

COUNCIL MEETING AGENDA

Date:Monday, July 28, 2025, 7:15 p.m.Location:Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC

Pages

1. CALL TO ORDER

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

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

1.1 Defer to Closed Meeting

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

AND THAT the basis of the Special Closed Meeting relates to Section 90 (1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

2. ADOPTION OF MINUTES

2.1	Committee of the Whole - June 23, 2025	8
2.2	Regular Meeting - June 23, 2025	10
2.3	Special Meeting- June 25, 2025	18
2.4	Special Meeting - July 14, 2025	20

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

- 6.1 Service Awards & Recognition - Director of Recreation Services, Terry Gilmer, and Recreation Facility Manager, Nicole Siebert Mayor Atkinson will present Director of Recreation Services, Terry Gilmer, with his 5-year long service award and Recreation Facility Manager, Nicole Siebert, with her 10-year long service award from the District of Mackenzie.
- 6.2 Kaska-BC Land Use Planning Project Rudi Mayser, Director of Strategic Initiatives, Omineca Region, Sandra Sulyma, Land & Resource Specialist, Omineca Region, and Jennifer Chermesnok, Land & Resource Specialist, Omineca Region, will share information regarding the Kaska-BC Land Use Planning project.

22

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

7.1.1	Request for Support - Mackenzie Community Services Mackenzie Community Services (MCS) is requesting a Letter of Support for their application to Northern Development Initiative Trust - Northern Healthy Communities Fund, as they undergo a critical relocation and leasehold improvement project at 403 Mackenzie Blvd, units 1, 2, and 3). MCS has provided a draft letter for the District of Mackenzie to submit.	23
7.1.2	Request for Support - St Peter's Pantry St. Peter's Pantry is requesting a Letter of Support for their 2025 grant application to Centerra Gold Inc. Community Project Fund.	24
7.1.3	Request for Support - District of Chetwynd The District of Chetwynd is requesting a Letter of Support for their grant applications to The Canadian Community-Building Fund and The Strategic Priorities Fund for funding towards the construction of a new firehall.	25
7.1.4	2025/2026 NCLGA Membership Fees	27

Page 2 of 168

	The 2025/26 NCLGA Annual Membership Dues (April 1, 2025 - March 31, 2026) total \$2192.35. The previous year, 2024/25 NLGA Annual Membership Dues paid were \$2,128.49	
Is there	nsideration: anything Council wishes to address in the "For Consideration" or Table File" correspondence?	
7.2.1	2025 North Central Local Government Association Resolution(s) The attached resolution(s) endorsed by Mackenzie Mayor and Council have been received by the Union of British Columbia Municipalities (UBCM). These Resolutions will be included in the Union of British Columbia Municipalities Resolution Book for the 2025 UBCM Convention in September.	32
7.2.2	2025 UBCM Convention - Northern Health Authority Meetings Northern Health will once again be hosting individual stakeholder meetings at the upcoming Union of BC Municipalities (UBCM) Convention in Victoria BC, September 22 - September 25, 2025. The meeting requests are due on August 20, 2025.	37
7.2.3	Meet With BC Assessment During UBCM BC Assessment will be offering the opportunity to have a personalized, private meeting with delegates from BC Assessment during the week of the UBCM 2025 Convention. The meetings are 25 minutes in length, and will be held on Tuesday, September 23, and Wednesday, September 24 at the Hotel Grand Pacific.	38
7.2.4	Whisker's Point 2025 Closure - Response from Assistant Deputy Minster, Conservation and Recreation Division Jim Standen, Assistant Deputy Minister, Conservation and Recreation Division, has responded to the District of Mackenzie's letter regarding the closure of Whisker's Point for the 2025 season.	40
7.2.5	Letter to Minister Dix - Nuclear Energy Mayor Joan Atkinson has written to the Honourable David Eby, M.L.A, Premier of British Columbia, the Honourable Adrian Dix, Minister of Energy and Climate Solutions, and Chris O'Riley, Chief Executive Officer, BC Hydro, requesting the province re- examine the BC Clean Energy Act to include nuclear energy as a viable component of the energy strategy, allowing for a diversified and sustainable energy future for British Columbia.	42
7.2.6	Input Sought on Health Authority Review Earlier this year, the provincial government launched a health	44

7.2

	authority review with the goal of ensuring that resource allocations are supporting critical patient services, and that resources support front-line patient care. UBCM is gathering input from members for the review.	
7.2.7	Heritage Conservation Act Transformation Project - Update and Phase 3 Engagement Opportunities An update on the Heritage Conservation Act Transformation Project and upcoming opportunities to engage on proposed changes to the Heritage Conservation Act. An engagement session focusing on local government is planned for August 12, 2025.	48
7.2.8	Invitation to the Liquor and Cannabis Regulation Branch's Engagement on Cannabis Market Controls and Sales at Events The Liquor and Cannabis Regulation Branch (LCRB) is reviewing cannabis market controls (license cap, tied-house, vertical integration) and is looking into enabling cannabis sales at events. Input will help inform policy development and ensure the priorities of local governments in British Columbia are understood. Written feedback from local governments must be submitted by September 1st, 2025.	51
7.2.9	CN Rail Safety Week 2025 Proclamation Request CN Rail is requesting the District of Mackenzie proclaim September 15 - 21, 2025 Rail Safety Week.	63
7.2.10	National Forest Week - September 21 -27, 2025. The Canadian Institute of Forestry is inviting municipalities across Canada to participate in National Forest Week, September 21 - 27, 2025.	66
7.2.11	ATV Operation Policy Clarification Resident David Sisko, has emailed staff regarding Bylaw No. 1168, All-Terrain Vehicle Regulations and clarifications for insured ATV's crossing roads in town limits.	68
7.2.12	Update Message from President Cindy Heitman, CNC - Mackenzie An update from Cindy Heitman, President, CNC, regarding the Youth Trades Sampler program. CNC will not be able to run the program this fall. CNC will offer Welding Foundation for Mackenzie in the Spring of 2026.	69
7.2.13	Centerra Gold June 2025 Newsletter Centerra Gold is sharing their H1 2025 newsletter for their British Columbia mine sites, inlcuding updates about Mount Milligan, Endako and Kemess mines.	70

7.3 Centre Table File

- Emergency Management Program Review Proposal
- Emergency Management Program Review
- Pool Slide Report Documents

8. ADMINISTRATIVE REPORTS

8.1	2024 Annual Report	74
	<i>In accordance with Section 99 of the Community Charter, Council will provide an opportunity for any final feedback from the public in regard to the 2024 Annual Report prior to adoption.</i>	
	• Are there any members of the public in attendance this evening who wish to comment on the Annual Report?	
	• Are there any members of the public attending through Zoom or Phone that wish to comment on the Annual Report?	
	• Have any written comments been received?	
	THAT Council approves the 2024 Annual Report.	
8.2	District of Mackenzie Emergency Program Review.	118
	THAT Council awards the contract for Emergency and Continuity Program Gap Analysis to Colliers Project Leaders in the amount of \$45,000 plus GST;	
	AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.	
8.3	Fire Department NDIT Marketing Grant Application	121
	THAT Council approves the grant application to the NDIT Marketing Grant Program for up to \$11,000 plus GST;	
	AND THAT the Chief Administrative Officer be authorized to execute the contract and any related documentation.	
8.4	Recreation Centre Upgrade – Pool Slide Contract Award	123
	THAT Council awards the purchase of an amusement pool slide from Aquatic Amusements Inc.	
	for a price of \$290,352 plus GST;	
	THAT Council awards the purchase of mechanical, pump and install for the slide from Aquatic Amusements Inc. for a price of \$37,544 plus GST;	
	AND THAT Council authorizes the Chief Administrative Officer to execute the contract and any other related documentation.	

8.5 2025 Pressure Reduction Station – Contract Award

THAT Council gives notice of award and, in principle, notice to proceed, for the 2025 Pressure Reduction Station Replacements to Canadian Western Mechanical in the amount up to \$196,251 plus GST;

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

8.6 #8 - 1000 Mackenzie Blvd – Remedial Action

THAT Council considers that the mobile home located at #8 – 1000 Mackenzie Boulevard, Mackenzie, BC, within the Morfee Mobile Home Park, has become a derelict structure, and that the condition of the mobile home do not comply with Unsightly Properties Bylaw No. 1394, 2018, a bylaw prohibiting unsightly premises;

AND THAT Council hereby declares that the mobile home structure be declared a nuisance building, to be removed from site and sent to a landfill or recycling center, with the outdoor storage of all materials removed from site to an approved location, within the meaning of Section 74 of the *Community Charter*, and so dilapidated and unclean as to be offensive to the community;

AND THAT Council hereby requires the owner to, upon Council resolution date, perform the following actions to the property as prescribed under Section 77: of the *Community Charter* (the "Remedial Action Requirement"). The scope of the work shall include the following:

- a. Apply for a District of Mackenzie Demolition Permit for the dwelling within <u>14 days</u>;
- b. Remove the mobile home dwelling unit #8 within <u>30 days</u>, to an approved location;
- c. Remove all contents in and around the mobile home dwelling unit #8 within <u>30 days</u> to an approved location;
- d. Remove all construction debris, foundations, stilts, exterior deck(s), asphalt and concrete at the property within <u>30 days</u> to an approved location; and
- e. Restoration of the lot, including lot grading and planting of grasses, with <u>365 days.</u>

8.7 2025 Paving Program Update 133 THAT Council receives this report for information. 133 8.8 General Rate Bylaw Amendment 136 THAT Council receives this report for information. 136

129

	8.9	Land Purchase Policy 1.18 – Review - Deferred	139
		THAT Council direct staff on whether or not to sell District-Owned Land adjacent to residential properties.	
	8.10	License-to-Use Policy 1.19 – Review - Deferred	146
		THAT Council approves the amendments to License-to-Use Policy 1.19 as outlined in this report.	
	8.11	AIAC - 2nd Quarter Activity Report	154
		THAT Council receives this report for information.	
9.		ICIL REPORTS	
	9.1	Mayor's Report	
	9.2	Council Reports Councillor Wright	164
10.	UNFI	NISHED BUSINESS	
11.	NEW	BUSINESS	
12.	BYLA	WS	
	12.1	Bylaw No. 1527 General Rate Bylaw	166
		THAT Bylaw No. 1527, cited "General Rate Bylaw" be given its first three readings.	
13.	NOTIO	CE OF MOTION	
14.	COMI	ING EVENTS	
15.	INQU		
	•	In-person	
	•	In-person Online (Zoom/phone)	
	•		
16.		Online (Zoom/phone)	

Committee of the Whole

Minutes

June 23, 2025, 7:00 p.m. Council Chambers of the Municipal Office 1 Mackenzie Boulevard, Mackenzie, BC

Council Present:	Mayor J. Atkinson, Councillor A. Barnes, Councillor V. Brumovsky, Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright
Council Absent:	Councillor P. Kyllo
Staff Present:	Chief Administrative Officer D. Smith, Chief Financial Officer K. Borne, Director of Public Works J. Murray, Fire Chief J. Guise, Director of Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant, C. Smith

1. CALL TO ORDER

Called to order at 7:00 PM.

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

2. PUBLIC COMMENTS AND QUESTIONS

N/A

3. <u>REPORTS</u>

3.1

<u>Operations</u> **Moved by:** Councillor Tapper THAT the Operations report for the month of May 2025 be received.

CARRIED

3.2 <u>RCMP</u>

Moved by: Councillor Barnes THAT the RCMP report for the month of May 2025 be received.

CARRIED

3.3 <u>Fire</u>

Moved by: Councillor McMeeken THAT the Fire report for the month of May 2025 be received.

- 3.4 <u>Recreation Services</u> **Moved by:** Councillor Brumovsky THAT the Recreation Services report for the month of May 2025 be received. **CARRIED**
- 3.5 <u>Finance</u> THAT the Finance report for the month of May 2025 be received.
- 4. <u>OTHER BUSINESS</u> N/A
- ADJOURNMENT Moved by: Councillor Wright THAT the meeting be adjourned at 7:15 PM.

CARRIED

Mayor

Corporate Officer



Regular Council Meeting

Minutes

June 23, 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, Chief Financial Officer K. Borne, Director of Operations J. Murray, Fire Chief J. Guise, Director of Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant, C. Smith
Visitors Present:	Luke McDonald, L&M Engieering, Principal Engineer, Seanna McDonald, Enbridge

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.

2. ADOPTION OF MINUTES

- 2.1 <u>Regular Meeting June 9, 2025</u> The minutes of the Regular Meeting held on June 9, 2025, were adopted as presented.
- 3. INTRODUCTION OF LATE ITEMS N/A
- 4. <u>ADOPTION OF AGENDA</u>

Resolution: 33490

Moved by: Councillor McMeeken THAT the Agenda be adopted as presented.

CARRIED

5. <u>PUBLIC COMMENTS AND QUESTIONS</u> N/A

6. <u>PETITIONS AND DELEGATIONS</u> N/A

7. <u>CORRESPONDENCE</u>

Resolution: 33491

Moved by: Councillor Tapper THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 Request for Lifeguards Tse'Khene Culture Camp 2025

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

7.1.2 Request for Support - Mackenzie Autumn Lodge Society

Councillor Barnes left the room to avoid conflict.

Resolution: 33492

Moved by: Councillor Brumovsky

THAT the District of Mackenzie does not waive or reduce the Municipal Campground fees for their hired contractor, Tabor Electrical.

AND THAT the Mackenzie Autumn Lodge Society be allowed to remove the cupboards from their old location at the Ernie Bodin Community Centre, by July 30, 2025.

CARRIED

 7.1.3 Resolution in Support of Temporary Workforce Accommodations for Enbridge's Sunrise Expansion Program
 Resolution: 33493 Moved by: Councillor Brumovsky THAT Council postpone their decision until after there has been more community engagement.

7.1.4 Request for Support - Williams Lake Elder Society Councillor Barnes returned after Council voted on item 7.1.3 Councillor McMeeken left the room. **Resolution: 33494 Moved by:** Councillor Barnes 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.

CARRIED

Councillor McMeeken returned after Council voted on 7.1.4

- 7.2 For Consideration:
 - 7.2.1 Letter to Honourable Josie Osborne, Minister of Health
 - 7.2.2 Letter to Honourable Tamara Davidson, Minister of Environment and Parks **Resolution: 33495**

Moved by: Councillor P. Kyllo

THAT The District of Mackenzie send a letter to Jason Olmsted, Bridge Engineer with the Government of Canada, requesting a definitive and detailed list of all the rules and procedures to be followed regarding bridge maintenance on forestry roads.

AND THAT the Minister of Forests, District Manager, and MLA Kiel Giddens are CC'd

CARRIED

 7.2.3 McLeod Lake Indian Band Annual General Assembly & Corporate Career Fair Resolution: 33496
 Moved by: Councillor Wright THAT the District of Mackenzie choose a Bronze Class Sponsorship of \$1000 for the 2025 McLeod Lake Indian Band Annual General Assembly, August 6th - 9th 2025 and provide in-kind support if requested.

- 7.2.4 Letter to Resource Communities from Campbell River
- 7.2.5 Request for Support Town of Oliver
- 7.2.6 Request for Support District of Coldstream
- 7.2.7 2025 Union Of BC Municipalities Program at a Glance

- 7.2.8 World Invitational Class "A" Gold Panning Championships
- 7.2.9 Social Prescribing Event MCS
- 7.3 Centre Table File

8. ADMINISTRATIVE REPORTS

 8.1 <u>Economic Development Staffing – Grant Application Update</u> **Resolution: 33497 Moved by:** Councillor Wright THAT Council receives this report for information.

CARRIED

 8.2 <u>Asphalt and Concrete Work RFP – Contract Award</u>
 Resolution: 33498 Moved by: Councillor Kyllo THAT the District make the millings available for contractors to purchase.

CARRIED

Resolution: 33499

Moved by: Councillor Barnes

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

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

CARRIED

8.3 Local Government Climate Action Program - Reporting
 Resolution: 33500
 Moved by: Councillor McMeeken
 THAT Council receives this report for information with amendments.

CARRIED

 8.4 <u>2024 Annual Report</u> **Resolution: 33501 Moved by:** Councillor Brumovsky THAT Council receives this report for information.

 8.5 <u>Housing Needs – "What We Heard Report"</u>
 Resolution: 33502 Moved by: Councillor McMeeken THAT Council receives this report for information.

CARRIED

 8.6 <u>2025 UBCM Meeting Requests – Draft Topics</u> **Resolution: 33503 Moved by:** Councillor Wright THAT the the following proposed changes to the 2025 UBCM Meeting Requests be made:

Topic #2 to Minister of Finance: Reclassifying cryptocurrency operations from business to industry class for BC Assessment and property tax purposes.

Topic #2 to Minister of Health: Further support for Foundry in rural communities, and extending an invitation to the Town of Smithers, Northern Rockies Regional Municipality, and Village of Daajing Giids to attend the meeting with Mayor and Council.

AND THAT the District of Mackenzie reach out to McLeod Lake Indian Band Chief and Council to extend the invitation to attend UBCM.

8.7 <u>District of Mackenzie Water System Annual Report 2024</u>
 Resolution: 33504 Moved by: Councillor Wright
 THAT Council receives this report for information.

CARRIED

8.8 Delegation of Minor Variances **Resolution: 33505 Moved by:** Councillor Barnes 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.

8.9 <u>Food Cycler Program Survey Results</u>
 Resolution: 33506 Moved by: Councillor Wright
 THAT Council receives this report for information.

CARRIED

8.10 <u>Referral 7410367 – Windpower Investigative Licence – Follow-up</u> Elliot Wiechuła, of the Mackenzie Nordiques Cross-Country Ski Club, spoke to Mayor and Council on the proposed future development of a wind energy project and the implications the current plan would have on the existing ski trails the Nordiques use and maintain.

Resolution: 33507

Moved by: Councillor Wright

THAT Council choose option #3 The District of Mackenzie has no objection to approval of application subject to specified conditions and consulting with the Mackenzie Nordique Cross-Country Ski Club and that no potential future structures or construction area equipment be visible from Morfee Lake.

CARRIED

8.11 Land Purchase Policy 1.18 - Review

Resolution: 33508

Moved by: Councillor Wright

THAT Council decide whether to sell District-Owned Land adjacent to residential property.

Opposed (4): Mayor Atkinson, Councillor Barnes, Councillor Brumovsky, and Councillor Tapper

DEFEATED (3 to 4)

Resolution: 33509

Moved by: Councillor Tapper THAT the decision on Land Purchase Policy 1.18 report, be postponed until a future meeting.

8.12 License-to-Use Policy 1.19 - Review
 Resolution: 33510
 Moved by: Councillor Wright
 THAT Council directs staff to look into the best language for adding FireSmart assessments and work a requirement under these agreements.

CARRIED

Resolution: 3511

Moved by: Councillor P. Kyllo THAT Council postpone the decision on License-to-Use Policy 1.19 until a future meeting.

CARRIED

 8.13 <u>Building Bylaw Update – Energy Step Code</u>
 Resolution: 33512 Moved by: Councillor McMeeken THAT Council receives this report for information.

CARRIED

9. <u>COUNCIL REPORTS</u>

- 9.1 Mayor's Report
- 9.2 <u>Council Reports</u>

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

N/A

- 12. <u>BYLAWS</u>
- 13. NOTICE OF MOTION

N/A

14. <u>COMING EVENTS</u>

- 14.1 <u>National Indigenous Peoples Day</u>
- 14.2 Official Community Plan Update Drop-in Open House
- 14.3 Canada Day Celebration at Mackenzie Recreation Centre
- 15. <u>INQUIRIES</u>

Janice Nelson, the Macktown Buzzette, asked for clarification on the last item voted on by Council. Ms. Nelson also asked for clarification on the Annual Water Report that only one sample was reported on for 2024 and if only one sample was reported on for the year.

Councillor Brumovsky provided clarity that Appendix B was for exceedances and that one sample could have been in exceedance of aesthetic objective, and the redline denotes maximum allowable concentrations. Public Works Director Jody Murray invited Ms. Nelson to submit her comments via email to be communicated to the engineer and provide Ms. Nelson with answers.

Ms. Nelson asked if the District would be basing changes to the Official Community Plan on what she described as statistically incomplete results from the survey rollout and how the District plans to get more community input. Mayor Atkinson responded that you can only report on the information you are provided with. And even though there were not a lot of responses, a lot of the concerns were similar, and provided clear messages from participants. Director of Corporate Services, Emily Kaehn, added that the consultants are not solely basing their recommendations for amendments on this public feedback. They are also conducting research from BC Statistics, Census, other communities, other planning documents, such as the Active Transportation Plan as well as the open house taking place on June 24, 2025, and another survey residents are invited to fill out. Ms. Nelson mentioned that feedback found in current report was reiterating what was found in a 2019 report, and that she did not see anything in the current Official Community Plan that prevents the District from acting on recommendations now, without a second round of consultations. Why is there a need for a second assessment. Ms. Kaehn explained that there has been provincial legislation released in support of housing needs and have asked communities to update to housing needs reports, and incorporate any changes in the Official Community Plan. There may not be much changes from the amendment. Councillor Wright added that this is funded by the Province of BC and that the District is not out of pocket for this.

