenzie Community Arts Council

7. **CORRESPONDENCE**

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

- | | | |
|-------|--|----|
| 7.1.1 | NCLGA Membership Dues | 12 |
| 7.1.2 | Mackenzie Community Arts Council - Request for Support
Mackenzie Community Arts Council is requesting support from the District of Mackenzie to cover the cost of snow removal at their new location. | 19 |

7.2 For Consideration:

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

- | | | |
|-------|--|----|
| 7.2.1 | Letter to Kiel Giddens
A congratulatory letter from Mayor Joan Atkinson to newly elected Prince George - Mackenzie MLA Kiel Giddens. | 21 |
| 7.2.2 | BC Alert - Ready Program to include Health Services for notification of Emergency Room Closures
A letter from Tom Zeleznik, Village of Nakusp, Mayor to Honourable Josie Osborne, Minister of Health asking that the BC Alert -Ready Program include Health Service notifications of ER closures. | 24 |
| 7.2.3 | MCS Monthly Seniors News Letter December Edition | 26 |
| 7.2.4 | December 2024 Northern Health Healthy Communities E - Brief | 28 |

7.2.5	2025 Calendar for Council	33
7.2.6	November Notice of Motion Letters of Support Letters from residents supporting the notice of motion brought forward at the November 25 Regular Meeting of Council.	34

7.3 Centre Table File

8. ADMINISTRATIVE REPORTS

8.1	<u>Notice of Motion - South Peace Mackenzie Trust Application</u> THAT Council directs staff to submit a grant application to the South Peace Mackenzie Trust with the intention of hiring a second Economic Development Worker for the municipality to work in the Corporate Service Department.	36
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8.2	<u>External Audit Services (2024-2026)</u> THAT Council awards the 2024-2026 External Audit Services to KPMG in the amount of \$51,020 + GST; AND THAT subject to satisfactory performance of the services, the term may be extended, if mutually agreed, for an additional two (2) year period.	38
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8.3	<u>2025 Council Liaison Appointments - Update</u> THAT Council appoints Councillor Peter Kylo as an alternate liaison to the Access and Inclusion Advisory Committee for a one-year term; AND THAT Council approve the updated 2025 Council Liaison Appointment attached to this report.	40
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8.4	<u>Interim Housing Needs Report</u> THAT the 2019 District of Mackenzie (District) Housing Needs Report be updated to include the Interim Housing Needs Report in Attachment A as Appendix B; AND THAT the updated 2019 District of Mackenzie Housing Needs Report be published on the District's website to fulfill the District's requirements under the <i>Local Government Act</i> .	45
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8.5	<u>Social Media Policy 1.27</u> THAT Council approves the proposed Social Media Policy 1.27.	74
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9. COUNCIL REPORTS

9.1	<u>Mayor's Report</u>	80
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- Mayor Atkinson

9.2	<u>Council Reports</u>	82
	• Councillor Brumovsky	
	• Councillor Wright	

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS

12.1	<u>Financial Plan Amendment Bylaw No. 1520, 2024</u>	86
	THAT Financial Plan Amendment Bylaw No.1520, 2024 be adopted.	

13. NOTICE OF MOTION

13.1	<u>Nuclear Energy in British Columbia</u>	95
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14. COMING EVENTS

15. INQUIRIES

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

16. ADJOURNMENT

**Committee of the Whole
Minutes**

November 25, 2024, 7:00 p.m.
Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC

Council Present: Mayor J. Atkinson, Councillor A. Barnes, Councillor V. Brumovsky,
Councillor K. Tapper, Councillor J. Wright

Council Absent: Councillor R. McMeeken

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K. Borne,
Director of Recreation Services T. Gilmer, Fire Chief J. Guise, Director of
Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant Cat
Smith, Public Works Superintendent, T. Ostash, RCMP Sergeant C.
Bezaire

1. CALL TO ORDER

Called to order at 7:00 PM.

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

2. PUBLIC COMMENTS AND QUESTIONS

Shannon Bezo, Resident, asked if there would be more information on item 3.1 and whether or not the difference in garbage collection volume is larger due to recycling changes. Public Works Superintendent Terry Ostash did not have an answer at this time.

3. REPORTS

3.1 Operations

Moved by: Mayor Atkinson

THAT the Operations reports for the month of October 2024 be received.

CARRIED

3.2 RCMP

Moved by: Councillor Brumovsky

THAT the RCMP report for the month of October 2024 be received.

CARRIED

3.3 Fire
Moved by: Councillor Brumovsky
THAT the Fire report for the month of October 2024 be received. **CARRIED**

3.4 Recreation Services
Moved by: Mayor Atkinson
THAT the Recreation Services report for the month of October 2024 be received. **CARRIED**

3.5 Finance
Moved by: Councillor Barnes
THAT the Finance report for the month of October 2024 be received. **CARRIED**

4. **OTHER BUSINESS**
N/A

5. **ADJOURNMENT**
Moved by: Mayor Atkinson
THAT the meeting be adjourned at 7:17 PM **CARRIED**

Mayor

Corporate Officer

**Regular Council Meeting
Minutes**

November 25, 2024, 7:20 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 K. Tapper, Councillor J. Wright

Council Absent: Councillor R. McMeeken

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K. Borne,
Director of Recreation Services T. Gilmer, Fire Chief J. Guise, Public
Works Superintendent T. Ostash, Legislative Clerk/Executive Assistant
C. Smith

Visitors Present: Jim Weins, Curator, Mackenzie & District Museum, Jeff Close, President,
Mackenzie Golf & Country Club, Ross Hobbs, President, Mackenzie
Outdoor Route and Trail Association

1. CALL TO ORDER

CALLED TO ORDER AT 7:20 PM.

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

2. ADOPTION OF MINUTES

2.1 Regular Meeting - November 12, 2024

The minutes of the Regular Meeting held on November 12, 2024 were adopted as presented.

2.2 Special Meeting- November 12, 2024

The minutes of the Special Meeting held on November 12, 2024 were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

Resolution: 33602

Moved by: Councillor Barnes

THAT item 7.1.2 be added to the Agenda.

CARRIED

4. **ADOPTION OF AGENDA**

Resolution: 33603

Moved by: Councillor Brumovsky

THAT the Agenda be adopted as presented.

CARRIED

5. **PUBLIC COMMENTS AND QUESTIONS**

Shannon Bezo, Resident commented on item 7.1.1 saying the responses from UBCM were disappointing. Mayor Atkinson responded that due to the timing of the UBCM meetings and Provincial Election these responses were expected.

Janice Nelson, Macktown Buzzette, asked about the additional funding for paving and what it pertained to. Chief Financial Officer, Kerri Borne, responded that a portion was for paving projects that were planned in 2023 but had to be postponed and were completed in 2024. Janice asked why it was not already in the budget and Ms. Borne explained the District did not have its paving plan completed before the bylaw was adopted in the spring.

6. **PETITIONS AND DELEGATIONS**

6.1 Community Grants Presentations

The following groups provided presentations to Mayor and Council highlighting 2024 project and a "year in review"

- Mackenzie & District Museum
- Mackenzie Golf and Country Club
- Mackenzie Outdoor Route and Trail Association

7. **CORRESPONDENCE**

Resolution: 33604

Moved by: Councillor Wright

THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

- 7.1.1 2024 UBCM Minister Meeting Responses
N/A

7.1.2 Letter of Support - Mackenzie Rocky Mountain Riders

Resolution: 33605

Moved by: Councillor Barnes

THAT Council submit a letter of support for the Rocky Mountain Riders Club application to the REDIP grant.

CARRIED

Resolution: 33606

Moved by: Councillor Tapper

THAT Council deny the request for commercial garbage bin to be placed at the bottom of Morfee Mountain Road in the parking lot.

Opposed (1): Councillor Wright

Absent (1): Councillor McMeeken

CARRIED (4 to 1)

7.2 For Consideration:
N/A

7.3 Centre Table File
N/A

8. **ADMINISTRATIVE REPORTS**

8.1 2024 By-Election Results

Resolution: 33607

Moved by: Councillor Barnes

THAT Council receives this report for information.

CARRIED

8.2 2024-2028 Financial Plan Amendment

Resolution: 33608

Moved by: Councillor Brumovsky

THAT Council receives this report for information.

CARRIED

8.3 Proposed 2025 Budget Schedule

Resolution: 33609

Moved by: Councillor Brumovsky

THAT Council approves the proposed Council meeting dates for the 2025 annual budget process.

CARRIED

8.4 Land Referral – Notice of Work Terus Construction

Resolution: 33610

Moved by: Councillor Barnes

THAT Council directs staff to respond with Option #3 as outlined in the report.

CARRIED

8.5 Fire Smart Structure Protection Trailer

Resolution: 33611

Moved by: Councillor Barnes

THAT Council awards the contract for the purchase of the Structure Protection

Unit Trailer to Kitt Equipment Ltd. for a total of \$29,105.11 plus GST;

AND that the Chief Administrative Officer be authorized to execute the purchase and any documentation related.

CARRIED

9. COUNCIL REPORTS

9.1 Mayor's Report

Mayor Atkinson provided a written report.

9.2 Council Reports

Councillor Wright provided a written report.

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

N/A

12. BYLAWS

12.1 Financial Plan Amendment Bylaw No. 1520, 2024

Resolution: 33612

Moved by: Councillor Brumovsky

THAT Financial Plan Amendment Bylaw No. 1520, 2024 be given first three readings.

CARRIED

13. NOTICE OF MOTION

13.1 South Peace Mackenzie Trust Application

This item will be brought forward to the December 9, 2024 Council Meeting for discussion.

14. COMING EVENTS

Recreation Centre Grand Re-Opening Event: November 29 - December 1, 2024
Plaid Friday: November 29, 2024
Chamber of Commerce Charity Auction: Saturday November 30, 2024

15. INQUIRIES

Shannon Bezo, resident, asked what the process was for "Notices of Motion". Mayor Atkinson explained the motion will be brought forward to the following Regular meeting, allowing Council members time to prepare before voting on the proposed motion.

16. ADJOURNMENT

Resolution: 33613

Moved by: Councillor Barnes

THAT the meeting be adjourned at 8:39pm

CARRIED

Mayor

Corporate Officer

DRAFT

Good afternoon,

I am currently following up on outstanding payments for NCLGA membership invoices from July. While checking original send outs in my emails, I'm not finding the one to District of Mackenzie – apologies if I missed sending this to you earlier in July!

Please see attached NCLGA membership renewal letter and invoice 2185 for District of Mackenzie in the amount of \$2128.49 for 2024/25 NCLGA Membership fees.

If there is an alternate contact email for Finance, or if we should update our contact list, please let us know.

Thank you,

Bettina Johnson
Communications Support
North Central Local Government Association



www.nclga.ca
ph 250-299-7220



July 10, 2024

To: District of Mackenzie

Subject: 2024/25 NCLGA Membership Fees

Dear Valued NCLGA Member,

As we approach another year of collaboration and community building, it is time to renew your membership with the North Central Local Government Association (NCLGA). Your continued membership and generous contributions over the past year have been instrumental in enabling the NCLGA to pursue its mission of enhancing the social, economic, and environmental well-being of our member communities. With your steadfast support, we have successfully advocated for vital regional interests and secured significant advancements for the communities across north-central British Columbia. Our collective efforts have led to meaningful dialogue with policymakers and have helped shape initiatives that directly benefit our local areas.

Attached to this letter is a description of how your membership fees were calculated and a list of all membership fees. The calculation reflects population changes associated with the 2021 Canada Census and the 2.0% membership fee increase, which was approved at the 2024 NCLGA AGM.

If you would like to make payment via Electronic Funds Transfer (EFT) rather than by cheque, we have provided NCLGA's account details to the email and invoice to facilitate this method.

Please contact our finance department if you have any questions about your invoice, at bjohnson@nclga.ca. For all other questions, please contact admin@nclga.ca.

We thank you for your continued support and look forward to serving you for another year.

Sincerely,

A handwritten signature in black ink that reads "Judy Greenaway". The signature is written in a cursive, flowing style.

Judy Greenaway
NCLGA President | www.nclga.ca

Attachments:

- A: 2024/25 Membership Fee Calculation Amount Description
- B: 2024/25 Membership Fee List

ATTACHMENT A: 2024/25 MEMBERSHIP FEE CALCULATION AMOUNT DESCRIPTION

Membership Fee = Base Rate + Population Adjustment + Hospital Assessment Adjustment

BASE RATE AMOUNTS

- \$500 for members with populations < 1,500
- \$750 for members with populations > 1,500
- The base rate is only applied once for members with multiple membership units
- For members with multiple membership units, the base rate is prorated by population (within the member total, based on the most recent census) to determine the individual membership unit's Base Rate amount.

POPULATION ADJUSTMENT AMOUNTS

- The population of each membership unit is divided by the total population of the membership
- The resulting proportional population value is multiplied by the total Population Adjustment Budget amount (\$84,278.40) to determine the individual member unit's Population Adjustment amount.

HOSPITAL ASSESSMENT ADJUSTMENT AMOUNTS

- The proportional Assessment Value for each member unit is multiplied by the total Hospital District Adjustment Budget amount (\$56,185.60) to determine the individual member unit's Population Adjustment amount.

ATTACHMENT B: 2024/25 MEMBERSHIP FEE LIST

Member	Base Rate (\$)	Population Adjustment			Hospital Assessment Adjustment			Sub-Total (\$)	2024-25 Annual Fees (\$)
		Population	(%)	Pro-Rated Amount (\$)	Assessment (\$)	%	Pro-Rated Amount (\$)		
Bulkley-Nechako A	261.38	5,587	0.02	1,553.62	96,215,744	0.01	668.02	2,483.02	7,124.62
Bulkley-Nechako B	79.81	1,706	0.01	474.40	29,379,642	0.00	203.98	758.19	
Bulkley-Nechako C	59.23	1,266	0.00	352.05	21,802,243	0.00	151.37	562.65	
Bulkley-Nechako D	75.18	1,607	0.01	446.87	27,674,727	0.00	192.14	714.20	
Bulkley-Nechako E	70.74	1,512	0.00	420.45	26,038,698	0.00	180.78	671.97	
Bulkley-Nechako F	164.54	3,517	0.01	978.00	60,567,527	0.01	420.52	1,563.05	
Bulkley-Nechako G	39.11	836	0.00	232.47	14,397,058	0.00	99.96	371.54	
Burns Lake	750.00	1,659	0.01	461.33	16,045,421	0.00	111.40	1,322.73	1,322.73
Cariboo A	123.19	6,169	0.02	1,715.46	113,113,559	0.01	785.34	2,623.98	15,975.69
Cariboo B	77.16	3,864	0.01	1,074.49	70,849,536	0.01	491.90	1,643.55	
Cariboo C	24.74	1,239	0.00	344.54	22,718,058	0.00	157.73	527.01	
Cariboo D	57.31	2,870	0.01	798.08	52,623,750	0.01	365.36	1,220.75	
Cariboo E	82.11	4,112	0.01	1,143.45	75,396,815	0.01	523.47	1,749.04	
Cariboo F	95.69	4,792	0.02	1,332.54	87,865,160	0.01	610.04	2,038.27	
Cariboo G	106.07	5,312	0.02	1,477.14	97,399,777	0.01	676.24	2,259.46	
Cariboo H	37.62	1,884	0.01	523.90	34,544,650	0.00	239.84	801.36	
Cariboo I	29.65	1,485	0.00	412.94	27,228,665	0.00	189.05	631.64	
Cariboo J	12.30	616	0.00	171.30	11,294,854	0.00	78.42	262.02	
Cariboo K	8.93	447	0.00	124.30	8,196,103	0.00	56.90	190.13	
Cariboo L	95.23	4,769	0.02	1,326.15	87,443,437	0.01	607.11	2,028.49	
Chetwynd	750.00	2,302	0.01	640.13	64,257,367	0.01	446.13	1,836.27	
Dawson Creek	750.00	12,323	0.04	3,426.74	253,356,543	0.03	1,759.03	5,935.77	5,935.77
Fort St. James	500.00	1,386	0.00	385.41	30,688,807	0.00	213.07	1,098.48	1,098.48
Fort St. John	750.00	21,465	0.07	5,968.92	549,619,604	0.07	3,815.96	10,534.88	10,534.88
Fraser Lake	500.00	965	0.00	268.34	16,969,155	0.00	117.82	886.16	886.16

