

**COUNCIL MEETING  
AGENDA**

**Date:** Monday, January 27, 2025, 7:15 p.m.  
**Location:** Council Chambers of the Municipal Office  
1 Mackenzie Boulevard, Mackenzie, BC

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**Pages**

**1. CALL TO ORDER**

*Hello, everyone. Just a quick note that we will be livestreaming and recording this meeting. The recordings will be made accessible on the District website.*

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

**2. ADOPTION OF MINUTES**

2.1 Regular Meeting - January 13, 2025

5

**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**

11

6.1 Mackenzie Public Library Budget Presentation

Alice Pritchett, Director, Mackenzie Public Library, and Camille Ginnever, Chair, Mackenzie Public Library Board of Trustees, will provide Council with an annual update.

## 7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

### 7.1 For Action:

### 7.2 For Consideration:

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

- |       |  |    |
|-------|--|----|
| 7.2.1 | Integrated Youth Services<br>A letter from Sasha Van Den Berg, Executive Director, Mackenzie Community Services, rescinding their request for a letter of support and approval to rent back office space in the Mackenzie Recreation Centre for Foundry Services in Mackenzie.   | 12 |
| 7.2.2 | Letter of Support Nuclear Energy in British Columbia<br>Hugh Turner, President of Nuclear For BC, has written a letter of support for the Nuclear Energy in BC motion brought forward by Councillor Wright at the Regular Meeting of Council on January 13, 2025.  | 14 |
| 7.2.3 | Industrial Inquiry Commission Reviewing Canada Post<br>CUPW and Canada Post are seeking written submissions to the Industrial Inquiry Commission. Working with CUPW and Canada Post, this will examine the future of the public post office.   | 16 |
| 7.2.4 | Northern Rockies Fire Rescue<br>A letter from James Childs, Fire Chief, Northern Rockies Fire Rescue, thanking Fire Chief Jamie Guise and the Mackenzie Fire Department for their efforts during the 2024 Parker Lake Wildfire in Fort Nelson BC.  | 21 |
| 7.2.5 | Spectrum Support Newsletter<br>The first edition of the Spectrum Support Newsletter. This monthly newsletter will connect readers to Mackenzie Community Services programs for those with FASD, Autism, and complex behaviors, advertise community events and highlight resources. The Spectrum Support Program will provide support to families but also create community events and education. | 23 |
| 7.3   | <u>Centre Table File</u> <ul style="list-style-type: none"><li>• Geoscience BC Minerals "Look Again: New Insights From 'Old' Data"</li><li>• School District 57 Quarterly Newsletter</li></ul>   |    |

## 8. ADMINISTRATIVE REPORTS

- 8.1 2025 EOC (Emergency Operations Center) Grant 25
- THAT Council approves an application of up to \$40,000 to the Union of British Columbia Municipalities (UBCM) under the 2025 Emergency Operations Center (EOC) Grant;
- AND THAT the Chief Administrative Officer be authorized to administer the grant application, and if successful, any related documentation.
- 8.2 Infrastructure Planning Grant Application – Sidewalk and Trails Assessment 27
- THAT Council supports the application to the Provincial Government for the Infrastructure Planning Grant for up to \$15,000 towards sidewalk and trail condition assessments and data collection;
- AND THAT Council authorizes the Chief Administrative Officer to execute the grant application and any related documentation.
- 8.3 Resolution of Support – Municipal Website 29
- Resolution #1 – NDIIT Grant**
- THAT Council supports the District of Mackenzie’s application to the Northern Development Initiative Trust’s Marketing Initiatives grant program for up to \$20,000 in funding towards the redevelopment of our municipal website.
- Resolution #2 – SparcBC Grant**
- THAT Council supports the District of Mackenzie’s application to SparcBC’s Local Communities Accessibility Grant program for up to \$25,000 in funding towards redevelopment of our municipal website.
- Resolution #3 – South Peace Mackenzie Trust Grant**
- THAT Council supports the District’s application to South Peace Mackenzie Trust grant program for up to \$60,000 in funding towards redevelopment of our municipal website.
- Resolution #4 – Outdoor Recreation Fund**
- THAT Council supports the District’s application to the Outdoor Recreation Fund grant program for up to \$10,000 towards website content and accessibility updates as they relate to outdoor parks, trails, and amenities.
- 8.4 RTC – Business Façade Improvement Program 2025 32
- THAT Council approves the applications from Mackenzie Community Arts Centre, Mackenzie Chamber of Commerce, and The Purple Bicycle to the Business Façade Improvement Program to a maximum amount of \$9,969.59.

8.5	<u>2024 – 4th Quarter Activity Report</u>	37
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THAT Council receives this report for information.

8.6	<u>Commemorative Bench and Tree Program Review</u>	48
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THAT Council approve the amendment of Council Policy 1.16, the Commemorative Bench and Tree Program Policy, as detailed in the attached report.

## 9. COUNCIL REPORTS

9.1	<u>Mayor's Report</u>	
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9.2	<u>Council Reports</u>	54
	• Councillor Wright	

## 10. UNFINISHED BUSINESS

## 11. NEW BUSINESS

## 12. BYLAWS

## 13. NOTICE OF MOTION

## 14. COMING EVENTS

## 15. INQUIRIES

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

## 16. ADJOURNMENT

**Regular Council Meeting**

**Minutes**

**January 13, 2025, 7:15 p.m.**

**Council Chambers of the Municipal Office**

**1 Mackenzie Boulevard, Mackenzie, BC**

Council Present: Councillor A. Barnes, Councillor V. Brumovsky, Councillor P. Kylo,  
Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright

Council Absent: Mayor J. Atkinson

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

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**1. CALL TO ORDER**

CALLED TO ORDER AT 7:15pm.

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

**2. ADOPTION OF MINUTES**

2.1 Regular Meeting - December 9, 2024

The minutes of the Regular Meeting held on December 9, 2024 were adopted as presented.

2.2 Special Meeting- December 9, 2024

The minutes of the Special Meeting held on December 9, 2024 were adopted as presented.

**3. INTRODUCTION OF LATE ITEMS**

N/A

**4. ADOPTION OF AGENDA**

**Resolution: 33639**

**Moved by:** Councillor McMeeken

THAT the Agenda be adopted as presented.

**CARRIED**

5. **PUBLIC COMMENTS AND QUESTIONS**

N/A

6. **PETITIONS AND DELEGATIONS**

N/A

7. **CORRESPONDENCE**

**Resolution: 33640**

**Moved by:** Councillor Wright

THAT the Correspondence listed on the Agenda be received.

**CARRIED**

7.1 For Action:

7.1.1 Federation of Canadian Municipalities Membership Dues

**Resolution: 33641**

**Moved by:** Councillor McMeeken

THAT the 2025 Federation of Canadian Municipalities membership dues be paid.

**CARRIED**

7.1.2 Request for Support - Mackenzie Community Services

Councillor Wright left the room.

**Resolution: 33642**

**Moved by:** Councillor McMeeken

THAT Council provide a letter of support for MCS grant application to the Youth Mental Health Fund for Integrated Youth Services in Mackenzie.

**CARRIED**

**Resolution: 33643**

**Moved by:** Councillor Tapper

THAT Council support in principle, the rental and utilization of the upper floor, washroom and back office space in the Mackenzie Recreation Centre.

**CARRIED**

7.1.3 Request for Support - Mackenzie Community Arts Council

Councillor Wright returned.

**Resolution: 33644**

**Moved by:** Councillor Tapper

THAT Council provide a letter of support for the MCAC application to NDI: Cultural Infrastructure to complete phase 2 of Project Caribou.

**CARRIED**

**Resolution: 33645**

**Moved by:** Councillor Brumovsky

THAT Council provide a letter of support for the MCAC application to McLeod Lake Mackenzie Community Forests to complete phase 2 of Project Caribou.

**CARRIED**

**Resolution: 33466**

**Moved by:** Councillor McMeeken

THAT Council provide a letter of support for the MCAC application to CO-OP Community Spaces to complete phase 2 of Project Caribou.