16. ADJOURNMENT

Resolution: 33513

Moved by: Councillor McMeeken THAT the meeting adjourn at 9:00 pm.

Mayor

Corporate Officer



Special Council Meeting

Minutes

June 25, 2025, 4:30 p.m. Council Chambers of the Municipal Office 1 Mackenzie Boulevard, Mackenzie, BC

Council Present:	Mayor J. Atkinson, Councillor A. Barnes, Councillor V. Brumovsky, Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright, Councillor P. Kyllo
	Chief Administration Officer D. Creith, Chief Firenziel Officer K

Staff Present:Chief Administrative Officer D. Smith, Chief Financial Officer K.
Borne, Director of Corporate Services E. Kaehn

1. CALL TO ORDER

CALLED TO ORDER AT4:31 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: 33514

Moved by: Councillor Brumovsky

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

2. <u>ADJOURNMENT</u>

Resolution: 33515

Moved by: Councillor Wright

THAT the meeting adjourn at 4:35 PM.

Mayor	•
-------	---

Corporate Officer



Special Council Meeting

Minutes

July 14, 2025, 4:30 p.m. Council Chambers of the Municipal Office 1 Mackenzie Boulevard, Mackenzie, BC

- Council Present: Mayor J. Atkinson, Councillor A. Barnes, Councillor V. Brumovsky, Councillor P. Kyllo, Councillor R. McMeeken, Councillor K. Tapper, Councillor J. Wright
- Staff Present:Chief Administrative Officer D. Smith, Chief Financial Officer K.Borne, Director of Corporate Services E. Kaehn

1. CALL TO ORDER

CALLED TO ORDER AT 4:30 PM.

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

1.1 Defer to Closed Meeting

Resolution: 33519

Moved by: Councillor Barnes

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

2. <u>ADJOURNMENT</u>

Resolution: 33520

Moved by: Councillor Wright

THAT the meeting adjourn at 4:31 pm.

CARRIED

Mayor

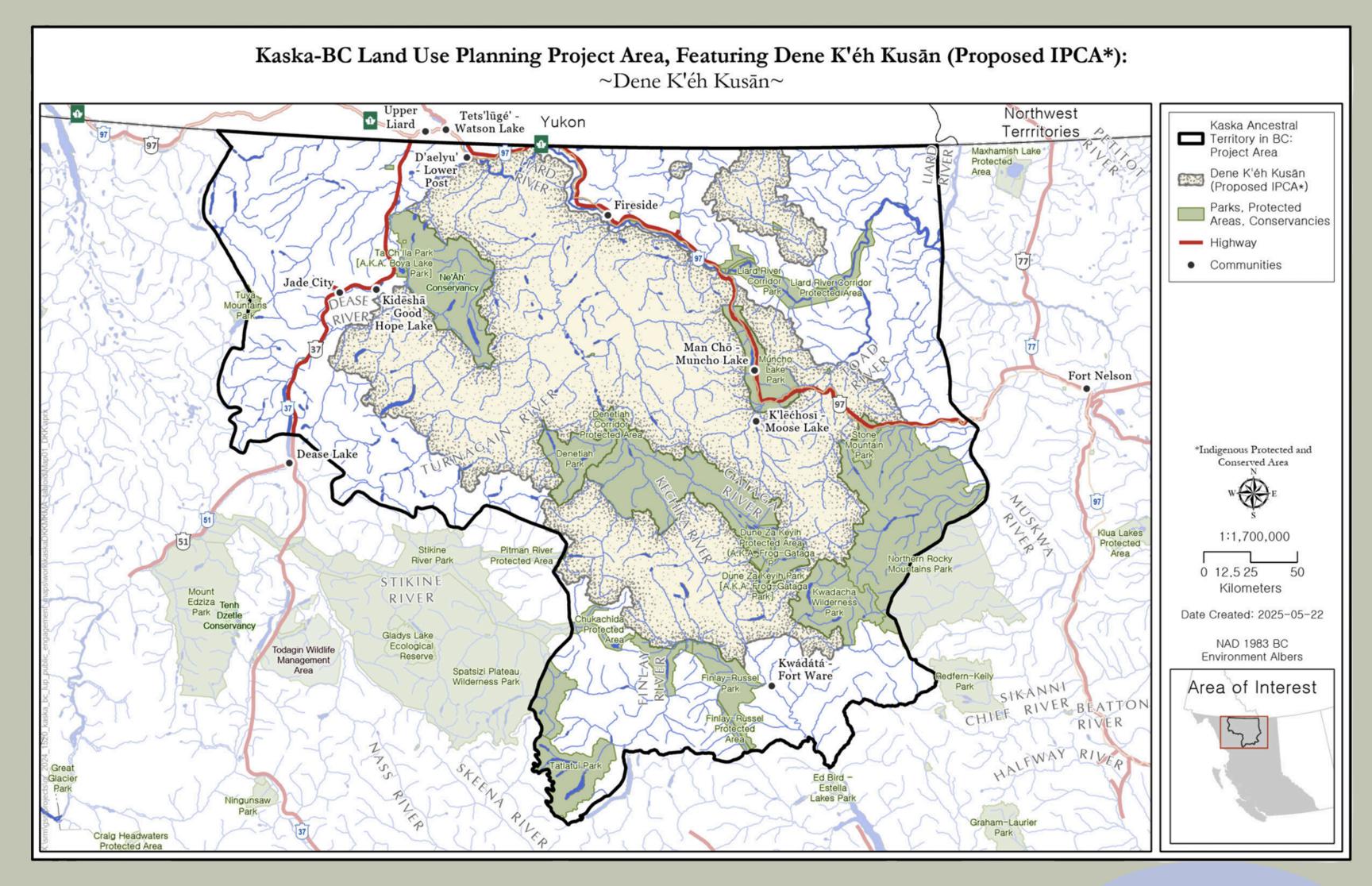
Corporate Officer



Kaska-B.C. Land Use Planning Project Share Your Voice!

Announced: June 3, 2025

We're gathering input from community members, industry, local governments, and the public on land use values, priorities, & interests.



Visit the website: <u>https://bit.ly/KaskaBCLUPP</u>

Why It Matters? Help shape a plan that supports:

- Cultural values Healthy ecosystems
- Sustainable economic opportunities

Contact: Kaska.LUP@gov.bc.ca

Survey Closes: July 25, 2025 4:00 PM



[District of Mackenzie Letterhead - or to be inserted]

July 7, 2025

NDIT Northern Healthy Communities Fund 301-1268 Fifth Avenue Prince George, BC V2L 3L2

To Whom It May Concern:

RE: Letter of Support – Mackenzie Community Services Leasehold Improvement and Relocation Project

The District of Mackenzie is pleased to offer this letter of support for Mackenzie Community Services (MCS) as it undertakes a critical relocation and leasehold improvement project at 403 Mackenzie Boulevard (Units 1, 2, and 3).

MCS has provided vital community-based social services in Mackenzie for decades and plays an essential role in improving access to supports for families, children, youth, seniors, and vulnerable residents. This relocation will allow MCS to maintain local service continuity in a space better suited for privacy, accessibility, and program expansion.

The District understands that the proposed leasehold improvements are a necessary condition of securing a long-term tenancy agreement with the landlord. These improvements will enhance the physical environment for clients and staff and ensure that the organization can operate from a secure, professional, and purpose-built facility for years to come.

We acknowledge that this initiative supports local employment, builds infrastructure readiness for integrated services, and aligns with broader regional efforts to improve community resilience and social outcomes.

The District of Mackenzie fully supports this application and urges consideration for funding through the Northern Healthy Communities Fund. We remain available to confirm our support further if required.

Sincerely,

[Name] Mayor District of Mackenzie [Signature Block if available]



The Society of Saint Vincent de Paul St. Peter`s Conference Mackenzie

PO Box 99--599 Skeena Drive Mackenzie, BC V0J 2C0 Phone: 250-997-7952 - Fax: 250-997-3191 Email: svdpmackenzie@gmail.com

July 14, 2025

District of Mackenzie

Attention: C. Smith csmith@districtofmackenzie.ca

St Peter's Pantry is requesting a letter of support from the District of Mackenzie for their 2025 application to Centerra Gold Inc.

We greatly appreciate your support and assistance in this matter.

If you require any more information, please contact us.

We look forward to hearing from you.

Thank you for your consideration.

Kindest Regards,

Charmaine LaVallee - President - cclavallee@telus.net

Trudy Tremblay - Vice President - trudyctremblay@gmail.com

District of Chetwynd



Box 357 Chetwynd, BC Canada V0C 1J0

tel: (250) 401-4100 fax: (250) 401-4101 email: d-chet@gochetwynd.co

July 16, 2025

District of Mackenzie VIA Email: info@districtofmackenzie.ca

To Whom It May Concern:

The District of Chetwynd has been working for several years preparing for any grant funding opportunities that would specifically fit the construction of a new Fire Hall in Chetwynd. Several years ago, we purchased land located beside the existing Fire Hall and the District of Chetwynd office building for the future location of the facility. This central location is key for success as our existing Fire Hall needs to expand to meet the growing need for emergency service provision. The District truly needs this new facility for many reasons including the end-of-life cycle for the existing Fire Hall, post disaster Emergency Operations Services, legislated changes to building codes, space for the modern larger firefighting apparatus, firefighter health and safety, and the required cleaning and maintenance of suppression and training equipment. The existing building will provide storage for ancillary equipment for the New Fire Hall with any extra storage being utilized for the Search and Rescue team, housing for BC Ambulance, and similar emergency services.

The Canada Community-Building Fund is guided by three national program objectives, which include productivity and economic growth, a clean environment, and strong cities and communities. In British Columbia the Canada Community-Building Fund is delivered through three program streams: Community Works Funds, Strategic Priorities Fund and Metro Vancouver Regional Fund.

The Strategic Priorities fund is now open through the Union of BC Municipalities. While we prepare for our application we are reaching out to our partners for support for this application. If you could send a letter of support as our partner that would be appreciated and please send any letters to our Economic Development Department email at <a href="mailto:emailt

Please send all documents on or before August 15th, 2025.

Vision Statement

Chetwynd exists in order that area residents have sustainable opportunities for Security, Health, Safetz and Prosperity in surroundings that display the best of our natural environment. Our ongoing commitment to our residents and community partners is our highest priority. The potential addition of a new Fire Hall would help provide enhanced support for our area residents, industry, neighbours, and Indigenous partners by ensuring the continued provision of mutual aid emergency services for many years to come.

Thank you in advance for your consideration and support for this vital community project.

Yours truly,

Alla Canting

Allen Courtoreille Mayor District of Chetwynd

Steve McLain Chief Administrative Officer District of Chetwynd

Vision Statement

Chetwynd exists in order that area residents have sustainable opportunities for Security, Health, Safety and Prosperity in surroundings that display the best of our natural environment. Page 26 of 168



July 17, 2025

Subject: 2025/26 NCLGA Membership Fees

Dear Valued NCLGA Member,

As we enter another year of collaboration and community building, it is time to renew your membership with the North Central Local Government Association (NCLGA). Last year, your membership and contributions were instrumental in allowing the NCLGA to continue advocacy efforts to enhance the social, economic, and environmental well-being of our member communities. With your steadfast support, we were able to successfully engage in advocacy for vital regional interests for the communities across north-central British Columbia. Our collective efforts have led to meaningful dialogue with policymakers and have helped shape initiatives that directly benefit our local areas.

Attached to this letter is a description of how your membership fees were calculated and a list of all membership fees. The calculation reflects population changes associated with the 2021 Canada Census and the 3.0% membership fee increase, which was approved at the 2025 NCLGA AGM.

Please refer to your invoice attached, for the renewal term of April 1, 2025 – March 31, 2026. If you would like to make payment via Electronic Funds Transfer (EFT) rather than by cheque, we have provided NCLGA's account details attached to the email and invoice to facilitate this method.

Please contact our finance department if you have any questions about your invoice, at <u>bjohnson@nclga.ca</u>. For all other questions, please contact <u>admin@nclga.ca</u>. We thank you for your continued support and look forward to serving you for another year.

Sincerely,

Gladys Atrill NCLGA President | <u>www.nclga.ca</u>

Attachments:

- A: 2025/26 Membership Fee Calculation Amount Description
- B: 2025/26 Membership Fee List

ATTACHMENT A: 2025/26 MEMBERSHIP FEE CALCULATION AMOUNT DESCRIPTION

At the 2025 AGM in Prince Rupert, membership voted to approve the proposed increase of the membership fees for the 2025-2026 fiscal year by 3%.

This increase will align with the need to maintain the financial health of NCLGA and deliver valuable programs and services. The adjustment of 3% reflects rising operational costs and aligns with the most recent annual average Consumer Price Index (CPI) for BC.

Note: Membership was notified of the potential indexing of membership fees increases to the annual average CPI for BC starting in the 2026/27 fiscal year, with formal adoption to be considered at the May 2026 AGM.

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

BASE RATE AMOUNTS

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

POPULATION ADJUSTMENT AMOUNTS

- The population of each membership unit is divided by the total population of the membership
- The resulting proportional population value is multiplied by the total Population Adjustment Budget amount to determine the individual member unit's Population Adjustment amount.

HOSPITAL ASSESSMENT ADJUSTMENT AMOUNTS

• The proportional Assessment Value for each member unit is multiplied by the total Hospital District Adjustment Budget amount to determine the individual member unit's Population Adjustment amount.

ATTACHMENT B: 2025/26 MEMBERSHIP FEE LIST

Member	Annual Fees				Variance	
Nember	2024-25		2025-26		%	
Bulkley-Nechako A						
Bulkley-Nechako B						
Bulkley-Nechako C						
Bulkley-Nechako D	\$	7,124.62	\$	7,338.36	3.00	
Bulkley-Nechako E	_					
Bulkley-Nechako F						
Bulkley-Nechako G						
Burns Lake	\$	1,322.73	\$	1,362.41	3.00%	
Cariboo A						
Cariboo B						
Cariboo C		15,975.69				
Cariboo D	-					
Cariboo E	-					
Cariboo F			\$		2.222/	
Cariboo G	\$			16,454.96	3.00%	
Cariboo H	-					
Cariboo I	-					
Cariboo J	-					
Cariboo K	-					
Cariboo L	-					
Chetwynd	\$	1,836.27	\$	1,891.35	3.00%	
Dawson Creek	\$	5,935.77	\$	6,113.85	3.00%	
Fort St. James	\$	1,098.48	\$	1,131.44	3.00%	
Fort St. John	\$	10,534.88	\$	10,850.93	3.00%	
Fraser Lake	\$	886.16	\$	912.74	3.00%	
Fraser-Fort George A		8,070.78	\$			
Fraser-Fort George C	-			8,312.91		
Fraser-Fort George D	-					
Fraser-Fort George E	\$				3.00%	
Fraser-Fort George F						
Fraser-Fort George G						
Fraser-Fort George H						
Granisle	\$	603.60	\$	621.71	3.00%	
Hazelton	\$	585.42	\$	602.98	3.00%	
Houston	\$	1,849.70	\$	1,905.19	3.00%	
Hudson's Hope	\$	996.38	\$	1,026.27	3.00%	
Kitimat	\$	5,607.09	\$	5,775.31	3.00%	
Kitimat-Stikine A	~	E 146 73	~	E 201 12	2 000/	
Kitimat-Stikine B	\$	5,146.73	\$	5,301.13	3.00%	

Total	\$	166,464.00	\$	171,457.92	3.00%
Williams Lake	\$	4,944.11	\$	5,092.43	3.00%
Wells	\$	572.99	\$	590.18	3.00%
Vanderhoof	\$	2,433.98	\$	2,507.00	3.00%
Valemount	\$	912.43	\$	939.80	3.00%
Tumbler Ridge	\$	1,955.15	\$	2,013.81	3.00%
Terrace	\$	5,501.83	\$	5,666.89	3.00%
Telkwa	\$	1,006.32	\$	1,036.51	3.00%
Taylor	\$	1,161.65	\$	1,196.50	3.00%
Stewart	\$	839.25	\$	864.42	3.00%
Smithers	\$	2,915.79	\$	3,003.26	3.00%
North Coast E					
North Coast D	т	1,012.67	Ť	1,043.05	
North Coast C	\$		\$		3.00%
North Coast A					
Quesnel	\$	4,590.30	\$	4,728.01	3.00%
Prophet River First Nation	\$	529.48	\$	545.36	3.00%
Prince Rupert	\$	5,601.42	\$	5,769.46	3.00%
Prince George	\$	30,861.24	\$	31,787.08	3.00%
Pouce Coupe	\$	791.06	\$	814.79	3.00%
Port Edward	\$	713.83	\$	735.24	3.00%
Port Clements	\$	617.58	\$	636.11	3.00%
Peace River E					
Peace River D	Ŧ	-,	Ŧ	-,	
Peace River C	\$	19,181.28	\$	19,756.72	3.00%
Peace River B					
One Hundred Mile House	\$	1,586.57	\$	1,634.17	3.00%
Northern Rockies Regional Municipality	\$	5,908.65	\$	6,085.91	3.00%
New Hazelton	\$	704.45	\$	725.59	3.00%
McBride	\$	716.46	\$	737.96	3.00%
Masset	\$	790.89	\$	814.61	3.00%
Mackenzie	\$	2,128.49	\$	2,192.35	3.00%
Gitwinksihlkw	\$	123.75	\$	127.47	3.00%
Gitlaxt'aamiks	\$	496.24	\$	511.13	3.00%
Laxgalts'ap	\$	291.84	\$	300.59	3.00%
Kitimat-Stikine F					
Kitimat-Stikine E					
Kitimat-Stikine D					



Invoice

Date	Invoice #
7/17/2025	2302

Invoice To

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

Description	Qty	Rate	Amount
2025/26 NCLGA Annual Membership Dues April 1, 2025 - March 31, 2026		2,192.35	2,192.35
Please make cheque payable to: North Central Local Government Association Suite 507-1488 4th Avenue, Prince George, BC	Tota	l	\$2,192.35
V2L 4Y2 Or Direct Deposit: Institution: 0809 / Transit: 47530 / Account: 100022168110	Payn	nents/Credi	ts \$0.00
	Bala	ance Due	9 \$2,192.35



June 23, 2025

Mayor Joan Atkinson District of Mackenzie Bag 340 Mackenzie, BC V0J 2C0

Dear Mayor Atkinson:

Re: 2025 NCLGA Resolution(s)

UBCM is in receipt of the attached resolution(s) endorsed by your Council. Your resolution(s) received endorsement at the 2025 NCLGA Spring Convention, either by the membership, or if referred to the NCLGA Executive for their consideration.

As such, the resolution(s) will be included in UBCM Resolutions Book for the 2025 UBCM Convention in September.

Please contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process, email: jjustason@ubcm.ca.

Sincerely,

Mandewo

Councillor Trish Mandewo UBCM President

Enclosure



DISTRICT OF MACKENZIE

60-10551 Shellbridge Way, Richmond, BC V6X 2W9 t. 604.270.8226 I f. 604.270.9116 I ubcm.ca

Page 32 of 168

Consultation on Removal of Crown Land

Mackenzie

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 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

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, preventing access to back country areas, which stops tourism, industrial activities such as mining, fighting forest fires;

Therefore be it resolved that UBCM strongly advocate to the provincial government that local government be fully consulted and actively engaged in decsion-making processes prior to any ministry action regarding the closure of forest service roads, and that collaborative solutions be developed to maintain access through reasonable and practical alternatives.

Rural Foundry Centres

~

Mackenzie

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 UBCM lobby the provincial government to commit to establishing in-person Foundry Centres that meet the needs of rural and remote youth in their home communities, recognizing the unique challenges of youth living in rural and remote communities.

Nuclear Energy in BC

Mackenzie

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 that 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.

Northern Health will once again be hosting individual stakeholder meetings at the upcoming Union of BC Municipalities Convention which is being held in Victoria through September 22 to September 25 The process will be the same as it was last year in that you will need to **request a MACC meeting through the Ministry** using the link and invitation code both of which are highlighted below.

Meetings with Ministry, Agency, Commission, and Corporation (MACC) Staff

The MACC staff meeting request site will close on August 20. MACCs may still receive staff meeting redirects after this date. Please see the request site link and invitation code below for your reference:

https://www.civicinfo.bc.ca/UBCMMeetingRequest/Staff

Invitation Code (case sensitive): MACCStaff2025

MACC Staff Meetings will take place: Monday, September 22 – Thursday, September 25 Fairmont Empress Hotel, Lower Lobby Level, Shaughnessy Ballroom

Delegates may request meetings onsite at the Provincial Appointment Desk during Convention Monday, September 22 – Thursday, September 25.