Fraser-Fort George A	171.44	3,471	0.01	965.20	102,001,335	0.01	708.19	1,844.83	8,070.78
Fraser-Fort George C	177.96	3,603	0.01	1,001.91	105,880,383	0.01	735.12	1,914.98	
Fraser-Fort George D	216.08	4,375	0.01	1,216.59	128,566,938	0.02	892.63	2,325.30	
Fraser-Fort George E	26.33	533	0.00	148.21	15,663,126	0.00	108.75	283.29	
Fraser-Fort George F	61.69	1,249	0.00	347.32	36,704,024	0.00	254.83	663.84	
Fraser-Fort George G	18.03	365	0.00	101.50	10,726,156	0.00	74.47	194.00	
Fraser-Fort George H	78.48	1,589	0.01	441.86	46,695,512	0.01	324.20	844.55	
Granisle	500.00	337	0.00	93.71	1,424,125	0.00	9.89	603.60	
Hazelton	500.00	257	0.00	71.47	2,009,711	0.00	13.95	585.42	585.42
Houston	750.00	3,052	0.01	848.69	36,153,171	0.00	251.01	1,849.70	1,849.70
Hudson's Hope	500.00	841	0.00	233.86	37,810,564	0.00	262.52	996.38	996.38
Kitimat	750.00	8,236	0.03	2,290.24	369,708,388	0.05	2,566.85	5,607.09	5,607.09
Kitimat-Stikine A	4.08	48	0.00	13.35	1,526,605	0.00	10.60	28.03	5,146.73
Kitimat-Stikine B	123.82	1,455	0.00	404.60	46,275,208	0.01	321.28	849.71	
Kitimat-Stikine C1	253.43	2,978	0.01	828.11	94,713,105	0.01	657.58	1,739.13	
Kitimat-Stikine D	6.30	74	0.00	20.58	2,353,516	0.00	16.34	43.22	
Kitimat-Stikine E	334.62	3,932	0.01	1,093.40	125,054,376	0.02	868.24	2,296.26	
Kitimat-Stikine F	27.74	326	0.00	90.65	10,368,191	0.00	71.99	190.38	
Laxgalts'ap	160.03	474	0.00	131.81	-	0.00	-	291.84	291.84
Gitlaxt'aamiks	272.11	806	0.00	224.13	-	0.00	-	496.24	496.24
Gitwinksihlkw	67.86	201	0.00	55.89	-	0.00	-	123.75	123.75
Mackenzie	750.00	3,281	0.01	912.37	67,136,815	0.01	466.13	2,128.49	2,128.49
Masset	500.00	838	0.00	233.03	8,333,407	0.00	57.86	790.89	790.89
McBride	500.00	588	0.00	163.51	7,627,264	0.00	52.96	716.46	716.46
New Hazelton	500.00	602	0.00	167.40	5,336,603	0.00	37.05	704.45	704.45
Northern Rockies Regional Municipality	750.00	3,947	0.01	1,097.57	584,924,921	0.07	4,061.08	5,908.65	5,908.65
One Hundred Mile House	750.00	1,928	0.01	536.13	43,272,855	0.01	300.44	1,586.57	1,586.57
Peace River B	214.83	5,379	0.02	1,495.78	544,962,074	0.07	3,783.62	5,494.23	19,181.28
Peace River C	237.51	5,947	0.02	1,653.72	602,507,799	0.07	4,183.16	6,074.39	

Peace River D	191.42	4,793	0.02	1,332.82	485,592,716	0.06	3,371.43	4,895.67	
Peace River E	106.24	2,660	0.01	739.68	269,492,306	0.03	1,871.06	2,716.98	
Port Clements	500.00	340	0.00	94.55	3,317,285	0.00	23.03	617.58	617.58
Port Edward	500.00	470	0.00	130.70	11,973,403	0.00	83.13	713.83	713.83
Pouce Coupe	500.00	762	0.00	211.89	11,402,580	0.00	79.17	791.06	791.06
Prince George	750.00	76,708	0.25	21,330.71	1,264,674,851	0.16	8,780.53	30,861.24	30,861.24
Prince Rupert	750.00	12,300	0.04	3,420.34	206,120,331	0.03	1,431.08	5,601.42	5,601.42
Prophet River First Nation	500.00	106	0.00	29.48	-	0.00	-	529.48	529.48
Quesnel	750.00	9,889	0.03	2,749.90	157,051,678	0.02	1,090.40	4,590.30	4,590.30
North Coast A	22.94	45	0.00	12.51	1,584,847	0.00	11.00	46.45	1,012.67
North Coast C	15.80	31	0.00	8.62	1,091,784	0.00	7.58	32.00	
North Coast D	295.62	580	0.00	161.28	20,426,918	0.00	141.82	598.72	
North Coast E	165.65	325	0.00	90.37	11,446,118	0.00	79.47	335.49	
Smithers	750.00	5,378	0.02	1,495.50	96,543,351	0.01	670.29	2,915.79	2,915.79
Stewart	500.00	517	0.00	143.77	28,155,314	0.00	195.48	839.25	839.25
Taylor	500.00	1,317	0.00	366.23	42,550,313	0.01	295.42	1,161.65	1,161.65
Telkwa	500.00	1,474	0.00	409.89	13,889,068	0.00	96.43	1,006.32	1,006.32
Terrace	750.00	12,017	0.04	3,341.65	203,111,013	0.03	1,410.18	5,501.83	5,501.83
Tumbler Ridge	750.00	2,399	0.01	667.11	77,495,791	0.01	538.05	1,955.15	1,955.15
Valemount	500.00	1,052	0.00	292.54	17,268,556	0.00	119.89	912.43	912.43
Vanderhoof	750.00	4,346	0.01	1,208.52	68,481,369	0.01	475.46	2,433.98	2,433.98
Wells	500.00	218	0.00	60.62	1,781,631	0.00	12.37	572.99	572.99
Williams Lake	750.00	10,947	0.04	3,044.11	165,636,786	0.02	1,150.00	4,944.11	4,944.11
Total	26,000.00	303,076	1.00	84,278.40	8,092,511,079	1.00	56,185.60	166,464.00	166,464.00



Invoice

Date	Invoice #
6/25/2024	2185

Invoice To

District of Mackenzie
P.O. Bag 340, 1 Mackenzie Boulevard
Mackenzie, BC
V0J 2C0

Description	Qty	Rate	Amount
2024/25 NCLGA Annual Membership Dues		2,128.49	2,128.49

Please make cheque payable to:
North Central Local Government Association
Suite-507-1488 4th Avenue Prince George, BC
V2L 4Y2,
Or Direct Deposit: Institution: 0809 / Transit:
47530 / Account: 100022168110

GST #861838795 RT0001

Total \$2,128.49

Payments/Credits \$0.00

Balance Due \$2,128.49





Mackenzie Community Arts Council
PO Box 301, 9 Laurier Drive, Mackenzie BC V0J 2C0
www.mackenziecac.com
mackenziearts@outlook.com
(250)997-5818

December 03, 2024

ATTENTION: District of Mackenzie Mayor and Council

Re: Snow Removal at 9 Laurier Dr for Mackenzie Community Arts Council

Dear Sirs/Madams,

MCAC has recently undergone massive changes to our organization. We are proud to have successfully met our goal of relocating to our new facility and opening it to the public before the end of 2024. We have already come so far, although there is still so much work to do!

We are in the process of developing a sustainable business plan to enable our organization to not only survive but to thrive into the future, however, the transition to being land owners and stewards of a new facility has many challenges. We are requesting assistance in overcoming one challenge, in particular - snow removal. Last year, we were fortunate to not have to remove much snow to allow access to our facility. This winter is shaping up to be much more than we can realistically handle.

We hope that you can help us as we are currently in a vulnerable, juvenile state of development. Our success is largely connected to the support we garner from our community. Thank you for your time and consideration.

Sincerely,

Mackenzie Community Arts Council Board of Directors
w.250-997-5818

We acknowledge that we live, work and create within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

Paul's Lawn Care & Snow Removal
 Box 2564
 Mackenzie, B.C. V0J-2C0
 250-997-5693
 Paulsbedandbreakfast@hotmail.com

DATE	Invoice #
November 30/24	24106

Mackenzie Community Arts Center 92 Centennial Dr. Mackenzie BC V0J 2C0 Box 301 Ph: 250-997-5818 Email: ed@mackenziecac.com Invoice for November snow clearing and sanding if requested

Dates	Description	Amount
	Snow Clearing \$100.00 per event Sanding \$100.00 per event if requested	
November 14/24	Snow clearing	\$100.00
November 21/24	Snow Clearing	\$100.00
	sub total:	\$200.00
	-GST 5% (841269871 RT00001)	\$10.00
	TOTAL	\$210.00

November 28, 2024

Kiel Giddens
Member of the Legislative Assembly
Prince George-Mackenzie

via email: kiel.giddens.mla@leg.bc.ca

Dear MLA Giddens,

On behalf of myself and the District of Mackenzie, I would like to extend our sincere congratulations to you on your election to the Legislative Assembly representing Prince George-Mackenzie riding. This is a tremendous accomplishment, and we are excited to see the leadership and passion you will bring to your role in the provincial legislature.

As our elected representative, we are eager to see our community's concerns, needs, and priorities addressed with the attention they deserve. The residents of Mackenzie have long been committed to building a thriving, sustainable community, and we look forward to working closely with you to ensure that their voices are heard in Victoria.

There are numerous issues that are vital to the continued growth and prosperity of Mackenzie—whether it's infrastructure improvements, economic development, healthcare services, or the well-being of our residents. As you are aware Mackenzie has been hard hit with the downturn in the forest industry resulting in the loss of more than a million dollars of industrial tax. This loss of revenue will make maintaining our services to our community extremely challenging. We are hopeful that, with your leadership, we can make significant strides in advancing these important priorities and advocating for the resources and support our community needs.

We wish you the very best as you begin your work in the legislature. Please know that the District of Mackenzie's Council is here to support you in any way we can as we continue to work toward a brighter future for our community.

Once again, congratulations on your election, and we look forward to a productive and collaborative relationship.

Sincerely,



Joan Atkinson
Mayor
District of Mackenzie
(250) 997-8052

joan@districtofmackenzie.ca



November 21, 2024

Honourable Josie Osborne
Minister of Health
PO Box 9050
STN PROV GOVT
Victoria BC, V8W 9E2
HLTH.Minister@gov.bc.ca

To Honorable Josie Osborne, Minister of Health,

RE: BC Alert-Ready Program to include Health Services for notification of Emergency Room Closures

Citizens within our small rural community are outraged by the Health Authority's lack of communication when the Emergency Room at our local hospital unexpectedly closes. Rural communities are left in life-or-death situations when an ER is unexpectedly closed and effective notification is not issued. If our residents serviced by the Arrow Lakes Hospital arrive to find the ER closed, the next closest ER is two and a half (2.5) hours away. Knowing ahead of time the Arrow Lakes Hospital ER is closed allows people to respond appropriately in a time of crisis. Knowing they must travel to another hospital will save valuable time when it matters most.

We know we are not the only community in BC affected by sudden ER closures that occur without adequate public notice. However, we acknowledge that the province already has a tool to provide the public with the necessary notifications. The Province's Alert-Ready system can notify citizens and other emergency service providers about ER closures. This will save lives and ensure people are not wasting valuable time by travelling to an ER that is temporarily closed.

The Province's Alert-Ready program states that the alert must meet the following criteria before proceeding:

- There is a threat to human life
- The threat is immediate
- There are recommended actions that may save lives.

An emergency room closure, whether planned or unplanned, threatens human life. The threat is immediate, and there is a recommended action that can save lives.

On October 16, 2024, Council for the Village of Nakusp resolved the following R232/24:

THAT staff be directed to write a letter to the Provincial Government requesting they include the Provincial Health Services in their Alert Ready program to communicate with the public and advise of Emergency Room closures.



THE VILLAGE OF
NAKUSP

With best regards,

Tom Zeleznik
Village of Nakusp, Mayor

Cc:
Honourable Garry Begg, Minister of Public Safety and Solicitor General
MLA Brittany Anderson
All BC Municipalities

Mackenzie Seniors' Navigator



DECEMBER 2024



Upcoming Events

Legion - Seniors Crib Tournament every Wednesday at 1:00 p.m.

Legion -Darts Wednesday at 7:30.

Legion - Wednesday Wing night from 5:00 - 8:00.

Legion - Thursdays Bingo 6:00pm Doors open starts at 6:45.

Men's Shed Meeting at Kelly's Bakery Wednesdays at 10:00am weekly.

Seniors Lunches Every Thursday 10:00am at the event space 600 Mackenzie Blvd.

December Book Club at the Library-The Maid by Nita Prose. Book available Dec 2nd- meeting to discuss on January 6th @ 5:00 pm.

Disney Theme Karaoke night December 20th at The Legion 7:00pm- 12:00am.

Mackenzie 2024 Parade of Lights on Saturday, December 7th at 5:00pm.

Library Ornament making program for seniors and adults December 20th 1-2pm.

December 30th- Alzheimer's Society support group at Mackenzie community Services will be cancelled until January.

Join us for our 60+ 10am - 11:30am on December 5th and 12th.

and 10am-11am on Thursday, December 19.

Spots are limited so please contact Recreation Services at 250-997-5283 to register.

Christmas Bingo
December 19, 2024

First 45 numbers at 7 p.m.
Regular games start at 7:15 p.m.

Doors open at 5:30 p.m.
Till opens at 6 p.m.

See Santa when you arrive!
no outside food/drink please

Legion

25
DEC

Merry
Christmas
from MCS



COOP- Mackenzie

Mackenzie Co-op Delivery

Mackenzie Coop offers Grocery Delivery service (2) days per week. Effective January 31st, 2023, there will be a \$10 charge on all deliveries for Tuesday's and Thursday's. Seniors, aged 65+ will pay a \$5 delivery fee on all orders delivered.

Orders are delivered within the town limits of Mackenzie BC. Online Orders

1. Minimum \$50 order for ANY delivery.
2. Delivery orders must be placed by 11:00am on Tues and Thurs (250) 997-3335.
3. Deliveries will start at 1:00pm.

Online Orders

<https://www.mackenzieco-op.crs/sites/mackenzie/local/detail/online-grocery-order-form>



DECEMBER 14TH 2024 MCAC CHRISTMAS BAKE SALE

9 LAURIER DRIVE 12:00PM- 3:00PM

Spotlight on Seniors Provider

Jeff Close

Jeff Is a "young senior" who moved to Mackenzie about eight years ago. Jeff volunteers for the MARS by hosing "Saturday Afternoon Oldies" and "The Rockbox" which airs Friday nights from 8 pm to 11:30 pm. He is also the board chairperson for MARS as well as the chair for the Non-Profit Mackenzie Coalition. He also volunteers for the Mackenzie Golf and country club. He enjoys volunteering, as our town is a diamond in the rough, with our nonprofit groups improving the life of all our citizens.

Fun Fact: Jeff was born and raised in the Lower Mainland. Mackenzie is the smallest place he has ever lived, and he wishes he moved here earlier.

Tune in Saturdays for afternoon oldies with songs from the 50's, 60's and 70's from 3pm to 5pm hosted by Jeff Close. Also listen for the newly added show at 4 pm called "Mackenzie's Seniors Connection". This 3-minute segment lists senior news and events that are going on in town.



Municipal By-Election 2024

District of Mackenzie Councillor (1) to be elected:

Pete Kylo, 192 votes

Cassandra Carter, 115 votes

Joy Davy, 59 votes

Kevin Joubert, 55 votes

Megan Devlin, 25 votes



Join the MCAC Choir
We will be learning both Christmas carols and contemporary songs!



Dec 3rd 5pm-7pm
Dec 10 5pm- 7pm
Dec 19th 5pm- 7pm

Submit upcoming events to Tianna at MCS
250-997-6595 or
Tklein@mymcs.ca

<p>Silver Dove Imagery's Annual Christmas Card Ready Photos</p> <p>1-6 people \$60 for 30 minute INDOOR session Receive 5 high quality edited digital images</p> <p>NOW BOOKING CANDY CANE CHRISTMAS SESSIONS for Nov 22-24/24</p>	
	<p>10% discount for seniors 65+</p> <p><i>Mini Make</i></p> <p>silverdoveimagery@gmail.com 250.997.4333 (landline)</p>

Brought to you by the [Northern Health Healthy Communities](#) team. We support local governments and community organizations in promoting health and well-being across Northern BC.

Share your opinion

Social Prescribing for Healthy Aging - Community Readiness Survey

Deadline: January 10, 2025

Is your community ready for social prescribing? Communities in BC without a Community Connector are invited to express interest in expanding this program, in partnership with United Way BC Healthy Aging. Learn more and complete the [survey](#).

Resources (toolkits, reports, websites)

Activate your Neighbourhood: A tactical guide

Learn how to create an inclusive neighbourhood with this [guide](#). It helps you re-imagine and re-purpose spaces to support activity and social connections. Moving more in our neighbourhoods brings us together, creates liveable spaces, and can reduce social isolation and loneliness.

Avalanche Awareness Days: January 18-19, 2025

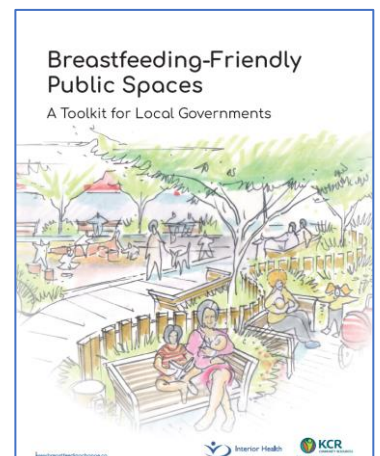
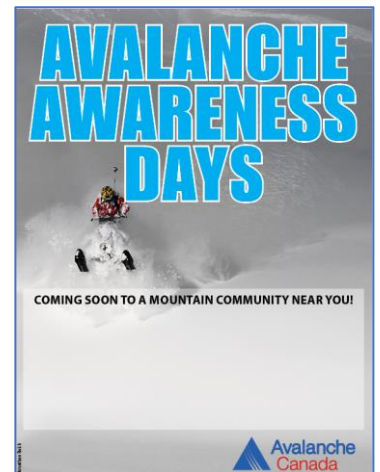
Canada's backcountry offers endless winter fun, but safety is key. Avalanche Awareness Days celebrate winter while promoting backcountry safety. Planning an event? Contact: ngeismar@avalanche.ca with details (event name, location, date, and contact information) and Avalanche Canada will help promote it.

Check out this [map](#) for more information.

Breastfeeding-friendly public spaces: A toolkit for local governments

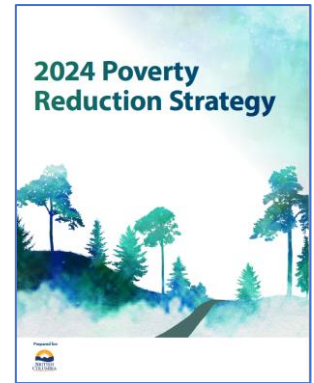
Breastfeeding/chestfeeding is linked to food security, sustainability, equity, truth and reconciliation, and health across the lifespan. Local governments can create spaces where parents feel safe and welcome to feed their children in public. This [toolkit](#) from Interior Health provides practical tools to create welcoming spaces and examples of community actions across Canada.