**Resolution: 33647**

**Moved by:** Councillor Wright

THAT Council provide a letter of support for the MCAC application to the Pacific Institute of Climate Solutions: Community Climate Action Events Program to enhance upcoming community events.

**CARRIED**

**Resolution: 33648**

**Moved by:** Councillor Wright

THAT Council provide a letter of support for MCAC application to BC Art's Council's Community Arts Festival Program to enhance upcoming community events

**CARRIED**

7.1.4 Request for Proclamation

**Resolution: 33649**

**Moved by:** Councillor Wright

THAT the District declare March 26, 2025 International Purple Day for Epilepsy Awareness.

AND THAT the Mackenzie Recreation Centre be lit up with purple lights on March 26, 2025 in honour of epilepsy awareness.

**CARRIED**

7.2 For Consideration:

7.2.1 For Top Honours

**Resolution: 33650**

**Moved by:** Councillor McMeeken

THAT the nomination information for The Order of British Columbia and the Medal of Good Citizenship be advertised on the District website and social media channels.

- 7.2.2 Correspondence from Mark Robillard
  - 7.2.3 Centerra Gold Q4 2024 Newsletter
  - 7.2.4 Protecting Taxpayers from Overspending on Local Government Construction
  - 7.2.5 Westcoast Energy Inc. Sunrise Expansion Program - Project Update
  - 7.2.6 January 2025 Healthy Communities E-Brief
- 7.3 Centre Table File  
N/A

**8. ADMINISTRATIVE REPORTS**

- 8.1 2025 Emergency Support Services Grant  
**Resolution: 33651**  
**Moved by:** Councillor Brumovsky  
THAT Council supports an application of up to \$40,000 to the Union of British Columbia Municipalities (UBCM) for the Emergency Support Services Equipment & Training grant;  
AND THAT the Chief Administrative Officer be authorized to execute the grant application, and if successful, any related documentation.
- CARRIED**
- 8.2 Contract Disclosure – Garden House Bed & Breakfast  
**Resolution: 33562**  
**Moved by:** Councillor Wright  
THAT Council receives this report for information.
- CARRIED**
- 8.3 Contract Disclosure – Ski Instructor  
Councillor Wright left the room.  
**Resolution: 33653**  
**Moved by:** Councillor P. Kylo  
THAT Council receives this report for information.
- CARRIED**
- 8.4 DOM 25-1 Fork Attachment Replacement for Loader  
Councillor Wright returned.  
**Resolution: 33564**  
**Moved by:** Councillor Wright  
THAT Council awards the purchase of a Fork Attachment to Nors Construction Equipment Canada GW Ltd in the amount of \$16,010 plus GST.



CARRIED

8.5 Nuclear Energy in British Columbia

**Moved by:** Councillor Brumovsky

THAT Council write a letter to the new Minister of Energy and Climate Solutions Adiran 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.

CARRIED

**Moved by:** Councillor Wright

THAT Council directs staff to submit resolutions to 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.

CARRIED

8.6 Williston Lake Elders Society – Land Request Review

Councillor McMeeken left the room.

**Resolution: 33657**

**Moved by:** Councillor Brumovsky

THAT Council provides a letter of intent to provide land to the Williston Lake Elders' Society, for their Seniors Housing project, subject to subdivision zoning and servicing review processes.

CARRIED

8.7 Dental Equipment – Storage and Disposal

Councillor McMeeken returned.

**Resolution: 33568**

**Moved by:** Councillor Wright

THAT Council authorize Administration to dispose or recycle District-owned dental equipment that is no longer in useable condition.

CARRIED

8.8 Revised 2025 Budget Schedule

**Resolution: 33659**

**Moved by:** Councillor McMeeken

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

CARRIED

**9. COUNCIL REPORTS**

9.1 Mayor's Report  
N/A

9.2 Council Reports

**10. UNFINISHED BUSINESS**

N/A

**11. NEW BUSINESS**

N/A

**12. BYLAWS**

**13. NOTICE OF MOTION**

N/A

**14. COMING EVENTS**

**15. INQUIRIES**

**16. ADJOURNMENT**

**Resolution: 33660**

**Moved by:** Councillor McMeeken  
THAT the meeting adjourn at 7:57pm

**CARRIED**

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Mayor

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Corporate Officer

Alice Pritchett  
400 Skeena Drive  
Mackenzie, BC, V0J2C0  
250-997-1922

January 13, 2025

Mayor Joan Atkinson  
1 Mackenzie Blvd  
Mackenzie, BC, V0J2C0

Re: Funding request

Mayor Joan Atkinson and Esteemed Council Members,

I am writing to bring forth a funding request on behalf of the Mackenzie Public Library Board. After careful consideration and evaluation of our operational needs, we are requesting an additional \$8,43.92 in funding from the District of Mackenzie in 2025.

This additional funding will accommodate a modest but necessary wage increase of 3.5% for our CUPE staff members, along with associated benefits and pension adjustments. Ensuring fair compensation for our employees is paramount to maintaining morale and productivity within our Municipal Library.

Additionally, this funding will assist in covering the increased cost of the annual audit, which was awarded to KPMG at the December 9<sup>th</sup>, 2024 Council meeting, as well as the increased cost of natural gas.

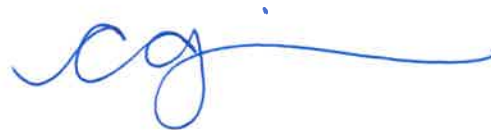
I am pleased to inform you that the Library will cover the increased cost of services and supplies, and services with the Library's surplus, in the amount of \$7,173.38. This surplus allocation will alleviate any additional strain on the municipal budget while ensuring continued access to essential resources for our community members. As well, we would like to inform you that the Mackenzie Public Library will be replacing the carpet throughout the Library in 2025, with enhancement grant funds from the Province of British Columbia.

Thank you for your attention to this matter, and we look forward to your consideration.

Sincerely,



Alice Pritchett  
Library Director



Camille Ginnever  
Chair, Mackenzie Public Library

Hi Cat and Jesse,

Please pass along this message to Mayor Atkinson and the other council members.

Mackenzie Community Services rescinds their letter of consideration for rental space at the Recreation Centre and will not require a letter of support for the proposed Integrated Youth Services project at this time.

After careful consideration, we have decided to postpone the implementation of the Integrated Youth Services project. While this was not an easy decision, we believe it is necessary to ensure that we have the resources, support, and conditions in place to maximize the project's success. We will revisit the project in the future and keep you informed as we move forward with our plans.

Should you have any questions or wish to discuss this further, please don't hesitate to reach out to me directly.

Warm regards,

*Sasha van den Berg, BCYC (She/Her)*

Executive Director

Mackenzie Community Services

T:

C:



I am honoured to live, work and play on the traditional territory of the McLeod Lake Indian Band. Respecting the beautiful culture and people of Tse'Khene Nation.



**Nuclear for BC Organization**

7931 Elwell St  
Burnaby, BC  
V5E 1M3



January 12, 2025

Dear Mayor and Councillors for the District of Mackenzie,

This is a letter of support for Councillor Jesse Wright's motion regarding Nuclear Energy in BC. I was excited to discover it posted on LinkedIn. His motion is very much aligned with the purpose of our non-profit organization: promoting the discussion, education, and adoption of nuclear technology in BC.

At first glance, the District of Mackenzie appears to be in an excellent location for a large scale nuclear power plant, especially given the low seismic activity. It is possible that more remote areas of BC could benefit from adopting small modular reactors (SMRs) although seismic activity would be a factor in future decisions. Currently BC is prevented from considering these options due to legislation in the Clean Energy Act.

Nuclear technology can be a contentious issue. As demand for clean and environmentally friendly energy increases, nuclear energy cannot be ignored. Nuclear energy is a critical part of Canada's energy plan. Other provinces have adopted nuclear energy, and more nuclear reactors are expected in the coming decades.

