MACKENZIE
BRITISH COLUMBIA

COUNCIL MEETING
AGENDA

Date: Monday, June 23, 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.

2. ADOPTION OF MINUTES

2.1 Regular Meeting - June 9, 2025 7

3. INTRODUCTION OF LATE ITEMS

4. ADOPTION OF AGENDA

THAT the Agenda be adopted as presented.

5. PUBLIC COMMENTS AND QUESTIONS

Please note that all comments and questions must pertain to items listed on the agenda.

Are there any members of the public in attendance this evening who wish to comment on the agenda?

Administration are there any members of the public attending through Zoom or Phone that wish to comment on the agenda?

6. PETITIONS AND DELEGATIONS

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

7.1.1 Resolution in Support of Temporary Workforce Accommodations for Enbridge's Sunrise Expansion Program 11
Seanna Mcdonald, Sunrise Expansion Program, Temporary Workforce Liaison, is requesting Mayor and Council's support for the construction of temporary workforce accommodations at 5051 Coquawaldy Road for Westcoast Employees and contractors during the expansion of the southern Portion of the BC Pipeline system.

7.1.2 Request for Lifeguards Tse'Khene Culture Camp 2025 14
Tania Solonas, Land Stewardship Director, McLeod Lake Indian Band, will be hosting a McLeod Lake Indian Band Tse'Khene Culture Camp at Cut Thumb Bay on August 4th and August 5th 2025 and is requesting lifeguards for both days, to be donated by the District of Mackenzie.
The District of Mackenzie provided lifeguards for this event in 2024.

THAT the District of Mackenzie provide lifeguards for the Tse'Khene Culture Camp at Cut Thumb Bay on August 4th and 5th, 2025.

7.1.3 Request for Support - Mackenzie Autumn Lodge Society 15
The Mackenzie Autumn Lodge Society is requesting the waive or reduction of Municipal Campground fees for the Contractor hired for renovations at the new Senior Centre. The Society is also requesting the removal of the lower kitchen cupboard at the Ernie Bodin Community Centre for use.

THAT the District of Mackenzie waive or reduce the Municipal Campground fees for their hired contractor, Tabor Electrical.

7.1.4 Request for Support - Williams Lake Elder Society 16
The Williston Lake Elder Society is requesting a Resolution of Support for their application to the Northern Development Initiative trust for the Northern Healthy Communities Fund - Capital Stream.

THAT the District of Mackenzie supports the application to Northern Development Initiative Trust from the Willison Lake Elder Society for the Northern Healthy Communities Fund - Capital Stream for the Mackenzie Senior Housing project.

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

7.2.1 Letter to Honourable Josie Osborne, Minister of Health 17
A letter from Mayor Joan Atkinson to Minister Osborne,

advocating on behalf of the BC Nurse's Union (BCNU) regarding the Provincial Rural Retention Incentive Program as a permanent staffing tool.

7.2.2 Letter to Honourable Tamara Davidson, Minister of Environment and Parks 19

A letter from Mayor Joan Atkinson, to Minister Davidson, regarding the bridge replacement project at Whiskers Point Provincial Park timeline.

7.2.3 McLeod Lake Indian Band Annual General Assembly & Corporate Career Fair 21

The McLeod Lake Indian Band 25th Annual General Assembly, taking place August 6th - 9th, 2025 on McLeod Lake Traditional Territory & Heritage Site.

In years past, the District of Mackenzie has chosen a Silver Class Sponsorship at $2000 for this event. In 2023, a donation in kind of the sound system and portable stage was made.

7.2.4 Letter to Resource Communities from Campbell River 28

The City of Campbell River Council, is reaching out to share an important initiative that they believe will benefit all resource-dependent communities across British Columbia. As communities that contribute significantly to the province's economy, we often face unique challenges that are not always reflected in provincial or federal policy decisions. The City of Campbell River has already taken steps by submitting a resolution to UBCM and applying to host a session at the 2025 Convention. They hope your community will consider joining them in this effort.

7.2.5 Request for Support - Town of Oliver 31

A letter from Mayor Martin Johansen on behalf of the Town of Oliver requesting favorable consideration and resolutions of support for the proposed UBCM Resolution for the Province to work with Crown Grant Airport owners to update the list of Ancillary Uses in the Land Use Operational Policy at the upcoming UBCM Convention this fall

7.2.6 Request for Support - District of Coldstream 32

At their meeting held May 26, 2025, the District of Coldstream Council passed a resolution that UBCM request the Province of British Columbia to undertake a comprehensive review and modernization of the Municipal Wastewater Regulation and Sewerage System Regulation to ensure alignment with current environmental pressures, technological advancements, and land use planning needs. The District of Coldstream is requesting support for their resolution.

7.2.7 2025 Union Of BC Municipalities Program at a Glance 33
The 2025 Convention Program at a Glance is available for viewing. Please note, the program is subject to change and details will be shared as they are available.

7.2.8 World Invitational Class "A" Gold Panning Championships 40
Sherri Maycock, Recreation Programmer, District of Taylor, invites residents to the 53rd Annual World Invitational Class "A" Gold Panning Championships on August 1st, 2nd, and 3rd 2025, at Peace Island Park, Rocky Mountain Forts, in Taylor BC.

7.2.9 Social Prescribing Event - MCS 41
This free workshop for seniors and caregivers will focus on how we can combat social isolation and the support our community offers to help us age healthily in our rural area. The session will conclude with a Q&A, and lunch will be provided.

7.3 Centre Table File

- Coastal GasLink - Socio - Economic Effects Management Plan (SEEMP) Status Report #2 - 2

8. ADMINISTRATIVE REPORTS

8.1 Referral 7410367 – Windpower Investigative Licence – Follow-up 42

THAT Council choose which option they choose for their reponse to Referral 7410367.

8.2 Building Bylaw Update – Energy Step Code 56

THAT Council receives this report for information.

8.3 Delegation of Minor Variances 59

THAT Council directs staff to prepare amendments to the Development Procedures Bylaw and Delegation of Authority Bylaw to enable the Director of Corporate Services to issue minor development variance permits, based on the criteria and approach outlined in this report.

8.4 District of Mackenzie Water System Annual Report 2024 63

THAT Council receives this report for information.

8.5 Asphalt and Concrete Work RFP – Contract Award 104

THAT Council awards the 2025 Asphalt and Concrete Works project to Road King in an amount up to $1,000,000 including GST; this budget also includes Engineering.

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

8.6 2025 UBCM Meeting Requests – Draft Topics 106

THAT Council provides feedback on draft meeting topics for the UBCM Minister Meeting Requests due July 2, 2025.

8.7 Land Purchase Policy 1.18 - Review 114

THAT Council direct staff on whether or not to sell District-Owned Land adjacent to residential properties.

8.8 License-to-Use Policy 1.19 - Review 121

THAT Council approves the amendments to License-to-Use Policy 1.19 as outlined in this report.

8.9 2024 Annual Report 128

THAT Council receives this report for information.

8.10 Economic Development Staffing – Grant Application Update 173

THAT Council receives this report for information.

8.11 Housing Needs – "What We Heard Report" 175

THAT Council receives this report for information.

8.12 Food Cycler Program Survey Results 193

THAT Council receives this report for information.

8.13 Local Government Climate Action Program - Reporting 214

THAT Council receives this report for information.

9. COUNCIL REPORTS

9.1 Mayor's Report 230

9.2 Council Reports 232

- Councillor McMeeken
- Councillor Wright

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS

13. NOTICE OF MOTION

14. COMING EVENTS

14.1 National Indigenous Peoples Day
Saturday, June 21, 2025

14.2 Official Community Plan Update Drop-in Open House
When: Tuesday, June 24, 2025
Time: 5:30 pm - 8:00 pm
Where: Mackenzie Recreation Centre

15. INQUIRIES

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

16. ADJOURNMENT

MACKENZIE
BRITISH COLUMBIA

Regular Council Meeting

Minutes

June 9, 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. Kyllo, Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright

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

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1. CALL TO ORDER

CALLED TO ORDER AT 7:15 PM.
Mayor Atkinson acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

1.1 Defer to Closed Meeting
Resolution: 33838
Moved by: Councillor McMeeken
THAT the Special Closed meeting be deferred until after the regular meeting;

AND THAT the basis of the Special Closed Meeting relates to Section 90 (1) (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 *[annual municipal report]*.

CARRIED

2. ADOPTION OF MINUTES

2.1 Committee of the Whole - May 26, 2025
The minutes of the Committee of the Whole Meeting held on May 26, 2025, were adopted as presented.

2.2 Regular Meeting - May 26, 2025
The minutes of the Regular Meeting held on May 26, 2025, were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

N/A

4. ADOPTION OF AGENDA

Resolution: 33839
Moved by: Councillor Tapper
THAT the Agenda be adopted as presented.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

N/A

6. PETITIONS AND DELEGATIONS

N/A

7. CORRESPONDENCE

Resolution: 33840
Moved by: Councillor P. Kyllo
THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 National Drowning Prevention Week
Resolution: 33841
Moved by: Councillor Tapper
THAT the District of Mackenzie proclaim July 20th - July 26th 2025, National Drowning Prevention Week.

CARRIED

7.2 For Consideration:

7.2.1 Letter from Minister Ravi Kahlon - Small-Scale Multi-Unit Housing

7.2.2 Weaponized AI Chatbots

7.3 Centre Table File

DRAFT

8. ADMINISTRATIVE REPORTS

8.1 Referral 7410366 – Logging Camp Permit Renewal

Resolution: 33842
Moved by: Councillor Brumovsky
THAT Administration respond with option #2: The District of Mackenzie has no objection to the approval of the application.

CARRIED

Moved by: Councillor Wright
THAT Council direct staff to provide a report on a potential process to reach out to the province regarding License to Occupy in the forestry sector, and explore delegation authority to Forestry Liaison.

DEFEATED

8.2 Referral 7410367 – Windpower Investigative Licence

Resolution: 33842
Moved by: Councillor Barnes
THAT Council receives this report for information.

CARRIED

9. COUNCIL REPORTS

9.1 Mayor's Report
N/A

9.2 Council Reports
Councillor Barnes provided a verbal report.

10. UNFINISHED BUSINESS
N/A

11. NEW BUSINESS
N/A

12. BYLAWS
N/A

13. NOTICE OF MOTION
N/A

DRAFT

14. COMING EVENTS

- Volunteer Hub Information Session Thursday, June 7th at the Purple Bicycle
- Morfee Elementary School Choir performance, Monday, June 16th, in the Callahan Room at the Recreation Centre
- Mackenzie Secondary School Graduation Ceremony, June 21st

15. INQUIRIES

N/A

16. ADJOURNMENT

Resolution: 33844
Moved by: Councillor McMeeken
THAT the meeting adjourn at 7:40 pm.

CARRIED

Mayor

Corporate Officer

DRAFT

Enbridge
3985 22nd Avenue
Prince George, BC V2N 1B7
Canada

June 17, 2025

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

Re: Resolution in Support of Temporary Workforce Accommodations for Enbridge's Sunrise Expansion Program

Dear Mayor Atkinson and Members of Council,

I am writing to request that you consider tabling and passing a motion of support regarding temporary workforce accommodation associated with the proposed expansion of the southern portion of our BC pipeline system.

As you know, Westcoast Energy Inc. (Westcoast), an Enbridge company, owns and operates the major natural gas transmission system in British Columbia. The BC pipeline system spans over 2,900 kilometers from near Fort Nelson in northeast BC and from Gordondale near the Alberta-BC border, south to the Canada-U.S. border at Huntingdon/Sumas.

For almost 70 years, the gas transported has been used to heat homes, businesses, hospitals, and schools. This gas is also used for electric power generation and is a staple in several industrial and manufacturing processes that produce hundreds of products that improve our lives.

The Sunrise Expansion Program is a proposed expansion of the southern portion of the system known as "T-South." Near Mackenzie, the proposed expansion work will involve adding two pipeline loops and an additional compressor unit. Westcoast is proposing temporary workforce accommodation to house up to seven hundred workers in the Mackenzie area during the peak construction period.

We have taken the initiative to prepare a draft motion for your review. We believe that this motion reflects the feedback we have heard from the community thus far through meetings and roundtable discussions and represents an opportunity for mutual benefit through economic stimulation, local engagement, and responsible planning.

We are grateful for the warm welcome we have received from the community. The support and openness shown to us has been incredibly encouraging, and we are committed to continuing to engage in a respectful and transparent manner. As we move forward with this project, we look forward to strengthening the relationships we have begun to build and working collaboratively to ensure positive outcomes for the community and the region.

We thank you for your consideration and once again, we would be pleased to provide any additional information or answer any questions you may have.

Sincerely,

Seanna McDonald

Sunrise Expansion Program, Temporary Workforce Liaison
Email: Seanna.McDonald@enbridge.com
250-217-7852

Attachement: Proposed Resolution: Support for Temporary Workforce Accomodation for Westcoast Energy Inc. Sunrise Expansion Program

Proposed Resolution Regarding Temporary Workforce Accommodation for Westcoast Energy Inc. Sunrise Expansion Program

"Whereas Westcoast Energy Inc. (Westcoast), an Enbridge company, is proposing an expansion of the southern portion of their BC Pipeline system, known as T-South."

"Whereas Westcoast will need to house up to 700 workers in the Mackenzie area during the peak construction period."

"Whereas Westcoast will meet with District of Mackenzie officials prior to construction to discuss the existing services of the town including infrastructure (water, sewage, waste management, power), community services, recreation services, transportation, holiday trailer stalls, medical and hospital capacity, grocery stores, policing resources, etc."

"Whereas Westcoast will work with District of Mackenzie officials to develop a Memorandum of Understanding (MOU) to describe relationship roles and responsibilities, how issues will be managed, project impacts to the community and region, etc."

"Whereas Westcoast will be coordinating a community open house for residents of Mackenzie to get information, ask questions and provide feedback."

"Whereas Westcoast is engaging in discussions with local Indigenous communities on the temporary workforce accommodations."

"Whereas Westcoast has conducted due diligence in identifying appropriate locations for temporary workforce accommodations."

"Whereas parcels of land situated south of Mill Road and west of Coquawaldy Road, accessed from 5051 Coquawaldy Road, meet the specifications including:

- Proximity to town – close enough to access services and local businesses;
- Proximity to Westcoast construction sites;
- Land size - Westcoast needs approximately 22.5 acres of land for workforce accommodations and parking;
- As a former camp site, the land is already cleared;
- The landowner (Silva Biotech) is in support; and,
- The site was suggested after consultation with our council members."

"Therefore, be it resolved that the District of Mackenzie supports the construction of temporary workforce accommodations at 5051 Coquawaldy Road for Westcoast employees and contractors during the expansion of the southern portion of the BC Pipeline system."

McLeod Lake Indian Band

General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

June 9th, 2025

District of Mackenzie
#340 Mackenzie Blvd
PO Bag #1
Mackenzie BC V0J 2C0

Attention: Council members, District of Mackenzie
Terry Gilmer, Director of Recreation Services

REGARDING: DONATION REQUEST – LIFE GUARDS AUG 4-5, 2025

Land Stewardship is hosting our annual Tse'Khene Culture Camp at Cut Thumb Bay from August 4th-5th, 2025. We are asking for support of 1-2 lifeguards for both days.

This is an amazing event, that is open to citizens of the District of Mackenzie, and members of the following First Nations communities: Tsay Keh Dene, Kwadacha First Nation and McLeod Lake Indian Band. We will have the following events:

- Animal/Bush, Fire & Water Safety
- Drum making and painting
- Berry & medicinal plant picking
- Dry meat making
- Story telling with our Elders
- Salve making
- Kayaks available
- All meals will be provided
- We will have All Nations Group on site throughout the 2 days for first aid

We have been hosting this event since 2019, and it is set for the 4th-5th to be just in front of our McLeod Lake Indian Band Annual General Assembly (AGA).

Your consideration is appreciated.

Mussi (Thanks),

Tania SolonasLand Stewardship Director

Mackenzie Autumn Lodge Society
Bag 2395
Mackenzie, BC V0J 2C0
250-997-7711
mackenzieautumnlodgesociety@gmail.com

June 17, 2025

Dear Mayor and Council,

Renovations for the new Senior Center have officially begun for the Mackenzie Seniors (Mackenzie Autumn Lodge), and we couldn't be more excited! This facility will be a valuable resource, dedicated to supporting the health and well-being of Mackenzie's senior community.

We are grateful to have secured a contractor, Tabor Electric. Addam Bryant the owner, previously lived in Mackenzie and is excited to contribute to this meaningful project.

Their generosity has been truly appreciated, and as such they are staying at the Municipal campground to help reduce costs for the Society. In light of this, we respectfully ask the mayor and Council to consider offering their campground stay at a reduced or waived fee.

Also, last year when we transitioned out of the Ernie Bodin Center, one of the lower kitchen cupboard wasn't removed. Would it still be possible for us to claim it?"

Respectfully yours,

Cheryl Campbell

Cheryl Campbell
Executive Director

June 18, 2025

District of Mackenzie
1 Mackenzie Blvd
Mackenzie, BC
V0J 2C0

Dear Mayor and Council

The Williston Lake Elder Society would like to request a Council resolution supporting the Williston Lake Elder Society's grant application to Northern Development Initiative Trust for the Northern Healthy Communities Fund - Capital stream.

An example of a suggested resolution is below.

THAT, the District of Mackenzie supports the application to Northern Development Initiative Trust from the Williston Lake Elder Society for the Northern Healthy Communities Fund - Capital Stream for the Mackenzie Senior Housing project.

Thank you for you consideration

Sincerely

Elizabeth Blackburn
Secretary
Williston Lake Elder Society

MACKENZIE
BRITISH COLUMBIA

THE DISTRICT OF MACKENZIE
P | 250-997-3221 info@districtofmackenzie.ca
F | 250-997-5186 districtofmackenzie.ca

June 3, 2025

Honourable Josie Osborne
Minister of Health
P.O Box 9050 Stn Prov Govt
Victoria, BC V8W 9E2

via email: HLTH.Minister@gov.bc.ca

Dear Minister Osborne

I wish to congratulate you on your appointment as Minister of Health. We all recognize this portfolio is one of the most challenging, but I have every confidence that you will rise to the challenge.

I am writing today to advocate on behalf of the BC Nurse's Union (BCNU). Last month I had the opportunity to connect with two representatives of the BCNU at the North Central Local Government Association convention in Prince Rupert. I was very pleased to hear positive reports from Teri Forster, North West Regional Council Member and Danette Thomsen, North East Regional Council Member of the BCNU.

Both Teri and Danette spoke with great passion and gratitude regarding the BC Nurse led solution to implementing nurse to patient ratios that will deliver the lifesaving care patients need and deserve. British Columbia is the first Canadian province to implement nurse to patient ratios and will become a model for the entire country.

Another unresolved issue that was discussed, was the current Retention and Recruitment Incentives in the form of "signing bonuses" and "retention" payments. Both BCNU representatives were very grateful that the Nurse Recruitment and Retention bonus was extended from March 21, 2025 until June 20, 2025 but would like to see this staffing tool brought in permanently. As you are probably aware, Mackenzie is blessed to have a full complement of doctors in our community, but we continue to be challenged with filling nurse's positions. Our hospital has come to rely on "agency" nurses (at great expense) when they are available; resulting in ER closures in our community, with the closest alternative 2 hours away.

At our May 26th 2025 Council meeting, Council made a motion to draft a Letter of Support on behalf of the British Columbia Nurses' Union in support of the Provincial Rural Retention Incentive Program. We look forward to your support and attention to this very critical issue.

Kind Regards

Joan Atkinson
Mayor
District of Mackenzie
250-997-3221 Press 1 Ext. 233

Cell: 250-997-8052

I acknowledge that I live and work within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band

MACKENZIE
BRITISH COLUMBIA

THE DISTRICT OF MACKENZIE
P | 250-997-3221 info@districtofmackenzie.ca
F | 250-997-5186 districtofmackenzie.ca

June 5, 2025

Honourable Tamara Davidson
Minister of Environment & Parks
P.O. Box 9047 Stn Prov Govt
Victoria, BC V8W 9E2

Via Email: ENV.Minister@gov.bc.ca

Dear Minister Davidson:

Congratulations on your recent appointment as Minister of Environment & Parks. This critical portfolio is paramount to the preservation of this beautiful province we call home.

I am writing to you today to express my extreme disappointment in the handling of the bridge replacement project at Whiskers Point Provincial Park. It is my understanding the integrity of the 4 small bridges located in the park was identified last fall so I was shocked to hear your response to MLA Gidden's questions a few weeks ago, where you stated this project was currently in the "planning and design stage". This issue was identified more than six months ago so planning and design should have been completed by now.

Having frequented Whisker Point many times with both my children and grandchildren, I am very familiar with what this project entails and speaking with industry representatives who install large bridges, consensus is this project should take no longer than 6-8 weeks. Had planning and design taken place over the winter, this project could have begun in April, and access to Whiskers Point would have been available in July and August. Instead, the inadequate asset management of this park has resulted in full closure for the entire 2025 camping season.

I am pleading with you to ensure Whiskers Point is fully operational for the 2026 season. As a community that has suffered countless job losses over the past 5 years due to mill closures, Mackenzie is working to diversify our economy with the development of tourism opportunities in the region. Having no access to one of the most popular provincial parks in the area and no public boat launch access to one of the largest lakes in the region only adds to our challenges.

I recently visited the BC Parks website and searched "Whiskers Point Park' which clearly states "bridge replacements are underway" which further adds to the confusion as to when this project might be started and completed.

I look forward to BC Parks timely response to this critical issue. Please reach out if you have questions or concerns.

Kind Regards

Joan Atkinson

Joan Atkinson
Mayor
District of Mackenzie
250-997-3221 Press 1 Ext. 233
Cell 250-997-8052

I acknowledge that I live and work within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band

c.c. MLA Kyle Giddens Email: kiel.giddens.mla@leg.bc.ca

Dear Valued Partner,

I hope you're doing well. On behalf of McLeod Lake Indian Band, I am delighted to invite you to join us for our **25th Annual General Assembly**, taking place **August 6–9, 2025** on McLeod Lake Traditional Territory & Heritage Site. In particular, we would be honored by your presence on **Friday, August 8, 2025, from 9:00 AM to 4:00 PM**, which includes our special **Corporate Barbecue at 12:00 PM**.

1. Sponsorship Opportunities

Help us make this milestone celebration truly memorable by choosing one of our sponsorship packages. Details of the available packages are found in the attached document "2025 AGA Sponsorship Letter & Categories".

Your sponsorship supports a safe, inclusive event and ensures your organization gains prime visibility before hundreds of attendees.

2. Corporate Career Fair Registration

On Friday, August 8, we will also host our **Corporate Career Fair** from **9:00 AM to 4:00 PM**. This is a fantastic opportunity to meet local talent—both on-reserve and from surrounding communities—and showcase your organization's career and summer-student opportunities.

- **Table fee:** $300 (includes one table under a canopy tent)
- **Set-up:** 8:00 AM–9:00 AM (sharp start at 9:00 AM for Education Awards)
- **Swag & giveaways:** Encouraged; prize-drawing announcements will be made on stage in the afternoon
- **Accommodations:** See attached recommendations for local hotels

Additional details about the Corporate Career Fair can be found in the attached "2025 AGA Career Fair Letter." To register, please complete the attached Application Form and follow the instructions.

3. Next Steps & Deadlines

- **RSVP:** Please let us know if you will attend by Friday, July 4, 2025.
- **Sponsorship Confirmation:** Choose your sponsorship level and confirm by Friday, July 4, 2025.
- **Career Fair Registration:** Complete and return the attached Employer Application Form by Friday, July 4, 2025.

Attachments:

1. **2025 MLIB AGA Sponsorship Letter & Categories**
2. **2025 AGA Career Fair Letter**
3. **Employer Application Form (Corporate Career Fair)**

Please don't hesitate to reach out if you have any questions or need further information:

- **Sponsorship & General Inquiries:**
  Shannon Chingee, AGA Coordinator
  (788) 764-0570
  receptionpg@mlib.ca

- **Career Fair Registration:**
  Doris Kilba, Employment & Training
  employmenttraining@mlib.ca

Thank you for your continued partnership. We look forward to celebrating with you and showcasing the best of McLeod Lake's community and corporate spirit!
Warm regards,
Saleh Almstiri

Saleh Almstiri
Economic Development Officer, Tse'khene Development Limited Partnership - MLIB
289-547-9980 | www.mlib.ca/ | ecdev@mlib.ca
1570 Third Avenue, Prince George, BC V2L 3G4

McLeod Lake Indian Band
General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

June 5, 2025

Re: Invitation & Sponsorship Opportunities

McLeod Lake Indian Band 25th Annual General Assembly
August 6–9, 2025 | McLeod Lake Traditional Territory & Heritage Site

Dear Valued Partner,

On behalf of McLeod Lake Indian Band, it is my pleasure to invite you to join us as we celebrate the 25th Annual General Assembly. This milestone event will bring together members of our community and corporate partners for four days of cultural celebration, networking, and fun.

We would be honored by your presence on **Friday, August 8, 2025, from 09:00 AM to 4:00 PM**, including our special **Corporate Barbecue at 12:00 PM**. This gathering is a wonderful opportunity to meet our Chief and Council, connect with Band membership, and engage with other MLIB corporate entities. If you'd like to set up an exhibitor booth, please let us know and we will happily accommodate you.

In addition, we invite you to support the Assembly through one of our sponsorship packages. Your contribution will help us deliver a memorable, safe, and inclusive event—and in return, you'll receive prime visibility before hundreds of attendees, both in person and online.

Please find our sponsorship levels below. All sponsorships are payable to **McLeod Lake Indian Band**.

Shannon Chingee - AGA Coordinator
(788) 764-0570
Email: receptionpg@mlib.ca

Cc: Rachael Weber: admindirector@mlib.ca & Saleh Almstiri ecdev@mlib.ca

McLeod Lake Indian Band
General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

Sponsorship Categories

Diamond Class **$ 10,000.00**

Exclusive full-color advertisement on the front cover, back cover, or inside cover of the AGA Program and a 4″×8″ logo sign at key locations throughout the event site. Your logo will also appear on the main stage and be featured in dedicated social-media spotlights. You will enjoy an exclusive prime booth location and receive a personalized thank-you mention in our post-event email to all attendees. Finally, your organization will be acknowledged as a Silica Class Sponsor on the McLeod Lake Indian Band website www.mlib.ca

Platinum Class **(5 spots)** **$ 5,000.00**

Includes front, back or inside cover page color Ad in the AGA Program and a 4"×8"logo sign posted at the AGA site.
Acknowledgement of Platinum Class on the www.mlib.ca website

Gold Class **(16 spots)** **$ 3,000.00**

Includes full page color Ad in the AGA Program and a 2"×4" logo sign posted at the AGA site.

Silver Class **(16 spots)** **$ 2,000.00**

Includes a half page color Ad in the AGA Program and a logo/name acknowledgement on the community board.

Bronze Class **(16 spots)** **$ 1,000.00**

Includes ¼ page color Ad in the AGA Program and a name acknowledgment on the community board.

McLeod Lake Indian Band

General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

Corporate Career Fair – Friday, August 8th, 2025

25th Annual General Assembly

This year we are excited to celebrate our 25th AGA, Wednesday, August 8th to Saturday, August 9th. Four whole days for on-reserve and off-reserve membership to re-connect and enjoy many activities.

On Friday, August 8th we would like to welcome everyone, including the public from the surrounding communities. We will have a day full of activities starting at 9:00am until 4:00pm for everyone to enjoy, lunch will be included.

Like previous years, we will be hosting a Corporate Career Fair to give the membership the option to inquire about your company's business and potential employment opportunities.

Our youth are the stepping-stones to the future. In the summer we provide a Summer Student Work Program for the McLeod Lake student membership. Students are placed in the different departments in McLeod Lake learning more about those operations. We also provide a week of work readiness skills, resume and cover letter writing, Industry tickets, Basic First Aid, WHIMIS 2015, and safety tickets. They also receive a week of Learners' prep classes, with ICBC visiting the community to allow students to write their knowledge test locally. This year we would like to offer more to the students with a back-to-school trip celebration.

To support our Summer Student Program, this year we are asking for a registration fee of $300.00. The fees collected will go towards our youth department. Please make cheques payable to the **MLIB Summer Employment Program**. Attention: Doris Kilba.

Your registration fee and/or donations to the summer employment program will help the Employment & Training Department with the increasing costs of supplies, instructor costs, work PPE, year-end travel, accommodation, awards, and meals for instructors.

We look forward to your participation and have attached a registration form for your convenience. If you have any questions, please forward them to Doris Kilba at employmenttraining@mlib.ca or call 250-997-1387.

Deadline to register is Friday, July 4th, 2025. Tables are limited so register early.

Mussi Cho

McLeod Lake Indian Band

General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

25th Annual General Assembly Corporate Career Fair

(25 years since the signing of Treaty 8)

Friday, August 8th, 2025, 9:00am to 4:00pm

MLIB Historical Site on McLeod Lake Reservation

Company Registration

Company/ Organization Name: _____

Address: _____

Website: _____

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Number of Representatives Attending: _____

Names of Representatives: _____

Registration tables will be under canopy tents. There is no power on the Historical Site and Wi-Fi is spotty. We are not allowed to break the ground in any way! If you have standing banners they will need to be secured with weights. You are welcome to bring quiet generators or battery devices if you need. Dress according to weather, our AGAs have been known to get rain. You will be provided with 2 chairs, if you need more, please bring extra.

Swag is the responsibility of your business and is appreciated by community participants. If you wish to have a prize drawing, we will announce the winner in the afternoon on the stage, giving thanks for your participation and generosity.

McLeod Lake Indian Band

General Delivery, McLeod Lake, BC V0J 2G0
Main Office (250) 750-4415 Fax: (250) 750-4420

REGISTRATION:

Table Costs: $300.00. We will invoice you when we receive your completed registration.

Make cheques payable to **MLIB Summer Student Program** and send via mail, Attention: Doris Kilba, McLeod Lake Indian Band, General Delivery, McLeod Lake, BC., V0J 2G0 or request EFT banking information.

Please confirm registration with Doris Kilba at employmenttraining@mlib.ca to secure your spot. This registration and/or donation will be greatly appreciated by the Summer Student Program.

Include your company Logo to have a poster created for advertising our corporate attendees.

Set up: 8:00am – 9:00am. We would appreciate it if everyone completed set up by 9:00am. The Education student awards will start at 9:00am sharp. Thank you in advance for this consideration.

Where to Stay:

Hotel bookings will be the responsibility of the company/organizations:

ROYAL OAK INN & SUITES
70 Mackenzie Blvd
Mackenzie, BC V0J 2C0
Phone: 250-997-2000

ALEXANDER MACKENZIE HOTEL
403 Mackenzie Blvd
Mackenzie, BC V0J 2C0
Phone: 250-997-3266
Toll free: 1-800-663-2964 (BC only)
reservations@amhotel.ca

City of Campbell River
From the Office of the Mayor

June 5, 2025,

To All Resource-Dependent Communities in British Columbia

Dear Mayors and Chairs Across British Columbia,

On behalf of the City of Campbell River Council, I am reaching out to invite your community to join a collective advocacy movement aimed at amplifying the voices of resource communities across British Columbia.

Resource communities like ours play a vital role in the economic fabric of the province of British Columbia. However, we often face unique challenges that are overlooked in broader policy discussions. By coming together, we can ensure that our collective concerns are heard and addressed at the provincial and federal levels.

Objectives:

- **Raise Awareness:** Highlight the significant contributions of resource communities to the provincial economy.
- **Advocate for Supportive Policies:** Influence policy decisions that directly impact resource-based communities.
- **Foster Collaboration:** Further strengthen partnerships between resource-based communities, so that we can work together, share best practices and strategies, and amplify results.

Key Initiatives:

1. **Targeted Communications:** We will launch a campaign to educate urban centres, policy makers, and the general public about the economic value of resource communities.
2. **Outreach:** We will continue to build a coalition of resource communities to strengthen our advocacy efforts.
3. **UBCM:** The City has submitted a UBCM resolution (attached) and is applying to host a session at the 2025 Convention.

301 St. Ann's Road, Campbell River, BC V9W 4C7 Phone 250-286-5700 Fax 250-286-5760

As leaders who have witnessed firsthand the incredible contributions and resilience of Campbell River, and resource communities across BC, we are deeply passionate about this initiative. We recognize that your community faces similar challenges and shares the same dedication and commitment to ensuring a prosperous future for all. Together, we can amplify our shared concerns, influence policy decisions, and drive change that will support the long-term growth and resilience of resource communities.

Please join us in this important initiative. Your insights and participation will be instrumental to our collective success.

Looking forward to working together for the betterment of all resource communities in British Columbia.

Sincerely,

Kermit Dahl
Mayor

City of Campbell River

Inclusion of Rural and Resource Communities in Provincial Economic Decision-Making

WHEREAS rural and resource-based communities continue to be a significant economic driver in both rural and urban areas across British Columbia;

AND WHEREAS communities throughout British Columbia are experiencing job losses and heightened economic challenges arising from trade uncertainties, and provincial legislation and policies that disproportionately affect resource industries such as forestry, mining, energy, and aquaculture;

AND WHEREAS these communities are integral to the provincial economy, contributing substantially to British Columbia's GDP, employment, and export revenues, while sustaining the economic vitality of urban centres through interconnected supply chains, workforce migration, and complementary industries;

AND WHEREAS current provincial decision-making processes frequently lack adequate representation and consultation with rural and resource-based communities, leading to policies that may inadvertently jeopardize the sustainability, cohesiveness and resilience of these regions;

THEREFORE BE IT RESOLVED that UBCM urge the Province of British Columbia to formally recognize the critical economic contributions of rural and resource-based communities and to ensure their meaningful inclusion in the development of legislation, regulations, and economic strategies that impact resource industries by:

- Prioritizing economically viable access to resources;

- Supporting innovation within each sector to foster sustainable growth and enhance competitiveness;

- Actively engaging with each resource sector and its stakeholders to comprehensively understand their unique challenges and opportunities; and

- Take decisive action to amend policies and legislation based on the unique challenges and opportunities identified

- Removing restrictive legislation on resource sector industries.

Town of Oliver
CANADA'S WINE CAPITAL
Office of the Mayor

June 17, 2025

Via email

AKBLG, NCLGA, AVICC, and LMLGA Member Municipalities

Dear AKBLG, NCLGA, AVICC, and LMLGA Members:

Re: Support for Resolution

I am writing on behalf of the Town of Oliver Council, requesting favorable consideration and resolutions of support for the proposed UBCM Resolution for the Province to work with Crown Grant Airport owners to update the list of Ancillary Uses in the Land Use Operational Policy at the upcoming UBCM Convention this fall.

At the January 27, 2025, Town of Oliver Regular Open Council Meeting and at the January 23, 2025 RDOS Board Meeting, the following resolution was approved:

> WHEREAS Airports located on Crown Land have Crown Grants from the Province of BC to operate and must adhere to the ancillary airport uses listed in the Land Use Operational Policy;
>
> AND WHEREAS the list of airport uses is restrictive and limited to what's considered necessary for the viable operation and management of a public airport;
>
> AND WHEREAS capital renewal and operational costs for Crown Grant Airports continue to increase and are far outpacing the revenue generating opportunities from ancillary land use leases;
>
> AND WHEREAS the Socio-Economic impacts from Crown Grant Airports is significant for local municipalities and the surrounding area;
>
> NOW THEREFORE BE IT RESOLVED that UBCM ask the Province to work with Crown Grant Airport owners to update the list of Ancillary Uses in the Land Use Operational Policy to allow for increased revenue generating opportunities to improve the economic viability of Crown Grant Airports.

We look forward to and appreciate your support on this matter.

Sincerely,

Martin Johansen
Mayor

cc. Council

DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6
Phone 250-545-5304 Fax 250-545-4733
Email: info@coldstream.ca Website: www.coldstream.ca
"Rural Living At Its Best"

June 17, 2025
0230-30-12 (Resolutions)

UBCM Member Municipalities
Via Email

Dear Mayors and Councillors,

Re: Modernization of Wastewater Regulations – UBCM Resolution

At their meeting held May 26, 2026, the District of Coldstream Council passed the following resolution:

> *"THAT Council direct Administration to forward the following resolution to the Union of British Columbia Municipalities Annual Convention for consideration:*
>
> > ***Whereas*** *the oversight of wastewater management in British Columbia is divided between two provincial ministries, resulting in split jurisdiction over two key regulations — the Municipal Wastewater Regulation (MWR) (2001) and the Sewerage System Regulation (SSR) (2005);*
> >
> > ***And whereas*** *these regulations have not undergone significant updates since their enactment, despite evolving environmental standards, increasing concerns regarding the professional oversight of these systems, emerging technologies, and increasing community and ecological demands;*
> >
> > ***And whereas*** *the Province has established priorities to support housing development, infrastructure expansion, improved cumulative effects assessment in natural resource decision-making, and stronger integration of source water and drinking water protection;*
> >
> > ***Therefore, be it resolved*** *that UBCM requests the Province of British Columbia to undertake a comprehensive review and modernization of the Municipal Wastewater Regulation and Sewerage System Regulation to ensure alignment with current environmental pressures, technological advancements, and land use planning needs.*
>
> *AND THAT Administration be directed to copy the correspondence to Lake Country, Columbia-Shuswap Regional District and the City of Vernon;*
>
> *AND FURTHER THAT Administration be directed to copy the correspondence to all UBCM member municipalities for information and request for support."*

This resolution was co-sponsored by the City of Vernon, District of Lake Country and the Columbia Shuswap Regional District and submitted to UBCM for consideration at the 2025 Convention. We encourage you to consider supporting this resolution at the 2025 UBCM Convention.

Yours truly,

Keri-Ann Austin, MMC
Chief Administrative Officer

cc Coldstream Council

Program

The 2025 Convention Program at a Glance is listed below. Please note, the program is subject to change and details will be shared as they are available.

The Pocket Program will be available in print onsite at Convention.

All times below are listed in Pacific Standard Time (PST).

	Monday, September 22
7:00 am - 4:00 pm	Registration
8:00 am - 5:00 pm	Agricultural Study Tour
9:30 - 11:30 am	Study Sessions
2:00 - 4:00 pm	Study Sessions
7:00 - 8:00 pm	Electoral Area Directors' Meet & Greet

*Only UBCM voting delegates are eligible and must be present to win. Voting delegates will be automatically entered.

Tuesday, September 23

7:00 am - 5:00 pm	Registration
7:00 - 8:30 am	Clinics Continental Breakfast
7:30 - 8:30 am	Clinics (5 concurrent)
9:00 am - 12:00 pm	Electoral Area Directors' Forum
	Small Talk Forum
	Mid-Sized Communities Forum
	Large Urban Communities Forum
12:00 - 1:30 pm	Forum Lunches
1:45 - 2:45 pm	Plenary Session
2:45 - 3:00 pm	Address by the FCM President
3:00 - 3:30 pm	Municipal Insurance Association - Voting Delegate Orientation
3:15 - 4:45 pm	Workshops (5 concurrent)
3:30 - 4:30 pm	Municipal Insurance Association AGM

Tuesday, September 23

4:30 - 5:30 pm	Municipal Finance Authority Semi-Annual Meeting
5:30 - 6:30 pm	UBCM Community Excellence Awards Ceremony and Reception
6:30 - 8:30 pm	UBCM Welcome Reception

Wednesday, September 24

7:00 am - 5:00 pm	Registration
7:00 - 8:30 am	Delegates' Continental Breakfast
7:30 - 8:15 am	Clinics (5 concurrent)
8:30 - 9:00 am	Convention Opening Session
9:00 - 9:20 am	Annual Meeting
9:20 - 9:25 am	First Report of the Nominating Committee
9:25 - 10:25 am	Keynote Address
10:25 - 10:30 am	Nominations from the floor for Table Officer positions

Wednesday, September 24

10:30 am - 5:00 pm	UBCM Sponsor Exhibits Open
10:30 - 11:45 am	Principal Policy Session: Resolutions
11:45 am - 12:00 pm	Address by the Leader of the Green Party
12:00 - 1:30 pm	Area Association Lunches
2:00 - 2:30 pm	Address by the Minister of Municipal Affairs
2:30 - 2:45 pm	Candidate Speeches
2:30	Election of Table Officers Opens Online
3:00 - 4:15 pm	Cabinet Town Halls (3 concurrent)
4:15 - 5:00 pm	Presentation of the 2025 Climate & Energy Action Awards
8:00 - 12:00 am	CUPE BC Reception

Thursday, September 25

8:00 am - 5:00 pm	Registration
7:00 - 8:30 am	Delegates' Continental Breakfast

Thursday, September 25

7:30 - 8:15 am	Clinics (2-3 concurrent)
8:00 - 9:00 am	Election of Table Officers Closes Online
8:30 - 8:35 am	Second Report of the Nominating Committee for Executive Positions
8:35 - 8:55 am	Address by Leader of the Opposition
8:55 - 11:30 am	Resolutions Session Continues
10:00 am - 3:00 pm	UBCM Sponsor Exhibits Open
11:30 - 11:35 am	Nominations from the Floor for Executive Positions
11:35 am - 12:00 pm	Candidates Speeches
12:00 - 1:30 pm	Delegates' Lunch
2:00 - 5:00 pm	Election of Remaining Executive Positions Opens Online
2:30 - 4:30 pm	Workshops (5 concurrent)
6:30 - 7:30 pm	UBCM Annual Banquet Reception
7:30 pm	UBCM Annual Banquet

Thursday, September 25

Presentation of Long-Service Awards and Life Memberships

Friday, September 26

7:00 - 8:30 am	Delegates' Continental Breakfast
8:30 am	Election for Executive Positions Closes Online
8:00 - 9:00 am	Report on Resolutions Received after the Deadline Resolutions Session Continues
9:00 - 9:30 am	Federal Address
9:30 - 10:45 am	Resolutions Session Continues
10:55 - 11:00 am	Installation of President-Elect
11:15 am - 12:00 pm	Address by the Premier
12:00 pm	Adjourn

World Invitational Class "A" Gold Panning Championships

August 1st, 2nd, 3rd, 2025
Peace Island Park

Dear Prospective Participant,

We invite you to join us for the 53rd Annual World Invitational Class "A" Gold Panning Championships on August 1st, 2nd, and 3rd, 2025 at Peace Island Park, Rocky Mountain Forts, in Taylor.