What small step could your community take? Email us at Breastfeeding@northernhealth.ca.



Poverty Reduction Strategy

The [newly launched strategy](#) focuses on addressing systemic barriers that perpetuate poverty. Initiatives include increasing the minimum wage, enhancing access to affordable housing, and improving social programs and services in BC.



Radon Awareness

Radon gas is a silent threat - colourless, odourless, and the second leading cause of lung cancer. Learn about [radon](#), check [radon levels](#) in your community, implement [policies](#) to reduce exposure, connect with a [Certified Mitigation Professional](#), and sign up for next year's [100 Radon Test Kit Challenge](#) for municipalities.

Social Connection Guidelines

Social connection is as important as food and physical activity for our health, happiness, and longevity. Check out these new [guidelines](#) to foster healthy social lives at individual and community levels.

Syphilis is on the Rise

Syphilis cases are on the rise in all ages and genders in the Northern Health region. Sexual health prevention is essential to overall well-being. What can we do?

- Talk: Normalize conversations about sexual health using culturally safe, trauma-informed approaches.
- Screen: Encourage routine sexually transmitted infection (STI) screening. [Find a clinic near you](#).
- Be Informed: Share resources like [SmartSexResource](#).

Events and learning opportunities

Webinar: How to enhance older adult participation in community programs

Date: December 4, 2024 @10:30am PT

Join a panel of experts as they share strategies to increase attendance and diversity in community programs. Sign up for this free [webinar](#).

Webinar: Financial Barriers to Climate Action Implementation

Date: January 13, 2025

Financing climate action is a challenge for many local governments. Register for this free [webinar](#) to learn about creative solutions and funding opportunities.

Seeking Expression of Interest for HUB Cycling's Everyone Rides Grade 4-5

Is your community ready to promote safe cycling for kids? HUB Cycling, in partnership with [CleanBC Move Commute Connect Active Transportation Strategy](#), seeks schools interested in the [Everyone Rides Grade 4-5](#) program. This 5-day cycling education program teaches students practical skills through fun activities and traffic scenarios. HUB Cycling provides all necessary resources at no cost to families. Contact everyonerides@bikehub.ca to express your school's interest.

Funding opportunities

School Health Grant for Youth (Government of Canada)

Deadline: December 20, 2024

Canadian students aged 16 to 19 can apply for a \$1,000 grant to create a project that encourages healthy living in a school setting. Focus areas include reducing substance-related harms, positive mental health and well-being, healthy eating, and physical activity.

Transforming Systems Grants (Vancouver Foundation)

Deadline: January 14, 2025

These [grants](#) provide \$100,000 per year for three years to qualified organizations addressing the root causes of inequality. The grants support efforts that prioritize intersectionality, allyship, and mutual liberation.

BC Indigenous Food Pathways Program

Deadline: January 10, 2025

The [Indigenous Food Pathways Program](#) provides strategic capacity-building funding. This funding can be used to create new projects, enhance existing programs, or improve group operations for Indigenous-led food systems and food security initiatives.

Local Community Accessibility Grants (SPARC BC)

Deadline: March 31, 2025

Municipalities and regional districts in BC can [apply](#) for up to \$25,000 to support persons with disabilities by removing barriers identified by local government Accessibility Committees or Accessibility Plans. Projects must be completed by March 31, 2026.

Active Transportation Planning program grants (Union of BC Municipalities)

Deadline: September 30, 2025

Local governments with populations under 25,000 can [apply](#) for up to \$30,000 toward active transportation planning.

#GreenMyCity Program (Green Cities Foundation)

Deadline: Ongoing

Apply for a [#GreenMyCity grant](#) to restore and revitalize public spaces like parks, community gardens, sports fields, and playgrounds. Community groups, garden clubs, and youth organizations are encouraged to apply.

Homelessness Community Action Grants Program (SPARC BC)

Deadline: Ongoing

Apply for one-time [funding](#) to support local planning and collaborative initiatives that address the needs of those who are homeless or at risk of homelessness.

Northern Healthy Communities Fund (Northern Development Initiative Trust)

Deadline: Ongoing

Is your community nearby an LNG Canada or Coastal GasLink project? Apply for the [Northern Healthy Communities Fund](#) to help your community manage the economic growth from major economic development projects.

Secondary Suite Incentive Program (BC Housing)

Deadline: Open until funding is exhausted

Do you know any homeowners who want to help create affordable housing? The [Secondary Suite Incentive Program](#) offers up to 50% of renovation costs (up to \$40,000) to develop a secondary suite rented below market value for at least five years.

Transit Minor Betterments Program (Government of BC)

Deadlines: Ongoing

Public transit helps people access jobs and education, especially those with transportation challenges. [Apply](#) for up to \$100,000 through the [Transit Minor Betterments Program](#) for projects that improve the transit experience, such as bus stop shelters, lighting, accessibility improvements, and signage. Local governments, First Nations communities or organizations, and non-profit organizations are encouraged to apply. Projects must be completed by March 31, 2025.

Northern Health Stories

Falls Prevention & Healthy Aging Grant

In spring 2024, Northern Health was pleased to partner with the [Pacific Public Health Foundation](#) to provide the [Falls Prevention and Healthy Aging Grant](#). This one-time initiative, new in 2024, funded projects that help prevent falls and promote healthy aging for adults 55 years and older in our communities. This grant invited communities and organizations to apply for up to \$10,000 to fund projects that support falls prevention and healthy aging in the North.....[continue reading](#).

See the latest stories at stories.northernhealth.ca.

E-Brief subscription information

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

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

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





District of Mackenzie
2025 Schedule of Meeting Dates

Annual Conferences:

BC Natural Resources Forum

January 14 – 16, 2025, Prince George, BC

Association of Minerals Exploration

January 20 – 23, 2025, Vancouver, BC

Local Government Leadership Academy

March 12 – March 14, 2025 Vancouver, BC

BC Council of Forest Industries

April 2 – 4, 2024, Prince George, BC

North Central Local Government Association

May 12 – 15, 2025, Prince Rupert, BC

Federation of Canadian Municipalities

May 29 – June 1, 2025, Ottawa, ON

Union of BC Municipalities

September 22 – 26, 2025, Vancouver, BC

JANUARY 2025							FEBRUARY 2025							MARCH 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28		23	24	25	26	27	28	29
														30	31					

APRIL 2025							MAY 2025							JUNE 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
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20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30					

JULY 2025							AUGUST 2025							SEPTEMBER 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2		1	2	3	4	5	6
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20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30				
							31													

OCTOBER 2025							NOVEMBER 2025							DECEMBER 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1		1	2	3	4	5	6
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
							30													



Regular Council Meeting

Committee of the Whole & Regular Council Meeting



Statutory Holiday

Conferences

Meeting Location:

Council Chambers, 1 Mackenzie Boulevard
Mackenzie, BC, V0J 2C0

Start Time:

Committee of the Whole: 7:00 pm
Regular Meetings: 7:15 pm

From: [REDACTED]
To: [District Information; Jesse Wright](#)
Subject: Idea from Jesse Wright
Date: Sunday, November 24, 2024 3:20:31 PM

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

Good day,
I have read Jesse's post about applying for a grant to hire a second development officer. In my opinion it's a great idea! I feel at this point we don't have much to loose and everything to gain.

Thank you
[REDACTED]

From: [REDACTED]
To: [District Information](#)
Cc: [Jesse Wright](#)
Subject: Motion proposed Economic Development
Date: Sunday, November 24, 2024 5:35:46 PM

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

I/we the undersigned support the motion proposed by Jesse Wright to apply for funding to support the hiring of a second economic development staff member in an effort to attract new business opportunities and economic diversification.

[REDACTED]

NOTICE OF MOTION

To: Mayor and Council
From: Councillor Wright
Date: November 27, 2024
Subject: Notice of Motion - South Peace Mackenzie Trust Application

The date for this motion to be considered is at the December 9, 2024 Regular Council Meeting.

RECOMMENDATION:

THAT Council directs staff to submit a grant application to the South Peace Mackenzie Trust with the intention of hiring a second Economic Development Worker for the municipality to work in the Corporate Service Department.

BACKGROUND:

Rationale:

1. This would allow the municipality to increase the capacity for Economic Development by having one worker focusing on tourism and internal economic support, and the second to focus on external industry recruitment and economic diversification to Mackenzie (or some other combination of these tasks based on the skills/experience/expertise of those hired.)
2. The District of Mackenzie is in an unsustainable fiscal situation with the crisis in the forest industry, with this year seeing a budget shortfall of around 1 million dollars.
3. Options discussed internally so far have focused largely on service cuts or property tax increases. But there is a third option, which is to increase revenue.
4. To increase revenue, we need to work for it. And since being elected I have repeatedly been told District of Mackenzie staff are already overworked and overcapacity with their current job responsibilities. This new position will hire someone to be able to focus on this work.
5. The South Peace Mackenzie Trust is designed to increase income earning positions in the community. Not only would this be a new income-earning position for the Municipality, but this position would be designed to bring more jobs to the area.

BUDGETARY IMPACT:

1. The South Peace Mackenzie Trust covers a certain percentage of the wages. Applying for the full \$250,000 would mean we would need to cover a certain percentage as matching funds.
2. To pay for the municipalities' matching funds, this money would come from our MLMCF dividends.
3. The idea is there would be no burden on taxpayers for this project. If MLMCF dividends were not enough or earmarked elsewhere, further grant applications to the McLeod Lake Community Forests Community Grants, IREN's Community Grants, and any other granting opportunities that arise, with the intended goal of raising enough money that none of the salary and benefits would be paid for by District of Mackenzie property taxes.
4. This position would be contingent on future funding, once the SPMT funding goes away, and if no other funding sources have been identified, the position would just go away, meaning no long-term funding would be locked into this project beyond what the SPMT can fund.

COUNCIL PRIORITIES:

Economic Vitality:

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

RESPECTFULLY SUBMITTED:

Councillor Jesse Wright

COUNCIL REPORT

To: Mayor and Council

From: Finance

Date: December 2, 2024

Subject: External Audit Services (2024-2026)

RECOMMENDATION:

THAT Council awards the 2024-2026 External Audit Services to KPMG in the amount of \$51,020 + GST;

AND THAT subject to satisfactory performance of the services, the term may be extended, if mutually agreed, for an additional two (2) year period.

BACKGROUND:

The District of Mackenzie (District) is required to invite proposals from accountants for the provision of audit services at least every five years as per Policy 3.1 – Purchasing Procurement Procedures & Guidelines. The current five-year external audit services agreement ended as of fiscal year 2023.

In alignment with Policy 3.1 – Purchasing Procurement Procedures & Guidelines, the District posted a Request for Proposal (RFP) to seek qualified and experienced audit firms to provide audit services for the District. The RFP was posted on the District’s website from November 5, 2024 through November 28, 2024. One bid was received from KPMG.

In 2021 the Mackenzie Public Library (Library) was consolidated into the District’s financial statements as Public Sector Accounting Standards require that the consolidated financial statements include controlled entities, even though the Library is not material to the District’s operations. Finance staff do the majority of the Library’s administration workload as well as prepare the Library’s year end reconciliation and paperwork for the auditors. Within the RFP, there was a request to bid on the Library audit services. The table below shows the increase of audit services fee from 2023 to 2024:

	2024	2023	Difference
District of Mackenzie	\$42,000	\$34,940	\$7,060
Mackenzie Public Library	\$9,020	\$8,800	\$220

KPMG was the District's external audit services provider from 2019-2023 and staff have been happy with the service and professionalism they have delivered.

BUDGETARY IMPACT:

Funding to support the recommendation will be allocated from the 2025 Operating Budget.

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Kerri Borne, Chief Financial Officer

Reviewed By: Corporate Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council
From: Corporate Services
Date: December 2, 2024
Subject: 2025 Council Liaison Appointments - Update

RECOMMENDATION:

THAT Council appoints Councillor Peter Kylo as an alternate liaison to the Access and Inclusion Advisory Committee for a one-year term;

AND THAT Council approve the updated 2025 Council Liaison Appointment attached to this report.

BACKGROUND:

After a local government general election or annually, Mayor and Councillor liaison appointments are made to various boards and or committees. Statutory and mandatory appointments are required for various positions and other liaison appointments may be made at the discretion of Council.

Councillor Kylo was elected during a by-election held following the annual liaison appointment period in October. Councillor Kylo has expressed an interest becoming an alternate liaison for the Access and Inclusion Advisory Committee. Attached is the prospective listing of 2025 Council Liaison Appointments including the updated one-year appointments and the existing three and four-year appointments.

BUDGETARY IMPACT:

The business required for the liaison representatives are primary conducted within the community and travel expenses are not incurred. Any travel expenses will be paid in accordance with the District of Mackenzie Expense Account Regulation Policy and allocated from the Mayor and Council Travel operational budget.

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:

Joan Atkinson, Mayor

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer



2024-2025 Council Liaison Appointments

Annual Appointments

Ending November 1st of Each Year

Deputy Mayor

Councillor Barnes	November 1, 2024 – January 31, 2025
Councillor McMeeken	February 1, 2025 – April 30, 2025
Councillor Tapper	May 1, 2025 – July 31, 2025
Councillor Wright	August 1, 2025 – October 31, 2025

Access and Inclusion Committee

Liaison:	Councillor McMeeken
Alternate:	Councillor Kylo

Chamber of Commerce

Liaison:	Councillor McMeeken
Alternate:	Councillor Wright

CNC Advisory Group

Liaison:	Councillor Barnes
Alternate:	Councillor Tapper

Grant Adjudication Committee

Liaison:	Councillor Brumovsky
Liaison:	Councillor McMeeken

Mackenzie Wildfire Advisory Committee

Liaison:	Councillor Barnes
Alternate:	Councillor Brumovsky

Municipal Library

Liaison:	Councillor Tapper
Alternate:	Councillor Brumovsky



Williston Lake Elders Society

Liaison: Councillor Wright
Alternate: _____

CityWest Board of Directors

Liaison: Councillor Brumovsky
Liaison: CAO Diane Smith

MLMCF Council Representative

3-Year Term Ending June 2025

McLeod Lake Mackenzie Community Forest (MLMCF)

Liaison: Councillor Barnes (term ends June 30, 2025)

Strategic Priorities Liaisons

4-year Appointments Ending November 1, 2026

Agricultural Opportunities and Food Security Liaison

Liaison: Councillor Tapper
Alternate: Councillor Brumovsky

Climate Action Liaison

Liaison: Councillor Wright
Alternate: Councillor Tapper

Education and Youth Liaison

Liaison: Councillor Wright
Alternate: Councillor Brumovsky

Forestry Liaison

Liaison: Mayor Atkinson
Alternate: Deputy Mayor

Indigenous Relations and Reconciliation Liaison

Liaison: Councillor Barnes
Alternate: Councillor Wright



Mining Liaison

Liaison: Councillor Barnes
Alternate: Councillor Brumovsky

Full Term Appointments to Other Boards

4-year Appointments Ending November 1, 2026

BC Hydro Peace River/Williston Reservoir Advisory Committee

Liaison: Mayor Atkinson

DoM Emergency Executive Committee

Liaison: Mayor Atkinson
Liaison: Councillor McMeeken

Northern Development Initiative Trust - Prince George Regional Advisory Committee

Liaison: Mayor Atkinson
Alternate: Councillor Wright

Prince George Treaty Advisory Committee – Regional District Sub.

Liaison: Councillor Barnes
Liaison: Councillor Wright

Regional District of Fraser-Fort George

Director: Mayor Atkinson
Alternate: Councillor Wright

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: December 3, 2024

Subject: Interim Housing Needs Report

RECOMMENDATION:

THAT the 2019 District of Mackenzie (District) Housing Needs Report be updated to include the Interim Housing Needs Report in Attachment A as Appendix B;

AND THAT the updated 2019 District of Mackenzie Housing Needs Report be published on the District's website to fulfill the District's requirements under the *Local Government Act*.

BACKGROUND:

The purpose of this report is to provide Council with an Interim Housing Needs Report (IHNR) to meet legislative requirements and ensure that the necessary data is available for grant opportunities.

In late 2023, the Province of British Columbia introduced significant changes to the Local Government Act to address the ongoing housing crisis and expand housing options across the province. Bill 44, the Housing Statutes (Residential Development) Amendment Act, mandates that all local governments update their housing needs reports using a standardized methodology over a 20-year time frame. In June 2024, the Province released its new IHNR requirements.

This approach aims to provide a clearer understanding of housing needs throughout British Columbia and better equip municipalities to address these challenges. Municipalities are required to complete Interim Housing Needs Reports by January 1, 2025, using the new standardized HNR Method.

Local governments may fulfill this requirement by updating their most recent Housing Needs Report to include three new, additional items:

- The number of housing units required to meet current and anticipated need for the next 5 and 20 years, as calculated using the HNR Method provided in the Regulation.

- A statement about the need for housing near transportation infrastructure that supports walking, bicycling, public transit or other alternative forms of transportation; and,
- A description of the actions taken by the local government, since receiving the most recent Housing Needs Report, to reduce housing needs.

The first “regular” Housing Needs Reports must then be completed by December 31, 2028, and every five years thereafter.

Housing Need Method

The number of housing units that the District will need to create was calculated using the Housing Needs Report (HNR) Method prepared by the Province. The HNR Method consists of six components, which are added together to provide the total number of housing units needed in a municipality or regional district electoral area.