Many of the concerns about nuclear energy relate to the lifecycle of the uranium fuel. These challenges have been (or will be) addressed in Canada. BC would be a late adopter of nuclear energy. Canada must enact a solution for the lifecycle of the uranium fuel regardless of adoption in BC. In November 2024 the Nuclear Waste Management Organization (NWMO) announced it has selected Wabigoon Lake Ojibway Nation (WLON) and the Township of Ignace as the host communities for the future site for Canada's deep geological repository for used nuclear fuel. Consider the advantages of having your primary environmental concerns concentrated in small quantities of solid form.

More exciting concerns about nuclear energy relate to the infamous nuclear disasters. In Canada, nuclear energy has had a proven and safe track record. Engineering, operational, and administrative practices can all be improved by studying past incidents. It would seem logical that by the time a nuclear reactor project became a reality in BC it would be using modern engineering, operation, and administrative practices resulting in a safe and reliable source of electricity.

Given the many stages involved in conceptualizing, approving, engineering, and constructing a nuclear reactor, is it necessary to have a legislative block to nuclear energy? It seems more reasonable that if nuclear energy is the best option for an application, it should have its chance in an approval process that would not skip engagement with the community and First Nations.

Sincerely,

A handwritten signature in black ink, appearing to read "Hugh Turner", with a long horizontal flourish extending to the right.

Hugh Turner

President

Nuclear For BC

[www.NuclearForBC.ca](http://www.NuclearForBC.ca)



## Canada Post is Under Review through Section 108 of the *Canada Labour Code*

As you may know, the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post just before the holiday break, ordering CUPW members to return to work under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission lead by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

It will review Canada Post's financial situation, the possible diversification or alteration of delivery models, Canada Post's viability as it is currently configured, as well as bargaining issues, including full-time employment, health and safety and job security and produce a report not later than May 15, 2025. Accordingly, Kaplan's "recommendations may include amendments to the collective agreement, and any other changes to be implemented, including the structures, rights and responsibilities of the parties in the collective bargaining process."

### The Commission is Seeking Input

We have an incredibly short timeline to follow. Hearings will begin January 27 with statements from both CUPW and Canada Post. The good news is that there is an opportunity for third parties to send in a written submission to the Commission as part of its public review. CUPW and Canada Post must have their bilingual submissions in to the commission by end of day Monday, January 20. We do not have a date or mechanism yet for third-party submissions, but it could be very soon. CUPW would like to ensure that the views of community groups, municipalities, allied organizations and labour are also considered. Therefore, if at all possible, we would like you to provide input to the Commission.

**Please let us know if you will be making a submission. Please contact Brigitte Klassen at [bklassen@cupw-sttp.org](mailto:bklassen@cupw-sttp.org), so we can provide you with more details on how to send it to the Commission as soon as we have more information.**

**As time is of the essence and to help get you started on your submission, here are some suggested themes to consider that are important supplements to CUPW's bargaining demands.**

- Keep Canada Post a Public Service
- Maintain universal service at a uniform price
- Expanded services to diversify and generate new revenue streams, no service cuts
  - add financial services
  - maintain the moratorium on post office closures to enable community hubs (meeting spaces, sales of local crafts, community gardens, government services for all levels of government)
  - maintain door-to-door delivery and increase where financially viable
- Major changes to Canada Post should not be made without full public consultation conducted through a mandate review involving all stakeholders



## Keep Canada Post a Public Service

The Commission will examine the financial situation at Canada Post. Currently, the Crown Corporation is required only to be self-sufficient. It is completely user-funded and does not rely on taxpayer dollars. Canada Post still tends to prioritize major, high-profit customers over the public and providing a public service. Canada Post must not lose sight of its public interest objectives.

Major changes to Canada Post and the *Canadian Postal Service Charter* should not be made without full public consultation and hearings conducted through a mandate review involving all stakeholders. There is simply not enough time to do this under the Labour Minister's *Canada Labour Code* Section 108 order.

## Maintain universal service at a uniform price

There have also been calls in the media and by various think tanks to privatize or deregulate Canada Post with little regard for the impact on public service or working conditions. Though transaction mail has been in decline, there are still over 2 billion letters delivered every year to an increasing number of addresses. Canada Post has an exclusive privilege (a monopoly) to handle letters so that it is able to generate enough money to provide affordable postal service to everyone, no matter where they live, be it a large urban centre or a rural or isolated community. There is no comparison in the world of a deregulated or privatized post office that serves anything near Canada's vast size and geography.

It will become increasingly difficult for our public post office to provide universal postal service if the exclusive privilege is eroded or eliminated. The exclusive privilege funds its universality. If parts of the service are deregulated or privatized, competitors will leave it to Canada Post alone to provide increasingly expensive delivery service to rural and remote communities, while they compete in profitable urban areas.

Providing Canada Post with an exclusive privilege to handle addressed letters is a form of regulation. Reducing or eliminating this privilege is deregulation. We have this regulation for a reason.

## Expanded services to diversify and generate new revenue streams, no service cuts

For years, CUPW has been advocating for new and expanded services to help diversify and create new revenue streams as a direct means to handling decline in letter volumes. Many of these services, such as postal banking, already exist in many other post offices around the world and they generate significant revenue. Around the world, more than 1.2 billion people hold postal bank accounts.

Providing new services through the existing corporate retail network ensures that good jobs remain for workers and their families in the communities in which they live.

## Financial Services

Given Canada Post's vast retail network, postal banking would offer in-community service for those who are underbanked or who have had their financial institutions close and leave town. Today, there are many rural communities with post offices, but no banks or credit unions. Very few Indigenous communities are served by local bank branches. Hundreds of thousands of low-income Canadians don't have bank

accounts at all, and almost 2 million Canadians rely on predatory payday lenders for basic financial services.

Postal banking is relatively straightforward. Like commercial banks, post offices would provide everyday financial services like chequing and savings accounts, loans and insurance. Postal banking could also be used to deliver government loans, grants and subsidies to boost renewable energy projects and energy-saving retrofits.

In many countries, postal banking is also mandated to provide financial access for all citizens and to play a role in addressing social inequalities. Postal banking could provide reliable financial services that everyone needs at affordable rates.

## Community Hubs and Moratorium on Post Office Closures

We have also advocated community hubs (provide government services for all levels of government, meeting space, sales of local crafts, community gardens) and EV charging stations.

One of Canada Post's demands during Negotiations was to have the *flexibility* to close more than 130 of the 493 corporate Retail Post Offices that are protected under the current CUPW-Canada Post Urban Postal Operations collective agreement. These are post offices that are run by Canada Post and are not franchises located inside another host business.

While about three-quarters of these are also covered by an additional 1994 moratorium on closures, for those that are not, they could end up being privatized or disappear altogether if we lose this contract language. Residents may then have to travel further for their postal needs. No franchise host business is going to give up retail space for community hubs, nor parking space for charging stations that generate revenue for Canada Post. Longstanding, good-paying, full-time jobs in our communities could be replaced with low-wage, part-time work.

You can find a list of the post offices under the moratorium and how they are protected here:

<https://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/bureaux-outlets-eng.html>

## Senior Check-Ins

We have proposed creating a senior check-in service as well. Senior check-ins could bring peace of mind to loved ones and relatives who don't live nearby. Japan, France and Jersey in the British Isles currently offer effective and successful senior check-in services through their national postal services. Door-to-door postal workers are already watchful for signs that something isn't quite right. They could be allotted extra time on their routes to simply check in on seniors or people with mobility issues who sign up for the service to make sure everything is okay and deliver peace of mind.

Find out more about our service expansion proposals at <https://www.deliveringcommunitypower.ca>

## Canada Post and the Industrial Inquiry Commission

**Whereas** the Canada Industrial Relations Board, as instructed by the Federal Minister of Labour, Steven MacKinnon, ordered the end to the postal strike and the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*.