If you have any questions regarding MACC staff meetings, please contact Casey Cathcart at <u>IGRS.UBCM.MeetingRequests@gov.bc.ca</u>, or 778 405-3140.

Casey Cathcart | MACC Staff Meeting Coordinator

Assistant Deputy Ministers Office | Local Government Division Ministry of Housing and Municipal Affairs (T): 778-405-3140 <u>MUNI.UBCM.MeetingRequests@gov.bc.ca</u>



Offering acknowledgement in respect of the Lekwungen People, traditional keepers of this land on which I live, work and play.

Hello!

BC Assessment is proud to support our ongoing partnership with local government and the Union of BC Municipalities.

We are offering the opportunity to have a personalized, private meeting with delegates from BC Assessment during the week of the UBCM Convention. This allows you to discuss property assessment topics specific to your community, for us to answer questions about BC Assessment and our processes, or have a "meet and greet".

The meetings are 25 minutes in length, and will be held on **Tuesday**, **September 23** and **Wednesday**, **September 24** at the **Hotel Grand Pacific**. If you are interested in booking time with us, please use <u>this Calendly scheduling tool</u>. In the space provided, please identify any topics you may have at this time. This will help to ensure we are prepared to have an informed discussion.

To help accommodate requests, we encourage you to join together with your colleagues as a group. There is space provided to enter the emails of your colleagues you wish to include in your booking.

We ask that you please book a meeting before **Friday**, **August 22**.

Thank you for your continued partnership and collaboration, and we look forward to meeting with you in September!

Sincerely, BC Assessment Local Government & Indigenous Relations Team



Reference: 415951

July 4, 2025

Their Worship Mayor Joan Atkinson and Councillors District of Mackenzie Bag 340 Mackenzie BC V0J 2C0

Sent via email: joan@districtofmackenzie.ca

Dear Mayor Atkinson and Council:

This letter is a follow-up to your meeting with Georgia Ridell-Kowal at the 2025 North Central Local Government Association (NCLGA) AGM and Convention. I would also like to thank you for your letter of June 5, 2025, addressed to the Honourable Tamara Davidson, Minister of Environment and Parks, regarding the bridge replacement project at Whiskers Point Park. Minister Davidson has asked that I respond on her behalf.

We apologize for the lack of communication with the District of Mackenzie. A routine inspection of the bridges in the fall of 2024 identified deterioration and potential risk to park visitors. The engineer's report rated the bridges as not safe for use immediately after the inspection.

The replacement cost for the bridges was significantly higher than the operating budget for the region. The Ministry of Environment and Parks recognized the project as a high priority due to the financial implications to the local economy, and the replacement was placed high on the capital project list for 2025. The replacement of the bridges remains a high priority for BC Parks which has allocated funding within our current constrained budget. The initial surveys have been completed, design work is ongoing and install dates are being set. Due to the regulations of the *Wildlife Act* regarding work in and near a stream, construction schedules have been set up accordingly. Completion of the bridges is estimated to be finished before the end of September 2025.

...2

We appreciate that this project impacts many local residents and visitors to area. We will strive to improve communications with the District of Mackenzie in the future. Please reach out to the North Area Executive Director for BC Parks, Ed Hoffman (Edward.hoffman@gov.bc.ca) to coordinate the preferred way for BC Parks to communicate with the District of Mackenzie.

Thank you again for taking the time to write.

Sincerely,

Jim Standen Assistant Deputy Minister Conservation and Recreation Division

cc: Honourable Tamara Davidson, Minister of Environment and Parks Edward Hoffman, Executive Director, Conservation and Recreation Division Georgia Riddell-Kowal, Constituency Advisor, North Coast-Haida Gwaii Cat Smith, Executive Assistant/Legislative Clerk, District of Mackenzie



THE DISTRICT OF MACKENZIEP | 250-997-3221info@districtofmackenzie.caF | 250-997-5186districtofmackenzie.ca

July 24, 2025

The Honourable David Eby, M.L.A. Premier of British Columbia Office of the Premier PO Box 9041 Stn Prov Govt Victoria, BC V8W 9E1

The Honourable Adrian Dix, M.L.A. Minister of Energy and Climate Solutions PO Box 9060 Stn Prov Govt Victoria, BC V8W 9E2

Chris O'Riley, Chief Executive Officer BC Hydro 333 Dunsmuir Street, 18th floor Vancouver, BC V6B 5R3

RE: Nuclear Energy in British Columbia

Dear Premier Eby, Minister Dix, and Mr. O'Riley,

Like other resource communities in BC, Mackenzie has lost a significant number of jobs and industrial tax revenue in the last 5 years due to the state of the forest industry in BC. 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. Access to adequate power has become a barrier in our community to support economic diversification and light or heavy industrial development.

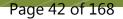
The BC Clean Energy Act currently focuses on renewable energy sources such as hydroelectric, wind, and solar, while excluding nuclear energy as a viable option for meeting the province's energy needs. As global energy demands grow and the transition to a low-carbon future continues, nuclear energy is recognized as a stable, low-emission power source that can complement intermittent renewable sources.

The District of Mackenzie Council has passed a motion to request the Province re-examine the BC Clean Energy Act to include nuclear energy as a viable component of the energy strategy, allowing for a diversified and sustainable energy future for British Columbia.

The District believes that reconsidering nuclear energy within the BC Clean Energy Act is critical

By Email: premier@gov.bc.ca ECS.Minister@gov.bc.ca chris.oriley@bchydro.com

1 MACKENZIE BLVD | PO BAG 340 | MACKENZIE, BC | VOJ 2CO



to diversifying the energy mix, ensuring grid stability, and meeting future energy demands. This re-examination is particularly important as the province strives to meet its ambitious climate goals while maintaining a reliable and affordable energy system.

Sincerely,

four atkinson

Mayor Joan Atkinson

cc: MLA Kiel Giddens – <u>Kiel.Giddens.MLA@leg.bc.ca</u>
 MP Bob Zimmer - <u>bob.zimmer@parl.gc.ca</u>
 Bob Gammer, Manager, Northern Community Relations – <u>bob.gammer@bchydro.com</u>



Input sought on Health Authority review

Publishing Date: July 23, 2025

Earlier this year, the provincial government launched a **health authority review** with the goal of ensuring that resource allocations are supporting critical patient services, and that resources support front-line patient care.

UBCM is gathering input from members for the review. Local governments work closely with health authorities on issues such as pre-hospital care, regional hospital districts, and the recruitment and retention of health care professionals.

The scope of the review is limited finding efficiencies and cost savings by examining and considering changes in four main areas:

- Consolidating administrative and corporate functions through a shared service model;
- Optimizing existing shared services, such as procurement and IT;
- Reducing duplicate processes identified through the review; and
- Improving and streamlining governance structures.

Note that collapsing or merging the regional health authorities is not under consideration as part of the review.

Home > About the UBCM > Latest News

> Input sought on Health Authority review

- Education and Child Care
- <u>Emergency Management and Climate Readiness</u>
- Energy and Climate Solutions
- Environment and Parks
- <u>Finance</u>
- <u>Forests</u>
- <u>Health</u>
- <u>Housing and Municipal Affairs</u>
- Indigenous Relations and Reconciliation
- Infrastructure
- Intergovernmental Relations Secretariat
- Jobs and Economic Growth
- <u>Labour</u>
- Mining and Critical Minerals
- Post-Secondary Education and Future Skills
- Public Safety and Solicitor General
- <u>Social Development and Poverty Reduction</u>
- <u>Tourism, Arts, Culture and Sport</u>
- Transportation and Transit
- Water, Land and Resource Stewardship
- Skip to main content
- <u>Skip to footer</u>

British Columbia News

Health authority review expands to ensure support for front-line services

https://news.gov.bc.ca/32464

Government is expanding its health authority review to include regional health authorities as it focuses on minimizing unnecessary administrative spending and ensuring resources support front-line patient care.

"I would like to thank the thousands of front-line workers who have already brought forward valuable feedback and ideas as we work through the health authority review," said Josie Osborne, Minister of Health. "Next we are expanding more broadly to engage a wider range of stakeholders, partners and people working at regional health authorities to ensure we are focusing resources on patient care as much as possible."

The regional health authority review will be led by Cynthia Johansen, deputy minister of health, and follows the March 31 launch of the Provincial Health Services Authority (PHSA) review led by Dr. Penny Ballem, interim president and CEO, PHSA.

As part of the PHSA review, more than 6,200 staff attended a series of town halls and large group meetings and submitted more than 1,000 questions and comments. More than 3,900 PHSA staff have also shared ideas for efficiencies through a digital engagement process. Engagements with staff at the regional health authorities will occur throughout the summer of 2025.

The reviews will aim to find efficiencies and cost savings by examining and considering changes in four main areas:

- consolidating administrative and corporate functions through a shared-services model;
- optimizing existing shared services, such as procurement and IT services;
- reducing duplicative processes identified through the review; and
- improving and streamlining governance structures of 168

Interim expenditure management measures are in place to control administrative costs while the review is underway, including a hiring freeze on managerial and non-union positions unrelated to delivering critical patient services.

While findings from the review will shape recommendations and changes throughout the health system, the regional health authority model is essential to health-care delivery that is connected and responsive to the needs and priorities of local communities and the populations receiving services. Collapsing or merging the regional health authorities is not under consideration as part of the review.

According to the Canadian Institute for Health Information (CIHI), B.C.'s health-care system has among the lowest levels of administrative spending in Canada and its corporate services expense ratio has remained relatively stable in the past five years, at around 3.5%. This is the second lowest in Canada and below the national average of 4.4%.

The health authority review aims to further lower B.C.'s corporate services expense ratio, because every 0.1% reduction in administrative costs represents approximately \$35 million more funding available for front-line patient care.

The Province anticipates that the health authority review, both for the PHSA and the regional health authorities, will continue into the fall of 2025 and be complete in early 2026. Its findings and recommended changes will be released publicly.

Learn More:

To learn more about the health authority review, visit: <u>https://news.gov.bc.ca/releases/2025HLTH0024-000279</u>

Ministry of Health

Communications 250 952-1887 (media line)

Translations

- <u>HealthAuthorityReview_Chinese(simplified).pdf</u>
- <u>HealthAuthorityReview_Chinese(traditional).pdf</u>
- <u>HealthAuthorityReview_French.pdf</u>
- <u>HealthAuthorityReview_Punjabi.pdf</u>
- <u>HealthAuthorityReview_Tagalog.pdf</u>

The B.C. Public Service acknowledges the territories of First Nations around B.C. and is grateful to carry out our work on these lands. We acknowledge the rights, interests, priorities, and concerns of all Indigenous Peoples - First Nations, Métis, and Inuit - respecting and acknowledging their distinct cultures, histories, rights, laws, and governments.



July 22, 2025

RE: Heritage Conservation Act Transformation Project – Update and Phase 3 Engagement Opportunities (Summer-Fall 2025)

I am pleased to provide an update on the Heritage Conservation Act Transformation Project (HCATP) and invite local governments to participate in engagement on proposed legislative changes.

Background

The HCATP aims to reform the *Heritage Conservation Act* (HCA) to ensure it is consistent with the UN Declaration on the Rights of Indigenous Peoples (UN Declaration) and improve its administration to the benefit of all people in B.C.

The Joint Working Group on First Nations Heritage Conservation (JWGFNHC), which includes members appointed by the First Nations Leadership Council and the B.C. Provincial government, has been leading the transformation process as well as coordinating broad engagement with First Nations, local governments and stakeholders to date. We would like to thank those who attended and provided <u>valuable input</u> in Phases 1 and 2 of engagement (2022 and 2023).

Project Update

In early 2025, the JWGFNHC prepared a submission for the B.C. Provincial government to seek direction on the scope and timing of potential legislative amendments to the HCA, informed by feedback heard in previous phases of engagement.

Based on the direction received, the HCATP is now proceeding into Phase 3 of the project: developing proposed legislative amendments for B.C. Provincial government direction in late fall 2025 with a target to introduce new legislation in spring 2026. Additional project information is available on the public-facing HCATP website: https://engage.gov.bc.ca/heritageconservationact/

Page 1 of 3

Ministry of Forests

Forest Resiliency and Archaeology Division

https://engage.gov.bc.ca/heritageco nservationact/

Website:

Engagement Opportunities

Engagement during this phase of the project will seek input on how the policy intentions informed by previous engagement will be implemented through legislative and regulatory changes.

Dedicated Local Government Engagement Session

An engagement session focused on local governments is planned for August 12, 2025. This session will provide an opportunity for meaningful discussion on proposed amendments. **Please sign up for this session at the following registration link:**

Date & Time	Registration Link
August 12, 2025 9am-12pm Pacific Daylight Time (PDT)	https://events.teams.microsoft.com/event/7f2d0c52-2b48-4cf9- 89e5-5cda86551549@6fdb5200-3d0d-4a8a-b036-d3685e359adc

Additional sessions

Two broad engagement sessions for stakeholders are planned between August and September. If you are unable to attend the session on August 12, 2025, specific to local governments, you are welcome to attend either of these sessions. Please be advised that these sessions are designed for all stakeholders.

Date & Time	Registration Link
August 20, 2025	https://events.teams.microsoft.com/event/081f6176-bfac-4278-
9am-12pm PDT	bf67-95db3834debe@6fdb5200-3d0d-4a8a-b036-d3685e359adc
September 17, 2025	https://events.teams.microsoft.com/event/de414d42-9114-4edf-
1pm-4pm PDT	bee6-5515f9c12fa1@6fdb5200-3d0d-4a8a-b036-d3685e359adc

An information package will be sent out to registrants in advance of the sessions.

Some organizations may host additional engagement sessions (e.g., Business Council of British Columbia), so please look for these invitations if you are a member. We welcome local governments to attend any of the above referenced engagement sessions.

Written Feedback

Written input on the project is also welcomed throughout this process. Please direct written feedback, before October 1, to <u>EngageHCA@gov.bc.ca</u>.

Next Steps Following Engagement

Following consultation and cooperation with First Nations, engagement with local governments, stakeholders and the public this summer, a submission of proposed legislative amendments to the HCA will be prepared.

Closing Comments

We look forward to these important discussions in the upcoming sessions. If you have any questions regarding the project and/or upcoming engagement, please send an email to EngageHCA@gov.bc.ca.

Sincerely,

Jillian Rousselle Assistant Deputy Minister Forest Resiliency and Archaeology Ministry of Forests



DISCUSSION PAPER

Cannabis Sales at Events

June 2025

Purpose

The Liquor and Cannabis Regulation Branch, Ministry of Public Safety and Solicitor General, invites Indigenous partners and interested parties to comment on enabling cannabis sales at events. This discussion paper provides a brief background and discussion questions.

Responses will be accepted until September 1, 2025

Contact

Sarah Gosman Director, Legislation and Policy LCRB.Outreach@gov.bc.ca

Introduction

In Spring 2022, the Government of British Columbia completed a broad engagement to support a strong, diverse and safe legal cannabis sector across the province. This engagement identified an interest in expanding opportunities for cannabis hospitality.

In January 2024, the Government of British Columbia took its first step in gradually enabling cannabis hospitality and tourism by allowing the promotion of cannabisfriendly spaces and consumption of cannabis on public patios where smoking and vaping tobacco is already allowed, subject to Indigenous nation or local government bylaws and other rules.

As a next step, the Liquor and Cannabis Regulation Branch (LCRB) is exploring how to enable cannabis sales at events. The LCRB is seeking input on the potential options for enabling cannabis sales at events.

Who can give feedback?

The LCRB wants to hear from:

- Section 119 agreement holders and Indigenous partners
- Cannabis retail licensees
- Federally licensed producers
- First Nations, Modern Treaty Nations and local governments
- Cannabis industry organizations
- Other partners

What Have People Said So Far?

Between August and September 2024, the LCRB held initial engagement sessions with cannabis industry leads and Indigenous partners to better understand the impacts of enabling cannabis sales at events.

The key messages the LCRB heard from these sessions include:

- Cannabis sales at events can improve public safety by bringing legal sources into event spaces where illicit sales and consumption are likely already occurring.
- There are opportunities to:
 - Educate consumers about legal sources at events,

- Use retailer experience in detecting intoxication and age-gating at events,
- Market B.C. products, and
- Increase community partnerships and presence at local events.
- The process to apply should be simple and not too expensive.

Proposed Options

Based on input and analysis, there are two potential options to enable temporary cannabis sales at events:

- 1. Develop a new licence class, or
- 2. Create an event sale 'add-on' for current licensees and authorization holders.

Option 1: Create a new licence class

- This option would create a new licence class for selling cannabis at events.
- Provincial retail licensees, section 119 authorizations holders, and federally licensed producers could apply.
- This option aims to streamline licence application and requirements by using current processes where possible, such as considering past security screenings and financial integrity checks.
- Requires a one-time fee around \$1000-\$2000, plus a small yearly fee.
- Key Considerations:
 - Available to provincial retail licensees, s. 119 authorization holders and federally licensed producers;
 - Likely available in 2026;
 - Will have upfront administrative requirements (e.g., applying for a new licence);
 - Fees would likely be higher than option 2.

Option 2: Create an event sale add-on for licensees and authorizations holders

- This option would create an event sale add-on for current provincial retail licensees (including PRS licensees) and section 119 authorization holders.
- This option would work similar to event sales processes in the liquor framework, such as endorsements and authorizations.

- In addition to standard fees associated with provincial cannabis licensing, a small, one-time fee, around \$500, would likely apply to endorsement applications.
- Key Considerations:
 - Less administrative requirements upfront;
 - Fees would likely be lower than option 1;
 - Federally licensed producers would not be eligible unless they hold a PRS licence;
 - Likely available in late 2026 or 2027.

What's not Changing?

Cannabis framework will continue to balance economic development opportunities with public health and safety. For example, possession limits and restrictions around cannabis advertising and promotions will continue to apply.

Cannabis consumption at events will have to follow the current rules in the *Cannabis Control and Licensing and Act* and its regulations and applicable Indigenous nation and local government bylaws. The current cannabis framework also allows First Nations and local governments to set cannabis retail rules for their communities and the LCRB is committed to maintaining local authority.

For adults 19+, consuming cannabis is legal anywhere except where it is explicitly restricted. Smoking and vaping cannabis are not allowed in the following public places:

- Playgrounds, sports fields, skate parks, swimming pools and spray pools, or any decks or seating areas associated these places
- Public buildings, workplaces, or common areas of apartments, condos, or dormitories, and within six metres of air intakes, windows, and doorways attached to these places
- Within six metres of bus stops, transit shelters, train stations, ferry docks and similar places
- Regional and municipal parks, except for designated campsites
- Provincial parks, except for areas identified or designated
- Health board properties, except in designated smoking areas

Events with cannabis sales must consider cannabis consumption laws during planning for an event.

Read the <u>Public Consumption Fact Sheet [626KB,PDF]</u> to learn more about public consumption restrictions in B.C.

Discussion Questions

The LCRB wants to hear your feedback on the proposed options for enabling cannabis sales at events.

Please share your thoughts on the questions below. Comments not related to the questions will not be considered at this time. Your comments are confidential and will not be shared in a manner that identifies you.

- 1. Which option do you prefer for enabling cannabis sales at events and why?
- 2. What are the risks and opportunities for allowing cannabis sales at events?
- 3. What type of events should cannabis be sold at (e.g., festivals, farmer's markets, etc.)?
- 4. Are there events where cannabis sales should not occur (e.g., all-ages events, specific locations like next to a playground)?
- 5. What public safety limitations and restrictions should be placed on cannabis sales at events (e.g., how much you can buy per purchase, type of product you can buy)?
- 6. Is there anything else we should consider about enabling cannabis sales at events?

Submitting your Comments

Send your comments to LCRB.Outreach@gov.bc.ca with the subject "Cannabis Sales at Events Engagement." Email submissions are preferred.

Submission deadline: September 1, 2025

When submitting your comments, please include:

- Full name of the person submitting
- Name of the business/organization and licence number, if applicable
- Municipality or regional district in which your store or production facility is located
- Municipality, regional district or Indigenous nation in which you are

submitting a response on behalf of, if applicable

• Phone number, including area code and reply email address

If you wish to provide comments by mail, you can send to:

Liquor and Cannabis Regulation Branch PO Box 9292 Stn Prov Govt Victoria, BC V8W 9J8

Collection Notice

By submitting a response to this consultation paper, I understand that my personal information is being collected pursuant to sections 26(c) and 26(e) of the *Freedom of Information and Protection of Privacy Act* for the purposes of sharing my views or the views of my organization in response to the questions outlined in the discussion paper. Any questions about the collection, use, disclosure and storage of my Personal Information pursuant to this engagement should be directed to the Communications Director, Liquor and Cannabis Regulation Branch at PO Box 9292 STN PROV GOVT, Victoria, B.C., V8W 9J8, or by phone at 236-478-0348.



DISCUSSION PAPER

Market Controls

June 2025

Purpose

The Liquor and Cannabis Regulation Branch, Ministry of Public Safety and Solicitor General invites Indigenous partners and interested parties to comment on B.C.'s cannabis market controls. This discussion paper provides a brief background and discussion questions.

Responses will be accepted until September 1, 2025

Contact

Sarah Gosman Director, Legislation and Policy LCRB.Outreach@gov.bc.ca

Introduction

When cannabis became legal in 2018, the Province created rules to govern the legal cannabis market. These rules are referred to as market controls and include:

- **Licence Cap:** limits the number of cannabis retail store licences a company, person or group can hold to eight;
- **Tied House:** prohibits financial or other arrangements between cannabis retail store licensees and federally licensed producers;
- **Vertical Integration:** restricts federally licensed producers' ownership of cannabis retail stores.

The Liquor and Cannabis Regulation Branch (LCRB) is reviewing these cannabis market controls and considering whether setting a minimum required distance between cannabis retail stores (CRS) and allowing the sale of retail branded cannabis products (also called "white label" or "private label" products) would support the cannabis industry in B.C.

Who can give feedback?

The LCRB wants to hear from:

- Section 119 agreement holders and Indigenous partners
- Cannabis retail licensees
- Federally licensed producers
- First Nations, Modern Treaty Nations and local governments
- Cannabis industry organizations
- Other Partners

What's This About?

Market controls are intended to:

- Support diversity in the legal market,
- Prevent well-capitalized companies from dominating the retail market,
- Foster a competitive marketplace, and
- Create economic opportunities for local entrepreneurs and Indigenous people.

Current market controls apply to all CRSs in B.C.; however, exceptions, such as vertical integration and tied house exemptions, have been part of government-to-government section 119 agreements between First Nations and the Province.

Previous Licence Cap Engagement:

In 2023, the LCRB engaged, on the licence cap, with cannabis store licensees, Section 119 agreement holders, First Nations and Modern Treaty Nations, local governments and cannabis industry associations. The LCRB received 61 responses and most responses either supported no change to the licence cap or wanted to raise the licence cap. Now, with the broader review of market controls we are seeking updated input.

Provincial Distance Criteria:

The LCRB has heard the cannabis industry advocating for a minimum distance between CRSs similar to the distancing requirement in B.C.'s liquor framework. This would potentially require CRSs to be a set distance from another CRS. The distance between CRSs can be based on different criteria, such a specific measurement or limiting the number of stores allowed in a specific area based on population. The current cannabis framework allows First Nations and local governments to set distancing rules for their communities. In acknowledgement of the role that First Nations and local governments play in shaping B.C. communities, the LCRB is committed to maintaining local authority.

Retail Branded Cannabis Products:

The LCRB has heard that CRSs want to sell cannabis products with their own retail branding. Retail branded cannabis products are commonly known as "white label" or "private label" cannabis products.

We understand "white label" to mean a product that is produced by a Producer and then packaged and sold by retailers using their own branding. The specific product could be sold by multiple companies, and the labeling or branding would be specific to the retailer where the product is sold.

On the other hand, "private label" means a product that is produced by a Producer and packaged and sold using a specific company or retailer's branding, opposed to multiple companies selling the same product under their brand.

What's not Changing

The LCRB will continue to require a local government or Indigenous nation's recommendation on a proposed retail store location before approving or changing a cannabis store licence in their community.

Any potential changes to B.C.'s market controls must align with federal cannabis rules under the *Cannabis Act* and its regulations.

Discussion Questions

The LCRB wants to hear your feedback on the following:

- the licence cap,
- minimum distancing rules between CRSs, and
- the sale of retail branded cannabis products in CRSs.

Feeback received will inform policy development for this project.

Please share your thoughts on the questions below. All questions may not be relevant to all participants. Comments not related to the questions will not be considered at this time. Your comments are confidential and will not be shared in a manner that identifies you.

Licence Cap:

- How does the licence cap affect the cannabis industry in B.C.?
- Which of the following options do you most agree with (and why):
 - a) Keep the licence cap at 8.
 - b) Increase the licence cap to 12.
 - c) Increase the licence cap to 16.
 - d) Remove the licence cap.
 - e) Other (please specify).

Retail Branded Cannabis Products:

If you are a provincially licensed retail store or a federally licensed producer:

- Is this something that would benefit your business as a cannabis retailer or federally licensed producer and why?
- Are you interested in partnerships to develop and sell retail branded cannabis products?
- Are there any restrictions or limitations that should be placed on retail branded cannabis products?

Provincial Distance Criteria:

- In addition to any rules or requirements from First Nations or local governments, do you think the province should introduce a minimum distance rule between CRSs and why?
- Is there criteria that should be considered, such as:
 - a. CRSs must be a set distance (in meters or kilometers) from each other,
 - b. The distance between CRSs is based on population (e.g., no requirement for low-density areas and distance rules for high-density areas), and/or
 - c. The number of stores allowed in an area is based on population (e.g., the number of CRSs in high-density areas are limited to a specific number).
- If you are a community or municipality, what do you see as the benefits and challenges of a provincial distancing rule and why?

Other Ideas:

• Given the existing market controls, are there any additional measures that could further support the cannabis industry in B.C.? Please provide specific suggestions or ideas that have not yet been considered.

Submitting your Comments

Send your comments to LCRB.Outreach@gov.bc.ca with the subject "Cannabis Market Controls Engagement." Email submissions are preferred.

Submission deadline: September 1, 2025

When submitting your comments, please include:

- Full name of the person submitting
- Name of the business/organization and licence number, if applicable
- Municipality, regional district or Indigenous nation in which your store or production facility is located
- Municipality, regional district or Indigenous nation in which you are submitting a response on behalf of, if applicable
- Phone number, including area code and reply email address

If you wish to provide comments by mail, you can send to: Liquor and Cannabis Regulation Branch PO Box 9292 Stn Prov Govt

Collection Notice

By submitting a response to this consultation paper, I understand that my personal information is being collected pursuant to sections 26(c) and 26(e) of the *Freedom of Information and Protection of Privacy Act* for the purposes of sharing my views or the views of my organization in response to the questions outlined in the consultation paper. Any questions about the collection, use, disclosure and storage of my Personal Information pursuant to this engagement should be directed to the Communications Director, Liquor and Cannabis Regulation Branch at PO Box 9292 STN PROV GOVT, Victoria, B.C., V8W 9J8, or by phone at 236-478-0348.

Dear Ms. Smith,

Rail Safety Week will take place across Canada from September 15 to 21, 2025.

For more than 20 years, CN has partnered with Operation Lifesaver Canada (OL) to raise public awareness about the dangers of crossing and trespassing on railway property. In recent years, we have seen disturbing spikes in deaths and serious injuries related to both. Inattention and distraction at crossings, risky behaviours on and around trains, the rise of homeless encampments along rail corridors, and mental health crises are all factors driving the recent, negative reversal in trendlines.

As valued neighbours and partners in promoting community safety, CN and OL together would like to ask your council to join us in raising awareness about the critical issue of rail safety by adopting the enclosed <u>proclamation</u>.

Your leadership plays a vital role in educating the public about the risks associated with inattention at railway crossings and trespassing on train tracks and other rail infastructure. Rail Safety is a shared responsibility, everyone has a role to play. By signing the proclamation and encouraging public engagement, your municipality will help foster a culture of safety and prevention and we would be honoured to publicly acknowledge your commitment to this cause.

If you have any questions or concerns, please contact Tyler Banick, your local CN Public Affairs representative, at <u>tyler.banick@cn.ca</u>.

For more information:

- Questions or concerns about rail safety in your community, contact our Public Inquiry Line at 1-888-888-5909
- For additional information about Rail Safety Week 2025 visit <u>cn.ca/RailSafety</u> or <u>operationlifesaver.ca</u>
- Let us know how you promote rail safety in your community by posting on cn.ca/RSW2025
- For any questions about this proclamation, please email <u>RSW@cn.ca</u>
- Visit <u>cn.ca/RSW-toolkit</u> to access the Rail Safety Week toolkit which includes resources to help you further promote rail safety education in your community

Thank you in advance for your support.

llo.

Janet Drysdale

CN Senior Vice-President and Lifesaver Chief Stakeholder Relations Officer National Director



Shawn Will

CN Chief of Police and Chief Security Officer



Chris Day

Operation Interim



Look, Listen, Live.







RESOLUTION

IN SUPPORT OF RAIL SAFETY WEEK

WHEREAS Rail Safety Week is to be held across Canada from September 15 to 21, 2025;

WHEREAS, 261 railway crossing and trespassing incidents occurred in Canada in 2024; resulting in 68 avoidable fatalities and 58 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, indigenous communities, police services, media and others to raise rail safety awareness;

WHEREAS CN and Operation Lifesaver have requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is proposed by Councillor

seconded by Councillor

It is hereby **RESOLVED** to support national *Rail Safety Week* to be held from September 15 to 21, 2025.





Page 65 of 168



Date: June 26, 2025

To:

Mayor Joan Atkinson 1 Mackenzie Blvd, Bag 340 Mackenzie, BC VOJ 2CO

From:

Canadian Institute of Forestry P.O. Box 99, 6905 Hwy. 17 West Mattawa, ON POH 1V0 www.cif-ifc.org

Dear Mayor Joan Atkinson,

This September, we are inviting municipalities across Canada to participate in National Forest Week (September 21-27, 2025).

This one-week campaign that takes place in September each year challenges Canadians across the country to learn more about the forest sector and its significance to Canada's culture, history, and future, while also supporting a greater recognition of forests as a valuable, renewable and green resource.

The theme of this year is "Roots of Resilience: From Seed to Canopy". From time immemorial Canada's forests have anchored the economic, cultural, and environmental sustainability of communities. Science and innovation underpin healthy forests from inception to maturity, helping to enable economic innovation and mitigate and adapt to the ever-changing climate challenges (such as wildfires, forest pests/pathogens, species at risk) facing our forests.

Participating in #NationalForestWeek can be as simple as sharing posts and graphics on social media created by CIF-IFC using the hashtag #NationalForestWeek. Examples of how your community can participate are included on the next few pages.

Sincerely,

Ken Farr Interim Executive Director Canadian Institute of Forestry / Institut forestier du Canada (CIF-IFC)



HOW TO PARTICIPATE IN #NATIONALFORESTWEEK 2025

- Use your social media channels to like and share/retweet posts created by the CIF-IFC (@CIF_IFC on Twitter, @CIF.IFC on Facebook, @CIF_IFC on Instagram, and @Canadian Institute of Forestry / Institute forestier du Canada on LinkedIn) or posts using the hashtag #NationalForestWeek or #SemaineNationaleDeLArbreEtDesForêts.
- Share National Forest Week 2025 digital creatives via social media using the hashtag #NationalForestWeek or #SemaineNationaleDeLArbreEtDesForêts.
- Create your own content using the daily sub-themes from the <u>National Forest Week Social Media</u> <u>Content Schedule</u> and share them using the hashtag #NationalForestWeek or #SemaineNationaleDeLArbreEtDesForêts.
- Encourage individuals to think of what forests mean to them by using the hashtag #NationalForestWeek or #SemaineNationaleDeLArbreEtDesForêts.
- Let us know if your community/municipality is hosting an event via email (<u>nfw-snaf@cif-ifc.org</u>) and we will add it to the National Forest Week <u>events calendar</u>.
- Download digital copies of our free promotional material for distribution (promotional material). A sample of our promotional poster is included below.

<u>See National Forest Week online</u> to download digital graphics, view the social media content schedule, and learn about additional ways to participate.



Thank you for taking the time to explain some of the ATV rules in Mackenzie and good to meet you. With reference to the maps that were supplied, it appears that the policy for ATVs in Mackenzie may need to be clarified in conjunction with the RCMP. There may be some grey area and it would be good to review the aforementioned policies and access points for Quads/ATV. I trust that this issue may be addressed at your earliest convenience and hope that it makes the next council committee meeting.

Thanks again for your assistance and hope the rules are clarified a bit at council.

Respectfully yours,

David Szucsko

Citizen and homeowner in Mackenzie

Good morning, David,

Would you be okay if I added this correspondence to our agenda? I can redact your email – and your name if you would prefer. As long as I have your consent to add this to our agenda (They are published for public viewing). If you could also specify the grey areas or were you more looking for a whole overview of the policies regarding access points in town?

Best,

Cat Smith

Executive Assistant/Legislative Clerk District of Mackenzie 250-997-3221 Press 1 Ext. 227

Hi Cat,

Go ahead and put the issue forward. You can leave my name public in this case. Thank you for your attention to this matter. The grey area is "what is the actual law regarding crossing roads etc with all of the appropriate quad insurance in place. . . . thanks again Cat, David

From: President <president@cnc.bc.ca>
Sent: June 19, 2025 12:50 PM
To: Joan Atkinson <joan@districtofmackenzie.ca>
Cc: Diane Smith <diane@districtofmackenzie.ca>
Subject: Update Message from President Cindy Heitman, CNC - Mackenzie

Good afternoon, Mayor Joan Atkinson.

Please see the following message sent on behalf of President Cindy Heitman, College of New Caledonia.

Dear Community Partners,

For Fall 2025, CNC had planned to offer a Youth Trades Sampler program in Mackenzie to introduce high school students to a range of trades. Unfortunately, our planning timelines did not align with the School District's schedule, and we will not be able to run the program this fall. We are currently working with SkilledTradesBC to explore options for redirecting the funding toward another youth trades initiative in the area.

Looking ahead, we are pleased to share that Welding Foundation is scheduled for Mackenzie in Spring 2026. However, enrolment remains low, with only one accepted applicant so far. We ask for your support in promoting this opportunity within the community to help ensure a successful offering.

Thank you for your ongoing partnership.

Sincerely,

Cindy

Cindy Heitman President 3330 - 22nd Avenue, Prince George, BC Canada V2N 1P8

centerra**gold**

NEWSLETTER



Kemess Mine Preliminary Economic Assessment Announced

Centerra has initiated the work required to support a Preliminary Economic Assessment ("PEA") on the Kemess project, which is expected to be completed by the end of 2025. The PEA will be based on a combined open pit and conventional underground mine concept, using a longhole open stoping underground mining method, rather than the previous block cave concept. This is expected to have improved economics as it is less capital intensive and reduces overall dilution of the higher underground grades.

The PEA is expected to focus on a subset of the mineral resources at Kemess Open Pit and Kemess Underground.

Kemess has significant infrastructure already in place, including: a 380 kilometer, 230 kilovolt power line; a 50,000 tonnes per day nameplate processing plant in need of some refurbishment and equipment replacements; "mothballed" site infrastructure including a water treatment plant, camp, administration facilities, air strip, truck shop and warehouse which will require some refurbishment; and tailings storage using the previously mined pit as well as an existing tailings facility, which is capable of expansion. To complement this existing infrastructure, it is anticipated that new crushing, conveying, and mine infrastructure will be required for the open pit and underground operations. The existing infrastructure is expected to lower the execution risk for the project when compared to typical greenfield projects of this scale.

With the Kemess project, Centerra is advancing the studies for a potential gold-copper mine with a possible 15-year operation in a top tier mining jurisdiction. The Company is targeting a project with a potential average annual production of approximately 250,000 gold equivalent ounces, which along with Mount Milligan, would give Centerra two long-life gold-copper assets in British Columbia.

ON SITE, IN COMMUNITY



Participants from McLeod Lake Indian Band, Nak'azdli Whut'en First Nation and site employees gather at Mount Milligan.

MOUNT MILLIGAN LAND BLESSING

On May 3rd, Nak'azdli and McLeod Lake First Nations, together with the Sam Family Keyoh, hosted the 12th annual Shus Nadloh Land Blessing. Participants included members of the McLeod Lake Indian Band, Nak'azdli Whut'en First Nation, and employees from the mine site and social performance team, all coming together to take part in the day's ceremonies.

The ceremony provided employees with a unique opportunity to immerse themselves in local traditions, thereby enhancing relationships and promoting cultural understanding.

The event featured a walk along the Rainbow Road from kilometer 18 - 26, followed by lunch and ceremonial gatherings at various locations across the site. The day concluded with a shared dinner at the lodge.

WOMEN IN MINING

Centerra sponsored a Women-in-Mining panel at the Prince George Chamber of Commerce True North 2025 event on May 6th to discuss all things women-in-mining such as:

role models, challenges, remote mine rotational flexibility, maternity leaves, the importance of advocacy and promoting women, finding PPE that fits properly, and the challenges for Indigenous women, like our ladies from Nak'azdli Whut'en in mining and trades.

Mount Milligan employees have initiated a Women-in-Mining employee resource group to advance Women-in-Mining initiatives.



True North Panel 2025, featuring Mount Milligan and
Centerra employees. Left to right: Claudette Gouger,
Nadine Sam, Kristen Sam, Iliah Prince, and Daphne Hall.Mount Milligan Mine
training scenario at t
Aid Competition, hell
Page 71
Britannia Beach, BC.



Nak'azdli Whut'en Drummers gather at Spirit Square to honor Red Dress Day in Nak'azdli Whut'en.

RED DRESS DAY

On May 5th, Centerra Gold and Mount Milligan Mine took time to reflect on the National Day of Awareness and Action for Missing and Murdered Indigenous women, girls and two-spirit people.

The Red Dress is a powerful symbol and visual reminder of the Indigenous women and two-spirit people who are missing or have been murdered across Canada. This important day honors their memory and brings attention to the ongoing, disproportionate violence faced by Indigenous women, girls, and Two-Spirit people.

To mark the day, members of the Social Performance team participated in the Red Dress Walk in Fort St. James. Later that day, they joined employees at the Mount Milligan mine site for further reflection and learning.

At the site, employees gathered for a screening of *Guardians of the Lost*, introduced by the film's director, Johnny Ketlo III. The event created space for meaningful discussion, with a counsellor present and support provided by the Social Performance team to ensure a respectful and supportive environment.

MINE RESCUE TEAM PUT TO TEST

While travelling to the annual mine rescue competition on June 2nd, members of the Mt. Milligan team came across a motor vehicle accident and quickly stepped in to help. They provided critical care at the scene, supporting the patient until emergency responders arrived and the individual was safely medevac'd.

Their swift, professional response is a strong reminder that mine rescue teams are always ready — not just on site, but wherever they're needed. Their actions reflect the true spirit of mine rescue, and their peers across the province are proud.



Mount Milligan Mine rescue team members in action during a training scenario at the 2025 BC Provincial Mine Rescue and First Aid Competition, held June 6-7, at the Britannia Mine Museum in Britannia Beach, BC.

MOUNT MILLIGAN

Life of Mine Extension

Mt. Milligan Mine is currently approved as an open pit copper/ gold mine with an annual production rate of approximately 60,000 tonnes per day (tpd) of ore, with a Tailings Storage Facility (TSF) up to a height of 1,095 meters above sea level (masl).

The life of mine plan includes raising the TSF to 1,121 masl with the inclusion of a buttress, increasing the throughput to 66,500 tpd, usage of a new Mineralized Waste Stockpile, and updating of the closure concept.

Mt. Milligan Mine has been designed and operated to minimize effects to the environment. The life of mine extension will build on existing environmental monitoring and mitigation efforts to minimize environmental effects.

~ Mount Milligan's Life of Mine plan will be open for public comment from June 10 to July 10.

Follow the link below to access the public comment page for the Life of Mine Extension.

https://engage.eao.gov.bc.ca/Milligan-A1

New General Manager

Centerra Gold is pleased to welcome Eric Dell to the Senior Leadership team as the new General Manager for Mount Milligan. As part of the Mount Milligan team, he is responsible for overseeing daily operations, driving performance enhancements, and ensuring the ongoing success of the mine.

Eric brings over 20 years of experience in open-pit mining working at copper, gold, nickel operations and projects with global major companies and small entrepreneurial growing producers in British Columbia, Canada and Internationally.

Eric holds an MBA, a Bachelor of Science in Mining Engineering from Queen's University, and a Professional Engineer designation. Eric's education and experience has resulted in a proven track record in developing and executing strategies to improve productivity in challenging environments.

We are happy to add Eric's wealth of expertise to our team as we continue to strengthen our operations in British Columbia.

CENTERRA GOLD SPONSORSHIP

The Royal Gold & Centerra Gold Multiyear Academic Sponsorships for Indigenous Students

In 2024, we had the privilege of awarding scholarships to four outstanding recipients: Justin Grenier, Maiyaz Julian, Adalyn Martin and Brandy Jarvis. Among them, the first three applicants are from Nak'azdli Whut'en, while Brandy hails from Takla First Nation.

Overall, Centerra's scholarship allocation process focused on applicants who are not only enrolled in mining-related programs but also those who are committed to promoting the development of their communities and addressing important Indigenous issues. The recipients of the 2024 scholarships exemplify these values, and we are confident they will continue to make meaningful contributions in their respective fields. Page 72 of 168



Multiyear Academic Sponsorship 2023 recipient Tessa Erickson, currently employed as an Environmental Intern at Mt. Milligan

Applications Open April 1 - July 31

About Centerra Gold Inc.

A Canadian-based gold mining company focused on operating, developing, exploring and acquiring gold and copper properties in North America, Türkiye, and other markets worldwide.

Centerra has three mine sites in British Columbia: Mount Milligan, Kemess, and Endako Mine.

COMMUNITY PROJECT FUND

Projects that contribute to healthy communities and support regional sustainability by investing in people and a diverse post-mining economy may be eligible for funding through our Community Project Fund (CPF). The CPF awards grants of up to \$10,000 to groups and projects that build the capacity of local community



groups and/members and are one of the following priority areas: education & training, health, environmental, community, & literacy. The fund does not support regular operational expenses.

CPF APPROVED PROJECTS FOR FIRST HALF OF 2025 MacLeod Lake Indian Band Playground Project Mackenzie Arts Council Project Caribou Williston Lake School Ecology Program Mackenzie Nature Observatory Bird Banding Programs Mackenzie Autumn Lodge Sr. Centre

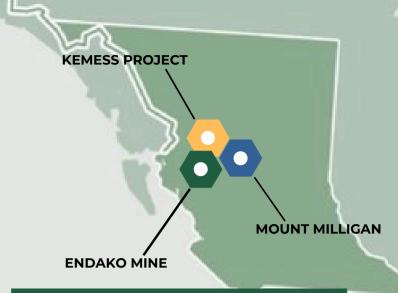
Stuart Lake Seniors Association Social Wellbeing Program

Connexus Community Resources Garden Bed Replacement

Carrier Linguistics' Society Publication of Returning Home by Lillian Sam

Fall intake applications close September 1st.

Contact Us Corporate Office 1 University Ave, Suite 1800 Toronto, ON M5J2P1 sustainability@centerragold.com



CENTERRA GOLD POST SECONDARY AWARDS PROGRAM

Centerra Gold offers several awards that support post secondary students who are Indigenous or from the



area where we operate. The awards assist students interested in the mining industry or related careers with the cost of attending post-secondary and continuing education opportunities.

Application deadline is July 31.

SPONSORSHIP AND DONATIONS

Centerra Gold was proud to support the following organizations in the first half of 2025.

Kiwanis AleFest - Prince George Steelhead Salmon - Smithers Vanderhoof Rippers - Fastball team Better at Home - Mackenzie Seniors Chamber of Commerce - Fort St James U9 Huskies - Prince George. Female hockey team U15 Kodiaks Boys Volleyball - Prince George BC Northern Expedition - Prince George Super Bingo - McLeod Lake CNC Babysitting course - Mackenzie. Purchase of course seats VLA Community Gardens - Prince George Walk a Mile in My Moccasins - Takla School Fundraiser Snowmobile Club - Fort St James

04/04





COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: July 14, 2025

Subject: 2024 Annual Report

RECOMMENDATION:

THAT Council approves the 2024 Annual Report.

BACKGROUND:

The District of Mackenzie is required by Section 98 (1) of the *Community Charter* to prepare an Annual Municipal Report which states goals and objectives for the coming year and demonstrates what progress has been made toward the preceding year's goals and objectives. Additional information has been included in the report where suitable to demonstrate progress of Council's strategic priorities. The Annual Report was made available for public inspection on June 24, 2025. The report has been available for public review on the District of Mackenzie website, our Let's Chat Mackenzie website, and hard copies at the District Municipal Office. As of July 22, 2025 no comments have been received. Any further comments received until 12:00 pm on Friday July 25, 2025 will be brought forward to the Council meeting for consideration.

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

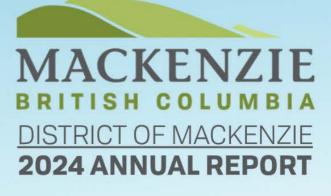




TABLE OF CONTENTS

MAYOR'S MESSAGE	
COMMUNITY VISION	4
DISTRICT MISSION	4
ORGANIZATION CHART	5
2022 – 2026 MAYOR AND COUNCIL	6
COUNCIL PRIORITIES	7
2024 COUNCIL LIAISON APPOINTMENTS	
COUNCIL REMUNERATION	9
RECREATION SERVICES	
FIRE DEPARTMENT	
DISTRICT OPERATIONS	
CORPORATE and FINANCIAL SERVICES	
CLIMATE ACTION	
COMMUNITY ECONOMIC DEVELOPMENT	
ACCESS AND INCLUSION	
2024 GRANT FUNDING	
2024 GOVERNMENT TRANSFERS	
GRANTS TO ORGANIZATIONS	
PERMISSIVE TAX EXEMPTIONS	
DECLARATION OF DISQUALIFICATIONS	42
AUDITED FINANCIAL STATEMENTS	42

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 municipality that two industrial properties the applied for and been granted full closure allowances on their Mackenzie properties. resulted in a net tax revenue loss of This \$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,

von attenson

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

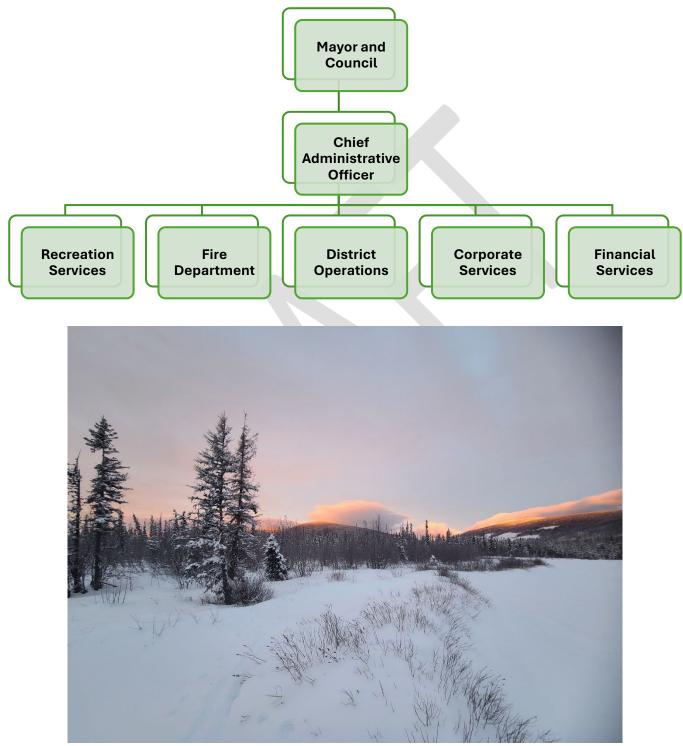


Photo Credit: Adrienne Lacey

2022 – 2026 MAYOR AND COUNCIL

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





Councillor Andy Barnes



Councillor Raye McMeeken

4



Councillor Peter Kyllo **Mayor Joan Atkinson**



Councillor Viktor Brumovsky



Councillor Kyle Tapper



Councillor Amber Hipkiss



Councillor Jesse Wright

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 -	Liaison: Councillor Wright
Senior Inclusion Solutions Advisory Group	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 Alternate: Councillor Wright

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

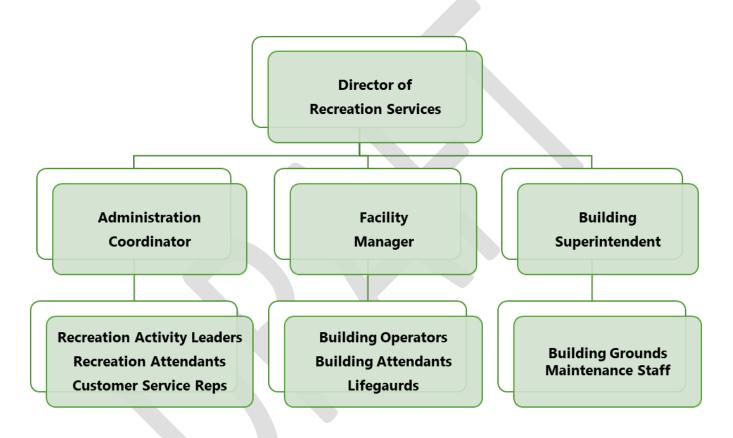


Photo Credit: Sarah-Lynn Pineau

RECREATION SERVICES

RECREATION SERVICES ORGANIZATION CHART

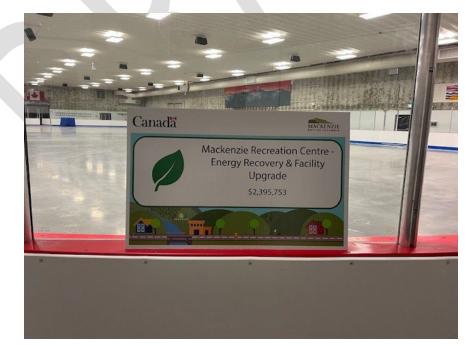
The Recreation Services Department oversees the operation and maintenance of the Recreation Centre, Ernie Bodin Community Centre, Little Mac Ski Hill, John Dahl Trail, tennis/pickleball court, outdoor rink, and playground inspections in Mackenzie. Recreation staff work to enhance the lifestyle and health 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.

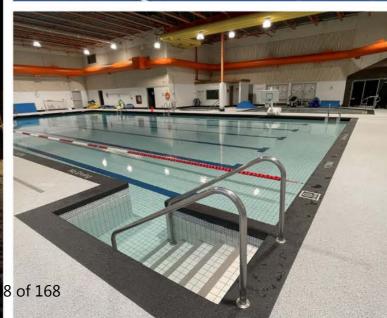
RECREATION SERVICES ACTION PLANNING

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.





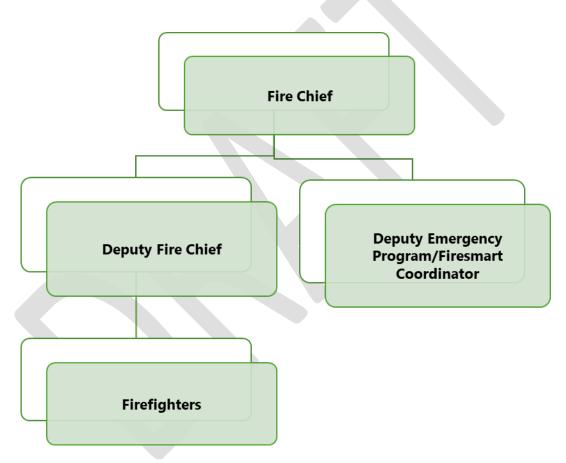




FIRE DEPARTMENT

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 wellestablished safety and training program. The Fire Department is responsible for fire suppression, vehicle extrication, hazardous material response, environmental protection, fire inspections of multiresidential, 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.





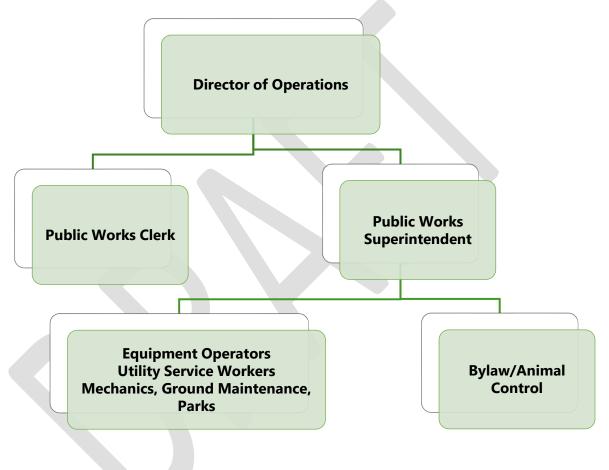




DISTRICT OPERATIONS

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.



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.

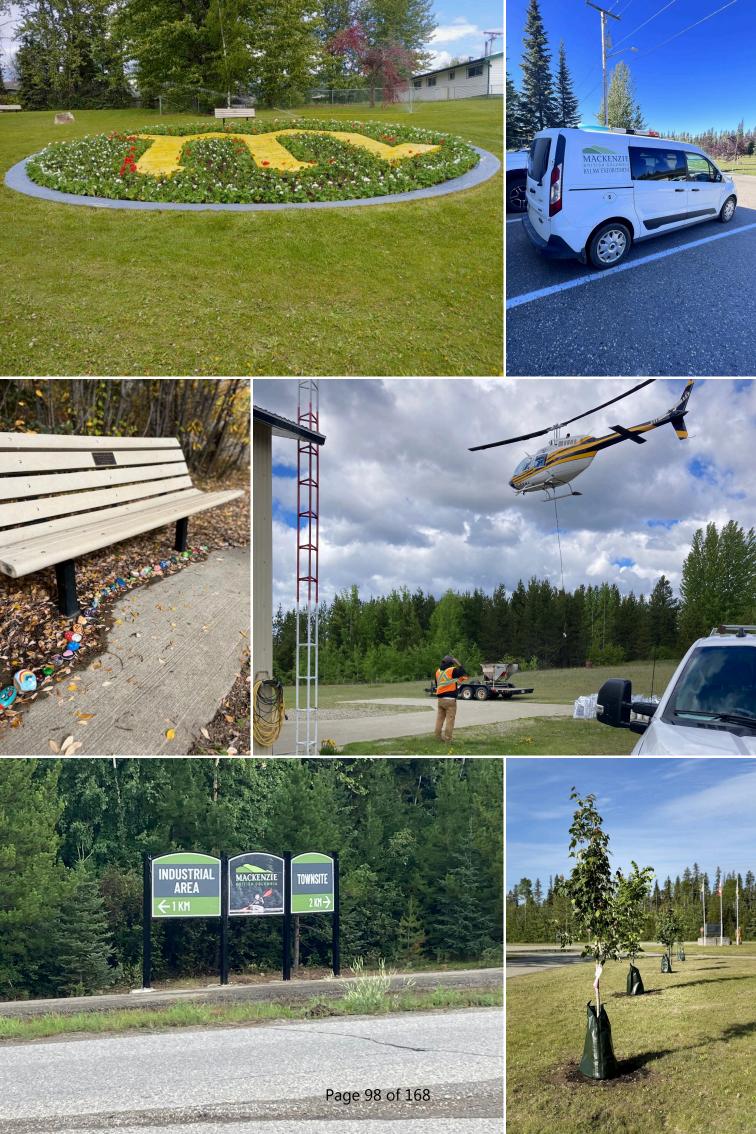
Bylaw & Animal Cont	rol	
Animals Impounded	39	
Animals Adopted	6	
Number of Tickets Issued	1	
Dog Licenses Purchased	456	

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	Will have to inspect the Pressure Reduction Valve station on Nation this year. These were chosen in order of priority and
of 2025. One on Little Cloud Maker and one in Woodlands Mobile Home Park.	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.



CORPORATE

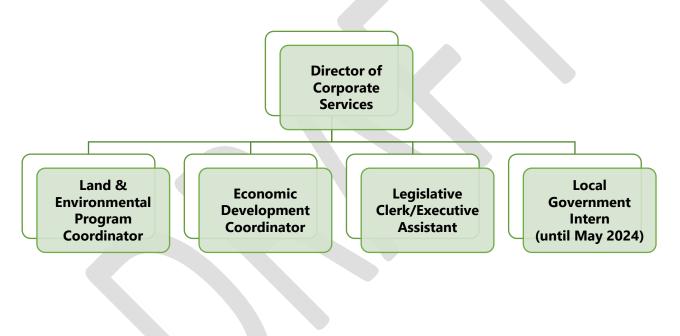
FINANCIAL SERVICES

3

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.



CORPORATE SERVICES ACTION PLANNING

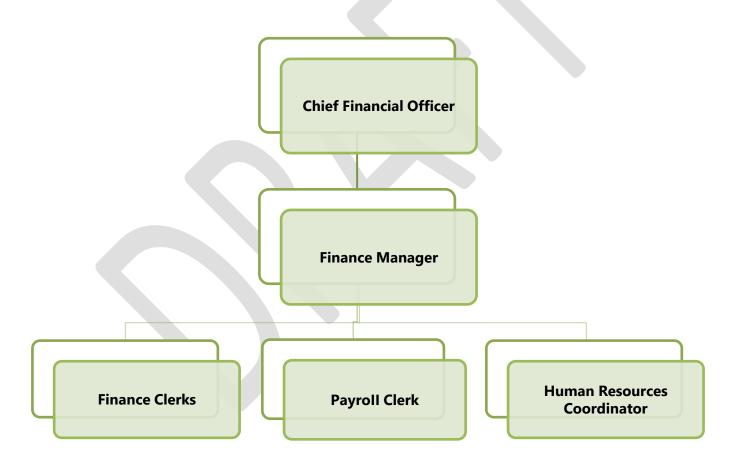
Actions Completed in 2024	Action Plan for 2025
Held By-Election in Fall 2024	Preparations for 2026 General Election.
Completed Audio/Visual project in Council Chambers and the Recreation Centre. Livestreaming began January 2025.	Improve accessibility features of live streaming and Council meeting attendance (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

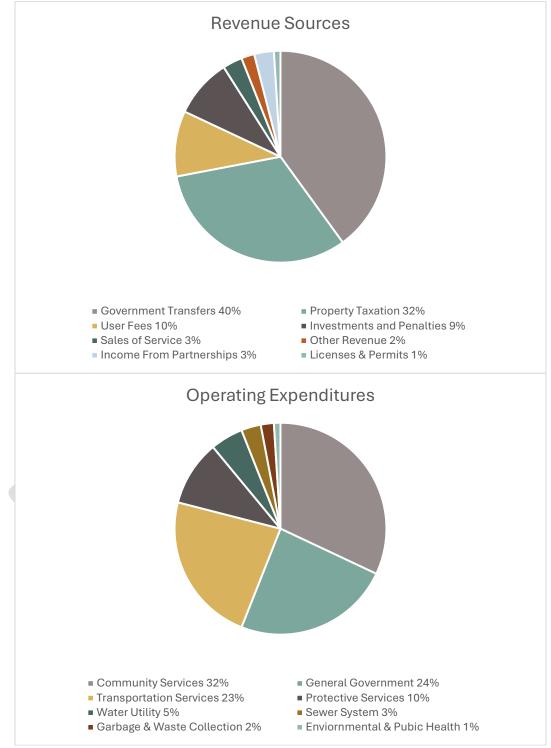
The Finance Department is responsible for managing the health of the District's finances as well as the monitoring, managing and allocation of financial resources in order to achieve the District's short and long-term goals and objectives.

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.



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









CLIMATE ACTION

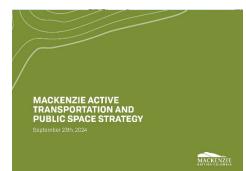
A key part of a local government's role in dealing with climate action is to reduce emissions caused by its own assets. The District of Mackenzie has signed the *Climate Action Charter*, committing the District to work towards being carbon-neutral in its own operations. In 2021, the District developed 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	1.1 Build energy efficient buildings ¹		Х	
1.2	Build energy efficient infrastructure	X	Х	
1.3	Optimize siting and orientation of new buildings		Х	
2.1	Conduct building energy audits	Х	Х	
2.2	Implement energy retrofits recommended by building energy audits **	X	Х	
2.3	Conduct energy-focused operational review of infrastructure	х	Х	Х
2.4	Implement measures from operational review of infrastructure			Х
2.5	Incorporate energy management into annual building maintenance procedures	х	Х	
3.1	Install solar PV on corporate buildings ²	Х	Х	
3.2	Low-carbon heating systems for buildings			Х
3.3	Conduct corporate renewable energy study			Х
4.1	Right-size vehicles for assigned tasks	Х	Х	
4.2	Develop a vehicle purchasing policy	Х		
4.3	Invest in EVs and EV Charging Stations ³	Х	Х	
4.4	Assess renewable fuels for corporate fleet			Х
4.5	Fuel efficient driver training & anti-idling policy		Х	
4.6	Energy-focused fleet maintenance			Х
4.7	Encourage employee carpooling where possible		Х	
4.8	Provide end of trip facilities		Х	
5.1	Have dedicated staff person or department for plan implementation	Х		
5.2	Allocate funds for plan implementation	Х	Х	
5.3	Develop KPIs, monitor and track for progress	Х		
5.4	Demonstrate leadership on corporate waste and water	Х	Х	
5.5	Join PCP	Х		

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



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:

			In	Ongoing	Research			
	ACTION	Complete	Progress	ongoing	Required			
Foun								
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	х		х				
F2	Support opportunities for natural resource development			Х				
F3	Continue to pursue shared economic development opportunities and partnerships with neighbouring First Nations			Х				
F4	Actively seek opportunities for partnerships with other levels of government, agencies and not-for-profits to promote economic development in Mackenzie.			х				
Und	erway - already underway or included in a work plan to be co	mpleted in th	ne near futui	re.				
U1	Continue seeking high speed internet for the whole community		Х	х				
U2	Provide development incentive to projects to meet strategic community needs (e.g. public parks, rec facilities)			Х				
U3	Continue developing and expanding local recreation trail amenities		Х	Х				
U4	Continue to improve District-wide wayfinding and signage.		Х	Х				
U5	Continue to offer and facilitate access to programs that support local businesses, both new and existing			х				
U6	Continue to foster collaboration between industry, major employers, and schools to match skills/training with emerging industry needs.			Х				
U7	Continue strategic land sales.		Х	Х				
U8	Update and maintain inventory of businesses operating in Mackenzie	Х		Х				

Annual Report 2024

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

Annual Report 2024

C5	Explore shared agriculture amenities				Х
C6	Seek opportunities for attracting public services (e.g., government offices, health and education facilities)		х		Х
C7	Continue to support airport development	Х	Х	Х	
C8	Encourage multi-modal transportation to and within the Downtown Core and provide supporting infrastructure		Х	Х	Х
Tou	rism Related Community Economic Development Actions				
T1	Create a new exciting Tourism District in downtown Mackenzie		Х	Х	х
T2	Create an 'Iconic Gateway' at Highway 39/97 Intersection		Х		
Т3	Define a visitor experience that is compelling and easy to access		Х		Х
T4	Develop Traditional Tourism Industry Product Opportunities		Х	Х	Х
T5	Engage the Region		Х	Х	

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.

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



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

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.



То:	Mayor and Council
From:	Fire Department
Date:	July 3, 2025
Subject:	District of Mackenzie Emergency Program Review.

RECOMMENDATION:

THAT Council awards the contract for Emergency and Continuity Program Gap Analysis to Colliers Project Leaders in the amount of \$45,000 plus GST;

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

BACKGROUND:

On November 8, 2023, the Government of British Columbia introduced the Emergency Disaster Management Act (EDMA) to modernize emergency management practices. This legislation was developed in response to the increasing frequency and complexity of emergencies, including wildfires, floods, pandemics, and cyber threats. Some of the significant additions to the EDMA include:

- Mandatory engagement with Indigenous communities, in alignment with the Declaration on the Rights of Indigenous Peoples Act (DRIPA);
- Defined responsibilities for local authorities, Indigenous governing bodies, and critical infrastructure owners;
- Post-event reporting requirements, the ability to declare a Local Recovery Period (LRP), and;
- Risk assessment and planning obligations for critical infrastructure.



Implications for the District of Mackenzie

The EDMA introduces new responsibilities and expectations for local governments, including:

- Updating emergency plans to reflect the four-phase model of Emergency Management (Mitigation, Preparedness, Response, and Recovery).
- Establishing formal engagement processes with Indigenous communities.
- Enhancing coordination with regional and provincial partners.
- Ensuring compliance with new reporting and recovery protocols.
- Reviewing and updating risk assessments, continuity plans, and Emergency Response Plans.

Justification for Emergency Program Review

A review of the current Mackenzie Emergency Program (MEP) is essential to ensure we are following the requirements set forth in the EDMA, such as:

- **Legal Compliance**: To ensure all municipal emergency management activities align with the EDMA's requirements.
- **Risk Reduction**: To identify and address gaps in hazard mitigation and preparedness.
- **Capacity Building**: To assess training needs and resource allocations under the new framework.
- **Community Engagement**: To strengthen relationships with Indigenous and community partners.
- **Transparency and Accountability**: To meet new standards for post-event reporting and public communication.

Proposals

The District of Mackenzie requested quotes from three agencies who could complete the work for the project in alignment with the District of Mackenzie Purchasing / Procurement Policy 3.1 and received the following responses.

• **Colliers Project Leaders** - \$30,000 was quoted for the Initial Analysis plus \$15,000 for an optional In-Depth review of the Emergency Program. The Colliers staff that would be assigned to this project have extensive experience working with the Province of BC on Emergency Programs, as well as previous experience with the District of Mackenzie and the regional District of Fraser-Fort George.



- **MNP** \$30,000.00 was quoted for the Initial Analysis. MNP did not give an option for an additional In-Depth Review of the Emergency Program. The MNP staff that would be assigned to this project have experience in developing Emergency Programs, however a significant portion of their projects have been in Eastern Canada.
- **WSP** No response has been received at the time of this council report.

BUDGETARY IMPACT:

\$45,000.00 would be allocated from the Indigenous Engagement Requirement Funding Program grant to support the recommendation. The District of Mackenzie received this grant funding in 2024 and 2025 from the Province of British Columbia to assist with coming into compliance with the Emergency Disaster Management Act.

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.

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Micaiah Taylor, Deputy Emergency Program Coordinator

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



To: Mayor & Council

From: Fire Department

Date: July 7, 2025

Subject: Fire Department NDIT Marketing Grant Application

RECOMMENDATION:

THAT Council approves the grant application to the NDIT Marketing Grant Program for up to \$11,000 plus GST;

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

BACKGROUND:

Volunteer recruitment is essential to maintaining emergency response capacity, especially in small communities like the District of Mackenzie. Additionally, the growing risk of wildfires in previous years has made it critical to educate residents on how to protect their homes and properties using FireSmart practices.

Fire Department Staff are proposing that we create a series of short, professional videos that:

- Inspire and inform members of the community to join the Mackenzie Fire Rescue Department. These videos would be designed so that they could be used year after year for recruitment campaigns.
- Educate the public on wildfire risk reduction and FireSmarting in Mackenzie. We have several Mackenzie FireSmart videos that were filmed years ago, and we would like to update/add to the content.

These videos will be shared through social media, the district website, community events, and other forms of local media promotion, helping us reach a wider audience and deliver consistent, engaging messages that support community safety and resilience.

Some of the project outcomes expected include:

• **Increased Public Awareness:** Increased understanding of FireSmart Principles, projects, and Wildfire Preparedness in Mackenzie. Showcasing what our volunteers prepare and train for, and the benefits of joining the department.



• **Increased Community Engagement:** Supporting inquiries and interest in FireSmarting and Fire Department recruit retention.

BUDGETARY IMPACT:

This project will be funded through the NDIT Marketing Grant program, as well as the 2025 FireSmart Grant to support the initiative. Should we not be successful in the NDIT application, staff will look for other funding sources to support the project. If adequate funding for the project is not secured, the project will be put off until other funding can be sourced. There will be no impact on the District of Mackenzie Operating Budget.

COUNCIL PRIORITIES:

Community and Social Development

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

Economic Vitality

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

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Micaiah Taylor, Deputy Emergency Program Coordinator

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



To: Mayor and Council

From: Recreation Services

Date: July 23, 2025

Subject: Recreation Centre Upgrade – Pool Slide Contract Award

RECOMMENDATION:

THAT Council awards the purchase of an amusement pool slide from Aquatic Amusements Inc. for a price of \$290,352 plus GST;

THAT Council awards the purchase of mechanical, pump and install for the slide from Aquatic Amusements Inc. for a price of \$37,544 plus GST;

AND THAT Council authorizes the Chief Administrative Officer to execute the contract and any other related documentation.

BACKGROUND:

The District of Mackenzie was successful in receiving a grant of up to \$238,147 through Northern Development Initiative Trust's (NDIT) Recreation Infrastructure Program for Recreation Centre Upgrades, which included upgrades to the pool deck flooring, lobby washroom accessibility and pool slide. Additionally, \$110,000 from a joint use agreement with School District 57 has been allocated for the pool slide upgrade portion of the project. To date, the accessible washroom project is 50% complete and the pool deck project has been completed.

Staff advertised a Request for Proposals on BC Bid, the District website, and on social media from November 12, 2024 to February 15, 2025. There were no proposals received. Therefore, staff approached multiple vendors to secure a quote with only one vendor, Aquatic Amusements Inc., providing all necessary information to move this project forward including a quote. The quote has been included in Centre Table File for further information.

SUMMARY:

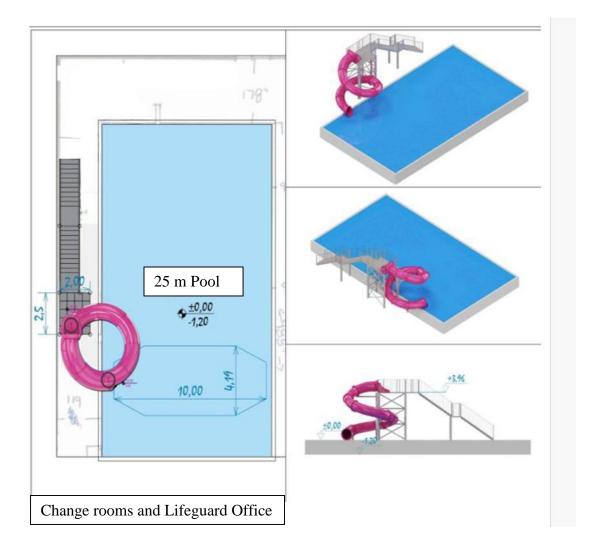
Installing a waterslide at the Mackenzie Recreation Centre is more than just a fun addition, it's a strategic investment in our community's health, education, and future growth. Backed by SD57's support, this project is key to rejuvenating local recreation and extending the life of the aquatic centre.



We've seen strong engagement from SD57 students in the aquatic environment on class trips, and adding a slide directly complements their experience by making the facility more appealing and exciting. Not only would it enhance youth participation, but it could also help attract new visitors to Mackenzie by offering more dynamic recreational amenities.

Swimming offers lifelong benefits for children, from improved physical health and emotional well-being to essential life skills and future job opportunities. A slide encourages more frequent visits and interest from kids who might otherwise be reluctant to swim, helping them build confidence, stay active, and connect socially in a safe environment. By making the aquatic centre more vibrant and family-friendly, this project supports both community growth and youth development. Ultimately, it gives our kids another great reason to jump into the pool.

After exploring several design options, staff selected a layout that places the slide exit in the shallow end of the pool - maximizing safety, broadening access for younger swimmers, and reducing drowning risk. This placement also avoids interference with the diving blocks, though it may limit use of the outside swim lane during swim meets due to the slide's 20" overhang.





BUDGETARY IMPACT:

Funding to support the recommendation will be covered through the NDIT Recreation Infrastructure Program grant and School District 57 contribution. Below is a chart to help illustrate how the funding works and how staff used it to cover the costs of a slide. The columns on the left show the project costs without the funding for the slide (NDIT not providing funding for the other components of the project), which totals \$143,493 cost to the District. The columns on the right show the additional funding for the project including the slide, which totals \$148,354.15 cost to the District. Misc. includes electrical and HVAC upgrades.

District Cost	-\$143,493.00	District Cost	-\$148,354.15			
NDIT	\$ -	NDIT	\$ 233,034.85			
Education Trust - Slide	\$ -	Education Trust - Slide	\$ 110,000.00			
REVENUE	\$0.00	REVENUE	\$343,034.85			
Pool Upgrades	\$128,493.00	Pool Upgrades	\$128,493.00			
Bathroom	\$15,000.00	Bathroom	\$15,000.00			
NO Slide	\$0.00	Slide	\$290,352.00			
EXPENSES	\$143,493.00	Pump	\$37,544.00			
		MISC	\$20,000.00			
		EXPENSES	\$491,389.00			

Click to enter a 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.

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:

Terry Gilmer, Director of Recreation Services

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



То:	Mayor and Council
From:	Operations
Date:	July 24, 2025
Subject:	2025 Pressure Reduction Station – Contract Award

RECOMMENDATION:

THAT Council gives notice of award and, in principle, notice to proceed, for the 2025 Pressure Reduction Station Replacements to Canadian Western Mechanical in the amount up to \$196,251 plus GST;

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

BACKGROUND:

Mackenzie's potable water infrastructure is just over 50 years old which means sections of our water distribution system will soon need to be replaced to improve efficiency, staff safety, and ensure water quality. Pressure reducing stations are located underground inside of concrete vaults and their purpose is to help to stabilize and keep a consistent water pressure throughout the potable water system. Replacing the vaults with a modern design creates easier and safer access into the vault for staff, new pipes and valves, lighting, heat and a sump pump to dispose of any ground water that should enter. To date the replacement of 3 of 4 of the Districts Pressure Reducing Stations requiring replacement at this time have been completed. This summer, staff are recommending replacing station #4 at Little Cloudmaker Road and Mackenzie Boulevard, as shown on the next page.

PROCUREMENT POLICY:

The District's Purchasing Policy 3.1 requires Capital Construction Projects with a value of over \$100,000 must go through a competitive public bidding process. The District subcontracted the bidding and evaluation process to L&M Engineering, who assisted the District in design requirements. The bid documents were posted publicly on BC Bid and the District website from May 30, 2025 to June 26, 2025. Two eligible bids were received. Canadian Western Mechanical met project requirements and timelines and had a lower bid than the other received.



Originally the District went out to bid for the replacement of two Pressure Reducing Stations, however, while completing an overall townsite water system assessment, it was confirmed that the one located at Woodlands Trailer Court had been rebuilt in 2009 and appears to be in good condition. As a result it was recommended to delay the replacement at this time.

PROJECT LOCATION:



BUDGETARY IMPACT:

\$196,251 would be allocated from the Water Reserve to support the recommendation.

The original approved capital budget for the project was \$340,000. The remaining funds will be reallocated to the Water Reserve for future capital projects.

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:



Terry Ostash, Public Works Superintendent

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



To:Mayor and CouncilFrom:Bylaw ServicesDate:July 22, 2025Subject:#8 - 1000 Mackenzie Blvd – Remedial Action

RECOMMENDATION:

THAT Council considers that the mobile home located at #8 – 1000 Mackenzie Boulevard, Mackenzie, BC, within the Morfee Mobile Home Park, has become a derelict structure, and that the condition of the mobile home do not comply with Unsightly Properties Bylaw No. 1394, 2018, a bylaw prohibiting unsightly premises;

AND THAT Council hereby declares that the mobile home structure be declared a nuisance building, to be removed from site and sent to a landfill or recycling center, with the outdoor storage of all materials removed from site to an approved location, within the meaning of Section 74 of the *Community Charter*, and so dilapidated and unclean as to be offensive to the community;

AND THAT Council hereby requires the owner to, upon Council resolution date, perform the following actions to the property as prescribed under Section 77: of the *Community Charter* (the "Remedial Action Requirement"). The scope of the work shall include the following:

- a) Apply for a District of Mackenzie Demolition Permit for the dwelling within <u>14 days</u>;
- b) Remove the mobile home dwelling unit #8 within <u>30 days</u>, to an approved location;
- c) Remove all contents in and around the mobile home dwelling unit #8 within <u>30 days</u> to an approved location;
- d) Remove all construction debris, foundations, stilts, exterior deck(s), asphalt and concrete at the property within <u>30 days</u> to an approved location; and
- e) Restoration of the lot, including lot grading and planting of grasses, with 365 days.

BACKGROUND:

Unit #8, situated at 1000 Mackenzie Blvd, sustained considerable fire damage due to a structural fire that occurred on November 9, 2024.

Efforts are being made to communicate with the structure owner and the property owner regarding the situation. Contact was made via phone and voicemail, and a letter was sent



emphasizing the need to remove the mobile home to prevent further issues. Discussions are ongoing with the Property Manager of Morfee Mobile Home Park to ensure the removal of the damaged unit, with acknowledgment that the park owner is responsible for it. The structure owner reached out, but further attempts to connect were unsuccessful. The abandoned and open state of Unit #8 poses safety risks and concerns for nearby property owners and the community.

Legal/Statutory Authority:

Pursuant to Section 6.2.1 (a) of the District Unsightly Properties Bylaw No. 1394, 2018 prohibits rubbish, garbage and discarded material: no person shall cause suffer or permit the accumulation of rubbish garbage or discarded material on any real property and every owner or occupier shall remove any accumulation of rubbish, garbage or discarded material on his or her real property.

Pursuant to Section 6.2.1 (b) of the District Unsightly Properties Bylaw No. 1394, 2018 prohibits accumulation of offensive or unwholesome matter: no person shall cause, suffer, or permit offensive or wholesome matter upon real property in plain sight and shall remove the same therefrom.

Pursuant to Section 6.6.1 of the District Unsightly Properties Bylaw No. 1394, 2018, no person shall allow a structure located on real property of which he is the owner or occupier to become a derelict structure.

Pursuant to Section 72 (2) (b) of the *Community Charter* the remedial action requirement may require the owner of a structure to undertake the following measures with respect to the structure:

- (i) Remove or demolish the matter or thing,
- (ii) Fill it in, cover it over or alter it,
- (iii) Bring it up to a standard specified by bylaw, or
- (iv) Otherwise deal with it in accordance with the direction of council or a person authorized by Council.

Pursuant to Section 74 Declared Nuisances of the Community Charter:

- (1) Council may declare that any of the following is a nuisance and may impose a remedial action requirement in relation to the declared nuisance:
 - (a) A building or other structure, an erection of any kind, or a similar matter or thing;
 - (b) A natural or artificial opening in the ground, or a similar matter or thing;
 - (c) A drain, ditch, watercourse, pond, surface water, or a similar matter or thing;
 - (d) A matter or thing that is in or about any matter or thing referred to in paragraphs (a) to (c).



(2) Subsection (1) also applies in relation to a thing that Council considers is so dilapidated or unclean as to be offensive to the community.

Legal/Statutory Procedural Requirements:

Section 76-80 of the *Community Charter* outline the procedural requirements necessary to impose remedial action. This includes owner notification, Council consideration of the declaration and remedy at a public meeting, and time limits for remedial action.

Section 77 of the *Community Charter* establishes that notice of a remedial action requirement must be given by personal service or registered mail to the person subject to the requirement, the owner of the land where the action was to be carried out, any other person who is an occupier of the land, and any registered charge-holder (for example, mortgage holders).

Under Section 78 of the *Community Charter*, a person affected by a remedial action requirement may seek reconsideration of Council's decision to impose the requirement by submitting a written request within 14 days of the notice of the remedial action requirement being sent to the owner. Council must then provide an opportunity to the owner or other party having an interest in the property to make representations before Council. After hearing the owner or other party, Council may confirm, amend, or cancel the remedial action requirement.

Section 79 of the *Community Charter* empowers the District to give less than 30 days' notice where Council considers there to be a "significant risk to health or safety." In this case, staff suggest that 30 days should be an appropriate amount of time for the Owner to remedy the situation.

Section 17 of the *Community Charter* permits Council to resolve that if the remedial action requirement has not been satisfied by the property owner within the designated time limit, the District, through its staff, agents or contracts, may complete the work required at the Owner's expense and recover the costs incurred from the Owner as a debt. Section 258 and 259 of the *Community Charter* permit the recovery of this debt by way of adding it to the taxes owing for the Property.

DISCUSSION:

Given the timeframe of when the structure was damaged or abandoned, and the owner's failure to address these issues to the District's satisfaction despite having opportunities to do so in the context of the District's progressive enforcement steps, as well as the serious nature of the potential public health and safety risks, staff recommends that Council consider the use of its remedial action powers under the *Community Charter*.

Part 3, Division 12 of the *Community Charter* allows Council to declare a nuisance, impose a remedial action in respect of a "building or other structure" if Council considers that it is a



nuisance or is "so dilapidated or unclean as to be offensive to the community". Also, the mobile home contravenes the District's Unsightly Properties Bylaw No. 1394, 2018. Council should consider an order directing the owner to take specific actions at their own expense to remediate the issue and to remedy nuisance, unclean and dilapidated conditions. If the Owner fails to comply with the remedial action requirement as ordered by Council, the *Community Charter* also permits Council to make an order that the District by its agents, contractors or District staff may enter on to the property and take steps to carry out the remedial action requirements in default at the Owner's expense and bring the Property into compliance.

CONCLUSION:

Staff recommend that Council proceed with imposing a remedial action requirement for the Property in the suggested terms, since the above noted progressive enforcement steps have not been effective, there are ongoing life-safety concerns, and there is significant impact to the public and adjacent landowners.

BUDGETARY IMPACT:

If the owner does not comply within the noted timeframe for the removal of the mobile homes, then any work required by a remedial action completed by the District after the owner's default would be charged to the owner and added to the property's taxes if unpaid by the end of the calendar year in which they were imposed.

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:

Kurtis Klein, Bylaw Enforcement Officer

Reviewed By: Public Works, Corporate and Financial Services **Approved By:** Chief Administrative Officer



To:Mayor and CouncilFrom:OperationsDate:July 24, 2025Subject:2025 Paving Program Update

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

Based on the Pavement Condition Assessment Results from 2023 and a review of last year's paving program, L&M Engineering has recommended the attached paving work program to be completed this year. GISID# references in the table attached can be referenced on the attached map to this report. Work is anticipated to start in August and be completed before snowfall.

BUDGETARY IMPACT:

The District allocated \$1,000,000 from the Community Works Gas Tax Reserve Fund and the General Capital Reserve to complete the 2025 Paving Program. The works budget for this year will be \$963,000 + GST.

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

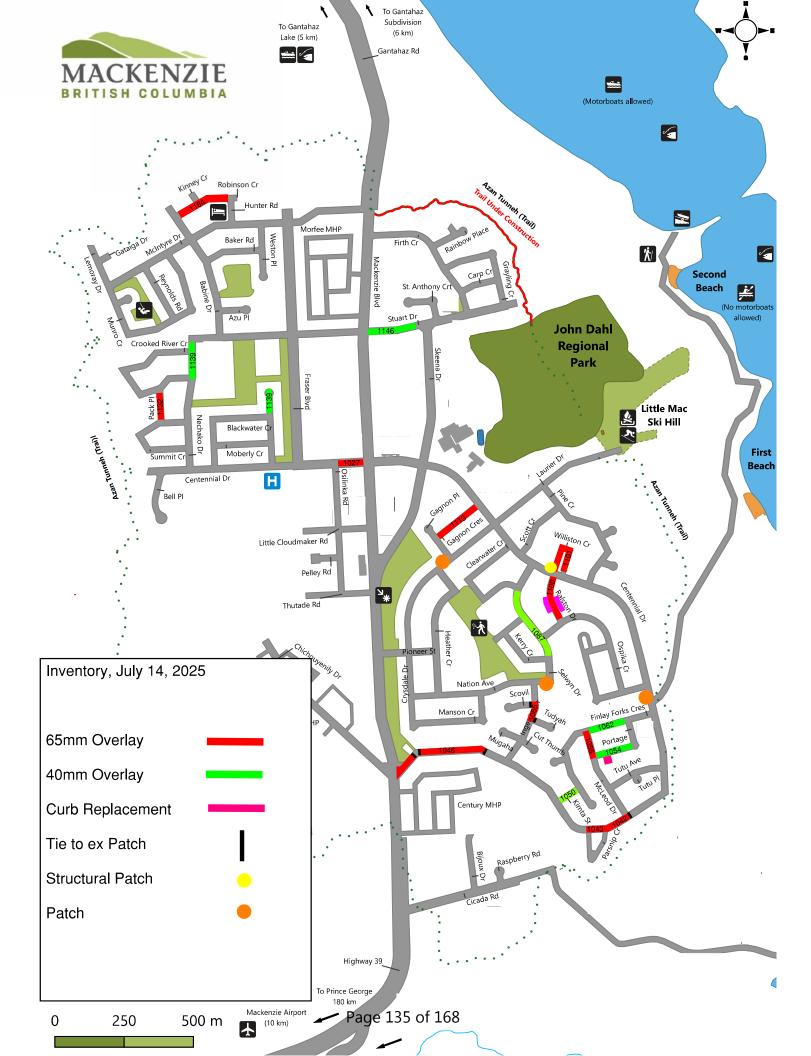
Terry Ostash, Public Works Superintendent

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



Ŭ	, , ,															\$208.17/MT				· · · · · · · · · · · · · · · · · · ·
																over 150MT				
																\$262.50/MT				
											С	ontractor Rat	\$ 2.41	\$ 23.30	\$ 0.43	under 150MT	\$	60 \$	517.74	
											Struct	C&G								
					Pavement	Pavement		Thickness		Large	Patch	Replaceme								Budget
GISID 2025	On Street	From Street	To Street	Rehab Activity	Width (m)	Length (m)	Area (m ²)	(mm)	Tonnes	Volume	(m2)	nt (lm)	FWM	EM	Tackcoat	Asphalt	Struct Patcl	n C&G		Remaining
1027 <mark>yes</mark>	Centennial Dr	BC-39	Osilinka Rd	Edge Mill + 65mm Overlay	12	120.3	312	65	49	yes				\$ 5,603.65	\$ 134.16	\$ 10,132.05	; \$ -	\$	-	\$ 947,130.14
1042 <mark>yes</mark>	Centennial Dr	Parsnip Cres	McLeod Dr	Edge Mill + 65mm Overlay	13.5	96.4	1245	65	194	yes				\$ 4,491.31	\$ 535.35	\$ 40,430.78	5 -	\$	-	\$ 901,672.70
1043 <mark>yes</mark>	Centennial Dr	Parsnip Cres	Parsnip Cres	EM/FWM + 65mm Overlay	11.5	55.5	670	65	105	yes			\$ 1,614.70		\$ 288.10	\$ 21,757.93	\$ -	\$	-	\$ 878,011.98
1046 <mark>yes</mark>	Centennial Dr	BC-39	Ingenika Dr	Edge Mill + 65mm Overlay	13.5	430.9	6108	65	953	Yes	500			\$ 10,039.74	\$ 2,626.44	\$ 198,354.37	\$ 29,800.0	0 \$	-	\$ 637,191.43
1050 <mark>yes</mark>	Kimta St	Centennial Dr	Finlay Forks Cres	Edge Mill + 40mm Overlay	9	97.5	1024	40	98	No				\$ 4,543.50	\$ 440.32	\$ 25,804.80	\$ -	\$	-	\$ 606,402.81
1054 <mark>yes</mark>	Portage Cres	McLeod Dr	Finlay Forks Cres	Edge Mill + 40mm Overlay	9	251.2	2637	40	253	Yes		2		\$ 11,705.45	\$ 1,133.91	\$ 52,698.65	, \$ -	\$ 1	1,035.48	\$ 539,829.31
1062 <mark>yes</mark>	Finlay Forks Cres	McLeod Dr	Portage Cres	Edge Mill + 40mm Overlay	9	153.2	1608	40	154	yes				\$ 7,137.72	\$ 691.44	\$ 32,134.79)\$-	\$	-	\$ 499,865.37
1065 <mark>yes</mark>	Ingenika Dr	Tudyah Pl	Scovil Pl	FWM + 65mm Overlay	9	52.0	545	65	85	No			\$ 1,313.45		\$ 234.35	\$ 22,317.75	, \$ -	\$	-	\$ 475,999.82
1087 <mark>yes</mark>	Selwyn Dr	Kerry Cres	Clearwater Cres	Edge Mill + 40mm Overlay	11.5	108.0	1304	40	125	No	20			\$ 5,033.27	\$ 560.72	\$ 32,860.80	\$ 1,192.0	0 \$	-	\$ 436,353.03
1113 <mark>yes</mark>	Gagnon Cres	Gagnon Pl	Centennial Dr	FWM + 65mm Overlay	9	195.0	2047	65	319	Yes	10		\$ 4,933.27		\$ 880.21	\$ 66,475.34	4 \$ 596.0	0 \$	-	\$ 363,468.21
1129 <mark>yes</mark>	Nechako Dr	Crooked River Cres	Stuart Dr	Edge Mill + 40mm Overlay	9.2	46.6	490	40	47	No				\$ 2,172.96	\$ 210.70	\$ 12,348.00	i\$-	\$	-	\$ 348,736.55
1132 <mark>yes</mark>	Pack Pl	Summit Cres	Crooked River Cres	FWM + 65mm Overlay	9	124.5	1307	65	204	Yes			\$ 3,149.87		\$ 562.01	\$ 42,444.20	, \$ -	\$	-	\$ 302,580.47
1139 <mark>yes</mark>	Blackwater Cres A	Blackwater Cres	EOP	Edge Mill + 40mm Overlay	9	90.4	950	40	91	No				\$ 4,214.04	\$ 408.50	\$ 23,940.00	\$-	\$	-	\$ 274,017.93
1146 <mark>yes</mark>	Stuart Dr	BC-39	Skeena Dr	Edge Mill + 40mm Overlay	12	234.3	2952	40	283	Yes				\$ 10,917.91	\$ 1,269.36	\$ 58,993.71	. \$ -	\$	-	\$ 202,836.95
1184 <mark>yes</mark>	Robinson Cres	Kinney Rd	Hunter Rd	FWM + 65mm Overlay	9.2	126.7	1331	65	208	Yes	10		\$ 3,207.71		\$ 572.33	\$ 43,223.59	9 \$ 596.0	0 \$	-	\$ 155,237.32
1100 <mark>yes</mark>	Ralston Dr	Ospika Cres	Centennial Dr	FWM + 65mm Overlay	9	186.0	1955	65	305	yes		47	\$ 4,711.55		\$ 840.65	\$ 63,487.69	· \$ -	\$ 24	4,333.78	\$ 61,863.65
1101 <mark>yes</mark>	Williston Cres	Centennial Dr	DS@109N Centennial Dr	EM/FWM + 65mm Overlay	6	109.1	712	65	111	yes			\$ 1,715.92		\$ 306.16	\$ 23,121.86	\$ -	\$	-	\$ 36,719.72
1055 <mark>yes</mark>	McLeod Dr	Portage Cres	Finlay Forks Cres	FWM + 65mm Overlay	9	91.0	957	65	149	yes	100		\$ 2,306.37	\$ 4,240.60	\$ 411.51	\$ 31,078.12	\$ 5,960.0	0 \$	-	\$ 43,996.60
1115 <mark>yes</mark>	Gagnon Pl	Gagnon Cres	EOP	EM/FWM + 65mm Overlay	9	45.9	482	65	75	yes				\$ 2,137.54	\$ 207.26	\$ 15,652.72	\$-	\$	-	\$ 25,999.08

Full Budget	\$ 1,000,000
Engineering	\$ 24,000
Mob & Demob	\$ 13,000
Works Budget	\$ 963,000





To:Mayor and CouncilFrom:FinanceDate:July 21, 2025Subject:General Rate Bylaw Amendment

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

The General Rate Bylaw was last updated in April 2022. Staff have taken a comprehensive review of the fees and determined that increasing or adding new fees would assist in providing additional revenue generating opportunities. Below is a summary of the sections of the bylaw that require amending.

Section 4. Other Rental Rates

Asphalt Milling

During the paving process, when removing the old asphalt, it creates a by-product called millings, which usually requires disposal. Staff have been fortunate in repurposing some of the asphalt millings for the pathways and other surfaces in a few of our local parks with the remaining asphalt millings stored at our gravel pit. There have been requests from contractors and residents to purchase asphalt millings to resurface driveways and parking lots. Purchasing asphalt millings is more cost effective than actual paving and would contribute to beautification and would reduce the amount of asphalt millings that are stored in our gravel pit. The revenue received from the sale of asphalt millings would be placed into the General Capital Reserve to support future paving projects. Staff have discussed this opportunity with an engineer and have discovered this is common practice in other communities. Customers would be responsible for pickup and delivery of asphalt millings. The proposed rate for the millings is as follows:

Mixed Millings	\$20 per yard
----------------	---------------

Pickup outside of business hours \$50 flat fee



Miscellaneous Facility Rental Fee

The Recreation Centre currently provides facility rentals for customers who require a meeting space or event space as well as other requests. There have been requests to use meeting rooms in other District facilities due to space availability, location or other criteria. These requests are infrequent, but a rental fee should be established for these requests. Staff recommend using the same hourly rate for the Rose Boyko/Sas Da'Ghe Rooms in the Recreational Fees and Charges Bylaw No. 1469, 2022. The 2025 hourly rate is \$21.01 with a daily rate of \$126.06. These rates would increase annually as determined through Recreational Fees and Charges Bylaw No. 1469, 2022.

Section 8. Finance and Administrative Fees and Charges

Property Tax Certificates

This service was introduced to the bylaw in April 2022 as a way of creating additional revenue for a service that is commonly requested by lawyers, notary publics, or banks. At that time, five out of the six northern communities that were researched offered the service at a fee ranging from \$10 to \$20, so the District implemented this service at a fee of \$19.05 plus GST. Recent research on 12 northern communities shows that out of the 8 northern communities that offer this service the fees now range from \$25 to \$45. Staff are proposing to increase this service fee from \$19.05 plus GST to \$38.10 plus GST, to be more consistent with other northern communities.

Convenience Fee

The District currently offers a variety of options for customers to pay for fees and charges. Staff still encounter some out of town customers who pay for services over the phone with a credit card. Our payment provider adds an additional fee for any manual entry of credit cards, which we currently do not pass onto the customer. Staff are recommending we charge a convenience fee for any manual credit card transactions, which would be non-refundable. The proposed fee is \$2.50 for any amount up to \$500, and \$5.00 for any amount over \$500. Property tax certificates are excluded as the convenience fee is already built into the service fee.

Document Retrieval

Currently, staff respond to requests regarding property file information, legal requests etc. This service, depending on the size of the request, can be very time and labour intensive. A fee of \$20 per half hour is being proposed to cover the administrative time to fulfill these requests. The fee charged in other northern communities that offer this service varies between \$25-\$150 for a minimum charge, as well as additional fees for additional time.

Housekeeping

Calcium Chloride – Administration Fee

Under Section 4. Other Rental Rates the bylaw references the fee for Calcium Chloride, but not the 15% administration fee which is applied to the invoices to cover supervision and



administration of the work. The fee is referenced in Section 2. Custom Work but should be added to Section 4 for consistency.

<u>NSF Charge</u>

The District charges \$10 for non-sufficient funds (NSF) cheques, but this fee is not currently included in the bylaw. The frequency of NSF cheques is minimal, but the fee has not been updated in over 10 years. Staff propose the NSF charge increase to \$25 to be more consistent with other northern communities and to include the fee in the bylaw.

A copy of the associated bylaw has been included in the Bylaw section of the agenda for Council's consideration.

Service	Proposed Fees	Projected Revenue Increase
Asphalt Milling		
Mixed	\$20 per yard	\$1,200
Outside of Business Hours \$50		\$100
Miscellaneous Facility Rental Fee	\$21.01/hr or \$126.06/day	\$252
Property Tax Certificates	\$38.10 + GST	\$2,200
Convenience Fee		
Up to \$500	\$2.50	\$30
Over \$500	\$5.00	\$10
Document Retrieval	\$20 per half hour	\$960
NSF Charge	\$25	\$15

BUDGETARY IMPACT:

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Kerri Borne, Chief Financial Officer

Reviewed By: Corporate Services **Approved By:** Chief Administrative Officer



To: Mayor and Council

From: Administration

Date: July 21, 2025

Subject: Land Purchase Policy 1.18 – Review - Deferred

This report was deferred from the June 23, 2025 Regular Council Meeting.

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 assess the option to sell District-owned land adjacent to residential property owners.

Policy 1.18 – Land Purchase Policy

Policy 1.18 currently prohibits the sale of District-owned land adjacent to residential properties.

This policy was adopted and the License to Use Policy 1.19 established in its place. The following were the pros and cons considered in choosing the License-to-Use Policy route versus allowing the sale of those properties:

	Land Purchase	License-to-Use
Pros:		Pros:
-	The property owner would own the land and be able to erect permanent structures. Revenue generation.	 The land would not be sold and remain in the ownership and control of the District of Mackenzie Would allow property owner to use/beautify the land
Cons:		 Would not allow the property owner
-	Larger lots sizes would accommodate larger houses and structure that may not be in alliance with the neighbourhood.	to buy on speculation without the rest of the public having the same opportunity.



	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. A license to Use allows the	-	If the land was cleared, would support the District's goal of reducing wildfire interface between residential and forested lands.
-	jog, but if there was future expansion	<u>Cons:</u>	- 1
	the agreement is temporary.	-	The property owner would not own
	Permits a property owner to buy land		the land or be able to erect
	without availing the general public the		permanent structures.
	same opportunity		
	The rezoning process would need to		
	be commenced for each request		
-	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.		
	-		

General Steps to Process Sales:

Based on recent sales in Industrial site, the following is a general overview of the steps required for selling lots that are on unsurveyed land:

- 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 for residential property has been attached for Council's consideration.



Land Size

Currently, there is no restriction on how much land could be sold. Staff would recommend keeping it consistent with Policy 1.19 for maximum land area (max. 25% of parcel size to a maximum of 160 m²). 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 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: \$300
- Legal fees: \$2,000 \$3,000
- Re-zoning Application Fee \$500
- Subdivision Application Fee \$250
- Subdivision Engineer Review Fees ~\$1,000 \$2,000
- Public notices \$500
- Appraisal and survey fees (\$5,000 \$10,000)
- Lot appraised sale price

Example:

If the rate of \$3.97/sqft was applied, based on the appraisal completed in 2024 for the Bell Place lots, a property size of 160 m² or 1,722.23 sqft would be appraised at \$6,837.25.

Tax Revenue from Sales

Based on the example provided by BC Assessment in the Policy 1.19 report, if the land remained undeveloped and a current LTU area was sold, the District would not receive any additional tax revenue from the sale. Only new sales would generate increased tax revenue. (Example from LTU Policy report: 160 m² = \$1,300 in \uparrow land value = \$10.40 in additional property tax revenue.) If, however, the area was redeveloped with new permanent structures (garage, shop, additions etc.), then there would be an increase in overall property value, which may equate to higher levels of tax revenue depending on the assessment.



If increasing property value and tax revenue is a priority for this policy, then the District could seek legal advice on whether a covenant could be added to the property requiring a building permit is approved within three years of sale, otherwise the District has the authorization to purchase the land back.

Commercial Properties

The current License-to-Use Policy 1.19 or Land Purchase Policy 1.18 do not address commercial sale of District-owned lands. If Council wished, staff could either develop a new policy or incorporate policy language for commercial sales of District-owned land that is not currently listed for sale.

Department Capacity Considerations:

Until the department is fully staffed, there is little staff capacity to process land sales like these. There are a few members of the community that are interested in purchasing and are on a waitlist for both land sale and license to use policy reviews. This backlog will be able to be addressed as staff capacity increases.

If Council does wish to proceed, then staff would request a start date for the policy amendment of January 2026, so time for processing new sales and licensing agreements can be incorporated into the department's annual workplan when we should be fully staffed in the department.

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

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

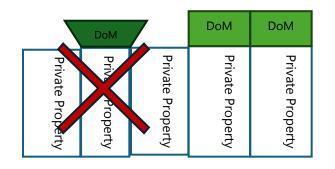
DISTRICT OF MACKENZIE

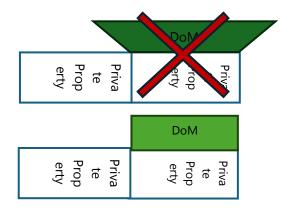
LAND PURCHASE POLICY

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. 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.
- 2. Upon receipt of an application the Director of Corporate Services 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 m² 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 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).





Page 144 of 168

5. The subject property must only be accessed through the applicant's privatelyowned property.

INELIGIBLE PROPERTIES:

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

STAFF DELEGATED AUTHORITY

- 7. The Director of Corporate Services will be given authority to approve land sales in accordance with the conditions of this policy.
- 8. The Chief Administrative Officer would be the authorized signatory of the agreement.
- 9. Staff will have the authority and discretion to choose to bring any new request application or license renewal to Council for consideration, even if it meets the criteria of Section 8.



COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: July 21, 2025

Subject: License-to-Use Policy 1.19 – Review - Deferred

This report was deferred from the June 23, 2025 Regular Council Meeting.

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.

Policy 1.19 – License to Use (LTU) District-Owned Property

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.

Current State of Policy:

The District currently has 14 active LTUs with BC Assessment. 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 (land was previously cleared, a fence was put up many years ago and not dismantled when the LTU expired, etc.) These properties are not being charged the additional tax like those registered with BC Assessment. Additionally, some property owners may be using District-owned land knowingly or unknowingly and have matched their back property lines with neighbouring LTUs.

The program was originally administered by the Public Works Department. Due to changes in services it has transitioned to the responsibility of the Corporate Services land administration.



The program is long-standing and there have been changes in practices and record keeping over the years, which has made it difficult to maintain an accurate and up-to-date inventory and follow-up with expired agreement holders.

Moving forward, the attached amendments to the Policy 1.19 are intended to assist in maintaining the program more effectively and manage department workload to ensure appropriate record keeping, annual notices, and any necessary inspections are completed.

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 Districtowned land and the risk/liability and restrictions associated with the use.

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.

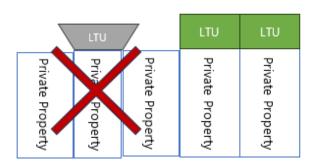
<u>Equity</u>

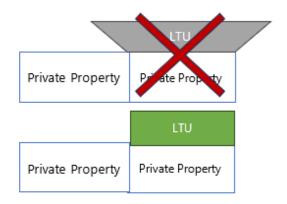
The current policy states the maximum size of an LTU is 25% of the abutting property's parcel size. This has created inequity among different sized lots and in cases neighbours. The policy has been amended to have a maximum of 25% or 160 m² (the average size of an LTU), whichever is smaller, and it cannot 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 m². 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.

BUDGETARY IMPACT:

There is no budgetary impact to the policy amendment.



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

DISTRICT OF MACKENZIE

License-to-Use District-Owned Land

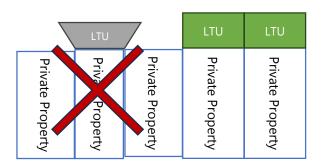
Established by Council on August 24, 2009 – Resolution No. 26860 Amended by Council on June 22, 2015 – Resolution No. 29566 Amended by Council on ______ - _____

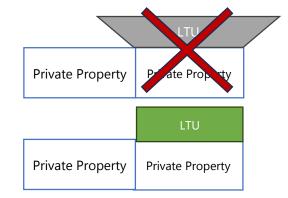
1.0 Purpose:

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.
- 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 m² 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).





- 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.
- 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 deems appropriate, requesting that any comments be made in writing, or in person, to the Director of Operations Director of Corporate Services.
- 7. The Director of Operations Director of Corporate Services 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:
 - 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 d			
	appropriate to avoid for environmental consideration (ie. Parsnip Crescent		
	c	Properties within the Mohile Home Parks	

cCONDITIONS 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 privatelyowned 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.

 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.



COUNCIL REPORT

To: Mayor and Council

From: Accessibility and Inclusion Advisory Committee

Date: June 23, 2025

Subject: 2nd Quarter Activity Report

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

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

The AIAC mandate is as follows:

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

2nd Quarter Activity Report

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

We are always cognizant of our surroundings actively looking at our surroundings and listening to community members as a means of identifying barriers to access and/or inclusion. Most members belong to other organizations and can share the message of how important it is to



accommodate the needs of all community residents, young and old alike. One for all and all for one!

Committee members make themselves aware of district events, opportunities and government operations through participation, social media and reading councils minutes or attending meetings. The live streaming and being able to view meetings after the fact are extremely advantageous.

Chamber of Commerce Spring Expo



- Theme: Hidden Disabilities
- Not all disabilities or impairments are visible.
- Did you know that 80% of all disabilities are invisible?

Visitors to the booth were invited to disclose whether they had a hidden or invisible disability and to share this information by writing the name of their disability on a raindrop-shaped card to be displayed on our umbrella. The objective was to illustrate to the community the prevalence of invisible disabilities and to reassure individuals that they are not alone.

We felt that this was our most successful expo! We were praised for raising awareness, influencing changes, supporting organizations and businesses, and maintaining our community presence. A copy of the results is attached for your reference.

During the expo we were able to connect with businesses that we had not reached out to and they were very interested in hearing about access ideas for their workplace. We provided ideas and offered to do a Walk and Roll assessment at their convenience.

Kimberly spoke with Kyle Giddens, who was interested in our work but unaware of the government mandate for communities to have an Accessibility and Inclusion Committee. Kyle emphasized that the legislature lacked accessibility and inclusion. In fact, he suggested that she visit and provide feedback

We became aware of a couple of accessibility issues while in attendance and shared our concerns with the Chamber staff. Namely, electrical/power cords not secured to the floor, creating a tripping or mobility hazard. The staging was not accessible for all. Additionally, it was suggested that additionally rest area seating be placed on the outer perimeter of the venue. even though there was a designated rest area.

We will also share a concern with the recreation centre regarding the access ramps located at the gate entrances to the arena.



One other comment that has been reported to staff via our committee meeting was related to the Gantahaz Lake recreation site where there is no safe access to the water.

The committee would also like to add some information to the website related to what is a Walk and Roll assessment; and acknowledging participating businesses. We are working on suggested wording and a list of those businesses or organizations that deserve recognition.

We have reformatted the inspection forms that we developed for the port-a-potties within the District. These new forms will be easier to read and understand. We will update our findings and share with staff and Public Works in the near future.

We are currently updating the Kate Milne Action Plan items allocated to the Access and Inclusion Committee this summary will be forwarded to staff shortly. Also, working on compiling our findings of the "outdoor washroom inventory".

A complete list of activities for this quarter is attached to this document.

Committee Meeting Minutes

The minutes from the committee meetings held **on June 25, 2025, have been attached for Council's consideration.**

COUNCIL PRIORITIES:

Community and Social Development

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

RESPECTFULLY SUBMITTED:

Elizabeth Blackburn, Chair

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

	А	В	
1	2025	Second Quarter Activity Report	
2	2-Apr	Elliot Flockhart, NH Occupational Therapist – discuss activities, intro new student and site visit (are we scheduling a Walk and Roll)	
3	3-Apr	Preparation for Chamber Expo met with MCS to gather information related to their new program – Neurodivergent etc. (invisible disabilities)	
4	4-Apr	MCS call to book a Walk and Roll – renovations	
5	5-Apr	Purple Bike – met with Cara and talked about courtesy seating and raised table height to accommodate mobility devices and bike parking area	
6	8-Apr	pPlanning session for the committee to discuss Chamber Expo – Invisible Disabilities	
7		Walk and Roll site visit at Mackenzie Community Services also attended by Elliot Flockhart and his student followed by a coffee meeting to discuss invisible disabilities based on their experiences and	
8	8 23-Apr expertise		
9	24-Apr	April 16 meeting cancelled and rescheduled. A&I Committee meeting – topics Trax mats, Tip of the week, discussed community recognition for participating in Walk and Roll inspections and businesses making change for inclusion on the district webpage;	
10	28-Apr	NH Seating for patients waiting for appointments – need variety of chair options to address medical conditions addressing access and inclusion i.e. height, arms on chair	
11	29-Apr	Non-Profit Coalition meeting – information sharing, common areas of interest and how to support each other – main topic of discussion funding sources and transportation	
12	30-Apr	Committee member the access to the strip mall where the museum and Kelly's bakery ae located. Relative to the condition of the sidewalk and entrance –, conditions making navigation very difficult i.e. holes, and general disrepair – safety hazard for all	
13	May 2&3	Spring Expo table – theme Invisible Disabilities – very busy!	
14	13-May	Site visit park located behind the recreation centre discussed outdoor perimeter paths, picnic benches, signage, ground cover, and path using millings	
15	24-May	Open House Fire Hall – lacks accessibility	
16	26-May	Rural Health meeting unable to attend but submitted report	
17	27-May	Non-Profit Coalition meeting – information sharing, common areas of interest and how to support each other once again transportation was on the agenda – updates from attendees as to their activities, upcoming events, and successes	
18	28-May	Community Awareness meeting – regrets shared with Joan did not attend	
19	28-May	A&I committee planning meeting (Kimberly's last meeting she is moving to Taylor but has offered her support via zoom, phone call away)	
20	28-May	Committee members participated in a Housing Survey with Emily	
21	3-Jun	A&I and MCS discussed community programming – what to offer and how to better support persons with disabilities when attending arts programs i.e. seating, table height, tools, costs	
22	3-Jun	Williston Lake Elders Society zoom meeting with Terra Consulting and Elizabeth Fry Society regarding funding and funding criteria for applications (Seniors Housing)	
23	4-Jun	Access and Inclusion Committee will be supporting the Mackenzie Seniors for the upcoming Seniors Week events	
24	10-Jun	Attended the UNBC Senior Research meeting	
25	18-Jun	Committee meeting cancelled to allow committee to meet with L&M Engineering	
26	19-Jun	Saying goodbye to Kimberly - thankful to have had her as a committee member her lived experience and knowledge was/is so valuable. Kimberly has offered to support the committee via Zoom should we want to reach out to her.	
20			



Access and Inclusion Advisory Committee Meeting

Minutes

April 24, 2025, 3:00 p.m. District Office, 1 Mackenzie Boulevard Zoom: https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGIrQT09 Phone: 1-855-703-8985 (Toll-free) Meeting ID: 936 3501 6031 Passcode: 939381

Committee Present: Chair E. Blackburn, K. Grywinski, A. Coates

Committee Absent: J. Davy

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

Visitors Present: Valerie Moss, Assitant Librarian

1. CALL TO ORDER

CALLED TO ORDER AT 3:00pm.

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

2. ADOPTION OF MINUTES

2.1 <u>AIAC Committee Meeting - February 16, 2025</u>

The minutes of February 16, 2025 were adopted.

3. ADOPTION OF AGENDA

Chair Blackburn added item 4.7 Walk and Roll Discussion to the agenda.

Resolution: AIAC-55

Moved by: A. Coates

THAT the Agenda be adopted as amended

CARRIED

4. <u>REPORTS AND DISCUSSION TOPICS</u>

4.1 Imagine Grant – Mobi Mat Installation at Morfee Lake – First Beach

The Committee discussed where best to place the Mobi Mat at Morfee Lake First Beach. Staff provided three options for mat placement. Kimberly Grywinski suggested the Mobi Mat be placed directly on the dock rather than beside the dock for ease of use.

Resolution: AIAC-56

Moved by: K. Grywinski

THAT the Access and Inclusion Advisory Committee supports an application to the Northern Health IMAGINE Grant to fund the purchase and installation of a Mobi-Mat at First Beach, enhancing accessibility for all community members;

AND THAT the Committee provide input on the most suitable location for the Mobi-Mat at First Beach and offer feedback on this report to help inform the planning and implementation process.

CARRIED

4.2 <u>Bench Discussion</u>

The Committee discussed the damage caused by snow removal to the cement bases of District benches around Mackenzie. A suggestion was made to both use discretion when deciding on an access point where the benches are placed, and offsetting the placement of the bench on the concrete pad to allow for an easier transition for those using mobility devices.

4.3 <u>Sidewalk by Kelly's Bakery</u>

The Committee brought up numerous concerns regarding the sidewalk area at 320 Mackenzie Boulevard. Specifically near the Mackenzie & District Museum, and Kelly's Bakery. Staff mentioned that it would look into this further. Sidewalk and Pathway accessibility was also brought up regarding the bike rack placements outside of Purple Bicycle, and the Mackenzie Recreation Centre. Kimberly Grywinksi noted that it is difficult to place a bike rack where bike users are able to see their bikes from inside businesses, while also keeping walk ways accessible.

4.4 Trax Mats

The committee discussed the pros and cons of "Trax Mats" and where the District of Mackenzie could utilize them. These are a portable system that could be utilized for events, or to be placed in spots a Mobi Mat would not work, such as the grounds surrounding the bathrooms at Morfee Lake First Beach.

4.5 <u>Recognition for Businesses and Organization Walk & Roll Sites</u>

Member Amy Coates suggested a "Thanks from the Access and Inclusion Committee" social media post. Chair Blackburn suggested stickers for businesses and organizations who have participated in a "Walk and Roll" with the Access and Inclusion Committee.

4.6 Spring Expo 2025

Staff and Committee members discussed there theme and what was needed for the Spring Expo 2025. Chair Blackburn said she would provide documents to be printed out and laminated by Staff and the District would provide swag for the Access and Inclusion Committee booth.

4.7 Walk and Roll April 23 Update

Chairperson Blackburn provided an update on the Access and Inclusion Committee's Walk and Roll held on April 23, 2025 and their discussion with Northern Health Occupational Therapist, and his student.

5. <u>NEXT MEETING DATE</u> June 25, 2025

6. ADJOURNMENT

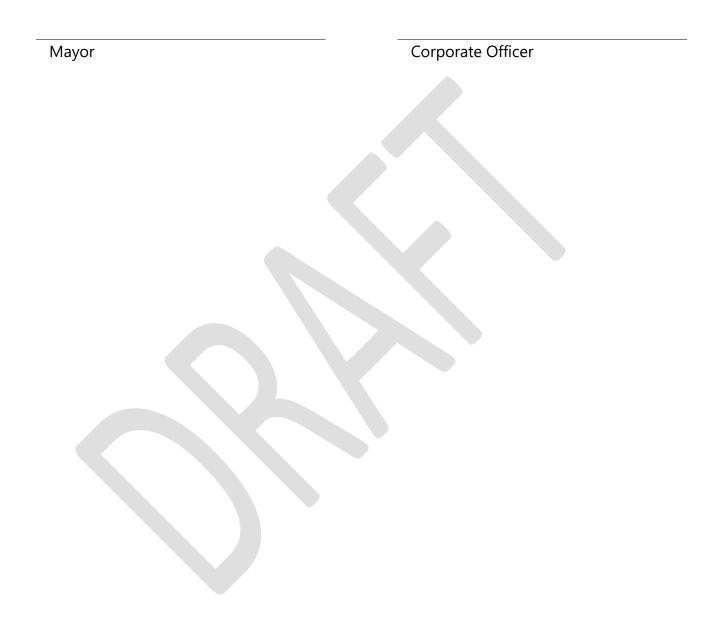
Resolution: AIAC-57

Moved by: A. Coates

THAT the meeting be adjourned at 4:30 pm.

PRIOR TO ADOPTION

CARRIED





Access and Inclusion Advisory Committee Meeting Minutes

June 25, 2025, 3:00 p.m. District Office, 1 Mackenzie Boulevard Zoom: https://zoom.us/j/93635016031?pwd=RmxjRVBBWGt2SnBGT1hwVnZ4OGlrQT09 Phone: 1-855-703-8985 (Toll-free) Meeting ID: 936 3501 6031 Passcode: 939381

Committee Present:	Chair E. Blackburn, A. Coates, J. Davy
Staff Present:	Councillor R. McMeeken, Director of Corporate Services E. Kaehn, Legislative Clerk/Executive Assistant, C. Smith
Visitors Present:	Ashley Thandi, RPP, MCIP, Planner, and Megan Hickey, RPP, MCIP, Planner, L&M Engineering

1. CALL TO ORDER

CALLED TO ORDER AT 3:00 PM

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

2. ADOPTION OF MINUTES

2.1 <u>AIAC Committee Meeting - April 24, 2025</u> The minutes of April 24, 2025 were accepted as presented.

3. ADOPTION OF AGENDA

Resolution: AIAC - 59

Moved by: A. Coates

THAT the Agenda be adopted as presented.

CARRIED

4. <u>REPORTS AND DISCUSSION TOPICS</u>

4.1 OCP Discussion with L&M Engineering

The committee met with Ashley Thandi, RPP, MCIP, and Megan Hickey, RPP, MCIP, from L&M Engineering, for brainstorming and to contribute to the OCP Update Project.

4.2 <u>Grant Update</u>

Emily noted that the grants for the mobi-mats for first beach is still pending.

- 4.3 <u>Walk and Roll Participation and Acknowledgments</u> Chair Blackburn expressed interest in having the Walk & Roll advertised on the District website. Staff will work with the committee to do so.
- 4.4 <u>Gantahaz Lake Website Article</u> Chair Blackburn suggested that the District consider a collaboration with and look to Board Member Amy Coates' website (www.mackenziebc.com) for examples of descriptive writing regarding accessibility at amenities around Mackenzie.
- 4.5 <u>Digital Accessibility Video Sharing</u> This information will be shared with staff working on the new website build.
- 4.6 <u>Recreation Centre Elevator, Seating and Rails</u> The committee discussed the accessible seating at the Mackenzie Recreation Centre. They noted the placement of hand rails and how some residents could find their placement hard to navigate. The Committee also pointed out the difficulty parents with strollers face when it comes to accessing the lower seating as there is a steep step to reach the lower seating. Staff shared that the team at the Recreation Centre are working on updating the handrails and that staff would share with them the committee's suggestions about the ramp and for adding decals for dedicated lower level seating.
- 4.7 <u>Technology Zoom Meeting</u> Deferred for future meeting discussion.
- 4.8 <u>Museum Walk and Roll TBA</u> A walk and roll will be held at the Mackenzie and District Museum this summer.
- 4.9 <u>Public Works Brochure for New and Existing Businesses</u> The committee has requested a brochure be made to provide more information on what services are available by public works for businesses – ie. building

6. ADJOURNMENT

Resolution: AIAC-60

inspection,

Moved by: A. Coates THAT the meeting be adjourned at 4:29 PM.

CARRIED

NEXT MEETING DATE

Wednesday August 20, 2025

Chair

Corporate Officer

District of Mackenzie

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council

From: Councilor Wright

Date: June/July 2025

Subject: Report for June/July 2025

Notes to Council:

- 1. I have resigned from my seat on the Board of the Mackenzie Rainbows Swim Club.
- 2. I have made a commitment to Powder King Mountain Resort to work for them from November 2025 April 2026 as a Ski Instructor/Rental Shop Worker.
- 3. My employment with the College of New Caledonia has concluded.

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:
June 18, 2025	Attended the McLeod Lake Mackenzie Community Forest AGA in McLeod Lake and accepted the District of Mackenzie's dividend payment with Councilors Barnes and Kyllo and CAO Smith.	N/A
June 18, 2025	Attended a welcome reception and dinner with the visiting Regional District of Fraser Fort George Board and Staff.	Multiple Roles
June 19, 2025	Attended a tour of Powder King Mountain Resort with the Regional District of Fraser Fort George Board and Staff.	N/A
June 19, 2025	Observed first couple hours of the Regional District of Fraser Fort George Board Meeting held in Mackenzie.	N/A
June 19- 20, 2025	Had a phone conversation with the Mayor(s) of Daajing Giids and Smithers around potential joint advocacy around rural Foundry locations	Education and Youth Liaison Mental and Addiction
June 20- 21, 2025	 Attended Board meeting for the NCLGA where I sit as a Director at Large. I was elected to two positions: Co-Chair of the Resolutions Committee Board Liaison to the Mental Health and Addictions Accord Working Group 	Liaison Multiple Roles
July 2 <i>,</i> 2025	Had a meeting with staff from the Climate Caucus to discuss their M.O.R.E. (Muncpalities with Outdoor Recreation Economies) and potential collaboration with the NCLGA	Climate Liaison
July 3, 2025	Had a meeting with other elected officials along with NCLGA staff in my new role as a co-chair of the NCLGA's resolution committee about an upcoming webinar.	N/A
July 16, 2025	Had a meeting with staff at Foundry BC to continue working together to bring youth mental health services to Mackenzie.	Education and Youth Liaison
		Mental and Addiction Liaison
July 17, 2025	Attended Music in the Park and the Community Market.	N/A
July 21, 2025	Had a meeting with staff of Northern Health in their youth mental health department to talk about how best to work together to bring youth mental health services to Mackenzie.	Education and Youth Liaison
		Mental and Addiction
		Liaison

Respectfully Submitted,

Councilor Wright

DISTRICT OF MACKENZIE

BYLAW NO. 1527

A bylaw to establish General Fees

WHEREAS the Council of the District of Mackenzie deems it desirable to amend its General Fees Bylaw;

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

- 1. Bylaw No. 1351, 2016 cited as "General Rate Bylaw No. 1351, 2016", and its subsequent amendments, are hereby repealed.
- 2. CUSTOM WORK
 - (a) The District of Mackenzie is not to compete with local businesses for custom work.
 - (b) In the instance where the District of Mackenzie does accept custom work the property owner must sign a work order authorizing the work to be done.
 - (c) Custom work will be billed out at the current labour rates, equipment rates will be billed in accordance with the current provincial government blue book schedule for private work, and materials will be billed at cost. A 15% administration fee to cover supervision and administration of the work will be billed for labour and materials. An invoice will be issued to the property owner on completion of the work.

3. PORTABLE TOILET RENTAL RATES

- (a) Delivery and installation (per unit) \$100(b) Each cleaning (exclusive of removal) \$100
- (c) Removal (per unit) \$100
- (d) Daily rental fee (per unit) \$7.50

4. OTHER RENTAL RATES

(a) Calcium Chloride Per Tonne

Cost of product plus cost to deliver the product and 15% administration fee

(b) Mixed Millings

Per Yard	\$20
Pickup outside of business hours	\$50
Miscellaneous Facility Rental Fee	

(C)	Miscellaneous Facility Rental Fee	
	Hourly Rate	\$21.01
	Daily Rate	\$126.06

5. CRIMINAL RECORD CHECKS AND FINGERPRINTING FEES

The Mackenzie Detachment of the Royal Canadian Mounted Police is authorized to collect fees for processing criminal record check requests and fingerprinting fees as follows:

(a)	Criminal Record Checks	\$25.00
(b)	Pardon Applications	\$25.00
(c)	Fingerprinting Fees	\$25.00

6. LICENCE TO USE DISTRICT-OWNED LAND FOR DOMESTIC PURPOSES

Effective January 1, 2016, 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.

7. PLANNING AND ENGINEERING FEES AND CHARGES

(a)	Official Community Plan Amendment	\$ 500.00 plus advertising costs
(b)	Zoning Bylaw Amendment	\$ 500.00 plus advertising costs
(c)	Official Community Plan and Zoning Amendments	\$1,000.00 plus advertising costs
(d)	Temporary Use Permit	\$ 500.00 plus security if required
(e)	Development Variance Permit	\$ 300.00 plus advertising costs
(f)	Subdivision Application	\$ 250.00 plus \$50.00 per parcel
		created
(g)	Application to the Board of Variance	\$ 50.00

8. FINANCE AND ADMINISTRATIVE FEES AND CHARGES

(a)	Property Tax Certificates	\$38.10 plus GST
(b)	Printing Tax Inquiries	\$ 4.76 plus GST
(c)	Credit Card Convenience Fee	
	Transaction value up to \$500	\$2.50
	Transaction value over \$500	\$5.00
(d)	Document Retrieval	\$20 per half hour

- (e) NSF Charge \$25
- 9. This bylaw may be cited for all purposes as "General Rate Bylaw No. 1527, 2025."

READ a first time this	day of	, 2025
READ a second time this	day of	, 2025
READ a third time this	day of	, 2025
ADOPTED this	day of	, 2025
I hereby certify the foregoing to be a true and correct copy of District of Mackenzie Bylaw No. 1527 cited as "General Rate Bylaw No. 1527, 2025".	Mayor	
Corporate Officer	Corporate Officer	