These include:

- Supply of units to reduce extreme core housing need
- Supply of units to reduce homelessness.
- Supply of units to address suppressed household formation;
- Supply of units needed to meet household growth over the next 5 or 20 years;
- Supply of units needed to meet at least a 3% vacancy rate; and,
- Supply of units needed to meet local demand (the “demand buffer”). This component is only included for municipalities

The following table sums the listed components and rounds the totals to the nearest whole number to determine the total number of new homes needed in the next 20 years, according to provincial guidelines. It also displays 5-year housing need estimates using the multipliers provided in the provincial guidelines and BC Stats household projections from 2021 to 2026.

Mackenzie DM (CSD,BC)		
Component	5 Year Need	20 Year Need
A. Extreme Core Housing Need	5.10	20.42
B. Persons Experiencing Homelessness	22.55	45.09
C. Suppressed Household Formation	20.20	80.80
D. Anticipated Growth	-6.47	-33.64
E. Rental Vacancy Adjustment	1.25	5.02
F. Additional Local Demand	19.97	79.87
Total New Units – 5 Years	63	
Total New Units – 20 years		198

Active Transportation Infrastructure

The IHNR must include a statement regarding the need for housing in close proximity to transportation infrastructure that supports walking, bicycling, public transit, or other alternative forms of transportation.

The District has completed an Active Transportation Plan (2024) which identifies the network and the plan to serve the areas that lack active transportation infrastructure. There are key areas next to active transportation hubs that have been reserved or identified for needed housing types such as seniors housing or high density residential.

Discussion

The HNR estimation method is designed to draw solely on data that is made available through provincial and federal sources, ensuring that the information used is consistent and reliable within those governmental frameworks. However, it does not incorporate qualitative data, such as firsthand community feedback or detailed surveys from residents and stakeholders like the Housing Needs Report (2019).

The province has attempted to capture local context by calculating a demand factor for each local government; however, there is no information available about how the demand factor was calculated only that it was determined by the Ministry of Housing. The demand factor is a multiplier based on the ratio of housing price to density. The demand factor for Mackenzie was calculated to be 0.5278. The full HNR calculation report can be found in the centre table file.

The 5-year housing need estimate provided by the HNR estimate is comparable to the high growth scenario projected by MNP in the 2019 Housing Needs Report (HNR), which used a growth forecast of 3.5%. However, it is important to note that between 2019 and 2023, BC Stats has reported a population decline in Mackenzie, suggesting that the actual growth trend may not align with the assumptions made in the original forecast. Given the current economic conditions and the population trend observed, the findings of the HNR may be overestimated, potentially inflating the predicted housing needs for the community.

Conclusion

The Interim Housing Needs Assessment Report will assist the District in understanding shifts in housing demand and satisfy the requirements of the Provincial housing legislation. A fully updated Housing Needs Report (HNR) will be developed later in tandem with a new Official Community Plan (OCP), ensuring alignment between these two documents. By integrating insights from both the HNR and the OCP, the community can create an informed strategy that addresses housing needs while supporting the broader vision for sustainable growth and development.

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:

Luke Thorne, Land and Environmental Coordinator

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer



**2019 District of Mackenzie Housing Needs Report
Prepared for District of Mackenzie
December 2019**

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EXECUTIVE SUMMARY

To identify the current housing stock, the mix of housing units and their appropriateness and condition, as well as future and emerging needs the District of Mackenzie engaged MNP to undertake a housing needs assessment. The assessment is intended to be the first step in developing a housing strategy for the community.

Mackenzie has a resource-based economy which relies heavily on the forestry sector, and to a lesser extent, mining operations. However, recent developments have dampened the outlook for the forestry sector. Mining operations in the area have and are expected to continue to mitigate some of the impacts of the forestry sector downturn in the community. Other positive growth prospects within the community include the construction of two mines, construction of the Coastal GasLink Pipeline, and the growth of tourism opportunities related to outdoor recreation.



Source: District of Mackenzie

Population fluctuations have been part of Mackenzie's history. Mackenzie was established in the 1960s during the construction of the W.A.C. Bennett dam and grew to a peak population of 6,000 in 1996. Following a downturn in the forestry sector the population declined between 2006 and 2011. Improvements in the forestry sector led to modest increases in the population between 2011 and 2016 and in 2016 the population was estimated to be approximately 3,700.

Our review of data published by Statistics Canada found that in 2016:

- There were 1,630 households in Mackenzie
- The average household size in Mackenzie was 2.3 persons, down from 2.6 persons in 2006.
- Households with children, households without children, and one-person households each accounting for roughly a third of all households in the community.
- Seniors (65 years and over) accounted for 11 percent of the population, a significant increase from the 3.4 percent in 2006.
- 80 percent of all dwellings were homes with three or more bedrooms.
- 8.9 percent of dwellings required major repairs and this share increased between 2006 and 2016.



The information available from public sources suggests that the housing stock in Mackenzie is both affordable and suitable for the population. However, stakeholders in the community interviewed by MNP indicated that there was a limited stock of accessible housing and that the need for major repairs to the existing stock was significantly higher than reported by Statistics Canada.

A review of the demographic, income and housing supply data for Mackenzie, along with findings from interviews with relevant stakeholders within the community, revealed a number of gaps in housing supply and availability:

- There have been very few new housing units built in the past decade, limiting overall housing supply.
- Availability of rental housing varies significantly depending on the level of economic activity in the region.
- Accessible housing for seniors and citizens with mobility challenges is particularly scarce as are smaller housing units.
- The share of housing units in need of major repairs is growing, and the lack of emergency housing puts pressure on other agencies.

Based on trends in household formation, the state of the current housing stock and the gaps identified between housing need and housing supply emerging housing needs in the community include:

- Housing for seniors and accessible housing.
- Smaller housing units to accommodate smaller households.
- Repairs to the existing housing stock.

To assess housing needs over the period 2020 to 2025 population and housing needs projections were developed based on three growth scenarios. Table A shows the population and housing unit projections by scenario. Comparing the housing stock to the projected population and housing units suggests that the current housing stock is sufficient to meet projected demand through 2025. However, the mix of housing units is not consistent with the changing demographics in the community, and the projections do not account for the state of the current housing stock. To address issues surrounding the accessibility and adequacy of housing units as reported in the Census and by community stakeholders, repairs need to be made to existing homes as well as modifications to accommodate seniors and persons with mobility challenges.

Table A: Population and Housing Needs Projections by Scenario, 2020 and 2025

	2020	2025	Percentage change (2020-2025)
Low growth scenario (population declines by 5 percent)			
Population	3,855	3,662	-5.0%
Housing units needed	1,675	1,590	-5.1%
Housing units available	1,720-1,760	1,720-1,760	0.0%
Baseline growth scenario (population is stable)			
Population	3,888	3,888	0.0%
Housing units needed	1,690	1,690	0.0%
Housing units available	1,720-1,760	1,720-1,760	0.0%
High growth scenario (population grows by 3.5 percent)			
Population	3,925	4,062	3.5%
Housing units needed	1,700	1,765	3.8%
Housing units available	1,720-1,760	1,720-1,760	0.0%

1. INTRODUCTION

Background and Purpose

Mackenzie is a community located at the south end of Williston Lake in central British Columbia (“BC”). It was established in the 1960s during the construction of the W.A.C Bennet dam and grew to a population of 6,000 by 1996. Since then, the population has declined to approximately 3,888 in 2019. The region is rich in natural resources and features a variety of outdoor recreation opportunities.

The community, like many other resource-dependent communities, has experienced fluctuations in economic activity and population. The District of Mackenzie (the “District”) identified the need to undertake a housing needs assessment to identify current housing stock, the mix of housing units and their appropriateness and condition, as well as future and emerging needs. The housing needs assessment is intended to be the first step in developing a housing strategy for the community.

To meet new legislative requirements¹ and better understand current and future housing needs to support community planning, the District engaged MNP LLP (“MNP”) to assess current and projected housing needs in the community.

Scope

The geographic scope of the housing needs assessment was restricted to the municipal boundaries of Mackenzie (Figure 1). In the Statistics Canada data used in the study, the municipal boundaries of Mackenzie are represented by the census subdivision Mackenzie, District municipality.

Figure 1 – Municipal boundaries of Mackenzie



The scope of the study encompassed:

- Gathering data from publicly available sources and through stakeholder consultation.
- Assessing current and projected housing needs over the five-year period 2020 to 2025 based on the available data.

Structure of the Report

The remainder of the report is organized as follows:

- Section 2 provides a description of the approach used for the study.
- Section 3 contains a demographic and economic profile of the community.
- Section 4 provides an assessment of the current and future housing needs in the community.

¹ Effective April 16, 2019, the Province of British Columbia requires local governments to collect data, analyze trends and present reports that describe current and anticipated housing needs in BC communities. The Province has identified that housing needs reports are a means for communities to better understand their current and future housing needs. These reports can help identify existing and projected gaps in housing supply by collecting and analyzing quantitative and qualitative information about local demographics, economics, housing stock, and other factors.

Limitations

This report is provided for information purposes and is intended for general guidance only. It should not be regarded as comprehensive or as a substitute for personalized, professional advice.

We have relied upon the completeness, accuracy and fair presentation of all information and data obtained from the District, the Housing Needs Reports Data Catalogue, and other public sources, believed to be reliable. The accuracy and reliability of the findings and opinions expressed in the presentation are conditional upon the completeness, accuracy and fair presentation of the information underlying them. As a result, we caution readers not to rely upon any findings or opinions expressed for business or investment decisions and disclaim any liability to any party who relies upon them as such. Before taking any particular course of action, readers should contact their own professional advisor to discuss matters in the context of their particular situation.

Additionally, the findings and opinions expressed in the presentation constitute judgments as of the date of the presentation and are subject to change without notice. MNP is under no obligation to advise of any change brought to its attention which would alter those findings or opinions.

Finally, the reader must understand that our analysis is based upon projections, founded on past events giving an expectation of certain future events. Recent economic events affecting the community create challenges in estimating future population and housing supply. The events are too recent for the longer term impact to be fully understood at the time of this assessment. As such, future events are not guaranteed to follow past patterns and results may vary, even significantly. Accordingly, we express no assurance as to whether the projections underlying the economic and financial analysis will be achieved.

2. APPROACH AND METHODOLOGY

Figure 2 provides a high-level summary of the approach used by MNP to conduct the housing needs assessment. The approach incorporates the guidelines published by the Province of British Columbia for conducting housing needs assessments.²

Figure 2: Approach Used to Assess Housing Needs

Data Collection	Identify Population and Economic Trends	Developed Housing Needs Assessment
<ul style="list-style-type: none">• Gathered data from the Province of British Columbia Data Catalogue for Housing Needs Assessments and other publicly available sources.• Gathered data on building permits, housing values and housing sales from the District, BC Assessment and BC Northern Real Estate Board.• Gathered information on the current state of housing stock and future housing needs from community stakeholders.	<ul style="list-style-type: none">• Reviewed current and projected population trends.• Reviewed economic outlook for key industries.• Developed a demographic and economic profile of the region.	<ul style="list-style-type: none">• Assessed current housing stock.• Identified gaps between housing needs and supply.• Estimated housing supply through 2025.

² BC Ministry of Municipal Affairs and Housing. "Guidelines to Requirements for Housing Needs Reports." Available here: https://www2.gov.bc.ca/assets/gov/housing-and-tenancy/tools-for-government/uploads/summaryhnrequirements_apr17_2019.pdf

Data Sources

To assess current housing needs and estimate future housing needs in Mackenzie, we used a combination of primary and secondary research:

- **Primary research:** We conducted interviews with accommodation providers, major employers, service organizations and other relevant community stakeholders to gather information on the current state and availability of housing as well as insights into trends and developments that will influence housing needs between 2020 and 2025.
- **Secondary research:** We gathered information from publicly available sources and the District on population, incomes and the current housing stock.

Table 1 outlines the data elements and sources derived from secondary sources.

Table 1: Secondary Research Data Sources

Data Element	Source
Population	Statistics Canada Census and BC Stats
Household Size and Composition	Statistics Canada Census
Household Income	Statistics Canada Census
Housing Stock	Statistics Canada and BC Housing
Housing Values	BC Assessment
Households in Core Housing Needs ³	Statistics Canada Census
Economy and Labour Force	Statistics Canada
Building Permits	District of Mackenzie
Housing Sales	BC Northern Real Estate Board

3. DEMOGRAPHIC AND ECONOMIC PROFILE OF MACKENZIE

Housing needs are determined by a number of factors including the economy, population, income levels, composition of households, and the current stock of housing units. Therefore, it is important to consider the demographic and economic profile of the community when assessing housing demand.

Location

Mackenzie is a district municipality within the Fraser-Fort George Regional District in central BC. Located along Highway 39, Mackenzie is a two-hour drive north of Prince George.

Economy

Mackenzie has a resource-based economy which relies heavily on the forestry sector, and to a lesser extent, mining operations. The unemployment rate in Mackenzie tends to be above the provincial average. In 2016, the latest period for which data were available, the unemployment rate was 8.7 percent in Mackenzie and 6.7 percent in BC overall.⁴

³ According to Statistics Canada, a household is said to be in 'core housing need' if its housing falls below at least one of the adequacy, affordability or suitability standards and it would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (meets all three housing standards).

⁴ Statistics Canada, Census of Population, 2016

Table 2 shows the percentage of total employment by industry in 2006 and 2016. In 2006, goods-producing industries accounted for 56 percent of total employment in Mackenzie, with the majority of those jobs being in the manufacturing sector. Following the US housing market crash in 2006 and the ensuing financial crisis in 2008, US demand for forest products fell and mills curtailed operations. Employment within the community shifted towards the service-producing industries as a result of losses in jobs in the manufacturing and agriculture, forestry, fishing and hunting sectors. While the forestry and wood product manufacturing industries recovered somewhat between 2011 and 2016, employment levels remained below their 2006 levels. Manufacturing jobs accounted for approximately a third of all jobs in Mackenzie in 2016, down from 43 percent in 2006. In recent years, the District has focused on capitalizing on its location in the scenic Rocky Mountains and at the southern end of Williston Lake to diversify the economy to include tourism.

Table 2: Employment and Percentage of Total Employment by Industry*, 2006 to 2016

Industry	2006		2016	
	#	%	#	%
Goods-producing industries	1,510	56%	1,145	52%
<i>Manufacturing</i>	1,155	43%	700	32%
<i>Agriculture, forestry, fishing and hunting</i>	295	11%	260	12%
<i>Construction</i>	60	2%	90	4%
<i>Mining, quarrying, and oil and gas extraction</i>	0	0%	85	4%
<i>Utilities</i>	0	0%	10	0%
Service-producing industries	1,190	44%	1,045	48%
<i>Retail Trade</i>	225	8%	205	9%
<i>Public administration</i>	140	5%	185	8%
<i>Educational services</i>	145	5%	100	5%
<i>All other services</i>	680	25%	555	25%
Total**	2,700	100%	2,190	100%

Source: Statistics Canada, Census of Population, 2006 and 2016

*Due to rounding, the sum of employment and percentage of employment in sub-industries may not add up to the employment and percentage of total employment by goods-producing and/or service-producing industries.

**The total is sum of employment by industry. Due to rounding by Statistics Canada, the summed total may not add up to total employment reported in the Census.

Outlook

The region has a diverse fibre supply which has attracted several large industrial forest manufacturing facilities to the area. However, sector developments in 2019 such as high fibre costs and weak lumber markets led to curtailments at the three mills in the community in July 2019. One sawmill reopened in September 2019 and the finger joint mill was still running one shift as of October 2019; however, the outlook for the forestry sector in Mackenzie is uncertain.

Mining operations in the area have and are expected to continue to mitigate the impacts in the community of the forestry sector downturn. Both the Willow Creek metallurgical coal mine located southwest of Chetwynd, and the Mount Milligan gold-copper mine located between Mackenzie and Fort St. James, currently employ Mackenzie residents. Many of the skills used in forest product manufacturing are transferrable to the mining sector. Consequently, workers that have had their shifts reduced or have been laid off from mills may find employment at one of the local mines.

Given the strong global demand outlooks for coal through 2025,⁵ and rising gold and copper prices that are expected to continue into 2020,⁶ mines are expected to support employment and economic activity through 2025. Other positive growth prospects include the construction of two mines (the Aley Niobium Project and the Kemess Underground Project) and the construction of the Coastal GasLink Pipeline.

Population and Age Distribution

Between 2006 and 2011 when the forestry sector experienced a downturn, the population of Mackenzie declined by 21 percent, from approximately 4,500 to 3,500. Between 2011 and 2016, as the forestry sector recovered, the population grew modestly to approximately 3,700. In 2019 BC Stats estimated the population of Mackenzie to be 3,888.

The average age of the population in Mackenzie in 2016 was 38.8 years, up from 33.6 years in 2006. The median age reported was 39.3 years in 2016, up from 35.8 years in 2006. In 2016, the average age of the population in Mackenzie was lower than the BC (41.8 years) and Canada (41.0 years) averages. Similarly, the median age in Mackenzie was lower than in BC (42.5 years) and Canada (41.2 years).

Figure 3 shows the population by age group between 2006 and 2016. The number of youths (0 to 14 years) and working-age persons (15 to 64 years) in Mackenzie have declined since 2006. Meanwhile, the number of seniors (65 years and over) has increased and represented 11 percent of the total population in 2016.⁷

Figure 3: Population by Age Group



Source: Statistics Canada, Census of Population, 2006, 2011 and 2016

Mackenzie's labour force participation rate is relatively high compared with labour force participation rates in BC but declined from 77.5 percent in 2006 to 72.4 percent in 2016.⁸ The decline is consistent with the aging population.

⁵ IEA. Coal 2018. Available here: <https://www.iea.org/coal2018/>

⁶ World Bank. Commodity Markets Outlook. October 2019. Available here: <https://openknowledge.worldbank.org/bitstream/handle/10986/32633/CMO-October-2019.pdf>

⁷ According to Statistics Canada, seniors are defined as those aged 65 years and older. For the purpose of subsidized housing, BC Housing defines seniors as those aged 55 years and older. Based on consultations with community stakeholders, in Mackenzie, the senior population is generally regarded as persons aged 55 years and older. In 2016, the population aged 55 years and older represented approximately 37 percent of the total population.