We are also extending you a special invitation to compete in the Media/Celebrity/Sponsorship Panning Event, which will be held on Saturday, August 2nd at 12:00pm.

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

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

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

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

Yours truly,

RECEIVED
JUN 11 2025
DISTRICT OF MACKENZIE

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

United Way British Columbia | Working with communities in BC's Interior, Lower Mainland, Central & Northern Vancouver Island

MCS MACKENZIE COMMUNITY SERVICES

MACKENZIE SOCIAL PRESCRIBING WORKSHOP

Guest Speaker:

LINDA YAUK

30 YEAR ANNIVERSARY | seniors first BC

Key Discussions & Insights:

- What is Social Prescribing
- Combating Social Isolation
- Community Asset Mapping
- Mackenzie Resources

11:00AM- 1:00PM,

09 JULY 2025

MACKENZIE LEGION

357 SKEENA ST, MACKENZIE BC V0J2C0

FREE LUNCH AND CONNECTION

Community Collaboration

MACKENZIE MEN'S SHED · Kimta Transportation Society Community Bus · Better at Home · RCMP · MCS Mackenzie Community Services · Legion · Spectrum Supports NEW

More to come

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 18, 2025

Subject: Referral 7410367 – Windpower Investigative Licence – Follow-up

---

RECOMMENDATION:

THAT Council choose which option they choose for their reponse to Referral 7410367.

BACKGROUND:

The District has received a referral from the Province of BC with respect to a licence application to evaluate the future development of a wind energy project near Mackenzie. Copies of the investigative plan and mapping have been attached for further information.

FOLLOW-UP:

Staff has received the following response from the applicant to the questions from the last Regular Meeting:

"At this stage, the proposed project area remains conceptual, and we have not yet identified a specific access route. A site visit will be required to better understand potential access options, particularly for deploying a non-invasive, ground-mounted LiDAR wind monitoring device. We're planning a site visit sometime this summer and would be happy to notify the District once it's scheduled.

Regarding ski trails: we will not use or disturb any trails. We've reviewed the Mackenzie Nordiques' trail map and will ensure we remain mindful of their network in our planning.

On the question of access via Cemetery Road off Highway 39: access has not yet been finalized, but Cemetery Road could be considered if there are no objections. However, it appears more likely that we'll access the area via existing logging roads departing Highway 39 farther to the east. For clarification, is Cemetery Road the same as the Parsnip East Forest Development Road?

In terms of traffic, we do not anticipate much vehicle movement during the investigative phase - primarily a few visits related to site assessment and equipment setup.

Regarding the panhandle-shaped portion of the application: this area is intended as a placeholder for a potential future transmission right-of-way and is not related to project access. That route is flexible and could be adjusted to avoid areas of concern - including ski trails - should the project progress.

If the District has any preferences regarding which roads should or should not be used during the investigative phase, we'd welcome that input."

MACKENZIE NORDIQUES

Attached is an email excerpt from Elliot Wiechula of the Mackenzie Nordiques Cross-Country Ski Club sharing their views and concerns with the proposed application for Council to consider.

COUNCILS RECOMMENDATION:

By June 27, 2025, Council is being asked by the Province to choose one of 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:

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

Hi Joan,

I've had a chance to go over the wind power proposal with Loni and Elaine. I suppose our main area of concern is obviously where the straight, long, narrow section of it crosses our trails in three places. There is no details in exactly what that would be, but I assume it would be power lines of some sort, either above or below ground. Such a linear feature would likely include land clearing and potentially easy access for snowmobiles to gain access to our trails which would damage our trails. Our first wish would be an alternate route be found that completely avoids our ski trails. If an alternative route cannot be found, we would request some sort of access mitigation to protect our trails.

I think we can assume they would want to access the aforementioned area through our trails. We strongly oppose any construction or later maintenance work being done during late fall, winter and early spring. Even if they were using snow equipment to access it, it would still damage the groomed surface. Our small group of volunteers would have a hard time repairing such damage, especially with the more difficult snow conditions we've been experiencing such as the last two winters. Any use of the trails in the summer must leave the trails in similar or better condition than they were prior to construction.

I'm happy to chat more if you'd like to, please call my cell [redacted]**4.**

Cheers,

Elliot Wiechula

Crown Land Application Investigative Plan – Wind Power

Applicant: 0887581 B.C. LTD.

Site Name: Findlay Wind

1.0 Background

1.1 Project Overview

This Investigation Plan supports the application for an Investigative Licence for wind power, located near the community of Mackenzie, British Columbia. The project has been named Findlay Wind. The Investigative Licence will enable the investigation of the wind resource within the Licence area to evaluate the potential for the future development of a wind energy project at this location.

The project is expected to have a capacity of approximately 140 MW, comprising 20 turbines, each with a rated capacity of 7.0 MW.

The application area's centroid is approximately 7 km east-south-east of Mackenzie, within the Fraser-Fort George Regional District, at coordinates 55.300622°, -122.958090°. The licence area comprises one polygon totaling 875 hectares, as depicted in the attached mapping and KML file. While the final project will occupy a smaller footprint, this area allows flexibility for design optimization. The investigation will assess wind resources, site access, proximity to dwellings, terrain constructability, transmission capacity, engineering considerations, and environmental and wildlife constraints. Initial conflict checks using iMapBC, ILRR Map Inquiry, and FrontCounter BC Discovery tools indicate no major impediments, with further constraints to be evaluated during the licence tenure.

1.1.1 Land Management Plans and Regional Growth Strategies

Wind power development in British Columbia aligns with the 2024 BC Hydro Call for Power and anticipated biennial clean power calls.

There are no known land management plans, strategies, or restrictions that preclude the investigation or future development of a wind energy project in this area.

1.2 Seasonal Expectations of Proposed Use

The following activities will assess site viability during the investigative phase:

a) *Wind monitoring equipment installation* – The primary purpose of this monitoring equipment is the measurement of wind speed and direction. Access via existing forestry roads. No permanent disturbance expected.

b) *Geotechnical Assessment* – A physical assessment of the Investigative Licence area may be performed to determine the suitability of the ground to support the transportation and installation of wind turbines.

c) *Public Engagement* – Early consultation with First Nations, government agencies, and community groups to identify concerns and build relationships. Discussions with the Ministry of Water, Land and Resource Stewardship (MWLRS) will be conducted to ensure that all relevant First Nations and stakeholders have been identified and that an engagement framework is agreed upon. A consultation log will be maintained.

d) *Site Access* – Site access will be via existing access roads or helicopter. Existing access roads will not be modified during the investigative phase. No roads will be constructed or reactivated without a separate road application and prior written consent from the Ministry.

e) *Archaeology Review* – The need for a review for archaeological significance will be determined as part of the early-stage consultation with the identified First Nations. Once the wind array layout has been drafted it will be shared with all interested First Nations and MWLRS.

f) *Water Courses and Fish Habitat* – A physical review of the watercourses and fish habitat within the site area may be undertaken. No negative impacts to watercourses, wetlands, fish, or the aquatic environment are anticipated during the investigative phase. First Nations will be consulted in detail regarding any watercourse assessments, potential impacts from project construction, and in developing mitigation measures for any potential impacts. Any activity concerning fish habitat will follow all guidelines of the provincial Fish Protection Act and federal Fisheries Act.

g) *Bird Species and Habitat* – Bird species and habitat will be reviewed within the site area. Specialized consultants may be engaged to aid in the review. Best management practices will be implemented to minimize any adverse effects on the listed species during the investigative phase, including complete adherence to all relevant provincial/federal enactments including Section 34 of the provincial Wildlife Act and the Water Act. A specialized consultant may be engaged to aid in the review of bird species and habitat. All work will follow the requirements of the Species at Risk Act (SARA), the Migratory Birds Convention Act, and the commitments made in the future project Development Plan.

h) *Ungulates and Other Wildlife* – Ungulates and other wildlife species monitoring may be undertaken within the application area in consultation with MWLRS and First Nations. Expert consultants will be engaged to manage the monitoring and assessment.

Activity	Brief Description	Season/ Timing	Comments
Installation of wind monitoring equipment	Place the monitoring equipment within the Licence area. This equipment may include a tower/mast of approximately 80-100m in height with supporting guy wires. The total footprint area is estimated at less than 12 square meters. The monitoring equipment may also include a LiDAR device. Site access during the IL phase will be via existing forestry roads. No permanent site disturbance is anticipated due to this activity.	Installation spring 2025. Left in place for approximately 2 years.	Limited vegetation clearing may be required.
Bird monitoring activities	May involve on-site observations by bird expert consultants.	Begin monitoring in spring 2025 and continue for 12 months ending in fall 2026.	No impacts anticipated. Best management practices will be implemented to minimize any adverse effects on the listed species during the investigative phase, including complete adherence to all relevant provincial/federal enactments including Section 34 of the Provincial Wildlife Act and the Water Act.
Water Courses and Fish Habitat	A physical review of the watercourses and fish habitat within the site area may be undertaken. A thorough review of any affected watercourses and fish habitat would be undertaken by certified biologists/hydrologists if required.	Begin monitoring in spring 2025 and continue for 12 months ending in fall 2026.	Required setbacks to watercourses will be adhered to in all cases if streams/wetlands are identified. No negative impacts to fish or the aquatic environment are anticipated during the investigative phase.
Ungulate and other wildlife monitoring activities	May involve on-site observations by expert consultants.	Begin monitoring in spring 2025 and continue for 12 months ending in fall 2026.	Best management practices will be implemented to minimize any adverse effects on the listed species during the investigative phase, including complete adherence to all relevant provincial/federal enactments including Section 34 of the provincial Wildlife Act and the Water Act.
Geotechnical Work	A physical assessment of the Licence area may be performed by an expert consultant to determine the suitability of the ground to support future wind turbines and component transportation. This may include geotechnical drilling to assess subsurface geological conditions.	The timing will be dependent on a contract award for electricity sales to BC Hydro.	Limited vegetation clearing and ground disturbance may be required.
Survey Work	Some preliminary survey work may be required to determine preferred access routes for future wind turbine delivery and foundation design. Survey work	Preliminary survey work would begin spring 2025.	No impacts anticipated.

	will use temporary ground surface tripods supporting survey equipment. No site disturbance will be required.		
Archaeology Studies	Archaeology consultants may be engaged.	Archaeology studies would begin as soon as spring 2025.	No impacts anticipated.

1.3 Engagement with First Nations

The following First Nations have traditional territories overlapping the application area, as identified in the Contacts for First Nation Consultation Areas database:

- McLeod Lake Indian Band
- Tsay Keh Dene Nation
- West Moberly First Nations
- Halfway River First Nation
- Doig River First Nation

Initial engagement with these Nations will begin promptly. Discussions with MWLRS will be undertaken to confirm the full list of potentially affected First Nations and to establish an appropriate engagement framework. A detailed consultation log will be maintained throughout the process.

During the investigative stage of the wind power project, archaeological features will be identified, assessed, and managed in accordance with provincial legislation and professional standards. A qualified archaeologist will be retained to conduct a Preliminary Field Reconnaissance (PFR) and, where appropriate, prepare an Archaeological Overview Assessment (AOA) to determine the likelihood of heritage resources within the investigative area. Based on these findings and in consultation with the Archaeology Branch, it will be determined whether a Heritage Inspection Permit (HIP), Archaeological Impact Assessment (AIA), or other authorizations are required prior to any ground-disturbing activities.

If archaeological sites are identified, avoidance measures will be prioritized. Where avoidance is not feasible, the appropriate alteration permits will be obtained in compliance with the Heritage Conservation Act. The assessment process will be initiated in advance of any physical fieldwork to support timely regulatory review and coordinated consultation with First Nations. All findings and management actions will be documented accordingly.

2.0 Location

Please refer to the Application attachments for the General Location Map.

2.1 Description

The application area's centroid is approximately 7 km east-south-east of Mackenzie, within the Fraser-Fort George Regional District, at coordinates 55.300622°, -122.958090°. The licence area comprises one polygon totaling 875 hectares, as depicted in the attached mapping and KML file.

2.2 Location Justification

The Findlay Wind energy project was identified for potential submission into a future BC Hydro clean power call.

The proposed project site offers multiple strategic advantages including an excellent estimated wind resource, proximity to transmission with available capacity, proximity to a substation with an available line position, no nearby dwellings, and access from nearby logging mains with existing forestry roads to the site.

2.3 Historical Use

There is evidence of ongoing forestry activity within the site.

3.0 Infrastructure and Improvements

3.1 Facilities

During the investigative phase it may be necessary to collect on-site wind speed data with a met-tower and/or LiDAR (light detection and ranging) device. Please refer to Appendix A for photographic examples of both. The LiDAR device's height is less than two meters, and the footprint is approximately one square meter. The LiDAR would be accompanied by either a small generator and battery bank or a hydrogen fuel cell for power. The LiDAR can measure wind speed and direction up to approximately 300m using a laser. The met-tower would likely be either 80m or 100m in height, and constructed from either tubular steel or lattice steel sections, along with steel guy wires and anchors. The anchors would be either rock anchors (requiring a small hole drilled in bedrock), or earth screw-in anchors; concrete gravity anchors will not be used. A small generator may be required if heated instruments are installed on the met-tower.

This application includes one proposed monitoring site. It is anticipated that a LiDAR will be used rather than a met-tower at this site due to accessibility. The LiDAR would be delivered to the site by helicopter. The chosen location is justified by its excellent exposure to wind flow from all directions, situated on terrain that is representative of the broader site. Furthermore, the monitoring site is positioned within a clearing, minimizing the need for new disturbances during the investigation. No new vegetation clearing will be required. No impacts on waterways, wildlife, or archaeological sites are expected.

A Statutory Declaration will be submitted when any on-site monitoring or site investigations have occurred or are planned, and the location of any on-site monitoring equipment will be identified.

One wind monitoring location has been included as part of this Investigative Licence application, please refer to the table below:

Monitoring location 1	**501013.17 m E (UTM Zone 10U)**	**6130595.38 m N**

3.2 Infrastructure/Access

During the investigation phase the site will be accessed by helicopter or by 4x4 truck via existing forestry service roads departing from Highway #39

3.3 Utility Requirements and Sources

There are no utility requirements during the investigative phase.

3.4 Water Supply

There are no water requirements during the investigation phase.

4.0 Invasive Species Management Plan

This plan outlines basic measures to prevent and manage invasive plant species, in alignment with the Forestry Operations Factsheet (Invasive Species Council of BC, April 2019). The focus is on prevention, early detection, and coordination to minimize ecological impacts on soil productivity, biodiversity, and range resources.

Key actions include:

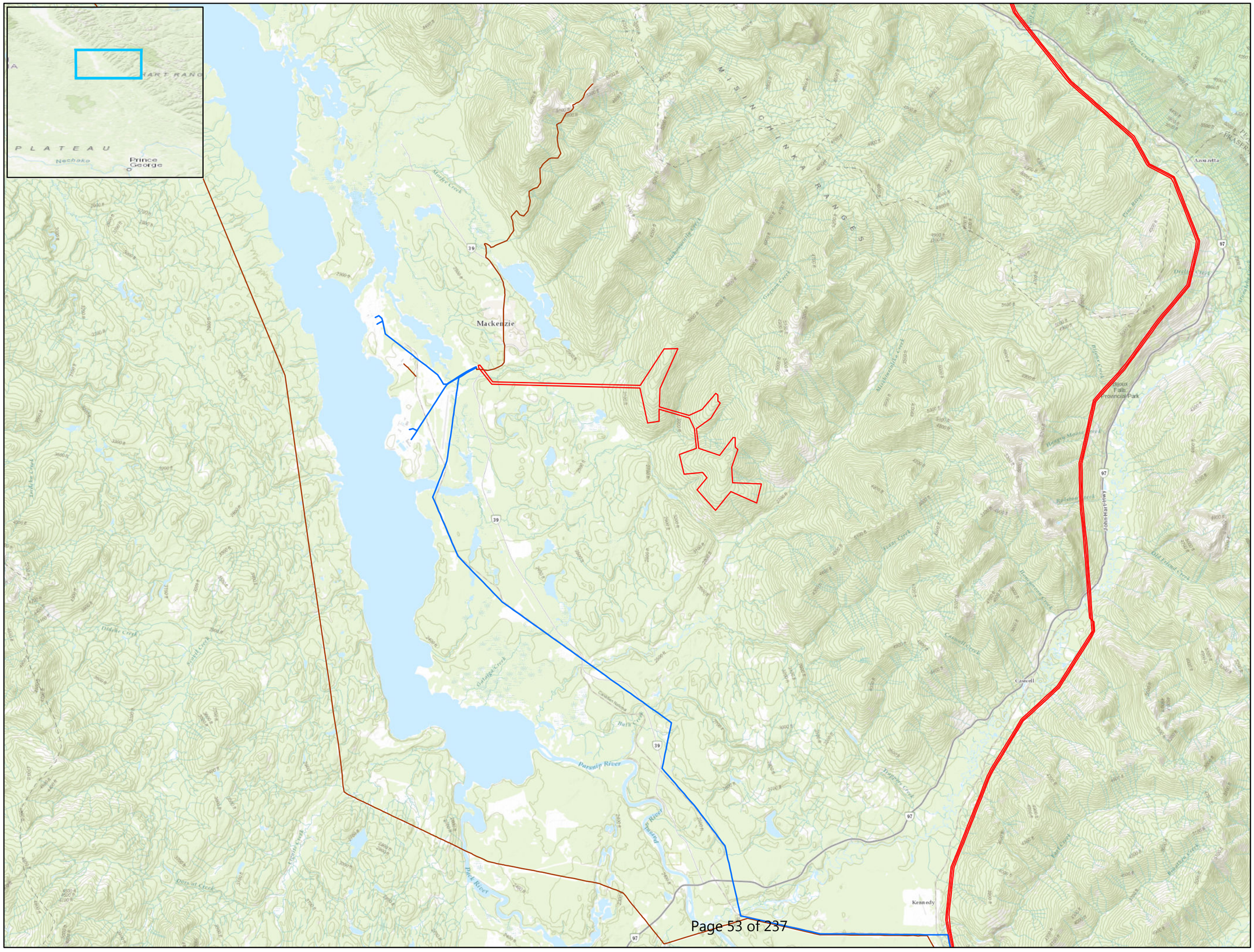
1. Identify Priority Species: Determine priority invasive plant species within the licence area using resources like the Invasive Alien Plant Program (IAPP) database and collaboration with Regional Invasive Plant or Species Organization coordinators.
2. Staff Awareness: Ensure staff and contractors are trained to identify invasive plants present in or near the operating area, leveraging regional expertise from the Ministry of Forests, Lands and Natural Resource Operations and Rural Development (MFLNRORD).
3. Regular Surveys: Conduct regular detection surveys to record invasive plant locations (species, date, UTM coordinates, and estimated area) and report findings to regional coordinators or MFLNRORD specialists.
4. Equipment Management: Keep equipment out of infested areas where possible, inspect vehicle undercarriages for plant material, and dispose of any material appropriately (on-site if no flowers are present, or bagged and discarded locally if flowers are present).
5. Prevention Practices: Wash seeds and propagules from equipment and gear before leaving sites, and minimize soil disturbance during investigative activities.
6. Re-vegetation: Promptly re-vegetate disturbed areas using a quality weed-free forage seed mixture (confirmed by a Certificate of Analysis) to restore rangeland integrity.

This plan complies with the BC Forest and Range Practices Act and Weed Control Act, emphasizing prevention as the most cost-effective strategy. Ongoing monitoring and coordination with regional experts will ensure invasive plant risks are mitigated, protecting the ecological health of the licence area and surrounding rangelands.

Appendix A

Example of an 80m lattice met-tower

Example of a LiDAR device



Project

Findlay Wind

Title

General Location Map

Version

1

Legend

- Findlay_Wind_IL_Area
- 69 kV
- 138 kV
- 230/287 kV
- 360 kV
- 500 kV
- DC
- Other Utilities_Private_Future

Map Details

Scale: 1:150,000

Reference: NAD_1983_BC_Albers

Date: March, 2025

0 2.5 5 Kilometers

N

Credits

LOCATION MAP

File - 7410367 Area (Ha.): 874.65

Client - 0887581 B.C. LTD.

Legend

- Crown Land Application
- Area to be Added
- Area to be Deleted
- Municipal Boundary
- Primary Survey Parcel
- Subdivision
- Surveyed Rights of Way

Protected Areas

- Provincial Park
- Protected Area
- OIC Ecological Reserve

Transportation

- Highway
- Railway
- Surveyed Road R/W
- Road
- Forest Service Road
- Trail
- Rail Line

Water Features

- Rapids
- River or Stream - Definite
- River or Stream - Dry
- River or Stream - Indefinite
- Dam - section Base
- Flooded Land - Inundated
- Lake - Definite
- Lake - Indefinite
- Lake - Intermittent
- Reservoir - Definite
- Glacier
- Icefield
- Island - Definite
- Sand Bar

Contours

- Contour - interval 200m

Produced by
Ministry of Water, Land
and Resource Stewardship
Prince George
FrontCounterBC

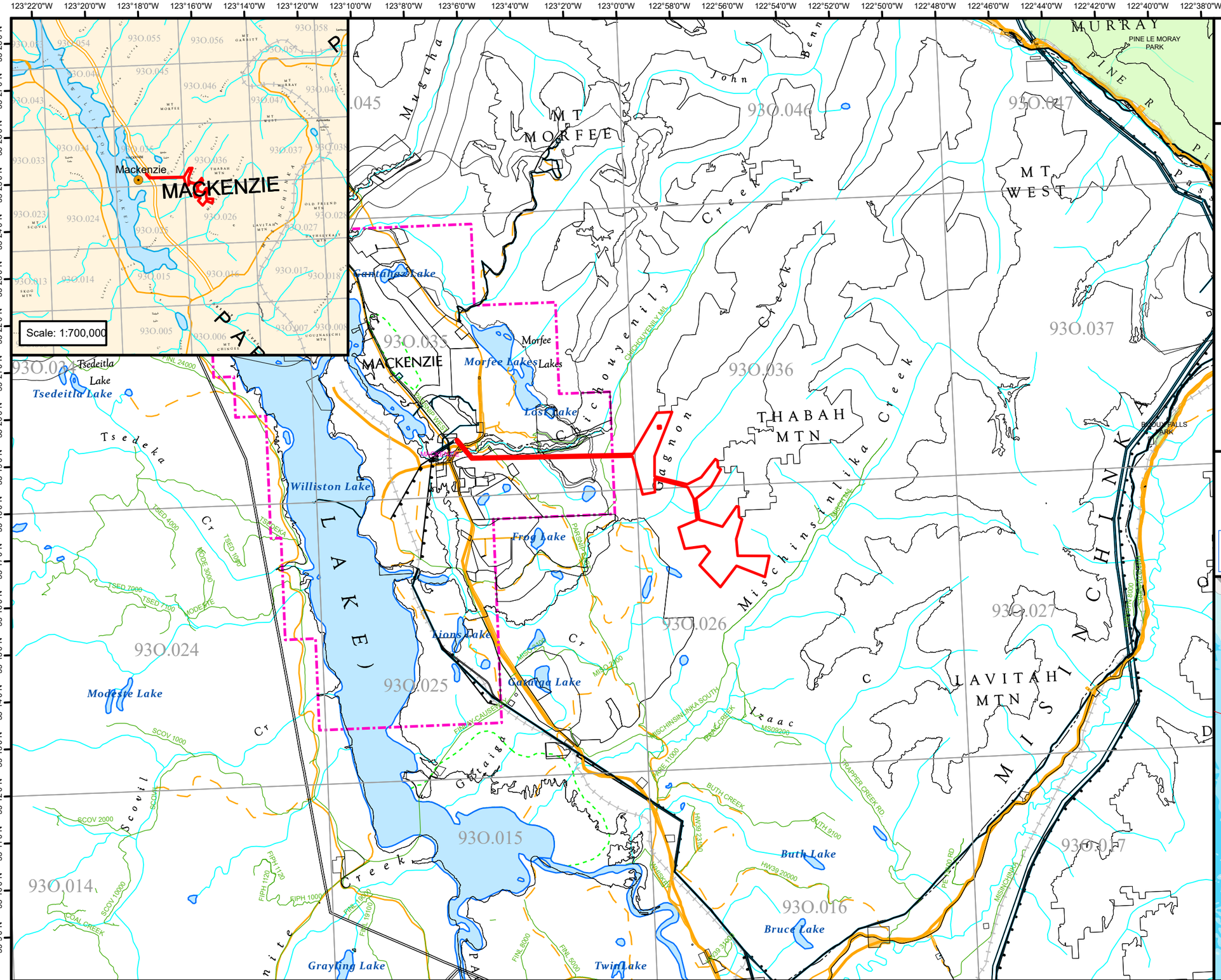
Date: April 14, 2025

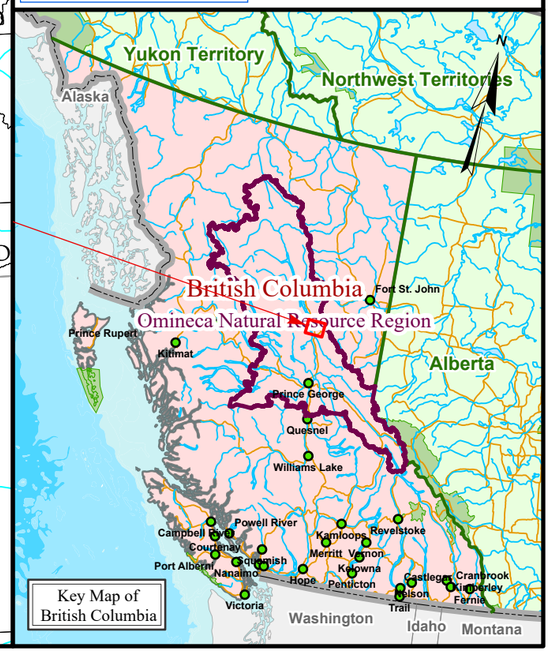
Scale - 1:150,000 *

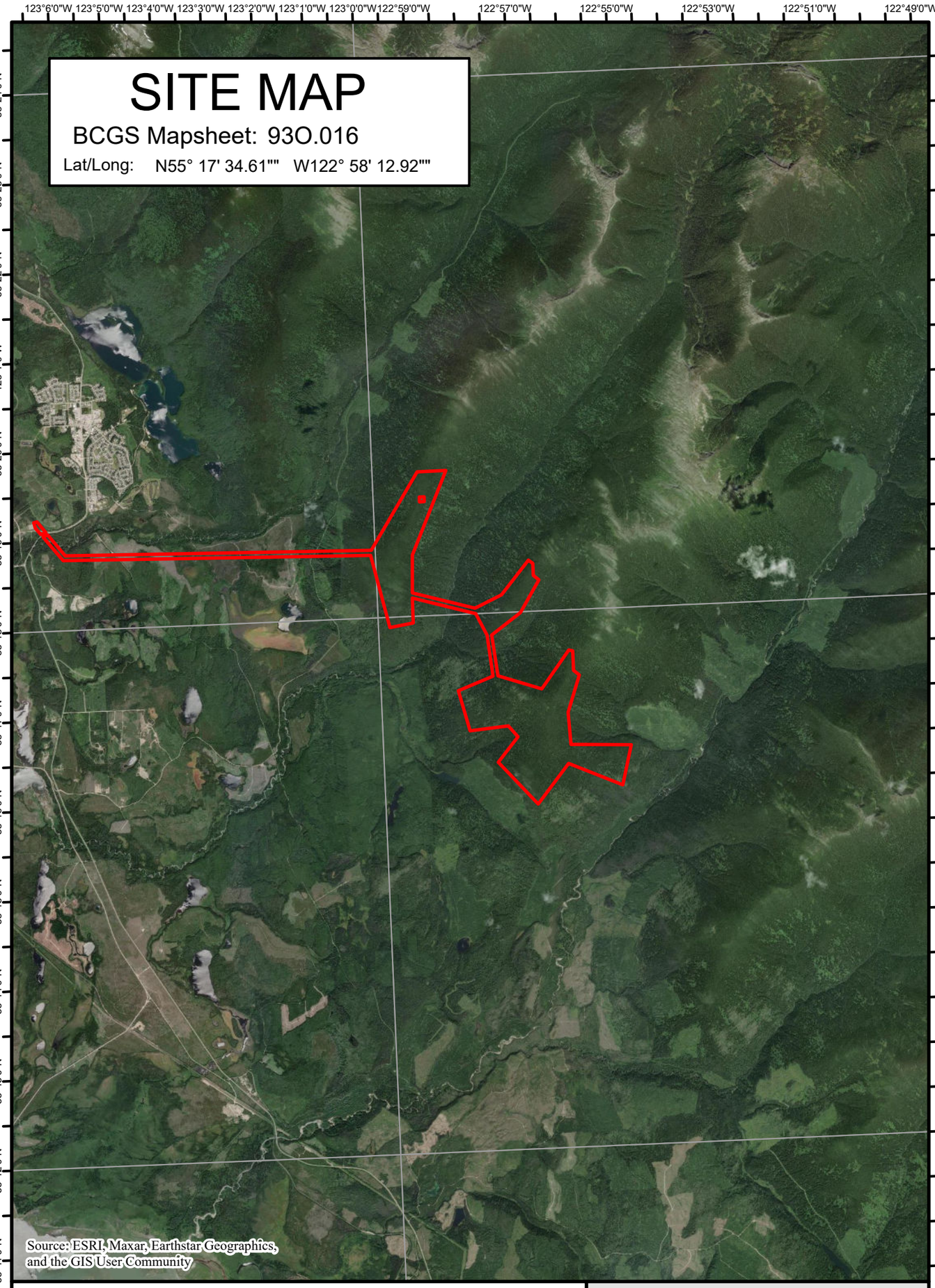
* if printed on 17X11 page

Kilometers 0 1.5 3 4.5

BC Albers Projection/NAD 83







File Number: 7410367

Site # 1 of 1 - APPLICATION Area (Ha.) =

TYPE: LICENCE

PURPOSE: WINDPOWER

SUBTYPE: INVESTIGATIVE LICENCE

SUBPURPOSE: INVESTIGATIVE AND MONITORING PHASE

LOCATION: E OF MACKENZIE

Imagery: ESRI World Imagery

Scale: 1:100,000 *

* if printed on 8.5X14 page

Projection: BC Albers
Datum: NAD 83

Meters
0 1,225 2,450 3,675

N

Produced by
Ministry of Water, Land
and Resource Stewardship
Northern Service Centre
FrontCounterBC
Date: April 14, 2025

BRITISH COLUMBIA FrontCounterBC

BRITISH COLUMBIA

Legend

- Crown Land Application
- Area to be Added
- Area to be Removed
- Municipality
- Primary Survey Parcel
- Subdivision
- Titled Parcel

Surveyed Rights of Way

- Surveyed Road R/W
- Gas/Oil R/W District Lot
- Power Transmission R/W
- Gas/Oil R/W
- Telecom R/W District Lot
- Miscellaneous R/W

Transportation Corridors

- Highway
- Railway
- Surveyed Road R/W

Protected Areas

- Provincial Park
- Protected Area
- OIC Ecological Reserve
- Recreation Area

Base Mapping Features (20K)

- River or Stream
- River or Stream - Dry
- Lake
- Marsh
- Glacier/Ice field

Transportation - Lines (20K)

- Airfield
- Road
- Forest Service Road
- Road Permit
- Trail
- Rail Line

All measurements are approximate.

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 18, 2025

Subject: Building Bylaw Update – Energy Step Code

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

As part of the Development Services Project awarded to Praxis Solutions in April, staff have been working with the consultant to work on a new Building Bylaw to modernize its building regulations and align with recent updates to the BC Building Code, including the BC Energy Step Code. The bylaw will incorporate provincially mandated energy efficiency standards and clarify how Step Code requirements apply to additions and renovations—areas where the current code provides limited guidance.

Praxis Solutions representatives will be available during the meeting to answer any questions about the following report.

The BC Energy Step Code sets performance-based energy efficiency targets for new construction and applies to both small residential buildings (Part 9) and larger, more complex buildings (Part 3). As of May 1, 2023, Step 3 is required for all new Part 9 buildings and Step 2 for Part 3 buildings across the province. These minimum requirements represent a significant shift in approach: builders must now demonstrate compliance through energy modelling and, in many cases, blower door testing to confirm air tightness. While this transition initially presented challenges—particularly in northern and rural markets—the industry has adapted, and many projects are now voluntarily exceeding the minimum standards.

DISCUSSION:

The Province has established a phased implementation framework for the Step Code, with Step 4 required for Part 9 buildings and Step 3 for Part 3 buildings by 2027. By 2032, all new construction will be required to meet Net-Zero Ready standards—Step 5 for Part 9 and Step 4 for Part 3. Council has previously expressed interest in exploring early adoption of higher Steps, in alignment with approaches taken by other local governments.

While some larger municipalities in southern BC have adopted higher Step Code requirements ahead of the provincial timeline, this has not occurred in northern communities. To evaluate the potential for early adoption in Mackenzie, outreach was conducted to eleven local governments in northern and rural BC, including Prince George, Burns Lake, Chetwynd, Fort St. James, Fraser Lake, Golden, Houston, Northern Rockies Regional Municipality, Port McNeill, and Tumbler Ridge. None of the communities contacted have adopted higher Step requirements beyond the provincial minimums. However, many are observing that new builds—particularly Part 9 projects—are voluntarily meeting or exceeding Step 4. For Part 3 buildings, Step 3 is becoming increasingly common, with Step 4 being achieved, particularly in government funded projects.

Key barriers to early adoption were consistently identified across the region:

- Limited access to high-performance materials such as triple-glazed windows, efficient doors, and air sealing products;
- A shortage of certified energy advisors and testing professionals, which increases travel costs and scheduling delays;
- Increased construction costs that are difficult to absorb in communities with low land values and modest resale prices;
- Limited builder capacity, with most construction carried out by small-volume contractors who may not yet be equipped to implement advanced energy performance strategies.

Although capacity is gradually improving and builders are gaining experience with energy-efficient practices, there is a broad consensus that the market will take time to fully catch up. Industry readiness is expected to align more naturally with the province-wide 2032 targets.

Given these realities, and the fact that northern communities are already contending with a range of economic challenges affecting both development and local business sectors, early adoption of higher Step Code requirements is not recommended at this time. Maintaining alignment with the provincial minimum ensures consistency with regional peers, supports industry adaptation, and avoids introducing new cost pressures into Mackenzie's residential, commercial, and industrial development sectors.

The District will instead focus on completing the new Building Bylaw, which will formally reference current Step Code standards and clearly define when compliance is required for additions and renovations. These triggers may include the addition of new conditioned space and major building envelope upgrades. A draft bylaw will be brought forward for Council's consideration later this year.

CONCLUSION:

While many larger or urban jurisdictions have moved ahead of provincial timelines on Step Code implementation, northern communities like Mackenzie continue to face legitimate economic

and logistical challenges. These include higher construction costs, limited availability of qualified professionals, and supply chain constraints.

By maintaining alignment with the provincial minimum requirements, the District can support energy efficiency in new development while protecting affordability and allowing the local construction industry time to build capacity. The forthcoming Building Bylaw will provide important clarity for both staff and builders and position Mackenzie to successfully meet future provincial energy performance targets.

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

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 18, 2025

Subject: Delegation of Minor Variances

RECOMMENDATION:

THAT Council directs staff to prepare amendments to the Development Procedures Bylaw and Delegation of Authority Bylaw to enable the Director of Corporate Services to issue minor development variance permits, based on the criteria and approach outlined in this report.

BACKGROUND:

As part of the Development Services Project awarded to Praxis Solutions in April, staff have been working with the consultant to review current development services policies, procedures, and bylaws to find ways to modernize and align service offerings with best practices. In November 2021, the Province gave local governments the authority, if they chose, to delegate minor variances to staff. Staff are now considering incorporating this new authority into the District's development services offerings.

Section 498.1 of the *Local Government Act* permits a local government to delegate authority to an officer or employee to issue development variance permits (DVPs), provided the variance is considered "minor" and relates to only:

- siting, size and dimensions of buildings, structures and permitted uses;
- off-street parking and loading space requirements
- regulation of signs; or
- screening and landscaping to mask or separate uses or to preserve, protect, restore and enhance natural environment.

A delegation bylaw must establish criteria for what constitutes a minor variance and include guidelines for staff to follow when making a decision. Delegated decisions must remain subject to Council reconsideration upon request of the applicant.

Currently, all DVPs in Mackenzie are reviewed by Council, and public notification is required. This applies even to small-scale variances that have little to no neighbourhood impact. As a result,

minor adjustments—such as a slight reduction in a setback or small variance to parking—are subject to extended timelines, additional administrative work, and Council agenda time. A delegation framework would help streamline approvals for routine applications while maintaining transparency and accountability through defined limits and procedural safeguards.

DISCUSSION:

Delegating authority for minor DVPs represents a practical opportunity to modernize Mackenzie's development procedures and improve service delivery for applicants. The intent is to allow staff to approve small-scale variances that meet defined thresholds and do not raise broader planning or neighbourhood concerns.

Local governments that have implemented similar delegation models such as the City of Prince George restrict delegated approvals to minor changes—such as reduced side yard setbacks, small increases to height or lot coverage, or limited reductions in required parking—while ensuring that proposals remain consistent with zoning intent and do not result in safety or servicing concerns. These practices have informed the District's proposed approach while ensuring it is tailored to Mackenzie's context and operational capacity.

Examples of proposed criteria to establish what would fall into the category of "minor" variances include a small reduction to a principal building setback, while maintaining a minimum distance from the lot line; a reduction to an accessory building setback, provided it remains at least a certain distance from the lot line; a modest increase in building height, such as up to 1 metre; or a minor increase in lot coverage, remaining under an overall site maximum. These thresholds reflect the scale of variances that are typically minor in nature and intend to provide flexibility for common site design challenges, while ensuring proposals do not compromise land use policy, public safety, or neighbourhood character.

In addition to meeting numerical thresholds, delegated variances would also need to satisfy the following guidelines the delegate must consider:

- The proposal does not negatively impact neighbouring properties in terms of privacy, access to sunlight, or visual scale of buildings;
- The variance remains consistent with the intent of the Zoning Bylaw and Official Community Plan;
- Life safety, servicing capacity, and emergency access are not compromised;
- The variance does not involve environmentally sensitive or geotechnically hazardous areas; and
- No concerns are identified through internal technical review that cannot be addressed through standard conditions or mitigation measures.

Applications that do not meet these conditions would continue to be forwarded to Council. As required by legislation, applicants will have the ability to request that Council reconsider a delegated decision.