**Whereas** the Federal Minister of Labour, Steven MacKinnon, created an *Industrial Inquiry Commission* under Section 108 of *Canada Labour Code*, led by William Kaplan, that will work with the Canadian Union of Postal Workers (CUPW) and Canada Post to examine the future of the public post office, including possible changes to the *Canadian Postal Service Charter*.

**Whereas** Canada Post is, first and foremost, a public service.

**Whereas** the *Commission* has been tasked with reviewing the obstacles to negotiated collective agreements between CUPW and Canada Post, the financial situation of Canada Post, Canada Post's expressed need to diversify and/or alter its delivery models in the face of current business demands, the viability of the business as it is currently configured, CUPW's negotiated commitments to job security, full-time employment, and the need to protect the health and safety of workers.

**Whereas** the *Commission* only has until May 15, 2025, to submit its final report to the government and make recommendations about the future structure of Canada Post.

**Whereas** while there is room for written input, the *Commission* process is not widely publicized, nor equivalent to a full and thorough public service review of Canada Post's mandate allowing for all stakeholder input, as has been undertaken by previous governments.

**Whereas** it will be crucial for the *Commission* to hear our views on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, home mail delivery, parcel delivery, keeping daily delivery, adding postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure Canada Post's financial self-sustainability.

**Therefore, be it resolved** that (name of municipality) provide input to the *Commission* in the form of a written submission.

**Therefore, be it resolved** that (name of municipality) will write the Federal Minister of Labour, Steven MacKinnon, and the Federal Minister of Public Services and Procurement of Canada, Jean-Yves Duclos, who is responsible for Canada Post, to demand that no changes be made to the *Canada Post Corporation Act*, Canada Post's mandate or the *Canadian Postal Service Charter* without a full, thorough, public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

**PLEASE SEE THE MAILING INFORMATION FOR RESOLUTIONS ON REVERSE SIDE**

## MAILING INFORMATION

1) Please send your resolution to the Commission:

- We do not have a mailing address at this time. As we understand it, this is the email address that will collect the documents on behalf of the Commission:  
edsc.cdi-iic.esdc@labour-travail.gc.ca

2) Please send your resolution to the Ministers responsible for Labour and Canada Post, and your Member of Parliament:

- Steven MacKinnon, Federal Minister of Labour, House of Commons, Ottawa, Ontario, K1A 0A6
- Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

3) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

*/cope 225*



Bag Service 399

Fort Nelson, BC V0C 1R0

Phone: 250-774-3955

Email: fireadmin@northernrockies.ca

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November 19, 2024

Mackenzie Fire Department

Dear Chief Guise,

I am writing to express my sincere gratitude for the invaluable support provided by the members of your department, who were deployed to Fort Nelson to assist Northern Rockies Fire Rescue during the Parker Lake Wildfire. Their presence was instrumental in managing the situation, and I cannot emphasize enough how much their assistance lightened the load for both me and my crews.

The professionalism and dedication displayed by your firefighters were commendable, and their expertise played a crucial role in ensuring a safe and efficient evacuation of Fort Nelson. It is reassuring to know that we have such a competent team on hand to respond in times of crisis.

Please convey my heartfelt appreciation to all of the crew members who participated in this operation. The collaboration between our departments during such challenging times exemplifies the spirit of teamwork and commitment to community safety that we strive to uphold.

Thank you once again for your support. I look forward to our continued cooperation in ensuring the safety of our communities.

Sincerely,

James Childs  
Fire Chief  
Northern Rockies Fire Rescue





# NEURO-SPICEY NEWSLETTER



FEBRUARY 2025

## WELCOME

Welcome to the first edition of our Spectrum Supports newsletter! Our goal is to provide families, caregivers, and youth with neurodiverse needs a monthly update on upcoming groups, community events, and available supports. This newsletter will highlight accessible funding, respite supports, and community programs designed to help foster a sense of community and connection.




MCS MACKENZIE COMMUNITY SERVICES

*Spectrum Supports* **NEW**

Starts February 23rd

### SPECTRUM SUPPORT GROUP

4TH SUNDAY OF THE MONTH  
2 PM  
AT MACKENZIE COMMUNITY SERVICES

A Support Group for loved ones of those with Autism, Fetal Alcohol Spectrum Disorder, Complex Behavioral Conditions or other Neurodevelopmental Condition

Contact Cassandra at 250-997-6595 for more information

## UPCOMING GROUPS



@ MACKENZIE COMMUNITY SERVICES



FEB

**09**

Social Sunday  
2:00-4:00pm

FEB

**23**

Support Group  
2:00-3:00pm

MAR

**06**

FASD 101  
6:00pm-7:30pm

MAR

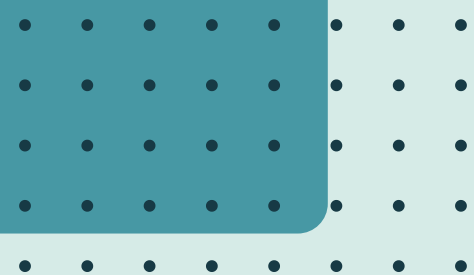
**20**

ASD 101  
6:00-7:30pm

## CONTACT CASSANDRA AT

250-997-6595

For more information or to register





## SPECTRUM SUPPORT GROUP

This program is available to families where a member is either diagnosed with or on the waitlist for assessment for Fetal Alcohol Spectrum Disorder, Autism, Complex Developmental Behavioral Conditions or Other Neurodevelopmental Conditions. This program will first work to build community and provide education through Groups, Workshops, Community Events, Support Groups and Social Opportunities.

If further support is needed, complex cases will be supported by the FASD Keyworker as a family unit. This may look like home visits, behavior analysis, advocating for supports, Multi-Disciplinary Team engagement and exploration of resources, education and strategies.

The Foundation of these services is that 'children do well when they can' and 'all behavior is communication'. The family and worker will explore and expand capacity for communication within the family unit and restore the parents' guiding relationship with their child.

This is a Ministry of Children and Family Development funded program hosted through Mackenzie Community Services. Cassandra Carter has over a decade of experience with specialized care needs with specific training in Relationship Development Intervention and believes strongly in empowering parents and families to find solutions that are meaningful to them to restore an environment of growth and mastery.

## UPCOMING COMMUNITY EVENTS

FEB

03

Book club 5:00-6:00pm  
sign up @ the Library  
(February book - Bride by Ali Hazelwood)

FEB

04

Lego Time -Drop in  
Every Tuesday @ the  
Library 3-4pm  
Ages 5-11

FEB

06

Preschool Story Time  
Thursday Drop in  
10:30- 11:30am @ the  
Library, Ages 3-5

FEB

14

Valentines Wreath Making  
@ the Library 1:00-2:00pm  
18+ event, Free Drop In

### CHECK OUT THE COMMUNITY CALENDAR FOR MORE EVENTS

<https://mackenzie.bc.libraries.ca/op/community-calendar/>



## Social Sundays

WITH SPECTRUM SUPPORTS

**A Judgement Free Family oriented Social Group where parents and children can connect with other with lived experience.**

**Suitable for those diagnosed or on the waiting list for Autism, Fetal Alcohol Spectrum Disorder, or Complex Behavior Conditions.**

Staff will support activities within the community.

On the 2nd Sunday of each month 2-4

February 9th 2-4pm: Light Refreshments

Topic: What activities do you wish you had support to engage in?

**INTRO TO**  
**FASD 101**  
 March 6 6-7:30  
**Autism 101**  
 March 20 6-7:30

THE INTRO OFFERS GENERAL EDUCATION ABOUT AUTISM OR FETAL ALCOHOL SPECTRUM DISORDER. FOLLOWING 101'S WILL ALLOW FOR IN DEPTH DISCUSSIONS AND EDUCATION ABOUT SPECIFICS TOPICS. OPEN TO ALL.