⁸ Statistics Canada, Census of Population, 2006 and 2016

Household Income Trends

Table 3 shows the median household income in 2006 and 2016. The median household income reported in Mackenzie was \$95,931 in 2016, about one percent lower than what was reported in 2006. Due to the prevalence of higher-paying resource jobs in the community, Mackenzie reported a much higher median household income than BC (\$69,995) and Canada (\$70,366).

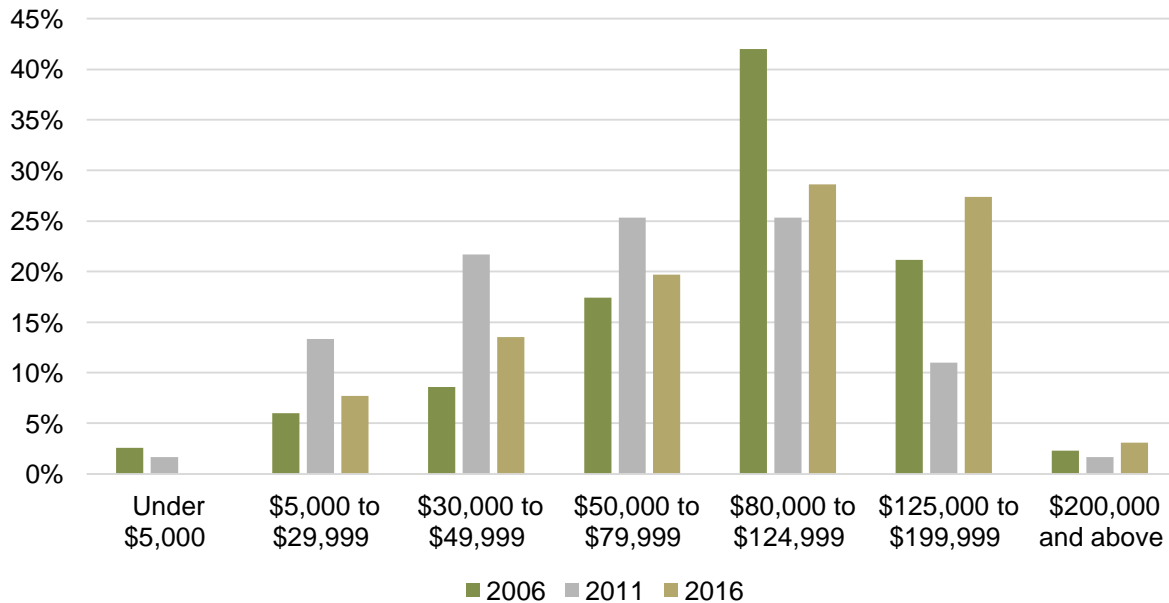
Table 3: Median Household Income⁹

2006	2016	Percentage change (2006-2016)
\$96,935	\$95,931	-1.0%

Source: Statistics Canada, Census of Population, 2006 and 2016

Figure 4 shows the share of households by income bracket. In 2006, approximately 63 percent of households reported incomes between \$80,000 and \$199,999, with most in the \$80,000 to \$124,999 bracket. By 2016, approximately 56 percent of all households reported incomes between \$80,000 and \$199,999, with equal shares within the \$80,000 to \$124,999 and \$125,000 to \$199,999 brackets.

Figure 4: Share of Households by Income Bracket



Source: Statistics Canada, Census of Population, 2006, 2011 and 2016

Household Size and Composition

In 2016, the average household size in Mackenzie was 2.3 persons. Household size has declined slightly from 2.6 persons in 2006 but was unchanged from 2011.

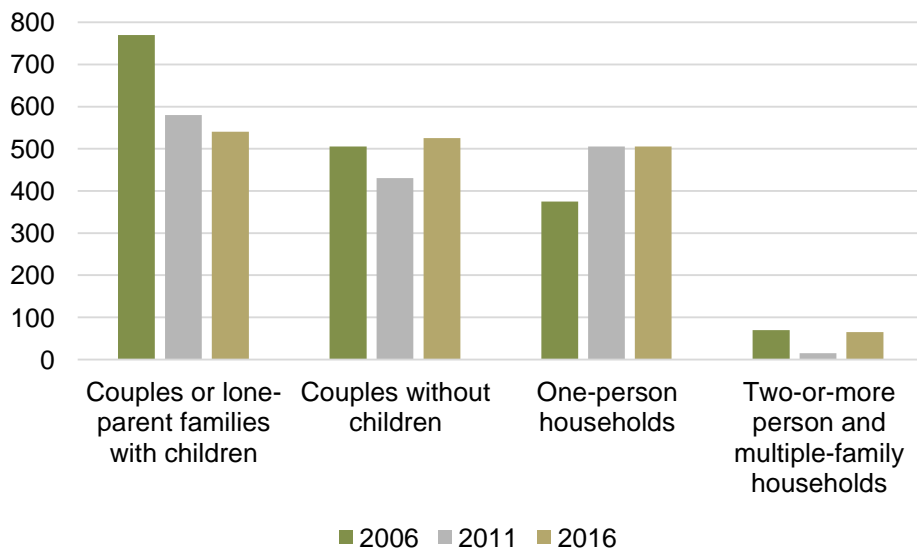
Approximately 79 percent of households in 2016 were owner households, with the remaining 21 percent of households being renter households. While high rates of home ownership are typical for smaller communities,

⁹ Reported median household income in 2011 was excluded due to a high risk of inaccuracy. The global non-response rate for Mackenzie in the 2011 National Household Survey was 49.2 percent. According to Statistics Canada, a smaller GNR indicates a lower risk of inaccuracy.

the share of owner households has declined marginally from 82 percent in 2006. Based on the 2016 Census, housing stock is in line with the most recent Official Community Plan, approved in 2014.¹⁰

Figure 5 shows the number of households by type from 2006 to 2016. The number of households with children has declined by approximately 30 percent over the last three Census periods, while one-person households increased by 35 percent. In 2016, households with children, households without children and one-person households each accounted for roughly a third of all households in Mackenzie. These trends are consistent with an aging population and have important implications for housing needs given the changing demographics.

Figure 5: Number of Households by Type



Source: Statistics Canada, Census of Population, 2006, 2011 and 2016

4. HOUSING NEEDS ASSESSMENT

Current Housing Needs and Available Stock

According to the 2016 Census, there were approximately 1,630 households in Mackenzie in 2016.

Table 4 shows the number of dwellings by type, and as a share of total dwellings in 2016. The majority of dwellings were single-detached houses, which accounted for 70.9 percent of all dwellings. The 2016 Census reports only 95 apartment units in Mackenzie; however, according to housing providers in the area, there were over 200 apartment units in the community in 2019. Adjusting for this discrepancy, apartment units account for approximately 11 per cent of all dwellings in Mackenzie. Community stakeholders also reported that over half of the mobile home park lots were vacant in 2019. It was also noted by community stakeholders that very few of the dwellings did not have stairs, limiting their appropriateness for seniors and residents with mobility challenges.

¹⁰ District of Mackenzie. Official Community Plan. 2014. Available here: <https://mackenzie.civicweb.net/document/18737>

Table 4: Number of Dwellings by Type, 2016

Type of Dwelling	Number of Dwellings*	Share of Total Dwellings
Single-detached house	1,148	70.9%
Semi-detached house	10	0.6%
Row house	154	9.5%
Apartment units in a building that has fewer than five storeys	94**	5.8%
Movable dwelling	224	13.8%
Total	1,630	100%

Source: Statistics Canada, Census of Population, 2016

* The number of dwellings was calculated based on the share of the sum of dwellings by type and the total number of dwellings reported. Due to rounding by Statistics Canada, the sum of dwellings by type may not equal the total number of dwellings reported in the Census.

**Note that the number of apartment units reported in the 2016 Census is much lower than that reported by community stakeholders who stated there are over 200 apartment units in Mackenzie.

Table 5 shows the number of dwellings by size, and as a share of total dwellings in 2016. Approximately 80 percent of all dwellings had three or more bedrooms. The community was built to service the resource sector and most dwellings were built prior to 1980. Consequently, the housing stock was developed for a younger population and is focused on homes suitable for young families (i.e. large, single-detached houses). While the 2016 Census indicates that there are no bachelor suites in Mackenzie, interviewees reported that there are a small number of 0-bedroom dwellings available in the community.

Table 5: Number of Dwellings by Size, 2016

Size of Dwelling	Number of Dwellings	Share of Total Dwellings
0 bedrooms	0*	0.0%
1 bedroom	95	5.8%
2 bedrooms	245	15.0%
3 bedrooms	630	38.7%
4 or more bedrooms	660	40.5%
Total	1,630	100%

Source: Statistics Canada, Census of Population, 2016

*Note that the number of 0 bedroom units reported in the 2016 Census is lower than that reported by community stakeholders, who stated that there are a small number of bachelor suites in Mackenzie.

Table 6 and Table 7 show the number and share of dwellings by date built and those requiring major repairs in 2016. According to Statistics Canada, dwellings that require major repairs are considered to be inadequate housing.¹¹ With the majority of homes built between 40 and 60 years ago, data from the 2016 Census show that approximately nine percent of dwellings in Mackenzie required major repairs in 2016, up slightly from 2006.

¹¹ Statistics Canada. Core housing need, 2016 Census. November 15, 2017. Available here: <https://www12.statcan.gc.ca/census-recensement/2016/dp-pd/chn-biml/index-eng.cfm>

Table 6: Number and Share of Dwellings by Date Built, 2016

Date Built	Number of Dwellings*	Share of Total Dwellings
1960 or before	30	1.8%
1961 to 1980	1,208	74.1%
1981 to 1990	209	12.8%
1991 to 2000	124	7.6%
2001 to 2005	25	1.5%
2006 to 2010	15	0.9%
2011 to 2016	20	1.2%
Total	1,630	100%

Source: Statistics Canada, Census of Population, 2016

*The number of dwellings was calculated based on the share of the sum of dwellings by date built and the total number of dwellings reported in the Census. Due to rounding by Statistics Canada, the number of dwellings by date built may not exactly match the number of dwellings reported in the Census.

Table 7: Number and Share of Households Requiring Major Repairs by Size, 2016

Household by size	Households in Dwellings Requiring Major Repairs	Share of Total Households
1 person households	35	2.1%
2 persons households	55	3.4%
3 persons households	10	0.6%
4 persons households	35	2.1%
5 or more persons households	10	0.6%
Total*	145	8.9%

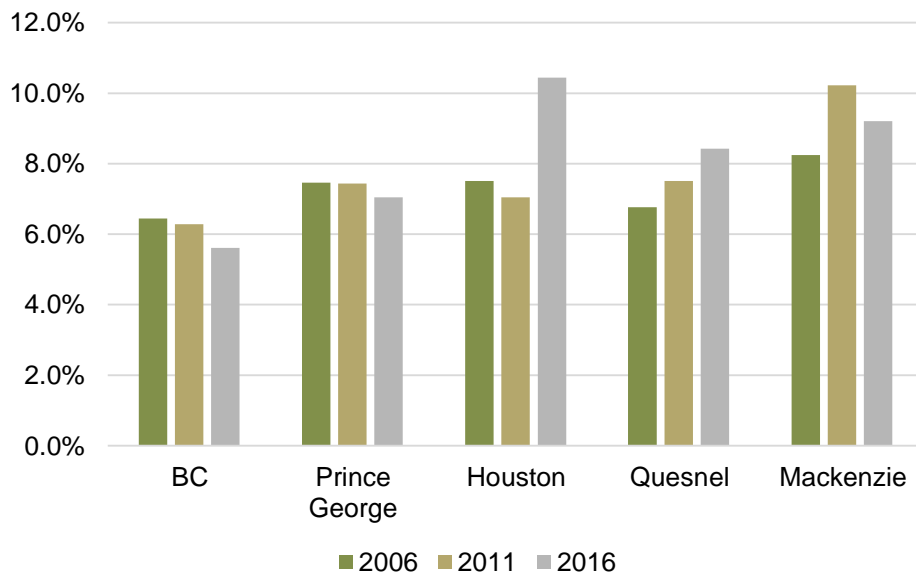
Source: Statistics Canada, Census of Population, 2016

*The total is the sum of the number of households requiring major repairs. Due to rounding by Statistics Canada, the summed total may not equal the total number of households requiring major repairs reported in the Census.

Figure 6 shows the share of households in dwellings requiring major repairs in Mackenzie and in other regions over the period 2006 to 2016. In other resource-dependent communities with similar population distributions, such as Houston and Quesnel, the share of households in dwellings requiring major repairs has increased since 2006 and was at levels similar to Mackenzie in 2016. These trends are consistent with resource-based economies that are also susceptible to sector downturns. Downturns often result in less investment in housing, repairs and new construction. However, across BC and in Prince George, a larger regional service centre south of Mackenzie, the proportion of dwellings requiring major repairs has fallen since 2006 and was at lower levels than Mackenzie in 2016. These data indicate that the share of dwellings in need of major repairs in Mackenzie, while in line with similar communities, has increased and was above the shares observed in larger cities and across the province in 2016.

Community stakeholders interviewed indicated that the number of dwellings requiring major repairs reported in the 2016 Census was much lower than expected. According to interviewees, as the community was built quickly to service the resource sector, the housing stock was built also quickly with less of a focus on long-term housing needs.

Figure 6: Share of Households in Dwellings Requiring Major Repairs by Region, 2006 to 2016



Source: Statistics Canada, Census of Population, 2006, 2011 and 2016

Table 8 and Table 9 show the number and share of households by affordability and in overcrowded dwellings in 2016. The data suggest that in 2016 the housing stock in Mackenzie was both affordable and suitable for the population. Approximately 6.4 percent of households reported a housing affordability problem and less than one percent of households reported overcrowding.^{12, 13}

Table 8: Number and Share of Households by Affordability and Size, 2016

Household by Size	Number of Households Spending Over 30% of Income on Shelter Costs	Share of Total Households
1 person households	65	4.0%
2 persons households	10	0.6%
3 persons households	15	0.9%
4 persons households	10	0.6%
5 or more persons households	0	0.0%
Total*	100	6.4%

Source: Statistics Canada, Census of Population, 2016

*The total is the sum of the number of households spending over 30 percent of income on shelter costs. Due to rounding by Statistics Canada, the summed total may not equal the total number of households spending over 30 percent of income on shelter costs reported.

¹² According to the Canada Mortgage Housing Corporation, households that spend more than 30 percent of total household income on shelter costs are defined as having a "housing affordability problem".

¹³ According to National Occupancy Standard requirements, overcrowded dwellings are those that do not have enough bedrooms for the size and make-up of resident households.

Table 9: Number and Share of Households in Overcrowded Dwellings, 2016

Household by Size	Number of Households in Overcrowded Dwellings	Share of Total Households
1 person households	0	0.0%
2 persons households	0	0.0%
3 persons households	0	0.0%
4 person households	0	0.0%
5 or more persons households	10	0.6%
Total	10	0.6%

Source: Statistics Canada, Census of Population, 2016

Figure 7 and Figure 8 compare the housing affordability and suitability measures in Mackenzie with the provincial average and other northern communities. Households in Mackenzie reported the lowest share of overcrowded households and the lowest share of those facing housing affordability problems over the period 2006 to 2016.