Under the *Local Government Act*, delegated minor variances do not require public notification. However, the District recognizes that some proposals, while technically minor, may still be of interest to adjacent landowners. To support transparency, the Director of Corporate Services may provide discretionary notification to neighbouring property owners when a delegated variance is proposed. This notification would not be mandatory but could be used where staff identify the potential for neighbour concern.

Delegating minor variances to staff for approval also supports the District's ability to respond to minor variance requests in a timely and consistent manner, particularly given the ongoing difficulty in maintaining a functioning volunteer Board of Variance (BOV). By enabling staff to approve low-impact, clearly defined variances, applicants will have an alternative option for seeking minor zoning relief, helping to reduce delays and maintain service continuity in the absence of an active BOV.

To implement this framework, amendments will be required to both the District's Development Procedures Bylaw and Delegation of Authority Bylaw. These amendments will:

- Define "minor" variances by regulation type and numerical thresholds;
- Establish staff review criteria;
- Outline the reconsideration process for applicants;
- Assign authority to the Director of Corporate Services to issue eligible minor DVPs.

A draft bylaw package would be brought forward for Council's consideration at a future Council meeting.

CONCLUSION:

Introducing a clear, structured process for minor DVPs will reduce unnecessary delays for applicants, improve permitting timelines, and allow Council to focus on more complex or higher-impact applications.

The proposed framework is consistent with the District's broader goals of enhancing service delivery and modernizing administrative processes.

Staff recommend proceeding with bylaw amendments to enable delegation of minor development variance permits, as outlined in this report.

MACKENZIE
BRITISH COLUMBIA

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

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Public Works

Date: June 17, 2025

Subject: District of Mackenzie Water System Annual Report 2024

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

To maintain compliance with the *Drinking Water Protection Act* an annual report must be prepared for water systems permitted by the Northern Health Authority. Attached to this report is the District of Mackenzie Water System Annual Report for 2024.

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

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

Joe Murray, Director of Operations

Reviewed By: Corporate and Financial Services
Approved By: Chief Administrative Officer

April 30, 2025

DISTRICT OF MACKENZIE
WATER SYSTEM ANNUAL REPORT - 2024

Client: District of Mackenzie
L&M Project No.: 1044-67

L&M ENGINEERING LIMITED
1210 Fourth Avenue, Prince George, BC V2L 3J4
Phone: (250) 562-1977

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1 INTRODUCTION

The District of Mackenzie ("The District") operates three separate water distribution systems (Town, Airport, & Gantahaz) which are permitted by the Northern Health Authority (NHA). This 2024 Water System Annual Report has been prepared on behalf of the District as part of the District's Water System Operating Permit conditions. This report summarizes the following for each of the systems:

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

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

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

2 COMMUNITY PROFILE

2.1 Community

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

2.2 Population

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

Table 1: Mackenzie Population Summary

Year	Total Population	Total Connections	Townsite Population	Townsite Connections	Gantahaz Population	Gantahaz Connections
2011	3507	1513	3257	1429	250	84
2012	3548	1532	3295	1447	253	85
2013	3590	1552	3334	1466	256	86
2014	3631	1571	3372	1484	259	87
2015	3673	1591	3411	1502	262	88
2016	3714	1610	3449	1521	265	89
2017	3714	1610	3449	1521	265	89
2018	3714	1610	3449	1521	265	89
2019	3714	1610	3449	1521	265	89
2020	3714	1610	3449	1521	265	89
2021	3281	1610	3048	1521	233	89
2022	3281	1610	3048	1521	233	89
2023	3281	1610	3048	1521	233	89
2024	3281	1610	3048	1521	233	89

Notes:

Census Data

2.3 Climate

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

in short heavy rains. On the Environment Canada website, the Precipitation Data from March to June 2022 looks to be missing but not flagged. After a number of years of low precipitation, 2024 returned to an above average amount of precipitation.

Table 2: Mackenzie Climate Summary

	Average Maximum Temperature (°C)		Precipitation (mm)		Maximum Summer Temperature (°C)	Summer Days Without Rain
	May - Oct	Nov - Apr	May - Oct	Nov - Apr		
2011	16.1	-1.1	368	187	28.4	42
2012	17.0	-0.5	227	141	30.6	54
2013	18.8	-0.2	277	194	31.8	56
2014	18.8	-1.6	279	202	34.2	64
2015[1]	18.2	1.0	101	148	31.5	78
2016[1]	17.4	1.7	186	78	28.5	73
2017	18.1	-2.1	288	135	32	70
2018[1]	17.8	-1.0	141	51	33.4	70
2019	16.5	-0.3	305	180	27.8	48
2020[1]	16.5	0.0	393	143	29.7	40
2021	18	-1.1	257	335	38.7	58
2022[1]	19.0	-2.0	74.4	77.9	28.4	91
2023	20.2	1.6	30.1	56.1	32.7	69
2024	17.9	0.3	327	202	26.5	61

Notes:

Source: Environment Canada Historical Climate Data

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

[1] Missing Precipitation Data

3 MACKENZIE WATER SYSTEM OVERVIEW

3.1 Town Water System

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

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

Table 3: Town Water System Well Identification Numbers

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

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

Figure 1: Town Reservoir & Booster Station

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

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

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

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

The significant conclusions of the study were as follows:

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

The recommendations of the study were as follows:

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

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

Improvements are planned for the Town water system in summer 2025 as follows:

- Five Hydrants are to be rebuilt. #527,309,103,507 and 610
- One Hydrant (704) to be replaced.
- Continued cross connection awareness and remediation.
- Reservoir Inspection.
- Reservoir cleaning unable to be scheduled for 2024.
- Ongoing training.

3.2 Gantahaz Water System

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

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

Table: Gantahaz Water System, Well Identification Numbers.

Well #	WIN
1	21376
4	21356

Both wells pump water to a 380 m^3 (85,580 Igal) storage reservoir next to Well #1 on Columbia Drive. This reservoir is an above-ground, insulated, metal structure.

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

An emergency natural gas fire pump is available to supplement system pressures during a fire flow event. The fire pump can be started with a cell phone or manually by the Fire

Department or by Public Works. The booster station is also equipped with a portable, manually operated gas-powered generator that can be used to power the station in a power outage.

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

Figure 2: Gantahaz Booster Station and Reservoir

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

Improvements are planned for the Gantahaz water system in 2025 as follows:

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

3.3 Airport Water System

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

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

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

4 TREATMENT & DISINFECTION

4.1 Town Water System

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

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

4.2 Gantahaz Water System

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

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

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

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

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

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

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

Design-Build Contractor to design and construct a new water treatment plant with an anticipated operational date of Summer 2025.

5 WATER SYSTEM OPERATION & MAINTENANCE

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

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

Daily tasks performed in 2024 include:

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

Weekly tasks performed in 2024 include:

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

Monthly tasks performed in 2024 include:

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

Periodic, or "as-needed" tasks include:

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

- Water quality is discussed in Section 7.

6 WATER CONSUMPTION - 2024

6.1 Town Water System

The total water distributed to the Town distribution system in 2024 was 563,904 m^3. Table 4: Town Water System Consumption shows the monthly water consumption for the Town Water system. The average daily flow and average daily per/capita flow for 2024 was 1,545 m^3/day and 507 L/day/person respectively. The average daily flow in 2024 was lower than the last 5 year average which was 1,553 m^3/day and last year was 1719 m^3/day.

Table 4: Town Water System Consumption

Month	Total Monthly Flow (m^3)	Average Daily Flow (L/s)
January	44,150	16.48
February	38,114	14.70
March	43,460	16.23
April	50,598	19.52
May	45,439	16.97
June	54,604	20.39
July	45,834	17.68
August	51,120	19.09
September	48,485	18.71
October	53,398	19.94
November	41,869	17.31
December	46,833	17.49

6.2 Gantahaz Water System

The total water distributed to the Gantahaz distribution system 2024 was 41,912 m^3. Table 5: Gantahaz Water System Consumption shows the monthly water consumption for the Gantahaz system. The average daily flow and average daily per/capita flow for 2024 was 115 m^3/day and 493 L/day/person respectively. The average daily flow in 2024 was higher than the last 5 years average which was 101 m^3/day but lower than 2023 average which was 125 m^3/day.

Table 5: Gantahaz Water System Consumption

Month	Total Monthly Flow (m^3)	Average Daily Flow (L/s)
January	2,505	0.94
February	1,728	0.67
March	2,085	0.78
April	2,638	1.02
May	5,615	2.10
June	10,085	3.77
July	4,077	1.57
August	4,067	1.52
September	2,044	0.79
October	2,176	0.81
November	2,628	1.09
December	2,265	0.85

6.3 Airport Water System

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

7 WATER QUALITY MONITORING

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

7.1 Chemical Testing Requirements:

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

7.2 Bacteriological Testing Requirements:

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

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

Table 6: DWPR Water Quality Standards

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

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

Table 7: Water Sampling Parameters, Locations, and Frequency

Parameter	Frequency	Locations	Comments
Town System			
Escherichia coli, Total Coliforms	Minimum five per month	• Recreation Centre • Emergency Heath Services • Pumphouse #1 (Well #1 & #5) • Pumphouse #2 (Well #4) • Public works office • Town Booster Station • Northwest Quadrant (Summit Crescent, Gataiga Drive, and McIntyre Drive) • Southeast Quadrant (Cicada Road and Centennial Drive)	Sample locations are rotated

Comprehensive Drinking Water Test	Minimum Annually	Town booster station, and various locations throughout the town system.	Including total and dissolved metals.
Gantahaz System			
Escherichia coli, Total Coliforms	Minimum twice per month	• Gantahaz booster station • Gantahaz Well #4 • Gantahaz Well # 1. • Distribution System (including Columbia Drive, Manitoba Drive, Yukon Drive, and Saskatchewan Drive)	Sample locations are rotated
Comprehensive Drinking Water Test	Minimum Once every three years	Gantahaz booster station, Well #1, Well #4, and various locations throughout the Gantahaz subdivision.	Including total and dissolved metals.
Airport System			
Escherichia coli, Total Coliforms	Monthly	Airport	
Comprehensive Drinking Water Test	Once every five years	Airport	Including total and dissolved metals.

8 WATER QUALITY RESULTS

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

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

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

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

With regards to the 2024 water quality testing summarized below, there are a few parameters that exceed the guidelines or exceeded the guidelines in previous years. The parameters that were above the guidelines or were above the guidelines in previous years are the following:

Table 8: Parameters Exceeding Guidelines

Location	Parameter	Guideline	Number of Samples	Number of Samples Over Guideline	Minimum	Average	Maximum
Town (Source)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	1	Above AO = 1	0.065	0.065	0.065
Town (Source)	Iron (Fe) - Total	AO ≤ 0.3 mg/L	1	Above AO = 0	0.097	0.097	0.097
Gantahaz (Source)	Iron (Fe) - Total	AO ≤ 0.3 mg/L	1	Above AO = 0	0.138	0.138	0.138
Gantahaz (Source)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	1	Above AO = 1	0.117	0.117	0.117
Airport (Source)	Manganese (Mn) - Total	MAC ≤ 0.12 mg/L AO ≤ 0.02 mg/L	1	Above AO = 1	0.114	0.114	0.114

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

8.1 Bacteriological Testing Results

In 2024, there were 200 Bacteriological Samples taken throughout the District's three systems with each sample tested for E. Coli and Total Coliforms. The Town System had 149 samples taken with 1 rejected due to the sample freezing during transport, Gantahaz System had 39 samples with 1 rejected due to a delay in the lab receiving the sample and 1 rejected due to the sample freezing during transport, and the Airport System had 13 samples taken. A summary of the results of the bacteriological water quality sampling is provided in Table 9: Bacteriological Sampling Results. There were no samples in the last year that detected the presence of E. Coli. Total Coliforms were found in 1 sample in the Town System and 3 samples in the Gantahaz system. The Total Coliforms results were

satisfactory since at least 90% of samples had no detectable total coliform bacteria per 100 ml and no samples has more than 10 total coliform bacterial per 100 ml.

Table 9: Bacteriological Sampling Results Summary

Parameter	Location	Number of Samples	Minimum	Maximum	Exceedance	Criteria
E. Coli (MPN/100 mL)	Town System	147	<1	<1	<1	MAC < 1 MPN/100 mL
	Gantahaz System	38	<1	<1	<1	
	Airport System	13	<1	<1	<1	
Total Coliforms (MPN/100 mL)	Town System	147	<1	1	1	MAC < 1 MPN/100 mL
	Gantahaz System	38	<1	4.2	3	
	Airport System	13	<1	<1	<1	

8.2 Water Chemistry Testing Results

Summaries of the chemical laboratory testing results are provided in Table 10 to Table 11. For clarity, only chemical testing parameters with a Maximum Allowable Concentration (MAC) or Aesthetic Objective (AO) in the Guidelines for Canadian Drinking Water Quality (GCDWQ) or parameters that indicate the overall water quality are shown. The full water chemistry summaries can be found in Appendix A – Water Chemistry Results Summaries.

Table 10: Town System - Source Water Chemistry

Date Sampled					**5-Feb-2024**
Lab Sample ID					KS2400367-001
Parameter	Units	GCDWQ			Town Water
		MAC	AO	OG	**Laurier Booster**
Physical Tests (Water)					
Hardness (as CaCO3)	mg/L				147
Total Metals (Water)					
Aluminum (Al)-Total	mg/L			>0.1	<0.0030
Antimony (Sb)-Total	mg/L	0.006			<0.00010
Arsenic (As)-Total	mg/L	0.01			0.00258
Barium (Ba)-Total	mg/L	2			0.0629
Boron (B)-Total	mg/L	5			<0.010
Cadmium (Cd)-Total	mg/L	0.005			<0.0000050
Calcium (Ca)-Total	mg/L				47

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

Table 11: Gantahaz System - Source Water Chemistry

				Date Sampled	5-Feb-2024
		GCDWQ			Gantahaz Source
Parameter	Units	MAC	AO	OG	Booster Station
Physical Tests (Water)					
Hardness (as CaCO3)	mg/L				167
Total Metals (Water)					
Antimony (Sb)-Total	mg/L	0.006			<0.0030
Arsenic (As)-Total	mg/L	0.01			<0.00010
Barium (Ba)-Total	mg/L	2			0.00347
Boron (B)-Total	mg/L	5			0.1010
Cadmium (Cd)-Total	mg/L	0.005			<0.010
Chromium (Cr)-Total	mg/L	0.05			<0.0000050
Copper (Cu)-Total	mg/L	2	≥1		0.00080
Iron (Fe)-Total	mg/L		≥0.3		<0.00010
Lead (Pb)-Total	mg/L	0.005			<0.00010
Magnesium (Mg)-Total	mg/L				0.00080
Manganese (Mn)-Total	mg/L	0.12	≥0.02		0.138
Mercury (Hg)-Total	mg/L	0.001			0.000073
Selenium (Se)-Total	mg/L	0.05			8.87
Sodium (Na)-Total	mg/L		≥200		0.117
Uranium (U)-Total	mg/L	0.02			<0.0000050
Zinc (Zn)-Total	mg/L		≥5		0.0013

Table 12: Airport System - Source Water Chemistry

				Date Sampled	5-Feb-2024
		GCDWQ			Airport Source
Parameter	Units	MAC	AO	OG	Pump House
Physical Tests (Water)					
Hardness (as CaCO3)	mg/L				154
Total Metals (Water)					
Antimony (Sb)-Total	mg/L	0.006			<0.0030
Arsenic (As)-Total	mg/L	0.01			0.0054
Barium (Ba)-Total	mg/L	2			0.0866
Boron (B)-Total	mg/L	5			0.012
Cadmium (Cd)-Total	mg/L	0.005			<0.010
Chromium (Cr)-Total	mg/L	0.05			<0.0000050
Copper (Cu)-Total	mg/L	2	≥1		0.00170
Iron (Fe)-Total	mg/L		≥0.3		0.053
Lead (Pb)-Total	mg/L	0.005			0.000208
Magnesium (Mg)-Total	mg/L				15
Manganese (Mn)-Total	mg/L	0.12	≥0.02		0.114
Mercury (Hg)-Total	mg/L	0.001			<0.0000050
Selenium (Se)-Total	mg/L	0.05			<0.0000050
Sodium (Na)-Total	mg/L		≥200		12.2
Uranium (U)-Total	mg/L	0.02			0.00126
Zinc (Zn)-Total	mg/L		≥5		0.0859

8.2.1 Turbidity

The GCDWQ recommends that turbidity is typically below 1.0 NTU for groundwater sources. In some cases, a less stringent value may be acceptable if it is demonstrated that the system has a history of acceptable microbiological quality and that a higher value for turbidity will not compromise disinfection (which is not applicable in this case).

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

8.2.2 Iron

The GCDWQ has an aesthetic objective of 0.3 mg/L for iron. Iron is objectionable in water supplies for several reasons unrelated to health. Iron can precipitate as rust-colored silt

which can result in an unpalatable taste as well as stain laundry and plumbing fixtures. In addition, iron can promote the growth of "iron bacteria" which can cause a slimy coating in water distribution pipes.

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

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

Appendix B and C contains graphs showing all the iron concentrations from sampling taken between 2018 and February 2024 for the Town and Gantahaz Water Systems.

8.2.3 Manganese

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

The MAC was added because new research has shown that at higher concentrations it can pose adverse neurological effects in infants and children, primarily to the central nervous system, followed by the reproductive system. Infants who consume powdered baby formula reconstituted from water that is high in manganese are the greatest risk. Although the MAC was established based on infants, this value is intended to protect all Canadians. The AO was reduced to minimize the occurrence of discolored water due to manganese and to improve consumer confidence in drinking water quality.

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

In 2024 the manganese concentration was found to be 0.065 mg/L in the Town System, 0.117 mg/L in the Gantahaz subdivision and 0.114 mg/L in the airport system. All these samples exceeded the aesthetic objective but no sample exceeded the MAC.

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

8.2.4 Arsenic

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

No exceedances were found in the Town Water System and the Gantahaz Water System in 2024. In previous years the Gantahaz distribution network has exceeded the maximum allowable concentration. In the Gantahaz system past samples having concentrations above the maximum concentration were detected in the distribution system indicating this is a potential accumulation and release issue. Appendix B contains a graph showing all the arsenic concentrations from sampling taken between 2018 and February 2024 for the Gantahaz Systems.

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

9 CONCLUSION & RECOMMENDATIONS

The water quality of the three water systems in the District of Mackenzie are of good water chemistry with no exceedances of any MAC. The concentration of the Manganese have exceeded the AO in the Town, Gantahaz and Airport Systems. The microbiological quality of the water is excellent with no E. Coli and only four samples with Total Coliforms found in the water system. The Total Coliforms results were satisfactory since at least 90% of samples had no detectable total coliform bacteria per 100 ml and no samples has more than 10 total coliform bacterial per 100 ml.

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

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

APPENDIX A – 2024 WATER CHEMISTRY RESULTS SUMMARY

Table 13: Town System - Water Chemistry

Date Sampled					**5-Feb-2024**
Lab Sample ID					KS2400367-001
Parameter	Units	GCDWQ			Town Water
					Town Booster
		MAC	AO	OG	
Physical Tests (Water)					
Hardness (as CaCO3)	mg/L				147
Total Metals (Water)					
Aluminum (Al)-Total	mg/L			<0.1	<0.0030
Antimony (Sb)-Total	mg/L	0.006			<0.00010
Arsenic (As)-Total	mg/L	0.01			0.00258
Barium (Ba)-Total	mg/L	2			0.0629
Beryllium (Be)-Total	mg/L				<0.000100
Boron (B)-Total	mg/L	5			<0.010
Cadmium (Cd)-Total	mg/L	0.005			<0.0000050
Calcium (Ca)-Total	mg/L				47
Chromium (Cr)-Total	mg/L	0.05			<0.00050
Cobalt (Co)-Total	mg/L				<0.00010
Copper (Cu)-Total	mg/L	2	≤1		0.0008
Iron (Fe)-Total	mg/L		≤0.3		0.097
Lead (Pb)-Total	mg/L	0.005			0.000259
Lithium (Li)-Total	mg/L				0.0041
Magnesium (Mg)-Total	mg/L				7.22
Manganese (Mn)-Total	mg/L	0.12	≤0.02		0.065
Mercury (Hg)-Total	mg/L	0.001			<0.0000050
Molybdenum (Mo)-Total	mg/L				0.000508
Nickel (Ni)-Total	mg/L				<0.00050
Potassium (K)-Total	mg/L				0.589
Selenium (Se)-Total	mg/L	0.05			<0.000050
Silver (Ag)-Total	mg/L				<0.000010
Sodium (Na)-Total	mg/L		≤200		2.94
Thallium (Tl)-Total	mg/L				<0.000010
Tin (Sn)-Total	mg/L				<0.00010
Titanium (Ti)-Total	mg/L				<0.00030
Uranium (U)-Total	mg/L	0.02			0.00159
Vanadium (V)-Total	mg/L				<0.00050
Zinc (Zn)-Total	mg/L		≤5		0.0219
General Parameters					
Chloride	mg/L		≤250		4.05
Fluoride	mg/L	1.5			0.049
Nitrate (as N)	mg/L	10			0.032

Nitrite (as N)	mg/L	1			<0.0010
Sulfate	mg/L		≤500		9.23
Langelier Index	-				
Solids, Total Dissolved (calc)	mg/L		≤500		173
Colour, True	CU		≤15		
Alkalinity, Total (as CaCO3)	mg/L				154
Cyanide, Total	mg/L	0.2			
Turbidity	NTU			≤1	
pH	pH units		7.0-10.5		
Conductivity (EC)	uS/cm				

Table 14: Gantahaz System - Water Chemistry

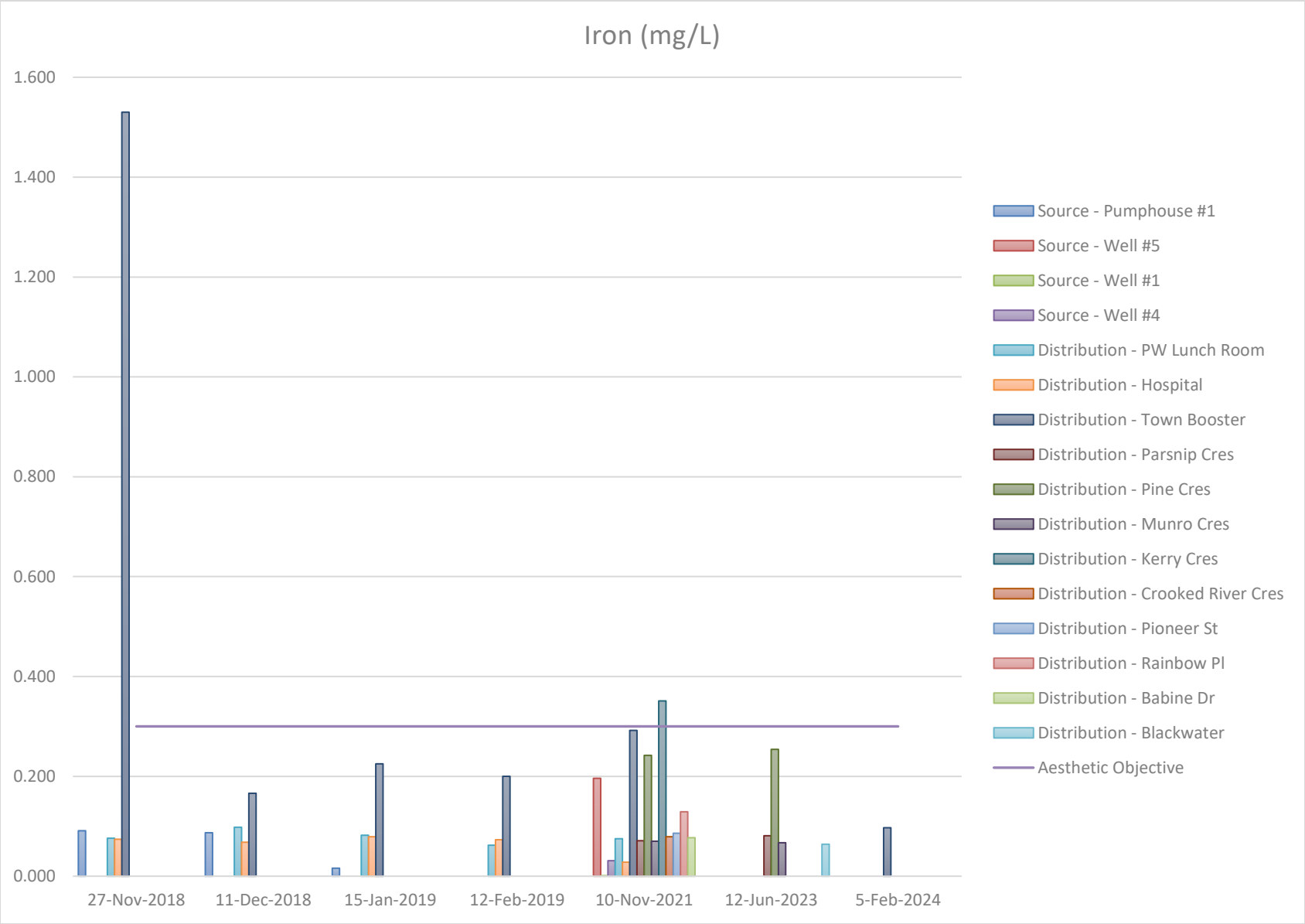
Date Sampled					5-Feb-2024
Lab Sample ID					KS2400366-001
Parameter	Units	GCDWQ			Gantahaz Water
		MAC	AO	OG	Booster Station
Physical Tests (Water)					
Hardness (as CaCO3)	mg/L				167
Total Metals (Water)					
Aluminum (Al)-Total	mg/L			>0.1	<0.0030
Antimony (Sb)-Total	mg/L	0.006			<0.00010
Arsenic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

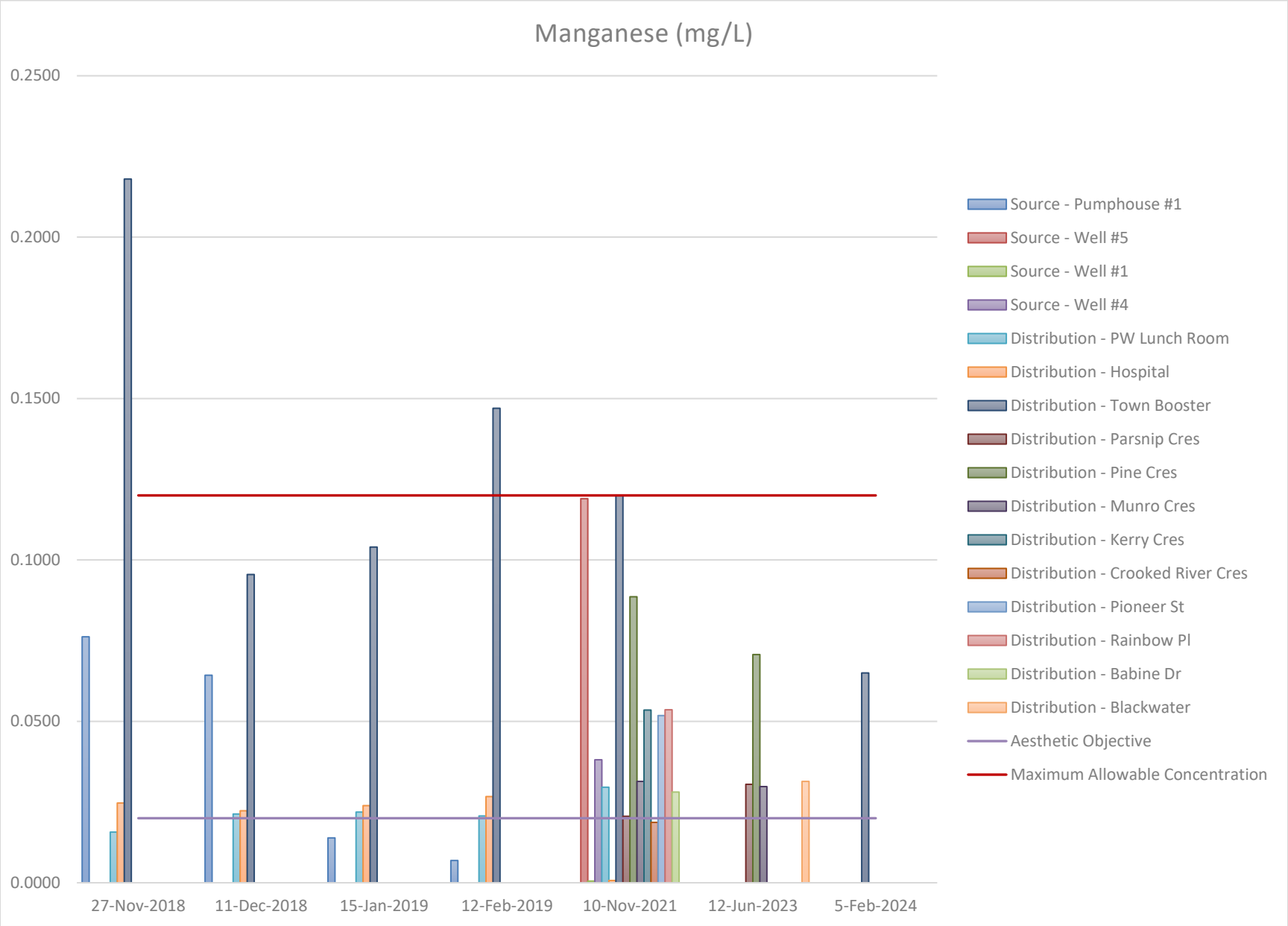
Table 15: Airport System - Water Chemistry

Date Sampled					05-Feb-24
Lab Sample ID					KS2400364-001
Parameter	Units	GCDWQ			Airport
					Pump House
		MAC	AO	OG	
Physical Tests (Water)					
Hardness (as CaCO3)	mg/L				147
Total Metals (Water)					
Aluminum (Al)-Total	mg/L			<0.1	<0.0030
Antimony (Sb)-Total	mg/L	0.006			<0.00010
Arsenic (As)-Total	mg/L	0.01			0.0054
Barium (Ba)-Total	mg/L	2			0.0866
Beryllium (Be)-Total	mg/L				<0.000100
Boron (B)-Total	mg/L	5			0.012
Cadmium (Cd)-Total	mg/L	0.005			<0.0000050
Calcium (Ca)-Total	mg/L				36.9
Chromium (Cr)-Total	mg/L	0.05			<0.00050
Cobalt (Co)-Total	mg/L				<0.00010
Copper (Cu)-Total	mg/L	2	≤1		0.0017
Iron (Fe)-Total	mg/L		≤0.3		0.053
Lead (Pb)-Total	mg/L	0.005			0.000208
Lithium (Li)-Total	mg/L				0.0015
Magnesium (Mg)-Total	mg/L				15
Manganese (Mn)-Total	mg/L	0.12	≤0.02		0.114
Mercury (Hg)-Total	mg/L	0.001			<0.0000050
Molybdenum (Mo)-Total	mg/L				0.0126
Nickel (Ni)-Total	mg/L				<0.00050
Potassium (K)-Total	mg/L				1.35
Selenium (Se)-Total	mg/L	0.05			<0.000050
Silver (Ag)-Total	mg/L				<0.000010
Sodium (Na)-Total	mg/L		≤200		12.2
Thallium (Tl)-Total	mg/L				<0.000010
Tin (Sn)-Total	mg/L				<0.00010
Titanium (Ti)-Total	mg/L				<0.01
Uranium (U)-Total	mg/L	0.02			0.00126
Vanadium (V)-Total	mg/L				<0.00050

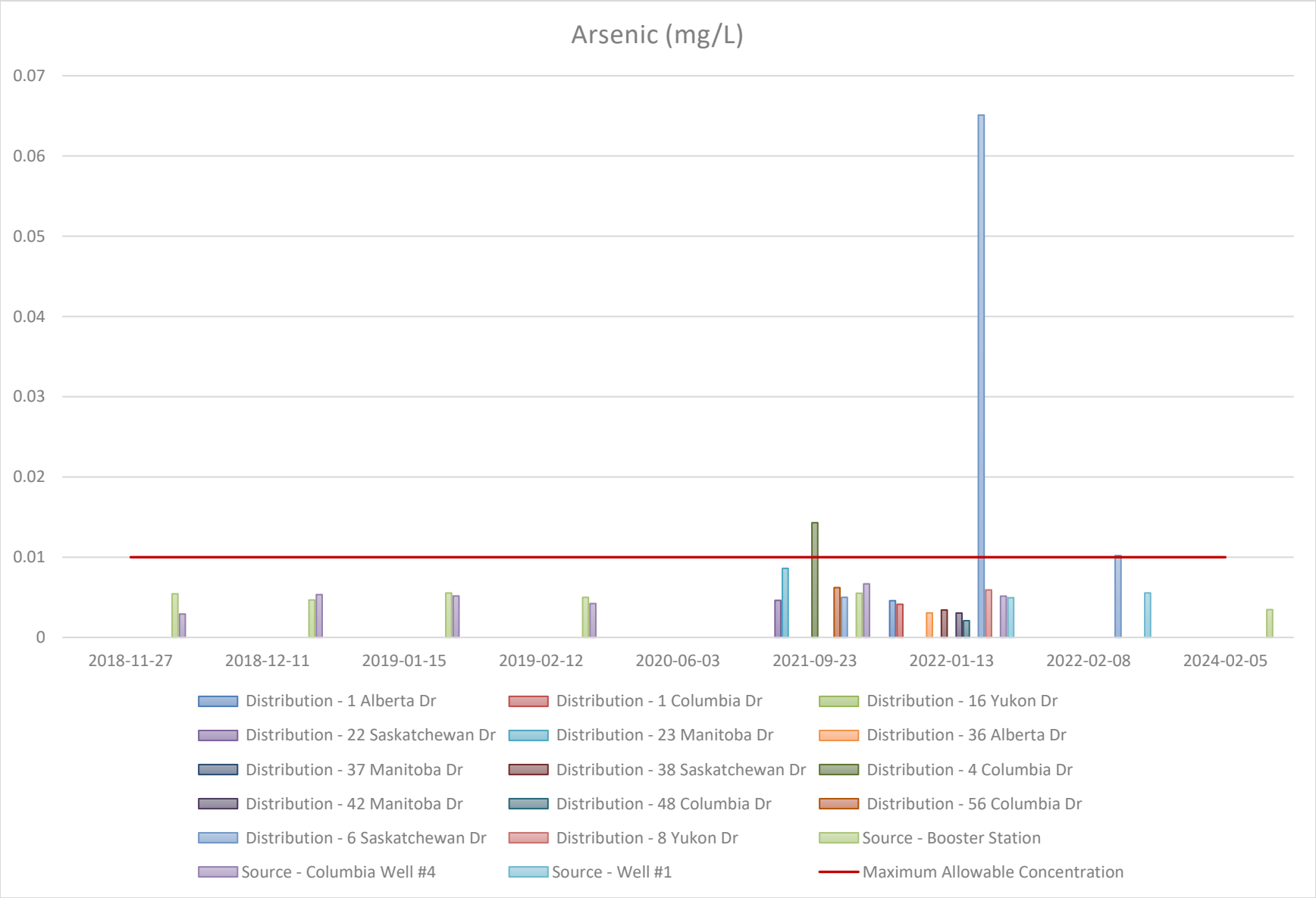
Zinc (Zn)-Total	mg/L		≤5		0.0859
General Parameters					
Chloride	mg/L		≤250		<0.50
Fluoride	mg/L	1.5			0.182
Nitrate (as N)	mg/L	10			0.0105
Nitrite (as N)	mg/L	1			<0.0010
Sulfate	mg/L		≤500		10.7
Solids, Total Dissolved (calc)	mg/L		≤500		190
Alkalinity, Total (as CaCO3)	mg/L				177

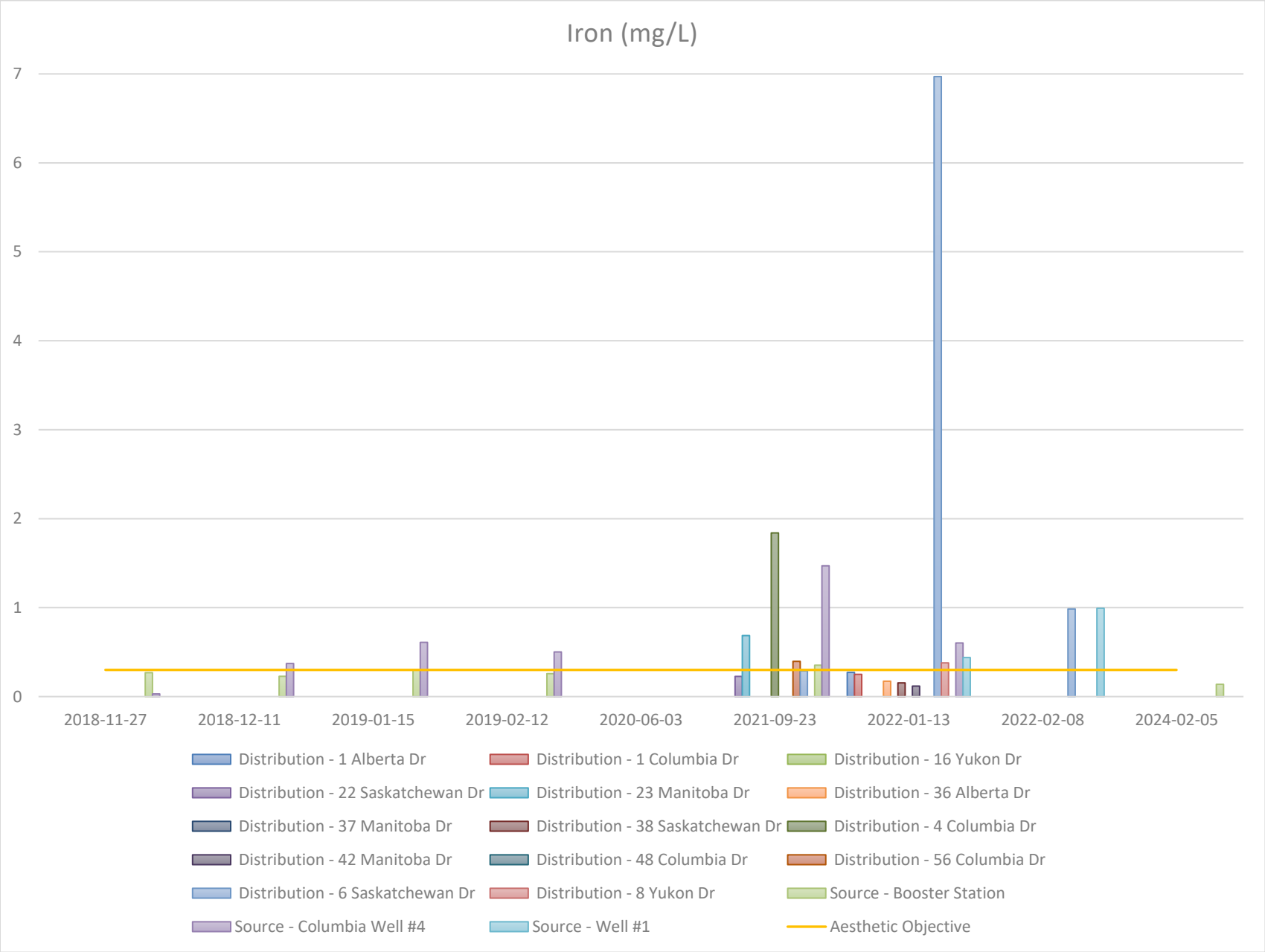
APPENDIX B – TOWN SYSTEM EXCEEDANCES (2018-2024)