AT THE MCS BUILDING AT 500 MACKENZIE BLVD

CONTACT CASSANDRA AT 997-6595 FOR MORE INFORMATION

### CONTACT INFO

CASSANDRA CARTER

Email: [ccarter@mymcs.ca](mailto:ccarter@mymcs.ca)

Phone: 250-997-6595



## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Fire Department

**Date:** January 20, 2025

**Subject:** 2025 EOC (Emergency Operations Center) Grant

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### **RECOMMENDATION:**

THAT Council approves an application of up to \$40,000 to the Union of British Columbia Municipalities (UBCM) under the 2025 Emergency Operations Center (EOC) Grant;

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

### **BACKGROUND:**

The intent of the Emergency Operations Center (EOC) Grant Program offered by the UBCM is to support the purchase of equipment and supplies required to maintain or improve the Emergency Operations Centers and to enhance EOC capacity through training and exercises.

The District of Mackenzie plans to use the funding for wages towards the District of Mackenzie Emergency Management staff when performing EOC duties. This may include scheduling and participating in community engagements, training, personal development, equipment purchasing for EOC facilities, and building program capacity. Funding will also go toward equipment purchasing for the EOC.

### **BUDGETARY IMPACT:**

This project will have no budgetary impact and will be fully funded through the Emergency Operations Center Grant.

### **COUNCIL PRIORITIES:**

#### **Community and Social Development**

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

**Strong Governance and Finances**

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

**RESPECTFULLY SUBMITTED:**

Micaiah Taylor, Assistant Emergency Program Coordinator

**Reviewed By:** Corporate and Financial Services

**Approved By:** Chief Administrative Officer

## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** January 20, 2025

**Subject:** Infrastructure Planning Grant Application – Sidewalk and Trails Assessment

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### **RECOMMENDATION:**

THAT Council supports the application to the Provincial Government for the Infrastructure Planning Grant for up to \$15,000 towards sidewalk and trail condition assessments and data collection;

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

### **BACKGROUND:**

This report seeks the support of the Council in pursuing an Asset Management Infrastructure Grant for our community. The grant will provide crucial funding for enhancing and maintaining our vital infrastructure assets, ensuring their long-term sustainability and efficient management.

The Asset Management Infrastructure Grant, offered by the Provincial Government, is a competitive funding program aimed at supporting local municipalities in planning for the upgrading and maintaining of their infrastructure assets. The grant provides financial assistance for the implementation of asset management plans and projects.

In past years, the District completed facility condition assessments on the Mackenzie Recreation Centre (2023), Municipal Office (2023) and Public Works buildings (2024). Currently staff are integrating the results into its asset management program.

Staff are proposing to conduct condition assessments on the District's pedestrian infrastructure. To receive the full grant amount of \$10,000 the project must be \$15,000 with a grant funding scheme of 100% for the first \$5,000 and 50% for the next \$10,000. The condition assessments would be completed in 2025. This project supports the community's active transportation plan as well as the community's official community plan. It also adds to the progression of the District's asset management strategy.

The primary assessment would cost \$8,732, this would include the sidewalks and pathways in Mackenzie, the Azan Tunneh, Morfee Lakeshore, Little Mac, and John Dahl Trails. 15 Secondary parks would cost an additional \$19,740 however not all parks need to be completed, they can be ranked in priority to fit the needs of the budget.

### **Importance of the Assessments:**

Long-Term Cost Savings: By proactively managing our assets, we can prevent costly emergency repairs and extend the lifespan of our infrastructure. This approach will lead to significant long-term cost savings for the community.

Compliance with Regulations: The grant will assist us in meeting regulatory requirements for asset management, ensuring that our community remains in compliance with provincial guidelines and standards.

Funding: This project can be fully supported through the addition of Local Government Climate Action Plan (LGCAP) funding. Up-to-date condition assessments will not only strengthen future grant applications for capital projects but also provide valuable data for more effective financial planning.

### **BUDGETARY IMPACT:**

\$5,000 would be allocated from the 2025 Climate Action 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:**

Luke Thorne, Land and Environmental Coordinator

## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** January 27, 2025

**Subject:** Resolution of Support – Municipal Website

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### **RECOMMENDATIONS:**

#### **Resolution #1 – NDIIT Grant**

THAT Council supports the District of Mackenzie’s application to the Northern Development Initiative Trust’s Marketing Initiatives grant program for up to \$20,000 in funding towards the redevelopment of our municipal website.

#### **Resolution #2 – SparcBC Grant**

THAT Council supports the District of Mackenzie’s application to SparcBC’s Local Communities Accessibility Grant program for up to \$25,000 in funding towards redevelopment of our municipal website.

#### **Resolution #3 – South Peace Mackenzie Trust Grant**

THAT Council supports the District’s application to South Peace Mackenzie Trust grant program for up to \$60,000 in funding towards redevelopment of our municipal website.

#### **Resolution #4 – Outdoor Recreation Fund**

THAT Council supports the District’s application to the Outdoor Recreation Fund grant program for up to \$10,000 towards website content and accessibility updates as they relate to outdoor parks, trails, and amenities.

### **BACKGROUND:**

The Accessibility and Inclusion Advisory Committee took the lead in conducting a web review of the District of Mackenzie’s website and communication tools as outlined in the Mackenzie Age-Friendly Accessibility and Inclusion Action Plan. The review assessed the website and identified significant barriers that limit usability for individuals with disabilities, seniors, and other residents. The committee recommended to Mayor and Council at the January 8, 2024, Regular

meeting that a full redesign and rebuild of the municipal website is necessary to meet accessibility standards, align with the Accessible B.C. Act, and ensure equitable access to information and services for all users. Improving accessibility improves the user experience for all, not just those who face barriers to access.

Some of the new accessible features that are recommended include, but are not limited to:

- Ability for the user to customize and adjust to their needs - the contrast, text size, spacing, language, etc. (tools like [Userway](#) are an example of this);
- Adding alternate text on photos for those using screen readers;
- Re-writing amenity descriptions (ie. parks, trails, events, facilities) to be more detailed and allow the user to decide whether the space is deemed accessible or not (this is now the best practice – rather than deeming something accessible, that may not be for everyone). Information created could be used in other communication materials in the future – such as brochures, signage, new resident information guides.
- Adding alternative notification methods – ie. email notification for news posts; opportunities for subscription.
- Updating transcriptions / closed captioning of previously made District videos;
- Updating the website navigation to be more streamlined, connected, less dead links; and
- Provide an updated manual and new templates to help ensure there is standardization with the look, feel, navigation, and accessible features on each page and as the website and social media is used going forward.

At their meeting held on January 16, 2024, the Accessibility and Inclusion Advisory Committee provided a letter of support towards the project.

## **Moving Forward**

In general, launching in 2018, the current municipal website no longer meets the evolving needs of our community, residents, and stakeholders. With outdated functionality and limited accessibility features, the website falls short of compliance with modern Web Content Accessibility Guidelines (WCAG) and the Accessible B.C. Act. Additionally, its design and navigation are not optimized for user experience, making it difficult for individuals to find critical information or access services efficiently. As digital engagement continues to grow in importance, we recognize the need for a modern, user-friendly platform that prioritizes inclusivity, accessibility, and seamless navigation across all devices. By redesigning the website, we aim to create a digital space that reflects our commitment to serving the diverse needs of our community while fostering greater engagement, transparency, and efficiency in municipal services.

The improved functionality will make it easier for the District to attract new residents and businesses by offering more than just basic service information. It will continue to include everything from community highlights and service updates to showcasing investment

opportunities, economic development updates, and tourism information. By showcasing what makes Mackenzie a great place to live, work, and play, this update will give people all the tools they need to see why this is the right place for them to call home or start their next venture.

If successful in all four applications, the initial build and first-year costs of the redesigned municipal website will be fully covered by grant funding, resulting in no immediate financial impact on the District's budget. However, beginning in the second year, the District will likely see an increase in ongoing maintenance and servicing costs. This amount will cover website hosting, support and maintenance services, and the new applications to ensure continued functionality, accessibility compliance, and user support. These recurring expenses will be incorporated into the District's operational budget moving forward.

### **BUDGETARY IMPACT:**

Funding to support the yearly maintenance and servicing costs will be allocated from the General Government Operating 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.