Figure 7: Share of Households Spending Over 30% of Income on Shelter Costs by Region, 2006 to 2016

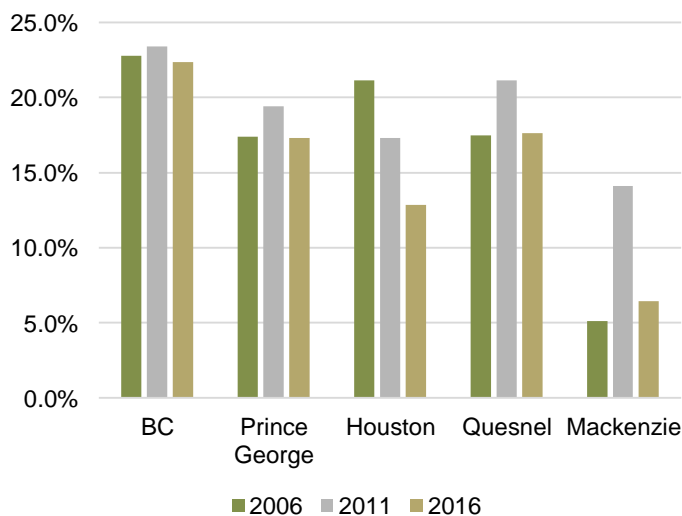
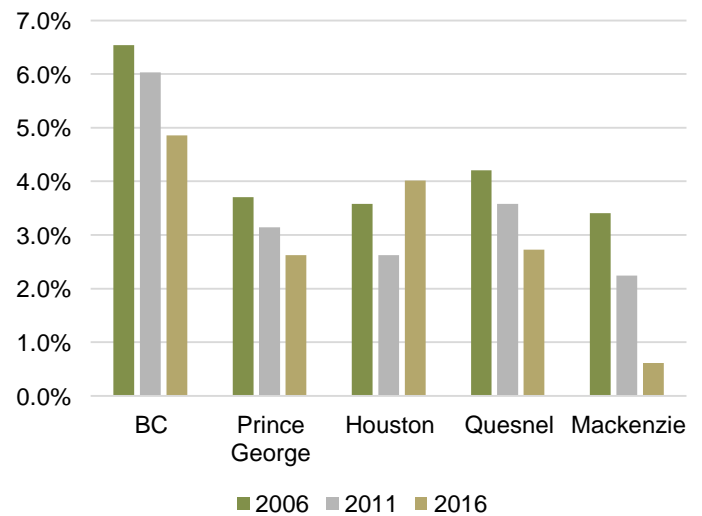


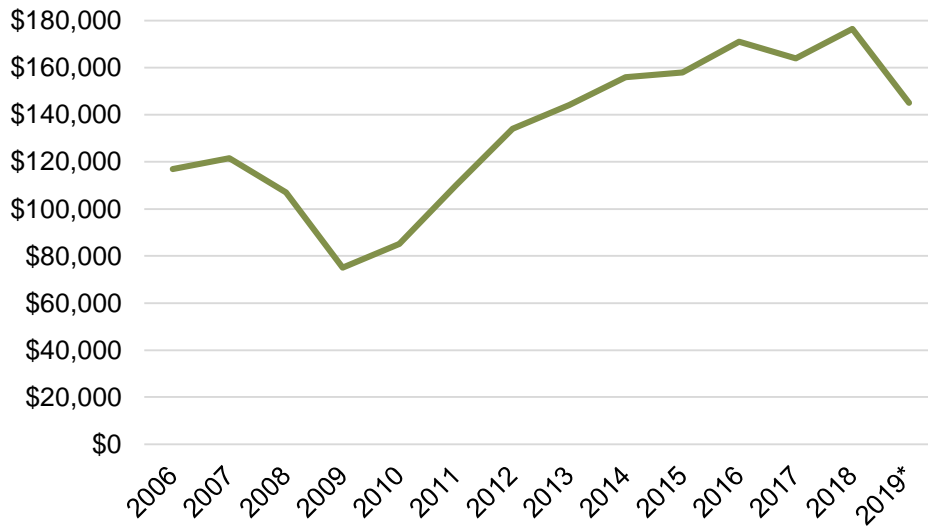
Figure 8: Share of Households in Overcrowded Dwellings by Region, 2006 to 2016



Source: Statistics Canada, Census of Population, 2006, 2011 and 2016

Figure 9 shows the average housing price in Mackenzie between 2006 and 2019. After falling from 2007 to 2009, house prices increased steadily through 2018, reaching a high of \$176,400. In the first ten months of 2019, the average house price has fallen to \$145,000. The trends are consistent with the decline in population, following weak economic conditions in the area between 2006 and 2011 and subsequent improvements.

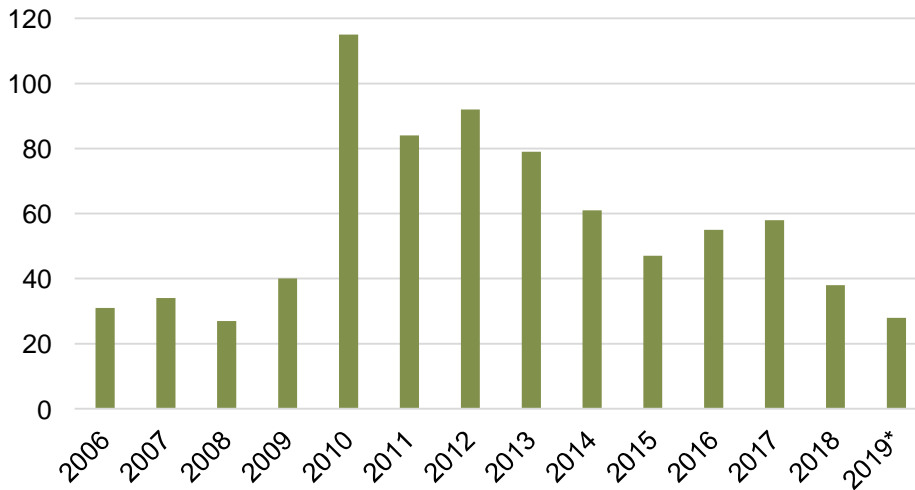
Figure 9: Median House Prices, 2006 to 2019¹⁴



Source: BC Northern Real Estate Board
 *2019 data reflects sales up to October 31, 2019.

Figure 10 shows home sales volume in Mackenzie between 2006 and 2019. The number of home sales peaked in 2010, with 115 homes sold. Since then, home sales have declined, totalling 58 sales in 2016 and 28 sales in the first ten months of 2019.

Figure 10: Home Sales, 2006 to 2019



Source: BC Northern Real Estate Board
 *2019 data reflects sales up to October 31, 2019.

¹⁴ According to the BC Northern Real Estate Board, these data represent the average house price in Mackenzie.

Gaps Between Housing Needs and Housing Supply

A review of the demographic, income and housing supply data for Mackenzie, along with findings from interviews with relevant stakeholders within the community, reveal a number of gaps in housing availability.

New Housing Supply

Table 10 shows the net change in housing units by type between 2008 and 2018. New housing supply in Mackenzie was limited over the period. According to data provided by the District, 55 units were built, while 54 units were demolished or moved, resulting in a net increase of one unit over the period 2008 to 2018.¹⁵ There was a net decrease of 14 mobile home units, single family dwellings increased by six units and there were eight other units added to the housing stock.

Table 10: Net Change in Housing Units by Type¹⁶

Year	Single Family Dwellings	Mobile Homes	Other*	Total
2008	0	-13	1	-12
2009	0	-11	0	-11
2010	1	-10	8	-1
2011	4	16	0	20
2012	4	-3	0	1
2013	-1	2	0	1
2014	0	0	0	0
2015	0	0	0	0
2016	-1	4	0	3
2017	-1	0	0	-1
2018	0	1	0	1
Total	6	-14	9	1

Source: District of Mackenzie

*Other housing units include one yurt and eight seniors housing units.

According to community stakeholders, capacity for new builds (e.g. serviced lots) exists within Mackenzie but the uncertainty surrounding the forestry sector has impacted the confidence of potential investors. There are also considerable cost challenges for new construction as limited construction capacity exists within the community. Contractors often need to be sourced from Prince George, over two hours away.

Rental Housing

According to interviewees, the availability of rental units in Mackenzie varies by the type of unit. Renovated or updated rentals were reported to be in high demand while the number of secondary units (e.g. basement suites) is limited. Vacancy rates in September 2019 ranging between 20 and 40 percent were reported across all rentals, despite most being occupied a year ago.

Community stakeholders reported that vacancy rates are dependent on the state of the local economy and its key industries. When mills are running at full capacity, rental units are generally fully occupied. During a slowdown in the forestry sector, vacancy rates tend to rise as workers relocate. However, housing providers expect the rental vacancy rate to decrease into 2021 as a result of an increase in rental applications in the Fall

¹⁵ According to the 2006 and 2016 Census reports, a net decline of 130 dwellings was reported in Mackenzie over the ten-year period. Based on interviews with community stakeholders and building permit data provided by the District, the total net change in households from 2006 and 2016 was close to zero over this period.

¹⁶ The net change in housing units is calculated as the number of new housing units constructed minus the number of housing units demolished.

of 2019 from those seeking work on major projects in the area (e.g. mine and pipeline construction). The expected influx of workers may be somewhat offset by those leaving the community in the near term following the forestry sector downturn.

Table 11 shows the September 2019 average rental rates in Mackenzie and the October 2018 rates in Prince George. The data suggest that rents are relatively high in Mackenzie compared with Prince George. In Mackenzie rents range from \$600 for a bachelor to up to \$1,500 for a unit with 4 bedrooms. In Prince George rents range from \$640 for a bachelor to \$948 for a unit with 4 or more bedrooms.

Table 11: Average Rental Rates

Rental size	Average rental rate	
	Mackenzie*	Prince George**
Bachelor	\$600 to \$800	\$640
1 bedroom	\$600 to \$950	\$727
2 bedrooms	\$850 to \$1,050	\$871
3 bedrooms	\$950 to \$1,300	\$948
4 or more bedrooms	\$1,000 to \$1,500	

Source: MNP interviews with Mackenzie housing providers and CMHC.

*as at September 2019

**as at October 2018

Housing for Seniors and Accessible Housing

A shortage of housing for seniors and accessible housing was reported by multiple interviewees. There are only eight seniors housing units available in the community¹⁷, and a third of the population is aged 55 years or older. This suggests that housing units suitable for seniors are undersupplied in Mackenzie.¹⁸ Similarly, accessible housing for seniors or those with mobility challenges (e.g. ranchers, apartment buildings equipped with an elevator) is limited.

The lack of housing for seniors and accessible housing is especially challenging for elderly persons wanting to stay within the community and downsize to a smaller home. It was also noted that although many seniors would like to move to a smaller and more accessible home, they would also like extra space for a live-in caretaker or to host family and friends. This suggests demand from seniors would be for one- and two-bedroom suites. Lastly, while relocation is an option, interviewees stated that most seniors would be unable to move to another community without taking out a mortgage, due to reported lower home values in Mackenzie compared with larger urban centres.

Housing Units Needing Repairs

Data from the 2006, 2011 and 2016 Censuses indicate that the share of dwellings in need of major repairs in Mackenzie has increased and was above the shares observed in larger cities and across the province in 2016. According to community stakeholders, a large portion of the housing stock is in need of repairs, renovations and updates. It was also mentioned that the need for repairs extends beyond the housing units themselves, but also to the infrastructure for mobile dwellings within the mobile home parks. Interviewees reported that the community has relatively few qualified and affordable contractors to perform such work. Consequently, housing units are not being repaired or updated as often as needed.

¹⁷ BC Housing manages two subsidized housing properties in Mackenzie: Autumn Lodge and Spruce Grove Apartments. Autumn Lodge has eight units for seniors and persons with disabilities. Spruce Grove Apartments offers 30 units to families

¹⁸ According to Statistics Canada, seniors are defined as those aged 65 years and older. For the purpose of subsidized housing, BC Housing defines seniors as those aged 55 years and older. Based on consultations with community stakeholders, in Mackenzie, the senior population is generally regarded as persons aged 55 years and older.

Emergency Housing

Although homelessness was not a major concern among interviewees, some reported that the lack of shelter and emergency housing can be problematic in certain situations. The lack of emergency housing has led to pressures on the hospital beds during inclement weather. This tends to occur during periods of extreme cold in the winter as transient or homeless individuals tend to take shelter in the hospital. Additionally, transition housing is non-existent and there are limited emergency housing options for vulnerable women and children.

Future/Emerging Housing Needs

Based on trends in household formation, the state of current housing stock and the gaps identified between housing needs and housing supply, future and emerging housing needs are outlined as follows:

1. Housing for Seniors and Accessible Housing.

Given the growing proportion of seniors and a lack of accessible housing in Mackenzie, future housing needs include units suitable for seniors and persons with mobility challenges.

2. Smaller Households.

With an average household size of 2.3 persons and shift to non-family households, there is emerging housing demand for one- and two-bedroom units to accommodate smaller households.

3. Adequate Housing.

The share of dwellings requiring major repairs has increased since 2006 and is higher than the proportion observed in BC and Prince George. Consequently, future housing needs include the repair, renovation or update to existing housing stock.

Population Projections

To estimate future housing needs and supply, changes in population should be considered. In addition to births and deaths, changes in population are dependent on migration flows in and out of the community due to the current and projected levels of economic activity. Recent developments in the forestry sector suggest that population growth may be negatively impacted by layoffs at local mills and through ripple effects in other industries. Although community stakeholders expressed some optimism regarding the overall economy, the full effects of these layoffs and mill curtailments are unknown at the time of this assessment. Consequently, population projections are provided as a range, based on three growth scenarios.

The projections were informed by previous population growth rates and trends in Mackenzie, an assessment of the current economic climate in the community, and interviews with various community stakeholders.

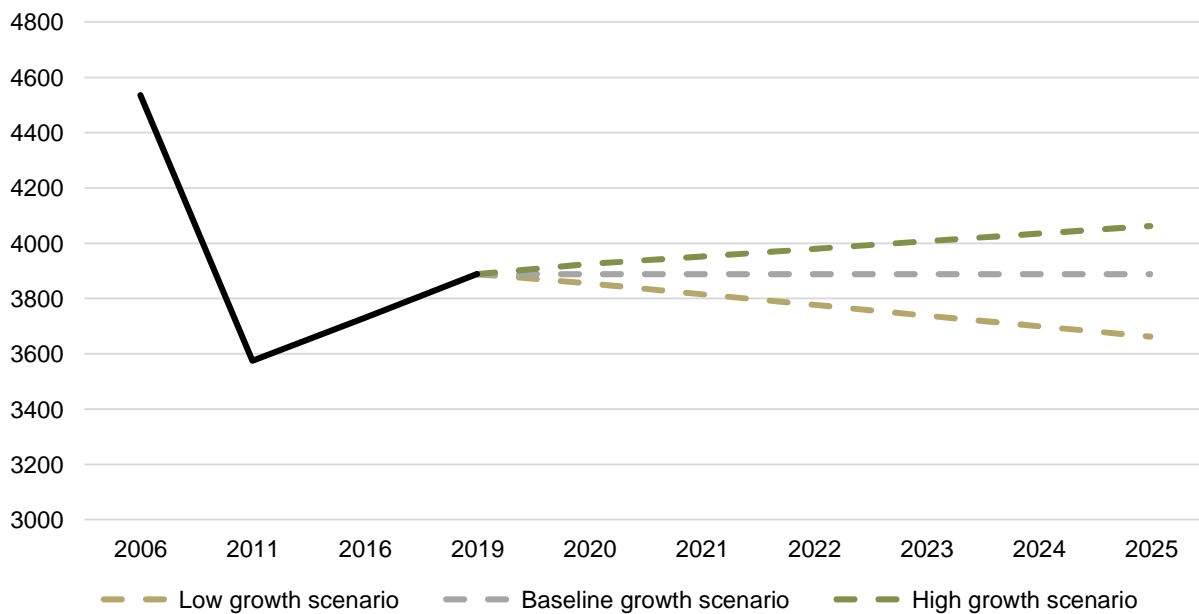
- The **low growth scenario** assumes that, as a result of a slowdown in the forestry sector, the population will decline by 5.0 percent over the period 2020 to 2025.
- The **baseline growth scenario** assumes that the population is stable and population growth is 0 percent over the period 2020 to 2025.
- The **high growth scenario** assumes population growth is in line with what is forecasted by BC Stats for the Fraser-Fort George region over the period 2020 to 2025 (3.5 percent).

Table 12 and Figure 11 show the population and household projections for each scenario. According to BC Stats, the population in 2019 was estimated at 3,888. Based on the 2016 Census data, data provided by the District and interviews with community stakeholders, the total number of households was estimated to be between 1,720 to 1,760 units in 2019.

Table 12: Population and Household Projections in 2020 and 2025

	2019		2020		2025		Percentage change in Population (2020-2025)
	Population	Households	Population	Households	Population	Households	
Low growth scenario	3,888	1,720 - 1,760	3,855	1,675	3,662	1,590	-5.0%
Baseline scenario			3,888	1,690	3,888	1,690	0.0%
High growth scenario			3,925	1,700	4,062	1,765	3.5%

Figure 11: Population Projections by Scenario



Source: Statistics Canada, BC Stats and MNP estimates

Estimates of Housing Supply

Estimates of the housing stock in 2019 were based on estimated units from the 2016 Census, information on demolitions and new housing units provided by the District and information on the number of apartment units gathered through stakeholder interviews. The 2019 housing stock was estimated to be between approximately 1,720 and 1,760 units (Table 13).

Table 13: Estimates of Housing Stock, 2019

Type of Dwelling	2016 Census	Net Change in Housing Units (2016-2018)	Adjustment based on interviews with community stakeholders	Estimated 2019 Housing Stock
Single- and semi-detached houses	1,158	-2	0	1,156
Apartment units	94	0	+84 to +124	178 to 218
Other	378	+8	0	386
Total	1,630	+6	+84 to +124	1,720 to 1,760

Comparing the housing stock to the population projections suggests that the current housing stock is sufficient to meet projected demand through 2025; however, the mix of housing units is not consistent with the changing demographics in the community.

To estimate housing demand for each of the growth scenarios, we assumed the following:

- In all scenarios, there would be increased demand for smaller units due to downsizing by seniors (i.e. one- and two-bedroom units).
- In all scenarios, changes in population would primarily affect households comprised of couples without children and two- or-more person households.

Table 14 shows estimated housing needs by unit size in 2020 and 2025.

Table 14: Estimates of Housing Needs by Unit Size, 2020 and 2025

	2020	2025	Percentage change (2020-2025)
Low growth scenario			
0 - 1 bedroom	95	100	5.3%
2 bedrooms	250	260	4.0%
3 bedrooms	640	590	-7.8%
4 or more bedrooms	690	640	-7.2%
Total – Low growth	1,675	1,590	-5.1%
Baseline growth scenario			
0 - 1 bedroom	95	100	6.3%
2 bedrooms	255	265	4.0%
3 bedrooms	650	650	0.0%
4 or more bedrooms	690	675	-2.2%
Total – Baseline growth	1,690	1,690	0.0%
High growth scenario			
0 - 1 bedroom	95	105	18.8%
2 bedrooms	265	295	7.7%
3 bedrooms	650	680	4.6%
4 or more bedrooms	690	685	-0.7%
Total – High growth	1,700	1,765	3.5%

It is important to note that while the estimates of housing supply reflect population projections and future housing needs, they do not take into the account the state of the current housing stock. To address issues surrounding the accessibility and adequacy of housing units as reported in the Census and by community stakeholders, repairs need to be made to existing homes as well as modifications to accommodate seniors and persons with mobility challenges.

APPENDIX A: ABOUT MNP

MNP is the fastest growing major chartered accountancy and business advisory firm in Canada. Founded in 1958, MNP has grown to more than 70 offices and 3,000 team members across Canada. In British Columbia, MNP has more than 900 staff located in 20 offices throughout the province. The map below shows our office locations.

