

COUNCIL MEETING AGENDA

Date: Monday, March 24, 2025, 7:15 p.m.
Location: Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC

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.

1.1 Defer to Closed Meeting

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

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

2. ADOPTION OF MINUTES

2.1 Regular Meeting - March 10, 2025

6

2.2 Special Meeting- March 10, 2025

12

3. INTRODUCTION OF LATE ITEMS

N/A

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

N/A

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

- | | | |
|-------|--|----|
| 7.1.1 | Letter of Comment - Sunrise Expansion Program
Jennifer Prochera, Community and Indigenous Relations Advisor, has provided key discussion points following the Enbridge Sunrise Expansion Program Round Table, that took place on February 11, 2025 in Mackenzie. Jennifer is requesting a Letter of Comment from the District of Mackenzie regarding the Sunrise Expansion Program. The deadline for submissions is May 13, 2025. | 14 |
| 7.1.2 | Union of BC Municipalities 2025 Membership Dues
The District of Mackenzie Union of BC Municipalities 2025 Membership dues are \$2,682.76. | 18 |

7.2 For Consideration:

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

- | | | |
|-------|---|----|
| 7.2.1 | Letter from Mackenzie Figure Skating Club
Letter from Mackenzie Figure Skating Club expressing concern regarding the closure of the Mackenzie Recreation Centre on Sundays and 1/2 days Mondays. | 21 |
| 7.2.2 | Letter from Mackenzie Minor Hockey
Letter from Mackenzie Minor Hockey expressing concerns about the heating in the arena. | 22 |
| 7.2.3 | BC Hydro Williston Lake Reservoir Forecast Update
BC Hydro is continuing to manage its system, which continues to be affected by the previous years' drought. Planning for the | 24 |

water levels in Williston Reservoir, prior to the onset of this spring's snowmelt, is essential for ensuring reliable operations. BC Hydro has requested permission to draft Williston Reservoir below 2150 feet, if necessary, due to low system inflows the prior season.

- | | | |
|-------|--|----|
| 7.2.4 | Blood Plasma Donor Centre in Northern BC
Mark Karjaluoto and Chantelle Messier, Our Blood Counts, are requesting the District's support in principle, for the establishment of a Northern BC Blood Plasma Donor Centre in Prince George, BC. | 25 |
| 7.2.5 | Sugarcane Documentary 2025 Indigenous Culture Week
Andrea Morrison, Aboriginal Advisor/Liaison, CNC Mackenzie Campus, would like to formally invite Mayor and Council to a showing of the documentary Sugarcane, at the Purple Bicycle, Wednesday March 26, from 6pm-9pm. Due to viewing rights, a maximum capacity is set at 50 people. Please RSVP if you would like to attend. | 29 |
| 7.2.6 | Light Up in Purple for National Dental Hygienist Week
Brittney Sander, Marketing & Communications Coordinator, The Canadian Dental Hygienist Association, is requesting that the Mackenzie Recreation Centre be lit up in purple to celebrate National Dental Hygienist Week as part of the Canadian Dental Hygienist Association's national "Put Your Purple On!" campaign. | 30 |

7.3 Centre Table File

- Vehicle Replacement 2025 Utilities Truck Quotes
- Kwadacha River Bridge Construction Environmental Management Plan
- Praxis Solutions Proposal
- Praxis Solutions Team Member Qualifications
- Enbridge Round Table Discussion Presentation
- Rural Health Matters Mid Month March Edition

8. ADMINISTRATIVE REPORTS

8.1	<u>Contract Award – Development Services Program Update</u>	31
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THAT Council awards the Development Services Program Update project to Praxis Solutions in the amount of \$34,400 plus GST;

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

8.2	<u>Land Referral - Application for a Section 11 Kwadacha Natural Resources Limited Partnership</u>	35
	THAT Council directs Administration on how to respond to the referral request.	
8.3	<u>Vehicle Replacement – 2025 GMC Sierra 1500</u>	41
	THAT Council awards the purchase of a 2025 GMC Sierra 1500 from Wood Wheaton Supercenter in the amount of \$49,086 plus GST;	
	AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.	
9.	<u>COUNCIL REPORTS</u>	
9.1	<u>Mayor's Report</u>	
9.2	<u>Council Reports</u>	43
	• Councillor Wright	
10.	<u>UNFINISHED BUSINESS</u>	
11.	<u>NEW BUSINESS</u>	
12.	<u>BYLAWS</u>	
12.1	<u>Bylaw No. 1521, 2025, Water Rates Regulations Amendment</u>	46
	THAT Bylaw No. 1521, 2025 cited "Water Rates Regulations Amendment Amendment Bylaw" be adopted.	
12.2	<u>Bylaw No. 1522, 2025, Sewer Rates Regulations Amendment</u>	49
	THAT Bylaw No. 1522, 2025 cited "Sewer Rates Regulations Amendment Bylaw" be adopted.	
12.3	<u>Bylaw No. 1523, 2025, Garbage Rates Regulations Amendment</u>	52
	THAT Bylaw No. 1523, 2025, cited "Garbage Rates Regulations Amendment Bylaw" be adopted.	
13.	<u>NOTICE OF MOTION</u>	
14.	<u>COMING EVENTS</u>	
15.	<u>INQUIRIES</u>	
	• In-person	

- Online (Zoom/phone)
- Written comments received

16. ADJOURNMENT

**Regular Council Meeting
Minutes**

**March 10, 2025, 7:15 p.m.
Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC**

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

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K. Borne,
Director of Operations J. Murray, Director of Corporate Services E.
Kaehn, Finance Manager W. Peterson, Legislative Clerk/Executive
Assistant, C. Smith

1. CALL TO ORDER

CALLED TO ORDER AT 7:15PM

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

2. ADOPTION OF MINUTES

2.1 Committee of the Whole - February 24, 2025

The minutes of the Committee of the Whole Meeting held on February 24, 2025 were adopted as presented.

2.2 Regular Meeting - February 24, 2025

The minutes of the Regular Meeting held on February 24, 2025 were adopted as presented.

2.3 Special Meeting- February 24, 2025

The minutes of the Special Meeting held on February 24, 2025 were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

Resolution: 33722

Moved by: Councillor Wright

THAT the following late items be added to the agenda:

8. ADMINISTRATIVE REPORTS

**8.5 2025 Provisional Operating and Capital Budgets*

THAT Council approves the 2025 Provisional Operating and Capital Budgets.

**8.6 2025 Water, Sewer and Garbage Bylaw Amendment*

THAT Council receives this report for information.

12. BYLAWS

**12.1 Bylaw No. 1521, 2025 Water Rates and Regulations Amendment*

THAT Bylaw No. 1521 cited as "Water Rates and Regulations Amendment Bylaw No. 1521, 2025" be given its first three readings.

**12.2 Bylaw No. 1522, 2025 Sewer Rates and Regulations Amendment*

THAT Bylaw No. 1522 cited as "Sewer Rates and Regulations Amendment Bylaw No. 1522, 2025" be given its first three readings.

**12.3 Bylaw No. 1523, 2025 Garbage Rates and Regulations Amendment*

THAT Bylaw No. 1523, 2025 cited as "Garbage Rates and Regulations Bylaw No. 1523, 2025" be given its first three readings.

CARRIED

4. ADOPTION OF AGENDA

Resolution: 33723

Moved by: Councillor McMeeken

THAT the Agenda be adopted as presented.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

Shannon Bezo, Chair, Mackenzie Chamber of Commerce, spoke to item 8.1 and asked if anyone from the District would present or have an open meeting to share information regarding the procurement process. Mayor Atkinson asked if it would be okay that the District share their policy and procedure on procurement with the Chamber of Commerce, rather than a meeting or a presentation by staff. Mrs. Bezo accepted.

6. PETITIONS AND DELEGATIONS

N/A

7. CORRESPONDENCE

Resolution: 33724

Moved by: Councillor Wright

THAT the correspondence listed on the agenda be received.

CARRIED

7.1 For Action:

7.1.1 Letter of Support - Mackenzie Chamber of Commerce

Councillor Brumovsky declared a conflict on this item and left the room for the vote.

Resolution: 33725

Moved by: Councillor Wright

THAT Council provide a letter of support to the Mackenzie Chamber of Commerce for their application to the McLeod Lake Mackenzie Community Forest grant for funding towards Walking Tours and Activities.

CARRIED

Councillor Brumovsky returned.

7.2 For Consideration:

7.2.1 UBCM & LMLGA Support for Resolution

7.2.2 Open Letter to Premier Eby and Minister Chandra Herbert

7.2.3 Enbridge Sunrise Expansion Program Roundtable

7.2.4 Hard Drug Full Decriminalization

Resolution: 33726

Moved by: Councillor Barnes

THAT Council send a letter to alert Premier David Eby that the full decriminalization of hard drugs must be repealed.

Opposed (3): Mayor Atkinson, Councillor Tapper, and Councillor Wright

CARRIED (4 to 3)

7.3 Centre Table File

8. **ADMINISTRATIVE REPORTS**

8.1 Notice of Motion – DOM Procurement Practices

Resolution: 33727

Moved by: Councillor Wright

THAT the District ban purchases from USA for the next 60 days, if products are also available in Canada.

AND THAT if a product is only available through the USA, staff can seek approval from Chief Administrative Officer.

CARRIED

8.2 Council Liaison Appointment – Mental Health and Addictions

Resolution: 33728

Moved by: Councillor McMeeken

THAT Councillor Jesse Wright be appointed the Mental Health and Addictions Council Liaison.

CARRIED

8.3 Visitor Centre Caboose Operations 2025

Councillor Brumovsky declared a conflict on this item and left the room.

Resolution: 33729

Moved by: Councillor P. Kylo

THAT Council approves the 2025 Visitor Services Agreement with the Mackenzie Chamber of Commerce in the amount of \$28,000;

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

CARRIED

Councillor Brumovsky returned.

8.4 Resolution of Support – BC Air Access Program and SPMT – Airport Upgrades

Resolution: 33730

Moved by: Councillor Barnes

THAT Council supports the District of Mackenzie's application to the BC Air Access Program for up to \$33,000 in funding towards airport upgrades.

CARRIED

Resolution: 33731

Moved by: Councillor Brumovsky

THAT Council supports the District of Mackenzie's application to the BC Air Access Program for up to \$13,000 in funding towards airport upgrades.

CARRIED

Resolution: 33732

Moved by: Councillor McMeeken

THAT Council supports the District of Mackenzie's application to the South Peace Mackenzie Trust for up to \$46,145 in funding towards airport upgrades.

CARRIED

8.5 2025 Provisional Operating and Capital Budgets

Resolution: 33733

Moved by: Councillor Brumovsky

THAT Council approves the 2025 Provisional Operating and Capital Budgets.

Opposed (1): Councillor Wright

CARRIED (6 to 1)

8.6 2025 Water, Sewer and Garbage Bylaw Amendment

Resolution: 33734

Moved by: Councillor McMeeken

THAT Council receives this report for information.

CARRIED

9. **COUNCIL REPORTS**

9.1 Mayor's Report

9.2 Council Reports

10. **UNFINISHED BUSINESS**

N/A

11. **NEW BUSINESS**

Resolution: 33735

Moved by: Councillor P. Kylo

THAT Council submit resolutions to NCLGA and UBCM asking them to lobby the Provincial government to ensure Provincial decisions regarding the removal of crown land from current and potential resource extraction activity, impacting the local economy, must first include consultation from local government prior to decisions being made.

CARRIED

Resolution: 33736

Moved by: Councillor P. Kylo

THAT Council submit a resolution to NCLGA and UBCM asking them to lobby the Provincial Government to ensure local government is afforded the opportunity to participate in discussions prior to any Provincial ministry decisions regarding the closure of forest service roads

CARRIED

12. BYLAWS

12.1 Bylaw No. 1521, 2025 Water Rates and Regulations Amendment

Resolution: 33737

Moved by: Councillor Barnes

THAT Bylaw No. 1521 cited as "Water Rates and Regulations Amendment Bylaw No. 1521, 2025" be given its first three readings.

CARRIED

12.2 Bylaw No. 1522, 2025 Sewer Rates and Regulations Amendment

Resolution: 33738

Moved by: Councillor Brumovsky

THAT Bylaw No. 1522 cited as "Sewer Rates and Regulations Amendment Bylaw No.1522, 2025" be given its first three readings.

CARRIED

12.3 Bylaw No. 1523, 2025 Garbage Rates and Regulations Amendment

THAT Bylaw No. 1523, 2025 cited as "Garbage Rates and Regulations Bylaw No. 1523, 2025" be given its first three readings.

CARRIED

13. NOTICE OF MOTION

N/A

14. COMING EVENTS

March Break for School District No.57 - March 15 - March 30, 2025.

15. INQUIRIES

N/A

16. ADJOURNMENT

Resolution: 33740

Moved by: Councillor Barnes

THAT the meeting adjourns at 8:14pm.

CARRIED

Mayor

Corporate Officer

**Special Council Meeting
Minutes**

**March 10, 2025, 5:30 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 P. Kylo, Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K. Borne, Director of Operations J. Murray, Fire Chief J. Guise, Director of Recreation Services T. Gilmer, Director of Corporate Services E. Kaehn, Finance Manager W. Peterson, Legislative Clerk/Executive Assistant, C. Smith

1. CALL TO ORDER

CALLED TO ORDER AT 5:30 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 AGENDA

Resolution: 33719

Moved by: Councillor Wright

THAT the Agenda be adopted as presented.

CARRIED

3. 2025 PROVISIONAL BUDGET DISCUSSION

Chief Financial Officer, Kerri Borne, gave a presentation on the 2025 Provisional Budget.

Resolution: 33720

Moved by: Councillor Kylo

THAT staff bring back a report to Council on the feasibility and legality of implementing an empty/vacant lot surtax on properties within Mackenzie that are deemed or declared empty.

Opposed (1): Mayor Atkinson

CARRIED (6 to 1)

4. **INQUIRIES**

N/A

5. **ADJOURNMENT**

Resolution: 33721

Moved by: Councillor Wright

THAT the meeting adjourn at 6:20PM

CARRIED

Mayor

Corporate Officer

DRAFT

On behalf of Enbridge, I want to sincerely thank you for taking the time to participate in the recent roundtable discussion as part of the Sunrise Expansion Program in Mackenzie.

Your insights have given us a clearer understanding of Mackenzie's community needs, priorities, and perspectives, which will help shape how we address social and economic impacts and improve our communications as the project moves forward.

As promised, please see below for our key discussion points, which have been instrumental in Enbridge's understanding of Mackenzie's specific community needs and priorities. We have also attached the presentation we walked you through.

We will be reaching out to organize follow-ups in the coming months to further our discussions. If you have any further thoughts, please don't hesitate to reach out. We also welcome any recommendations on others within the community who you feel are important voices to be heard.

In the meantime, should you feel this project will benefit the community of Mackenzie, we hope your organization might consider submitting a Letter of Comment to share your views in writing, making them part of the public record during the hearing process. The CER will consider all submissions when making its decision or recommendation on the Project. If you are interested in making a submission please reach out and I would be happy to share more details about the process.

Best regards,

Jenn

Mackenzie Roundtable: What We Heard

February 11, 2025

Introduction

On February 11th, 2025, community leaders, business representatives, and local officials gathered in Mackenzie, British Columbia, for a roundtable discussion hosted by Enbridge.

The discussions focused on workforce accommodation, economic development, and infrastructure challenges, with participants providing key insights and recommendations to guide Enbridge's engagement in Mackenzie.

The following "What We Heard" report is part of Enbridge's commitment to looping back to participants with the information gathered during the discussion – and keeping an open door for more ideas, opportunities – and challenges – for the community to bring forward. In addition, participants are encouraged to think of other voices in the community who may be able to contribute to this effort but may have not been included in the first roundtable.

What We Heard

The discussion during the roundtable was organized into three main areas: Workforce Accommodation, Economic Opportunities & Community, Well-Being and Infrastructure Health & Land Use. The following are key findings from each.

Workforce Accommodation

Following a presentation from Enbridge on the proposed workforce accommodation in Mackenzie, a key discussion point was that workforce accommodation should support both the project and the local community. Participants reflected on past experiences with work camps, concerns about housing availability, and the importance of community integration.

Local Housing & Camp Presence:

- Past work camps, were positively received and contributed to the local economy.
- Some community members have rooms available for workers; a formal call-out for accommodations was suggested.
- Concerns were raised about illicit activity in camps and how worker behavior will be monitored. Overall, this was not a huge concern from the group who have seen local camps bring more good than harm to the community.
- The establishment of a community advisory group was recommended to ensure consistent communication between Enbridge and residents.
- While the community was not concerned about whether the camp would be a 'dry camp' or not, it was recommended by a participant that allowing alcohol every day of the week (versus just on the weekend) may help to mitigate binge drinking that can cause issues.

Economic and Community Benefit:

- Economic benefit has been noticed, as workers staying in Mackenzie in the past supported businesses, including restaurants and bed-and-breakfasts.
- Past workers staying in Mackenzie used to take community members out for dinner – given as an example of successful and positive integration of workers into the community.

Healthcare & Emergency Preparedness:

- While everyone in Mackenzie has access to a family doctor, there are no dentists or eye care providers in the community, as well as no helipad to transport those in need in and out of the community.
- Mackenzie's small hospital has limited capacity (nine beds) and no diagnostics, raising concerns about how worker health needs may overwhelm the already limited system.
- Emergency response plans should account for healthcare limitations and ensure proper medical support for workers.

Economic Opportunities & Community Well-Being

A thriving local economy and strong community well-being were identified as essential for Mackenzie's long-term success. Discussions focused on ensuring local hiring, supporting

businesses, and investing in social infrastructure to create sustainable economic growth and social stability.

Job Creation & Local Hiring:

- The community of Mackenzie struggles with unemployment generally. The potential for local job creation in the community is a positive.
- Participants emphasized the need to prioritize local hiring and ensure that contractors source workers from Mackenzie, rather than Alberta.
- WorkBC was identified as being able to play a role in connecting job seekers with project opportunities.

Support for Local Businesses:

- Some participants vocalized that their preference would be to focus on investment in local businesses first, and local hiring second. This is because local businesses will continue to employ locals long after the SEP project has concluded.
- It was suggested that local procurement should include heavy equipment, road-building materials, and supplies from local businesses.
- Community members highlighted the need to support small businesses, as economic concerns remain a primary issue in Mackenzie.
- It was noted that services such as restaurants and the Legion will benefit from regular project updates and timelines to ensure they are adjusting hours and food for an increased population.

Social Well-Being & Community Support: Roundtable participants highlighted the following areas in which Mackenzie services could use support:

- The growing elderly population requires increased services, including seniors' meal plans and healthcare support.
- Investments in mental health resources, particularly for youth and adult males, were recommended.
- Expanding public service hours, including for the Legion and other community centers, could provide additional social benefits.
- The College of New Caledonia (CNC) campus is considering downsizing, which would mean no local post-secondary institution or facility for residents to develop skills and trades. This means the younger population may migrate to Prince George.

Infrastructure Health & Land Use

Developing resilient infrastructure and responsible land use planning are necessary to support both the project and Mackenzie's broader needs. Stakeholders emphasized transportation challenges, environmental stewardship, and the need for legacy projects that provide lasting community benefits.

Transportation & Accessibility:

- The town has no taxi services (the last company has just closed), and transportation remains a challenge.
- Stakeholders suggested Enbridge invest in road improvements and consider a worker shuttle system.
- The North Road is critical for regional connectivity and should not be deactivated, as is

currently being proposed.

Environmental & Legacy Projects:

- Legacy contributions could include donating worker equipment when the project is complete, such as office trailers, safety equipment, fire trailers, etc.
- Another suggested legacy project involved developing multi-use trails to support recreation and tourism.
- Participants proposed turning former work sites or worker accommodation sites into community fairgrounds and ensuring proper land restoration post-project, which has been done in other B.C. municipalities with success.

Housing & Tourism Needs:

- The town lacks sufficient hotels, which impacts both tourism and workforce accommodation.
- Rental opportunities and short-term housing solutions should be explored to prevent market strain.

Jennifer Prochera

Community and Indigenous Relations Advisor

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ENBRIDGE

CELL: 250-224-4808

Jennifer.Prochera@enbridge.com

enbridge.com

Integrity. Safety. Respect. Inclusion

March 1, 2025

Council Members
District of Mackenzie
Bag 340
Mackenzie, BC, V0J 2C0



Dear Council Members,

I am pleased to invite District of Mackenzie to renew its annual membership in the Union of B.C. Municipalities (UBCM).

UBCM was founded in 1905 because local government leaders at the time recognized a need for a common voice when working with other levels of government. The same mission drives UBCM today. Our advocacy is rooted in the voices of our members to ensure your priorities and concerns are heard.

One of the overarching challenges facing local governments today is the cost of service delivery and the growing pressure on property taxes. In many the communities, the financial challenges we face are exacerbated by gaps in provincial and federal responsibilities.

During the fall provincial election, UBCM highlighted the impact of provincial funding gaps on local governments, specifically in housing and homelessness, infrastructure, climate action and emergency management. Our campaign, *Stretched to the Limit*, was launched prior to our annual convention, and provided a frame for media coverage leading into the election.

Last year, UBCM successfully challenged the government to hold back on implementing Bill 45, which would have limited the ability of local governments to seek court-ordered decampments. Had the province not pulled back the cost implications for local governments would have been considerable.

UBCM also continued our advocacy during the past year for better guidelines to support the province's decriminalization trial. Local governments quickly recognized that the exemption granted by Health Canada went too far in permitting the consumption of illicit drugs in public places. UBCM advocated to prohibit use in more public spaces, and we were glad to see the change made to the Health Canada exemption last spring.

We also know the cost pressures facing communities as you manage growth and replace aging infrastructure. A key achievement in the past year was completing negotiations with the federal and provincial governments to renew the Canada Community-Building Fund for another 10 years. This program will deliver over \$3.7 billion to B.C. communities over the next decade to provide predictable, flexible funding for infrastructure needs.

The new Emergency and Disaster Management Act (EDMA), introduced in fall 2023 with the aim of strengthening emergency management across the province, also added considerable responsibilities for local governments. During the past year, UBCM initiated a joint advisory committee to inform the development of EDMA regulations, emphasizing the need for less prescriptive regulations that will minimize the burden on local governments and account for local circumstances.

Responsible conduct is a priority for local government, and UBCM continues to work with the Local Government Management Association and Provincial staff to support it. Over the past year, UBCM joined with LGMA to release a discussion paper that explores options for additional code of conduct legislation. The province is drawing on this paper as it undertakes policy development as it explores legislative options. We expect to hear more from the province on these options in the coming months.

Reconciliation is a long-term matter of importance to our members. We were pleased to co-host a province-wide community-to-community forum in September with the First Nations Leadership Council. The full day event brought together dozens of First Nations and local governments for a day of dialogue around building relations, advancing reconciliation, and exploring ways to work together. We will continue to support local governments and First Nations to work together for the benefit of their communities, collaborating on areas of mutual interest, and setting an example for organizational reconciliation.

As we prepare this letter, we find ourselves on the eve of the 2025 provincial budget and the threat of tariffs targeting Canada's economy. The coming year will be a time of uncertainty and dramatic adaptation to new circumstances. As local governments navigate these changes, UBCM will redouble our efforts to represent your interests with the provincial government.

Our effectiveness as an organization is directly tied to the support and participation of our members. I sincerely thank you for District of Mackenzie's renewal of its membership last year and look forward to continuing our work on your behalf with the rest of the UBCM Executive.

If you have any questions or feedback about our work, please do not hesitate to contact me directly.

Sincerely,
Councillor Trish Mandewo
UBCM President





UNION OF B.C. MUNICIPALITIES
Suite 60 – 10551 Shellbridge Way
Richmond, British Columbia
Canada, V6X 2W9
Phone: (604) 270-8226 E-mail: ubcm@ubcm.ca

INVOICE

TO: District of Mackenzie
Bag 340
Mackenzie, BC V0J 2C0

Invoice Date: Mar 1, 2025
Invoice No: D-5991
Due: Upon Receipt
Reference: 2025 UBCM Annual Dues

DESCRIPTION	AMOUNT
Population: 3,346 <i>Your UBCM dues have been calculated using population estimates (Dec 2024 release) provided by BC STATS, the central statistical agency of the Province of British Columbia.</i>	
Annual Dues:	
First 5,000 population at 0.7636	\$2,555.01
Next 10,000 at 0.5546	\$0.00
Next 15,000 at 0.3490	\$0.00
Balance at 0.0714	\$0.00
Subtotal:	\$2,555.01
5% GST: (10815 0541)	\$127.75
Total:	\$2,682.76



UNION OF B.C. MUNICIPALITIES
Suite 60 – 10551 Shellbridge Way, Richmond, B.C. V6X 2W9

REMITTANCE PORTION

District of Mackenzie
2025 Annual UBCM Dues

Date: Mar 1, 2025
Invoice # D-5991

TOTAL DUE:

\$2,682.76

AMOUNT
ENCLOSED:

Please return this portion of invoice with payment. Please do not combine payment of this invoice with any other billing you may receive from UBCM. Thank you.

Dear Mayor and Council,

On behalf of the Mackenzie Figure Skating club, I would like to express my dismay regarding the closure of the recreation centre on Sundays and Mondays.

As many of you know, the limited ice time available is currently split up between figure skating, hockey, curling, speed skating, and public skating. To start, taking away the Monday ice time would result in these organizations getting less ice time than we already do.

As a former figure skater and current figure skating coach, I am disgusted that council would consider something that takes away from the youth in this community. Our club has operated Monday to Friday for as long as it has been a part of Mackenzie and will hopefully continue to do so in the future.

Sundays are a vital day for the facility to be open as many parents take advantage of the pool, play gym, and rink as a safe place to spend quality time with their children especially when the weather is poor. Many sports organizations and people of the community rely on these activities. Hockey and lacrosse tournaments happen on Saturdays and Sundays. Figure skating seminars and shows occur on Saturdays and Sundays. How are tournaments and events supposed to happen if the facility is closed?

I understand the staffing issues and budget cuts that are in the works, however, I do believe that closing a vital hub in our community is not the way to achieve the best results for your budgets.

Please consider this letter in your decision.

Sincerely,

Allison McDonald



Mackenzie Minor Hockey

Box 1622

Mackenzie, BC

V0J 2C0

Cherri Carlson
President, Mackenzie Minor Hockey
cherri_carlson@hotmail.com

Justin Hawkins
Vice President, Mackenzie Minor Hockey
justin_hawkins@hotmail.com

February 26, 2025

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

Dear Mayor and Council,

On behalf of Mackenzie Minor Hockey, we want to begin by expressing our appreciation for the recent upgrades to the Mackenzie Recreation Centre. The improvements, particularly to the ice surface, have been well received and are essential for maintaining a quality facility for our community and visiting teams. We look forward to the final phase of repairs to the arena floor scheduled for completion this summer.

However, we would like to bring forward a pressing concern that has been raised repeatedly over the course of this hockey season—the extreme cold inside the arena. While we recognize the importance of maintaining proper ice conditions, the temperatures within the facility, particularly during cold weather events, have become a serious issue. This concern was most recently highlighted during the U11 tournament (February 15/ 16, 2025), where temperatures outside dipped below -30°C.

Throughout the season, we have received numerous complaints from both local and out-of-town teams regarding the cold conditions inside the rink. During the U11 tournament, coaches reported that players were on the verge of tears due to the cold, and in some cases, teams were forced to sit players who could not tolerate the extreme temperatures. Additionally, young officials learning to referee the game have struggled with the cold temperatures as they can not wear coats and other winter gear while officiating. Some teams have even indicated that they may reconsider attending future tournaments in Mackenzie due to these conditions.

Beyond the discomfort, there are significant concerns regarding player safety. Exposure to extreme cold during high-intensity physical activity increases the risk of muscle stiffness, reduced reaction times, and potential injury. The risk is even greater for younger athletes, who may not yet have the physical resilience to endure such conditions.



Mackenzie Minor Hockey

Box 1622

Mackenzie, BC

V0J 2C0

We are hopeful that solutions can be explored to improve the heating situation within the arena while still maintaining proper ice conditions for next season. Whether it be adjustments to the existing heating system, additional insulation, or other potential remedies, we are eager to work with the District to find a way forward.

Mackenzie Minor Hockey is committed to fostering a safe and enjoyable environment for our players, officials, and visiting teams. We appreciate your time and attention to this matter and look forward to discussing potential solutions to ensure that our arena remains a welcoming venue for all.

Sincerely,

Cherri Carlson
President, Mackenzie Minor Hockey

Justin Hawkins
Vice President, Mackenzie Minor Hockey

cc: Mackenzie Recreation Centre Management
Mackenzie Minor Hockey Executive

From: Kellett, Mike <Mike.Kellett@bchydro.com>

Sent: March 17, 2025 11:30 AM

Subject: BC Hydro Williston Reservoir Forecast Update - March 17, 2025

Good morning,

BC Hydro is continuing to manage its system, which continues to be affected by the previous years' drought. Planning for the water levels in Williston Reservoir, prior to the onset of this spring's snowmelt, is essential for ensuring reliable operations.

We have requested permission to draft Williston Reservoir below 2150 feet, if necessary, due to low system inflows the prior season.

BC Hydro is committed to regular and transparent communication with communities, First Nations, and stakeholders regarding the operational changes, reservoir levels, and expected flow conditions.

Our engagement plan includes:

1. inviting impacted First Nations, local governments, and industry to virtual meetings to provide the latest forecast and answer questions;
2. initiating monthly email forecast updates, starting this week, which will increase to weekly publication when the reservoir level is near to or below 2150 feet; and,
3. hosting public information sessions.

Please let me know if you have any questions,

Mike Kellett, APR | Manager, Northern Community Relations

BC Hydro

3333 – 22nd Avenue
Prince George, BC V2N 1B4

P 250 561 4929

M 250 613 9087

E mike.kellett@bchydro.com

bchydro.com



Our Blood Counts

Plasma for Northern BC

Our Blood Counts- Plasma for Northern BC

7605 Loedel Crescent

Prince George, BC V2N 0A5

250.617.8091, ourbloodcounts@gmail.com, www.ourbloodcounts.com

March 6th 2025

District of Mackenzie

Mayor Joan Atkinson and Members of Council

P.O. Bag, 1 Mackenzie Blvd #340

Mackenzie, BC V0J 2C0

Subject: in support of a Blood Plasma Donor Centre in Northern BC

Dear Mayor Atkinson and Members of Council:

On behalf of Our Blood Counts, we are requesting the District of Mackenzie's support in principle for the establishment of a Northern BC Blood Plasma Donor Centre in Prince George.

Canada currently faces a significant plasma deficit. Plasma from blood is essential for producing life-saving medications. Despite efforts to increase domestic plasma collection, Canada still relies on international supply chains for plasma-based treatments. We believe renewing blood donation in Northern BC through a plasma donor centre would support Canadian patients and health providers by reducing Canada's reliance on foreign donors and suppliers.

The Importance of Plasma

Plasma is crucial for transporting water, salts, enzymes, antibodies, and clotting factors in the body. Donated plasma is combined through a process called fractionation to produce plasma protein products. These products are used to treat conditions such as cancer, immune deficiencies, liver and kidney diseases, and blood disorders.¹ Plasma donations are more frequent than whole blood donations, as only plasma is extracted with specialized equipment while other blood components are returned to the donor.

Canada's Plasma Shortage and Need for a Northern BC Centre

Canada collects less than 20 percent of the plasma it needs. Over 80 percent of immune globulin (a plasma protein product) used in Canada is sourced from the United States. Despite expansions, Canadian Blood Services only expects to meet 50 to 60 percent of domestic demand for plasma.² The global value of the market for plasma-based medication is expected to rise in value by 70 percent from 2023 to 2034³ with the United States and Canada being key growth areas. Therefore, expanding domestic plasma collection is crucial.

Canadian Blood Services ran a whole blood donor centre in Prince George from 1998 to 2015. Its closure has left Northern BC residents with long travel distances to donate blood or plasma. However, Canadian Blood Services is opening plasma donors in cities like Thunder Bay Ontario.⁴ Thunder Bay is a key centre for an expansive rural region, much like Prince George is for Northern BC. This shows the potential for success of plasma donation in our region.

Our Advocacy and Regional Support

Our Blood Counts, a group of blood donors, recipients, and advocates, seeks to bring a plasma donor centre operated by Canadian Blood Services to Northern BC. This centre would help collect plasma to produce vital medications for patients across Canada.

Our petition in support of a Northern BC plasma donor centre has garnered over 1,300 signatures since its launch in June 2024, showing strong regional support. Prince George, as a regional hub, is ideally positioned to host a centre and attract donors from across Northern BC. More than 90 percent of petition signers say they would be likely to donate at such a centre.

Comparing Northern BC to Thunder Bay, Ontario

Thunder Bay as a city is larger than Prince George, with 123,258 people⁵ compared to PG's 89,490⁶. However with over 130,000 people, Northern Health's Northern Interior Health Services Delivery Area (which includes Mackenzie) has the population to support a plasma donor centre.⁷ Prince George is also closer to Canadian Blood Services' testing operations in Calgary than Thunder Bay is to its testing site in Brampton Ontario. Those signing the petition from across the North (and from communities outside of the Northern Interior) have also said they would include plasma donations in Prince George in their travels.

Canadian Blood Services' Response

Canada requires 100,000 new blood donors annually. However, Canadian Blood Services has thus far declined our call for a Northern BC donor centre. The organization has not responded to our specific points about population and closer proximity to a testing site. They have only said they are confident they are well positioned to meet their targets through their existing network plans and that logistical concerns prevent re-establishing a donor centre in this region.

Canadian Blood Services has encouraged Northern BC residents to register for stem cell and organ donation. Our Blood Counts supports this step as members of our group have previously registered for such donations. We also combine blood donation with our out-of-region travels when possible. That said, we remain dedicated to bringing plasma donation to Northern BC.

Why Mackenzie's Support Matters

Mackenzie's support would demonstrate the region's commitment to Canada's plasma needs and send a strong message to Canadian Blood Services about the potential for a successful plasma collection site in Northern BC. We believe Northern British Columbians deserve the opportunity to contribute to life-saving treatments again as much as urban or suburban Canadians.

Draft Resolution

We submit this draft resolution for your consideration. If a resolution is not possible, we would welcome a letter of support. Representatives from Our Blood Counts are available to offer perspective to or answer any questions of Council.

Proposed Resolution in Support of a Northern BC Plasma Donor Centre

WHEREAS plasma from blood is a critical component in life-saving treatments for individuals with immune deficiencies, cancer, kidney disease, and other medical conditions; and

WHEREAS Canada collects less than 20 percent of the plasma required to meet domestic patient needs, relying heavily on international supply chains despite growing demand for plasma-based treatments; and

WHEREAS Canadian Blood Services closed its whole blood donation centre in Prince George in 2015, leaving Northern BC residents with no local option to donate plasma, while new plasma donor centres have been established in rural regions such as Thunder Bay, Ontario; and

WHEREAS the return of plasma donation services to Northern BC would enhance Canada's self-sufficiency in plasma-based medications, supporting patients in Northern BC and others across Canada while reducing reliance on suppliers from outside the country;

THEREFORE BE IT RESOLVED that District of Mackenzie Council urges the Province of British Columbia, through the Ministry of Health, and Canadian Blood Services to establish a Blood Plasma Donor Centre in Prince George to serve Northern BC, improve access for donors, support patient needs, and strengthen Canada's domestic plasma supply; and

BE IT FURTHER RESOLVED that District of Mackenzie Council asks residents to further demonstrate their support for life-saving donations by registering for organ and stem cell donation at blood.ca; and

BE IT FINALLY RESOLVED that this resolution be forwarded to the Honourable Josie Osbourne, BC Minister of Health and Canadian Blood Services CEO Dr. Graham Sher.

Conclusion

We ask the District of Mackenzie Council to express support for a blood plasma donor centre for the region and stand with patients, donors, and advocates in Northern BC. Canada needs more plasma from domestic donors to support patient care needs and reduce reliance on donors and suppliers from outside the country.

Moreover, blood donation should not be an exclusively urban or suburban privilege—residents in our region deserve the opportunity to contribute to life-saving treatments.

Thank you for your time and consideration.

Sincerely,

Mark Karjaluo and Chantelle Messier
Our Blood Counts

—

Sources:

1. Canadian Blood Services, **Plasma for Life: What is plasma?** (undated)
<https://www.blood.ca/en/plasma>
2. Canadian Blood Services, **Our commitment to increasing plasma sufficiency in Canada** (undated) <https://www.blood.ca/en/about-us/media/plasma/plasma-sufficiency>
3. Precedence Research, **Plasma Protein Therapeutics Market Size, Share, and Trends 2024 to 2034**, September 18th 2024
<https://www.precedenceresearch.com/plasma-protein-therapeutics-market>
4. Michelle Allan, **Plasma donation centre returning to Thunder Bay: Thunder Centre location to open in early 2025, says Canadian Blood Services**, CBC News Thunder Bay, March 12th 2024
<https://www.cbc.ca/news/canada/thunder-bay/plasma-donation-centre-returning-to-thunder-bay-1.7141826>
5. Statistics Canada, **Focus on Geography Series, 2021 Census of Population- Thunder Bay, Census metropolitan area**,
<https://www12.statcan.gc.ca/census-recensement/2021/as-sa/fogs-spg/page.cfm?lang=E&topic=1&dguid=2021S0503595>
6. Statistics Canada, **Focus on Geography Series, 2021 Census of Population- Prince George, Census agglomeration**
<https://www12.statcan.gc.ca/census-recensement/2021/as-sa/fogs-spg/page.cfm?lang=E&topic=1&dguid=2021S0504970>
7. Sources include:
 - a. Statistics Canada, **Census Profile 2016 Census, Northern Interior Health Service Delivery Area [Health region, December 2017], British Columbia**:
<https://www12-2021.statcan.gc.ca/census-recensement/2016/dp-pd/prof/details/page.cfm?Lang=E&Geo1=HR&Code1=5952&Geo2=CD&Code2=6101&SearchText=Northern%20Interior%20Health%20Service%20Delivery%20Area&SearchType=Begin&SearchPR=01&B1=All&GeoLevel=PR&GeoCode=5952&TABID=1&type=0>
 - b. Northern Health, **Our Communities**:
<https://www.northernhealth.ca/our-communities>



SUGARCANE Documentary

We welcome you to a viewing

Please join us for a cinematic viewing of the Oscar-nominated documentary, SUGARCANE. This debut feature documentary from Julian Brave NoiseCat and Emily Kassie, is a stunning tribute to the resilience of Indigenous people and their way of life. Set amidst a groundbreaking investigation, SUGARCANE, illuminates the beauty of a community breaking cycles of intergenerational trauma and finding the strength to persevere.

This documentary is Rated R.

Light snacks and refreshments will be served. There is limited space so please RSVP to morrisona6@cnc.bc.ca or by phone 250-997-7205.

Date: March 26, 2025

Time: 6:00 PM - 9:00 PM

Location: Purple Bicycle Community Space

Page 29 of 55



CNC



To whom it may concern:

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

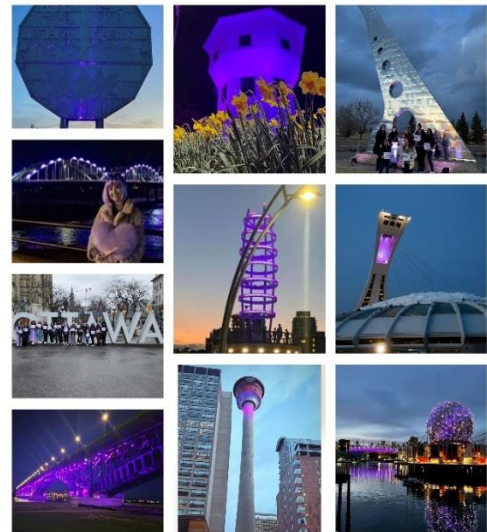
National Dental Hygienists Week™ is celebrated annually on April 4-10, highlighting the importance of maintaining good oral health practices while helping Canadians to understand the vital role those dental hygienists play in the health care system. Our theme "Oral Health for Total Health," reminds us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

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

Last year, there were 103 Canadian landmarks lit in purple. Over the past several years, lightings have included: BC Place Stadium, The Bastion (Nanaimo), Science World (Vancouver), Calgary Tower, Edmonton High-Level Bridge, The Atlas Hotel (Regina), Manitoba Legislative Building (Winnipeg), CN Tower (Toronto), Niagara Falls, RBC Place London, Ottawa Sign, Montréal Olympic Park, Fredericton City Hall, Province House (Halifax), St. John's Convention Centre and more.

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

CDHA is the collective national voice of more than 31,000 dental hygienists in Canada, directly representing 22,000 individual members, including students. Since 1963, CDHA has worked to advance the profession and promote the importance of oral health. Dental hygiene is the sixth largest registered health profession in Canada with professionals working in a variety of settings, including independent dental hygiene practice, with people of all ages, addressing issues related to oral health. To learn more about NDHW visit cdha.ca/ndhw. For more information on oral health, visit dentalhygienecanada.ca.



Regards,



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



COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: March 17, 2025

Subject: Contract Award – Development Services Program Update

RECOMMENDATION:

THAT Council awards the Development Services Program Update project to Praxis Solutions in the amount of \$34,400 plus GST;

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

BACKGROUND:

Development services at the District includes the following service areas:

- building inspection
- building/property file records management;
- development permit application processing;
- subdivision and servicing;
- business licensing;
- real estate referrals;
- crown referrals (ie. new pipeline permitting processes);
- Provincial land licensing and applications (ie. Azan Trail License-to-Occupy, Alpine Riders License-to-Occupy, Morfee Lakeshore Trail License-to-Occupy);
- environmental monitoring referrals;
- contaminated site registration;
- District land administration (leases, license-to-use agreements, land sales, subdivision development);
- Signage and Fence permitting;
- Long-term community and social planning (ie. housing needs reports and official community plan updates);
- GIS services;
- Land-use/Development research, report writing, and policy/bylaw updates; and
- General land use inquiries for residents and businesses (ie. am I allowed a sea-can, what are the setbacks for me to build a small shed or a fence, what kind of business am I allowed if I buy this property, etc.).

Primarily due to turnover in our organization in the last 5-10 years (at both the management and exempt staff levels), there has been the necessity to adapt non-traditional development service roles to support these necessary services, which has identified a few gaps and inefficiencies in current workflows, bylaws, and in our corporate history.

The purpose of this contract with Praxis Solutions is to create a "Development Services Policy and Procedure Manual" that outlines the responsibilities of each person within the necessary development services workflows, and make sure that anyone who steps into the role or is managing staff within this service area have clear and consistent processes and decision points to follow and improved records management. Additionally, we seek to work with them to perform some necessary bylaw updates to align with new best practices and legislation (ie. the Building Bylaw has not had a major review or update since 2000).

Having well-established and documented policy and procedure will assist in the recruitment and retention of staff, but also help ensure continuity of service when staff changes do occur in the future. Overall, it will improve efficiency, consistency, transparency, and should reduce overall staff time.

Procurement – Sole Source

Praxis Solutions, based in Prince George and Delta, BC, is recommended for the contract. Staff wish to sole source this work as Praxis Solutions is already familiar with our processes and have helped establish some new best practices during their time as the District's contract building inspection service, which in turn will save time and funding when hiring an outside company who would have to learn our practices from both the District and Praxis Solutions.

Praxis Solution's team includes several previous northern bc local government building inspectors and professional planners, as such they are well equipped to provide the services and best practices as seen in other jurisdictions when setting up a planning and development services department. A copy of their proposal, including team member qualifications and experience has been provided in centre table file for Council's consideration.

Proposed Workplan – 4-6 months

Phase 1: Confirmation of Process Changes and Bylaw Amendments

- Reviewing findings from the initial process and bylaw analysis with District staff.
- Identifying areas where further direction is needed, such as policy decisions, procedural changes, or areas requiring additional stakeholder input.
- Confirming the proposed process changes to be documented in the Development Services Manual.
- Establishing the key amendments for both the Development Procedures Bylaw and Building Bylaw to ensure they align with the District's objectives.
- Identifying any additional considerations to be incorporated into the next phase of work.

Phase 2: Drafting the Development Services Manual and Bylaw Amendments

- Development Services Manual, which will document standard procedures, staff roles, and workflows.
- Bylaw amendments, which will incorporate procedural improvements, align with best practices, and integrate legislative requirements.

Key focus areas in this phase include:

- Standardizing roles and responsibilities for key staff and referral departments.
- Documenting procedural improvements for application intake, review, and approvals.
- Ensuring the bylaws and procedures accommodate a future cloud-based permitting system.
- Drafting clear requirements and decision-making frameworks to improve consistency and efficiency.

Phase 3: Review and Refinement with the District

- Presenting the draft Development Services Manual and proposed bylaw amendments.
- Gathering feedback on procedural clarity, feasibility, and operational alignment.
- Confirming any refinements or additional changes required before finalization.
- Coordinating 2 to 3 demonstrations with cloud-based permitting software vendors to assess alignment between the District's updated procedures and potential digital solutions.
- Working with the District to determine their requirements for a digital solution such as ensuring that the permitting software includes functionality to track staff time spent on applications to support workflow management and operational efficiency.
- Identifying any further bylaw or procedural modifications necessary to ensure compatibility with a future permitting system.

Phase 4: Finalization of the Development Services Manual and Bylaw Revisions

- Incorporate final refinements into the Development Services Manual.
- Complete the replacement bylaws, ensuring alignment with provincial legislation, best practices, and operational needs.

Phase 5: Implementation Support and Training

- Providing training materials for key staff.
- Assisting with internal communication and adoption strategies.
- Supporting Council consideration with content for the Council Report required to present the new bylaws for approval.

BUDGETARY IMPACT:

\$34,400 will be allocated and fully funded through the Province of BC's Capacity Funding for Local Government Housing Initiatives Grant.

The District received approximately \$160,000 from the Province of BC towards improvements to its development services processes along with the required housing needs report and official community plan updates and any other necessary program and policy updates that support Provincial Bills 44, 46, and 47.

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:

Emily Kaehn, Director of Corporate Services

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: March 24, 2025

Subject: Land Referral - Application for a Section 11 Kwadacha Natural Resources Limited Partnership

RECOMMENDATION:

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

BACKGROUND:

The applicant has applied for a Change Approval - Section 11 under the Water Sustainability Act for bridge installation/maintenance/removal purposes at Kwadacha River (see attached maps). Operations may include the removal of merchantable timber and other vegetation from the application area.

Section 11 of the Water Sustainability Act (British Columbia) enables the minister or an authorized delegate to grant permits for short-term water use from streams and other water sources. This section allows individuals, businesses, or government bodies to divert and use water for specific purposes without requiring a full water license, provided the use is temporary and does not cause significant harm to the water resource.

DETAILS:

Proponent: Kwadacha Natural Resources Limited Partnership

Authorization Type: Water Change Approval

Purpose/Intended Use/background context: Bridge Installation/Maintenance/Removal

BCGS Mapsheet: 94F.042

Location or Project Name: Kwadacha River

Legal Description or Tenures: DISTRICT LOT 4839 CASSIAR DISTRICT AND UNTITLED CROWN LAND

Area (ha): 1.26 ha

EXCERPT FROM MANAGEMENT PLAN:

Kwadacha-DWB Limited Partnership (KDLP) was retained by the Kwadacha Nation (Kwadacha) to prepare a Construction Environmental Management Plan (CEMP) for a bridge installation over the Kwadacha River (the 'Project'), near the community of Fort Ware. This CEMP has been developed to provide guidelines and recommendations for proposed works to occur in the summer of 2025.

The proposed bridge will cross the Kwadacha River, situated northeast of the community of Fort Ware, British Columbia (BC), at the coordinates 10 U 343058 m E, 6368443 m N (the "Site"; see Figure 1). Fort Ware is part of the Kwadacha First Nation Reserve and is located approximately 570 kilometers (km) north of Prince George, BC. Access to the Site is available by traveling north from Fort Ware along the FinlayRussel Forest Service Road (FSR), then east along the proposed egress route, which will be constructed prior to bridge construction.

The Project will include the installation of a steel girder and concrete composite bridge over the Kwadacha River as a part of an egress route being developed for Fort Ware. The egress route road will commence from an existing road north of Fort Ware, cross the Kwadacha River, then connect to a section of the Finlay North FSR proposed for upgrades. The bridge is a 73.552m concrete composite bridge on driven piles that will span a 60 m section of the river. The riverbank in front of the bridge abutments will be armoured with riprap to aid in erosion prevention. A temporary work bridge (4 x 60' spans, with piles) will be built to allow a crane and other equipment access for pile driving and installation of the new bridge. It will be removed at the end of the Project, prior to site cleanup.

Construction works are anticipated to include the following proposed activities:

- Active bird nest surveys;
- Equipment offload and Site laydown setup;
- Implementation of temporary erosion and sediment control (ESC) measures;
- Clearing and grubbing;
- Abutment installation;
- Site isolation and fish salvage (if required);
- Riprap placement;
- Temporary work bridge installation, including pile driving;
- Permanent bridge installation, including pile driving;
- Grouting;
- Temporary work bridge removal;
- Site cleanup and laydown decommissioning; and
- Environmental management and Site remediation.

It is anticipated that works will be completed in the summer of 2025. Pile driving will be scheduled within the July 15 to August 15 Fisheries Timing Window in the Omineca Region

(Province of BC, 2024c). Approximately 52 crew days are estimated to complete bridge construction.

STAFF COMMENTS:

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

Due to their size, a copy of the management plan and the engineer drawings for the bridge have been included in the Centre Table File rather than attached to the agenda.

COUNCILS RECOMMENDATION:

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

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

COUNCIL PRIORITIES:

Environmental Sustainability

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

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:

Rachelle Richman, Economic Development Coordinator

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer



iMapBC Mapping

Legend

- First Nation Community Loc:

0 0.41 0.81 km

1: 20,000

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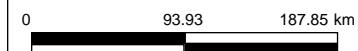
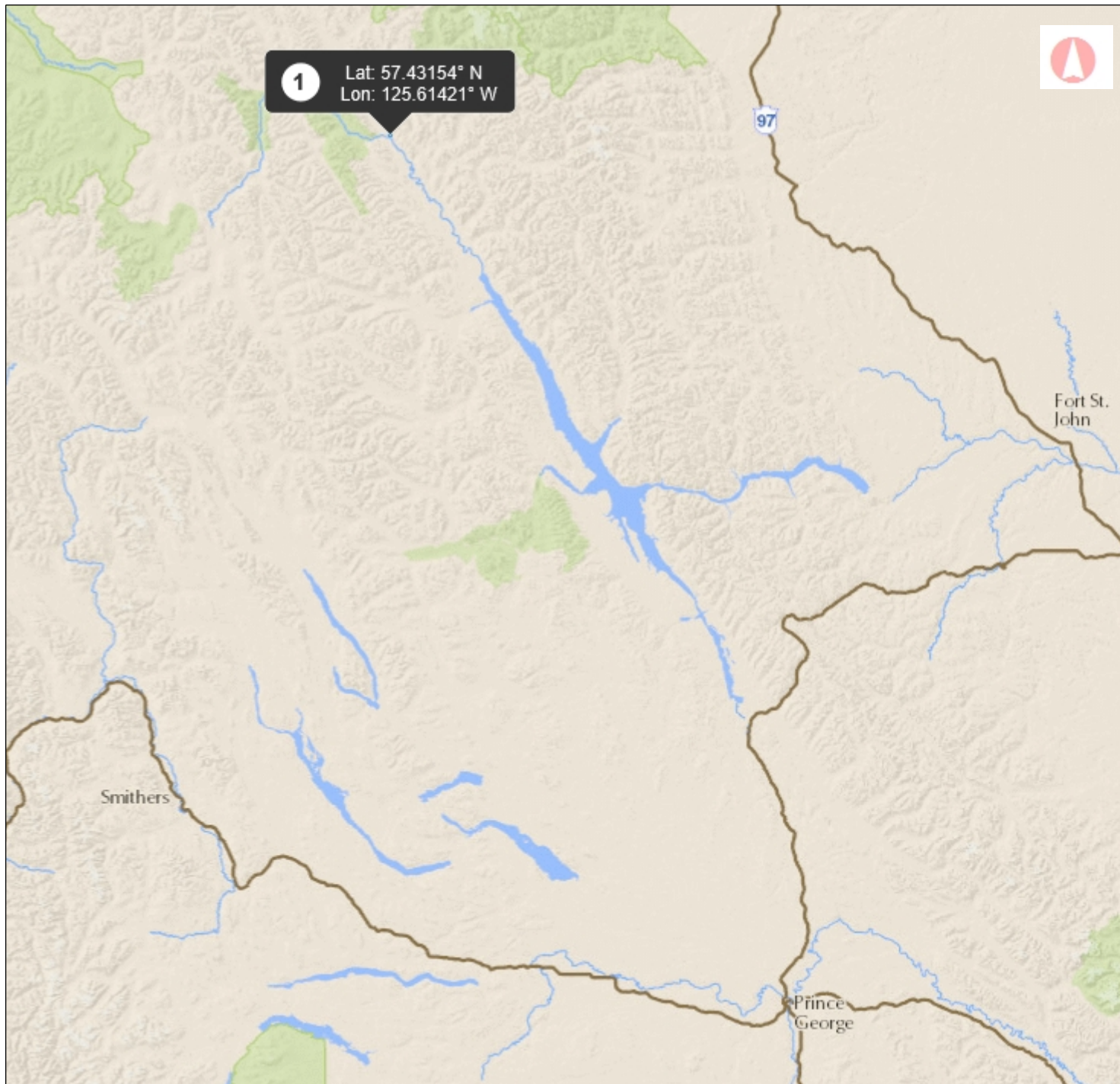
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Datum: NAD83

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

Key Map of British Columbia





1: 4,622,324

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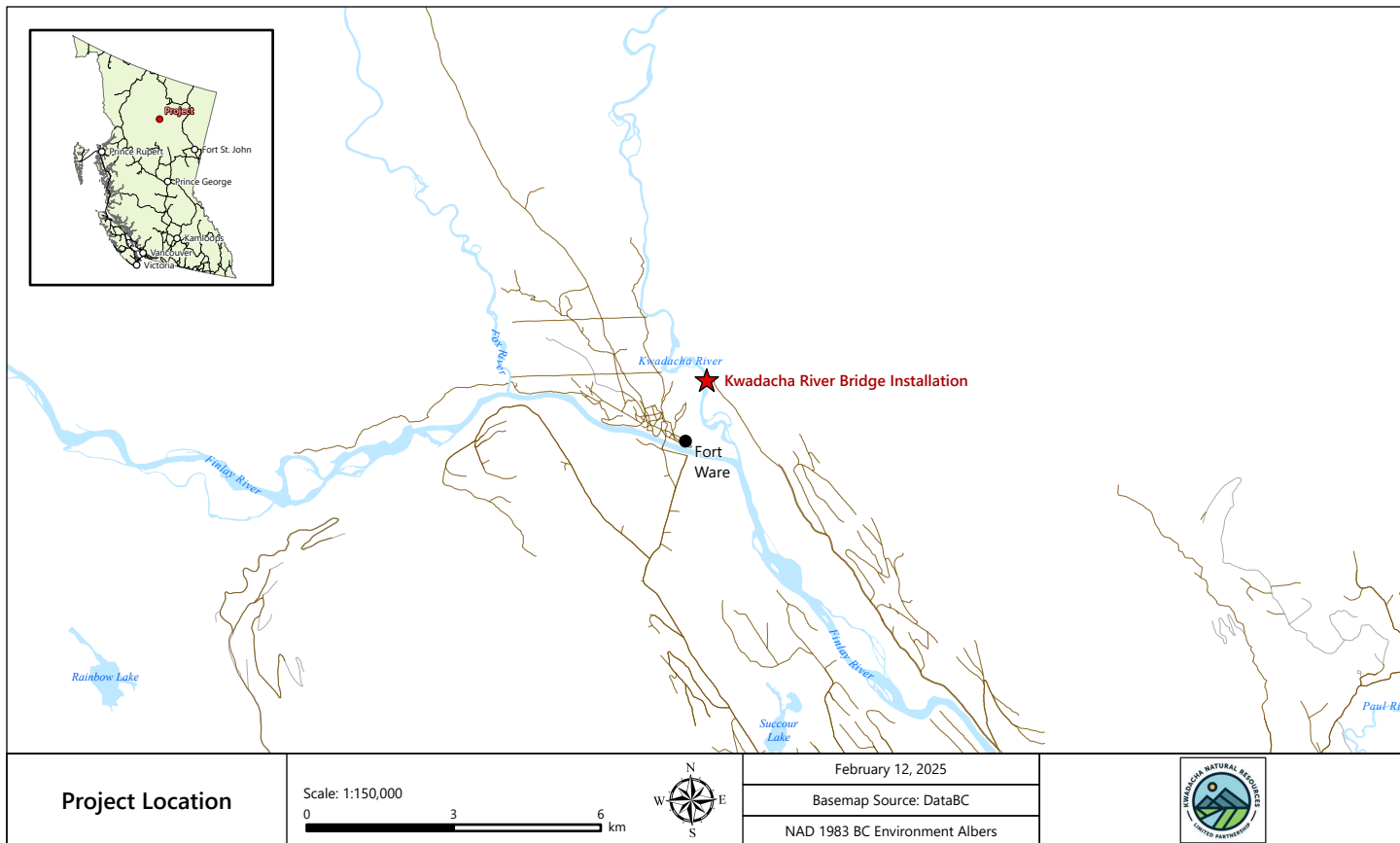
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Datum: NAD83

Projection: WGS_1984_Web_Mercator_Auxiliary_Sphere

Key Map of British Columbia





COUNCIL REPORT

To: Mayor and Council

From: Operations

Date: March 11, 2025

Subject: Vehicle Replacement – 2025 GMC Sierra 1500

RECOMMENDATION:

THAT Council awards the purchase of a 2025 GMC Sierra 1500 from Wood Wheaton Supercenter in the amount of \$49,086 plus GST;

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

BACKGROUND:

Unit #27 (2007 Chevy Silverado) is slated for replacement in 2026 with a budgeted amount of \$60,000. During a recent inspection the mechanics discovered a high volume of rust that has compromised the vehicle's structural integrity forcing it to be taken out of service. The truck is used within the utilities division of the Public Works department. The truck is in its 18th year of operation, which has far surpassed its expected useful life of 15 years. Staff are recommending pushing forward the replacement of Unit #27 to 2025.

PROCUREMENT:

Staff followed the Procurement Policy 3.1 and obtained seven quotes for a replacement truck. All prices include taxes.

1. Wood Wheaton Superstore (2025 GMC Sierra 1500) = \$49,086
2. Prince George Ford (2025 F150) = \$61,017
3. Prince George Toyota (2025 Toyota Tundra) = \$69,812
4. Prince George Dodge (2024 Dodge Ram 1500) = \$56,705
5. Prince George Ford (F-150 Lightning EV) = \$66,654
6. Wood Wheaton Superstore (Chevy Silverado EV) = \$85,891
7. Prince George Toyota (Toyota Tacoma Hybrid) = \$75,322

When researching for quotes, an electric truck was considered as per the newly adopted Green Fleet Policy 6.8. The prices came back considerably higher than the cost of the other quoted

trucks. There was also one hybrid option in Prince George. Our mechanics are unable to currently work on electric or hybrid vehicles as it requires further training along with new testing equipment. A hybrid or an electric vehicle would have to be taken to Prince George to get service or maintenance done when required.

The 2007 Chevy Silverado would be added to the annual municipal auction in the fall of 2025.

BUDGETARY IMPACT:

\$49,086 would be allocated from the Vehicle and Equipment Replacement Reserve to support the recommendation and reflected in the 2025 Final Capital 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:

Jody Murray, Director of Operations

Reviewed by: Corporate and Financial Services

Approved by: Chief Administrative Officer

COUNCIL MEMBER ACTIVITY REPORT

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

Notes for Council: I have been accepted into a Masters Program at Yorkville University for Counselling Psychology. I will begin studies May 2025.

Councilor Wright Council Appointments:

Education and Youth Liaison
Mental Health and Addictions 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:
March 4, 2025	Participated in the monthly Community Collaborative Table associated with Mackenzie's PCN.	N/A
March 5, 2025	Attended the monthly Parent Advisory Committee (PAC) meeting for Morfee Elementary.	Education and Youth Liaison
March 6, 2025	Had a one-on-one meeting with College of New Caledonia President Cindy Heitman to discuss future collaboration in Mackenzie.	Education and Youth Liaison
March 6, 2025	Attended the Annual General Meeting for the Mackenzie Outdoor Routes and Trails Association (MORATA).	N/A
March 6, 2025	Participated in the monthly board meeting of the Mackenzie Rainbows Swim Club.	N/A
March 11, 2025	Attended the first bit of a meeting between Foundry BC's PreVenture program and Morfee Elementary's Parent Advisory Council (PAC).	Education and Youth Liaison
March 11, 2025	Participated in monthly board meeting of the Canadian Ski Instructors Alliance (CSIA) BC/Yukon Region.	N/A
March 12, 2025	<p>First day of the Local Government Leadership Academy's (LGLA) Leadership Forum. First day saw:</p> <ol style="list-style-type: none"> 1. A panel discussion with 3 former Provincial Cabinet Ministers, Terry Lake, Carole James and Mike Bernier, giving advice about how best to work with the Provincial Government and achieve the goals you want. 2. A panel discussion on the budget making process, from 4 individuals with experience in the local government budget making process. 3. Attended a reception with other Local Government leaders to network and chat about what is happening in their areas. 	Covered an assortment of topics
March 13, 2025	<p>Day Two of LGLA's Leadership Forum is done.</p> <ol style="list-style-type: none"> 1. A dynamic presentation from the CAO Chris Barlow and Mayor Maria Mcfaddin of City of Castlegar about leadership and making long term hard decisions. I will remember this one for a long time! 2. A panel featuring 3 experts, Ron Poole, Al Siebring and Karen Elliott on the relationship between Council's and their CAO's. A masterclass! 3. A panel with speakers discussing successes and best strategies for public engagement, featuring City of Langford Mayor Scott Goodmanson, Councilor with the City of Chilliwack Jason Lum and Director of Engagement for the City of Delta JoAnne Kleb. 	Covered an assortment of topics
March 14, 2025	<p>Final Day of the Local Government Leadership Academy (LGLA)'s Leadership Forum. Two panels to finish off. Thanks to LGLA for hosting this event and all the organizers for making it happen! Here are highlights from the two final panels.</p> <ol style="list-style-type: none"> 1. A few different presentations were given about the updated Emergency 	Covered an assortment of topics

	<p>and Disaster Management Act and how it impacts Regional Districts. The North was well represented with talks from Regional District of Fraser-Fort George Director Jerrilyn Kirk, Regional District of Kitimat-Stikine Chair Cyra Yunkws and two staff members from the Caribou Regional District, plus two staff members from the Province.</p> <p>2. A concluding panel with 3 former elected officials reminiscing about their times in office. Great chat from former Mayor of City of Abbotsford Henry Braun, former Director with the Regional District of East Kootenay Wendy Booth and former Councilor with the City of Vancouver Dr. Kerry Jang. Very entertaining and informative!</p>	
March 17, 2025	Participated in Regional Advisory Committee (RAC) meeting with Northern Development Initiative Trust (NDIT).	Alternate Member of Northern Development Initiative Trust's (NDIT) Regional Advisory Committee (RAC)

Respectfully Submitted,

Councilor Wright

DISTRICT OF MACKENZIE

Bylaw No. 1521

A bylaw to amend "Water Rates and Regulations Bylaw No. 1466, 2022"

WHEREAS the Council of the District of Mackenzie deems it prudent and desirable to amend its Water Rates and Regulations Bylaw;

NOW THEREFORE Council of the District of Mackenzie, in open meeting, hereby enacts as follows:

1. That "Water Rates and Regulations Bylaw No. 1466, 2022" is hereby amended as follows:
 - (a) That Schedule "A" of the "Water Rates and Regulations Bylaw No. 1466, 2022" is hereby deleted in its entirety and replaced with Schedule "A" as attached.
 - (b) That Schedule "B" of the "Water Rates and Regulations Bylaw No. 1466, 2022" is hereby deleted in its entirety and replaced with Schedule "B" as attached.
2. This bylaw may be cited as "Water Rates and Regulations Amendment Bylaw No. 1521, 2025".

READ a first time this 10th day of March, 2025.

READ a second time this 10th day of March, 2025.

READ a third time this 10th day of March, 2025.

ADOPTED this _____ day of _____, 2025.

I hereby certify the foregoing
to be a true and correct copy of
District of Mackenzie Bylaw
No. 1521 cited as "Water Rates
and Regulations Amendment Bylaw No.
1521, 2025".

Mayor

Corporate Officer

Corporate Officer

SCHEDULE "A"

To the "Water Rates and Regulations Amendment Bylaw No. 1521, 2025"
of the District of Mackenzie.

FLAT RATE USER RATES

<u>Classification No</u>	<u>Classification</u>	<u>Rates</u>
One (1)	Single Family Dwelling	\$511.96 per year
Two (2)	Two Family Dwelling	\$1,023.92 per year
Three (3)	Multi-Family Dwelling Row Housing - Per unit	\$ 42.69 per month
Four (4)	Trailer Park Per trailer	\$ 29.70 per month
Five (5)	Schools - Per Room	\$ 21.97 per month

SCHEDULE "B"

To the "Water Rates and Regulations Amendment Bylaw No. 1521, 2025"
of the District of Mackenzie.

METERED USER RATES - Bi-Monthly

Minimum charge	\$ 76.43
Usage in excess of 13,000 gallons	\$ 5.88 per 1,000 gallons
or 2,083 ft ³	\$36.74 per 1,000 ft ³
or 5.91 m ³	\$ 1.30 per 1 m ³

The above rates are due and payable on a bi-monthly basis.

Bulk Water	\$5.60 per cubic meter
Water Turn On*	\$56.00
Water Turn Off*	\$56.00
*Short Notice Request (less than 72 hours)	\$25.00

Due and payable on a monthly basis.

DISTRICT OF MACKENZIE

Bylaw No. 1522

A bylaw to amend "Sewer Rates and Regulations Bylaw No. 1467, 2022"

WHEREAS the Council of the District of Mackenzie deems it prudent and desirable to amend its Sewer Rates and Regulations Bylaw;

NOW THEREFORE Council of the District of Mackenzie, in open meeting, hereby enacts as follows:

1. That "Sewer Rates and Regulations Bylaw No. 1467, 2022" is hereby amended as follows:
 - (a) That Schedule "A" of the "Sewer Rates and Regulations Bylaw No. 1467, 2022" is hereby deleted in its entirety and replaced with Schedule "A" as attached.
 - (b) That Schedule "B" of the "Sewer Rates and Regulations Bylaw No. 1467, 2022" is hereby deleted in its entirety and replaced with Schedule "B" as attached.
2. This bylaw may be cited as "Sewer Rates and Regulations Amendment Bylaw No. 1522, 2025".

READ a first time this 10th day of March, 2025.

READ a second time this 10th day of March, 2025.

READ a third time this 10th day of March, 2025.

ADOPTED this _____ day of _____, 2025.

I hereby certify the foregoing
to be a true and correct copy of
District of Mackenzie Bylaw
No. 1522 cited as "Sewer Rates
and Regulations Amendment Bylaw No.
1522, 2025".

Mayor

Corporate Officer

Corporate Officer

SCHEDULE "A"

To the "Sewer Rates and Regulations Amendment Bylaw No. 1522, 2025"
of the District of Mackenzie.

FLAT RATE USER RATES

<u>Classification No</u>	<u>Classification</u>	<u>Rates</u>
One (1)	Single Family Dwelling	\$319.59 per year
Two (2)	Two Family Dwelling	\$639.20 per year
Three (3)	Multi-Family Dwelling Row Housing - Per unit	\$ 26.63 per month
Four (4)	Trailer Park Per trailer	\$ 26.63 per month
Five (5)	Schools - Per Room	\$ 18.02 per month

SCHEDULE "B"

To the "Sewer Rates and Regulations Amendment Bylaw No. 1522, 2025"
of the District of Mackenzie.

SEWER USER RATES FOR WATER METERED PREMISES

Minimum charge	\$ 63.29
Usage in excess of 13,000 gallons	\$ 4.88 per 1,000 gallons
or 2,083 ft ³	\$30.43 per 1,000 ft ³
or 5.91 m ³	\$ 1.07 per 1 m ³

Commercial business with a greenhouse will be charged the minimum charge plus 10% of the excess water usage for the months of May up to and including August

The above rates are due and payable on a bi-monthly basis.

OTHER SEWER RELATED SERVICE FEES

LAGOON DUMPING

Within business hours	\$ 98.10/load
Outside of business hours	\$163.50/load

CUSTOM WORKS

Except otherwise stated below, the following sewer related services are charged at an at-cost plus administration custom works rate as described in the District of Mackenzie *General Rates and Fees Bylaw*.

Good Neighbour Sewer Calls	
Commercial	At-Cost + Administration Fee
Residential	Free of Charge

The above rates are due and payable on a monthly basis.

DISTRICT OF MACKENZIE

Bylaw No. 1523

A bylaw to amend "Garbage Rates and Regulations Bylaw No. 1487, 2022"

WHEREAS the Council of the District of Mackenzie deems it prudent and desirable to amend its Garbage Rates and Regulations Bylaw;

NOW THEREFORE Council of the District of Mackenzie, in open meeting, hereby enacts as follows:

1. That "Garbage Rates and Regulations Bylaw No. 1487, 2022" is hereby amended as follows:
 - (a) That Schedule "A" of the "Garbage Rates and Regulations Bylaw No. 1487, 2022" is hereby deleted in its entirety and replaced with Schedule "A" as attached.
 - (b) That Schedule "B" of the "Garbage Rates and Regulations Bylaw No. 1487, 2022" is hereby deleted in its entirety and replaced with Schedule "B" as attached.
2. This bylaw may be cited as "Garbage Rates and Regulations Amendment Bylaw No. 1523, 2025".

READ a first time this 10th day of March, 2025.

READ a second time this 10th day of March, 2025.

READ a third time this 10th day of March, 2025.

ADOPTED this _____ day of _____, 2025.

I hereby certify the foregoing
to be a true and correct copy of
District of Mackenzie Bylaw
No. 1523 cited as "Garbage Rates
and Regulations Amendment Bylaw No.
1523, 2025".

Mayor

Corporate Officer

Corporate Officer

SCHEDULE "A"

To the "Garbage Rates and Regulations Amendment Bylaw No. 1523, 2025"
of the District of Mackenzie.

FLAT RATE USER RATES

(a) **Single Family Dwelling (per unit)**

For one collection per week \$212.73 per year

For one collection every two weeks \$180.21 per year

(b) **Two Family Dwelling (per unit)**

For one collection per week \$212.73 per year

For one collection every two weeks \$180.21 per year

(c) **Secondary Suites (per unit)**

For one collection per week \$212.73 per year

For one collection every two weeks \$180.21 per year

SCHEDULE "B"

To the "Garbage Rates and Regulations Amendment Bylaw No. 1523, 2025"
of the District of Mackenzie.

- (a) Monthly rates for pickup of solid waste from bulk containers, per size of bins, in any classifications shall be charged as follows:

Bulk containers with a capacity of 3 cubic yards:

Number of containers (3 cubic yards)	Number of Pickups per Week	
	1	2
1	\$ 65.66	\$ 131.31
2	\$ 131.31	\$ 262.63
3	\$ 196.97	\$ 393.94
4	\$ 262.63	\$ 525.26
5	\$ 328.29	\$ 656.57

Bulk containers with a capacity of 4 cubic yards:

Number of containers (4 cubic yards)	Number of Pickups per Week	
	1	2
1	\$ 87.54	\$ 175.09
2	\$ 175.09	\$ 350.17
3	\$ 262.63	\$ 525.26
4	\$ 350.17	\$ 700.34
5	\$ 437.71	\$ 875.43

Additional Containers

Applicable rate for 5 containers, per size, plus applicable rate for additional number of containers of the same size.

- (b) When bulk containers are utilized, the rates for individual use classifications do not apply.
- (c) All bulk containers shall be supplied by the District at the following monthly rental rates, per number and size of bulk containers:
 - \$65.37/month for a bulk container with a capacity of 3 cubic yards
 - \$70.88/month for a bulk container with a capacity of 4 cubic yards
- (d) Special requests for additional bulk containers outside the monthly rental options will be subject to the following fees:
 - \$ 50.00/delivery per bulk container
 - \$ 50.00/pickup per bulk container
- (e) Deliveries or pickups outside the regular scheduled days, Monday and Thursday, will be calculated at three times the applicable rate.
- (f) Deliveries or pickups requested outside the scheduled business hours will be calculated at three times the applicable rate plus the applicable overtime rate.