#### **Economic Vitality**

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

### **RESPECTFULLY SUBMITTED:**

Rachelle Richman, Economic Development Coordinator

**Reviewed By:** Corporate and Financial Services

**Approved By:** Chief Administrative Officer

## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** January 21, 2025

**Subject:** RTC – Business Façade Improvement Program 2025

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### **RECOMMENDATION:**

THAT Council approves the applications from Mackenzie Community Arts Centre, Mackenzie Chamber of Commerce, and The Purple Bicycle to the Business Façade Improvement Program to a maximum amount of \$9,969.59.

### **BACKGROUND:**

The Northern Development Initiative Trust (NDIT) approved the District of Mackenzie's application for \$20,000 in funding towards the Business Façade Improvement program on January 17, 2024. This annual funding is available to enhance economic development by encouraging private sector investment in business façade improvements.

The goal of the Business Façade Improvement Program is to beautify the commercial core and industrial area of Mackenzie and help businesses attract more customers. The District of Mackenzie Business Façade Improvement Program provides the following types of reimbursement grants:

- **Category 1:** 50% up to a maximum of \$5,000 per building/project within the designated façade improvement area.
- **Category 2:** 50% up to a maximum of \$500 for home-based business wayfinding signage.

Due to the inability to allocate more than half of the 2024 Business Façade Improvement funding, the District was ineligible to receive additional funding for 2025. Instead, the District is permitted to utilize the remaining \$10,000 from the initial allocation for 2025 Business Façade Improvements.

This funding will continue to support local businesses in enhancing their storefronts, creating a more attractive and welcoming environment in Mackenzie's commercial and industrial areas.



**PROMOTIONAL ACTIVITIES:**

Staff advertised the program through the District’s website, distributed a public notice in mailboxes, and posted ads on social media. Program information was distributed through the Chamber of Commerce. Furthermore, staff took every opportunity to discuss the program with business owners during in-person casual conversations and meetings, as well as assisted with application development when requested.

**2025 APPLICATIONS:**

The three eligible project applications for consideration for the first intake is as follows:

**Mackenzie Community Arts Centre**

Project	Total Project Cost	Maximum Eligible Grant	Recommended Grant
Front entrance exterior paint, trim, siding, and 3 exterior murals.	\$14,000	\$5,000	\$5,000

Mackenzie Community Arts Centre is a second-time applicant. This quote includes revitalization of the exterior covered entrance with new paint, trim and siding, as well as the installation of three murals that will be placed around the entrance of the new location at 9 Laurier Drive.

Before Photo



**Mackenzie Chamber of Commerce**

<b>Project</b>	<b>Total Project Cost</b>	<b>Maximum Eligible Grant</b>	<b>Recommended Grant</b>
Automated Accessible Door	\$6,472.57	\$3,236.29	\$3,236.29

Mackenzie Chamber of Commerce is a second-time applicant. The project is to install an automated accessible door at their location in Town Centre Mall. The Chamber applied for this improvement in 2024; however, they did not receive approval for another grant in time to proceed with the project as initially planned.

Before Photo



**The Purple Bicycle**

Project	Total Project Cost	Maximum Eligible Grant	Recommended Grant
Exterior Signage – above front entrance and another facing Mackenzie Blvd	\$3,466.60	\$1,733.30	\$1,733.30

The Purple Bicycle is a second-time applicant; however, they were unable to complete their project in 2022, due to financial constraints. This quote includes the design and installation of two signs. One will be placed above their front entrance, and the other will be placed on the side of the building facing Mackenzie Blvd at their new location at Town Centre Mall.

Before Photo





**NEXT STEPS:**

If Council approves the above applications, there will be \$30.41 remaining.

**BUDGETARY IMPACT:**

The funding will be allocated from the General Government Operating Budget, funded by the Northern Development Initiative Trust's Business Façade Improvement Program grant.

**COUNCIL PRIORITIES:**

**Economic Vitality**

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

**RESPECTFULLY SUBMITTED:**

Rachelle Richman, Economic Development Coordinator

**Reviewed By:** Corporate and Financial Services

**Approved By:** Chief Administrative Officer

## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Accessibility and Inclusion Advisory Committee

**Date:** January 20, 2025

**Subject:** 2024 – 4th Quarter Activity Report

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### **RECOMMENDATION:**

THAT Council receives this report for information.

### **BACKGROUND:**

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

The AIAC mandate is as follows:

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

### **4<sup>th</sup> Quarterly Activity Report**

Committee members continue to be present in the community being cognizant of barriers that can or may impede access or inclusion navigating community facilities and spaces. As we learn more about access and inclusion, we are more and more conscientious of what exists and what changes could still evolve to increase the quality of life for some community members.

We continue to offer our "walk and roll" site visits however the uptake has been slow. When committee members visit business' and/or attend events they are cognizant of their surroundings and have spoken to managers/owners/operators to tell them about this service.

Creating an awareness within a facility generates questions but once again we hear “wish we could do more, but times are tough”.

This past quarter has not been as busy as previous quarters but that seems to be the way our community functions – things are quieter during the winter months. However, we are always looking for ways that we can support active and inclusive participation in everyday aspects of community living.

- Committee members seem to be more involved in the day-to-day operations of the District and this was visible by the number of committee members attending public events hosted by the district i.e. All Candidates Forum, District Finance meeting.
- The Community Christmas Concert presented by Morfee School. The Recreation Centre is the ideal venue to host events such as this and we encourage the community to take advantage of this well-designed spacious facility. Additionally, we are pleased to say it is one of the most accessible and inclusive spaces in the community. This facility has been receptive to our Walk and Roll site visits, and we will continue to provide our services whenever there are changes/renovations that affect community users i.e. change room adaptations, washroom upgrades etc.
  - Recommended changes for community events such as the public meeting is there needs to be an improved sound system and the installation of hearing (loop) system.
  - Also, the use of staging would make the venue more inclusive. (accessible and inclusive sight and sound).
  - A reminder is that it is important to have wide, clear aisles for ease of access.
  - The Morfee School concert was great! However, the space was not conducive to accessibility based on the level of attendance.

There are several groups, committees, organizations in the community that have common target audiences, concerns, and barriers. Regardless of which group members of our committee support they can share information related to activities, access, and inclusion. We can share information about available services and resources; opportunities to work together to address common concerns i.e. transportation, medical support, home support, snow removal, wellness checks, seniors’ housing or lack thereof and the list goes on. Working together for common goals makes our community inclusive.

We acknowledge the District’s efforts to recruit committee members to replace those whose terms have expired, and we too will assist with the search for potential candidates. We also acknowledge and have welcomed the alternate Council Liaison – Peter Kylo. Peter attended and participated in our December 18<sup>th</sup> committee meeting.

The committee thanks the District staff for updates to the website by implementing the “Tip of Week” program, updating resources and asking for our support in making the website more

accessible and inclusive. We are also learning about accessible resources such as a website and we acknowledge the support being offered by Amy Coates from our committee to support the District. We support the District’s application to SparcBC for website funding. An accessible and inclusive website speaks to Mackenzie being a forward thinking, supportive community that welcomes everyone to live, work and play.

Perhaps moving forward and when a funding opportunity is available the district would consider the addition of Mobi mats for 1<sup>st</sup> and 2<sup>nd</sup> beach.

Our last report acknowledged the placement of port-a-potties within the parks. Over the past few months, we have taken things one step further by inspecting the existing outdoor washroom facilities owned by the district. We have completed a preliminary “draft report” that we hope to release in the spring. We would like to do one more final check comparing and confirming our findings in comparison to the accessibility code.

As per conversations that Councillors had at UBCM with BC Hydro we are hoping that we will be invited to meet with BC Hydro staff when they plan updates to the washroom facilities at Mackenzie Landing (22 Mile).

Last quarter we mentioned working on the recommendations relating to the committee as identified in the Age-Friendly Access and Inclusion Action Plan and this is an ongoing project. We also stated that we would be hosting our own information sessions as they relate to neurodivergent disabilities and technology these are still in the planning stages.

#### **4<sup>th</sup> Quarter Committee Activities:**

<b>2024</b>	<b>Activity: 4<sup>th</sup> Quarter</b>
October 2	Williston Lake Elders Society —society & bylaw
October 2	Access and Inclusion meeting
October 5	Northern Roots Symposium
October 15	Williston Lake Elders Society (Care Home) meeting
October 17	Williston Lake Elders Society (Care Home) Bylaw meeting
October 18	Quarterly Report due and submitted
October 19	Elections BC (2 committee members were officers who made recommendations related to accessibility adaptations)
October 22	New Horizon Celebration and Wind-up
October 23	Video Conference – Heart Homes re Care Home insight into process
October 28	Rural Health
October 31	Williston Lake Elders Society (Care Home) – Boundary Design Care Home consultant
November 4	All Candidates forum
November 6	Williston Lake Elders Society (Care Home) council presentation prep

November 7	District Finance Meeting
November 12	Northern Health Meeting
November 19	Williston Lake Elders Society (Care Home) Care Home meeting – prep for public meeting
November 22	Realtor – features that make an apartment/condo accessible
November 24	A&I committee meeting (no District)
November 25	Rural Health
November 26	Coalition Meeting
November 26	Williston Lake Elders Society (Care Home) public meeting update
December 3	Northern Health Meeting with doctors
December 5	Community Awareness Meeting
December 5	Regional District Fraser Fort George - Recycle
December 17	Williston Lake Elders Society (Care Home) meet Fort St James Chair of their care home project
December 18	Access & Inclusion Committee meeting – Welcome Councillor Peter Kylo
December 18	Morfee School Community Christmas Concert – committee member part of the production, A&I committee member(s) attendance
Note:	Previously not reported – Committee member Amy working with businesses and landlord regarding façade improvement and access to shops located in the strip mall (Museum, Kelly’s Bakery ...)

### **Committee Meeting Minutes**

The minutes from the committee meetings held on October 02, 2025, and December 18, 2025, have been attached for Council’s consideration.

### **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:**

Elizabeth Blackburn, Committee Chair

**Reviewed by:** Corporate and Financial Services

**Approved by:** Chief Administrative Officer





Cassandra Carter, and David Schindler, are able to apply for another term, and can serve as members on the committee for 6 consecutive years.

Chair Blackburn noted that only one AIAC meeting had public attendance and suggested advertising on the radio or in the Macktown Buzzette so community members can attend meetings to promote more engagement.

The committee discussed focusing on "non-physical strategy" for the new year.

#### 4.3 Tips of the Week for Review

Cassandra Carter shared two documents with the committee, "Accessible Community; Invite Everyone to the Party" and "Barrier-free Entrances" to be shared on the AIAC webpage.

Amy Coates suggested the black font be changed to white for easier reading. After changes have been made, staff will post Tips of the Week every Tuesday beginning in January.

The committee discussed recording Tips of the Week for radio play. Cassandra Carter has already been in contact with CHMM.

#### 4.4 Update - Recycling

Cassandra Carter met with Chris Calder, Chief Administrative Officer, for Regional District of Fraser-Fort George, and Laura Zapotichny, General Manager of Environmental Services for Regional District of Fraser-Fort George regarding the accessibility for recycling. Since recycling bins have been moved to transfer station, and local residential curbside pickup is no longer available, there has been an increase in garbage. Cassandra explained that the community can apply for grants to sponsor a recycling service such as Green Phoenix - by having a sponsored program, RecycleBC will allow for residential curbside pickup.

#### 4.5 Update - Washroom Inspection Report

Chair Blackburn provided a working draft for committee members. Once complete the report will be submitted to Council.

#### 4.6 Update - Prince George Surgical Centre

A visit to the Prince George Surgical Centre took place on October 31. Automatic door openers have been installed. However, the washrooms are still not accessible and need to be addressed.

The Committee is advocating alongside Northern Health Authority and Doctors for improved services for helping people get to Prince George and the services that are available.

#### 4.7 Provincial Election

Kimberly Grywinski provided feedback for the 2024 Provincial Election. Kimberly said the set up was great, however more signage could have been utilized for residents who may need help.

Feedback was also provided for the Municipal By-Election held November 2024. Kimberly pointed out the height of the voting machine is difficult for users in wheelchairs. The flow of the room was also difficult to navigate. Other areas for improvement included using a larger font size for the ballots, and to better advertise that there is available help, as well as options like mail in ballots and curbside voting available to residents.

4.8 Business Façade Improvement Program

Staff provided committee members with an update that there is \$15,000 left in available funding for the Business Façade Improvement Program.

4.9 Rick Hansen Foundation - Training

Amy Coates will be enrolled for the Rick Hansen Foundation training.

4.10 Live It For A Minute

The Committee will discuss bringing "Live It For A Minute" to the Recreation Centre and Schools.

4.11 Sound System In Recreation Centre For Public Meetings

The Committee made a motion that Council to look at improvements and seek out funding for public meetings held at the Mackenzie Recreation Centre. Recommendations for improvement include better sound availability, a hearing loop system, livestreaming with closed captions, as well as a platform stage.

**Resolution: AIAC-46**

**Moved by:** Chair Blackburn

THAT the Access and Inclusion Advisory Committee recommends Council look into funding for accessibility improvements for public meetings held at the Mackenzie Recreation Centre.

**CARRIED**

4.12 Sparc BC Funding

Emily Kaehn, Director of Corporate Services shared that the District does have a project in mind with respect to improving the District website and accessible communications in general. The Committee indicated that a Mobi-Mat at the beach would be another project they would support.

**5. NEXT MEETING DATE**

February 19, 2025.

**6. ADJOURNMENT**

**Resolution: AIAC-47**

**Moved by:** D. Schindler  
THAT the meeting be adjourned at 5:04 pm

**CARRIED**

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Chair

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Corporate Officer



## Access and Inclusion Advisory Committee Meeting Minutes

October 2, 2024, 4:00 p.m.

District Office, 1 Mackenzie Boulevard

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

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

Meeting ID: 936 3501 6031    Passcode: 939381

Committee Present:        Chair E. Blackburn, C. Carter, A. Coates

Committee Absent:        K. Grywinski, D. Schindler

Staff Present:             Director of Corporate Services E. Kaehn, Legislative Clerk/Executive  
Assistant, C. Smith

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### 1. **CALL TO ORDER**

CALLED TO ORDER AT 4:00pm

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

### 2. **ADOPTION OF MINUTES**

2.1    AIAC Meeting - July 17, 2024

*The minutes from the AIAC Meeting held July 17, 2024 were adopted as presented.*

### 3. **ADOPTION OF AGENDA**

**Resolution: AIAC-43**

**Moved by:** C. Carter

THAT the Agenda be adopted as presented.

**CARRIED**

### 4. **REPORTS AND DISCUSSION TOPICS**

4.1    Committee Membership Terms

Chair Blackburn asked about the Committee member terms. Two members of the committee's terms come to an end December 31, 2024. A vacancy is currently posted for Alice Pritchett's resignation.

#### 4.2 Walk and Roll of District Outhouses

Chair Blackburn discussed the Committee's plans to conduct an audit of all District-owned public washrooms and present a report of their findings.

#### 4.3 Connection Fair Feedback

The Committee debriefed about the Connection Fair booth hosted by the Committee. Overall, positive feedback was received from both young and older residents - especially the interactive portions. The "fatigue display" was well received. A member of recreation staff indicated they would like to speak to Director Gilmer about a presentation to Recreation Centre employees. There were young teens that asked if it would be brought to elementary school.

#### 4.4 Rick Hansen Course

Chair Blackburn asked if new Committee member, Amy Coates, could be signed up for the Rick Hansen Online Training Course and staff said they would make these arrangements.

#### 4.5 Quarterly Report Due

The Committee will provide Chair Blackburn with their activity report and she will submit the quarterly report for the upcoming Council agenda.

#### 4.6 Accessibility Tip of the Week Postings

Staff have drafted the posts and will bring them to the next meeting for approval. Then arrangements will be made to add the tips to the District website, Facebook, and the radio.

#### 4.7 Website Update

The Committee mentions that there are links broken on the website and a website update is necessary for improved accessibility features. Staff are looking for funding to include a website update in the 2025 workplan.

#### 4.8 Recycling Connection

Cassandra Carter reached out to Chris Calder from the Regional District of Fraser-Fort George to discuss the accessibility of recycling now that the bins have been moved to the transfer station site.

4.9 District Website Shout Outs for Sharing on Facebook using A&I Frame

The Committee is encouraging the District to do shout-outs on the website and facebook about successful Accessibility and Inclusion projects completed.

4.10 Accessible Meetings Venue - Update

The Committee discussed creating a brochure to help advertise accessible services people may not know are available in the community.

4.11 Northern Roots Agricultural Symposium

The Committee discussed hosting a booth at the upcoming Northern Roots Agricultural Symposium.

5. **NEXT MEETING DATE**

TBD

6. **ADJOURNMENT**

**Resolution: AIAC-44**

**Moved by:** C. Carter

THAT the meeting be adjourned

**CARRIED**

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Chair

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Corporate Officer

## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** January 20, 2025

**Subject:** Commemorative Bench and Tree Program Review

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### **RECOMMENDATION:**

THAT Council approve the amendment of Council Policy 1.16, the Commemorative Bench and Tree Program Policy, as detailed in the attached report.

### **BACKGROUND:**

Since May 23, 2023, staff have been working on updating the Commemorative Bench and Tree Program Policy. Staff have worked in partnership with the Access and Inclusion Advisory Committee on creating a template for future memorial benches, four of these benches were trialed in 2023. After this Staff and the Access and Inclusion Advisory Committee spoke about ways to improve the template for future versions (ensuring benches are placed on level surfaces, are situated along accessible pathways, and are not obstructed by landscaping, signage, or other elements). In 2024 staff applied for the Imagine Grant for a pilot project to template three park assets, a bench, table as well as a pathway. Staff were successful in obtaining \$10,000 for the project, but due to delays were not able to complete the pilot project before winter set in, project completion is set for 2025.

We are now bringing forward the Commemorative Bench and Tree Policy for Council's review. The changes proposed are as follows:

- 1) **Removal of the \$500 maintenance fee after 10 years:** We recommend removing the \$500 maintenance fee that was previously charged after 10 years. This fee is no longer relevant due to the new benches, which are made from durable recycled plastic that does not deteriorate over time. With a lifespan of 50 years, these benches significantly outlast the previous wooden models. Additionally, this fee has proven difficult to collect, as many purchasers have relocated or changed contact information over the course the 10-year time frame.
- 2) **Incorporation of Accessibility Measures:** The inclusion of accessibility features has been successful, but these measures will require periodic updates to remain in compliance with evolving accessibility standards. Technical design updates will be



managed by Public Works and Corporate Services, in consultation with the Access and Inclusion Advisory Committee.

- 3) **Location:** The location of commemorative benches will be prioritized in areas near built assets such as roads, trails, and parks to ensure ease of access and convenience for the public. This prioritization is particularly important for ensuring that the benches are accessible to individuals with mobility challenges, as these locations are more likely to be well-connected and provide easier access. However, other alternative locations on District property may be considered based on specific needs or requests, and will be approved at the discretion of the Director of Operations.
- 4) **Additional plaques:** Staff propose the addition of one additional plaque, which would be at the cost of the purchaser, to allow for greater flexibility and personalization of commemorative benches and trees. Due to rising production and material costs, we also recommend transitioning from the previously offered bronze plaques to more cost-effective plastic plaques. The use of plastic plaques will ensure that the program remains financially sustainable while still maintaining a high standard of quality and durability. Plastic plaques are also lightweight, resistant to weathering, and easier to maintain, making them a practical and long-lasting option for outdoor placements.

A copy of the proposed changes and updated policy have been attached for further information.

## **COUNCIL PRIORITIES:**

### **Community and Social Development**

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

### **Strong Governance and Finances**

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

## **RESPECTFULLY SUBMITTED:**

Luke Thorne, Land and Environmental Coordinator

**Reviewed by:** Corporate and Financial Services and Operations

**Approved by:** Chief Administrative Officer

## 1.16

### **DISTRICT OF MACKENZIE**

#### **COMMEMORATIVE BENCH AND TREE PROGRAM**

Established by Council on July 25, 2005 – Resolution No. 24535  
Amended by Council on January 14, 2008 – Resolution No.25956  
Amended by Council on March 29, 2016 – Resolution No. 29806

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#### **PURPOSE:**

The District is providing this program to help in enhancing and beautifying our parks and paths while providing the means for individuals, businesses or organizations to honor a great achievement, an anniversary or other milestone, or to remember someone who has passed away.

#### **POLICY:**

The commemorative bench and tree program allows you to contribute to the cost of a specific park bench or tree in the District.

For benches, the donation covers the cost of the bench, the installation, the concrete and the plaque. The donation amount is \$1430 per bench. ~~Ten years after installation there will be a maintenance fee of \$500.~~

For trees, the donation covers the plaque, the cost of the tree, all site preparations, planting and maintenance. The donation amount is \$500 per tree.

Income tax receipts are issued for all donations.

In order to ensure that all community members, including those with disabilities, have equitable access to the commemorative benches, the District will prioritize accessible locations that comply with universal design principles and accessibility standards as updated. The Director of Operations shall approve the location of the commemorative Benches and Trees.

Plaques will be purchased and installed by the Public Works Department. There will be the option to purchase 1 (one) additional plaque per bench, with the added cost plus a 15% administration fee borne by the purchaser. All plaques must be located on the backrest, not on the seat or base. A standard bronze plaque is used on benches (3 inches x 7 inches). Standard plaques allow space for four lines of copy, a maximum of 32 letters/spaces per line (the spaces between words are included in this figure). No profanity may be used in the message on the plaque.

Donations to the District for a bench or tree do not constitute ownership of the item, the land upon which it is situated or the surrounding lands. The District retains the right to use the lands adjacent to donated items as it deems appropriate.

1.16

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District of Mackenzie

**COUNCIL MEMBER ACTIVITY REPORT**

**To:** Mayor and Council  
**From:** Councilor Wright  
**Date:** **January 2025**  
**Subject:** Report for January 2025

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**Note for Council:** I have resumed part time casual employment with the Mackenzie Legion Branch 273 as a bartender.

**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:
January 5, 2025	Volunteered to judge Remembrance Day Youth Contest Entries for the Central Zone of the Royal Canadian Legion	Education and Youth Liaison
January 6, 2025	Attended the second half of the District Parent Advisory Council for School District 57, which had presentations from the 'rural' schools around Prince George	Education and Youth Liaison
January 8, 2025	Attended the monthly Parent Advisory Committee (PAC) meeting at Morfee Elementary	Education and Youth Liaison
January 9, 2025	Attended an electeds only Climate Caucus meeting, where the topic was how to improve woman participation in municipal councils	Climate Liaison
January 12, 2025	Volunteered for the Mackenzie Rainbows Swim Club's Bottle Drive	N/A
January 14, 2025	Participated in a PCN Steering Committee meeting	N/A
January 14, 2025	Participated in the monthly Board meeting for the Canadian Ski Instructors' Alliance's (CSIA) BC/Yukon region of which I sit as the Northern Director	N/A
January 16, 2025	Attended the Chamber of Commerce's monthly luncheon. This month's guest speaker was the Chamber themselves	Chamber of Commerce Alternate
January 20, 2025	Attended an electeds only Climate Caucus meeting, where the topic was a presentation from the Canada Ready Infrastructure Service about a Federal program municipality like Mackenzie can use to get free access to Climate Mitigation experts	Climate Liaison

Respectfully Submitted,

Councilor Wright