MNP provides a wide range of accounting, finance and business advisory services to clients. These include:

- Assurance.
- Taxation.
- Corporate Finance.
- Mergers and Acquisitions.
- Enterprise Risk Services.
- Forensic Accounting.
- Consulting.
- Insolvency and Corporate Recovery.
- Succession.
- Valuations and Litigation Support.



About MNP's Economics and Research Practice

Economic and industry studies are carried out by MNP's Economics and Research practice. Based in Vancouver, the Economics and Research practice consists of a team of professionals that has a successful track record of assisting clients with a wide variety of financial and economic impact studies. Our work has encompassed a wide range of programs, industries, company operations and policy initiatives, and has helped clients with decision-making, communication of economic and financial contributions, documentation of the value of initiatives and activities, and development of public policy.

APPENDIX B: Interim Housing Needs Report

Housing Need – HNR Method

The number of housing units that the District will need to create was calculated using the Housing Needs Report (HNR) Method prepared by the Province. The HNR Method consists of six components, which are added together to provide the total number of housing units needed in a municipality or regional district electoral area.

These include:

- Supply of units to reduce extreme core housing need
- Supply of units to reduce homelessness.
- Supply of units to address suppressed household formation;
- Supply of units needed to meet household growth over the next 5 or 20 years;
- Supply of units needed to meet at least a 3% vacancy rate; and,
- Supply of units needed to meet local demand (the “demand buffer”). This component is only included for municipalities

The following table sums the listed components and rounds the totals to the nearest whole number to determine the total number of new homes needed in the next 20 years, according to provincial guidelines. It also displays 5-year housing need estimates using the multipliers provided in the provincial guidelines and BC Stats household projections from 2021 to 2026.

Mackenzie DM (CSD,BC)		
Component	5 Year Need	20 Year Need
A. Extreme Core Housing Need	5.10	20.42
B. Persons Experiencing Homelessness	22.55	45.09
C. Suppressed Household Formation	20.20	80.80
D. Anticipated Growth	-6.47	-33.64
E. Rental Vacancy Adjustment	1.25	5.02
F. Additional Local Demand	19.97	79.87
Total New Units – 5 Years	63	
Total New Units – 20 years		198

Component A: Extreme core housing need (ECHN) for renters and owners with a mortgage is used to estimate the number of new units required for those in vulnerable housing situations. Extreme core housing need, as defined by Statistics Canada, refers to private households falling below set thresholds for housing adequacy, affordability or suitability that would have to spend 50% (as compared to 30% for core housing need) or more of total pre-tax income to pay the median rent for alternative acceptable local housing.

Component B: People experiencing homelessness (PEH) is a population not typically captured well in data sources such as the census. This component of housing need quantifies the supply of permanent housing units required for those currently experiencing homelessness. Data on homelessness is derived from the Province’s Integrated Data Project (IDP), a program initiated through a partnership between the Ministries of Housing, Social Development and Poverty Reduction, Citizen Services, and BC Housing.

Component C: Suppressed Household Formation (SHF) addresses those households that were unable to form between 2006 and the present due to a constrained housing environment. Households make decisions on housing based on the choices available to them; for example, young people may have difficulty moving out of their parents’ homes to form households of their own, while others may choose to merge households with roommates due to lack of available and affordable housing supply.

Component D: Anticipated household growth (AHG) quantifies the additional households required to accommodate an increasing population over twenty years.

Component E: A Rental Vacancy Rate Adjustment (RVRA) adds surplus rental units to restore local vacancy rates to levels representing a healthy and well-functioning rental housing market. Including a RVRA in calculations of housing need has

been recommended by multiple sources, including the Expert Panel on Housing Supply and Affordability (BC/Canada) and CMHC. Typically, rates between 3% and 5% are considered healthy rates. These calculations use the more conservative rate of 3%.

Component F: The final component included in the HNR Method is a calculated number of housing units reflecting additional demand for housing within a given community, beyond the minimum units required to adequately house current and anticipated residents. This is called the “demand buffer” and is designed Interim Housing Needs Report 2024 to better account for the number of units required to meet “healthy” market demand in different communities.

Accounting for additional local demand helps address the needs of households who require or prefer housing with certain characteristics (e.g., housing location, unit size, transportation options, or amenities), thereby reducing pressure in the housing system. Examples of such demand include households seeking homes closer to jobs and schools, growing families looking for larger homes, and seniors looking to downsize in their existing communities.

Active Transportation Infrastructure

The IHNR must include a statement regarding the need for housing in close proximity to transportation infrastructure that supports walking, bicycling, public transit, or other alternative forms of transportation.

The District has completed an Active Transportation Plan (2024) which identifies the network and the plan to serve the area’s that lack active transportation infrastructure. There are key areas next to active transportation hubs that have been reserved or identified for needed housing types such as seniors housing or high density residential.

Actions Taken

Since the 2019 Housing Needs Report the District has taken the following actions:

- Zoning Amendment Bylaw No.1435 – Adding definitions for transitional, supportive, adaptable and emergency housing types to the zoning bylaw and permit them as a principal use in a mix of land use zones.
- Rapid Housing Initiative – The rapid housing initiative was explored and determined that the District did not have the capacity at the time to administer the program.

COUNCIL REPORT

To: Mayor and Council
From: Human Resources
Date: December 2, 2024
Subject: Social Media Policy 1.27

RECOMMENDATION:

THAT Council approves the proposed Social Media Policy 1.27.

BACKGROUND:

Social media is a tool that helps the District of Mackenzie (District) to connect with residents, share information, and foster community engagement. To make sure that these interactions are effective, respectful, and aligned with the District's values, it's import to implement a social media policy. The District's Social Media Policy provides guidelines for employees and Council Members on appropriate content sharing, response protocols, and the protection of confidential information. By standardizing social media practices, the District can enhance its communication strategies, prevent misunderstandings, and uphold a positive and unified presence across all online platforms.

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:

Brittany Clarke, Human Resources Coordinator

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

DISTRICT OF MACKENZIE

Social Media Policy 1.27

Established by Council on [ENTER DATE] - Resolution No. [ENTER #]

1.0 Purpose:

1. The District of Mackenzie (the District) Social Media policy is to provide guidance on the appropriate use of social media. The aim is to protect the reputation of the District while promoting transparency and positive communication.

2.0 Definitions:

1. For this policy the following definitions shall apply:

Content: Any information uploaded or added to an online location. Content can include text, photos, videos, links, geographical markers etc.

Social Media – Internet based applications that enable the creation and exchange of user-generated content. Examples include but are not limited to blogs, Facebook, X, YouTube, Instagram, TikTok etc.

Social Network - An online platform that allows individuals to create profiles, connect with others, and share content through interactions such as posting, commenting, and messaging, enabling communication and the building of virtual relationships.

Employee – Full-Time, Part-Time, Permanent Part-Time, Temporary and Seasonal District employees, both unionized and exempt.

Council Member - The Mayor or a Councillor currently elected to the District of Mackenzie Council.

3.0 Account Management for Official District Communication

1. Content posted on the District social media accounts should be accurate when relating to any Council or District decisions, public events and services offered by the District.
2. Official District of Mackenzie social media accounts which represent the District can only be created and managed by Corporate Services department in partnership with the District of Mackenzie departments.

4.0 Professional Use of Social Media

1. Employees must ensure content shared on official accounts is factual, neutral, and aligned with the District's goals and communication standards.
2. Only authorized personnel may post from or manage official District accounts.
3. All public inquiries or comments received through official channels must be handled promptly and professionally by authorized personnel.
4. Sensitive or confidential information about the District, its employees, or citizens shall never be shared on social media.

5.0 Personal Use of Social Media - Employees

1. Employees are free to express their personal opinions on social media outside of working hours, however, they must not represent their views as those of the District.
2. Employees affiliated with the District who discuss District issues online must include a disclaimer such as:
 - a. *"The views expressed here are my own and do not reflect those of the District of Mackenzie."*
3. Employees must respect the privacy and dignity of colleagues, citizens, and stakeholders of the District in their personal online conduct.

6.0 Employee Guidelines

1. When using social media, whether personally or professionally, employees should:
 - a. Uphold the values and integrity of the District.
 - b. Avoid sharing offensive, discriminatory, or defamatory content.
 - c. Not disclose confidential or proprietary information related to the District or District personnel.
 - d. Report any online behavior that could harm the District's reputation to a supervisor or Corporate Services.
2. Not engage in arguments or debates on controversial topics using official accounts.

7.0 Use During Working Hours

1. Personal use of social media during working hours is discouraged except during breaks
2. Employees must not use District devices or accounts for personal social media activities unless authorized.

8.0 Personal Views vs Official Statements – Council

1. The District recognizes that Council Members use social media in their personal life. This policy is not intended to limit or discourage the use of social media for personal use; however, Council Members should recognize the potential negative impact that can be caused to the District through the use of personal social media when they identify themselves as elected officials of the District.
2. Council Members should clearly distinguish their personal opinions from the official position of the District when using social media. While personal expression is allowed, individuals must ensure that their views do not misrepresent the District or its Council.
3. Council Members who discuss District issues online must include a disclaimer such as:
 - a. *“The views expressed here are my own and do not reflect those of the District of Mackenzie.”*

9.0 Council Guidelines

When using social media, whether personally or professionally, Council Members should:

1. Uphold the values and integrity of the District.
2. Avoid sharing offensive, discriminatory, or defamatory content.
3. Not disclose confidential or proprietary information related to the District or District personnel.
4. Report any online behavior that could harm the District’s reputation to the Chief Administrative Officer (CAO) or Corporate Services.
5. Not engage in arguments or debates on controversial topics using official District accounts.

6. Council Members must not appear to claim to speak on behalf of the District or Council unless expressly authorized to do so.
7. Council Members will use caution in reporting Council decision-making by way of their social media profiles and websites before the District has released any formal communication.
8. Council Members will refrain from using or permitting the use of their social media accounts for purposes that include:
 - a. Defamatory remarks, obscenities, profane language, or sexual content;
 - b. Negative statements disparaging other Council Members or District staff or calling into question their professional capabilities;
 - c. Content that endorses, promotes, or perpetuates discrimination or mistreatment on the basis of race, religion or belief, age, gender, marital status, national origin, physical or mental disability, sexual orientation or any other protective status as per the Human Rights Act;
 - d. Statements that indicate a closed mind in relation to a matter that is to be the subject of a statutory or other public hearing; or,
 - e. Promotion of illegal activity.
9. Council members must regularly monitor their social media accounts and immediately take measures to deal with the publication of messages or postings by others that violate the terms of the Code of Conduct.

10.0 Privacy and Security

1. Employees managing District accounts must follow best practices for password management and account security.
2. All content posted on social media is considered public and may be retained indefinitely. Employees should assume that anything they post, even in private accounts, can be made public.

11.0 Legal Considerations

1. Privacy: Adhere to Freedom of Information and Protection of Privacy Act (FOIPPA) to protect personal information.
2. Defamation: Avoid false statements to prevent liability.
3. Records Retention: Archive social media posts related to District matters.

12.0 Breach

1. Breach of this policy may lead to disciplinary measures up to and including termination of employment.
2. Council may impose sanctions on Council Members whose conduct does not comply with this policy, including but not limited to a motion of censure.

13.0 Review and Updates

1. This policy will be reviewed annually or as needed to reflect changes in technology, social media platforms, or District operations.

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council
From: Mayor Joan Atkinson
Date: December 9, 2024
Subject: Activity for November 2024

Date:	Activity:
Nov 4	Attended All Candidates forum for Municipal Councillor position
Nov 5	Participated in Kimta Transportation Society AGM. Rentals for the Kimta bus covered all costs with a small profit in 2023. The shuttle service to Prince George did not fully cover expenses but the group is expecting a grant soon and will continue to work to secure further funding from the provincial government and other funding sources. An election took place with all positions being filled. Special note of thanks to Rec Centre staff for their ongoing support. Rec Centre staff take care of Kimta bus bookings.
Nov 6	Attended McLeod Lake Mackenzie Community Forest Fall Public Information Session. The provincial Community Forest Association is advocating for expansion of community forests
Nov 7	Attended the Community Consultation meeting at the Rec Centre. Event was an opportunity for residents to voice their opinions and concerns regarding the upcoming 2025 Budget discussions.
Nov 8	Participated in Landscape Level Planning (LLP) workshop hosted by the Ministry of Forests. LLP's establish clear outcomes for the management of forest resource values. About 30 people representing Indigenous Nations, provincial government and industry worked on the Terms of Reference
Nov 8	Attended farewell BBQ for Deputy Fire Chief Kienan Carty who has assumed the role of Fire Chief for the McLeod Lake Indian Band
Nov 20	Participated in Rural Coordination Centre of BC (RCCBC) Zoom meeting with more than 250 participants that ran for 3.5 hours. The RCCBC network's mandate is to improve rural health equity in British Columbia
Nov 21	Chaired the Fraser Fort George Regional Hospital District meeting in Prince George and participated in the regular RDFFG board meeting

Nov 22	Participated in Peace Williston Advisory Committee (PWAC) meeting. The filling of the Site C reservoir was successfully completed on Nov 7, 2024. Slopes are being monitored and debris being collected from the reservoir which will remain closed to public access for the next year. The first of 6 generators is producing power, with the remaining five to come on board by end of 2025
Nov 25	Participated in South Peace Mackenzie Trust (SPMT) regional advisory committee (RAC) meeting. The Mackenzie Chamber of Commerce has been awarded \$180,000 in installments of \$60K per year for 3 years. These funds will be used to hire additional staff to support tourism in the area
Nov 26	Attended Williston Elders Open House at the Legion. Attendees were brought up to speed on the progress of the project including the request to the District of Mackenzie for land where the Ernie Bodin Centre is located
Nov 28	Attended swearing in of newly elected Councillor Peter Kylo. Also participated in Orientation with Councillor's Kylo and Wright
Nov 29	Attended Plaid Friday Event at Mackenzie Centre Mall

Respectfully Submitted,
Mayor Joan Atkinson

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Councillor Viktor Brumovsky

Date: December 2, 2024

Subject: Report for the Months of October and November 2024

Date:	Activity:
October 1	Attended the monthly Mackenzie Chamber of Commerce Director's meeting.
October 3	Attended the provincial election all candidates forum for our local candidates hosted by the Mackenzie Chamber of Commerce at the Recreation Centre
October 5	Attended the First Northern Roots Agricultural Symposium at the Recreation Centre. The event highlighted resources and opportunities available for anyone wishing to produce food in any capacity, either as a hobby or at scale for market.
October 17	Attended the monthly Mackenzie Chamber of Commerce General Meeting. The speaker was Raye McMeeken giving a summary of the five years of the New Horizons project and the legacy it leaves behind for fostering senior inclusion and volunteerism in the community.
October 25	Visited MCAC's first Haunted Maze in their new location. It was wonderful and well-attended!
October 26	Attended the Mackenzie Branch of the Royal Canadian Legion's annual volunteer appreciation night.
November 4	Attended the All-Candidates Forum for our local by-election of one new Councillor to fill a vacancy.
November 7	Attended the Town Hall budget meeting where our current financial position was presented and input was taken from attendees that will help guide the budget process going forward.
November 11	Attended the annual Remembrance Day Ceremony at cenotaph/Mackenzie Legion Hall.
November 21	Attended the monthly Chamber of Commerce General Meeting. The speaker this month was Camille McPhedran of The 92. She gave a presentation on the services provided to youth by the 92 as well as their future plans/needs.

November 21	Acted as one of four judges for Remembrance Day artwork submitted to the Legion by local youth of all ages.
November 29	Attended the Plaid Friday shop local event and vendors in the Mackenzie Centre Mall.
November 30	Attended the Mackenzie Chamber of Commerce's fundraising auction at the Legion.

Respectfully Submitted,
Councillor Brumovsky

COUNCIL MEMBER ACTIVITY REPORT

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

Councilor Wright Council Appointments:

Education and Youth Liaison
Williston Lake Elders Society Liaison
Climate Action Liaison
Deputy Mayor (August 1, 2025 – October 31, 2025)

Alternate For:

Indigenous Relations and Reconciliation Liaison
Chamber of Commerce Liaison
Alternate Director for Regional District of Fraser-Fort George (RDFFG)
Alternate for Prince George Treaty Advisory Committee
Alternate Member of Northern Development Initiative Trust's (NDIT) Regional Advisory Committee (RAC)

Activities:

Date:	Activity	Council Appointment:
November 18, 2024	Participated in the Steering Committee meeting for the Mackenzie PCN table.	N/A
November 19, 2024	Participated in Board meeting of the Williston Lake Elders Society	Williston Lake Elders Liaison
November 22, 2024	Was invited by the Mackenzie Seniors to accompany them on a trip to Kennedy Siding to see the Caribou Feeding Station as well as lunch at The Little Teapot Cafe in McLeod Lake. It was a fantastic day!	N/A
November 26, 2024	Participated in monthly Board meeting of the Canadian Ski Instructor Alliances (CSIA) BC/Yukon Region, on which I sit as the Northern Rep.	N/A
November 26, 2024	Participated in a community update meeting by the Williston Lake Elders Society.	Williston Lake Elders Liaison
November 28, 2024	Attended Councilor Peter Kylo's orientation meeting with staff.	N/A
December 3, 2024	Had a coffee meeting with new Councilor Peter Kylo to get to know each other and talk about areas of mutual interest to work together for the rest the Council term.	N/A

Respectfully Submitted,

Councilor Wright

DISTRICT OF MACKENZIE

BYLAW NO. 1520

A bylaw of the District of Mackenzie to amend the
Financial Plan for the years 2024-2028

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

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

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

1. Schedules "A", "B", "C" and "D" attached hereto and forming part of this bylaw are hereby adopted and is the Financial Plan of the District of Mackenzie for the period commencing January 1, 2024 and ending December 31, 2028.
2. This bylaw may be cited for all purposes as "Financial Plan Amendment Bylaw No.1520, 2024."