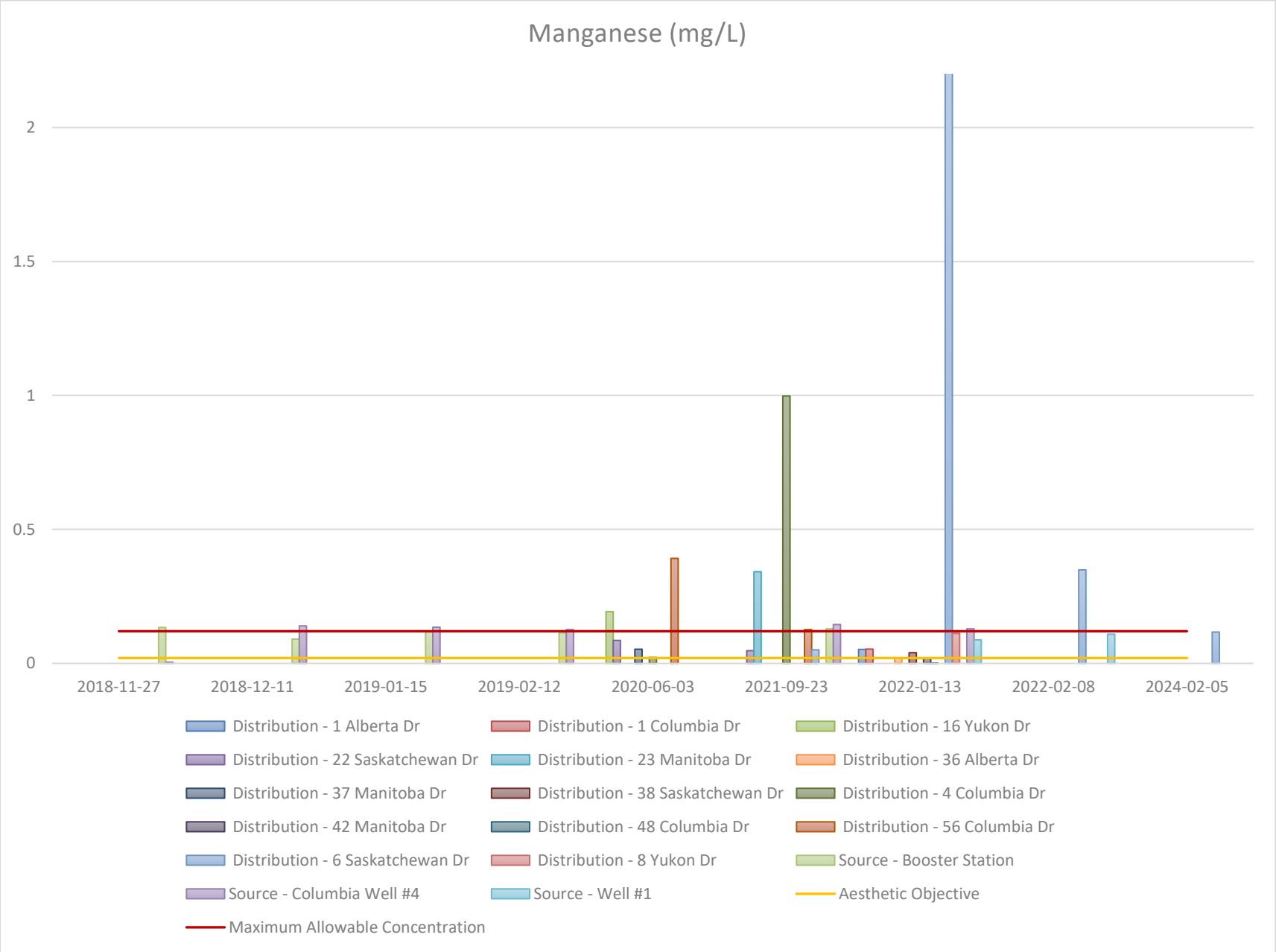



Manganese (mg/L)
0.2500
0.2000
0.1500
0.1000
0.0500
0.0000
27-Nov-2018
11-Dec-2018
15-Jan-2019
12-Feb-2019
10-Nov-2021
12-Jun-2023
5-Feb-2024
Source - Pumphouse #1
Source - Well #5
Source - Well #1
Source - Well #4
Distribution - PW Lunch Room
Distribution - Hospital
Distribution - Town Booster
Distribution - Parsnip Cres
Distribution - Pine Cres
Distribution - Munro Cres
Distribution - Kerry Cres
Distribution - Crooked River Cres
Distribution - Pioneer St
Distribution - Rainbow Pl
Distribution - Babine Dr
Distribution - Blackwater
Aesthetic Objective
Maximum Allowable Concentration

APPENDIX C – GANTAHAZ SYSTEM EXCEEDANCES (2018-2024)



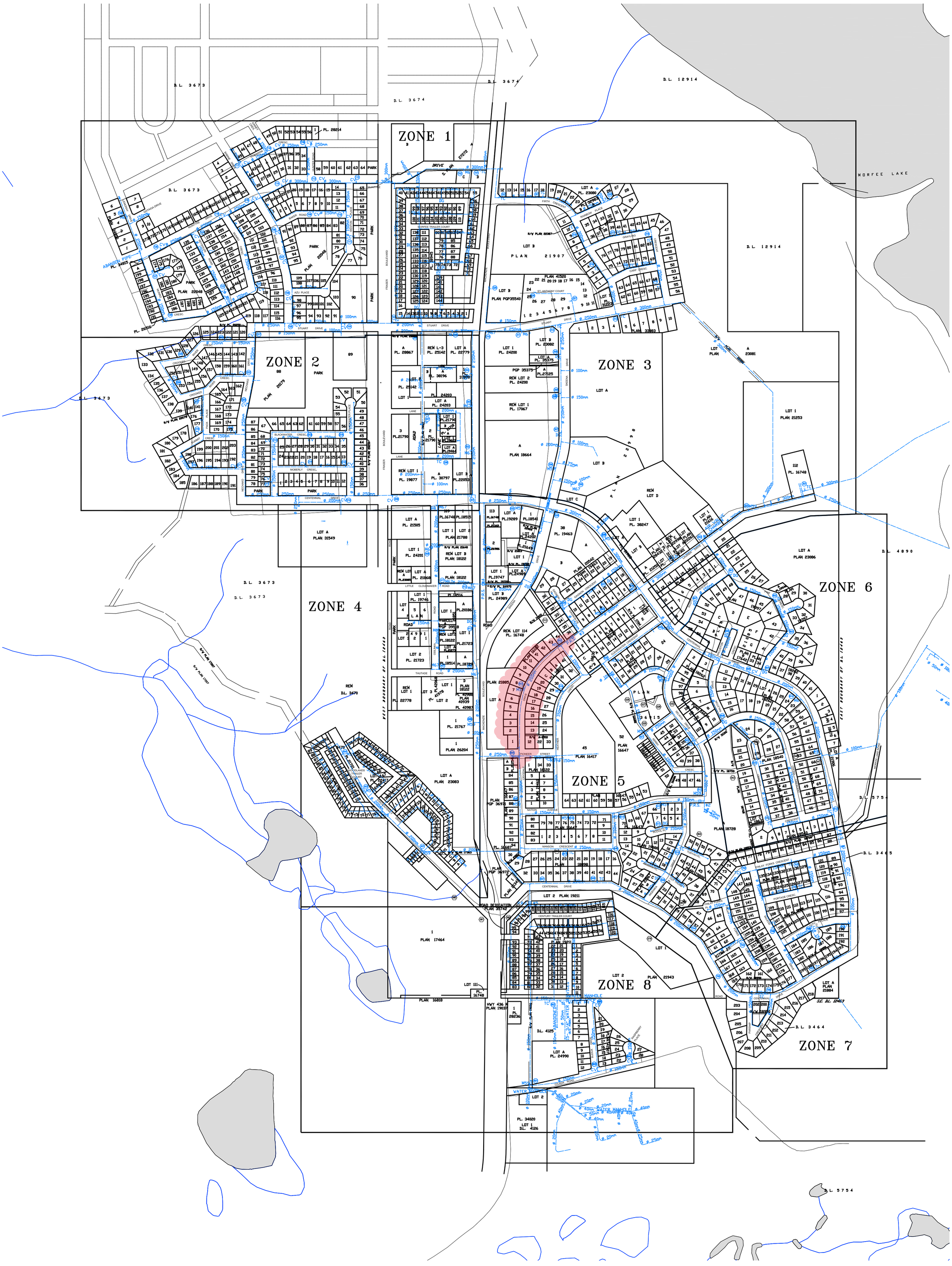

Iron (mg/L)
7
6
5
4
3
2
1
0
2018-11-27
2018-12-11
2019-01-15
2019-02-12
2020-06-03
2021-09-23
2022-01-13
2022-02-08
2024-02-05
Distribution - 1 Alberta Dr
Distribution - 1 Columbia Dr
Distribution - 16 Yukon Dr
Distribution - 22 Saskatchewan Dr
Distribution - 23 Manitoba Dr
Distribution - 36 Alberta Dr
Distribution - 37 Manitoba Dr
Distribution - 38 Saskatchewan Dr
Distribution - 4 Columbia Dr
Distribution - 42 Manitoba Dr
Distribution - 48 Columbia Dr
Distribution - 56 Columbia Dr
Distribution - 6 Saskatchewan Dr
Distribution - 8 Yukon Dr
Source - Booster Station
Source - Columbia Well #4
Source - Well #1
Aesthetic Objective


Manganese (mg/L)
2
1.5
1
0.5
0
2018-11-27
2018-12-11
2019-01-15
2019-02-12
2020-06-03
2021-09-23
2022-01-13
2022-02-08
2024-02-05
Distribution - 1 Alberta Dr
Distribution - 1 Columbia Dr
Distribution - 16 Yukon Dr
Distribution - 22 Saskatchewan Dr
Distribution - 23 Manitoba Dr
Distribution - 36 Alberta Dr
Distribution - 37 Manitoba Dr
Distribution - 38 Saskatchewan Dr
Distribution - 4 Columbia Dr
Distribution - 42 Manitoba Dr
Distribution - 48 Columbia Dr
Distribution - 56 Columbia Dr
Distribution - 6 Saskatchewan Dr
Distribution - 8 Yukon Dr
Source - Booster Station
Source - Columbia Well #4
Source - Well #1
Aesthetic Objective
Maximum Allowable Concentration

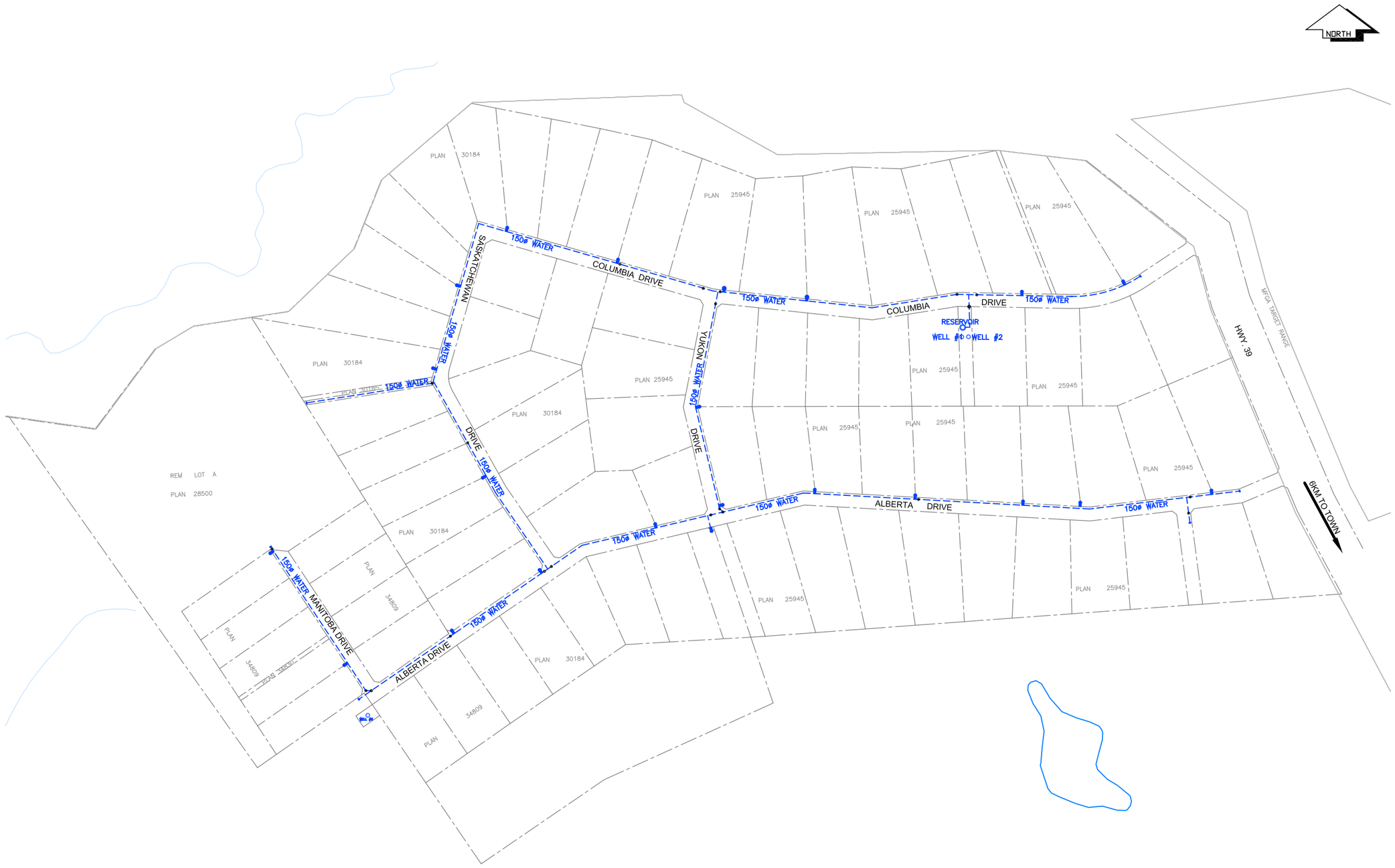
APPENDIX D – TOWN AND GANTAHAZ WATER SYSTEM MAPS

DISTRICT OF MACKENZIE

WATER SYSTEM SERVICING LAYOUT



L&M ENGINEERING LIMITED



ISSUED FOR INFORMATION ONLY

LEGEND

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

DISTRICT OF MACKENZIE

NO.	DATE	REVISION	DR.

L&M ENGINEERING LIMITED

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

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

MACKENZIE DISTRICT
GANTAHAZ RURAL SUBDIVISION
WATER SYSTEM

CONSULTANTS PROJECT No.
1044-00-00

DRAWING No.
MAP 01

SHEET No.	REV. No.
1 OF 1	0

G:\Job Files\1000\1044 - District of Mackenzie\19 GANTAHAZ LAKE\Gantahaz_water_system.dwg

APPENDIX E – WATER SYSTEM OPERATING PERMITS

PERMIT
TO OPERATE

A Drinking Water System with
301-10000 Connections

System Name: **Mackenzie CWS Morfee Lake**

Physical Location: **Mackenzie CWS**
1 Mackenzie Boulevard
Mackenzie BC

Owner Name: **District Of Mackenzie**

Conditions of Permit

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

30-Mar-1996
Effective Permit Date

Environmental Health Officer

2-Jul-2019
Permit Revised Date

northern health
Expires March 2025
02204

northern health
the northern way of caring

-411-7011 (LC - Appr. - 06/11pc)

PERMIT
TO OPERATE

A Drinking Water System with
15-300 Connections

System Name: **Mackenzie CWS Gantahaz Subdivision**

Physical Location: **Mackenzie CWS**
1 Mackenzie Boulevard
Mackenzie BC

Owner Name: **District Of Mackenzie**

Conditions of Permit

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

northern health
Expires March 2025
02203

30-Mar-2001
Effective Permit Date

Environmental Health Officer

2-Jul-2019
Permit Revised Date

northern hea
the northern way of c

PERMIT
TO OPERATE

A Drinking Water System with
1 Public Connection

System Name: **Mackenzie CWS Airport**

Physical Location: **Mackenzie CWS**
1 Mackenzie Boulevard
Mackenzie BC

Owner Name: **District Of Mackenzie**

Conditions of Permit

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

25-May-2005
Effective Permit Date

A Amell
Environmental Health Officer

3-July-2019
Permit Revised Date

DECAL
NOT REQUIRED

northern health
the northern way of caring

-7011 (LC - Appr. - 06/11pc)

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Operations

Date: June 17, 2025

Subject: Asphalt and Concrete Work RFP – Contract Award

RECOMMENDATION:

THAT Council awards the 2025 Asphalt and Concrete Works project to Road King in an amount up to $1,000,000 including GST; this budget also includes Engineering.

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

BACKGROUND:

In alignment with Council Policy 3.1 - Purchasing Procurement Procedures & Guidelines, the District posted a Request for Quotations (RFQ) from May 6 – 30th, 2025 to complete the District's 2025 Asphalt and Concrete Works project.

Based on a site review earlier this spring, the project scope was adjusted by L&M Engineering to take advantage of the lower high volume unit rate paving by selecting streets requiring higher volumes and combining common and adjacent streets into single project areas. Road King has had a preliminary review of the proposed work program and stated acceptance.

If the contract is awarded, a final site visit with the successful proponent will be conducted and all the proposed site works will be confirmed. The proposed works would be scheduled to begin this summer.

The allocated capital budget for road paving this year is $1,000,000. The budget includes engineering. The estimated work program has been adjusted utilizing Road Kings rates to maintain the established budget. With the approval of the District, the recommended revised work program will be confirmed in the field with the contractor, with minor adjustments anticipated for any identified structural repairs or curb replacement.

MACKENZIE
BRITISH COLUMBIA

BUDGETARY IMPACT:

$949,504.15 would be allocated from the General Capital Reserve to support the recommendation.

$142,426 would be allocated from the General Capital Reserve for contingency.

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:

Jody Murray, Director of Operations

Reviewed by: Corporate and Financial Services
Approved by: Chief Administrative Officer

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 18, 2025

Subject: 2025 UBCM Meeting Requests – Draft Topics

RECOMMENDATION:

THAT Council provides feedback on draft meeting topics for the UBCM Minister Meeting Requests due July 2, 2025.

BACKGROUND:

At the Regular Meeting of May 26, 2025, Council discussed the Union of BC Municipalities (UBCM) meeting requests process to meet with the Premier, Cabinet Ministers, and Provincial Government Staff at the convention in September.

Attached are draft meeting requests and topics for Council's consideration based on the discussion at the May 26th meeting. Copies of the resolutions submitted to North Central Local Government Association have been attached for further information if Council wishes to add meeting topics with regard to those resolutions.

Please note that the Chief Administrative Officer has been in contact with the Regional District of Fraser-Fort George (RDFFG) staff and they have advised that they will be submitting a collaborated joint meeting request for the discussion with the Minister of Forests on the subject of Forest Service Road Closures as this is widely impacting the region. The RDFFG has also indicated that they would like to be in attendance for the discussion with the Minister of Finance on the subject of Resource Revenue Sharing.

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.

MACKENZIE
BRITISH COLUMBIA

RESPECTFULLY SUBMITTED:

Emily Kaehn, Director of Corporate Services

Reviewed By: Corporate and Financial Services
Approved By: Chief Administrative Officer

Ministry of Forests – Honourable Ravi Parmar

<u>Topic #1</u> – *meeting request from last year*

Expansion of Community Forests

<u>Background</u>

With the announcement of the new Annual Allowable Cut in the Mackenzie TSA, the timing is now for government to increase the tenure volume for the McLeod Lake Mackenzie Community Forest (MLMCF). The need to redistribute existing tenure to prioritize communities and area-based tenures is paramount to the future of our community.

The dramatic loss in Industrial Tax resulting from the closure of the Paper Excellence Pulp Mill and Canfor sawmill has put the provision of services to our residents in jeopardy. The shareholder dividends provided by the MLMCF to the District of Mackenzie has helped to address that shortfall.

<u>Request</u>

The District continues to requests an increase of 50,000 m^3 of volume be awarded to the MLMCF.

<u>Topic #2</u> – *meeting request from last year*

Forest Service Road Closures

<u>Background</u>

In May 2023, the Parsnip West Forest Service Road (PWFSR) was closed at 41 km at Lamonti Creek due to a bridge washout. There is no planned repair date. The closure of this road reduces access to high recreational value within the region, including several Provincially established recreation sites and trails that are well used by visitors and local residents. With the downturn of the forest economy, the District has been working towards economic diversification, in particular a focus on tourism. Investment in re-opening the bridge and continuing maintenance would support local and regional efforts to transition their reliance on a forestry-based economy.

<u>Request</u>

The District requests the Province invest in a phased multi-year program to restore access sequentially to the forest service road to support our continued transition to a diversified economy including tourism.

DRAFT

Ministry of Health – Honourable Josie Osborne

<u>Topic #1</u> – *from last year*

Seniors Housing in Mackenzie

<u>Background</u>

In 2020, the District finalized its Housing Needs Assessment, in which a lack of seniors housing for Mackenzie residents was identified. Since then, the senior population has only since grown in the community and the lack of housing is still a challenge. There is a need for a full spectrum of care in our community with a variety of housing options for our senior residents so they can continue to age in place in Mackenzie.

<u>Request</u>

The District requests the Ministry of Health and BC Housing be more collaborative and increase communication with their rural community partners to discuss current operations and potential opportunities for expanded seniors focused housing services in Mackenzie so we align with other small rural communities in the north.

DRAFT

Ministry of Finance – Honourable Brenda Bailey

Topic #1

Resource Revenue Sharing

Background

In 2024, the Province of BC announced providing $250 million over five years to support 21 local governments that make up the Northwest Resource Benefits Alliance. Funding was to be used to support the planning and construction of local government infrastructure needed to support new industrial development and create liveable communities for their workforce. A similar agreement exists with the communities located in the North East of BC.

The District is also seeking an equitable share of benefits arising from current and future economic growth in the region. The rural communities located within the Regional District of Fraser-Fort George endeavour to create viable, healthy, sustainable communities, but are also severely challenged by substantial services and infrastructure deficits.

Request

That the Provincial Government commence revenue sharing negotiations with the Regional District of Fraser-Fort George, District of Mackenzie, Village of McBride, and Village of Valemount.

DRAFT

Minister of Energy and Climate Solutions – Honourable Adrian Dix

Topic #1

BC Hydro – Power Availability and Transparency

Background

Mackenzie has lost more than 400 jobs and over a million dollars in industrial tax revenue in the past 5 years due to the state of the forest industry in this Province. The District has been actively looking at ways to diversify its economy through investment attraction and support for our local enterprises in seeking new opportunities. The lack of information and transparency from BC Hydro with regard to available power in the industrial site of Mackenzie is a barrier to these activities. Following the closure of two major forestry operations, the District has been unsuccessful in receiving accurate information about how much power is still available to support new industry.

Request

That the Province requires BC Hydro to prioritize rural community economic development and that they are transparent about power availability and work strategically with rural communities to support economic diversification and job creation.

DRAFT

District of Mackenzie
2025 NCLGA Resolution Submissions
March 13, 2025

Consultation on Removal of Crown Land Mackenzie, BC

WHEREAS effective communication and engagement between local government and the Province of BC is essential in facilitating collaborative discussion and resolutions that support local economies;

THEREFORE BE IT RESOLVED that NCLGA and UBCM 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.

Forest Service Road Closures Mackenzie, BC

WHEREAS access to back country is an essential part of maintaining a healthy active community, particularly for rural and remote communities;

AND WHEREAS the decline of forest harvesting activities throughout the province has resulted in the closure of forest service roads and decommissioning of bridges, limiting access to back country areas;

THEREFORE BE IT RESOLVED that NCLGA and UBCM 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

Rural Foundry Centres Mackenzie, BC

WHEREAS youth in rural and remote British Columbia are facing mental health and wellness challenges just like their peers in urban centers;

AND WHEREAS Foundry BC in-person Centers are largely located in urban British Columbia and not accessible for youth in rural and remote BC communities;

THEREFORE be it resolved that NCLGA and UBCM lobby the Provincial Government, commit to establishing in-person Foundry Centre's that meet the needs of rural and remote youth in their home communities, that recognizes the unique challenges of youth living in rural and remote communities.

Nuclear Energy in BC
Mackenzie, BC

WHEREAS local governments across the Province of BC have declared climate emergencies and nuclear energy is a greenhouse gas free source of electricity;

AND WHEREAS BC Hydro has put out a call for electricity production, the first time it has done so in over a decade;

THEREFORE BE IT RESOLVED the NCLGA and UBCM lobby the Provincial Government to review the Clean Energy Act, specifically to study the feasibility of a reversal on the current prohibition on nuclear energy in support of electricity production and reduction of greenhouse gas production in British Columbia.

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 17, 2025

Subject: Land Purchase Policy 1.18 - Review

RECOMMENDATION:

THAT Council direct staff on whether or not to sell District-Owned Land adjacent to residential properties.

BACKGROUND:

Following the Regular Meeting of June 10, 2024, Council directed staff to review the License to Use District-Owned Land Policy 1.19 and assess the option to sell District-owned land adjacent to residential property owners.

Land Purchase Policy 1.18 currently prohibits the sale of District-owned land adjacent to residential properties. This policy was adopted and the License to Use District-Owned Land Policy 1.19 was adopted to still allow property owners to use the property in certain cases. A report on the review of Policy 1.19 has been included next on the Council agenda.

The following were the pros and cons considered in choosing the License-to-Use Policy route:

Land Purchase	License-to-Use Agreement
Pros: - The property owner would own the land and be able to erect permanent structures. - If the land was cleared, it would support the District's goal of reducing wildfire interface between forest and residential areas. - Potential revenue generation.	Pros: - Allow property owner to use the land. - The land would remain in the ownership and control of the District, which aids with future development. - Allow the District to ensure prescribed areas for wildfire fuel mitigation were completed in support of the Community Wildfire Resiliency Plan. - Would not allow the property owner to buy on speculation without the rest of the public having the same opportunity.

Land Purchase	License-to-Use Agreement
Cons: - Permits a property owner to buy land without availing the general public the same opportunity. - A rezoning and subdivision process would need to be commenced for each request. - If there is future expansion the lot lines will not be uniform which would create jogs and hinder backing one person's lot to another in a smooth manner. - Servicing costs will be higher to extend the utility services beyond the frontage of the new lot to the ones beyond if there is future development.	Cons: - The property owner would not own the land or be able to erect permanent structures. - No revenue generation.

General Steps to Process Sales:

The following are the general steps required for selling lots that are on unsurveyed land:

- Lot Survey - needs to be registered on eventual new title
- Lot Appraisal – to determine market value for sale
- Subdivision Process to remove the surveyed area from the District's lot
- Rezoning Process to change the current zoning to Residential 1 Zone
- Agreement Drafting
- Sale Approval
- Subjects are removed (required public notice, deposit)
- Registration

This process can take up to 6 months depending on referral timelines and contractor availabilities for appraisal, survey, and legal.

Policy 1.18 Amendment Considerations:

If Council wishes to move forward with allowing the sale of District-owned land abutting residential properties, the following would be staff's recommendations.

A draft policy amendment has been attached for Council's consideration.

Land Size

Currently, there is no restriction on how much land could be sold. As a starting point, staff would recommend keeping it consistent with License to Use Policy 1.19 for maximum land area (max. 25% of parcel size to a maximum of 160 m^2).

The option to apply to Council for larger area could be considered on a case-by-case basis if Council desired.

Equity

It would be recommended that the same conditions as in License to Use Policy 1.19 would apply with respect to equity of the land available to be sold and not encroaching on property that could be sold to a neighbouring property.

Sale Price

To maximize revenue generation, it would be staff's recommendation that individuals wishing to purchase the land be responsible for the sale processing costs in addition to the sale price. A list of those costs has been included below:

- Land purchase application fee: $250
- Legal fees: $2,000 - $3,000
- Re-zoning Application Fee - $500
- Subdivision Application Fee - $250
- Subdivision Engineer Review Fees - ~$1,000 - $2,000 (*if necessary for future servicing)*
- Public notices - $500
- Appraisal and survey fees ($5,000 - $10,000)
- Lot appraised sale price

Example - Lot Sale Value

If a rate of $3.97/sqft was applied, a property size of 160 m^2 or 1,722.23 sqft would be appraised at $6,837.25.

The rate in this example is based on the 2024 average price/sqft appraisal for the Bell Place subdivision.

<u>Tax Revenue from Sales</u>

As current LTU holders are already responsible for the property tax, if the land remained undeveloped and a current LTU area was sold, the District would not receive any additional tax revenue from the sale.

New sales would increase taxable land value and generate increased tax revenue.

For example, BC Assessment indicated that in 2024 one of the LTU agreement holders had an increase in land value of $1,300 in comparison to their neighbour without an LTU.

Based on this valuation, if the land sold remains bare land, the $1,300 increase in land value would equate to $10.40 in additional property tax revenue.

If the area was redeveloped with new permanent structures (garage, shop, additions etc.), then there would be an increase in improvements value, which may equate to higher levels of tax revenue depending on the assessment.

Department Capacity Considerations:

Until the department is fully staffed, there is limited capacity to process the sales. There are a few members of the community that have expressed interest and have been waiting for land sale and license to use policy reviews. This backlog would be able to be addressed as staff capacity increases.

If Council does wish to proceed with an amendment to the policy, then staff would request a start date for the policy amendment of Fall 2025 or January 2026 if possible.

BUDGETARY IMPACT:

There is no budgetary impact associated with this recommendation.

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

Emily Kaehn, Director of Corporate Services

Reviewed By: Corporate and Financial Services
Approved By: Chief Administrative Officer

1.18

DISTRICT OF MACKENZIE

LAND PURCHASE POLICY

Established by Council on July 13, 2009 – Resolution No. 26798

The District of Mackenzie will not sell District-owned land adjacent to an existing residential property in order for the property owner to expand the size of the current lot.

If any property owner requires additional land for use for landscaping or the placement of a temporary storage structure, a Licence to Use Agreement will be considered.

1.18 – AMENDED EXAMPLE

DISTRICT OF MACKENZIE

LAND PURCHASE POLICY

Established by Council on July 13, 2009 – Resolution No. 26798
Amended by Council on _____ - Resolution No. _____

The District of Mackenzie will consider the sale of land to residential property owners who wish to increase the size of their current lot.

1. An application fee of $250.00 will be charged to private property owners applying to purchase District-Owned Land abutting their property.

2. The sale will only be considered if the prospective area meets the following conditions:

    a. The land is District-owned;
    b. The land abutting the requested area is not heavily forested land unless there is an undertaking that the abutting land will be thinned. This requirement is due to the need to lessen fire interface between residential and forested lands.

3. Land purchase applications will not be accepted for the following properties:

    a. Those not abutting District-owned land.
    b. Those abutting District required easements, snow-dumps, or water/sewer system rights-of-way.
    c. Those abutting steep embankments, watercourses, marshes, other lands deemed appropriate to avoid for environmental consideration.
    d. Properties within the Mobile Home Parks (commercially owned land).

SALE PROCESS:

4. Residents would make application to the Director of Corporate Services, or their designate for purchase of the land.

5. Upon receipt of an application, the Director of Corporate Services, or their designate, will arrange to meet the applicant and review the intentions for usage of the subject property. Future development, servicing, and the retention of neighbourhood character, privacy, and the natural environment will be considered.

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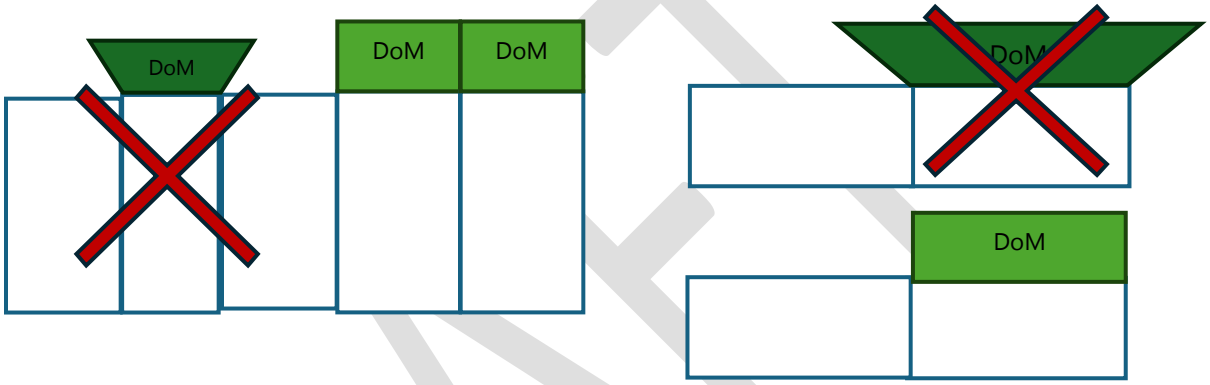
6. Site inspection will include determining the suitability of the land for the intended use. Site inspection will also determine the area of the appropriate land required for the intended use. Land area will be a maximum of 160 m^2 or 25% of the property owner's lot, whichever is smaller, unless special circumstances warrant a larger area. Requests for further larger land areas would be brought to Council for consideration.

7. With the intent of equity between neighbours, the land area sold must be directly abutting the property owners land and must not exceed the same width of the owners adjoining parcel line or extend into a potential land purchase area of a neighbouring property (rear or side parcel line in most cases, as shown below).



8. Based on this information the Director of Corporate Services, or their designate, would provide the applicant with an estimate of the sale price and associated processing fees (survey, appraisal, rezoning, etc.). All costs borne by the District to process the sale will be borne by the purchaser in addition to the appraised sale price.

9. If the applicant wishes to proceed with the process, the Director of Corporate Services, or their designate, would prepare a report to Council for approval in principle for the sale, rezoning, and subdivision processes for this application.

10. If given approval by Council to proceed, the Director of Corporate Services, or their designate, would proceed with arranging the appraisal, survey, and required legislative and legal requirements to complete the sale.

11. To maintain transparency, reports to Council would be provided at all necessary points in the legislative process in completing the sale.

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MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 12, 2025

Subject: License-to-Use Policy 1.19 - Review

RECOMMENDATION:

THAT Council approves the amendments to License-to-Use Policy 1.19 as outlined in this report.

BACKGROUND:

Following the Regular Meeting of June 10, 2024, Council directed staff to conduct a review of the policy with respect to use of District-owned property adjacent to residential property.

Current State of Policy:

This service was established in 1980's. The most recent policy was adopted in 2009 and amended in 2015. The intent of the policy was to establish criteria for granting requests to use District-owned land abutting private property for purposes related to activities which may include landscaping, gardening, dog run and the placement of a storage structure.

The District currently has 14 active LTUs with agreement and registration with BC Assessment for taxation purposes. However, based on aerial photography and historical records, there are a number of what look to be expired LTUs that are still being used by new owners who may not be aware they are using District land (ie. land was previously cleared, a fence was put up many years ago and not dismantled when the LTU expired, etc.). Additionally, some property owners may be using District-owned land unknowingly and have matched their back property lines with neighbouring LTUs.

The program is long-standing and there have been changes in practices, staffing, and record keeping over the years. We do not have an up-to-date inventory and have not followed-up with expired agreement holders at this time. As time permits, staff will work with BC Assessment to identify, contact, and gain compliance and appropriate taxation for those properties that may be unaware of their use of District-owned land and the risk/liability and restrictions associated with the use.

Moving forward, the attached amendments to Policy 1.19 are proposed to assist in maintaining the program more effectively and equitably.

Policy Benefits

The policy supports improved quality of life to some residents of the community by allowing them to extend their properties for dog runs, gardens, or temporary storage. This supports Council's Community and Social Development Strategic Priorities.

Competing Interests

One of the challenges with the program is determining whether a request can be approved and reasons why some may not be.

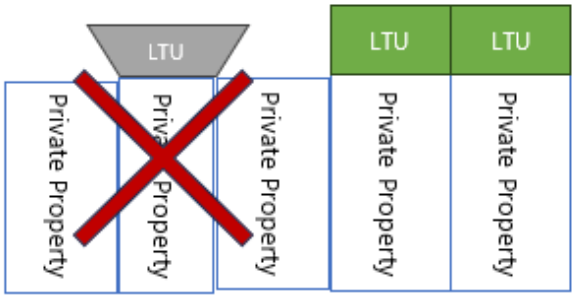
In the new policy, to reduce the number of these unique circumstances, we have suggested making the following properties ineligible for applications:

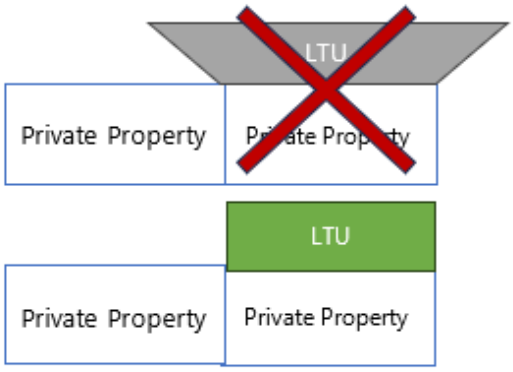
- those abutting District snow-dumps or water/sewer system right-of-way
- those abutting steep embankments, watercourses, marshes, other lands deemed appropriate to avoid for environmental consideration (ie. Parsnip Crescent Area)
- Properties within the Mobile Home Parks. The land is owned by a commercial entity, which requires the District to enter into license agreements with fees similar to that of other businesses such as Ace Victory or the Purple Bicycle.

Equity

The current policy states the maximum size of an LTU is 25% of the abutting property's parcel size. This has created inequity among different sized lots and in cases neighbours. The policy has proposed to be amended to have a maximum of 25% or 160 m^2 (the average size of an LTU), whichever is smaller, and it cannot encroach in a potential LTU area of a neighbour.

Additionally, staff and Council have the discretion to increase or reduce the size of the LTU to be consistent with previously approved neighbouring LTUs along a street. By making the size consistent, it will help with the design of future development and make the installation of new servicing more efficient. Example diagram below depicting general intent.





Service Costs and Fee:

Staff reviewed the cost structure of this service and the current application fee of $250 with the additional annual taxation on the property is appropriate for cost-recovery of the staff time and notices.

Tax Revenue from Service:

A list of agreement holders is provided to BC Assessment on an annual basis to incorporate as part of their assessments. The average LTU property is 160 m^2. BC Assessment shared an example in the community that the difference in assessed land value between one current LTU agreement holder (Assessed Land Value: $53,600) and their neighbour of a similar overall property value (Assessed Land Value: $52,300) without and LTU, was $1,300. This equated to an additional $10.40 in property tax revenue for the District in 2025.

Proposed Policy Amendments:

Staff have attached a draft policy with several updates highlighted to improve clarity for staff and those looking to apply. Overall, the conditions of the permits remain the same based on legal and insurance advice received. An application form, brochure, information about the required information and steps to expect, similar to our development applications, will be prepared to assist with improving communications and transparency about the program.

Lastly, there is a new section suggesting some applications be delegated to staff to authorize, with the intent of reducing administration time for lower-risk LTU applications. This is an optional addition for Council's consideration.

BUDGETARY IMPACT:

There is no budgetary impact to the policy amendment.

MACKENZIE
BRITISH COLUMBIA

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 Administration

Reviewed By: Corporate and Financial Services
Approved By: Chief Administrative Officer

1.19

DISTRICT OF MACKENZIE

License-to-Use District-Owned Land

Established by Council on August 24, 2009 – Resolution No. 26860
Amended by Council on June 22, 2015 – Resolution No. 29566
Amended by Council on _____ - _____

1.0 Purpose:

To establish criteria for granting requests to use District-owned land abutting private property for domestic purposes. Domestic purposes relate to activities which may include landscaping, gardening, dog run and the placement of a storage structure.

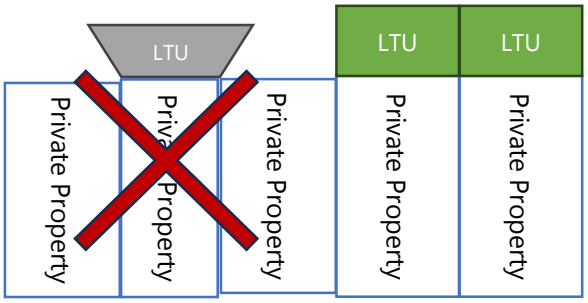
POLICY

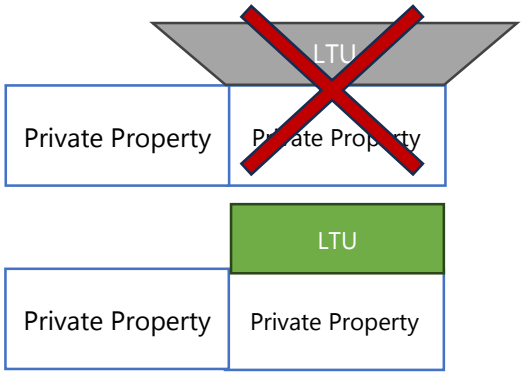
1. An application fee of $250.00 will be charged to private property owners applying for a License to Use agreement for the use of District-owned land for domestic purposes.

2. Upon receipt of an application the ~~Director of Operations~~ Director of Corporate Services, or their designate, will make arrangements to meet the applicant and review the intentions for usage of the subject property. Retention of neighbourhood character, privacy and the natural environment will be considered.

3. Site inspection will include determining the suitability of the land for the intended use. Site inspection will also determine the area of the appropriate land required for the intended use. Land area will be a maximum of 160 m^2 or 25% of the property owner's lot, whichever is smaller, unless special circumstances warrant a larger area.

4. With the intent of equity between neighbours, the License to Use land area must be directly abutting the property owners land and must not exceed the same width of the owners adjoining parcel line or extend into a potential License to Use land area of a neighbouring property (rear or side parcel line in most cases, as shown below).





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5. Staff will consider neighbouring License holders' approved land area and may increase or decrease the size of a License to Use agreement land area requested to be consistent with other nearby properties. The intent is to have all back property lines line up, rather than creating a jigsaw puzzle effect, which can make future development more challenging.

6. A notice will be mailed or otherwise delivered to owners and tenants of all parcels adjacent to the subject property and any other parcels the ~~Director of Operations~~ Director of Corporate Services, or their designate, deems appropriate, requesting that any comments be made in writing, or in person, to the ~~Director of Operations~~ Director of Corporate Services, or their designate.

7. The ~~Director of Operations~~ Director of Corporate Services, or their designate, will prepare a report with the application for Council's consideration.

STAFF DELEGATED AUTHORITY

8. The Director of Corporate Services will be given authority to approve License to Use agreements, under the same conditions as outlined in this policy, in the following circumstances:
   a. Applications for property that abuts P1 - Parkland or A1 - Agricultural zoned land that is not currently held for future expansion/development.

9. The Chief Administrative Officer would be the authorized signatory of the agreement.

10. At any time, if the Director of Corporate Services deems the application in these areas a unique circumstance that cannot be directly approved, it will be brought to Council for consideration.

11. Staff will have the authority and discretion to choose to bring any new license application or license renewal to Council for consideration, even if it meets the criteria of Section 8 (a).

INELIGIBLE PROPERTIES

12. License to Use agreement applications will not be accepted for the following properties:
    a. those abutting District snow-dumps or water/sewer system right-of-way
    b. those abutting steep embankments, watercourses, marshes, other lands deemed appropriate to avoid for environmental consideration (ie. Parsnip Crescent Area)
    c. Properties within the Mobile Home Parks (commercially owned land).

CONDITIONS OF LICENSE

13. In granting an application, the following conditions will apply:

(a) No structures requiring a building permit will be permitted on the land. A fence is not deemed to be a permanent structure; however, the site inspection will determine if the construction of a fence would detrimentally affect the character of the neighbourhood and/or District's ~~Wildfire Protection Plan~~. Community Wildfire Resiliency Plan Should a fence be allowed, it shall be removed upon termination of the agreement or upon request of the District.

(b) In support of the District's Community Wildfire Resiliency Plan, the District staff and contractors will be authorized to enter the property and remove any trees or understory necessary on the License to Use Agreement. License holders will be provided advanced notice of the intentions to complete the work and information on safety considerations.

(b) No alterations will be made on the land that would adversely affect the natural drainage.

(c) No trees that are six inches and larger measured at 4 feet above ground shall be removed unless specifically granted permission by the District.

(d) The applicant shall maintain the Lands in a clean and sanitary condition in accordance with the laws and regulations of the government agencies having jurisdiction.

(e) The subject property must only be accessed through the applicant's privately-owned property.

(f) The property can be inspected by the ~~Director of Operations~~ Director of Corporate Services, or their designate, for any reason at any time provided that reasonable notice is given to the property owner and the applicant will provide access to the licensed area.

(g) The applicant will maintain general liability insurance in the amount of $2 million with respect to any one occurrence of injury, death or property damage, and evidence as to the existence of said insurance coverage and a copy will be submitted to the District.

(h) The agreement may be terminated by the District of Mackenzie at any time upon 30 days written notice for any reason whatsoever.

(i) The Licensee shall pay all taxes, rates, duties and assessments whatsoever whether federal, provincial, municipal or otherwise charged upon the Licenses or the District as a result of the Licensee's occupation of or use of the Premises.

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MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 17, 2025

Subject: 2024 Annual Report

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

By June 30th, the District of Mackenzie is required by section 98 (1) of the *Community Charter* to prepare an Annual Municipal Report which states goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives.

The annual report must include:

- The municipality's audited annual financial statements for the previous year;
- A list of the permissive tax exemptions provided by the municipal council, and for each exemption, the amount of property tax that would have been imposed during the previous year if the exemption had not been granted;
- A report on the municipality's services and operations for the previous year;
- A progress report on the performance of the municipality with respect to established objectives and measures;
- A statement of objectives and measures that will be used as the basis for determining the municipality's performance during the current year and following year;
- The details of any declarations of disqualification made against individual council members during the previous year.

Additional information has been included in the District of Mackenzie's report where suitable to demonstrate progress of Council's strategic priorities.

Administration will update the report with feedback provided during Council's review of the draft. Once finalized, the annual report will be made available for public inspection for a minimum of 14 days, to provide citizens with time to review the annual report, ask questions and prepare submissions. Following the public inspection period, the District will hold an annual meeting on the report that will be open to the public to provide further comment.

Administration will also be distributing hard copies and publish a version electronically on the municipality's website.

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Cat Smith, Executive Assistant/Legislative Clerk

Reviewed By: Corporate and Financial Services
Approved By: Chief Administrative Officer

MACKENZIE
BRITISH COLUMBIA

DISTRICT OF MACKENZIE
2024 ANNUAL REPORT

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MAYOR'S MESSAGE

Our community continues to demonstrate their resilience despite challenges with shrinking industrial tax base and increasing operational costs. In November 2024, BC Assessment notified the municipality that two industrial properties applied for and been granted full closure allowances on their Mackenzie properties. This resulted in a net tax revenue loss of $1,505,918. This certainly made our 2025 budget process extremely challenging. Council and Staff worked diligently with community members to ensure there was as little impact to the services we provide as we could manage but unfortunately had to make some very hard choices.

Despite these fiscal challenges, Mackenzie had reasons to celebrate in 2024 including on April 1st, Mackenzie moved from an "on call" model for Ambulance coverage to a 24/7 full time coverage which greatly enhances our medical delivery in the community.

In June, Mackenzie hosted the BC Community Forest Provincial conference for the first time. This event brought 150 participants to Mackenzie, who by all accounts were very impressed with our community and our outstanding recreational facilities. The McLeod Lake Mackenzie Community Forest also provided the District of Mackenzie and the McLeod Lake Indian Band with a dividend disbursement of $400,000 each from profits earned in 2023.

Our major project for 2024 was the replacement of the ice slab at the Mackenzie Recreation Centre. This project grew in scope when it was determined this was a perfect opportunity to explore how operations at the Rec Centre could reduce its overall environmental impact. The expanded scope of the project included several energy-efficient upgrades that qualified us for federal funding, which resulted in grant funding for this project of just over $2.9 million. This upgrade will result in annual energy savings of 27% (at minimum) and reduce Green House Gases by 158 tonnes.

Mayor and Council are eager to chat with all of you regarding your concerns, questions or ideas on how we can continue to make Mackenzie a great place to live.

Sincerely,

Joan Atkinson

Mayor Joan Atkinson

COMMUNITY VISION

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

Photo Credit: Darrin Rigo

DISTRICT MISSION

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

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

ORGANIZATION CHART

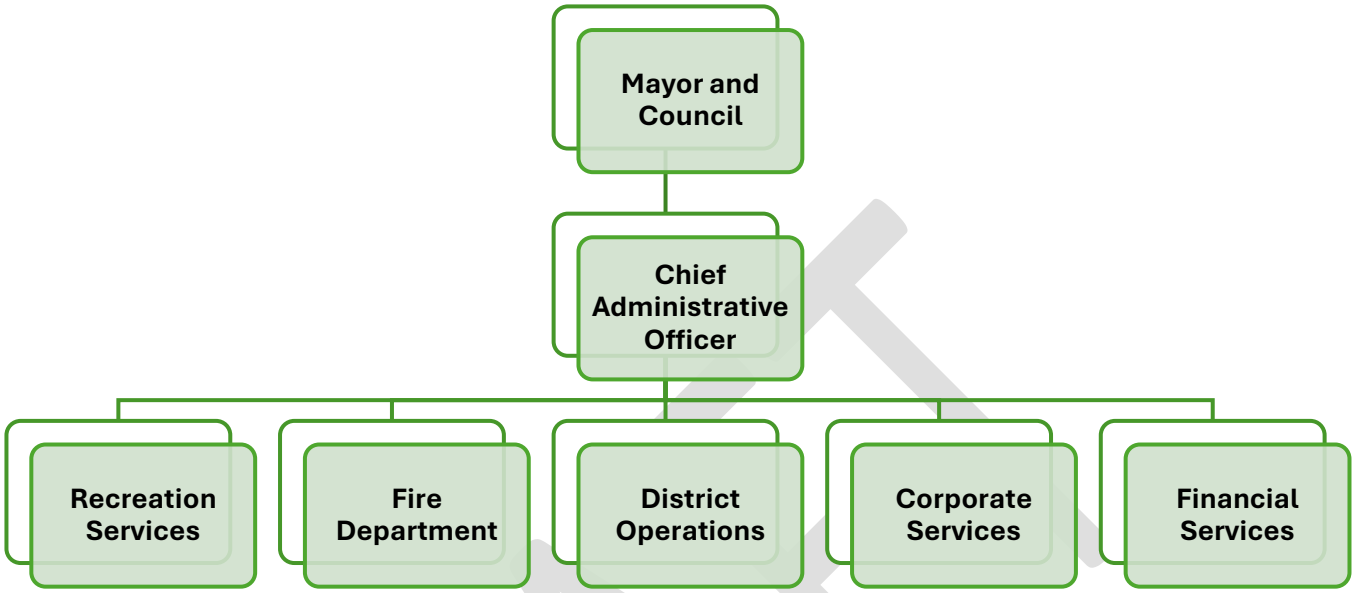


Photo Credit: Adrienne Lacey

2022 – 2026 MAYOR AND COUNCIL

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

Mayor Joan Atkinson

Councillor Andy Barnes

Councillor Viktor Brumovsky

Councillor Amber Hipkiss

Councillor Raye McMeeken

Councillor Kyle Tapper

Councillor Jesse Wright

‘

Councillor Peter Kyllo

In August 2024, Councillor Hipkiss resigned and a Municipal By-Election was held on November 16, 2024. Councillor Peter Kyllo was elected.

COUNCIL PRIORITIES

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

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

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.

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.

2024 COUNCIL LIAISON APPOINTMENTS

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

COUNCIL REMUNERATION

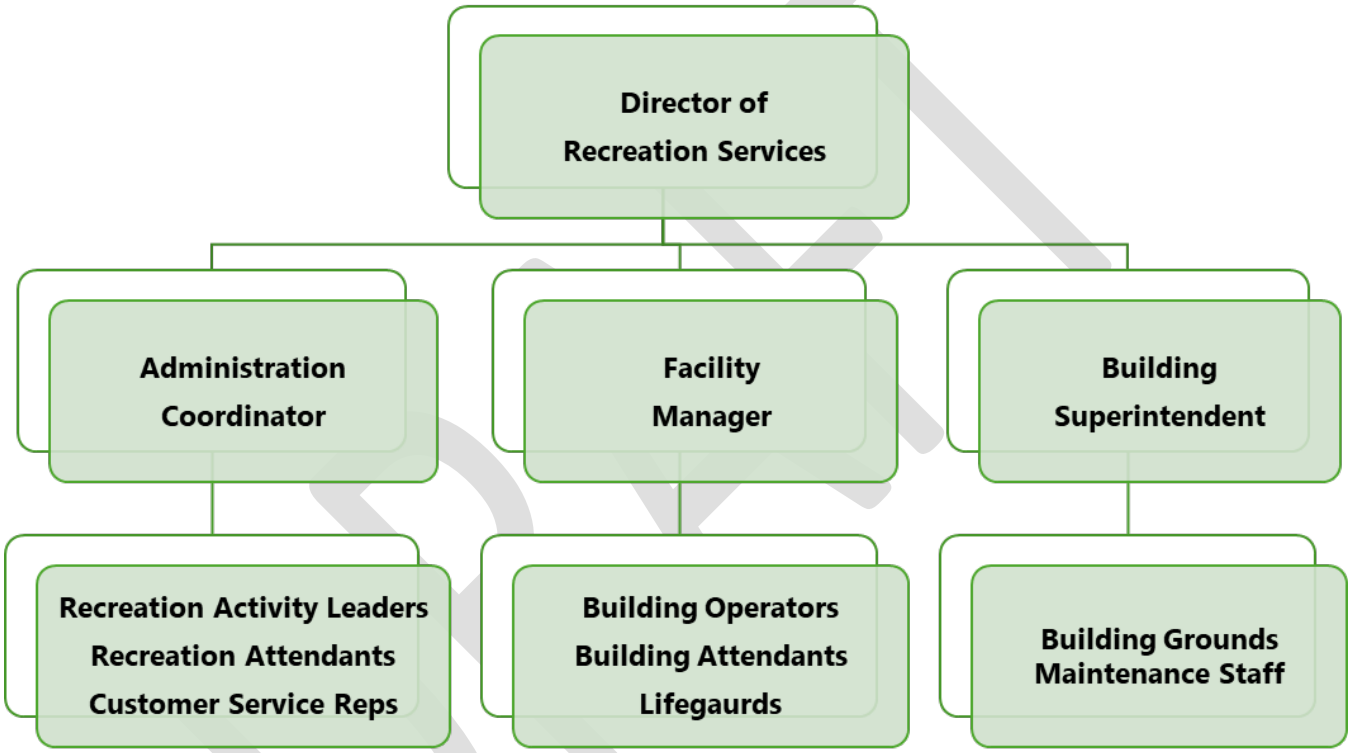
Mayor Atkinson	$30,588
Councillor Barnes	$13,490
Councillor Brumovsky	$12,965
Councillor Hipkiss	$8,707
Councillor Kyllo	$1,260
Councillor McMeeken	$13,489
Councillor Tapper	$12,965
Councillor Wright	$13,489

Photo Credit: Sarah-Lynn Pineau

RECREATION SERVICES

RECREATION SERVICES ORGANIZATION CHART

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

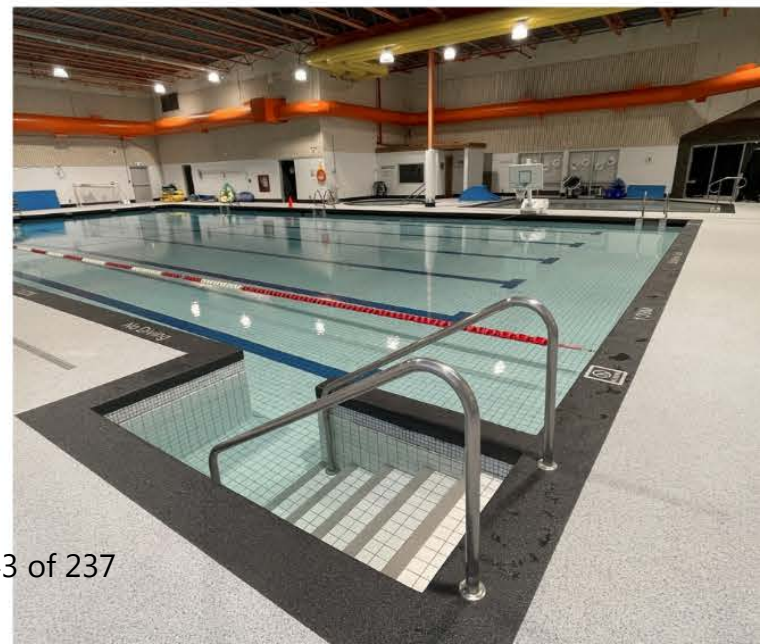


2024 Recreation Centre Utilization	
Recreation Centre Activities	**Number of Bookings**
Fitness Centre	13,705
Skating	621
Aquafit	912
Swimming	9,414
Curling	51
Climbing	337
Pickleball	432
Ski Hill	199*
Sport Court	1,064
School Use	2,153
Junior Pathways	444
Total Number of Bookings	**29,332**

*The 2024 Little Mac season was affected by unusually warm weather and below average snowfall contributing to low numbers.

RECREATION SERVICES ACTION PLANNING

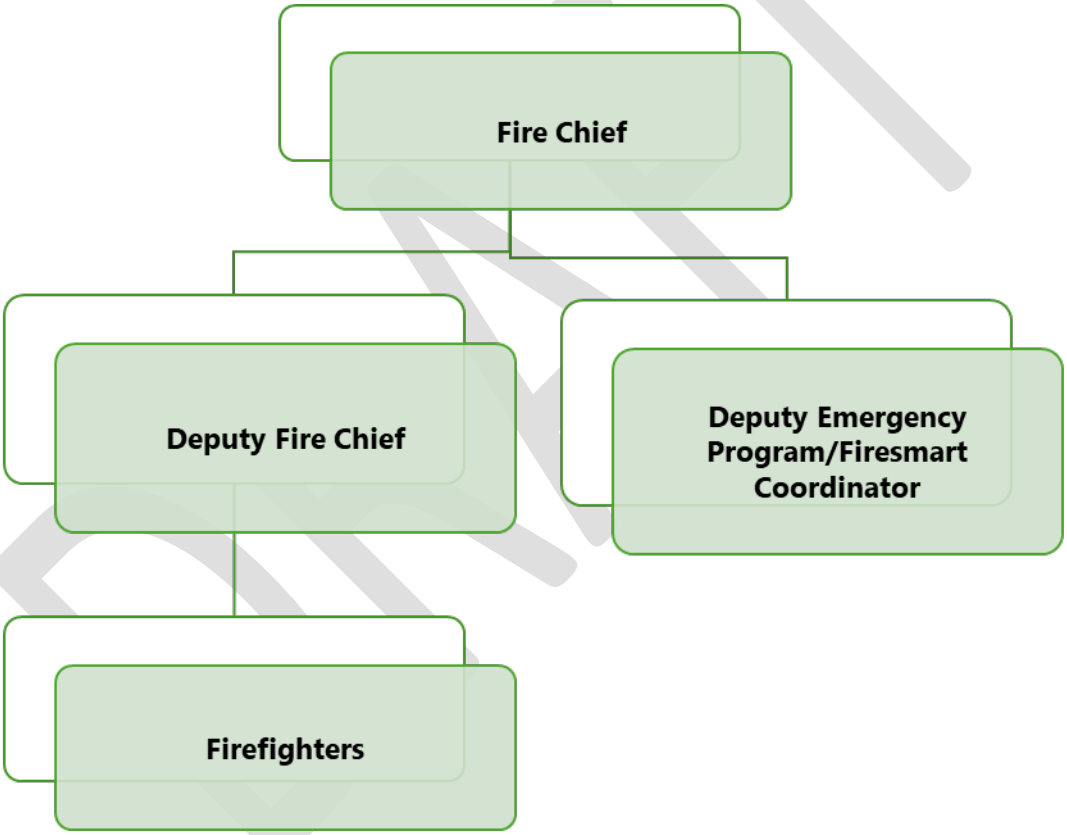
Actions completed in 2024	Action Plan for 2025
Hosted 4th Annual WinterQuest 2024, ice carvers and trail light-up festival.	Host 5th Annual WinterQuest 2025, ice carvers and trail light-up festival.
Hosted our 2nd Annual Rockin' the Ridgeline festival.	Host our 3rd Annual Rockin' the Ridgeline festival.
Hosted inaugural Summer Concert Series on every Thursday in July and August in the new Park.	Host Summer Concert Series in the Park.
Hosted Canada Day, Holiday Parade and Recreation Fair community events.	Host Canada Day, Holiday Parade and Recreation Fair community events.
Completed Active Transportation Master Plan.	Work with Directors and Council to determine the next steps as it relates to priority work and grant funding applications.
Created concept plans with cost D estimates for 616 and Rec Centre outdoor space upgrades, as part of Active Transportation project.	Work with Directors and Council to determine the next steps as it relates to priority work and grant funding applications.
Finished bike park features, main landscape, zipline and gazebo part of the Signature Trail, Park, and Little Mac project. This project has reached significant completion status.	Coordinate with Public Works Department to complete outstanding work in new park, which includes pathway, earth and seeding.
Reached significant completion for the arena slab replacement and green energy upgrades project, including dasher boards, solar and heat pump.	Finalize repairs of deficiencies for arena slab replacement and green energy upgrades project.
Completed 100% of Mac 1 playground upgrade, which includes new border, swing set and topping up surface.	Resurface the court in Babine Park, which also includes adding basketball nets.
Awarded grant for pool and accessibility upgrade project. Completed flooring on pool deck and in change rooms as part of the project.	Complete outstanding work such as slide and lobby bathroom accessibility upgrades - part of the pool and accessibility upgrade project.
Tenants vacated Ernie Bodin Community Centre and staff had a pre-demolition hazard assessment completed.	Work with Directors to finalize a plan to demolish Ernie Bodin Community Centre.
Continued developing programs with greater focus on specialized programming.	Continue to develop programs which fill gaps in the community.



FIRE DEPARTMENT

FIRE DEPARTMENT ORGANIZATION CHART

The Fire Department strives to deliver quality services in a fiscally responsible manner to the citizens of the District of Mackenzie. The District of Mackenzie supports this service delivery through a well-established safety and training program. The Fire Department is responsible for fire suppression, vehicle extrication, hazardous material response, environmental protection, fire inspections of multi-residential, public assembly, industrial, and commercial properties, promotion of compliance to the provincial Fire and Building Codes and local municipal bylaws, and public education and awareness. The Department also actively participates in the FireSmart program, working with residents and stakeholders to reduce wildfire risks through community education, mitigation initiatives, and strategic planning.



FIRE DEPARTMENT ACTION PLANNING

2024 FIRE CALLS	
Nature of Call	**# of Calls**
Assist other Agency	37
Burn Complaint	14
Carbon Monoxide alarm	1
Chimney Fire	1
Dumpster Fire	1
Electrical Hazard	3
False Alarm	29
Motor Vehicle Incident	48
Public Service	14
Rubbish Fire	1
Structure Fire	8
Vehicle Fire	4
Wildland Fire	5
Unclassified Fire	1
Investigation no Fire	1
TOTAL	**168**

2024 FIRE FIGHTERS	
Position	**Number**
Fire Chief	1
Deputy Fire Chief	1
Assistant Chiefs	1
Training Officers	2
Captains	2
Lieutenants	2
Engineers	2
Fire Fighters	9
Fire Fighters (Probationary)	6
Junior Fire Fighters	4
TOTAL	**30**

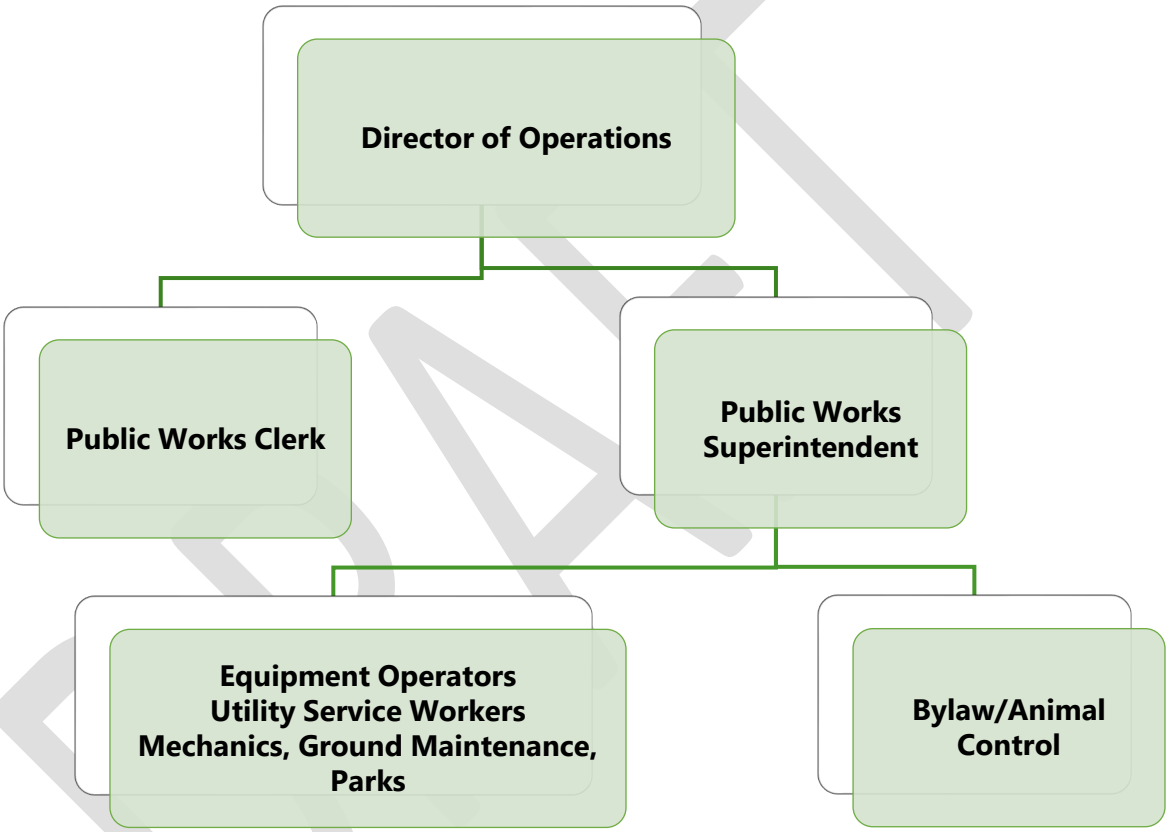
Actions Completed in 2024	2025 Priorities
New Fire Hall was completed in Fall 2024.	Finalizing landscaping & paving for Fire Hall #1.
Ongoing Training of Fire Fighters.	Specialized training for Live Fire, First AID, and Auto Extrication, Wildfire/Structure protection which will be grant funded.
Distributed new turnout gear.	Update Mutual Aid Agreement with McLeod Lake Indian Band.
Purchased new pagers.	Purchase new radios.
Purchased new Wildland truck delivered in 2025.	Outfit Wildland 11 to be ready for in town use or deployment.
Participated in wildfire deployments in Fort Nelson & Williams Lake.	Revaluate and update the District of Mackenzie Emergency Response Plan.
Hired a Fire Smart/ Assistant Emergency Program Coordinator.	Hire a Junior Fire Smart Coordinator to assist with public education, assessments and updating records.
Submitted application for Union of British Columbia Municipalities Emergency Operations Centres grant and Emergency Support Services grants. These grants will be used to purchase equipment and training.	Submit application for Union of British Columbia Municipalities Emergency Operations Centre grant and Emergency Support Services grants. These grants will be used to purchase equipment and training.
Managed the fuel treatment process for the Tree Crusher Area.	Upgrade Fire Hall #2 to facilitate comprehensive training for the Mackenzie Fire Department and Tse'Khene Fire Department.
Recruitment and retention are an ongoing priority for 2025.	Hire a new Deputy Fire Chief.
Outfitted and trained crews on Ladder 11.	Train Crews on Wildland 11.
Facilitated a danger tree removal program.	Launch Mackenzie Public Alerting System.
Launched a Fire Smart rebate program.	Purchase trailer and equipment to start developing a structure protection trailer SPU #3. Funded through the CRI Grant.

DISTRICT OF MACKENZIE FIRE HALL #1
MACKENZIE FIRE/RESCUE

DISTRICT OPERATIONS

DISTRICT OPERATIONS

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



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DISTRICT OPERATIONS ACTION PLANNING

2024 By the Numbers	
Water pumped from the Town pump house (Imperial Gallons)	123,891,300*
Water pumped from the Gantahaz pump house (Imperial Gallons)	9,208,235
Commercial Garbage Collected (kg)	727,000
Residential Garbage Collected (kg)	616,340
Total number of Fixed Wing Landings	463
Total number of Helicopter Landings	267
Fuel Purchases	528

*The numbers for in town are high because our recording keeping is becoming more comprehensive. In addition, there were several leaks in the system, one on Gagnon (repaired), two on Centennial Drive and 4 in Morfee Trailer Court. The required repairs are in progress.

Bylaw & Animal Control	
Animals Impounded	39
Animals Adopted	6
Number of Tickets Issued	1
Dog Licenses Purchased	456

Permits & Licenses	
Business Licenses Awarded	267
Plumbing Permits Awarded	3
Building Permits Awarded	22

Photo Credit: Darrin Rigo

Actions Completed in 2024	Action Plan for 2025
Installed a Pressure Reduction Valve station on Centennial Drive and Nation Avenue. Two other Pressure Reduction Valve stations are scheduled to be completed in the summer of 2025. One on Little Cloud Maker and one in Woodlands Mobile Home Park.	Will have to inspect the Pressure Reduction Valve station on Nation this year. These were chosen in order of priority and we have a plan moving forward for the replacement of all Pressure Reduction Valve stations.
Second year of Pavement Rehabilitation Plan.	Second year of a five-year plan is being implemented this summer.
Planted numerous trees around town.	Tree planting will continue in 2025.
Sand/topsoil and sod were brought in for Bike Park Project.	Continue training for Management Team and Employees.
Implementing a pre-trip inspection booklet.	Inspection Booklet to be used to generate mechanical work orders.
Water and Sewer Rehabilitation Plan.	First year of water and sewer plan to be implemented.
Repaired the Statutory Right of Way Road to the Sewer Lagoon.	First year of Water and Sewer Plan to be implemented.
Completed the Paving Plan preliminary assessment.	Initiate the roads and pathways replacement plans for the District.
Asset Management Activities and Training	Continue Asset Management Activities and Training.
Gantahaz water treatment facility upgrade to begin in 2024.	Permits are in place. Construction is underway - estimated commissioning in July 2025.
Sand/topsoil and seed were placed at Firehall.	Firehall Landscaping project to continue this summer.
New Commercial Truck and Bins have been purchased and are currently being used throughout town.	New Truck and Bins are working great. Very few Bear Complaints.

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MACKENZIE
BRITISH COLUMBIA
BYLAW ENFORCEMENT

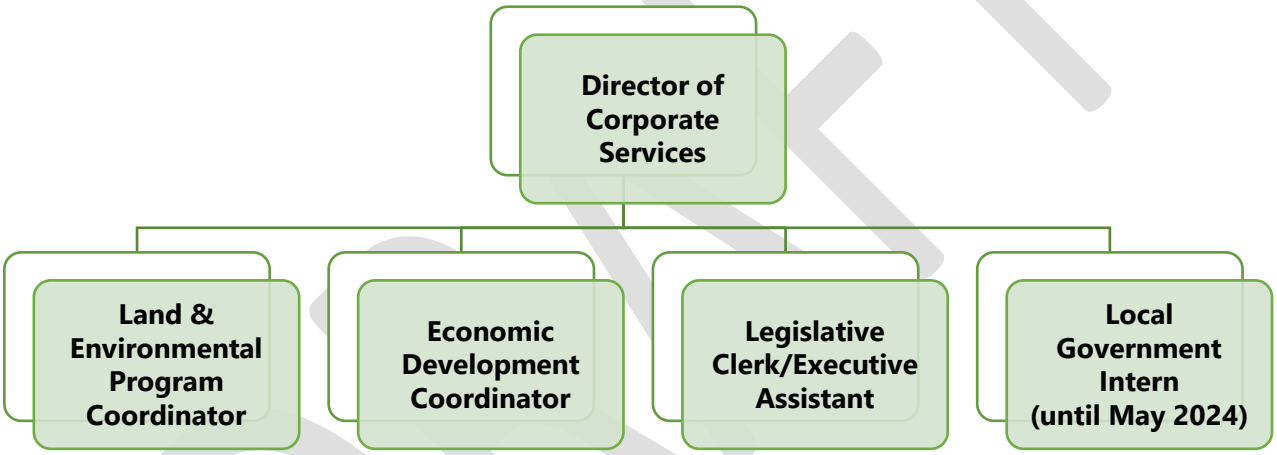
INDUSTRIAL AREA
1 KM
MACKENZIE
BRITISH COLUMBIA
TOWNSITE
2 KM

CORPORATE
&
FINANCIAL SERVICES

CORPORATE SERVICES

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

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



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CORPORATE SERVICES ACTION PLANNING

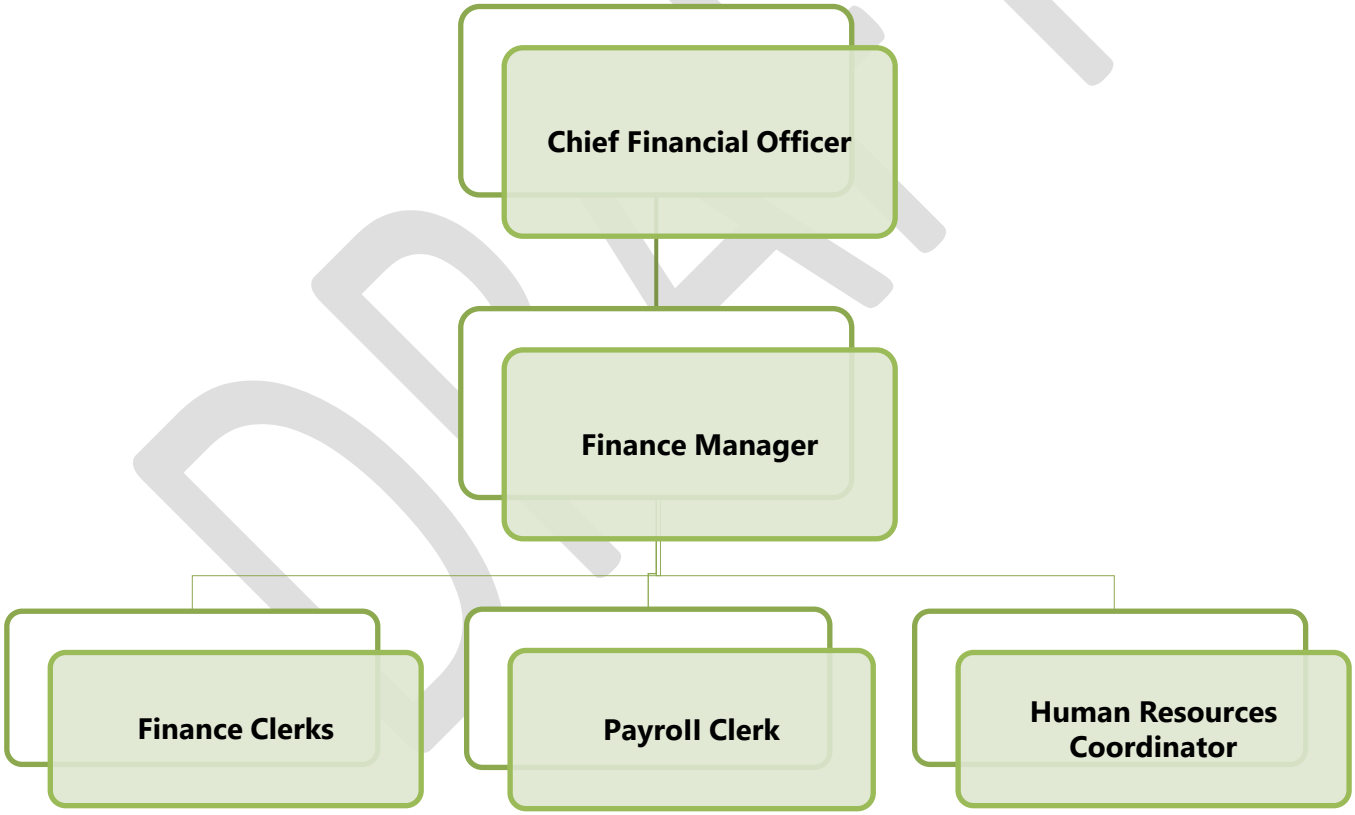
Actions Completed in 2024	Action Plan for 2025
Held By-Election in Fall 2024	Preparations for 2026 General Election.
Completed Audio/Visual project in Council Chambers and the Recreation Centre. Livestreaming began January 2025.	Improve accessibility features of live streaming and Council meeting attendance (ie. hearing loop installations).
In collaboration with the Access and Inclusion Advisory Committee, began implementation of the District's Age-Friendly Access and Inclusion Action Plan.	In collaboration with the Access and Inclusion Advisory Committee, continue implementation of the District's Age-Friendly Access and Inclusion Action Plan.
$202,000 was distributed for the 2024 Community Grants Program.	$159,790 has been included in the budget for the Community Grants program for 2025.
Continue to participate in Northern BC Climate Action Network.	Continue to participate in Northern BC Climate Action Network.
Continue to pursue opportunities to move the District's Corporate Energy Emissions Plans forward.	Continue to pursue opportunities to move the District's Corporate Energy Emissions Plans forward.
Completed Food Cycler Program Phase 2.	Host 2nd Annual Agricultural Symposium.
New signage was installed at Mill Road/Hwy 39 and another new billboard was installed at the Junction of Hwy 39 and 97.	Continue to support high-speed internet projects in the community and pursue opportunities to extend services.
Continue to participate on regional economic development and tourism committees and marketing campaigns.	Continue to participate on regional economic development and tourism committees and marketing campaigns.
Offered Grant Writing Support Services and hosted a free community grant writing workshop.	Continue offering this service and host a free community grant writing workshop.
Completed updates to Zoning Bylaw to support Provincial Housing Initiatives.	Complete update to Housing Needs Report and Official Community Plan Amendment to support Provincial Housing Initiatives.
Northern Development Initiative Trust awarded the District $20,000 to offer the Business Façade Improvement Program.	Remaining funds from 2024 Business Façade Improvement Program have been allocated for use by business in 2025.
Created new shop local and community marketing program.	Create a community marketing campaign utilizing the new "Explore Mackenzie" brand.
Develop Communications and Public Engagement Policies.	Carry-over project. Develop Communications and Public Engagement Policies.

FINANCE ORGANIZATIONAL CHART

The Finance Department is responsible for managing the health of the District's finances as well as the monitoring, managing and allocation of financial resources in order to achieve the District's short and long-term goals and objectives.

Finance manages expenditures through the annual budget process, prepares financial reports, administers property taxation, accounts payable, accounts receivable, payroll, Human Resources and IT services. The department is also responsible for ensuring that financial transactions are properly recorded to support financial and grant claim reporting.

Finance produces annual public documents including a Five-Year Financial Plan Bylaw, Tax and Utility Rate Bylaws, Audited Financial Statements, and Statement of Financial Information disclosures.



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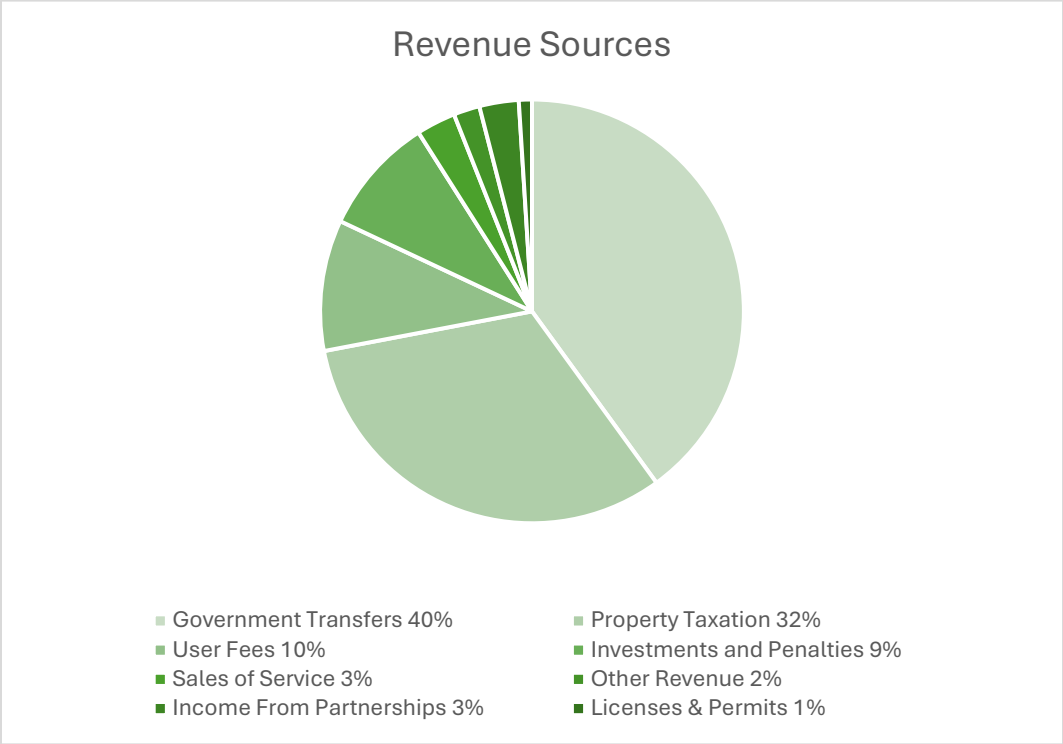
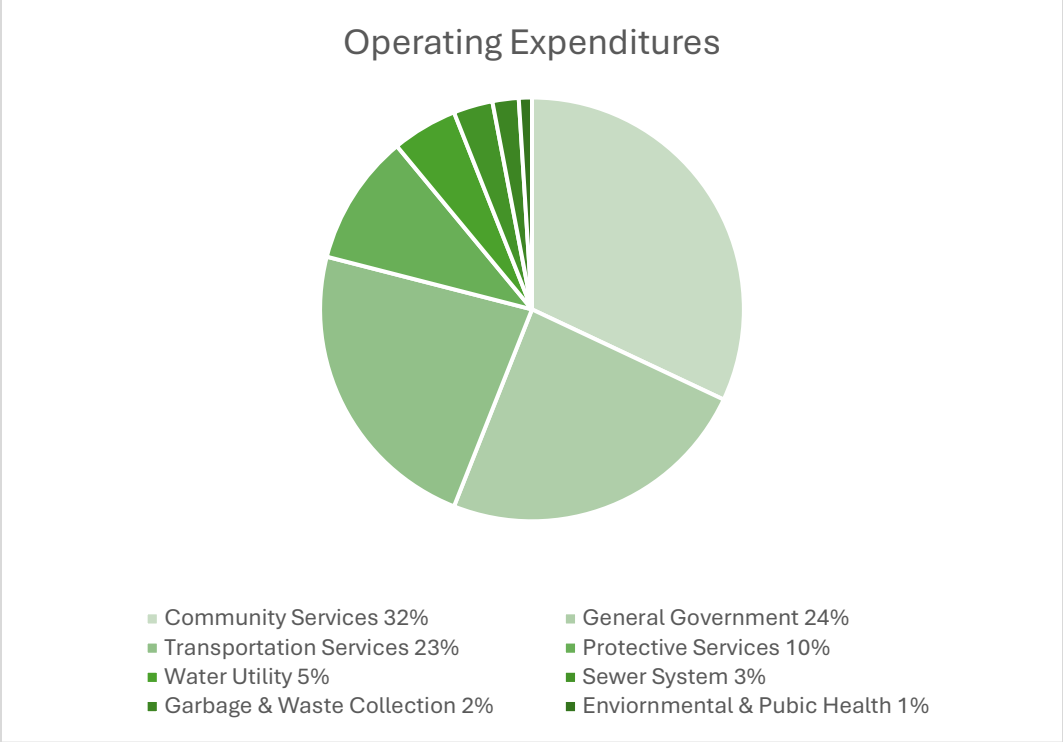
REVENUE SOURCES



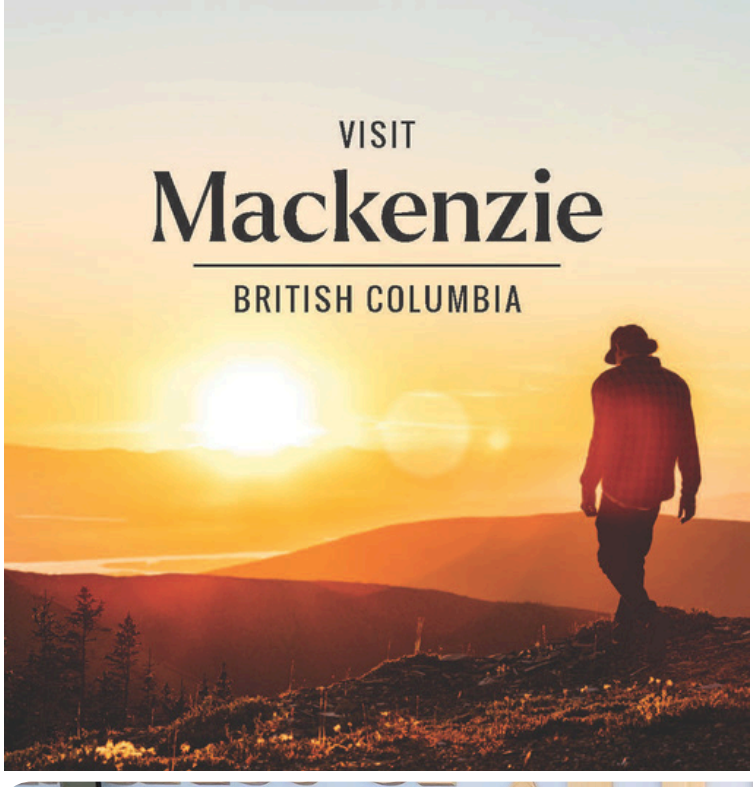


Details of the composition of revenues and expenses shown in the charts above are derived from the 2024 Audited Financial Statements.

FINANCE ACTION PLANNING

Actions Completed in 2024	Action Plan for 2025
Hosted public engagement sessions and survey regarding the 2024 budget.	Continue to provide public engagement opportunities during the 2025 budget process
Condition assessment reports added to the 10-year capital plan.	Update 10-year capital plan with additional condition assessments and work summary reports
Performance Management process updated and implemented in 2024.	Update the purchasing and procurement policy to reflect current economic climate and business practices

Photo Credit: Darrin Rigo


VISIT
Mackenzie
BRITISH COLUMBIA

MACKENZIE
BRITISH COLUMBIA
WELCOME TO
MACKENZIE

CLIMATE ACTION

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

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

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

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

[3] 4.3 The District entered into a memorandum of understanding with BC Hydro in 2022 to participate in their EV Charging Station network expansion. A new charging station was installed in the community in 2024

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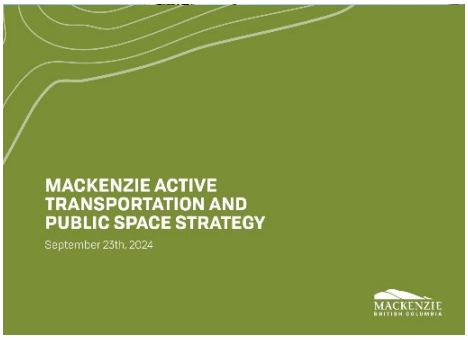

ACTIVE TRANSPORTATION – MASTER PLAN

In 2024, staff, in collaboration with VDZ+A, finalized the Active Transportation Plan. The objective of this plan is to promote the use of active transportation and create a safe and reliable way for residents and tourists to commute to and from destinations around Mackenzie.

BUILDINGS: MACKENZIE RECREATION CENTRE

The Energy Recovery and Facility Upgrades project at the Mackenzie Recreation Centre was completed in 2024. Initially funded in January 2023, the project included energy-efficiency improvements such as replacing the arena slab and underfloor, upgrading glass shielding and building insulation, modernizing HVAC units and water heaters, and installing new solar panels and a heat recovery system.

WASTE REDUCTION – FOODCYCLER

In 2024, the District of Mackenzie successfully completed a second round of the FoodCycler Program in partnership with Food Cycle Science. Building on the success of the initial pilot, this innovative program allowed more households to turn kitchen scraps and food waste into nutrient-rich compost using state-of-the-art FoodCycler technology. The initiative continues to help residents reduce their carbon footprint, minimize landfill waste, and create compost that can be used to enrich gardens, potted plants, or safely dispose of in general waste.

TREE – PLANTING INITIATIVE

The District of Mackenzie is pleased to report on the successful completion of the 2024 tree-planting initiative. A total of 49 trees and 120 shrubs were planted across various parks and green spaces throughout the community. Led by the District's Public Works team, the initiative supports ongoing efforts to enhance local biodiversity, improve air quality, and contribute to the beautification of public spaces for the enjoyment of residents and visitors alike.

COMMUNITY ECONOMIC DEVELOPMENT

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

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

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

	ACTION	Complete	In Progress	Ongoing	Research Required
Foundational - *ongoing and will support all other actions.*					
F1	Target and incentivize (tax, permit, land, buildings) industrial development in emerging sectors and secondary industries, promoting Mackenzie's energy and land availability	X		X	
F2	Support opportunities for natural resource development			X	
F3	Continue to pursue shared economic development opportunities and partnerships with neighbouring First Nations			X	
F4	Actively seek opportunities for partnerships with other levels of government, agencies and not-for-profits to promote economic development in Mackenzie.			X	
Underway - *already underway or included in a work plan to be completed in the near future.*					
U1	Continue seeking high speed internet for the whole community		X	X	
U2	Provide development incentive to projects to meet strategic community needs (e.g. public parks, rec facilities)			X	
U3	Continue developing and expanding local recreation trail amenities		X	X	
U4	Continue to improve District-wide wayfinding and signage.		X	X	
U5	Continue to offer and facilitate access to programs that support local businesses, both new and existing			X	
U6	Continue to foster collaboration between industry, major employers, and schools to match skills/training with emerging industry needs.			X	
U7	Continue strategic land sales.		X	X	
U8	Update and maintain inventory of businesses operating in Mackenzie	X		X	

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Quick Wins - *require minimal funding and minimal stakeholder involvement*					
QW1	Support more events and festivals that link with local businesses		X	X	
QW2	Expand upon recreation rentals; could be promoted as a business opportunity and offered additional marketing		X	X	
QW3	Support improving and promoting local recreation and trail amenities with simple interventions such as string lights along trails.		X	X	
QW4	"Working with the District 101" – Promote District procurement process.		X	X	
QW5	Distribute promotional materials to attract and welcome new residents, remote workers, and home-based businesses.		X	X	
QW6	Maintain and publicize a land inventory focusing on industrial land and including vacant downtown lots and buildings.		X		
QW7	How a Community-to-Community forum with local First Nation and District of Mackenzie		X		
Simple - *requires some funding and some stakeholder involvement (1-3 years)*					
S1	Promote creative use of gathering spaces and underutilizes/empty buildings and lots			X	
S2	Encourage small scale agriculture and agrotourism (including food production and sales on larger, semi-rural residential lots.	X	X	X	
S3	Support business-to-business opportunities and networking	X		X	
S4	Host regional technology and innovation meet-ups				X
S5	Encourage local procurement by large and small purchasers and organizations			X	
S6	Explore interest in establishing a Business Improvement Area				X
S7	Encourage a local commissary kitchen by collaborating with local commercially-certified kitchens				X
S8	Conduct a feasibility study on the demand for additional and modern/office and/or co-working space within Mackenzie				X
Complex - *require significant funding, extensive stakeholder engagement, and a multi-year effort*					
C1	Develop an improved cohesive downtown Mackenize look and feel through incentivizing public art, storefront, beautification, hardscaping, and landscaping.		X	X	
C2	Work with Province to promote and facilitate forestry innovation and emerging technology (e.g. value-added forestry products)			X	X
C3	Support diversifying our housing stock (age-friendly homes, alrger rural lots, recreational properties, etc.)			X	
C4	Work with employers and organizations to create shared childcare solutions		X	X	

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C5	Explore shared agriculture amenities				X
C6	Seek opportunities for attracting public services (e.g., government offices, health and education facilities)		X		X
C7	Continue to support airport development	X	X	X	
C8	Encourage multi-modal transportation to and within the Downtown Core and provide supporting infrastructure		X	X	X
Tourism Related Community Economic Development Actions					
T1	Create a new exciting Tourism District in downtown Mackenzie		X	X	X
T2	Create an 'Iconic Gateway' at Highway 39/97 Intersection		X		
T3	Define a visitor experience that is compelling and easy to access		X		X
T4	Develop Traditional Tourism Industry Product Opportunities		X	X	X
T5	Engage the Region		X	X	

Notes:

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

TOURISM MARKETING & PROMOTION

In 2024 we a completely redesigned Tourism Guide, replacing the nearly decade-old version with a clean and ad-free layout. It was widely distributed through 10 poster stands placed in key community locations. To further increase accessibility and visibility, 'Visit Mackenzie' rack cards featuring QR codes were placed at all local cash registers and counters. Additionally, frontline customer service staff received quick-facts info cards to help them better assist visitors. Staff presented the tourism guide at the NBCTA Summit in October.

VIDEO PRODUCTION

In 2024, the District launched the Explore Mackenzie relocation video to highlight the community's beauty, recreation, and quality of life. Featuring local faces and stunning scenery, the video aims to attract new residents and support workforce retention.

NEW SHOP LOCAL BRAND

In 2024, the District launched Explore More – Support Local, a fresh Shop Local brand and campaign aimed at supporting local businesses and strengthening the community economy. The word "Explore" encourages residents to discover the full range of local goods, services, and experiences available in Mackenzie. Featuring a bold new visual identity, promotional materials, and a presence at events like Plaid Friday.

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ACCESS AND INCLUSION

Access and Inclusion Advisory Committee

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

ACCESSIBLE PARKING

In 2024, the Access and Inclusion Advisory Committee addressed the need for accessible parking spaces both at the District of Mackenzie Municipal Office, and the Mackenzie Recreation Centre. Working with the Public Works Department, this project was complete in July 2024.

TRAILRIDER SEASON

Thanks to the Access and Inclusion Advisory Committee, along with Hero Dirt Trails and the Mackenzie Outdoor Route and Trail Association, the District of Mackenzie now has a permanent TrailRider. This unique mobility device offers accessibility to the vast trail systems around town. Two (or more) people power the device, enabling a person with a physical disability to take part in hikes and excursions, to enjoy nature as part of an inclusive and supportive team.

2024 Committee Membership
Chair: Elizabeth Blackburn
Cassandra Carter
Kymberly Grywinski
Alice Pritchett (until April 2024)
Amy Coates (beginning May 2024)
Dave Schindler
Council Liaison: Councillor McMeeken

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2024 GRANT FUNDING

The District applies for numerous grants each year. The grants allow the District to access additional funding and reduce the burden on the taxpayer. Below is the list of grants the District applied for and the status of the applications for 2024.

Project Name	Funder	Approval/Status	Grant Amount
Treemendous Community Capacity 2024	Tree Canada & CN Rail	Approved	$10,000
Economic Development Capacity 2024	NDIT	Approved	$50,000
Emergency Support Services	UBCM	Approved	$29,489
District of Mackenzie Airport Master Plan	SPMT	Denied	$38,129
Mackenzie Pedestrian/Bus Stop Safety Project 2024	Northern Health Authority	Approved	$18,557
Emergency Operations Center	UBCM	Approved	$30,000
Accessible Mapping Interactive Experience	Outdoor Recreation Council of BC	Denied	$2,600
Rockin' the Ridgeline Event	Enbridge	Approved	$3,000
Fire Department Capacity Building	IREN	Approved	$10,000
Recreation Centre Facility/Pool Upgrades Project	NDIT	Approved	$ 251,795
Fitness Centre Senior Training	CNC	Approved	$1,600
Mackenzie Fire Rescue Live Fire Training	UBCM	Approved	$39,350
2025 Fire Smart Grant	UBCM	Approved	$541,075
Cemetery Road Bridge Repairs	Provincial Government	Approved	$40,270
Tourism Photography	Northern BC Tourism Association	Approved	$1000

Total Funding Applied For	$1,066,865
Total Funding Approved	$1,026,136
Total Funding Pending	$0
Total Funding Denied	$40,729

2024 GOVERNMENT TRANSFERS

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

Grant Source	Amount	Total
Provincial Grants Total		$3,371,800
Conditional	$619,241	
Unconditional	$171,275	
Grants in Lieu	$12,198	
BC Hydro	$2,569,086	
Federal Grants Total		$2,427,055
Conditional	$2,417,272	
Grants in Lieu	$9,783	
Other Grants Total		$1,506,168
Conditional	$865,606	
Unconditional	$427,492	
Fortis BC	$34,342	
Miscellaneous	$178,728	
Total Government Transfers		**$7,305,023**

Photo Credit: Danielle Carlson

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GRANTS TO ORGANIZATIONS

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

Cash and In-Kind Grants

Organization	Project	Grant ($)
Mackenzie Alpine Horse Riders Club	Snow removal and sanding of club roads	$2,300
Curl Mackenzie	Cover cost of set up and take down of curling ice preparation, hacks and rocks on the ice surface	$4,141
Banshee Royal Canadian Air Cadet Squadron	Host Ceremonial Review at the Mackenzie Secondary School Gymnasium	$650
Mackenzie Community Arts Council	Rent subsidy for Fesitval of Bells craft fair, security cameras, Hire musician for Rockin' the Ridgeline event	$400
Mackenzie Community Garden	Installation of a waterline	$2,000
St. Peter's Church	Purchase food and supplies for St. Peter's Pantry to help residents in times of need	$5,000
Mackenzie Community Services	Insulation of office space walls	$2,000
Mackenzie Figure Skating Club	Waiver of Ice rental fees for Ice Show	$1,064
Mackenzie Fish & Game Association	Request for snow removal at the range entrance	$1,728
Mackenzie Minor Lacrosse	Waiver of fees to rent room at Recreation Centre for 3 days to host an Open House, Awards Day and AGM	$581
Mackenzie Area Radio Society	Rent subsidy and assistance with relocation	$7,650
Mackenzie & District Hospital Auxiliary Thirft	Rent subsidy	$7,800
Mackenzie Golf & Country Club	Use of District aerator three times a year to aerate the golf course	$180
Mackenzie Nature Observatory	Use of showers (Campground/Rec. Centre), garbage bin, grading of road to Mugaha Marsh, and installing barricades at road, request to keep and continue using shelving units located at the Ernie Bodin Community Centre, once building is torn down	$3,295
Mackenzie Rocky Mountain Riders	Request to assist with trail maintenance, and reimbursement of trail work completed to-date and request for two-year groomer use agreement, including training for two operators.	$11,500
	TOTAL:	**$65,084**

FEE – FOR – SERVICE AGREEMENTS

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

Organization	Funding Use	Amount
Mackenzie Autumn Lodge Society	Staffing and Operations	$25,000
Mackenzie & District Museum	Staffing and Operations	$12,000
Mackenzie Chamber of Commerce	Staffing and Operations	$43,600
Mackenzie Community Arts Centre	Staffing and Operations	$28,000
Mackenzie Golf and Country Club	General Operations	$15,000
Mackenzie Outdoor Routes and Trails Association	Trails Maintenance	$5,000
	TOTAL:	**$128,600**

RENTAL SPACE IN DISTRICT FACILITIES

The District provides accommodation or equipment storage space free of charge to non-profit or sports organizations that are presently allocated space in the Recreation Services Complex, the Ernie Bodin Community Centre, and Fire Hall subject to availability. Following is a list of organizations that received this benefit in 2024, throughout the year or temporarily:

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

PERMISSIVE TAX EXEMPTIONS

In accordance with Section 98(2) (b) of the *Community Charter*, the following properties in the District of Mackenzie were provided permissive property tax exemptions for 2024 by Council:

Organization	2024 Value of Exemption
Canadian Baptists of Western Canada	$2,098.40
Living Joy Christian Centre	$1,343.92
Mackenzie Alpine Riders Horse Club (300 Mill Road)	$4,848.97
Mackenzie Alpine Riders Horse Club (651 Mill Road)	$1,614.36
Mackenzie Community Arts Council	$1,837.18
Mackenzie Elks Lodge #547	$2,540.89
Mackenzie Fish and Game Association	$1,636.02
Mackenzie Golf & Country Club	$4,571.57
Mackenzie Nordiques Cross-Country Ski Club	$642.11
Roman Catholic Episcopal Corp	$3,340.56
Royal Canadian Legion	$1,402.28
Trustees Congregation of Jehovah's Witnesses	$642.18
Youth for Christ Prince George	$1,794.27
	$28,312.70

DECLARATION OF DISQUALIFICATIONS

There were no declarations of disqualifications made in 2024.

AUDITED FINANCIAL STATEMENTS

The 2024 District of Mackenzie Consolidated Financial Statements are attached to the end of this report.

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 16, 2025

Subject: Economic Development Staffing – Grant Application Update

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RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

This report is to inform Council that the District's application to the South Peace Mackenzie Trust for the "Invest in Mackenzie – Pilot Program" to increase capacity within the economic development service area was approved. The following outlines the proposed workplan and key deliverables that will follow from the 2-year project.

Purpose and Sustainability Considerations:

The project has been designed to result in key deliverables and data that will help the organization assess increasing capacity within the department long-term. It is intended to accelerate current workplans as well as provide recommendations for an expanded service offering if the position was to be funded long-term or provide new insights to adjust current service offerings.

Project Summary: A two-year pilot program to increase investment attraction efforts for the District. This will include hiring an Economic Development Coordinator that will work in collaboration with current staff on District initiatives, however, also will have projects and assignments with a core focus on investment attraction and industrial relations activities.

Project Timeline: January 1, 2026 – December 31, 2027

Project Deliverables include:
- Hire a second Economic Development Coordinator to focus on investment attraction
- Development of investment marketing materials
- Attend strategic industrial, resource management, and green tech conferences and tradeshows to meet industry players and spread the word about the opportunities in Mackenzie

- Conduct year-long online marketing campaign
- Improve local communication and relationships with industrial sector businesses in Mackenzie by:
    - Meeting regularly and conducting one-on-one interviews with industrial businesses to better understand the current operating environment, the challenges and opportunities they face.
    - Use this information to research where the District can play a role in helping their businesses grow and thrive, and, at the end of the two years, develop a series of recommendations specific to developing those sectors.
    - Connect current service providers with large projects and share information about what is on the horizon and how our businesses can prepare for these opportunities in advance.
    - Attend and present at the Mackenzie Chamber of Commerce Monthly Luncheons
    - Work with the Mackenzie Chamber of Commerce to share resources.
- Prepare a final report on the marketing campaign, interview findings, research/policy development and share recommendations for next steps for investment attraction activities for the District.

BUDGETARY IMPACT:

The District has allocated $48,900 from the McLeod Lake Mackenzie Community Forest dividends to fund this project.

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:

Emily Kaehn, Director of Corporate Services

Reviewed By: Corporate and Financial Services
Approved By: Chief Administrative Officer

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 18, 2025

Subject: Housing Needs – "What We Heard Report"

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

In April, the District contracted L&M Engineering to conduct a review and update to the District's interim housing needs report and subsequent Official Community Plan Bylaw amendment.

In addition to data analysis, similar to the last housing needs assessment in 2019, L&M Engineering and District staff conducted a series of 17 interviews with community partners, employers, and the real estate industry. Additionally, this time a public survey was conducted from May 20th through June 8th to gather general feedback from residents about housing in the community. 47 responses were received.

Attached is a "What We Heard" Report based on the interview responses and survey. This document will be made available to the public on the Let's Chat Mackenzie project page.

NEXT STEPS:

There was an error in the initial timeline presented to Council. The Housing Needs Report based on this survey and interview data will be finalized to share with Council and the community at the July 28, 2025 Regular Council Meeting. A copy of the updated project timelines has been attached.

Phase 2 of the Project, which is incorporating housing needs data and community input into an Official Community Plan Bylaw amendment, will kick off with an Open House on June 24th at the Mackenzie Recreation Centre. A public survey and a business survey will also go live that day and will run until July 11, 2025. A copy of the poster has been attached.

Following the Open House, survey, and completion of the Housing Needs Report, L&M will be preparing the draft bylaw amendments for Council and the community's consideration and feedback.

Project is currently on track to complete by original deadline of November 2025.

BUDGETARY IMPACT:

This project is being fully funded by the Province of BC.

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

Let's Plan Mackenzie!

Official Community Plan Update

The District of Mackenzie is updating it's Official Community Plan and we want to hear from you! Please visit the project website for more information on how you can get involved.

www.letschatmackenzie.ca/2025-housing-policy-updates

Community Wide Drop-In Open House

Please stop by our family friendly open house where project team members will be available to chat with you about the project, answer questions and guide you through some interactive activities to get your thoughts on the future of the community. If you are unable to attend the open house, please visit the project webpage on how you can still be involved.

The drop-in style open house means that you can drop-in at your convenience during the hours of 5:30 pm - 8:00 pm.

Tuesday June 24th, 2025

5:30 pm to 8:00 pm

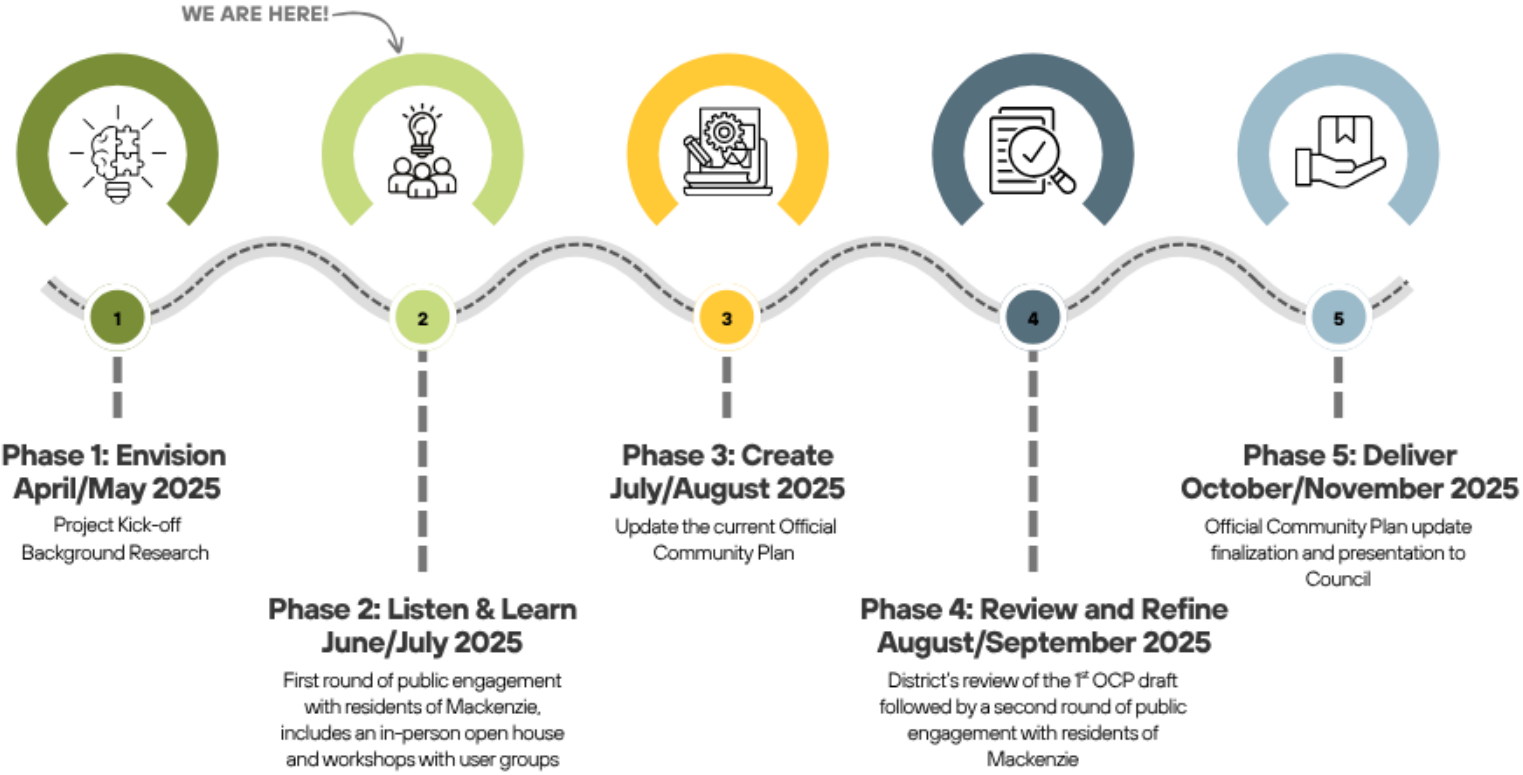
Mackenzie Recreation Centre

The online survey will launch on June 24th via the project website!

SCAN HERE

MACKENZIE
BRITISH COLUMBIA

Project Timeline



District of Mackenzie
HOUSING NEEDS REPORT
What We Learned Report

MACKENZIE
BRITISH COLUMBIA

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ABOUT THIS REPORT

The District of Mackenzie Housing Needs Report What We Learned Report summarizes what we heard from May 20th, 2025 to June 8th, 2025 as part of the Housing Needs Report planning process. An online survey for residents as well as key informant interviews were conducted during this time in order to gain additional insights related to housing needs in the District of Mackenzie. For those residents that were unable to access the internet, printed copies of the survey were available at the District of Mackenzie municipal office.

ENGAGEMENT OPPORTUNITIES

Housing Survey

The Mackenzie Housing Survey was designed to fill quantitative data gaps and capture housing experiences from as many people as possible throughout the District. The survey opened on May 20th, 2025 and was available online through the District's project webpage for approximately three weeks, closing on June 8th, 2025. To inform community members about the survey, the District utilized existing local distribution channels such as social media pages and community newsletters. Paper copies of the survey were available at the District office. The survey received a combined total of 47 responses, which is well below the number of responses that was required to a obtain a statistically valid sample. Thus, findings from the survey do not represent the overall population's insight on housing needs in Mackenzie.

Key Informant Interviews

Key informant interviews targeted service providers, non-profit organizations, the general business community, industry professionals, real estate professionals, and community leaders who work primarily with community members that are struggling to find affordable, supportive and stable housing. Key informant interviews provide different information and context than community surveys, demographics and housing data. They capture information about harder-to-reach populations and provide an opportunity for informants to give descriptive answers to questions, often sharing stories or personal experiences.

WHAT WE LEARNED

Community Housing Survey

Question #1: Do you currently live in Mackenzie?

All 47 participants responded to this question and 100% of respondents indicated that they currently live in Mackenzie.

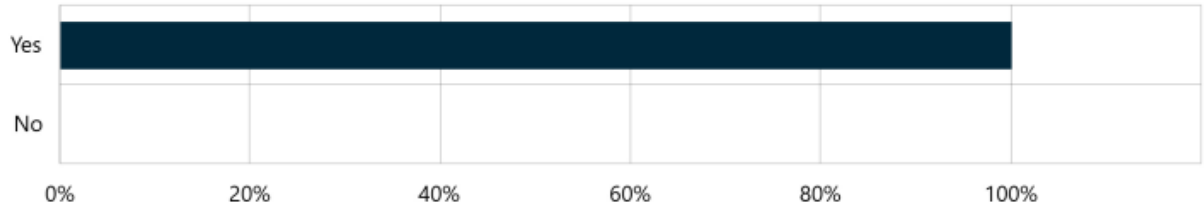


Figure 1 Do you currently live in Mackenzie?

Question #2: If you selected 'Yes' to Question #1, what is your street address?

Participants were asked to provide their street address if they selected 'Yes' to Question #1. All 47 participants responded to this question; however, the results have been removed from this report for privacy reasons.

Question #3: Which of the following best describes your current dwelling type?

Of the 47 participants that responded to this question, 41 indicated that they currently reside in a single-detached home, 5 indicated that they live in an apartment and 1 indicated that they reside in a duplex, triplex, townhouse, etc.

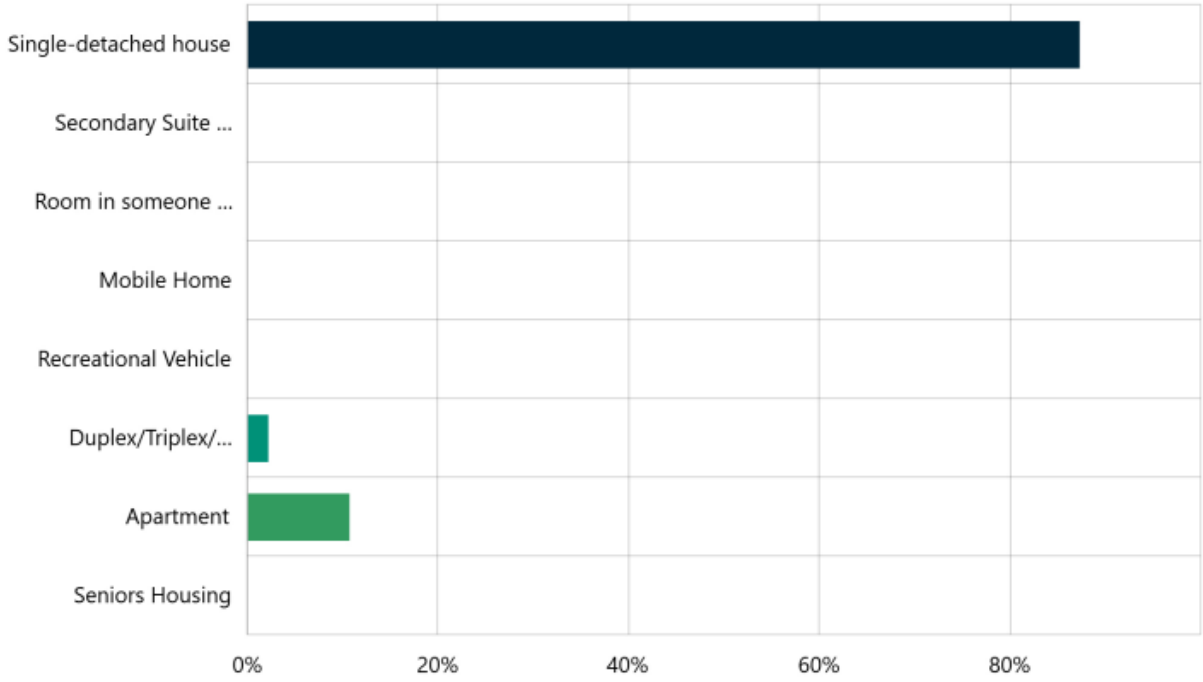


Figure 2 Current dwelling type

Question #4: How many years have you lived in your current home?

Of the 47 participants that responded to this question, 4 indicated that they have lived in their current home less than 1 year, 14 indicated that they have lived in their current home for 1 – 5 years, 5 indicated that they have lived in their current home for 5 – 10 years, 7 indicated that they have lived in their current home for 10 – 20 years and 17 indicated that they have lived in their current home for 20 or more years.

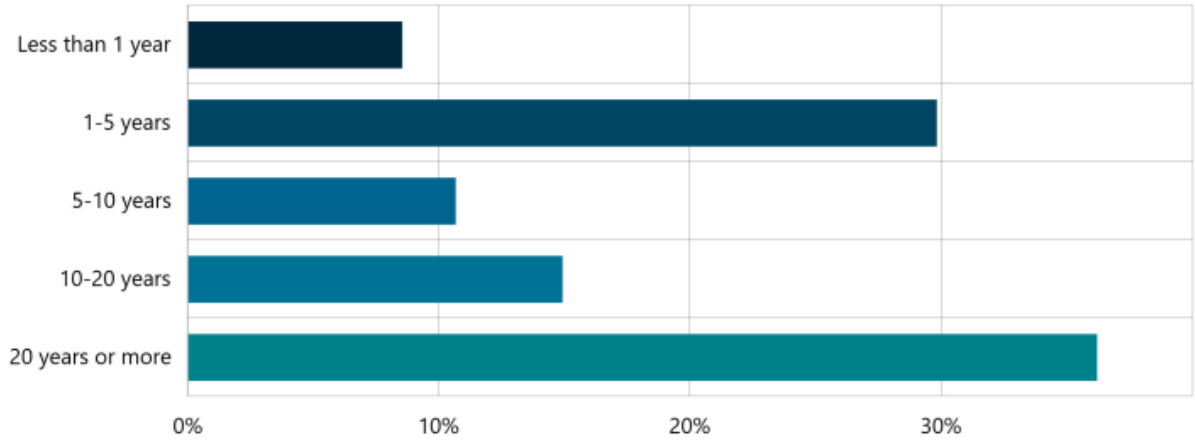


Figure 3 Years lived in current home

Participants indicated that they have lived in their current home for this length of time due to the affordability of home ownership in Mackenzie as many respondents own their homes. Respondents also indicated they have lived in their current home for this length of time as they appreciate the outdoor and recreation opportunities in Mackenzie and chose to live in the community opposed to larger city centers.

Question #5: What is your current living arrangement?

Respondents had the opportunity to check all of the options below that applied to them. Of the 47 participants that responded to this question, 41 indicated that they own their home, duplex, or other dwelling in Mackenzie, 3 indicated that they pay rent for a basement suite, apartment, entire house, duplex or other dwelling in Mackenzie, 1 indicated that they are renting a room in someone else's home in Mackenzie and 2 indicated "other".

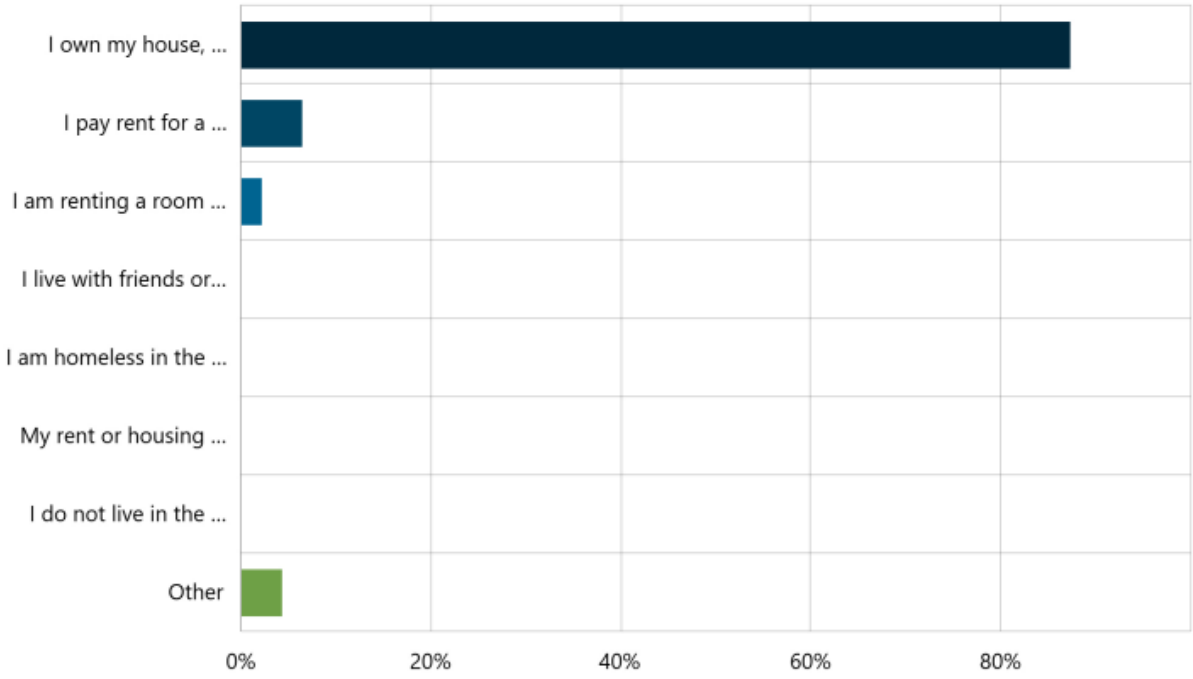


Figure 4 Current living arrangement

Question #6: What do you pay for housing per month, excluding utilities?

Of the 47 participants that responded, 11 indicated that they do not pay anything for housing per month, 6 indicated that they pay $1 - $500 per month, 9 indicated that they pay $501 - $1,000 per month, 13 indicated that they pay $1,001 - $1,500 per month, 1 indicated that they pay $2,001 - $2,500 per month and 7 indicated that they would rather not say.

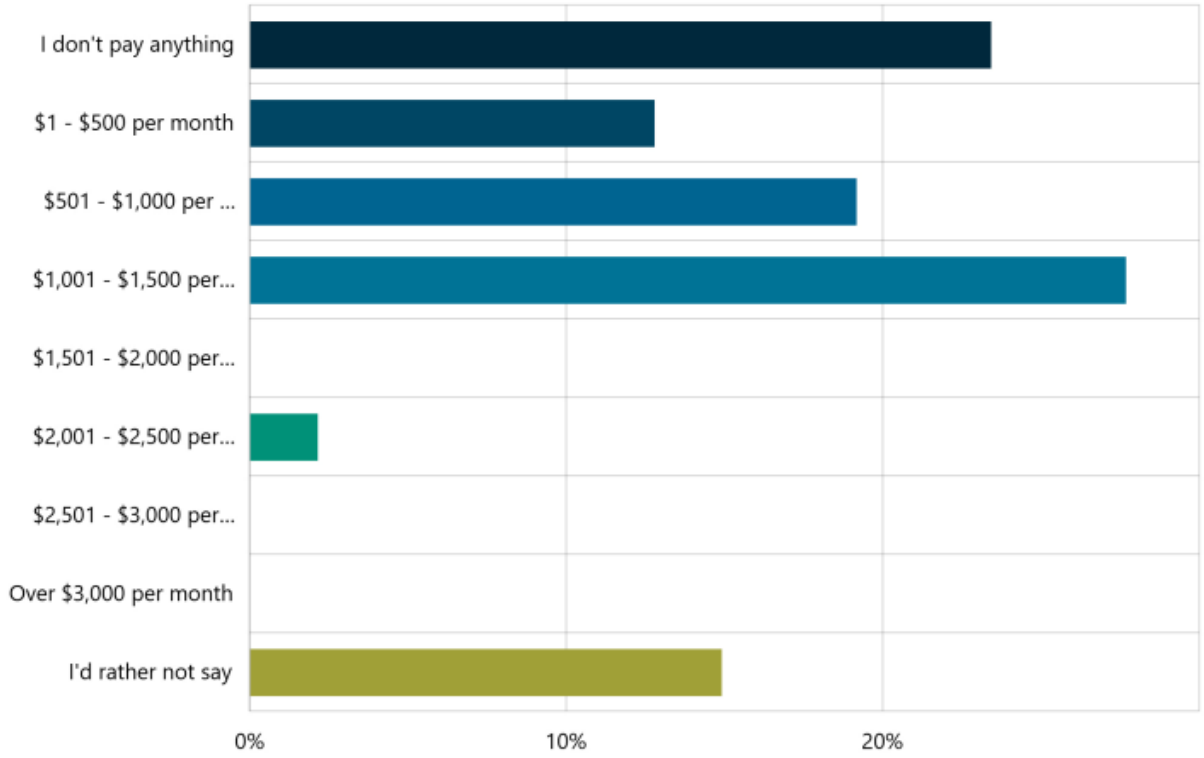


Figure 5 Pay for housing per month, excluding utilities

Question #7: What can you afford to pay for housing per month, excluding utilities?

Of the 47 participants that responded, 3 indicated that they can't pay anything, 6 indicated that they could afford to pay $1 - $500 a month for housing, 12 indicated that they could afford to pay $501 - $1,000 a month for housing, 13 indicated that they could afford to pay $1,001 - $1,500 per month for housing, 3 indicated that they could afford to pay $1,501 - $2,000 for housing. 1 indicated that they could pay $2,002 - $2,500 per month for housing, 1 indicated that they could pay $2,501 - $3,000 per month for housing and 8 indicated that they would rather not say.

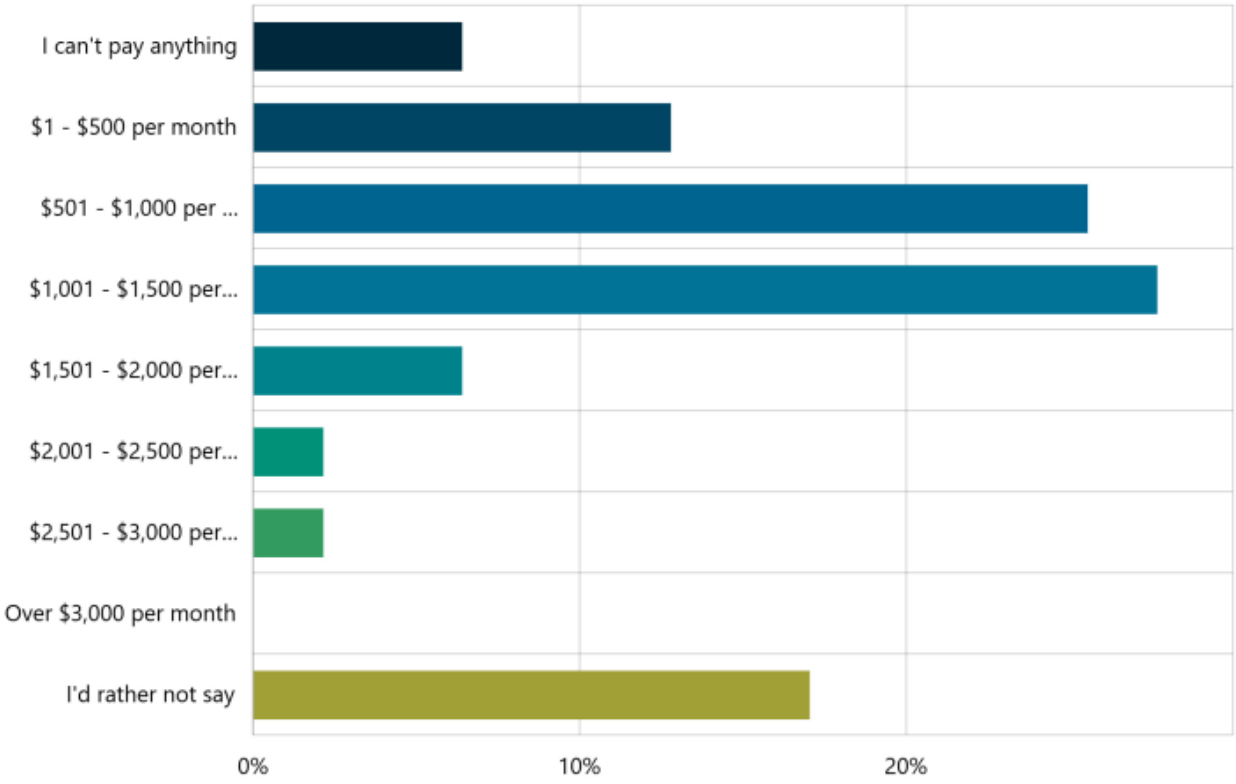


Figure 6 What can you afford to pay for housing per month, excluding utilities

Question #8: How satisfied are you with your current living conditions?

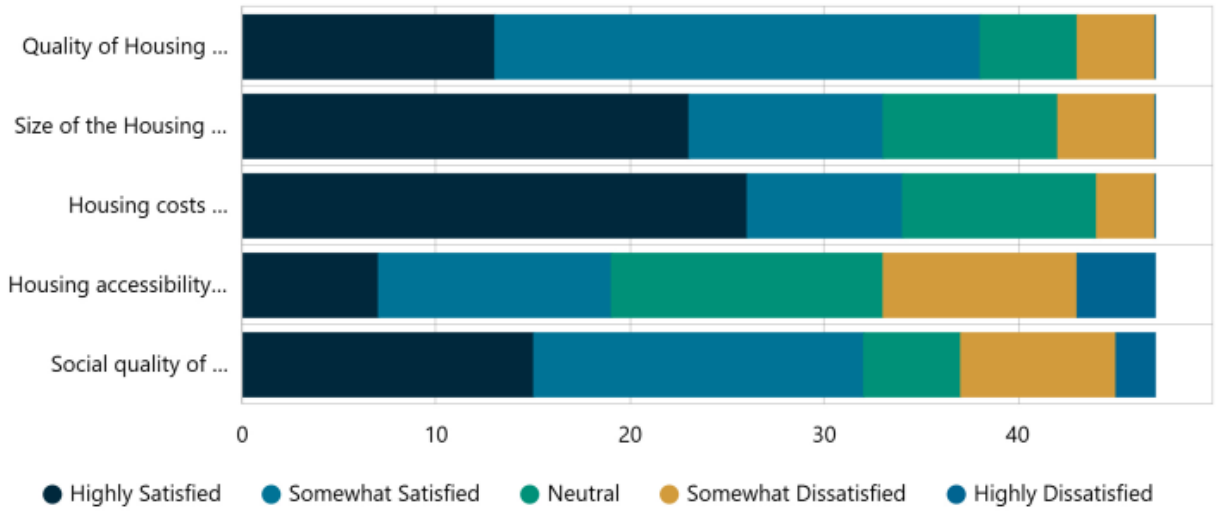


Figure 7 Satisfaction of current living conditions

	Highly satisfied	Somewhat satisfied	Neutral	Somewhat dissatisfied	Highly dissatisfied	Total
Quality of housing (whether it needs repairs, etc.)	27.66% 13	53.19% 25	10.4% 5	8.51% 4	0% 0	**47**
Size of the housing (whether large enough for household)	48.94% 23	21.28% 10	19.15% 9	10.64% 5	0% 0	**47**
Housing costs (whether mortgage payment or rental payment is affordable)	55.32% 26	17.02% 8	21.28% 10	6.38% 3	0% 0	**47**
Housing accessibility (whether adequate for those with disabilities)	14.89% 7	25.53% 12	29.79% 14	21.28% 10	8.51% 4	**47**
Social quality of neighbourhood (crime, homelessness, etc.)	31.91% 15	36.17% 17	10.64% 5	17.02% 8	4.26% 2	**47**

Table 1 Satisfaction of current living conditions

Question #9: What are some pressing housing issues in your neighbourhood?

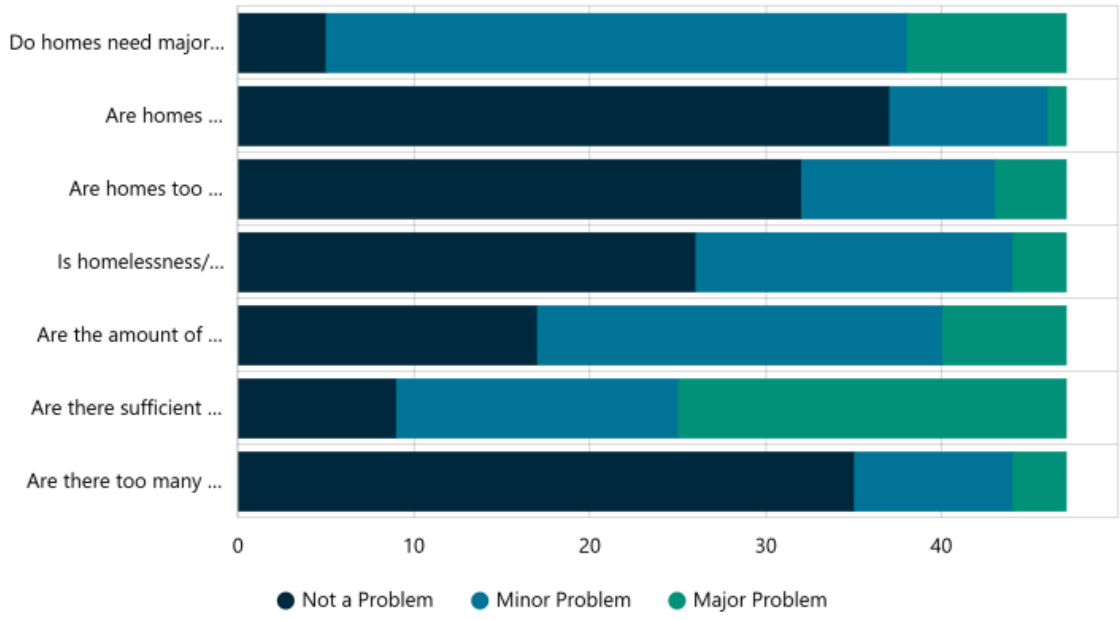


Figure 8 Pressing housing issues

	Not a problem	Minor Problem	Major Problem	Total
Do homes need major repairs?	10.64% 5	70.21% 33	19.15% 9	**47**
Are homes overcrowded?	78.72% 37	19.15% 9	2.13% 1	**47**
Are homes too expensive?	68.09% 32	23.40% 11	8.51% 4	**47**
Is homelessness/near homelessness a problem?	55.32% 26	38.30% 18	6.38% 3	**47**
Are the amount of services and/or infrastructure provided (roads, sewer, water and electricity) a problem?	36.17% 17	48.94% 23	14.89% 7	**47**
Are there sufficient housing options for different people with different needs (e.g. single people, elders, families, etc.)?	19.15% 9	34.04% 16	46.81% 22	**47**
Are there too many vacant lots in the neighbourhood?	74.47% 35	19.15% 9	6.38% 3	**47**

Table 2 Pressing housing issues

Participants indicated the following additional comments regarding housing issues in the community. **Comments are verbatim and as such may include spelling and grammar mistakes:**

- Our infrastructure is aging and needs upgrades phone system (landline is terrible) roads have more potholes sewers are backing up into people's homes, road cross drain pipes are heaving out of the ground new paving projects are just bandaids they are not addressing what is causing the subsurface instabilities. Water flushing is showing the poor condition of our pipes it now takes many hours or even a day to get our water to run clear again.
- What is the District doing to advertise the availability of cheap (relative to other parts of BC/Canada) housing - especially now that City West is here and people can come to this beautiful place to live and work remotely? Tourism is great but it doesn't build the tax and revenue base like attracting new homeowners does. How could we (as residents) help promote this?
- We worry a bit about housing repairs. There are highly skilled local tradespeople here, but they are in high demand and not always available. One tradesperson complained to us when we arrived about homeowners who do bad DIY jobs because they are impatient and/or cannot afford to wait for a skilled tradesperson to become available. And another tradesperson who had been a touchstone for us moved away. We prefer to pay local skilled tradespeople, and we cannot afford to pay for tradespeople to come from PG. We'd like to know what we can do to support continued strong trades availability in Mackenzie.
- There are questionable dealings from some homes. Crime is low. I feel safe.
- Lack of affordable senior housing if needed
- There aren't any small lots for seniors to purchase that would be suitable for mobile or small modular homes. The mobile home parks in this community are not safe for seniors and are an eyesore. All of the homes and apartments in Mackenzie have stairs and basements are not suitable for seniors. We currently have a large home on a 2 acre lot . We would love having the option of purchasing a small, easy to maintain lot for a small modular home. Or have the option to live in a 55+ subdivision.
- There are no vacant lots in my neighborhood, but there are a lot of homes for sale
- There aren't any options for downsizing. Especially for seniors. 2 bedroom, 2 bath rancher style homes with a garage would be a great option.
- Mackenzie is in need of low cost senior housing with one floor and easy accessibility. By that I mean ONLY for seniors. No children or welfare young people
- There needs to be more 1 level homes available either single family or semi-detached as there are only a handful of senior 1-level homes available and the sq.ft of those is small. A couple that doesn't want to totally downsize needs at least 1500 sq.ft to live comfortably and there is nothing available
- There is a lack of qualified contractors in town. For instance, our apt building needs a new (torch-on) roof. We will have to bring someone up from Prince George to do this, which will cost us considerably more. Even then, our choices are limited, because no one wants to come to Mackenzie. I asked for a quote from the one company (in Prince George) that does these kinds of roofs, back in Dec and again in April and we are still waiting. The big question will be, can we even afford it, once we get that quote. These homes were built for the most part 50 years ago. Demographics have changed. Many more seniors now and nothing for them, no home for seniors. No elevators in apt buildings. No ramps for wheelchairs etc. No taxi in town.
- Each of the trailer courts should be encouraged to clean up their properties and make the vacant lots appealing to people to bring modular homes into the community. People with derelict yards or homes should be required to clean them up. Low income owners should be offered financial incentives such as tax breaks or grants to allow them the funding to be able to maintain their homes. Home owners should be encouraged to consider AirBnB or legal suites to provide for more rental options (short-term and long-term).

- Taxes go up services get worse, roads get worse and the towns spending is out of control but its the taxpayers problem.
- Inadequate seniors housing options available such as longterm care and assisted living facilities.
- Lots of empty homes in town. Hard to get contractors to town to do repairs. Most of us homeowners are left on our own. Even if I have money to pay someone, I can't get anyone to do the work. Very concerned about future major home repairs like siding replacement etc.
- We have an utter lack of accessible housing for families. My family settled on a townhouse but we would have preferred a modular home without stairs. However none of the local trailer parks are appealing and there are few on private lots available to buy with enough space for a small family.
- Many in need of repair or facelift. Unkept properties. Rental properties neglected by occupant and/or owner. Bylaws not enforced, mostly due to complaint driven however bylaw can see things like unlicensed vehicles, unsafe premises, unsightly premises.
- low rent and mortgage attracts wrong crowd. Town not adequate to attract seniors due to lack of required infrastructure
- Too many collected non working vehicles. Many homes have sometimes dozens of vehicles parked in their yard. Also. Too many barking dogs keeping neighbours up at night.
- Unkept lots, older, mobile trailers on street, and in need of repair and updating
- All houses on the street have:
  1) Asbestos
  2) Stairs to home or to basement
  3) All built to code from the 1970's and are no longer adequate for current needs of citizens
  4) Houses were not built to suit seniors or people with disabilities
  5) No housing supports for people at risk of homelessness or long term care needs
- I personally would love to see a seinors home In town. when I was a teenager, I worked at one in fraser lake for a summer job as a maintenance worker, it is a wonderful job opportunity and it connects the gap between seinors and the younger generation. Having a seinors home could also keep families in town, together and create more jobs. Also I come from a farming community, it would have been amazing to have an option to buy land to farm around here.
- Not enough senior living options
- There is a lack of affordability in housing here. Rentals are priced at astronomical amounts for bare minimum home conditions with bare minimum ammenities with major conditions such as no pets, not disability friendly, unattainable noise policies, repairs needed, etc.
  Mackenzie is not disability inclusive, the side walks don't support inclusive access. We no longer have a taxi service. There isn't adequate travel options for those who can't or don't drive to get to prince george. Coops prices are inflated. We don't have enough infrastructure like tim Hortons for example to draw people to town and the housing prices for purchasing homes for the condition of the homes doesn't match. There aren't enough jobs and the ones there are want bachelors degrees for positions that aren't fairly compensated. There are homeless teens and young adults squatting and stealing. Drugs are rampant and there have been major drug related crime incidents in the past year. This devalues mackenzie as a whole.
- Neighborhood crime, loose dogs
- As I age, I worry about accessibility in my home and what options I would have if I have to move.
- More affordable property taxes and pot hole that needs to be fixed over a year
- My main concern currently is the resale value of housing compared with the cost of obtaining housing elsewhere. I am looking to put my house on the market, but it comes nowhere near the cost of downsizing to a one bedroom apartment in a major center. There is a need for housing for the homeless/drug addicted people in Mackenzie. I know of homes that were rented and

then the renter did not leave and did not pay the rent. I believe renting in Mackenzie as a home owner to be too risky.

Question #10: What kind of housing issues do you believe the District of Mackenzie should focus on?

Participants were able to check all of the housing issues that applied.

Housing Issue	Responses
The available housing options are too expensive	3
The available housing options are too small	3
The available housing options are too large	4
The available housing is old and requires a lot of work	22
There is not enough available housing for seniors	35
There is not enough available housing for people with disabilities	30
There is not enough temporary housing options available for those experiencing homelessness	16
There is not enough land to build a house on	6
There is not enough contractors or builders to assist with home repair or construction	36
Other	7

Table 3 Housing issues to focus on

Key Informant Interviews

Seventeen key informant interviews were conducted during the engagement period via phone and email with key representatives from local organizations, housing services, real estate professionals and related fields. Informants' identities have been kept confidential, and all findings have been anonymized in this report.

Key Themes:

1. Housing for seniors has been and continues to be a concern for the community of Mackenzie. A lack of housing options for seniors to age-in-place, lack of culturally appropriate housing for elders as well as a lack of housing options with accessibility needs was noted numerous times. Informants' mentioned that the current housing stock that could be suitable for seniors or those with accessibility needs do not have

elevators, have multiple steps inside and outside of the buildings and are in a high need of repair. Further, there is multiple year waiting list for any accommodations that are geared towards seniors or those that are low-income in the community.

2. Limited available and affordable rental housing and a very low vacancy rate was noted as an ongoing issue in Mackenzie. The housing stock in Mackenzie is aging with investment in repairs and upgrades badly needed. However, finding local trades people to do the work to upgrade or build new housing is a large challenge in Mackenzie and hiring trades people from Prince George is expensive and typically out of budget for the average citizen.

3. The overall lack of specialized medical services such as a dentist, optometrists, etc., was identified as something that deters people from moving to Mackenzie or sometimes is the reason why residents chose to move out of Mackenzie.

4. Further, when asked what would deter people from moving to Mackenzie, the consensus of informants was the lack of available urban amenities such as restaurants and retail in order to provide residents with things to do in the evenings.

5. When asked what type of housing projects would draw new people to the community, informants indicated projects such as one building that includes independent living seniors housing to a long-term care facility with health supports and social programming, newer homes for larger families and more apartment buildings with elevator assistance for the elderly or those with accessibility needs.

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: June 13, 2025

Subject: Food Cycler Program Survey Results

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

At the Regular Council Meeting held on May 27, 2024, Council directed staff to move forward with Phase 2 of the Food Cycler Program. Phase 2 of the program encompassed the deployment of 50 units, compromised of 30 FC-30s, denoting the smaller units, and 20 FC-100s, representing the larger units.

As a reminder from last year, the pilot program is supported financially by stacked funding from:

- FoodCycler, offering a $200 - $250 per unit discount,
- Impact Canada (Federal innovation funds) with a $50 - $100 grant per unit, and
- $100 per unit Municipal subsidy + distribution and shipping.

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

REDUCTIONS & SAVINGS

Based on the average user from the pilot project running 2.56 cycles per week for the FC-30 and 3.35 cycles per week for the Eco 5 this would eliminate 254 kg of food waste per year per household. This translates to 12.7 Metric tonnes of waste per year per 50 machines.

Green House Gas Reduction

50 Food Cyclers in Mackenzie will divert 16.5 MT CO2 equivalents per year, the equivalent of sequestering carbon from 16.6 acres of forest.

Area Reduction

If each participating household were to save the project average of 52 bags of garbage annually, it would lead to a reduction of 10,400 cubic feet of waste at the transfer station every year. This reduction is equivalent to eliminating 6.4 truckloads of waste transported to Prince George annually.

Financial Savings

With the 50 Food Cycler units reducing food waste by 254 kg per household annually this would translate into $2,590.80 of savings annually for the District of Mackenzie in tipping fees.

Next Steps

Food Cycle Science is preparing a proposal for expanding the program further into the community with examples from what they have done in other municipalities. A report will be brought forward with further details for Council's consideration.

CONCLUSION

In conclusion, the endorsement of the Food Cycler Pilot Program represented a meaningful step forward in the District's commitment to sustainable waste management practices. The deployment of an additional 50 units marked a proactive approach towards reducing the environmental footprint and promoting community engagement.

COUNCIL PRIORITIES:

Environmental Sustainability

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

RESPECTFULLY SUBMITTED:

Cat Smith, Executive Assistant/Legislative Clerk

Reviewed By: Corporate and Financial Services
Approved By: Chief Administrative Officer

FOODCYCLER by FOODCYCLE SCIENCE

District of Mackenzie

FoodCycler Program Expansion Results

FOODCYCLER

Proudly Canadian

Food Cycle Science

- Team of ~50 employees, 20-person R&D team
- Globe & Mail **Canada's Top Growing Companies** ('21, '22, '23)
- **Deloitte Fast 50 CleanTech** award winners ('21, '22, '23)
- **185+ municipal partners** across North America are using FoodCycler programs to reduce wasted food at the source
- Launched the **Eco 5 and Eco 3** with industry-leading Vortech™ grinding system

canoe APPROVED SUPPLIER

Canada

50 Technology Fast 50 2023 CANADA FAST 50 WINNER Deloitte.

reddot winner 2023

WINNER

THE GLOBE AND MAIL 2023 REPORT ON BUSINESS CANADA'S TOP GROWING COMPANIES

RECYCLE MY ELECTRONICS

iF DESIGN AWARD 2023

FOODCYCLER

Trusted Canadian Solution

175 Canadian Municipal Partners ... and counting!

FOODCYCLER

Program Expansion Recap

A program expansion was run in the District of Mackenzie that included 50 participating households

Cost to the Municipality was $5,000 + taxes and shipping.

Program Details

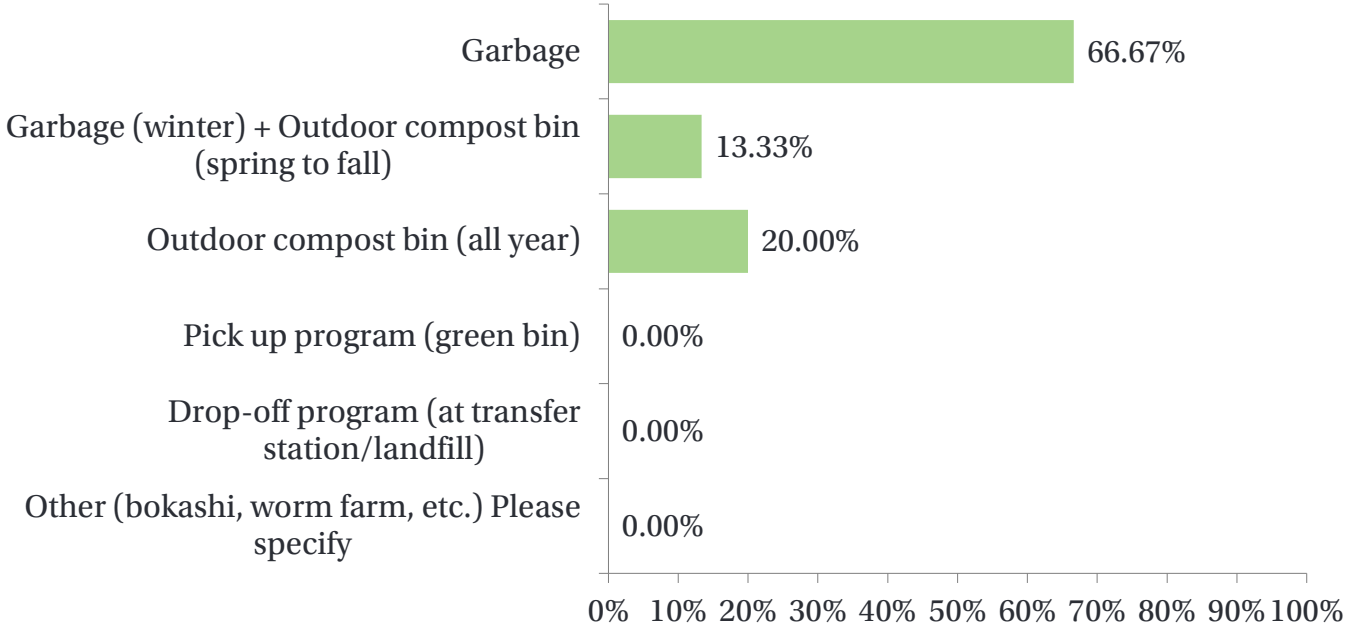
- Participating residents purchased a FoodCycler from the municipality at a subsidized cost
- Usage was tracked for 12 weeks to calculate total waste diversion.
- Participants completed a survey to provide data and feedback.

FOODCYCLER

Pilot Program Results

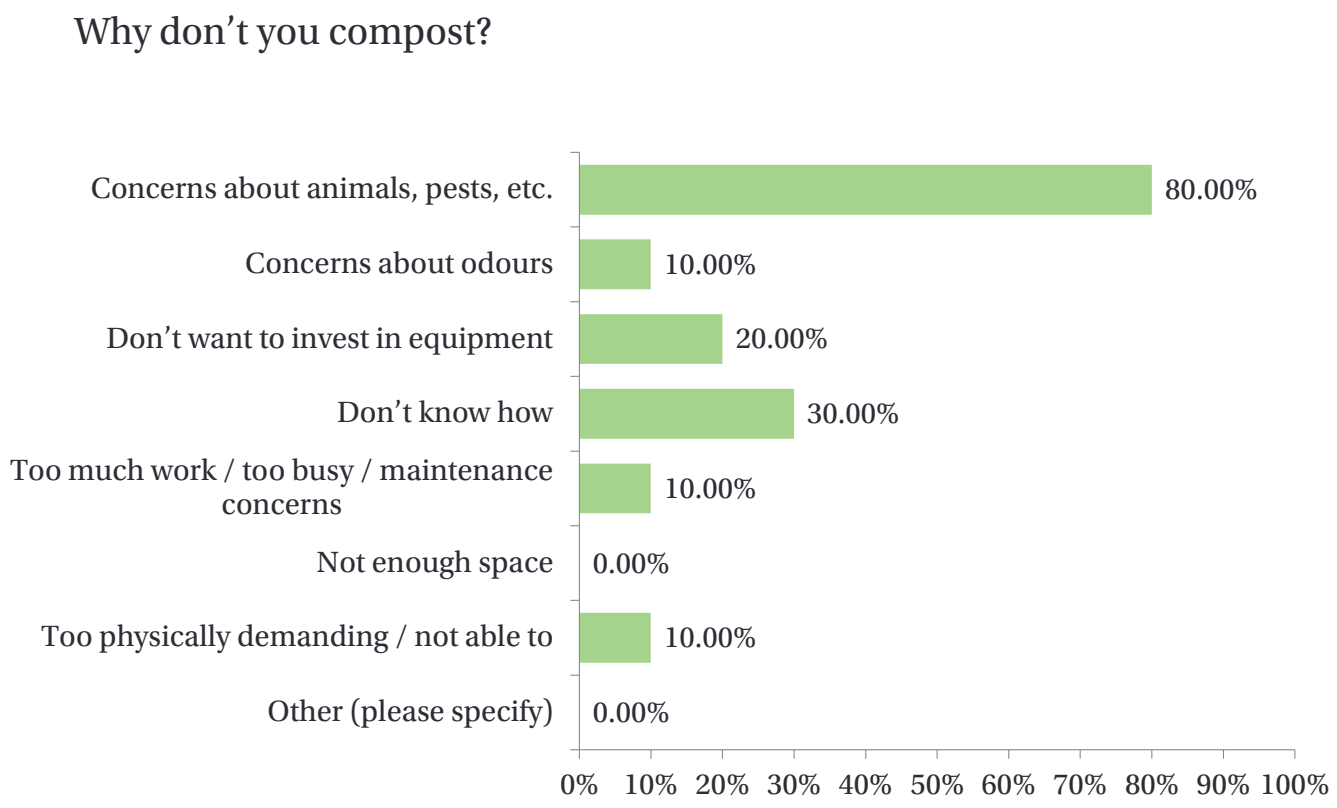
16 responses collected out of 50 participants

Where does your food waste currently go?



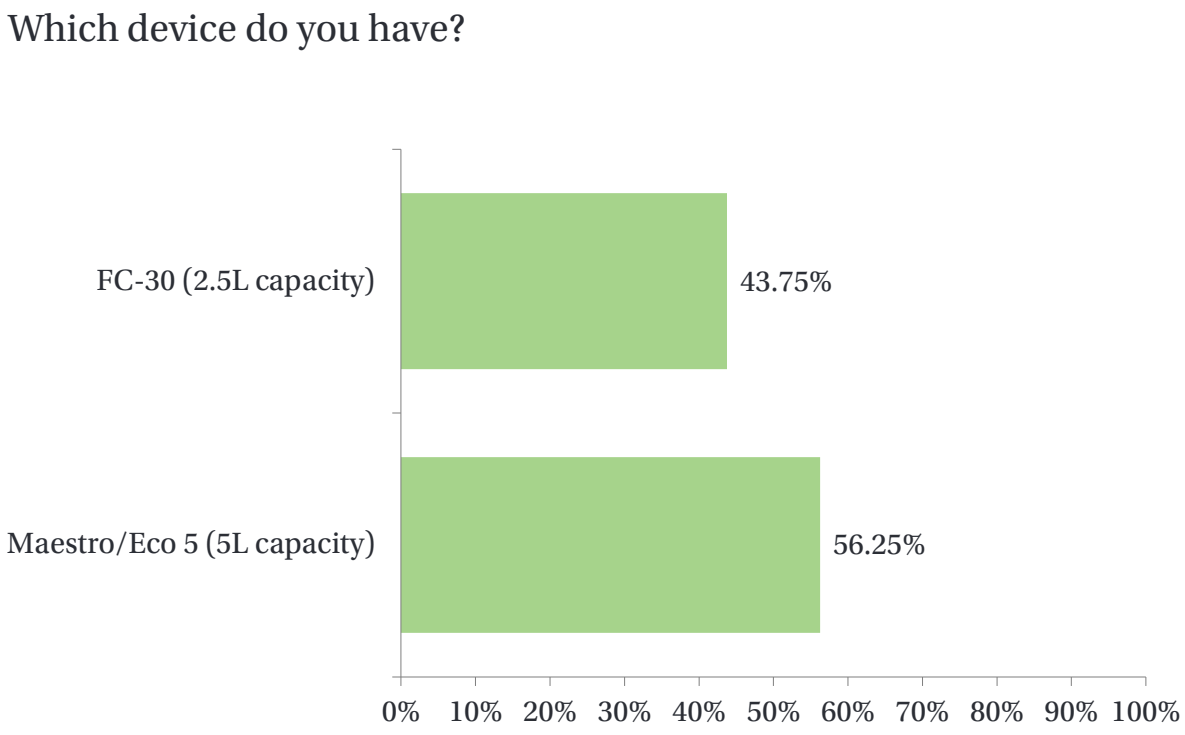
FOODCYCLER

Pilot Program Results



FOODCYCLER

Pilot Program Results



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Pilot Program Results

- Average of **2.56 cycles/week** for FC-30
- Average of **3.35 cycles/week** for Eco 5
  - Equivalent to **~254 kg/year/household**
  - Total of **12.7 metric tonnes (MT)** of food waste diverted from landfill/year from 50 FoodCyclers in use

FOODCYCLER

Pilot Program Results

- 50 FoodCyclers will divert **16.5 MT CO2 equivalents** per year, the equivalent to carbon sequestered by **16.6 acres** of forest each year!

FOODCYCLER

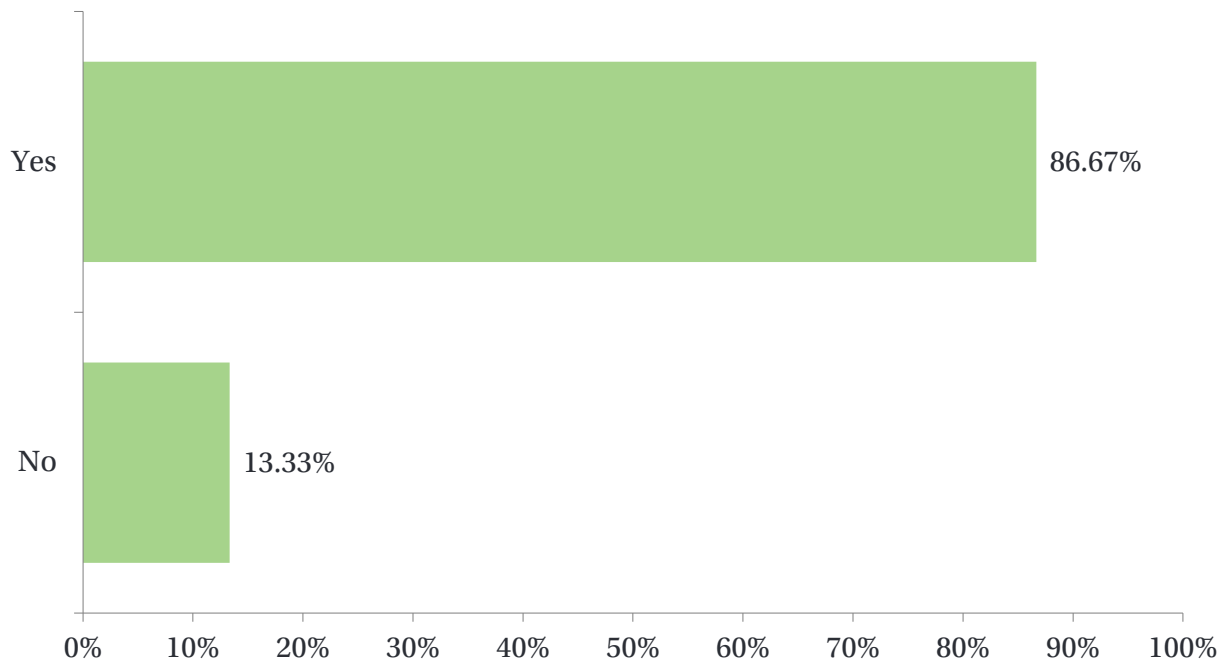
Pilot Program Results

Residents reported generating 1 fewer standard garbage bag per week, a reduction of 52 garbage bags per household per year being trucked to local landfills!

FOODCYCLER

Pilot Program Results

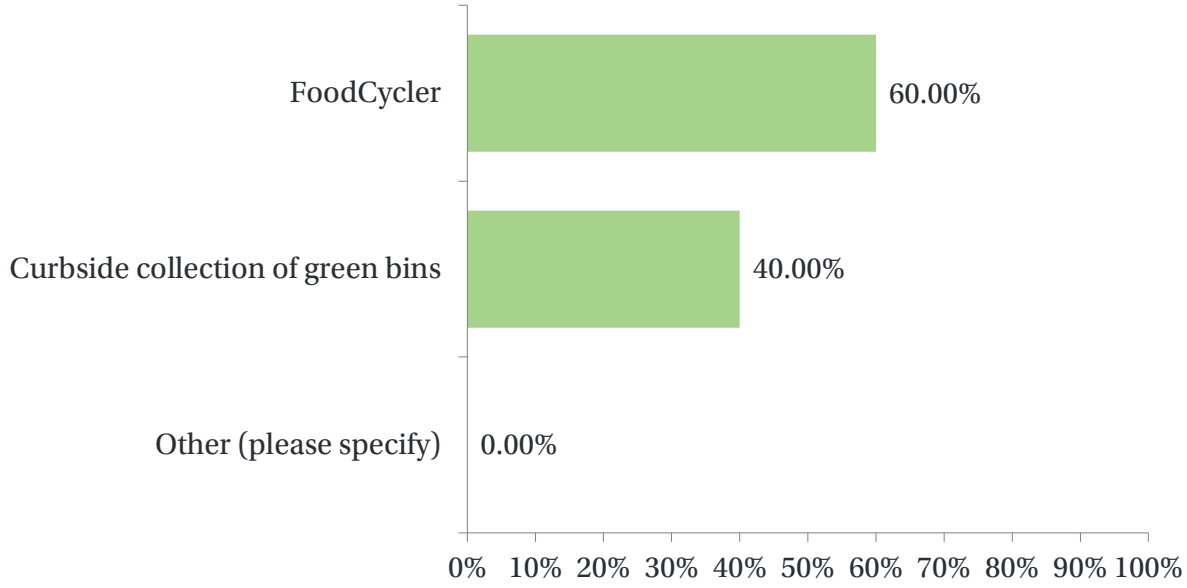
Did increased awareness of food waste motivate you to waste less food?



FOODCYCLER

Pilot Program Results

If your municipality were to implement a municipal service to manage organic waste, funded through municipal taxes, which method would you prefer?

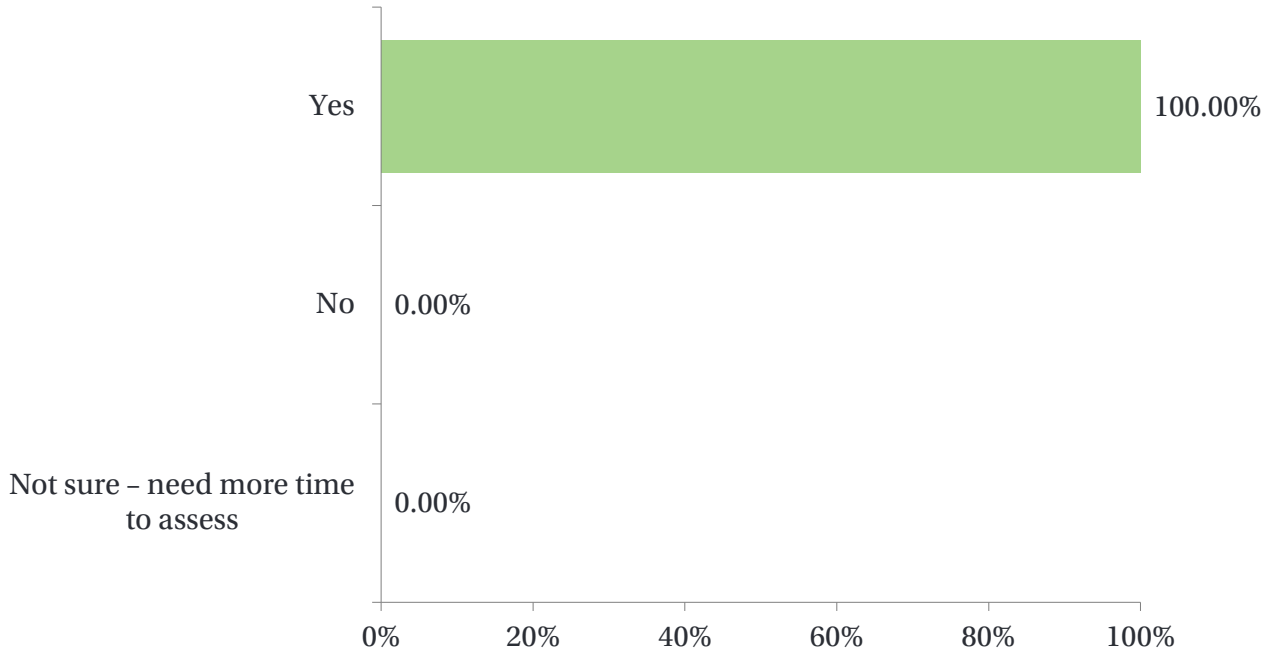


"I think any curbside pick up would increase public participation. The self haul system for recycling is not working. For us it is a 26 km return trip to recycle from our home in Gantahaz on winter road conditions. The road to the recycle facility is not great. Many people just will not recycle at all because it is inconvenient and for those who do not drive, entirely prohibitive. Foodcyclers are great and with proper education could be a viable solution to recycling food waste. Set up a booth in the mall, educate people, have a foodcycler in operation, show the public how easy it is and then it could be a valuable municipal service."

FOODCYCLER

Pilot Program Results

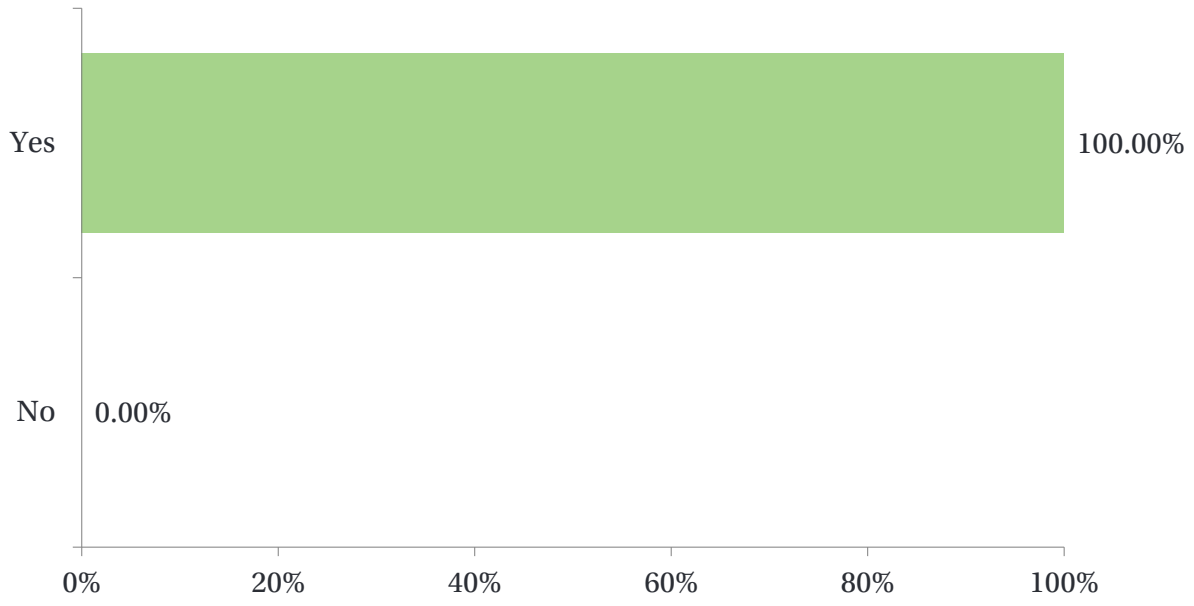
Would you recommend the FoodCycler to Others?



FOODCYCLER

Pilot Program Results

Will you continue using the FoodCycler after this pilot?



"Super convenient, love having it and will continue using it moving forward."

FOODCYCLER

Pilot Program Results

Please rate the overall pilot project experience out of 5 stars.

Average rating: 4.9/5 Stars

- 1 Star = 0%
- 2 Stars = 0%
- 3 Stars = 0%
- 4 Stars = 13%
- 5 Stars = 87%

"Great program! Thank you for making it available! "

"It's a great option for people who want to have less food waste and have the motivation to use it. "

FOODCYCLER

Program Recap: Successful Pilot and Expansion Results

- With Mackenzies Pilot Program and Expansion: There are a total of 150 households that have tested the FoodCycler as an in-home food waste solution
- **Significant Waste Diversion:**
  - 247 kg per household per year, totaling 37 metric tonnes annually
- **Garbage Reduction:**
  - 44.3 fewer bags per household per year
- **Resident Support:**
  - 78% felt more motivated to waste less food.
  - 64% preferred a FoodCycler program over curbside green bins
  - 95% would recommend it to others
  - 97% plan to continue using their FoodCycler

- Next Steps: Expand the program to maximize community impact

FOODCYCLER

Environmental and Economic Impacts

Less trash. Less trips to the dump. Less costs.

Residential

- Opportunity to divert food scraps
- Reduced household waste
- Circular process to fertilize land

Municipal

- Reduced waste management costs
- Extended landfill life
- Establishment of a viable organics program

Environmental

- Reduced quantity of waste generated
- Avoidance of methane gas production
- Net-negative carbon footprint

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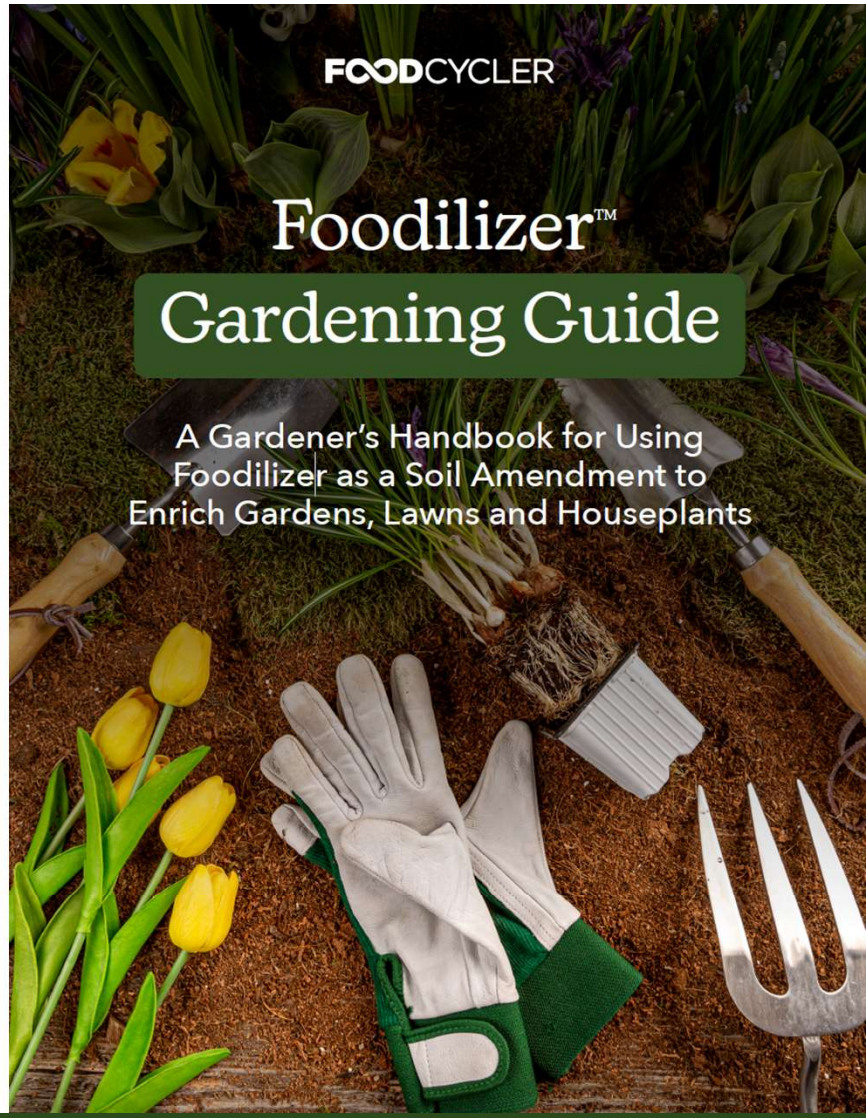
The Science

We are **committed** to continued research.

- Tools available to our municipal partners:
  - Foodilizer Gardening Guide for our partners
  - Detailed Life Cycle Analysis and Carbon Footprint of the FoodCycler
  - GHG Emissions Reduction Calculator



FOODCYCLER

Thank You

Farah Sheriffdeen
Municipal Solutions Team
Food Cycle Science

MACKENZIE
BRITISH COLUMBIA

COUNCIL REPORT

To: Mayor and Council

From: Financial Services

Date: June 18, 2025

Subject: Local Government Climate Action Program - Reporting

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

In conjunction with Clean BC's plan to lower climate-changing emissions by 40% by 2030 the provincial government has established the Local Government Climate Action Program (LGCAP). This program provides local governments and Modern Treaty Nations with predictable and stable funding to support the implementation of local climate action that reduces emissions and prepares communities for the impacts of a changing climate.

The objective of this program is to:

- Provide flexible, long-term funding to support climate action in local governments and Modern Treaty Nations.
- Enable community-specific action to reduce emissions and increase climate resilience.
- Enable robust reporting to track results and help improve the program over time.
- Enable knowledge sharing among local governments and Modern Treaty Nations to promote innovative climate action across the province.

Due to the ongoing engagement with LGCAP participants and the Province recognizing the need for predictable and increased funding to support local climate action for local municipalities, they have allocated the equivalent of three years of program funding to all participants. By providing the funding upfront, local municipalities and Modern Treaty Nations can plan and fund their climate action projects with more certainty. The funding comes with flexibility as it can be utilized until March 31, 2028. The District of Mackenzie received $196,555 for the three year period of April 2024 – March 2027.

For the 2024 year the funding was allocated to operational budget as well as the climate action reserve fund:

- Community Programs - Waste Diversion Program $6,020
- Staffing - $15,000
- Traditional Services Reporting $3,000
- Climate Action Reserve Fund $24,569

As a condition of the grant, local governments are required to annually complete and publicly post a copy of the program survey and attestation form. The documents have been included in this report as an attachment and will also be posted on the District of Mackenzie website and paper copies will be available at the District of Mackenzie Office.

For the 2024 year funds were used to leverage funding for the Food Cycler Pilot Project Phase II.

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.

Environmental Sustainability

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

RESPECTFULLY SUBMITTED:

Kerri Borne, Chief Financial Officer

Reviewed By: Corporate Services
Approved By: Chief Administrative Officer

Submitted date: 2025-05-23 11:35:42 Pacific Daylight Time

LGCAP 2024

Introduction

The Local Government Climate Action Program (the Program or LGCAP) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the website.

What is climate action?
For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions (mitigation) and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies, planning and investments; improving education; raising awareness of climate change causes and solutions; increasing human and institutional capacity with respect to climate change mitigation and adaptation, impact reduction and early warning systems.

Information collected will:

- Highlight local government and Modern Treaty Nation climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual Climate Change Accountability Report, LGCAP Summary Report and on the Program's public facing website;
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and enable communities to advance climate action.

The survey was informed by:

- Feedback from local governments, Modern Treaty Nations, external and ministerial partners;
- National and international GHG reporting protocols; and
- The CDP (formerly Carbon Disclosure Project, a global non-financial disclosure system).

Instructions

**Please do not provide any personal information (e.g., email, phone number) in the survey.*

Survey: Word Version

This version can be used to gather information from staff across departments. Then simply cut and paste into the online version where you will be submitting the survey. You can download the Word version here: Local Government LGCAP 2024 Survey Template.

Survey: Online Version
SimpleSurvey allows multiple users to access your survey, though two people **cannot** enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (*). You will not be able to submit the survey and attestation form without completing these fields.

- Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.
    - Please note: No commas are to be used in numerical fields.
- If any questions are left blank, including optional ones, SimpleSurvey will notify you when you move to the next page with “You have unanswered questions, do you wish to continue?” If you are choosing to leave optional questions blank, simply click yes to move to the next page.

There is a 9,999 character limit for the open-ended questions, unless otherwise noted.

You can see what your community has previously reported for LGCAP in the LGCAP Raw Survey Data.

Attestation Form
The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attests to the following:
    - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
    - That Local Government Climate Action Program funds received in 2022 and 2023 were spent by March 31, 2025, or an LGCAP Spending Forecast Form was submitted by February 28, 2025 and was approved by the LGCAP Team.
    - That Local Government Climate Action Program funds received in 2024 will be spent by March 31, 2028.
    - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2025.

Requirements

1. Reporting

1. Report on **at least one** project linked to objectives from the CleanBC Roadmap to 2030 and/or Climate Preparedness and Adaptation Strategy. If your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. Funding for the project(s) does **not** need to come from this program.
2. For communities with populations of 10,000+ (based on 2020 BC Census data figures), measuring and reporting local government's traditional services emissions is required.
3. Attest that funds will be allocated to climate initiatives before submitting your survey.

- Note: Open-ended questions asking for one or more initiatives related to climate action may be highlighted in Provincial materials to acknowledge innovative local climate solutions.

Climate action success stories are accepted year-round

Please submit one or more climate action success stories for publication any time of year. A template can be found on the Local government climate action highlights webpage.

2. Deadline to submit the survey & attestation form

- The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2025.

3. Posting the survey & attestation form publicly

- The design / format of the form **can** be changed, however, all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2025.

Download a copy for your records!
Once submitted, you can **download a copy of the completed survey** and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

Support
If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at LGCAP@gov.bc.ca. We will be happy to provide assistance.

Thank you!
The LGCAP Team

The Survey

Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, impact reduction and early warning systems.

Question 1: How many staff in full time equivalents (FTEs) are dedicated to working specifically on climate action?
Please estimate FTE(s) for climate-related work (e.g. 100% time = 1.0; 50% time = 0.5; 25% time = 0.25).

0.33

Question 2: Does your local government or Nation have a community-wide climate action plan or other guiding document(s)?

No

If not, please select one or more options from the list.

No, we are not intending to undertake one due to lack of expertise or technical capacity.

Question 3: Does your local government or Nation have a corporate climate action plan or other guiding document(s)?

Yes

Please select the type of plan(s) from the list.
In the textbox, indicate the date the plan was adopted/approved in format YYYY-MM. If you don't remember the month, you can enter "01" for January.

Standalone energy-related plan
2021-03

Please include a link to the document or webpage if available.

https://mackenzie.civicweb.net/document/57815/

Question 4: Please select up to 3 challenges impeding the advancement of climate action in your community.

Lack of staff capacity or expertise.
Lack of financial resources.
Lack of data or information.

Traditional Services Greenhouse Gas Emissions

Measuring and reporting traditional services emissions (defined in previous years as corporate emissions) is a Program requirement for all communities with a 2020 population of 10,000 residents and above (see population statistics here).

This requirement can be fulfilled using an established reporting framework of your choosing (CDP, GHG Protocol for Cities, etc.), including the LGCAP scope and boundaries described in the LGCAP Traditional Services Emissions Scope and Boundaries document. Contracted emissions must be accounted for regardless of which protocol your local government employs. Local governments with populations below 10,000 and Modern Treaty Nations are not required to report traditional services greenhouse gas emissions but are encouraged and supported to do so on a voluntary basis.

Traditional services GHG emissions are those produced by the delivery of local government or Modern Treaty Nation “traditional services” including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,
- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- LGCAP Traditional Services Boundaries and Scope Guidance,
- Scope Summary Document,
- Traditional Services Inventory Reporting Tool,
- Contracted Services Emissions Guidance,
- Contracted Emissions Calculator,
- BC Best Practices Methodology for Quantifying GHG Emissions, and

- Emission Factors Catalogue.

Question 5: For the 2024 calendar year, has your local government or Nation measured and reported associated traditional services GHG emissions?
If your local government or Nation is only reporting traditional services inventory through this LGCAP survey, please select “Yes”.

No

If not, please select all that apply.

No, traditional services emissions are measured but not reported.

Optional: Please provide any further comments you wish to share on traditional services emissions measurement and reporting here (e.g. system or approach used to measure traditional services emissions).

currently not required to report - population under 10,000

Community-Wide Greenhouse Gas Emissions

B.C. Climate Action Charter signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community boundary.

The Community Energy and Emissions Inventory (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw unprocessed data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings, on-road transportation and municipal solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI). A better understanding of community-wide emissions measurement at the local level will help CAS as we upgrade the CEEI.

Question 6: For the 2024 calendar year, have community-wide GHG emissions been measured for your local government or Nation?

No

If not, please select all that apply from the list.

No, we do not measure and report community-wide emissions data due to lack of financial capacity.

No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.

If not, has your community or Nation measured and reported community-wide emissions in the past?

No

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).
Please enter "0" if no targets or baseline are established for the years given in the table.

2030
Reduction Percentage (format: e.g., 40)
0

Baseline Year (format: e.g., 2007)
0

2040
Reduction Percentage (format: e.g., 40)
0

Baseline Year (format: e.g., 2007)
0

2050
Reduction Percentage (format: e.g., 40)
100

Baseline Year (format: e.g., 2007)
2019

If your local government or Nation's targets don't conform to the target years noted above, please enter them here. Format e.g.: target 2035 50% baseline 2010, target 2060 70% baseline 2010, ...
Target 2025 15% reduction from baseline 2019, target 2050, net zero

Question 8: Does your local government or Nation have net-zero or carbon-neutral emissions target(s)?
For the purposes of our reporting, we're only asking about net-zero and carbon neutrality, but acknowledge that there are a variety of corporate targets. Net-zero refers to a jurisdiction or organization achieving a balance between greenhouse gas emissions produced and removed from the atmosphere (e.g. planting trees or using carbon capture technologies Carbon neutral refers to an organization reducing emissions as much as practicable and then offsetting the remainder by purchasing offsets or other similar mechanisms Please select all that apply.

Yes: Corporate net-zero target

Question 9: Please select up to three supporting indicators that would be most valuable to your local government or Nation to advance climate action.
Previously, the Province reported these indicators through the Community Energy and Emissions Inventory initiative. The Province could prioritize publishing these indicators again in the future.

Floor area: Average floor area by building category and era

Commute by mode: Employed labour force by mode of commute

Other
Heating Source (energy)

Provincial Policy Alignment - Mitigation

The CleanBC Roadmap to 2030 is B.C.'s plan to meet provincial emissions reduction targets to be 40% below 2007 levels for 2030 and set us on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must **report on a minimum of one project** linked to objectives from the CleanBC Roadmap to 2030 and/or Climate Preparedness and Adaptation

Strategy (CPAS). Funding does **not** need to come from this program. For questions 10-13, if your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. That said, please select all that apply.

For questions 10-13, please note the following regarding "**Ongoing**" initiatives. "Ongoing" includes initiatives that are either:

- Implemented in previous years and still active (e.g., an organics diversion project started in 2022 that continues to divert waste).
- Currently available or in effect in 2024 (e.g., supplementing Provincial energy efficiency incentive programs).

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to the buildings sector.
This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate buildings policies, programs and actions.

Efficiency upgrades/retrofits.

Community-wide buildings policies, programs and actions.

Other.
electric charging station

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to buildings.
Please enter NA if your community reported no buildings initiatives ongoing, completed or in-progress for 2024.

Recreation Centre upgrades included addition of solar panels and heat recovery system

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to the transportation sector.
This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate transportation policies, programs and actions.

Electric vehicle charging infrastructure investments.

Community-wide transportation policies, programs and actions.

Mode shift targets for passenger and/or commercial transportation (shifting from private vehicles to sustainable modes like walking, cycling and public transit) in Official Community Plan, Regional Growth Strategy or other guiding documents.
Active transportation infrastructure investments.

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to transportation.
Please enter NA if your community reported no transportation initiatives ongoing, completed or in-progress for 2024.

Paved a variety of cycling paths in the community

Question 12: Please indicate all other climate initiatives (excluding buildings, transportation, and adaptation and resilience) your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to community-wide and corporate action.
This section includes initiatives such as land-use planning, renewable energy projects, waste diversion, etc. This should not be limited to what your LGCAP funding supported.

Community

Community-wide climate policies, programs and actions.

Organics diversion

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to community-wide or corporate action.
Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2024.

Food Cycler program that reduced the amount of organics that goes into local landfills

Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating climate adaptation principles into decisions and everyday activities.

One requirement of this Program is that you must report on **at least one or more** project(s) linked to one or more objectives from the CleanBC Roadmap to 2030 and/or the Climate Preparedness and Adaptation Strategy (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

Question 13 a): Please indicate all initiatives your local government or Nation had completed, ongoing or in-progress in the 2024 calendar year to adapt to and build resilience to climate impacts.
This should not be limited to what your LGCAP funding supported.

Corporate
Community

Corporate resilience and adaptation policies, programs and actions.

Creating data systems to support climate action.

Community-wide resilience and adaptation policies, programs and actions.

Public engagement on climate risks and actions.
Other.
Public education on solar use and energy savings

Please highlight one or more climate adaptation project(s) that were completed, ongoing or in-progress in the 2024 calendar year to reduce risk and increase resilience.
Please enter NA if your community reported no initiatives to reduce risk and increase resilience that were ongoing, completed or in-progress for 2024. Please note that highlights for resilience actions may be shared with the Ministry of Emergency Management and Climate Readiness (EMCR) for them to use on ClimateReadyBC as part of their work on sharing info on climate resilience in BC. EMCR may follow up for more details if needed.

Recreation Centre installed solar panels where the savings and energy reduction are displayed on a public dashboard.
Created webpages for public engagement to increase awareness and promote resiliency

Question 13 b): Staff time for developing plans and assessments How many full-time equivalent (FTE) staff are dedicated to developing the plans and assessments listed below? This includes plans and assessments done collaboratively with other local or Indigenous government partners.
Please estimate e.g., 100% time = 1.0; 50% time = 0.5; 25% time = 0.25.

Emergency management plans that address preparedness, response and/or recovery; also includes hazard specific response plans such as an extreme heat response plan
1

Hazard and climate risk reduction / adaptation plans (e.g., flood risk management plan, community wildfire protection plan, water supply management plans)
0.25

Question 13 c): Funding for developing plans and assessments What is the annual budget allocated for the plans and assessments listed below? This includes plans and assessments done collaboratively with other local or Indigenous government partners.
Please estimate and round to the nearest thousand and enter numbers with no dollar sign or comma.

Emergency management plans that address preparedness, response and/or recovery; also includes hazard specific response plans such as an extreme heat response plan)
76000

Hazard and climate risk mitigation/adaptation plans (e.g., flood risk management plan, community wildfire protection plan, water supply management plans)
19000

Question 14 a): Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?
Please select all that apply. If completed, please provide the year of completion in the textbox (YYYY).

No

If not, please select one or more options from the list.

No, we are not intending to undertake due to lack of staff and technical capacity.

Question 14 b): Are you integrating climate risk into asset management, budgeting and climate action plans?

No

Question 15: Please select the most significant climate hazards and impacts faced by your jurisdiction and please specify the associated adaptation measures completed or in-progress in the 2024 calendar year, if any.
If entering a hazard under "Other", please also write the hazard in the textbox. Textbox limit: 998 characters

Extreme heat and heat stress
opened up a cooling centre

Extreme cold, snow and ice
opened up a warming centre

Water shortages
water restrictions

Wildfire
fuel mitigation

Wildfire smoke
air scrubbers for public buildings

Power outages
notification to impacted residents

Question 16: What information do you need to know to be able to plan effectively for the future of your community, with respect to the hazards and impacts identified in Question 15?
Please select one or more of what you consider the most valuable types of information for planning.

Local knowledge

Localized climate modelling and projected scenarios

Assessment of potential community impacts

Assessment of community vulnerabilities

Risk assessment of hazards

Technical expertise to implement solutions

Community/partner engagement and support

Examples of actions taken by other communities

Question 17: Please indicate all initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to collaborating with their neighbouring communities, businesses or community organizations, critical infrastructure providers and/or other partners.
Please select all that apply.

Emergency Management and Disaster Climate Risk Management related activities such as preparing, reviewing or revising hazard risk assessments, emergency/hazard response and/or hazard risks plans.

Question 18: Has your local government or Nation completed a natural asset inventory (an assessment of natural resources like forests, wetlands, and waterways for their ecosystem services and value)?

No

If no, what are the primary barriers preventing your local government or Nation from completing a natural asset inventory?
Please select all that apply.

Lack of funding

Lack of capacity (staff, expertise, etc.)

Equity

Certain populations are disproportionately affected/more vulnerable by climate hazards and impacts (e.g. people experiencing homelessness, low-income households, seniors/elders, people living alone).

Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.

Question 19: How does your local government or Nation ensure equitable access to and distribution of climate action opportunities and benefits?
Please select all that apply.

By engaging with equity seeking groups/frontline communities most impacted by climate policy and change.

LGCAP Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

Question 20 a): How has your local government or Nation spent or committed its LGCAP funding received in March 2024? This is the 3-years' upfront lump sum totaling: $196,555
Instructions: Please select all that apply and indicate the total dollar value associated with each initiative. Please ensure the amount(s) entered below equals your local government or Nation's total LGCAP funding amount received in 2024 (noted above). For the purposes of this question, "committed" funding refers to money that has been officially allocated or earmarked for specific projects with certainty, even if it has not yet been spent. Please select "funds on hold" for any funding that was not spent or committed during the 2024 calendar year. Format: no dollar sign, no comma and up to two decimal places.

Corporate

Community

Corporate Initiatives
Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Staffing
15000

Traditional services emissions reporting
3000

Community-wide Initiatives
Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Community-wide initiatives

Community-wide climate policies, programs and actions.
Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Organics diversion
6020

To expand upon your selection(s), please highlight the initiative(s) your local government or Nation's LGCAP funding received in March 2024 has gone towards

Organics diversion - food cycler program provided approximately 50 residents the opportunity to purchase a food recycler for a reduced rate. The food cycler reduces organic waste and creates a compost material that can be used in flower beds and gardens.

Question 20 b): How has your local government or Nation spent or committed its remaining LGCAP funding received in 2022 and 2023? Based on our records, for your community, these funds total: $61,767. (This is your community's total LGCAP funding received in 2022 and 2023 minus what was reported as spent in the last two LGCAP surveys.)
Your community needs to report on this whether or not you've submitted an LGCAP Spending Forecast Form. You can see what your community has previously reported for LGCAP funding in the LGCAP Raw Survey Data. Instructions: Please select all that apply and indicate the total dollar value associated with each initiative. Please ensure the amount(s) entered below equals your local government or Nation's total LGCAP funding amount that was previously reported as in reserve (noted above). It doesn't matter which year the previously reserved funds received in 2022 and 2023 were spent or committed in. Format: no dollar sign, no comma and up to two decimal places.

Corporate

Community

Corporate Initiatives
Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Staffing
33767

Asset management
18000

Community-wide Initiatives
Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Transportation initiatives

Community-wide transportation policies, programs and actions.
Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Electric vehicle charging infrastructure investments.
10000

To expand upon your selection(s), please highlight the initiative(s) your local government or Nation's LGCAP funding received in 2022 and 2023 has gone towards

Committed funds will go towards supplementing the wages for staff to work on climate action initiatives, asset management program and policy development and installing a Level 2 Charging Station in partnership with Charge North BC.

Question 21 a): How much additional external funding for climate action were you able to invest by leveraging your 2024 LGCAP funds? This could include matching grants as well as private investment.
Format: no dollar sign, no comma, and up to two decimal places

14200

Question 21 b): Please list the funding programs leveraged and associated funders (i.e. Investing in Canada Infrastructure Program, Canada/Province).
Please enter "NA" if no funds were leveraged.

Funds were leveraged from the Food Cycler Pilot Program Phase II (Food Cycle Science, Impact Canada Federal Innovation Fund)

Question 22: What is your internal decision criteria for spending LGCAP dollars?

Follow corporate energy emissions plan and the climate action reserve policy

Question 23: Does your local government or Nation use a formal framework to apply a climate lens on infrastructure planning and decision-making?
This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

No

Question 24: What is the value in the Program's continuity for your community and how does it support other priority initiatives for your local government or Nation (e.g. affordability, health, economic growth/resilience, etc.)?
Optional

Dedicated grant funding for environmental initiatives in Mackenzie is invaluable. It enables our local organization to implement sustainable practices, conduct vital research, and engage the community in climate efforts. In addition to supporting climate initiatives, the funding has also supported the District of Mackenzie's (District) economic development efforts to promote EV tourism through additions to the charging network. It has supported community resilience efforts through investments in staff time towards asset management program development at the District. Lastly, increased staff capacity in this area has helped identify and leverage further grant funding opportunities that have not only seen investments in new green infrastructure, but also supported local recreational development and amenities.

Please note on posting the survey publicly:

- All information from the required questions must be included.
- Optional questions and responses can be omitted.
    - The Province will use the information from optional questions for internal purposes only.
- When posting the survey publicly, the design / format of the form can be changed.

Local Government Climate Action Program Attestation Form

Instructions for the Attestor (CFO or equivalent staff person):
Complete and sign this form by filling in the fields below.

I, the Chief Financial Officer, or equivalent position, attest to the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That Local Government Climate Action Program funds received in 2022 and 2023 were spent by March 31, 2025 **or** an LGCAP Spending Forecast Form was submitted by February 28, 2025 and approved.
3. That Local Government Climate Action Program funds received in 2024 will be spent by March 31, 2028.
4. That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2025.

Attested by (first name, last name)

Kerri Borne

Professional title

Chief Financial Officer

Local government or Modern Treaty Nation

District of Mackenzie

Date

2025-05-23

Attestor signature
Please note: File upload e-signatures are not enabled as uploaded files do not appear on the final report. If you require a redo for the digitally-drawn signature, please click the trash can. If that doesn't work, please submit your survey then contact us at LGCAP@gov.bc.ca.

Signature captured

2025-05-23 11:36:00 Pacific Daylight Time

Reminder: Download a copy for your records!
Once submitted, please download a copy of the completed survey and attestation form (PDF, Excel, and Word options).

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Mayor Joan Atkinson

Date: June 23, 2025

Subject: Activity for May 2025

Date:	**Activity:**
May 2-3	Attended Chamber of Commerce "Spring Expo" Opening Ceremony where I delivered a welcome message from Mayor and Council. I also volunteered at District of Mackenzie info booth
May 5	Participated in Red Dress Day March at McLeod Lake Indian Band (MLIB) The walk signifies a National Day of Awareness for Missing and Murdered Indigenous Women & Girls and Two-spirited People. The solemn event was even more meaningful as MLIB member Alice Chingee has been missing since July 15, 2024
May 6	Along with staff and other members of Council, I participated in a tour of the Rec Centre featuring the energy upgrades that were completed in 2024
May 7	Attended Mackenzie Wildfire Advisory Committee (MWAC) meeting
May 8	In my role as Chairperson of the Fraser-Fort George Regional Hospital Board, I, along with the 5 other NHA Board Chairs, participated in a Zoom meeting with Minister Bowinn Ma, Minister of Infrastructure. The topic of discussion was the financial burden that is being placed on regional hospital boards, as it is expected RD's will contribute 40% of equipment and capital projects which is no longer sustainable.
May 8	Attended BC Hydro Community Information Session. Many industry representatives were in attendance. They voiced their concerns regarding the level of Williston Lake. The Lake must be a minimum of 2170 before logs can be transported by water.

May 9	In my role as chairperson of the RDFFG Hospital District, along with Vice Chair Kyle Sampson met with Conservative MLA's Kiel Giddons, Sheldon Clare and Anna Kindy (Health Critic). Main topic of discussion was funding formula between the Province of BC and Regional Hospital Districts.
May 11-16	Attended the North Central Local Government Association (NCLGA) convention in Prince Rupert. It was a full week with many opportunities to connect with other elected officials in the North. The highlight of the week was Mackenzie receiving the NCLGA award for Environmental Stewardship. This award recognized the outstanding impact the upgrades (to the Mackenzie Recreation Centre in 2024) in reducing energy and water usage at the Rec Centre. I also took the opportunity to meet with two representative of the BC Nurses Union regarding their concerns
May 20	Participated in workshop with Northern Health Authority regarding the UHNBC Acute Care Tower Project `
May 21	Attended UBC Rural Immersion Gathering to celebrate the "Residency Program" that the Mackenzie Health Centre will now be part of. Mackenzie will have a graduate Dr. completing their residency in the community for 2-year term
May 21	Attended the McLeod Lake Mackenzie Forest (MLMCF) public information session
May 23	Along with members of Council, participated in Enbridge meeting with project team to discuss Workforce Accommodation for the upcoming Sunrise Expansion Program
May 24	Attending the grand opening of the Mackenzie Fire Rescue station. It is a beautiful building that will serve us well
May 26	Participated in South Peace Mackenzie Trust Regional Advisory Committee meeting. Three projects were awarded funding
May 26	Attending info session with Mackenzie Fire Rescue regarding establishment of Emergency Operations Centre and were briefed on Council's role in the event of an emergency
May 28	Chaired Community Awareness Meeting at Rec Centre. Representatives from RCMP, CNC, Gammies Day Care, Mackenzie Secondary School, Mackenzie Community Services, MLA's office and District of Mackenzie staff participated
May 29	Participated in Forest Landscape Planning meeting

Respectfully Submitted,
Mayor Joan Atkinson

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council
From: Councillor McMeeken
Date: **June 2025**
Subject: Report for the Months of May and June 2025

Date:	**Activity**
May 2 – 3	Attended the Spring Expo sitting at both the District of Mackenzie's Council booth and also the Chamber's Volunteer Hub Information Booth
May 5	Attended the Special Council meeting
May 7	Attended the Chamber of Commerce's Directors Meeting
May 12-15	Attended the NCLGA Conference in Prince Rupert. I felt attending this conference was very beneficial to my role as a councillor but also as a member of the Williston Lake Elder Society and as a non-voting member of Kimta Transportation Society. (See attached report on my activites)
May 21	Attended the Community Forest Information Sharing Session which had Michiah Taylor for the Mackenzie Fire Dept sharing on Fire Smart. The other guest speaker was Sam Crosby from the BC Wildfire Service giving an update on the Mackenzie Fire base.
May 23	Meeting with Endbridge along with Mayor and Council
May 24	Attended the open house at the Firehall! Was so amazing to see all the people and celebrate with the Fire Dept.
May 28	Attended a meeting (Teams) with Northern Health along with Mayor Atkinson and Mark Robillard-President of Kimta Transportation, to discuss a partnership with Northern Health and Kimta.
June 6	Meeting (Teams) with MLA Kiel Giddens and Mayor and Council.
June 10	Attended the Chamber of Commerce's Directors Meeting
June 12	Hosted the Volunteer Hub Information Session with Chamber staff. The purpose was to provide organizations information on the Volunteer Hub can benefit their group's recruitment of volunteers.
June 16	Attended the Morfee Elementary Choir and Drama group presentation at the Recreation Centre. It was a great event with a great turn out. Hats off to the organizers!

Respectfully Submitted,
Councillor

Raye McMeeken

North Central Local Government Association – AGM
May 12-15

May 12:
Today we had a great tour of the Prince Rupert Harbour.
The evening reception was held at the North Pacific Cannery Museum.

May 13:
Conference started this morning with opening ceremonies.
Mackenzie delegation had a meeting with Northern Health in the afternoon. I spoke on senior concerns in Mackenzie, specifically transportation converns, housing concerns, and the need for creative ideas on training Health Care Aids.
I attended a session on NCLGA/Northern Chambers Collaboration on Resolutions. This was a great opportunity to see what Northern Chambers are doing to collaborate with other chambers and also with their local municipal government.

May 14:
The sessions in the morning were:
Building Bridges: Climate Adaptation, Housing, and Reconciliation in Partnership with Indigenous Communities and The Tale of a Tax Sale (Watson Island).

The sessions in the afternoon were:
CN Moving the Economy Safely and Gitxaala Enterprises Corporation: Investing in Prince Rupert's Future.

The evening reception was very lovely with a great message from Guest Speaker Janet Austin, the 30th Lieutenant Governor of British Columbia.

May 15:
The final day of the conference started with the NCLGA Strategic Plan Update. This was followed by : Prince Rupert Port Authority Update and then RoadSafeBC and ICBC: Intersection Safety Camera (ISC) Program.

District of Mackenzie

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Councilor Wright

Date: **June 2025**

Subject: Report for June 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
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:
May 24, 2025	Attended the Grand Opening of the Mackenzie Fire Hall	N/A
May 28, 2025	Attended a meeting of Foundry BC's Rural and Remote Champions group. This meetings guest speaker was from Options for Sexual Health, a non-profit supporting youth in sex education across BC.	Education and Youth Liaison Mental Health and Addictions Liaison
May 29, 2025	First day of the Federation of Canadian Municipalities (FCM) Conference. 1. Attended a meeting of the BC Caucus, where all members from BC got together to chat about areas of mutual interest. 2. Took some time to walk around the Trade Show where over 100 booths were set up from different businesses and organizations looking to support municipal governments.	Covers numerous topics
May 30, 2025	Second day of the FCM Conference. 1. Day started with opening welcomes from dignitaries, including a powerful rallying cries from Mayor of Ottawa Mark Sutcliffe, Mayor of Gatineau Maude Marquis-Bissonnette Ph.D. and Federation of Canadian Municipalities ED Carole Saab 2. Keynote address from the National Chief of the Assembly of First Nations Cindy Woodhouse - Nepinak 3. A call of unity from a bunch on Mayors from both Canada and the USA! Including the Mayor(s) of New Orleans, LaToya Cantrell, Mayor of Winnipeg Scott Gillingham, Mayor of Toronto Olivia Chow, Mayor of Columbus Andrew Ginther , Mayor of Windsor Mayor Drew Dilkens and Mayor of Rochester Hills Bryan Barnett. 4. A keynote address from Canada's new Prime Minister Mark Carney followed by a Q&A with him and Federation of Canadian Municipalities President Rebecca Bligh . 5. After lunch it was the highlight of my day, a breakout session with Amanda Galbraith on best practices for local elected leaders and communicating on social media. 5. I attended the first half of a panel discussion on Urban Reserves. 6. Finished my day at the reception of the Climate Caucus featuring great speeches from ED Zoe Grams Former Mayor of Toronto David Miller, Mayor of Princeton Spencer Coyne and Mayor of Jasper Richard Ireland.	Cover Numerous Topics
May 31, 2025	Day 3 of FCM	Climate Liaison

	1. Attended a study tour hosted by Ducks Unlimited, where we were shown 2 different sites within the City of Ottawa's boundaries where Ducks Unlimited had built wetlands. 2. Was able to have a one on one with staff for FCM's Green Municipal Fund.	
June 1, 2025	Last Day of FCM 1. Voting for the Board of Directors, I voted in the BC Caucus and am excited two Northerner's are on the ballot Jerrilyn Kirk from the Regional District of Fraser-Fort George and Gord Klassen from the City of Fort St. John !!!! And am happy to report both made it onto the Board. 2. There is an award ceremony for various Federation of Canadian Municipalities Awards. 3. And the official 'AGM' part of the conference goes today too.	Covered numerous topics
June 10, 2025	Had a meeting with Enbridge's 'Gender and Community' team to discuss impacts on Mackenzie to their proposed future activities in the area.	Education and Youth Liaison
June 11, 2025	Participated in a Board meeting of the Youth Wellness Society (YWS).	Education and Youth Liaison Mental Health and Addictions Liaison
June 12, 2025	Completed the McLeod Lake Indian Band's "Cultural Awareness Training".	Touches on all roles
June 16, 2025	Attended the 'Spring Performance' of the Morfee Elementary Choir and Drama Club's at the Rec Centre.	Education and Youth Liaison
June 17, 2025	Had another meeting with YMCA about further collaboration with Mackenzie and bringing Foundry BC services to town.	Education and Youth Liaison Mental Health and Addiction Liaison

Respectfully Submitted,

Councilor Wright

COUNCILLOR WRIGHT ASK ME ANYTHING

Join me June 24th for an 'Ask Me Anything' about what you are interested/concerned about for Mackenzie!

Facebook Live

5:30-7PM