READ a first time this 25 day of November , 2024

READ a second time this 25 day of November , 2024

READ a third time this 25 day of November , 2024

ADOPTED this _____ day of _____, 2024

I hereby certify the foregoing to be a true and correct copy of District of Mackenzie Bylaw No. **1520** cited as "Financial Plan Amendment Bylaw No. **1520**, 2024".

Mayor

Corporate Officer

Corporate Officer

SCHEDULE "A"

DISTRICT OF MACKENZIE 2024 – 2028 Financial Plan Amendment Statement of Objectives and Policies Bylaw No. 1520

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

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

PURPOSE:

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

1. PROPORTION OF REVENUE

Proportion of Revenue that is generated by Property Taxes

- 7(a) The District's property tax revenue includes a Municipal Tax increase of 8.27% in total. The decreased percentage varied per property classes as follows:

1 – Residential	9.20%
2 – Utilities	4.05%
4 – Major Industry	9.00%
5 – Minor Industry	9.00%
6 – Business	9.00%
8 – Rec Non Profit	9.00%

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

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

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

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

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

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

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

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

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

2. DISTRIBUTION OF TAXES AMONG PROPERTY CLASSES

In 2024, the District's proportion of taxes is as follows:

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

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

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

3. USE OF PERMISSIVE TAX EXEMPTIONS

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

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

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

The exemption provided under this Bylaw is as follows:

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

THE DISTRICT OF MACKENZIE
SCHEDULE "B"
 BYLAW NO. 1520 - Amendment
 2024 ANNUAL BUDGET
 CONSOLIDATED OPERATING REVENUES AND EXPENDITURES

REVENUE:

TAXATION	5,876,927
UTILITY USER FEES	1,888,786
GRANTS	3,847,075
LICENSES AND PERMITS	62,200
SALE OF SERVICE	955,357
OTHER REVENUE	2,008,959
TRANSFER EQUITY IN ASSETS	1,885,036
TRANSFER FROM FUNDS	205,233
ACCUMULATED SURPLUS	201,966
TOTAL REVENUE	<u>16,931,540</u>

EXPENDITURES:

GENERAL	
GENERAL GOVERNMENT SERVICES	2,692,874
PROTECTIVE SERVICES	1,576,415
TRANSPORTATION SERVICES	3,029,686
ENVIRONMENTAL HEALTH SERVICES	423,762
PUBLIC HEALTH AND WELFARE	143,457
RECREATION AND CULTURE	3,953,190
LESS: RECOVERY FROM UTILITIES	(182,700.00)
TOTAL GENERAL	<u>11,636,685</u>
WATER EXPENDITURE	691,451
SEWER EXPENDITURE	457,457
INTEREST, BANK CHARGES AND BAD DEBTS	11,500
LAND DEVELOPMENT	0
SUBTOTAL	<u>12,797,092</u>

EXCESS OPERATING REVENUE 4,134,448

OTHER

DEBT INTEREST	0
DEBT PRINCIPAL	0
RESERVE FUNDS	3,211,242
TRANSFER TO FUNDS	354,578
CONTINGENCY FOR THE YEAR	<u>568,627</u>

DISTRICT OF MACKENZIE
 5-YEAR FINANCIAL PLAN - Amended
 s. 165 COMMUNITY CHARTER

SCHEDULE "C"

	Sec. 165	2024	2025	2026	2027	2028
Revenues	4(b)					
Property Taxes	7(a)	5,876,927	6,347,081	6,854,848	7,403,235	7,995,494
Fees and Charges	7(c)					
Sale of Services		955,357	783,060	802,637	822,703	843,270
Utility User Fees		1,888,786	2,058,777	2,244,067	2,446,033	2,666,176
Licences and Permits		62,200	63,444	64,713	66,007	67,327
Other Sources	7(d)					
Grants		3,847,075	3,837,018	3,875,388	3,914,142	3,953,283
Other Capital Revenue		3,532,168	-	-	-	-
Other Revenue		2,008,959	1,109,380	1,120,473	1,131,678	1,142,995
Transfer Equity in Assets		1,885,036	1,903,886	1,922,925	1,942,154	1,961,576
Borrowing	7(e)	-	-	-	-	-
Transfers from Funds	4(c)	205,233	199,213	199,213	199,213	199,213
Reserve Funds	8(a)	7,501,702	2,634,732	1,468,240	1,936,600	408,000
Accumulated Surplus	8(b)	201,966	47,261	17,587	-	-
TOTAL		27,965,410	18,983,853	18,570,091	19,861,766	19,237,336
Expenditures						
Other Municipal:	6(d)					
General Government		2,692,874	2,809,856	2,950,349	3,097,866	3,252,760
Protective Services		1,576,415	1,519,386	1,595,355	1,675,123	1,758,879
Transportation Services		3,029,686	3,166,629	3,324,960	3,491,208	3,665,769
Solid Waste		423,762	444,950	467,198	490,558	515,085
Health, Social Services & Housing		143,457	150,630	158,162	166,070	174,373
Parks, Recreation & Culture		3,953,190	4,145,905	4,353,200	4,570,860	4,799,403
Less: Utilities Recovery		(182,700)	(182,700)	(182,700)	(182,700)	(182,700)
Sub total		11,636,685	12,054,656	12,666,524	13,308,985	13,983,569
Water Services		691,451	753,682	821,513	895,449	976,039
Sewer Services		457,457	498,628	543,504	592,420	645,737
Interest & Bank Charges		11,500	12,075	12,679	13,313	13,978
Land Development		-	-	-	-	-
Property Tax Appeals	6(d)	-	-	-	-	-
Debt Interest	6(a)	-	-	-	-	-
Debt Principal	6(a)	-	-	-	-	-
Capital Expenditure	6(b)	11,033,870	2,634,732	1,468,240	1,936,600	408,000
Reserve Funds	8(a)	3,211,242	2,755,081	2,782,631	2,810,458	2,838,562
Transfer to Funds	4(c)	354,578	275,000	275,000	275,000	275,000
Accumulated Surplus	8(b)	568,628	-	-	29,542	96,449
Deficiency	6(c)	-	-	-	-	-
TOTAL		27,965,410	18,983,853	18,570,091	19,861,766	19,237,336

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

ASSUMPTIONS OF THE PLAN:

<u>RATES OF CHANGE</u>	
REVENUE:	
PROPERTY TAXES	8.00%
SALE OF SERVICES	2.50%
UTILITY USER FEES	9.00%
LICENCES AND PERMITS	2.00%
GRANTS	1.00%
OTHER REVENUE	1.00%
TRANSFER EQUITY IN ASSETS	1.00%
EXPENSES:	
MUNICIPAL PURPOSES	5.00%
WATER	9.00%
SEWER	9.00%

PROPORTIONS OF TOTAL REVENUE:

Revenue Source	% Total Revenue
Property taxes	21%
User fees and charges	10%
Other sources	40%
Proceeds from borrowing	0%
Transfer from Funds	1%
Reserve Funds	27%
Accumulated surplus	1%
TOTAL	100%

DISTRIBUTION OF PROPERTY TAXES AMONG THE PROPERTY CLASSES:

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

PERMISSIVE TAX EXEMPTIONS:

The Annual Municipal Report for 2023 contains a list of permissive exemptions granted for the taxation year and the foregone revenue. Council grants exemptions to not-for-profit organizations that it deems provide a benefit to the residents of Mackenzie.

DISTRICT OF MACKENZIE

(Not Including Applicable Taxes)

"SCHEDULE D"

	2024	2025	2026	2027	2028	TOTAL	FUNDED RESERVES	RELATED RESERVE FUND	FUNDED GRANTS - OTHERS	FUNDER NAME
GENERAL GOVERNMENT										
Audio Visual Upgrades	31,496					31,496			31,496	Prior Year Surplus
Community Signage	41,426					41,426	41,426	Capital Renewal		
IT Upgrades	10,850	10,000				20,850	20,850	Capital Renewal		
Condensor Unit Replacement		31,117				31,117	31,117	Capital Renewal		
Vinyl Sheet Floor Replacemnet		12,240				12,240	12,240	Capital Renewal		
Fire Alarm System Replacement			74,240			74,240	74,240	Capital Renewal		
Water Heater Replacement			10,000			10,000	10,000	Capital Renewal		
Emergency Lighting System Replacement			10,000			10,000	10,000	Capital Renewal		
Pole Light Fixtures Replacement			10,000			10,000	10,000	Capital Renewal		
Carpet Floor Replacement				127,600		127,600	127,600	Capital Renewal		
TOTAL GENERAL GOVERNMENT	83,772	53,357	104,240	127,600	0	368,969	337,473		31,496	
PROTECTIVE SERVICES										
Fire Hall Project	966,016					966,016	966,016	NCPG		
Pierce Ladder Truck Equipment	25,492					25,492	25,492	Fire Vehicle & Equipment Replacement		
Structural Protection Unit (SPU) #3	23,650					23,650			23,650	UBCM
Turnout Gear	45,000	45,000				90,000	90,000	Fire Vehicle & Equipment Replacement		
SPU Equipment Replacement	70,000					70,000			70,000	Province of BC
Smart Board	13,080					13,080			13,080	UBCM
Wildland Fire Truck	250,000					250,000	250,000	Fire Vehicle & Equipment Replacement		
Pagers	19,500					19,500	19,500	Fire Vehicle & Equipment Replacement		
Air Bag System		10,000				10,000	10,000	Fire Vehicle & Equipment Replacement		
Chief #2 Pickup Replacement					100,000	100,000	100,000	Fire Vehicle & Equipment Replacement		
Wildland Equipment					15,000	15,000	15,000	Fire Vehicle & Equipment Replacement		
Hydraulic Pump					13,000	13,000	13,000	Fire Vehicle & Equipment Replacement		
Hydraulic Combination Tool					13,000	13,000	13,000	Fire Vehicle & Equipment Replacement		
Narrow Band Equipment					20,000	20,000	20,000	Fire Vehicle & Equipment Replacement		
TOTAL PROTECTIVE SERVICES	1,412,738	55,000	0	0	161,000	1,628,738	1,522,008		106,730	
TRANSPORTATION SERVICES										
Road paving	1,661,440					1,661,440	1,661,440	General Capital/Gas Tax		
Commercial Garbage Truck	500,000					500,000	500,000	Vehicle & Equipment Replacement		
Paving Plan	32,527					32,527	32,527	General Capital		
Street Sweeper Replacement	422,740					422,740	422,740	Vehicle & Equipment Replacement		
Commercial Garbag Bins	338,527					338,527	338,527	Vehicle & Equipment Replacement		
Grader Replacement	644,755					644,755	644,755	Vehicle & Equipment Replacement		
Active Transportation Master Plan	31,511					31,511			31,511	Infrastructure Canada Grant
Vaccum Trailer		31,375				31,375	31,375	Vehicle & Equipment Replacement		

DISTRICT OF MACKENZIE

(Not Including Applicable Taxes)

"SCHEDULE D"

	2024	2025	2026	2027	2028	TOTAL	FUNDED RESERVES	RELATED RESERVE FUND	FUNDED GRANTS - OTHERS	FUNDER NAME
Toolcat Replacement		80,000				80,000	80,000	Vehicle & Equipment Replacement		
Lawnmower Replacement		65,000				65,000	65,000	Vehicle & Equipment Replacement		
Public Works Building Expansion		1,500,000				1,500,000	1,500,000	General Capital		
Bylaw Van Replacement		60,000				60,000	60,000	Vehicle & Equipment Replacement		
Olympia Replacement			150,000			150,000	150,000	Vehicle & Equipment Replacement		
Tractor Replacement			65,000			65,000	65,000	Vehicle & Equipment Replacement		
Mechanic Pickup Replacement			80,000			80,000	80,000	Vehicle & Equipment Replacement		
Dump Truck Replacement			367,000			367,000	367,000	Vehicle & Equipment Replacement		
Airport Sweeper			60,000			60,000	60,000	Vehicle & Equipment Replacement		
Parks Flat Deck Replacement			145,000			145,000	145,000	Vehicle & Equipment Replacement		
Loader #23 Replacement				305,000		305,000	305,000	Vehicle & Equipment Replacement		
Loader #2 Replacement				200,000		200,000	200,000	Vehicle & Equipment Replacement		
Snow Blower Attachment Replacement				140,000		140,000	140,000	Vehicle & Equipment Replacement		
Snow Groomer				184,000		184,000	184,000	Vehicle & Equipment Replacement		
PW Yard Pickup Replacement				60,000		60,000	60,000	Vehicle & Equipment Replacement		
Dump Truck Replacement				120,000		120,000	120,000	Vehicle & Equipment Replacement		
Public Works Pickup Replacement					80,000	80,000	80,000	Vehicle & Equipment Replacement		
Inspections Pickup Replacement					60,000	60,000	60,000	Vehicle & Equipment Replacement		
TOTAL PUBLIC WORKS	3,631,500	1,736,375	867,000	1,009,000	140,000	7,383,875	7,352,364		31,511	
<u>PARKS AND RECREATION SERVICES</u>										
Energy Reductions Project	3,503,435					3,503,435	989,235	Capital Renewal	2,514,200	Green and Inclusive Community Buildings Fund, SPMT
Audio Visual Upgrades	31,000					31,000			31,000	Prior Year Surplus
Ski Hill Gazebo	15,196					15,196	4,000	General Capital	11,196	General Operating
Bike Park Landscaping	34,675					34,675	30,000	General Capital	4,675	General Operating
Pool Slide Replacement	368,713					368,713			368,713	NDIT, School District 57
Pool Tile Replacement	119,628					119,628	119,628	Capital Renewal		
Upgrade Main Bathrooms - Rec Centre	15,000					15,000	15,000	Capital Renewal		
Rec Centre Upgrades		50,000	50,000			100,000	100,000	Capital Renewal		
Park/Beach Master Plan		25,000				25,000	25,000	General Capital		
Library Floor Replacement				45,000		45,000	45,000	Capital Renewal		
Outdoor Track & Gym				250,000		250,000	250,000	General Capital		
TOTAL RECREATION SERVICES	4,087,647	75,000	50,000	295,000	0	4,507,647	1,577,863		2,929,784	
TOTAL GENERAL CAPITAL	9,215,657	1,919,732	1,021,240	1,431,600	301,000	13,889,229	10,789,708		3,099,521	

DISTRICT OF MACKENZIE

(Not Including Applicable Taxes)

"SCHEDULE D"

	2024	2025	2026	2027	2028	TOTAL	FUNDED RESERVES	RELATED RESERVE FUND	FUNDED GRANTS - OTHERS	FUNDER NAME
WATER										
Pressure Reducing Valves - Crysdale	155,743					155,743	155,743	Water Reserve		
Gantahaz Water Treatment	842,470					842,470	409,823	Water Reserve	432,647	Investing in Canada Infrastructure Program
Pressure Reducing Valves Replacement	736,800	340,000	340,000	340,000		1,756,800	1,756,800	Water Reserve		
Brine Tank Water Station		180,000				180,000	180,000	Water Reserve		
Fire Hydrants on Coquiwaldie		195,000				195,000	195,000	Water Reserve		
Water/Sewer Truck Replacement			107,000			107,000	107,000	Vehicle & Equipment Replacement		
Water Truck Replacement					107,000	107,000	107,000	Vehicle & Equipment Replacement		
TOTAL WATER	1,735,013	715,000	447,000	340,000	107,000	3,344,013	2,911,366		432,647	
SEWER										
Lagoon Outfall Chamber Building Replacement	83,200					83,200	83,200	Sewer Reserve		
Lagoon Outfall Chamber Structural Upgrade				165,000		165,000	165,000	Sewer Reserve		
TOTAL SEWER	83,200.00	-	-	165,000		248,200	248,200			
TOTAL CAPITAL	11,033,870	2,634,732	1,468,240	1,936,600	408,000	17,481,442	13,949,274		3,532,168	

NOTICE OF MOTION

To: Mayor and Council
From: Councillor Jesse Wright
Date: November 28, 2024
Subject: Nuclear Energy in British Columbia

The date for this motion to be considered is the January 13, 2025 Regular Council Meeting.

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

Motion(s):

- I) That Council write a letter to the new Minister of Energy and Climate Solutions Adrian Dix, CEO of BC Hydro Chris O'Riley and Premier of BC David Eby to request a review of the current prohibition on Nuclear Energy in British Columbia, AND all this communication be copied to Mackenzie's MLA Kiel Giddens and MP Bob Zimmer to keep them in the loop.
- II) That Council directs staff to submit resolutions to both the NCLGA and UBCM advocating for a review of the Clean Energy Act, specifically to study the feasibility of a reversal on the current prohibition on nuclear energy in British Columbia.

Rationale:

1. The District of Mackenzie has declared a climate emergency, as have numerous other municipalities across BC. Nuclear Energy is a GHG free source of electricity.
2. BC Hydro has put a call out for electricity production, the first time it has done so in over a decade. This is on top of the new electricity production coming online from the Site C Dam and the announced twinning of the Highway 16 Northwest Electricity Corridor. The province needs mor electricity, full stop.
3. The District of Mackenzie is in an ideal location to be home of Nuclear Energy in British Columbia. We are
 - i) ideally located close to existing electricity corridors,
 - ii) directly beside Williston Reservoir, an already BC Hydro controlled body of water, iii) a plethora of land,
 - iv) an economy hurt by the downfall in forestry looking to diversify,
 - v) distance from the seismically unstable/risky coastal regions

Budget Impact:

1. Nothing, all these motions require is staff/council time.

COUNCIL PRIORITIES:

Environmental Sustainability

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

RESPECTFULLY SUBMITTED:

Councillor Jesse Wright

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer