

COUNCIL MEETING AGENDA

Date: Monday, August 11, 2025, 7:15 p.m.
Location: Council Chambers of the Municipal Office
1 Mackenzie Boulevard, Mackenzie, BC

Pages

1. CALL TO ORDER

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

1.1 Defer to Closed Meeting

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

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

2. ADOPTION OF MINUTES

2.1 Special Meeting- July 28, 2025

5

2.2 Committee of the Whole - July 28, 2025

6

2.3 Regular Meeting - July 28, 2025

8

3. INTRODUCTION OF LATE ITEMS

4. ADOPTION OF AGENDA

THAT the Agenda be adopted as presented.

5. PUBLIC COMMENTS AND QUESTIONS

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

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

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

6. PETITIONS AND DELEGATIONS

7. CORRESPONDENCE

THAT the Correspondence listed on the Agenda be received.

7.1 For Action:

- | | | |
|-------|--|----|
| 7.1.1 | MORATA Morfee Lake Scramble Stage Request
Mackenzie Outdoor Routes and Trails Association (MORATA) is requesting an in-kind donation of the District stage and stage sound system for their 7th annual Morfee Lake Scramble, held at Morfee Second Beach, August 16th. | 17 |
| 7.1.2 | Regional District of Fraser - Fort George Accessibility Advisory Committee
The Regional District of Fraser-Fort George (RDFFG) has established an Advisory Committee on Accessibility in accordance with the <i>Accessible British Columbia Act</i> and Regulation No. 105/22 and is inviting the District of Mackenzie to participate. | 18 |

7.2 For Consideration:

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

- | | | |
|-------|--|----|
| 7.2.1 | Response from Jason Olmsted, Ministry of Forests
Jason Olmsted, RPF, P.Eng. Northern Engineering Group Leader, Ministry of Forests, has provided a response to the July 14, 2025 letter sent by the District of Mackenzie, requesting information on regulations and procedures for road and bridge maintenance on Forest Service Roads (FSRs). | 19 |
| 7.2.2 | Mackenzie Community Arts Council Mural Unveiling & Groundbreaking Ceremony
On Saturday, August 23, the Mackenzie Community Arts Council will be unveiling their mural design and having their groundbreaking ceremony. | 27 |
| 7.2.3 | BC Community Bat Program
Mosquitos beware: bats have your number.

The most recent release from the BC Community Bat Program. | 28 |

7.2.4	Invitation for Mayors and Council to Northern Angel Summit Finale The Northern Angel Summit Finale, taking place on September 25, 2025, at 7:00 pm in Prince George. This significant event celebrates innovation and economic growth in British Columbia.	33
-------	--	----

7.3 Centre Table File

8. ADMINISTRATIVE REPORTS

8.1	<u>Sunrise Expansion Program – What We Heard</u> THAT Council consider making the proposed resolution provided in support of temporary workforce accommodations for Enbridge’s Sunrise Expansion Program in Mackenzie.	34
8.2	<u>Zoning Amendment Application – 25 Gagnon Place – Kennel Operation</u> THAT Council receive this report for information.	44
8.3	<u>Support for Non-Profits – Policies Review</u> THAT Council approves the proposed financial aid policies review and associated public engagement plan as outlined in this report; AND THAT Council approves the 2026 budget and community grants program recommendations.	69
8.4	<u>2025 Housing Needs Report and OCP Engagement “What We Learned” Report</u> THAT Council receives this report for information.	75
8.5	<u>2025 Council Expenses to Date</u> THAT Council receives this report for information.	147

9. COUNCIL REPORTS

9.1	<u>Mayor's Report</u>	
9.2	<u>Council Reports</u> • Councillor Wright	149

10. UNFINISHED BUSINESS

11. NEW BUSINESS

12. BYLAWS

12.1	<u>Zoning Amendment Bylaw No. 1526, 2025</u>	151
------	--	-----

THAT Bylaw No. 1526, 2026, cited as Zoning Amendment Bylaw No.1526, be given first two readings.

12.2	<u>General Rates Bylaw No. 1527, 2025</u>	152
------	---	-----

THAT Bylaw No.1527, 2025, cited as General Rates Bylaw No.1527, 2025, be adopted.

13. NOTICE OF MOTION

14. COMING EVENTS

15. INQUIRIES

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

16. ADJOURNMENT

Special Council Meeting

Minutes

July 28, 2025, 5:00 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 P. Kylo, Councillor R. McMeeken, Councillor K. Tapper,
Councillor J. Wright

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K. Borne,
Director of Corporate Services E. Kaehn, Public Works Superintendent,
T. Ostash

1. CALL TO ORDER

CALLED TO ORDER AT 5:02 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: 33887

Moved by: Councillor McMeeken

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

AND THAT the basis of the Special Closed Meeting relates to Section 90 (1) (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;

CARRIED

2. ADJOURNMENT

Resolution: 33888

Moved by: Councillor Wright

THAT the meeting adjourn at 5:02 PM.

CARRIED

Mayor

Corporate Officer

Committee of the Whole

Minutes

July 28, 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. Kylo

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K. Borne,
Director of Recreation Services T. Gilmer, Public Works Superintendent
T. Ostash, 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 Barnes acknowledged the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.

2. PUBLIC COMMENTS AND QUESTIONS

N/A

3. REPORTS

3.1 Operations

Moved by: Councillor McMeeken

THAT the Operations report for the month of June 2025 be received.

CARRIED

3.2 RCMP

Moved by: Councillor Tapper

THAT the RCMP report for the month of June 2025, be received.

CARRIED

3.3 Fire

Moved by: Councillor Wright

THAT the Fire report for the month of June 2025 be received.

CARRIED

3.4 Recreation Services
Moved by: Councillor Brumovsky
THAT the Recreation Services report for the month of June 2025 be received.

CARRIED

3.5 Finance
Moved by: Mayor Atkinson
THAT the Finance report for the month of June 2025 be received.

CARRIED

3.6 Council Strategic Priorities
Moved by: Councillor Wright
THAT the Council Strategic Priorities 2025 Second Quarter Report be received.

CARRIED

4. OTHER BUSINESS

N/A

5. ADJOURNMENT

Moved by: Councillor Tapper
THAT the meeting adjourn at 7:12 PM.

CARRIED

Mayor

Corporate Officer

Regular Council Meeting

Minutes

July 28, 2025, 7:15 p.m.

Council Chambers of the Municipal Office

1 Mackenzie Boulevard, Mackenzie, BC

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

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

Visitors Present: Rudi Mayser, Director of Strategic Initiatives, WLRS, Sandra Sulyma, Land & Resource Specialist, WLRS

1. CALL TO ORDER

CALLED TO ORDER AT 7:15 PM.

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

1.1 Defer to Closed Meeting

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

The minutes of the Committee of the Whole Meeting held on June 23, 2025, were adopted as presented.

2.2 Regular Meeting - June 23, 2025

The minutes of the Regular Meeting held on June 23, 2025, were adopted as presented.

2.3 Special Meeting- June 25, 2025

The minutes of the Special Meeting held on June 23, 2025, were adopted as presented.

2.4 Special Meeting - July 14, 2025

The minutes of the Special Meeting held on July 14, 2025, were adopted as presented.

3. INTRODUCTION OF LATE ITEMS

Resolution: 33896

Moved by: Councillor Wright

THAT the following items be added to the July 28, 2025 agenda:

7. CORRESPONDENCE

7.1 For Action:

*7.1.5 Request for Support - Mackenzie Potter's Guild

The Mackenzie Potter's Guild is requesting access to the Ernie Bodin Community Centre to retrieve various large tubs of recycle clay material.

*7.1.6 Autumn Lodge Seniors Building Request

Due to the time sensitiveness of this request, staff would seek the following resolution if Council wishes to support the Mackenzie Autumn Lodge Society's request:

THAT Council approve in principle the Mackenzie Autumn Lodge Society's request to dig into the District of Mackenzie road right-of-way along Little Cloudmaker Road to add a perimeter drain tile along the north end of their building and make no changes or disturb District roadway;

AND THAT Council authorize Administration to negotiate a License-to-Use Agreement with the Mackenzie Autumn Lodge Society for use of the District right-of-way for their underlying drain tile that would be brought back for Council's final consideration and approval.

CARRIED

4. ADOPTION OF AGENDA

Resolution: 33897

Moved by: Councillor McMeeken

THAT the Agenda be adopted as presented.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

Janine Croy, Treasurer, Mackenzie Rainbows Swim Club, spoke to Mayor and Council regarding the club's concerns over the proposed Recreation Centre pool slide and how it could affect the Mackenzie Rainbow Swim Club. Lindsay Dobson, Mackenzie Rainbow Swim Club Vice President, and Chair of the Morfee Elementary School Parent Advisory Committee (PAC) spoke to the joint-use-agreement between School District No. 57 and the District of Mackenzie and that the impact to the Rainbow Swim Club was to be considered. Director of Recreation Services Terry Gilmer, suggested that the Swim Club Board Members, and Morfee PAC meet with Recreation Services to best meet the needs to discuss further.

Shannon Bezo, Mackenzie Community Services Board Member President, said she would be able to speak to item number 7.1.1.

6. PETITIONS AND DELEGATIONS

6.1 Service Awards & Recognition - Director of Recreation Services, Terry Gilmer, and Recreation Facility Manager, Nicole Siebert

Mayor Atkinson presented Director of Recreation Services Terry Gilmer with a 5 - Year Long Service Award. Recreation Facility Manager Nicole Siebert (absent) was awarded a 10 - Year Long Service Award.

6.2 Kaska-BC Land Use Planning Project

Rudi Mayser, Director of Strategic Initiatives, WLRS, and Sandra Sulyma, Land & Resource Specialist, WLRS, gave Mayor and Council a presentation on the Kaska - BC Land Use Planning Project.

7. CORRESPONDENCE

Resolution: 33898

Moved by: Councillor Tapper

THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

- 7.1.1** Request for Support - Mackenzie Community Services
Councillor Wright left until voting on item 7.1.1 was complete.

Resolution: 33899

Moved by: Councillor Tapper

THAT Council provide Mackenzie Community Services with a resolution of support for their grant application to NDIT.

CARRIED

7.1.2 Request for Support - St Peter's Pantry

Resolution: 33900

Moved by: Councillor Barnes

THAT the District of Mackenzie provide a letter of support to St. Peter's Pantry for their grant application to Centerra Community Project Fund

CARRIED

7.1.3 Request for Support - District of Chetwynd

Resolution: 33901

Moved by: Councillor P. Kylo

THAT the District of Mackenzie provide 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.

CARRIED

7.1.4 2025/2026 NCLGA Membership Fees

Resolution: 33902

Moved by: Councillor Brumovsky

THAT the District pay the NCLGA 2025/2026 Membership Dues in the amount of \$2192.32.

CARRIED

7.1.5 Request for Support - Mackenzie Potter's Guild

Resolution: 33903

Moved by: Councillor Wright

THAT Council approve access to EBCC to remove large tubs of recycled clay material by August 15, 2025.

CARRIED

7.1.6 Autumn Lodge Seniors Building Request

Councillor Barnes left the room until voting on item 7.1.6 was complete.

Resolution: 33904

Moved by: Councillor Brumovsky

THAT Council defer this item to a future meeting, pending more information.

CARRIED

7.2 For Consideration:

7.2.2 2025 UBCM Convention - Northern Health Authority Meetings

Resolution: 33905

Moved by: Councillor Wright

THAT the District schedule a meeting with NHA to discuss Foundry, long term care and seniors housing, at the UBCM 2025 Convention.

CARRIED

7.2.3 Meet with BC Assessment During UBCM

Resolution: 33906

Moved by: Councillor Wright

That the District schedule a meeting with BC Assessment during the UBCM 2025 Convention.

CARRIED

7.2.8 Invitation to the Liquor and Cannabis Regulation Branch's Engagement on Cannabis Market Controls and Sales at Events

Resolution: 33910

Moved by: Councillor Brumovsky

THAT Council provide a written response by the deadline.

CARRIED

7.2.9 CN Rail Safety Week 2025 Proclamation Request

Resolution: 33908

Moved by: Mayor Atkinson

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;

CARRIED

7.2.10 National Forest Week - September 21 -27, 2025.

Resolution: 33907

Moved by: Mayor Atkinson

THAT the District declare September 21 - 27 2025 National Forest Week.

CARRIED

7.2.12 Update Message from President Cindy Heitman, CNC - Mackenzie

Resolution: 33909

Moved by: Councillor Brumovsky

THAT the District of Mackenzie write a letter to CNC Board of Trustees to express disappointment in the lack of communication between the District, and the School District No.57 and to invite them to meet on a more regular basis.

CARRIED

8. ADMINISTRATIVE REPORTS

8.1 2024 Annual Report

No questions or comments were received regarding the 2024 Annual Report.

Resolution: 33911

Moved by: Councillor Barnes

THAT Council approves the 2024 Annual Report.

CARRIED

8.2 District of Mackenzie Emergency Program Review.

Resolution: 33912

Moved by: Councillor Barnes

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.

CARRIED

8.3 Fire Department NDI Marketing Grant Application

Resolution: 33913

Moved by: Councillor Brumovsky

THAT Council approves the grant application to the NDI 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.

CARRIED

8.4 Recreation Centre Upgrade – Pool Slide Contract Award

Councillor Tapper left the room until voting on 8.4 was complete.

Resolution: 33914

Moved by: Councillor Barnes

THAT defer this item to an upcoming meeting pending further information.

CARRIED

8.5 2025 Pressure Reduction Station – Contract Award

Resolution: 33915

Moved by: Councillor McMeeken

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.

CARRIED

8.6 #8 - 1000 Mackenzie Blvd – Remedial Action

Resolution: 33916

Moved by: Councillor McMeeken

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

CARRIED

8.7 2025 Paving Program Update

Resolution: 33917

Moved by: Councillor McMeeken

THAT Council receives this report for information.

CARRIED

8.8 General Rate Bylaw Amendment

Resolution: 33918

Moved by: Councillor Barnes

THAT Council receives this report for information.

CARRIED

8.9 Land Purchase Policy 1.18 – Review - Deferred

Resolution: 33919

Moved by: Councillor Wright

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

CARRIED

8.10 License-to-Use Policy 1.19 – Review - Deferred

Resolution: 33920

Moved by: Councillor Brumovsky

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

CARRIED

- 8.11 AIAC - 2nd Quarter Activity Report
Resolution: 33921
Moved by: Councillor Barnes
THAT Council receives this report for information.

CARRIED

9. COUNCIL REPORTS

- 9.1 Mayor's Report
N/A
- 9.2 Council Reports
N/A

10. UNFINISHED BUSINESS

N/A

11. NEW BUSINESS

N/A

12. BYLAWS

- 12.1 Bylaw No. 1527 General Rate Bylaw
Resolution: 33922
Moved by: Councillor McMeeken
THAT Bylaw No. 1527, cited "General Rate Bylaw" be given its first three readings.

CARRIED

13. NOTICE OF MOTION

N/A

14. COMING EVENTS

- Tse'Khene Culture Camp - August 4 - 5 2025, Cut Thumb Bay
- McLeod Lake 25th Annual General Assembly August 6 - 9, 2025
- Health & Wellness Centre Grand Opening August 6 at 1:00 pm - 4:00 pm

15. INQUIRIES

N/A

16. ADJOURNMENT

- Resolution: 33923**
Moved by: Councillor McMeeken
THAT the meeting adjourn at 9:41 pm.

CARRIED

Mayor

Corporate Officer



Mackenzie Outdoor Routes and Trails Association
Mackenzie, British Columbia
morata.mackenzie@gmail.com

July 17th, 2025

Hello District of Mackenzie,

We are writing to request the use of the outdoor stage and stage sound system on the 16th of August, and to have the \$999.75 fee waived, plus the cost of the generator and sound technologists. MORATA will be using this stage for the Morfee Lake Scramble afterparty, to be delivered to 2nd beach on the 15th of August, to be collected on the 17th of August. This is our 7th year holding the event which has become a huge part of Mackenzie's recreation and culture, and we would appreciate the continued support of the District of Mackenzie to ensure the event is successful.

In addition to the stage and sound system we would also like to request the sound technicians and the generator for the event to aid us on the night.

We would need the 16-25 kW Towable Generator, Tier 4 Diesel with the cord Temperpower 6/5 50' and Box Tempower Gfi Distribution. Can we please also request the generator have 3 face connectors with locks on it, and not the one with the lugs, as per request pf the sound techs.

We would appreciate the consideration by the Mackenzie council to support our fundraiser for our non-profit association and this well-known event.

Regards,

Kyasha Robinson

Events Director

MORATA

778-251-3640

Good morning,

I hope this message finds you well.

As you may be aware, the Regional District of Fraser-Fort George (RDFFG) has established an Advisory Committee on Accessibility in accordance with the *Accessible British Columbia Act* and Regulation No. 105/22. This initiative is intended to support collaborative efforts among member municipalities to identify, remove, and prevent barriers to accessibility within our communities.

We are reaching out to confirm your municipality's interest in participating in this committee.

As outlined in the approved [Terms of Reference](#):

- Each participating Council may appoint up to two voting members to the Committee, ensuring representation aligns with the criteria (e.g., individuals with disabilities, Indigenous representation, geographic diversity).
- Participating Councils are also asked to appoint one non-voting staff member to support the Committee's work.
- Travel expenses for municipal appointees are to be covered by the respective municipality.

In addition, we kindly ask that you please advise on the following:

1. **Does your municipality currently have its own Accessibility Advisory Committee, or how is your municipality currently meeting the legislative requirements under the *Accessible BC Act*?**

The RDFFG is actively recruiting for the Accessibility Advisory Committee on our [website](#), social media (RDFFG Facebook page), and through newspaper (Prince George Citizen but won't be advertised till August 14th), but we also **kindly request your assistance in promoting the application process for committee membership within your community**. This will help ensure broad and diverse representation from across the region. Promotional materials are attached for your use on municipal websites, social media, and community bulletin boards.

The [application](#), [Terms of Reference](#), and all information regarding the Accessibility Advisory Committee can be found on our website - <https://www.rdffg.ca/Accessibility>. Please feel free to refer others to this page should they require more details.

We ask that you please respond as soon as possible, and no later than **August 28, 2025**, in order to proceed with coordination and the Board's consideration of appointments. The Regional District is looking to have a committee in place before the end of this year.

Should you have any questions or require further information, please do not hesitate to reach out.

Thank you.

Aileen Singh
Manager of Legislative Services
Find us at www.rdffg.ca



August 6, 2025

VIA EMAIL: joan@districtofmackenzie.ca

Joan Atkinson, Mayor of Mackenzie
The District of Mackenzie
1 Mackenzie BLVD
Mackenzie, British Columbia
V0J 2C0

Dear Mayor Joan Atkinson,

Thank you for your letter of July 14, 2025, requesting information on the regulations and procedures for road and bridge maintenance on Forest Service Roads (FSRs). FSR road management is guided by legislation, regulations, professional practice requirements under Engineers and Geoscientists BC (EGBC), Forest Professionals of British Columbia (FPBC) and Ministry policies

The primary regulatory framework is outlined in the Forest Planning and Practices Regulation within the *Forest and Range Practices Act*. Notable sections include:

Structural Defects – Section 75

A person who maintains a road must do one or more of the following if a structural defect or deficiency occurs on a bridge:

- correct the defect or deficiency to the extent necessary to protect:
 - industrial users of the bridge, and
 - downstream property, improvements or forest resources that could be affected if the bridge fails;
- close, remove or replace the bridge;
- restrict traffic loads to a safe level;
- place a sign, on each bridge approach, stating the maximum load capacity of the bridge.

Road Maintenance – Section 79(6)

Persons responsible for road maintenance must ensure:

- The structural integrity of the road prism and clearing width is preserved;
- Drainage systems are functional;

Page 1 of 3

- The road remains safe for industrial users.

Wilderness Roads – Section 81

If a FSR is not actively used by industrial users, Section 79(6) only applies to the extent:

- Maintenance is required only to prevent material adverse effects on forest resources.

In addition to the regulations, several professional practice documents developed by the Ministry of Forests, EGBC, and FPBC to provide further guidance on what professionals and companies need to do on forest roads. These include:

- Ministry of Forests Engineering Branch Manual ([Engineering Manual](#))
- EGBC/FPBC Professional requirements for bridge construction ([Professional Services in the Forest Sector: Crossings](#))
- EGBC/FPBC Professional requirements for forest roads ([Professional Services in the Forest Sector - Forest Roads](#))

The Ministry of Forests also has a funding policy that outlines how road and bridge maintenance and improvement projects on FSRs are prioritized provincially. For public inquiries, we regularly distribute the following resources, which I have included with this letter:

- FAQ – Engineering Roads Funding Policy
- Engineering Roads Funding Policy Factsheet

Key highlights included in these documents:

Funding Prioritization:

The Ministry allocates funds for FSR maintenance and major improvement projects in the following order:

1. Roads accessing communities
2. Roads serving rural residents
3. Roads leading to high-value recreation sites

Road Maintenance:

- Industrial users are generally responsible for maintaining roads to a safe standard during active use.
- When roads are not in industrial use, they are typically maintained to wilderness standards to protect environmental values and road prism integrity.
- The Ministry of Forests maintains roads to wilderness standards by default when no other industrial users are present.
- The Ministry of Forests assumes maintenance responsibilities for roads serving communities, rural residences, and high-value recreation sites, subject to budget availability.

Road Deactivation

If no industrial user assumes maintenance responsibilities, roads may be deactivated to mitigate risks to the environment and public safety. Deactivation decisions and notifications are made with careful consideration of multiple priorities and impacts.

Please feel free to reach out if you have any questions or would like to discuss these topics in more detail.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Olmsted', with a stylized flourish extending to the right.

Jason Olmsted, RPF, P.Eng
Northern Engineering Group Lead
Engineering Branch
Ministry of Forests

cc Minister of Forests, Ravi Parmar
Ryan Bichon, District Manager, Mackenzie
Kiel Giddens, MLA, Prince George-Mackenzie
Peter Wyatt, Director, Engineering Branch

FAQ – Engineering Roads Funding Policy

June 2024

Ministry of Forests

- What are resource roads?

Resource roads in B.C. are constructed to develop, protect and access the province's natural resources. They also serve as crucial links for many rural communities and access to highly used recreational opportunities.

- What types of resource roads are there?

There are Forest Service Roads (FSRs), Road Permit Roads, roads maintained by the Oil and Gas Sector, Private Land roads, and public roads administered by the Ministry of Transportation. If you are unsure of a road's status, please contact your local natural resource district office. The Ministry of Forests inspects and designates maintainers for FSRs only; all other resource roads are managed by the companies who have the permits for these roads.

- Who uses resource roads?

Resource roads are used primarily by industrial vehicles engaged in forestry, mining, oil and gas or agricultural operations. Members of the public and commercial operators (i.e., ski hills, fishing lodges) also use resource roads. Some resource roads lead to rural communities and residences and are used daily by the public.

- How are resource roads regulated?

Resource roads are regulated by the Forest Act, Forest Range Practices Act, Forest Planning Practices Regulation, and Forest Service Road Use Regulation.

- Who is responsible to maintain and deactivate FSRs in B.C.?

By and large, the industrial user of the road is responsible for maintenance to a safe standard for their intended activities while in use. When roads are not in use by an industrial user, the roads largely fall under an environmental maintenance status as a wilderness road. Roads are maintained to protect environmental values and road prism integrity.

By default, the Ministry of Forests, including BC Timber Sales, maintains roads to wilderness standards where no other user is present and no obligation to maintain to a higher standard exists. The Ministry maintains roads to communities, rural residences and high value recreational sites when no industrial user is active and as budgets permit.

- How many kilometres of FSRs are there in B.C.?

There are approximately 60,000 km of FSRs.

- What happens to FSRs that are not maintained?

If not maintained, wilderness roads become eroded and/or overgrown and, unless a user assumes maintenance obligations, eventually may have to be deactivated or closed to reduce risks.

- Do all unmaintained FSRs have to be deactivated?

No. Some resource roads provide important tourism or recreational opportunities and are inspected on a risk basis. These roads are left open unless closure is necessary to protect the environment and/or mitigate other risks.

- What criteria are used to allocate funding to FSRs in B.C.?

It is important to recognize that limited funding and resources exist to maintain and upgrade FSRs provincially. We do not have the ability to maintain all FSRs but focus our resources on the high-use, critical infrastructure FSRs. The Ministry prioritizes how funds are allocated to road maintenance (operating) and major road and bridge improvement (capital) projects in the following order by road use type, using a detailed priority rating exercise and in considerations of various impacts and consequences related to road prism integrity:

1. Roads accessing communities (First Nations and non-First Nations)
2. Roads serving rural residences
3. High value recreation sites
4. Other legislative requirements (e.g., deactivation and remediation)

- Are FSRs maintained for emergency access and egress?

The Ministry does not receive specific funding to maintain alternate egress routes. Egress routes may be comprised of active or inactive FSRs, non-status roads, other resource roads or public highways. Alternate egress routes may be activated during emergency response activities throughout B.C. The decision to utilize an FSR as an alternate egress route is completed on a case-by-case basis.

- What is a capital road?

In the context of the Engineering Program, a capital road includes a road accessing a community, group of rural residences or high value recreation site. A capital road is always an FSR, whereas FSRs are not always capital roads. Definitions for these three classifications of capital roads are as follows:

Community FSRs: These important public roads provide primary access to a group of 50 or more year-round residents within a specific locality and are not scattered.

Road Serving Rural Residence: These FSRs provide primary access to a primary residence or residences along the road and are subject to 0.4 year-round residences per kilometre (1 year-round residence for every 2.5 km). These roads do not meet the critical definition of a Community FSR. These roads do not include instances where 'water access' is listed on Titles for the residence(s).

High Value Recreation FSR: These roads provide primary access to High Value Recreation Sites and Trails as officially designated by the Ministry of Environment, Recreation Sites and Trails Division OR designated representative as *Important Recreational Areas* by the Regional District Executive Director. May also be an area where an FSR provides access to a Provincial Park, recreation feature or significant recreation areas and designated as such by the application of the Regional Executive Director with input from local District Managers.

- What principles does the Engineering Program use to allocate funds?

The Ministry's Engineering Program staff maintain roads and make capital improvements as they are identified and as resources allow. The following principles are followed when allocating funds to manage and maintain a safe resource road network throughout the province:

- Allocate funds based on priority
- Allocate funds in an open and transparent manner
- Allocate funds consistently—generally use the same criteria to make ranking decisions

- What is the annual budget for capital and operational road works?

The engineering program in Fiscal Year 2024/25 has a capital budget of \$26.3 million for major upgrades to the 12,000 km capital road network.

A \$17 million annual operational budget maintains 45,000 kilometres of FSRs (which includes the 12,000 km of capital roads), where the priority is on the capital road network.

Learn More:

Resource Roads: <https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/resource-roads>

Contact information:

For more information on the engineering program, please contact your local [Natural Resource District office](#).

<https://www2.gov.bc.ca/gov/content/industry/forestry/managing-our-forest-resources/ministry-of-forests-lands-and-natural-resource-operations-region-district-contacts>

Contact the Engineering Branch directly: FLNREng.Branch@gov.bc.ca

Media Contact:

Media Relations

Ministry of Forests

250 896-7359

Connect with the Province of B.C. at: www.gov.bc.ca/connect

FACTSHEET

June 2024

Ministry of Forests Engineering Roads Funding Policy

- The Ministry of Forests has developed a road funding policy to serve as a framework to allocate funds for the maintenance, improvement and closure of Forest Service Roads (FSRs) maintained by the Crown.
- FSRs are not built or maintained to the same standards as public highways. Many resource roads are not maintained for vehicular traffic. Most resource roads have rough, loose gravel surfaces and are narrow (often one lane wide).
- The Ministry does not receive specific funding to maintain alternate egress routes. Egress routes may be comprised of active or inactive FSRs, non-status roads, other resource roads or public highways. Alternate egress routes may be activated during emergency response activities throughout B.C. The decision to utilize an FSR as an alternate egress route is completed on a case-by-case basis.
- The Ministry prioritizes how funds are allocated to FSR maintenance (operating) and major road and bridge improvement (capital) projects in the following order:
 - Roads accessing:
 1. Communities (First Nation and non-First Nation)
 2. Rural residences
 3. High value recreation sites
- The Engineering Program has an annual capital budget of \$26.3 million for major upgrades to the 12,000 kilometres capital road network in B.C. in Fiscal Year 2024/25.
- In addition, a \$17 million operational budget is available annually to maintain 45,000 kilometres of FSRs, where the priority is on the capital road network for Fiscal Year 2024/25.
- Of the 60,000 kilometres of FSRs in British Columbia, 15,000 kilometres are maintained by BC Timber Sales. The Engineering Roads Funding Policy does not cover these roads.
- If not maintained to a high-clearance vehicle standard, wilderness roads deteriorate and, unless an industrial user assumes maintenance obligations, eventually must be deactivated to reduce risks to the environment, the public, and other objectives. The decision to deactivate FSRs is made carefully with consideration to multiple priorities and impacts.
- The Ministry's Engineering Program staff maintain roads and make capital improvements, as they are identified and as resources allow.
- Capital funding will not be allocated to complete works on FSRs solely for industrial purposes (current or future).

- The Engineering Program uses the following principles when allocating funds to manage and maintain a safe FSR network throughout the province:
 - Allocate funds based on priority
 - Allocate funds in an open and transparent manner
 - Allocate funds consistently—generally use the same criteria to make ranking decisions

Additional information can be found here:

<https://www2.gov.bc.ca/gov/content/industry/natural-resource-use/resource-roads>

Contact the Engineering Branch directly at: FLNREng.Branch@gov.bc.ca

Media Contact:

Media Relations
Ministry of Forests
250 896-7359

YOU'RE INVITED

MURAL

Unveiling
&
GROUNDBREAKING
Ceremony
August 23rd

1:00PM - 4:00PM

9 LAURIER DRIVE

We would be honored to have a representative from the District of Mackenzie speak at the ceremony. Please RSVP if you would like to be involved!



Mosquitoes Beware: Bats Have Your Number

For immediate release

July 28, 2025

Prince George, BC. Did you know that a Little Brown Myotis can eat 600 mosquitoes in an hour? Not only do bats devour mosquitoes, but the bats of BC also eat other night-time insects that are considered pests to the agricultural and forest industries. “Smaller bat species eat the smaller insects, while larger bat species eat larger beetles and moths, including cucumber beetles, June bugs, stinkbugs, and Spruce Budworm,” says Tina Watters, Omineca Community Bat Program coordinator. “We have at least 15 species of bats in BC, and they all provide free and natural insect pest control services for the community.”

The BC Community Bat Programs would like to remind residents that in August, bats start to leave their summer roosts and sometimes end up in unusual spots, like entryways, on exposed walls, on the ground, in covered deck areas, or even flying into a house if the door is left open in the evening. Please remember to never touch a bat with your bare hands, whether it's dead or alive.

Bats are important wildlife that are protected under the BC Wildlife Act. It is illegal to exterminate, directly harm, or harass bats.

Bats don't breed like mice. “Females only have one pup per year,” says Watters. “Pups are born in June, learn to fly and start hunting for bugs in July, and start to leave their maternity colonies in August and September.” Bats have to fatten up enough to survive all winter without eating. About half of the pups don't make it through their first winter.

“Young bats like to stay up all night and don't necessarily come home!” says Watters. “Sometimes bats end up sleeping in exposed spots during the day.”

Bats should be left alone if they are roosting in areas safely away from pets or children. Bats will fly off in the evening to continue foraging for insects. “Let the bat hang out for the day,” says Watters.

If you must move a bat, wear thick gloves and long sleeves, and use a small trowel, box or cotton cloth bag to gently capture and relocate a bat to a tree nearby. Release the bat at head-height or higher, on a tree where pets and curious children won't disturb it.

Although less than 1% of bats in BC carry rabies, it is still important to avoid any contact.

“Talk to your children to make sure they understand to never touch, play or try to rescue bats.” says Watters. If you suspect a bite or scratch from a bat: 1. Immediately wash the area with soap and water for 15 minutes; and 2. Contact your public health or your doctor immediately.

For more information on rabies, please refer to the BCCDC website <http://www.bccdc.ca/health-info/diseases-conditions/rabies>.

Cats can hear bat echolocation calls at night, and often successfully hunt them. If your cat comes into contact with a bat, please call your veterinarian immediately to see if rabies boosters are needed. Always vaccinate your pets against rabies.

The BC Community Bat Program recommends that cats be kept indoors in the evening when the bats are active. “Bat pups are learning to fly at this time of year, and they are easily caught and killed by cats,” says Watters.

If you have bats roosting on your buildings, the BC Community Bat Programs can offer information, provide best management practices, and support. For information on safely moving a bat and to report bat sightings, landowners can visit the BC Community Bat Program’s website (www.bcbats.ca), email omineca@bcbats.ca, or call 1-855-9BC-BATS ext. 26.

The BC Community Bat Programs are supported by the Habitat Conservation Trust Foundation, the Forest Enhancement Society of BC, the BC Conservation Foundation, and the Government of BC. Locally, we are also supported by the City of Prince George.

– 10 –

Contact:

Tina Watters, Regional Bat Coordinator
Omineca Community Bat Program

E. omineca@bcbats.ca

T. 1-855-922-2287 ext. 26

C. 403-505-2915

Paula Rodriguez de la Vega, Provincial Coordinator
BC Community Bat Programs

E. info@bcbats.ca

T. 1-855-922-2287 ext.20

C. 250-809-8152

Facebook: <https://www.facebook.com/bcbats>

Instagram: <https://www.instagram.com/gotbats/>

PHOTOS:

Bat on wall by BC Community Bat Program. “Bats are leaving their summer roosts and can sometimes be found roosting out in the open. Please leave bats alone if they are in an area where pets and children will not disturb them.”

Child and bat by Lesah Curatolo. “It’s important to teach children to appreciate bats, but also to teach them to never touch a bat. Contact the BC Community Bat Program for information on how to move a bat safely.”





August 1, 2025

Mayor Joan Atkinson

Mackenzie

Bag 340 1 Mackenzie Blvd.

Mackenzie, BC, V0J 2C0

Dear Mayor Joan Atkinson,

I am writing to extend a warm invitation to you and Council for the **Northern Angel Summit Finale**, taking place on **September 25, 2025, at 7:00 PM**, in Prince George, British Columbia. This landmark event is a cornerstone of innovation and economic growth for the North and presents an unparalleled opportunity for civic and business leaders to demonstrate their commitment to the future of our region.

As those who are deeply invested in the economic development of your city and region, your presence at the Summit will signal strong support for innovation as a primary driver of long-term prosperity. This is not a conference—it is a gathering of visionary investors, trailblazing entrepreneurs, and community leaders who understand that **innovation is the key that unlocks sustainable growth** in Northern British Columbia.

We are encouraging mayors, chiefs, councillors, economic development officers, and business leaders from across the North to attend and participate. While this invitation does not include a complimentary pass, we hope you'll see the value in purchasing tickets and making this investment into the fabric of our communities.

Michael Walsh is this year's keynote speaker. He is a visionary leader, speaker, author, and founder of the Walsh Business Growth Institute. The author of *Business Growth by Design*, *Big Ideas Are Not Enough*, and his latest Amazon #1 Bestseller book, *Freedom by Design*, Michael ignites passion in the entrepreneurs he works with by helping them drive their businesses to growth levels beyond their expectations. His engaging storytelling has inspired entrepreneurs around the world, and his insights into what makes ventures—and regions—economically resilient will inspire us to action. His presence at the Summit underscores the growing national interest in the innovations emerging from our region.

Early bird tickets are available for \$75: 🖱️ <https://northernangelsummit.ca/tickets>

Each person attending will **receive a free copy of Michael Walsh's latest book**, *Freedom by Design*.

We encourage you to get your tickets today, as seats are limited and interest across the region is strong. Your participation will help amplify the message that northern communities are open for business, rich with talent, and ready to lead in innovation.

Thank you for your ongoing leadership and commitment to the success of your region and our northern economy. We look forward to welcoming you to the Northern Angel Summit Finale this September.

Warm regards,



Mary Mytting, Executive Director

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: August 5, 2025

Subject: Sunrise Expansion Program – What We Heard

RECOMMENDATION:

THAT Council consider making the proposed resolution provided in support of temporary workforce accommodations for Enbridge's Sunrise Expansion Program in Mackenzie.

BACKGROUND:

At the June 23, 2025 Regular Meeting of Council, Council was approached by Enbridge's Sunrise Expansion Program for a resolution of support to allow a temporary work force accommodation associated with the proposed expansion of the southern portion of our BC pipeline system in Mackenzie. The decision was postponed until further community engagement was completed. Attached is a letter from Seanna McDonald, Advisor, Community and Indigenous Engagement, following the Open House held on July 15, 2025, a "What We Heard" report detailing feedback gathered from residents, and a copy of the resolution for Council's consideration. Seanna will be in attendance at the meeting to answer any questions.

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, Legislative Clerk / Executive Assistant

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

I hope this message finds you well. I am writing to formally submit our final report from the Sunrise Expansion Program's Temporary Workforce Accommodations Open House. This comprehensive report is attached for your review and consideration.

The report provides a high-level summary of the key findings and community feedback gathered during our Open House sessions. It highlights the overall support for the Temporary Workforce Accommodations initiative, including insights into the proposed locations, infrastructure, and anticipated benefits for the community. Additionally, we've included detailed notes on the concerns raised by attendees and our proposed solutions to address those issues.

This report aims to support the Temporary Workforce Accommodations resolution, which is scheduled to be on the agenda for the District of Mackenzie Council meeting on August 11. We believe that the information enclosed will be invaluable in facilitating an informed and productive discussion during the meeting.

Should you have any questions or require further information, please do not hesitate to reach out.

Best regards,

Seanna

Seanna McDonald

Advisor, Community and Indigenous Engagement

—

ENBRIDGE

CELL: 236-587-1442 | Seanna.McDonald@enbridge.com

3985 – 22nd Avenue, Prince George, BC V2L 1B7

enbridge.com

Integrity. Safety. Respect. Inclusion.

Enbridge acknowledges the local Indigenous lands where we live and work including Treaty, traditional territory, unceded, ceded and Métis lands and that our assets span Turtle Island.

This email message, including any attachments, may contain information that is confidential and/or exempt from disclosure under applicable law. If you received this message in error, please immediately notify the sender by reply email and delete this email, including any attachments.

Mackenzie Open House: What We Heard Report and Next Steps

July 24, 2025

Introduction

On July 15, 2025, Westcoast Energy Limited Partnership (Westcoast), an Enbridge affiliate, hosted an open house in Mackenzie, British Columbia. The event brought together community members and Westcoast subject matter experts. This open house was part of Westcoast's engagement process to build relationships and gather insights from the community about the [Sunrise Expansion Program \(Project\)](#). A previous open house about the Project was also held in Mackenzie on June 7, 2023.

Feedback was gathered through verbal discussions and written feedback forms. Attendees were invited to complete forms to share their perspectives on the Project and its proposed temporary workforce accommodation in Mackenzie. A total of 69 attendees signed in, with two-thirds completing feedback forms (46 total forms submitted).

There was significant support for both the Project in general and its proposed temporary workforce accommodation among those who attended the open house and submitted feedback forms.

The average level of support for the Project on a 5-point scale was 4.78. (Q: "Based on what you learned at today's Open House, please indicate your level of support for the Sunrise Expansion Program, using a scale from 1-5, with (5) indicating fully supportive and (1) indicating not supportive.")

The average level of support for the proposed temporary workforce accommodation on a 5-point scale was 4.52. (Q: "Based on what you learned at today's Open House, please indicate your level of support for the temporary workforce accommodation proposed to support the construction project, using a scale from 1-5, with (5) indicating fully supportive and (1) indicating not supportive.")

What We Heard

Local Employment and Economic Development

Employment opportunities and local economic development emerged as key themes throughout the open house.

- There was consensus that the economic development opportunities (for existing businesses as well as potential new businesses) and potential jobs associated with the Project will be positive for the community.
- Attendees registered strong preference for Westcoast to clearly and visibly prioritize local hiring and procurement to ensure meaningful community benefit.
- Suggestions included creating a database of local vendors and suppliers to help connect the Project with available local goods and services and actively supporting local businesses through service and supply contracts.
- Several attendees raised concerns about the potential strain that the Project (and the influx of workers from outside the community) could place on local services and infrastructure.

Temporary Workforce Impacts

The proposed temporary workforce accommodation drew a range of responses from attendees. Some residents indicated support for a self-contained workforce accommodation to minimize pressure on housing and tourism infrastructure. Other residents wanted to take advantage of the opportunity to provide rental and other accommodation to the construction workers, while others expressed concern that workers renting in town could displace visiting family members, tourists, or workers from other projects.

Attendees also raised concerns about the impacts of temporary workers on community resources, including health services and policing. There was curiosity around the workforce accommodation rules, including whether it would be an alcohol-free zone and how behaviour would be monitored.

Another concern was ensuring the local food supply chain could withstand the increased demand from an influx of workers, while meeting the needs of the community.

Participants shared several suggestions to help manage the impacts of a temporary workforce population surge and to support integration of these workers into the community.

- Establish a dedicated hotline for residents to report workforce-related concerns or observations.
- Maintain regular, open communications between the Project and the community, and clearly communicate the community's expectations to workers.
- Partner with local health providers to support addiction and mental health resources.
- Coordinate with the local grocery Co-op as well as other food service businesses to ensure food supply stability.
- Support community integration through activities or programs.

Health and Safety

Participants expressed concerns about the capacity of Mackenzie's health care system to support a temporary population increase during the Project. They also emphasized the need for specific safety measures to protect both residents and workers. Key concerns and questions included:

- Limited hospital capacity, clinic hours and periodic emergency room closures due to nursing shortages
- Overreliance on paramedics, with ambulances often dispatched from Prince George
- Shortage of mental health and addiction services
- How emergency services would prioritize calls and ensure adequate capacity
- The need for clear workforce policies that are consistently enforced
- Westcoast's plan to coordinate with local RCMP

Community and Social Well-Being

Participants encouraged Westcoast to contribute to the town's long-term social and economic well-being by contributing in areas of identified need, as well as partnering with local organizations to support community programs and services.

There was strong interest in partnerships to deliver community benefits. Suggestions included collaborating with the Chamber of Commerce, WorkBC, and local businesses to facilitate workforce integration and procurement, and working closely with the McLeod Lake Indian Band and the District of Mackenzie to ensure integration and a positive relationship.

The need for clear and transparent communication from the Project was emphasized, including ensuring project information is accessible and delivered through a variety of channels to ensure inclusion and build awareness among all community members.

Environmental

While environmental concerns were not the primary focus of discussions, several participants emphasized the importance of Westcoast maintaining high environmental standards throughout the Project. Community members expressed a desire to see strong protections for local wildlife and nature areas, as well as a commitment to a thorough site cleanup once the Project is complete.

Response and Next Steps

Westcoast appreciates the time and consideration given by the District of Mackenzie attendees at the open house. The discussions and feedback will support Westcoast's operations and activities as the Project progresses. Specifically, Westcoast is addressing the elements outlined in the 'What We Heard' section in the following ways:

- Westcoast has assigned a community engagement lead, Seanna McDonald, as the community liaison to the District of Mackenzie to ensure frequent communication and timely feedback is received. Other communication channels deployed to keep the community informed include a regular newsletter, the [Sunrise Expansion Program website](#), a [virtual open house](#), a toll-free contact number (1-833-267-2220), and a regularly monitored [Project contact email \(BCprojects@enbridge.com\)](mailto:BCprojects@enbridge.com).
- Westcoast is developing a socio-economic effects management plan for the Project aimed at minimizing negative effects to the community and increasing positive benefits for the community, including:
 - A Community and Gender Safety Plan that specifically responds to important issues such as gender-based violence and human trafficking.
 - Mitigating impacts on local services and infrastructure. To do so, Westcoast proposes to:
 - have independent medical providers on site for construction and within the temporary workforce accommodation to reduce impacts on the medical facilities and services in Mackenzie;
 - improve or restore road infrastructure as required; and
 - have the temporary workforce accommodation provider hire a caterer who will manage any local food supply constraints if necessary.
- Westcoast has initiated engagement with Northern Health to discuss and collaborate on community health priorities and concerns.
- Westcoast will strictly enforce our Code of Conduct and After Hours Respect for the Community policies to maintain respectful and appropriate behaviour within the workforce accommodations and the community. Westcoast will also require workers to complete mandatory trainings on human trafficking awareness and

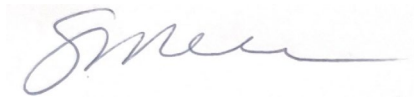
prevention, workplace health and safety, cultural safety, and Indigenous cultural awareness. Westcoast has a zero-tolerance policy for alcohol and drug use, harassment and violence, and any behaviour that negatively impacts the community.

- Westcoast will ensure the temporary workforce accommodation provider, community members, and other employees and contractors receive contact information for the Enbridge Ethics Hotline and are encouraged to report any misconduct concerns.
- Westcoast is proud to support many local organizations and initiatives, including the Mackenzie Fire Rescue Department, Mackenzie Community Arts Council, Mackenzie Spring Expo, Mackenzie Counselling Services Society, and the Mackenzie Autumn Lodge Society.
- Westcoast, through Fueling Futures, intends to integrate local contractors and employees through partnerships and sponsorships that strengthen the safety, vibrancy and sustainability of the community through volunteerism.
- Westcoast has created a database of local vendors and suppliers to help connect the Project with available local goods and services.

In Closing

Westcoast is excited to continue working with the community to develop this Project that we can collectively be proud of.

Thank you,

A handwritten signature in blue ink, appearing to read 'Seanna'.

Seanna McDonald, Advisor, Community and Indigenous Engagement

June 17, 2025

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

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

Dear Mayor Atkinson and Members of Council,

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

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

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

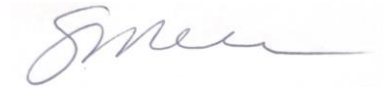
The Sunrise Expansion Program is a proposed expansion of the southern portion of the system known as "T-South." Near Mackenzie, the proposed expansion work will involve adding two pipeline loops and an additional compressor unit. Westcoast is proposing temporary workforce accommodation to house up to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

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

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

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

Sincerely,

A handwritten signature in dark ink, appearing to read 'Seanna', followed by a long horizontal flourish.

Seanna McDonald

Sunrise Expansion Program, Temporary Workforce Liaison

Email: Seanna.McDonald@enbridge.com

250-217-7852

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

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

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

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

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

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

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

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

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

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

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

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

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: August 6, 2025

Subject: Zoning Amendment Application – 25 Gagnon Place – Kennel Operation

RECOMMENDATION:

THAT Council receive this report for information.

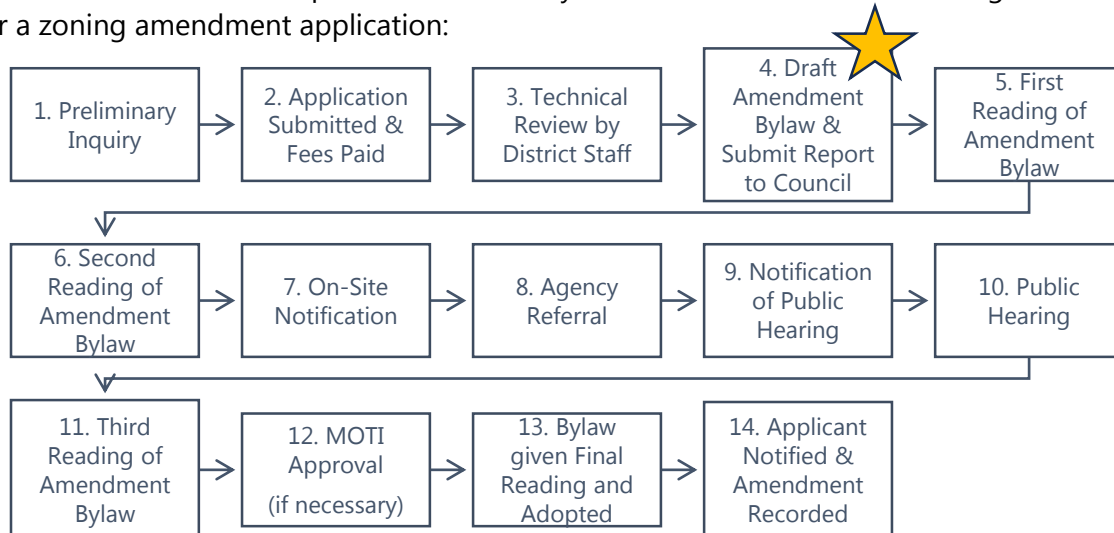
BACKGROUND:

The District has received an application to amend Zoning Bylaw No. 1368, 2017 to allow a Kennel as a permitted accessory use at 25 Gagnon Place in order to construct and operate a pet boarding and daycare facility at their home. A copy of the following have been attached:

- a) Corporate Services Technical Review of the Application
- b) Written submission by the applicant with further detail on their proposal
- c) Letter submitted by the applicant from neighbouring property owners
- d) Maps indicating property location, zoning, and OCP designations
- e) A copy of the District's Zoning regulations for the proposed use
- f) A copy of the OCP RS designation policy objectives
- g) A copy of the Kennel requirements from Animal Control & Licensing Bylaw

Zoning Bylaw Amendment Process:

In accordance with Development Procedure Bylaw No. 1369, 2017, the following are the steps for a zoning amendment application:



The application is at Step 4, presenting the technical report and proposed amendment bylaw to Council for consideration on whether to move forward with the application process.

Technical and Policy Review

Corporate Services staff underwent a technical review of the inquiry to address the appropriateness of the proposed use in consideration of:

- Official Community Plan Bylaw No. 1304
- Zoning Bylaw No. 1368
- Province of BC *Cattery and Kennel Regulation*
- Animal Control and Licensing Bylaw No. 1354, 2016
- Business License Bylaw No. 1355, 2016
- Road Access
- Setbacks
- Road Access
- Water Supply
- Sewage Disposal
- Garbage Disposal
- Storm sewers and stormwater management
- Snow Removal
- Fire flows and hydrant location and spacing
- Contaminated Sites
- Hydro
- Natural Gas
- Health and Safety
- Landscaping
- Other Planning Considerations

Next Steps:

A copy of the proposed Zoning Amendment Bylaw No. 1526, 2025 has been included in the Bylaw section of this agenda.

Council is being asked to consider one of the following options at that time:

1. Give first and second reading of Zoning Amendment Bylaw No. 1526, 2025 and proceed with the next steps in the application process.
2. Reject the proposed amendment and do not move further with the application process.

BUDGETARY IMPACT:

There is no budgetary impact associated with this recommendation.

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Emily Kaehn, Director of Corporate Services

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

To: Mayor and Council
From: Administration
Date: August 6, 2025
Subject: Technical Review - Zoning Amendment – 25 Gagnon Place – Kennel Accessory Use

Applicant/Owner	Christina Amouzou
Subject Property	25 Gagnon Place, Mackenzie, BC Lot 31 District Lot 12463 Cariboo District Plan 19463
Proposal Overview	Application to permit the operation of a pet-boarding and daycare facility as an accessory use on the property.
Official Community Plan	<p>The subject property is in the RS: Single Family Residential land-use designation. In general, a home-based business aligns with the intent of the RS land-use designation, subject to Housing & Residential Policy 25 listed below:</p> <p>RS: Single Family Residential: The Single Family Residential (RS) designation includes existing or future residential development that either has or is expected to receive municipal water distribution and sanitary sewer services. Full urban service standards would be expected, such as curb/gutter, paved roads, street lighting, and storm drainage to levels as specified in a subdivision servicing bylaw. The RS designation includes single family dwellings, duplexes and two-family dwellings, secondary suites, community care facilities, home-based businesses, and schools, parks, and greenbelts or buffers.</p> <p>Housing & Residential Policy 25. Enable compatible home-based businesses in residential areas that do not interfere with the enjoyment of neighbouring residential homes. Conditions for home-based business use are established through the Zoning Bylaw to inhibit conflicts with residential neighbourhood attributes.</p>
Zoning Bylaw 1368	<p>Use: The subject property is zoned as R1 – Single-Family Residential. The proposed use does not align with the Zoning Bylaw 1368. Kennels are not permitted in the R1 Zone. Kennels are only permitted in the A1, A2, RR1, RR2, M1 and M2 zones. The intent of the current zoning for Kennel's is due to reduce the potential impact of offensive noise, visuals, or odors to adjacent properties.</p>

Parking: One paved/driveway parking space is required for a home occupation, in addition to those required for the single-family dwelling. This should be able to be accommodated on the property.

Prevention of Cruelty to Animals Act Cattery and Kennel Regulation	<p>The Provincial <i>Prevention of Cruelty to Animals Act</i> Section (4) states:</p> <p><i>The requirements and recommendations contained in A Code of Practice for Canadian Kennel Operations, Third Edition, as produced by the Canadian Veterinary Medical Association and published in 2018, are recognized as reasonable and generally accepted practices of engaging in the operation of a kennel for the purposes of section 24.02 (c) of the Act.</i></p> <p>These guidelines are recommended if the application is approved. They have already been shared with the applicant.</p>
Animal Control & Licensing Bylaw 1354	The proposal indicates that there will be more than three dogs being housed at one time in the facility. Animal Control and Licensing Bylaw No. 1354, 2016 requires the applicant to comply with Section 10 of the bylaw and hold a Kennel Permit.
Business License Bylaw 1355	If approved, the applicant would require an annual Business License.
Noise Bylaw 1352	Kennels can cause undue noise that may impact neighbouring properties due to dog barking. The applicant has been made aware of our Noise Bylaw and has indicated they would do what they could do reduce noise affecting neighbouring properties.
Unsightly Properties Bylaw 1394	Kennel operations may create offensive odour to neighbouring properties, for example due to dog fecal matter on the property. The applicant has been made aware of our Unsightly Properties Bylaw 1394 and has indicated they would adhere with the bylaw requirements and maintain a sanitary, clean, property to prevent odour pollution.
Road Access	Property has appropriate residential street access.
Setbacks	Proposed use aligns with zoning setback requirements.
Water Supply	Property is serviced by appropriate municipal water services. More water use may occur due to the nature of kennel operations – providing water, cleaning, etc.

Sewage Disposal	Property is serviced by municipal sewage disposal system. No issues identified with the proposed use affecting this service.
Garbage Disposal	Property serviced with residential garbage collection. May have larger amounts of garbage due to the home-based business use on the property.
Stormwater	The property is serviced with standard residential stormwater system. No issues identified with the proposed use affecting this service.
Snow Removal	The property is provided standard residential snow removal services. Proposed use is not anticipated to have impact on this service. Increased traffic at the location is anticipated. Off-street parking requirements can be accommodated.
Fire Protection	The property would be serviced by the Mackenzie Fire Department and fire hydrants are located within appropriate proximity.
Contaminated Sites	The proposed use is not anticipated to cause contamination under the <i>Contaminated Sites Regulation</i> .
Hydro	The property has access to appropriate BC Hydro service for the proposed use.
Natural Gas	The property has access to appropriate Fortis BC service for the proposed use.
Health and Safety	Appropriate measures need to be taken to ensure the site is maintained in a way not to put those on premises at risk of illness. Fencing/security will be necessary to ensure that dogs do not leave the property, interact with neighbouring pets or residents, or enter the street causing vehicle and walking/biking traffic hazards.
Landscaping	N/A
Other Considerations	At this time there is limited boarding services for dog owners in Mackenzie. This proposal fills a gap in service for the community.
Alternative Planning Options	Spot zoning is not considered best practice in community planning. Once zoned it can be difficult to change the proposed use back in the future, especially if the use is pre-existing on site, and any change in use can have impacts on property values. An alternative to a zoning amendment is a Temporary Use Permit, which allows a new use to be tested on site before formalizing it in zoning. Due to the investment necessary to set up a boarding facility, the applicant has expressed desire to have a secure long-term approval for use on the property. Temporary Use Permits can be approved for up to 3-years and then renewed for another 3.

KAHU House/Petsitting and More Details

From Christina A [REDACTED]
Date Fri 6/13/2025 10:15 AM
To Emily Kaehn <ekaehn@districtofmackenzie.ca>

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

Secured by Check Point

KAHU's mission is to serve our community in every needed capacity we can. That's why there's "and More" at the end of our name.

We are house and Petsitting as our primary business. We want members of our community to be free to travel as needed and know their precious things will be cared for.

We have been certified on rover.com. They did a full background check and promote our services.

Our goal is to offer regular doggy daycare for socialization and training for pups in our community.

We also want to offer overnight services in our home. This is not kennelling. It is selective guest visits.

The pups would sleep over in our common spaces to make them as comfortable as they would be at their own homes.

Pups staying over will be confirmed up to date on vaccinations and will have been personally assessed by me as ready to enter our home and reside with other animals. This is a critical step to assure a safe and peaceful space for all of us.

We also offer dog training where we meet at client's residences to help with behavioural issues.

In the future we would love to have a place where we can help train dogs in agility and also have a location where a veterinarian can come to perform spay and neuters for Mackenzie. This is a long-term future goal.

Thank you for helping us make our dream business a reality here in Mackenzie!

Christina



25 Gagnon Place

Thank You

Dear District of Mackenzie,

We are writing this letter as a collective group to provide a reference for Christina Amouzou of Kahu House/Petsitting and More.

We have all lived in the cul-de-sac of Gagnon Place for the three years Christina and her family have lived here. This includes most importantly this last year when she started Kahu House/Petsitting and More.

We want to show our support for Christina and her home business by supporting her in her application for a variance now, and re-zoning in the future so she continue working for our community in any capacity necessary to her.

Thank you for considering this reference. Please feel free to contact any of us for further information or clarification.

Sincerely,

27

~~27~~

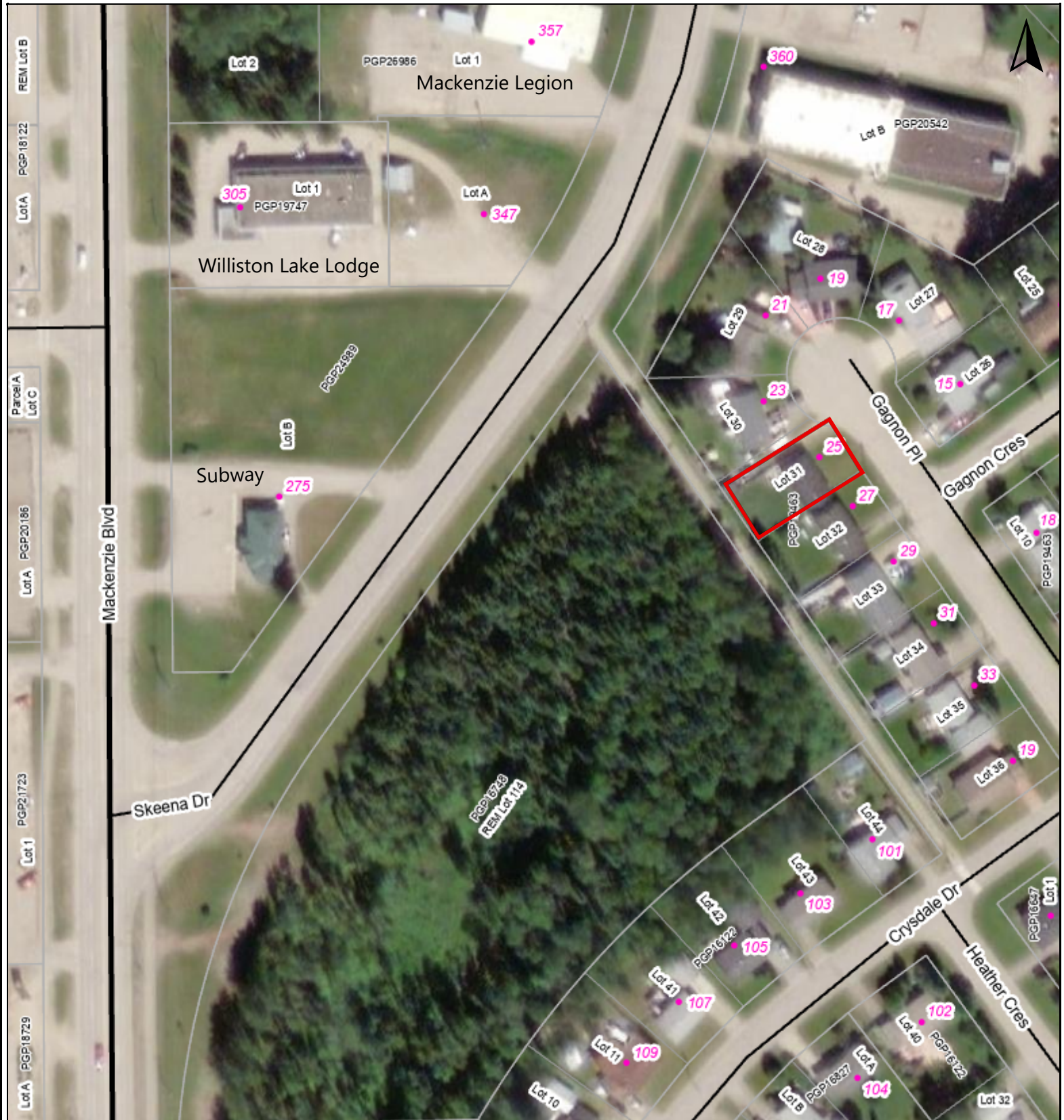
23

21

19

17

15



Notes

The information provided herein is for assistance and convenience only, and should not be relied upon as or as a substitute for legal advice. In the event of any conflict between the information provided herein and any enactments of the District of Mackenzie or the Provincial/Federal governments, the enactments will prevail.

25 Gagnon Place - R1 Zoning



Notes

The information provided herein is for assistance and convenience only, and should not be relied upon as or as a substitute for legal advice. In the event of any conflict between the information provided herein and any enactments of the District of Mackenzie or the Provincial/Federal governments, the enactments will prevail.

25 Gagnon Place - RS OCP Designation



Notes

The information provided herein is for assistance and convenience only, and should not be relied upon as or as a substitute for legal advice. In the event of any conflict between the information provided herein and any enactments of the District of Mackenzie or the Provincial/Federal governments, the enactments will prevail.

5. Minimum principal building width	5.0 m
6. Maximum building and structure height <ul style="list-style-type: none">Principal building and structuresAccessory building	10.7 m 9.2 m
7. Maximum parcel coverage (all buildings)	10%
8. Maximum dwelling units per parcel	2

Other Regulations:

1. All livestock kept on a parcel in an RR2 zone must adhere to the District's Animal Control and Licensing Bylaw.
2. Accessory buildings and structures related to agricultural uses may have a maximum height up to 16.5 metres.

Shipping Containers:

1. A maximum of two (2) shipping containers may be permitted on a parcel in the RR2 zone.

8.3 R1 – Residential 1 Zone (Single-Family Residential)

The following uses and no others are permitted in the R1 Zone:

Principal Uses

- i. Dwelling, single detached

Accessory Uses

- i. Accessory building
- ii. Backyard hen enclosure
- iii. Bee keeping
- iv. Bed and breakfast
- v. Daycare
- vi. Home business
- vii. Suite, attached
- viii. Suite, detached

Regulations

On a parcel located in an area zoned R1, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in the table below.

COLUMN I	COLUMN II
1. Minimum parcel size for new subdivision	557 m ²
2. Minimum parcel width	17.0 m
3. Minimum setback of principal building from: <ul style="list-style-type: none">Front parcel lineExterior side parcel lineInterior side parcel lineRear parcel line	10.0 m 3.5 m 1.2 m 6.0 m
4. Minimum setback of accessory building from: <ul style="list-style-type: none">Front parcel lineExterior side parcel lineInterior side parcel lineRear parcel line	6.0 m 3.5 m 1.2 m 1.2 m

5. Minimum principal building width	7.0 m
6. Maximum building and structure height <ul style="list-style-type: none">Principal building and structuresAccessory building	10.7 m 4.8 m
7. Maximum parcel coverage (all buildings)	40%
8. Maximum dwelling units per parcel	2

Other Regulations:

Suites:

1. Detached suites in the R1 zone must be garden suites. Detached suites above a detached garage are not permitted.

8.4 R2 – Residential 2 Zone (Two-Family Residential)

The following uses and no others are permitted in the R2 Zone:

Principal Uses

- i. Dwelling, duplex
- ii. Dwelling, semi-attached
- iii. Dwelling, single detached
- iv. Suite, attached
- v. Suite, detached

Accessory Uses

- i. Accessory building
- ii. Backyard hen enclosure
- iii. Bee keeping
- iv. Daycare
- v. Home business

Regulations

On a parcel located in an area zoned R2, no building or structure shall be constructed, located or altered, and no plan of subdivision approved which contravenes the regulations set out in the table below.

COLUMN I	COLUMN II
1. Minimum parcel size for new subdivision	557 m ²
2. Minimum parcel width	18.0 m
3. Minimum setback of principal building from: <ul style="list-style-type: none">Front parcel lineExterior side parcel lineInterior side parcel lineRear parcel line	6.0 m 3.5 m 1.2 m 6.0 m
4. Minimum setback of accessory building from: <ul style="list-style-type: none">Front parcel lineExterior side parcel lineInterior side parcel lineRear parcel line	15.0 m 3.5 m 1.2 m 1.2 m
5. Minimum principal building width (per dwelling unit)	6.0 m
6. Maximum building and structure height <ul style="list-style-type: none">Principal building and structures	10.7 m

4.19 Manufactured Homes

1. Manufactured homes must conform to the following regulations:
 - i. Every manufactured home within the District of Mackenzie must be placed on a permanent foundation
 - ii. Manufactured homes must meet CSA A277 or Z240 ratings
 - iii. A manufactured home must be no older than fifteen years from the date it is placed on a parcel and have a BC Registration Number
 - iv. All newly placed manufactured homes must be at least 5.0 metres in width
 - v. Skirtings must be installed within sixty days from the date which the manufactured home is placed on the foundation
 - vi. The towing hitch and wheels must be removed within thirty days from the date that the manufactured home is placed on the foundation
 - vii. Travel trailers and recreational vehicles are not permitted as manufactured homes

4.20 Bed and Breakfasts

1. Where permitted within a zone, a bed and breakfast operation must comply with the following regulations:
 - i. All operators of bed and breakfast accommodations must hold a valid Business Licence from the District of Mackenzie
 - ii. A bed and breakfast must be conducted wholly within a single detached dwelling
 - iii. A bed and breakfast must be clearly incidental and secondary to the use of the dwelling for residential purposes
 - iv. The principal single detached dwelling on the parcel containing the bed and breakfast must be occupied by the owner of the principle single detached dwelling
 - v. The maximum number of guest rooms permitted in a bed and breakfast will be three, accommodating up to a maximum of six adult guests combined
 - vi. One additional off-street parking space must be provided for each bedroom used for bed and breakfast accommodation, in addition to the off-street parking requirements for the single detached dwelling
 - vii. No rental of equipment or material is permitted except to registered guests
 - viii. Breakfast will be the only meal permitted to be served to guests
 - ix. The maximum length of stay for any guest will not exceed thirty (30) consecutive days
 - x. A bed and breakfast must not alter the external appearance of the property
 - xi. All signage must comply with the District of Mackenzie bylaws

4.21 Home Occupations

1. Where permitted within a zone, a home-based occupation must comply with the following regulations, unless otherwise indicated in a zone:
 - i. All home occupations must hold a valid Business Licence from the District of Mackenzie.
 - ii. No more than one person residing in the principal residence where the home occupation is being operated shall be permitted to work on the parcel which the home occupation is located.
 - iii. A home occupation must not produce any offensive noise, vibration, traffic, smoke, dust, odour, glare, heat or electrical interference.
 - iv. A home occupation will be carried out wholly within a dwelling unit or within an accessory building, and will involve no external storage of materials, containers or finished products.
 - v. A home occupation will not result in any exterior alterations to a principal or accessory building that are not consistent with the character of adjacent residential buildings and property.
 - vi. A home occupation is not permitted to use or store materials or processes that produce flammable explosive vapours or gases.
 - vii. A home occupation that requires delivery of materials or commodities in bulk quantity to and from the residence by commercial vehicles or trailers will not be permitted.

- viii. No home occupations activities will be conducted between the hours of 10:00 pm and 8:00 am.
- ix. Business visitors or customers of a home occupation will not exceed that normally occurring for a residence, including not more than 10 visitors or customers a day.
- x. One paved parking space is required for a home occupation, in addition to those required for the single family dwelling.
- xii. All signage must comply with District of Mackenzie's bylaws.
- xiii. Home occupations are differentiated into either home businesses or home industries.

Home Businesses

1. The following activities and similar type activities are permitted as home businesses:
 - i. Small scale home sales (i.e. Avon, Tupperware, cosmetics, etc.)
 - ii. Artist studio for the production of arts, crafts, videography and photography arts, but not including an audio recording studio
 - iii. Teacher or tutor, including a music, dance or academics teacher
 - iv. Business and professional offices other than a medical, dental or chiropractic office or veterinary practitioner
 - v. Dressmaker, tailor or seamstress
 - vi. Computer and handheld device repair
 - vii. Barber, beautician, dietician, hair salon, massage therapist or reflexologist
 - viii. Pet grooming
 - ix. Day care or pre-school for not more than eight (8) children
2. A home business will not generate the need for more than one additional on-site parking space.
3. A home business that is located wholly within a dwelling unit will not exceed an area of more than 10% of the dwelling floor area. This does not apply to day care home businesses.
4. Home occupations are only permitted in the A1, A2, RR1, RR2, R1, R2, R3, RM1, and RM2 zones.

Home Industries

1. The following home industry activities and similar type activities are permitted:
 - i. Welding shop
 - ii. Carpentry shop
 - iii. Repair of small scale appliances, mechanical equipment and electronic instruments
 - iv. Metal working shop
 - v. Small scale automotive repair
2. A home industry located wholly within a dwelling unit or in an accessory building will not exceed an area of more than 25% of the principal dwelling unit's floor area.
3. A home industry will not generate the need for more than two additional on-site parking spaces.
4. Home industries are only permitted in the A1, A2, RR1 and RR2 zones.

4.22 Suites

1. All suites must be must be registered with the District of Mackenzie and receive an annual Business Licence.
2. Suites shall be considered an accessory use to a single-detached dwelling and are only permitted on parcels containing a single-detached dwelling.
3. Only one suite per parcel is permitted in zones that permit suites as an accessory use.
4. The day-to-day or week-to-week occupancy of suites is prohibited. Suites may only be rented for periods longer than one month in duration.
5. One off-street parking space must be provided on-site for a parcel that contains a suite, in addition to the required parking spaces for a single-detached dwelling.

Designations

RS: Single Family Residential

The Single Family Residential (RS) designation includes existing or future residential development that either has or is expected to receive municipal water distribution and sanitary sewer services. Full urban service standards would be expected, such as curb/gutter, paved roads, street lighting, and storm drainage to levels as specified in a subdivision servicing bylaw. The RS designation includes single family dwellings, duplexes and two-family dwellings, secondary suites, community care facilities, home-based businesses, and schools, parks, and greenbelts or buffers.

RS-R: Single Family Residential Reserve

The Single Family Residential Reserve (RS-R) designation is intended to offer the District flexibility in developing new single family residential areas to meet demand once current RS lands have been fully developed, while at the same time ensuring a compact community where infrastructure and services are provided in an efficient manner.

RM: Multiple Family Residential

The Multiple Family Residential (RM) designation includes multi-family housing developments from three residential units or more per parcel, including community care facilities such as group homes or assisted living, home-based businesses as determined by zoning regulation, mixed-commercial and residential use buildings and parks and greenbelts or buffers. Full urban service standards are expected, such as curb/gutter, paved roads, street lighting, and storm drainage to levels as specified in a subdivision servicing bylaw.

RR: Rural Residential

Rural Residential (RR) designations are primarily for rural residential uses that are intended to remain without community sewage collection as they will be dependent on on-site sewage disposal. Water availability, either on site or by distribution system will be dependent on feasibility. Lot sizes should typically range from .4 ha (1 acre) to 4 ha (10 acres) depending on sewage disposal requirements, but larger acreages may be considered, especially for the purposes of agricultural development. Community care facilities are also permitted under RR designation.

RR-R: Rural Residential Reserve

The Rural Residential Reserve (RR-R) designation is intended to offer the District flexibility in developing new rural residential areas to meet demand once current RR lands have been fully developed while at the same time limiting the impacts of sprawling rural residential development.

Goal

Ensure a sufficient supply and variety of housing types and tenures to accommodate the range of age groups, income levels and lifestyle of current and future residents.

Objectives

- Objective 1. To understand the current and future demand for housing types and tenures in Mackenzie.
- Objective 2. To encourage residents to stay in the community through their various stages of life.
- Objective 3. To increase the diversity of housing type.
- Objective 4. To improve the quality of housing stock.
- Objective 5. To ensure efficiencies in infrastructure delivery.
- Objective 6. To increase the diversity of housing tenure.
- Objective 7. To ensure sufficient quantity and quality of affordable, rental and special needs housing including accessible and seniors housing.

Policies

- Policy 1. Work with major employers, post-secondary institutions, and government agencies to develop an understanding of expected short and long-term projections for new residents to the community.
- Policy 2. Work with partners such as CMHC and the BC Northern Real Estate Board to monitor housing market research, conduct a regular housing inventory, and create a database of housing indicators to monitor the rental and home-ownership market.
- Policy 3. Prioritize the infill and redevelopment of existing vacant, unoccupied, undeveloped, or under-utilized residential areas before developing new lands.
- Policy 4. Offer incentives for infill development, such as: fast track permitting, modifying lot size, setback, or parking regulations; increasing maximum densities for infill; property tax abatement; or agreements for developing District-owned land.
- Policy 5. Investigate incentives and partnerships to facilitate residential renovation and retrofits to improve quality of housing stock, such as establishing a revitalization tax exemption program for housing upgrades and improvements, purchasing derelict properties, demolishing housing, and re-selling vacant lots.
- Policy 6. Direct new residential development to areas where existing infrastructure has capacity to service the development before considering the construction of new infrastructure.

- Policy 7. Consider the life-cycle cost of infrastructure and servicing in the cost of lot development when approving development applications for new residential development in currently undeveloped areas.
- Policy 8. Direct new subdivision development for single family residential in a sequential manner first to areas within existing built and serviced areas and next to areas adjacent to existing development and areas where in ground services are best equipped to handle expansion to minimize service extension costs.
- Policy 9. Enable the development of some larger lot developments, both in single-family and rural residential designations in suitable locations to provide for a variety of housing options for residents.
- Policy 10. Only consider expansion into Single Family Reserve (RS-R) land and Rural Residential Reserve (RR-R) land once existing Single Family Residential (RS) and Rural Residential (RR) lands are fully developed.
- Policy 11. Facilitate the creation of additional rural residential lots (subject to the concurrence of the Provincial Government for the development of Crown Land).
- Policy 12. Direct new rural residential development in a sequential manner first to areas adjacent to existing development to limit the impacts of sprawling residential development.
- Policy 13. Give special consideration for rural residential development to occur in areas where agricultural development is feasible based on arability.
- Policy 14. Enable rural waterfront property development opportunities on Williston Lake, Gantahaz Lake, and Lions Lake. Waterfront property development would be dependent on on-site sewage and water, and the provision of a suitable supply of water for firefighting purposes.
- Policy 15. Update Zoning Bylaw to include provisions for rural waterfront including requirements for lot sizes, servicing, siting, and other considerations.
- Policy 16. Encourage the development of temporary accommodation facilities including: hotel/motel/hostel units, bed and breakfast establishments, camping/recreational vehicle sites, and secondary overflow use of industrial construction camps.
- Policy 17. Encourage major employers to develop multi-family and rental housing to meet the short term needs of industry and long-term needs of the community, though means such as creating partnerships with other employers, or developing a funding pool for employers to pay into to help build permanent housing that would meet community’s longer terms need (e.g. more multi-family, seniors friendly housing, etc.).
- Policy 18. Encourage the development, redevelopment, or upgrade of multi-family housing through development incentives such as the revitalization tax incentive program.

- Policy 19. Allow standalone multi-family residential development in commercial use designations.
- Policy 20. Allow residential and commercial mixed use development in commercial areas while encouraging at-grade street frontage be reserved for commercial uses (i.e. multi-family residential above retail, live/work units on the second floor, etc.).
- Policy 21. Encourage live/work units in commercial areas, while ensuring proposals for live/work units demonstrate appropriate levels of livability for the residential uses.
- Policy 22. Direct new multi-family development to areas near services and amenities, such as within and close to the Downtown Core, to increase housing diversity and increase rental housing supply.
- Policy 23. Work with developers to design all residential development to present a 'friendly face' to the fronting street or walkway to contribute to creating an attractive community.
- Policy 24. Consider establishing a Development Permit Area and developing Design Guidelines for form and character for small lot single family and multi-family residential and commercial development.
- Policy 25. Enable compatible home-based businesses in residential areas that do not interfere with the enjoyment of neighbouring residential homes. Conditions for home-based business use are established through the Zoning Bylaw to inhibit conflicts with residential neighbourhood attributes.

Affordable, Rental, and Special Needs Housing

- Policy 1. Develop an Affordable Housing Strategy that identifies policy strategies and mechanisms that are available for B.C. municipalities to determine those most appropriate for the District.
- Policy 2. Work with partners such as BC Housing and non-profit organizations to facilitate the development of affordable, rental and special needs housing (e.g. through offering a long-term lease of District land or other similar means).
- Policy 3. Consider using the amenity bonus provisions of the Local Government Act to help achieve specific social and environmental goals such as additional seniors housing, affordable rental housing, low impact and energy efficient site and building design, and/or additional parkland.
- Policy 4. Work with developers to include accessible and universal design in all housing development and redevelopment to provide housing for seniors and those with special needs.
- Policy 5. Encourage housing development suitable for seniors to areas close to services and amenities.

- Policy 6. Encourage smaller, more compact forms of housing such as cottage cluster housing, town housing and fee-simple row housing to be developed to provide more affordable housing options for a range of ages, lifestyles and income levels.
- Policy 7. Update the Zoning Bylaw to allow for secondary suites in single-family residences to increase housing choice and affordability.
- Policy 8. Maintain mobile home park uses as an important affordable housing option and encourage mobile home park residents and managers to incorporate attractive landscapes and pedestrian pathways connecting with community.
- Policy 9. Investigate the need for and options for preserving rental accommodation.
- Policy 10. Allow community care facilities in all residential designations as per the Community Care Facilities Act.
- Policy 11. Consider small scale institutional uses such as group homes, transition houses, health care homes or any other community service requiring a residential setting, within the RS, RM or RR designations, provided the following criteria can be satisfied:
- the site is of a size that does not exceed the approximate size of two average lots within the immediate area;
 - the site can accommodate the off-street parking spaces required by the parking regulations of the Zoning Bylaw;
 - the site is designed so as to adequately buffer its active or parking areas from adjacent residential properties; and
 - the site meets the requirements of the Community Care Facilities Act.

- (r) **"Hen Owner"** means a person keeping one or more hens on a property.
- (s) **"Hive"** means one () structure which houses a colony and its appurtenances, including combs, honey pollen and brood.
- (t) **"Impounded" or "Impoundment"** means to be seized, delivered received or take into the Pound or into the custody of the Bylaw Enforcement Officer or any law enforcement officer;
- (u) **"Keep"** means to own, possess, have care, custody or control of, or harbor, an Animal;
- (v) **"Kennel"** means a permitted facility under Section 10 of this bylaw for the care of Dogs, Cats or other household pets where such Animals are kept commercially for boarding, propagation, training, grooming or similar ancillary purposes;
- (w) **"Kennel Permit"** means a Kennel Permit issued under Section 10 of this bylaw;
- (x) **"Land Parcel"** means a lot, block, or other area in which land is held or into which land is subdivided and which is registered under one title in the District, pursuant to the Land Title Act, RSBC 1996, c.250, as amended or re-enacted from time to time;
- (y) **"Leash"** means a line, thong or chain used for the purpose of restraining a Dog and which is made of material of sufficient strength that the Dog cannot break it and;
 - (i) does not exceed 183 centimeters (6 feet) for the purpose of walking; or
 - (ii) does not exceed 762 centimeters (25 feet) for the purpose of tethering;
- (z) **"Leashed"** means to be restrained by a Leash;
- (aa) **"Licence"** means a Licence granted by the Munitipality to an Owner under Section 3 of this Bylaw;
- (bb) **"Licence Holder"** means a person granted a Licence under this Bylaw;
- (cc) **"Licence Year"** means the period from January 1st to December 31st, both invlusive, in any yearl
- (dd) **"Livestock"** means Animals that are typically kept for farming purposes and includes but is not limited to horses, cows, goats, sheep, pigs, donkeys, llamas, and hinnies;
- (ee) **"Medical Health Officer"** means a medicalhealth officer appointed under the Public Health Act for the District;
- (ff) **"Muzzled"** means fitted with a device placed over the mouth of aa Dog that is of sufficient strength and design to prevent the Dog from biting any person or other animal;
- (gg) **"Neutered"** means an animal that is Neutered by a Veterinarian;
- (hh) **"Off-Lease Area"** – means an area that dogs may be off leash – Second Beach, Dog Park, Recreational Trails (excluding Trails with trailhead signage of mapping specifically stating dogs must be leashed).
- (ii) **"Owner"** means a person over the age of nineteen (19) years and includes any person who Keeps any Animal and in the case of Dogs, includes the Licence Holder;
- (jj) **Owner's Premises"** means any land or premises owned, legally occupied, or controlled by the Owner;
- (kk) **"Pen"** means a fully enclosed outdoor space for hens and or ducks.

No. 1377
27/11/2017

No. 1473
25/4/2022;
No. 1501
14/07/2023

9. Permits

- (a) An Owner may obtain a Permit for a period of up to one(1) year to Keep up to four (4) Dogs or four (4) Cats that are at least (4) months of age, or any combination of both that does not exceed four (4) Animals, in the District provided that:
 - (i) For any period in excess of six months, the written consent of any property owners or tenants who live adjacent to the Owner's Premises has been obtained;
 - (ii) The Keeping of said Dogs or Cats shall not be offensive or dangerous to adjacent property Owners or the general public and shall not create a nuisance of any kind;
 - (iii) If the Owner is a tenant, written authorization from the property owner is provided; and
 - (iv) The Owner pays a fee as provided in Schedule A to this bylaw.
- (b) A Permit is renewed for a period of up to one (1) year provided the Owner has:
 - (i) Not contravened this or any other bylaw of the District;
 - (ii) Satisfied the requirements of Section 9(a) with a respect to the renewal; and
 - (iii) Paid a renewal fee as provided in Schedule A to this bylaw.
- (c) A Permit may be revoked without notice at any time for contravention of this bylaw.
- (d) Upon expiration or revocation of a Permit, the Owner must immediately remove the Animals accommodated under the Permit from the Owner's Premises.

10. Kennels Regulation

- (a) An Owner of a Kennel shall apply for a Kennel Permit for the Licence Year, and upon payment of the Kennel Permit fees set out in Schedule A to this bylaw and proof of compliance with all other relevant municipal bylaws, the Owner shall be issued a Kennel Permit and Dog Licence Tag for each Dog kept in the Kennel.
- (b) A Kennel Permit is not a substitute for a business licence required by the District's Business Licence Bylaw and does not relieve the Kennel owner from compliance with that bylaw or any other applicable bylaws of the District.
- (c) No person shall operate a Kennel on any Land Parcel that is a Zone in which a Kennel is not a lawful use under the Zoning Bylaw.
- (d) A Kennel owner or operator shall:
 - (i) Not allow a Dog to run loose in a Kennel except in an adequately fenced area;
 - (ii) Ensure that all Animals in the Kennel are under control and are restrained from frequent barking, yelping, howling or making other disturbing noises;
 - (iii) Maintain the Kennel at all times in good repair;
 - (iv) Maintain the Kennel and the yard surrounding it at all times in a clean and sanitary condition and free of vermin and rodents;

- (v) Dispose of all uneaten food, manure, dung or refuse and all liquid waste from the Kennel in a manner which meets the approval of the Medical Health Officer and the District;
- (vi) Take reasonable steps to ensure that all Animals are safe, secure, adequately supervised and treated humanely; and
- (vii) Ensure that the Kennel is regularly cleaned and disinfected, and free of any offensive or disagreeable odours to the satisfaction of the Medical Health Officers.

11. Livestock Regulation

- (a) An Owner is permitted to Keep Livestock on the Owner's Premises located within the Rural Residential Zone (RRI), the Rural Residential Bed and Breakfast Zone (RRBI) or the Rural Commercial Zone (RRCI), subject to the following:
 - (i) The Livestock must be kept for the Owner's domestic purposes only;
 - (ii) The Livestock must be properly penned;
 - (iii) The Livestock must not create a health problem or affect the peace, quiet and enjoyment of other property owners in the vicinity of the Owner's Premises;
 - (iv) The Owner is permitted to Keep no more than the following maximum number of Livestock over the age of six (6) months on the Owner's Premises:
 - (A) 5 horses; or
 - (B) 5 donkeys; or
 - (C) 5 llamas; or
 - (D) 5 hinnies; or
 - (E) 2 cows; or
 - (F) 2 goats; or
 - (G) 2 sheep; or
 - (H) 2 pigs; or
 - (I) 15 rabbits; or
 - (J) 25 chickens, turkeys, geese or ducks.
 - (v) For Owner's Premises located within the Rural Residential Zone (RRI), the Rural Residential Bed and Breakfast Zone (RRBI) or the Rural Commercial Zone (RRCI), no animal waste pile shall be located within eight (8) metres of any property line on the Owner's Premises.
- (b) An Owner is permitted to Keep Livestock on the Owner's Premises located within the Rural Residential 2 Zone (RR2), subject to the following:
 - (i) The Livestock must be properly penned;
 - (ii) The Livestock must not create a health problem or affect the peace, quiet and enjoyment of other property owners in the vicinity of the Owner's Premises;

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: August 5, 2025

Subject: Support for Non-Profits – Policies Review

RECOMMENDATION:

THAT Council approves the proposed financial aid policies review and associated public engagement plan as outlined in this report;

AND THAT Council approves the 2026 budget and community grants program recommendations.

BACKGROUND:

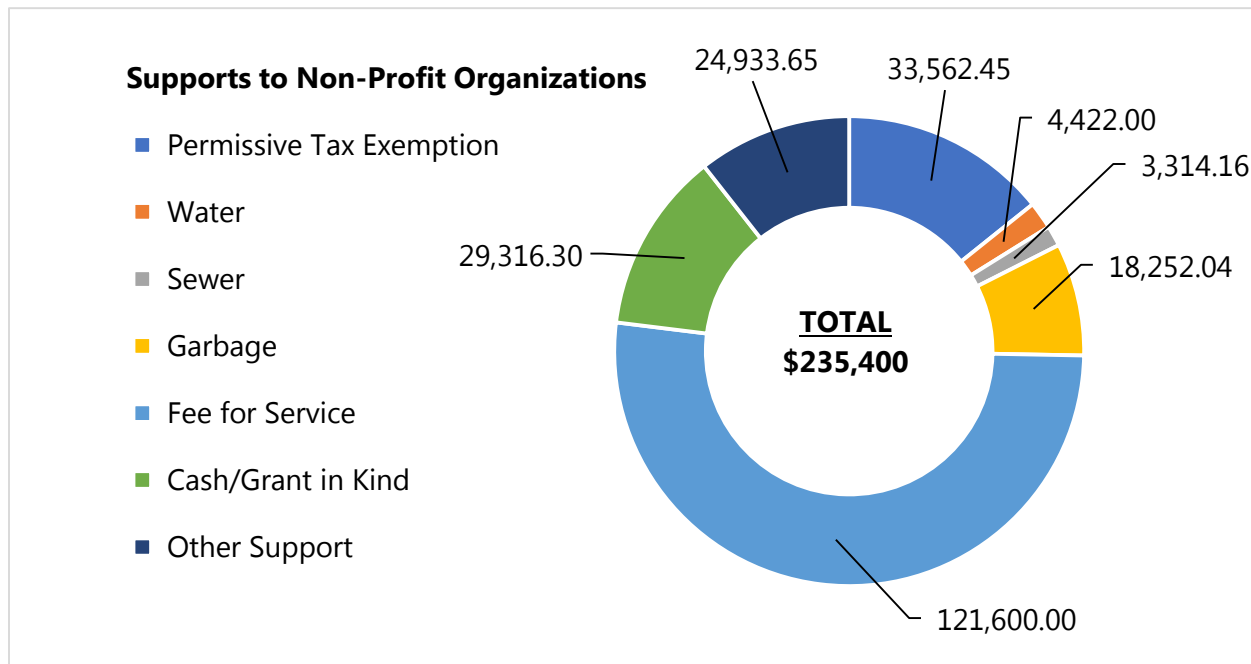
Following the 2025 Budget discussions and due to the reduction in tax revenue for the District, a review of all service areas and policies is being conducted to find practical budget cuts to ensure the District can provide the levels of service that residents value most without significant taxation increases. Council has asked staff to engage the non-profit community in a discussion about potential reductions in financial aid for their operations through cash grants, in-kind services, tax exemptions, and subsidized District services.

Current State of Affairs

In 2025, the District approved and will provide approximately \$235,000 in cash and in-kind support to local non-profit organizations and faith-based organizations through various granting and support policies. The main categories of support the District provides include:

- 1) Permissive Tax Exemptions (free municipal property tax)
- 2) Free Utility Fees (water, sewer, garbage pick-up)
- 3) Fee-for-Service Funding Agreements (multi-year funding typically for operations)
- 4) Grants (in-kind and cash)
- 5) Other – (ie. bursaries, storage, donations to fundraiser, rent support etc.)

The diagram provided shows the breakdown of the District's investment in each category. The full listing of 2025 grants, exemptions, and in-kind support provided by the District has been provided in Appendix A for further information.



Other Support - Storage

The rates listed in Appendix A for storage at the Recreation Centre were estimated based on a commercial lease rate per square foot. To be transparent, it does not cost the District to have those spaces in use, nor do we lose potential revenue as we would typically be using the space ourselves. However, the value is included to reflect that there is limited space in the facility for user group storage and not every organization has access to those spaces. Recreation Services has tried to accommodate user groups the best they can as these groups do provide important recreation programming for residents of the community.

Proposed Policy Review

Staff are recommending a review of the District's financial aid policies with the goal of assessing the potential to reduce this budget without diminishing the value of the non-profit community in assisting the municipality in providing a strong community focus for residents. The following are the main policies and bylaws that encompass the District's financial aid for non-profit organizations in the community:

- Community Grants Policy 3.16
- Permissive Tax Exemption Policy 3.17
- Water, Sewer, Garbage Bylaws

The proposed phasing and timeline for this review are outlined in the table below:

	Timeline	Activities
Phase 1 – Plan	August 2025	Project kick-off and planning
Phase 2 – Engage	Sept. 2025	<ul style="list-style-type: none"> - Host a Booth at the Recreation Fair - Public and Grant Recipient Survey - Interviews with Fee-for-Service Agreement Holders and those receiving Permissive Tax Exemptions. - A “What We Heard Report” will be shared with Council following the engagement period.
Phase 3 – Create	October 2025	Staff will draft new policy and explore budget options.
Phase 4 – Review	Oct./Nov. 2025	Second round of public engagement asking for feedback on the proposed policy and budget. A What We Heard Report would be presented to Council at a Regular Council Meeting following engagement.
Phase 5 – Adopt	Nov./Dec. 2025	Council considers the final draft policy for adoption based on feedback received during engagement.

Open House / Town Hall

Initially there was discussion about having an open house or town hall style meeting as part of this engagement process. The primary motivator to not host one is that September is turning into an already busy month for events and public engagement with the Rec. Fair, Agricultural Symposium, Seniors Week, and some OCP/Housing Needs Report engagement. We felt it may be better to go to where the community already is (ie. have a booth at events), rather than ask them to attend another event. Secondly, with Town Halls in particular, it can make it difficult to ensure everyone can attend and/or give an opportunity to speak at those events equitably.

2026 Budget Recommendations:

As the policy review is occurring during the budget preparation period for 2026, the following recommendations are proposed for each policy and associated budget:

Policy	Recommendation for 2026 Budget
Community Grants Policy 3.16	Offer 1 st intake for 2026 only, at a reduced budget based on 2025 awards. Any policy changes would be recommended to come into effect for the 2027 Budget, to allow 1-year notice to any current or new funding applicant or agreement holder. Recommendations for 2027 would come as part of the policy review.
Permissive Tax Exemption Policy 3.17	Maintain current permissive tax exemptions that expire in 2026, but do not accept further applications. Recommendations for 2027 would come as part of the policy review process. This would provide at minimum 1-year notice of any changes to the exemptions these organizations have been receiving.

Water, Sewer, Garbage Bylaws	Recommendations for 2026 and 2027 Budget will come as part of this policy review process.
------------------------------	---

If Council approves these recommendations, it would be communicated publicly and directly to all current support/grant holders.

Items Not Included in this Policy Review

Recreation Centre Fees and Charges and Portable Spirit Stage Use Policies

Although non-profit youth sport organizations do receive a lower rate for arena ice and floor use and the Spirit Stage, a review of the Recreation Centre Fees and Charges are not included as part of this policy review process. The Recreation Centre budget is ~90% funded through taxation. Most, if not all, user fees are subsidized to some degree. As a result, the discussion around the Recreation Centre budget and goals for cost-recovery are recommended to take place separately from the other financial aid policies that are focused on the disbursement of cash, exemptions, or in-kind services directly to the non-profit community.

Land Donations

Land donations are not listed in Appendix A for 2025, but should still be noted for the policy review process. In 2022, the District donated one industrial site property, Lot 10, to the Omenica Growers Society to support a greenhouse and local food security project, as well as has in principle donated the Ernie Bodine Community Centre (EBCC) property to the Williston Lake Elders Society to support a seniors housing development. Council has used their authority under the *Community Charter* to pursue these strategic land donations. If Council wished, we could include these types of requests as part of the policy, or continue to treat them individually as unique one-off requests.

EBCC Transition Rent Support

Lastly, the District is providing rent assistance to some EBCC tenants moving out of the facility (Mackenzie & District Museum, Mackenzie & Area Radio Society, and the Hospital Auxiliary Thrift Store). These are not included in Appendix A, but should still be noted for the policy review process. These were one-off supports specific to the District's decision to close the Ernie Bodin Community Centre. This was funded through the EBCC operating budget and not the Community Grants budget. If Council wished, we could include these types of requests as part of the policy, or continue to treat them individually as unique one-off requests.

BUDGETARY IMPACT:

There is no budgetary impact for this recommendation.

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Emily Kaehn, Director of Corporate Services (Acting CAO)

Reviewed By: Financial Services

Appendix A
Support to Non-Profit & Community Members

2025

Recipient	Permissive Tax Exemption	Water	Sewer	Garbage	Fee for Service	Cash/Grant in Kind	Other Support & Subsidy Programs	Total Value of Support	Comments
Canadian Baptists of Western Canada	2,220.86	442.20	368.24	-				3,031.30	
Curl Mackenzie						1,383.84	3,000.00	4,383.84	Rec Centre Storage
Kimta Transportation Society							3,878.70	3,878.70	Bus Storage and Booking Services
Living Joy Christian Centre	1,431.20	442.20	368.24	2,312.16				4,553.80	
Mackenzie & District Hospital Auxiliary Thrift								-	
Mackenzie Alpine Riders Horse Club	7,314.13					2,300.00		9,614.13	
Mackenzie and District Museum Society					12,000.00			12,000.00	
Mackenzie Autumn Lodge Society	1,493.52	442.20	368.24	-	25,000.00			27,303.96	
Mackenzie Chamber of Commerce					41,600.00			41,600.00	
Mackenzie Community Arts Centre	1,885.07	442.20	368.24	1,540.36	28,000.00			32,235.87	
Mackenzie Community Garden	892.31	442.20						1,334.51	
Mackenzie Elks	2,846.00	442.20	368.24	7,066.04				10,722.48	
Mackenzie Figure Skating Club						1,812.62	1,996.20	3,808.82	Rec Centre Storage and Office, Waive Ice Show Rental Fees, Use of Community Hall
Mackenzie Fish & Game Association	2,173.09	-	-	1,154.42		2,632.00		5,959.51	
Mackenzie Gentleman's Hockey							240.84	240.84	Rec Centre Storage
Mackenzie Golf and Country Club	4,994.28	-	-	786.18	15,000.00			20,780.46	
Mackenzie Minor Hockey							6,967.56	6,967.56	Rec Centre Storage, Office Space, Sharpening Room
Mackenzie Minor Lacrosse							1,204.20	1,204.20	Rec Centre Storage
Mackenzie Nature Observatory						3,074.00		3,074.00	Bird Banders Use of Showers, a Garbage Bin, and Road Grading.
Mackenzie Nordiques Cross Country Ski Club	680.36					6,500.00		7,180.36	Groomer Use Agreement (\$13,000 for 2 years)
Mackenzie Rocky Mountain Riders						6,500.00		6,500.00	Groomer Use Agreement (\$13,000 for 2 years)
Mackenzie Secondary School							500.00	500.00	Grad Bursary
Mackenzie Secondary - Grad						1,134.54		1,134.54	Use of Community Hall for Grad Banquet
Mackenzie Speed Skating							3,481.68	3,481.68	Rec Centre Storage
MORATA							2,400.00	2,400.00	Shed on Little Mac Ski Hill
NIRD BC							707.79	707.79	Passes for Medical Learners
Rainbow Swim Club						3,979.30	481.68	4,460.98	Rec Centre Storage, Waiver of Pool Rental Fees for May Swim Meet
Roman Catholic Episcopal Church (St. Peter's)	3,484.85	442.20	368.24	1,540.36				5,835.65	
Royal Canadian Legion	1,585.31	442.20	368.24	2,312.16			75.00	4,782.91	Annual Wreath Purchase
Trustees Congregation Jehovah's Witnessess	696.83	442.20	368.24	-				1,507.27	
Youth for Christ Prince George (The 92)	1,864.65	442.20	368.24	1,540.36				4,215.45	

Permissive Tax Exemption	Water	Sewer	Garbage	Fee for Service	Cash/Grant in Kind	Other Support	Total Value of Support
33,562.45	4,422.00	3,314.16	18,252.04	121,600.00	29,316.30	24,933.65	235,400.60

COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: August 6, 2025

Subject: 2025 Housing Needs Report and OCP Engagement “What We Learned” Report

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

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

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

The “What We Heard” Report based on the interview responses and survey was received by Council at the June 23, 2025 Regular Meeting and was made available to the public on the Let’s Chat Mackenzie project page.

The 2025 Housing Needs Report, based on the research and public engagement, has now been completed and is attached for Council’s information. Appendix B has been included in the Centre Table File, but will be included as the final published document once approved. It is a copy of the What We Heard Report already shared with Council.

PHASE 3: Current

Phase 3 of the Project, which is incorporating housing needs data and community input into an Official Community Plan (OCP) Bylaw amendment, kicked off with an Open House held on June 24th at the Mackenzie Recreation Centre along with resident and business surveys open until July 13, 2025 and a workshop with the Access and Inclusion Advisory Committee.

A “What We Learned” report (attached) has been prepared based on the public engagement that took place in June and July.

L&M Engineering are now preparing the draft OCP bylaw amendments for Council and the community’s consideration and feedback.

NEXT STEPS:

Once complete, the draft OCP bylaw amendment will be presented to Council and the community and a second round of community engagement will take place in September to confirm the changes are reflective of the research and community feedback received. The project is still on track for completion in November 2025. A copy of the project timeline is attached.

BUDGETARY IMPACT:

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

COUNCIL PRIORITIES:

Strong Governance and Finances

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

RESPECTFULLY SUBMITTED:

Emily Kaehn, Director of Corporate Services

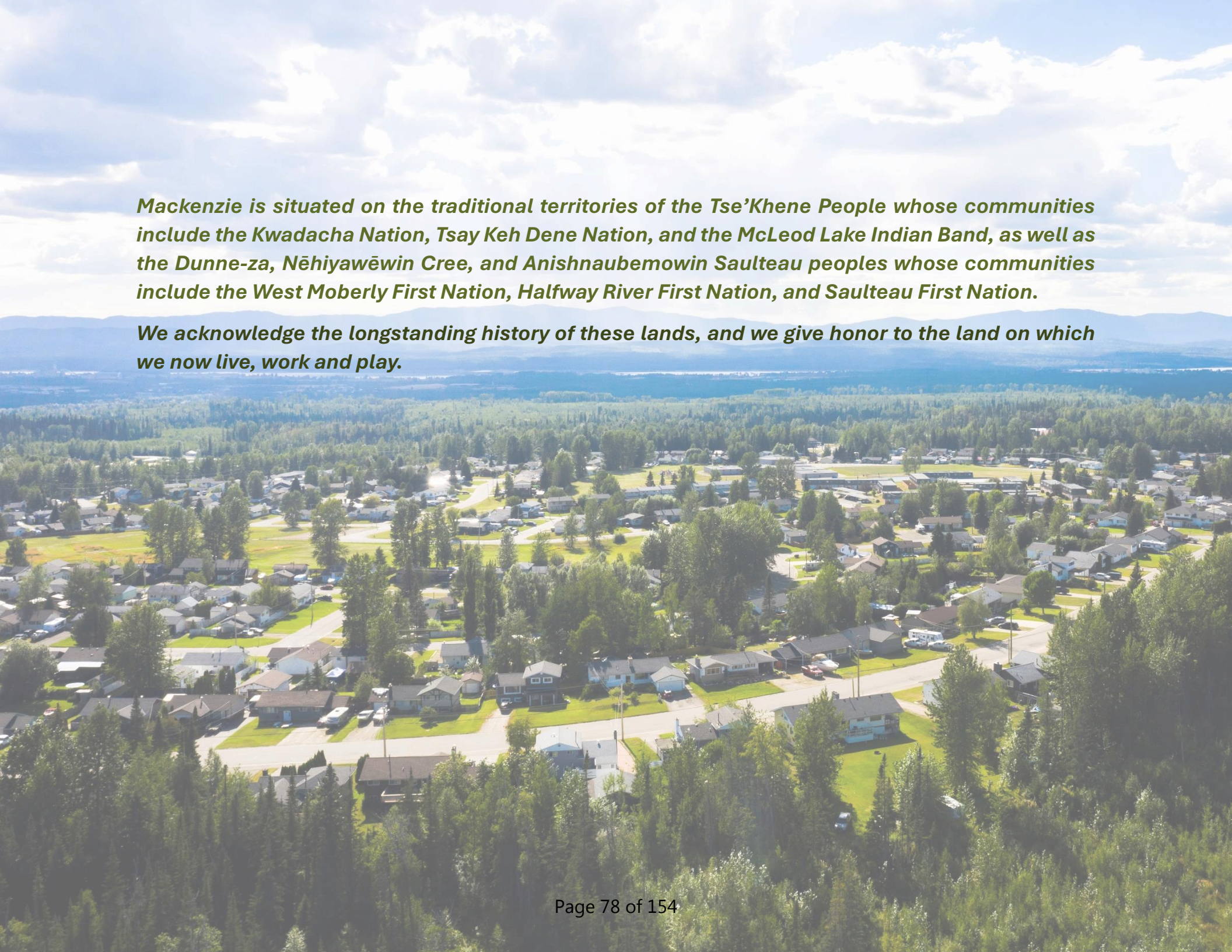
Reviewed By: Financial Services

Approved By: Chief Administrative Officer

District of Mackenzie Housing Needs Report



July 2025



Mackenzie is situated on the traditional territories of the Tse'Khene People whose communities include the Kwadacha Nation, Tsay Keh Dene Nation, and the McLeod Lake Indian Band, as well as the Dunne-za, Nēhiyawēwin Cree, and Anishnaubemowin Saulteau peoples whose communities include the West Moberly First Nation, Halfway River First Nation, and Saulteau First Nation.

We acknowledge the longstanding history of these lands, and we give honor to the land on which we now live, work and play.

Table of Contents

1 Introduction	1
1.2 Purpose of this Study	2
1.3 Using the Housing Needs Report	2
1.3 Key Findings & Priorities from 2019	3
1.4 Housing Action Progress	3
1.5 Transportation Statement	3
2 Approach & Methodology	4
2.1 Data Sources	4
2.2 Limitations	5
2.2 The Housing Continuum	6
2.2 Disclaimer	8
3 Demographic & Economic Profile of Mackenzie	9
3.1 Population	9
3.2 Population Projections	11
3.3 Mobility	12
3.4 Household Size & Composition	13
3.5 Household Income Trends	15
3.6 Economy	17
3.7 Economic Outlook	18
4 Housing Needs Assessment	19
4.1 Current Housing Stock	19
4.2 Housing Affordability	22

5 Gaps & Key Areas of Need.....	25
5.1 New Housing Supply	25
5.2 Rental Housing	27
5.3 Housing for Seniors & Accessible Housing	28
5.4 Housing Units Needing Repairs	28
5.5 Affordable Housing	28
5.6 Emergency Housing & Shelters for Individuals Experiencing Homelessness & Housing for Individuals At-Risk of Homelessness	29
5.7 Housing for Families	29
6 Anticipated Housing Need	30
6.1 5- & 20-Year Housing Need	30
6.2 Analysis of HART Data Results	30
6.3 Legislatively Required HNR Method Results	31

Appendices

Appendix A – HNR Data Tables

Appendix B – What We Learned Report

List of Figures & Tables

Figure 1: Mackenzie, District Municipality (Census Subdivision)	4
Figure 2: The Housing Continuum	7
Figure 3: Population by Age Group (2006, 2011, 2016 & 2021)	10
Figure 4: Projected Population in Mackenzie (2024-2046)	11
Figure 5: Projected Age Demographic Breakdown in Mackenzie (2006-2046).....	12

Figures 6 & 7: 1 Year Ago, & 5 Years Ago Mobility Status of Non-movers, Non-migrants, and Migrants (2006, 2011, 2016 & 2021)	13
Figure 8: Private Households by Household Size (2010, 2015 & 2020)	14
Figure 9: Households in Specified Income Brackets (2010, 2015 & 2020)	16
Figures 10 & 11: Number of Dwellings by Structural Type & Number of Dwellings by Number of Bedrooms (2021)	19
Figure 12: Occupied Private Dwellings by Period of Construction (2021)	20
Figure 13: Occupied Private Dwellings by Dwelling Condition (2021)	21
Table 1: Secondary Research Data Sources	5
Table 2: Population Change (2006, 2011, 2016 & 2021)	9
Table 3: Median Age (2006, 2011, 2016 & 2021)	11
Table 4: Owner and Renter Households in Mackenzie (2006, 2011, 2016 & 2021)	13
Table 5: Median & Average Household Income of Private Households (2005, 2010, 2015 & 2020)	15
Table 6: Employment & Percentage of Total Employment by Industry* (2011, 2016 & 2021)	17
Table 7: Local, Regional, & Provincial Participation Rates (2006, 2011, 2016 & 2021)	18
Table 8: Percentage of Tenant Households Spending 30% or More of Income on Shelter Costs (2011, 2016 & 2021)	22
Table 9: Percentage of Owner Households Spending 30% or More of Income on Shelter Costs (2011, 2016 & 2021)	22
Table 10: Percentage of Owner & Tenant Households in Core Housing Need (2021)	23
Table 11: Percentage of Tenant Households in Subsidized Housing	23
Table 12: BC Northern Real Estate Board Average Selling Price (YTD): Single Family Residential (December 2016-December 2024)	24
Table 13: New & Demolished Housing by Type in Mackenzie (2008-2025)	25
Table 14: Net Change in Housing by Type in Mackenzie (2008-2025) ⁶	26
Table 15: Average Rental Rates in Mackenzie and Prince George in 2019 and 2025	27

1 Introduction

Approximately 29 kilometres north of the intersection of Highways 97 and 39, nestled between the Omineca and Rocky Mountain ranges within the Rocky Mountain Trench, you will find the community of Mackenzie, BC.

Mackenzie was established in the 1960s during the construction of the W.A.C Bennet dam and quickly grew to a population of 6,000 residents by 1996. Since then, the population has declined and as of 2021, the population is approximately 3,281 residents (2021 Statistics Canada Census). Although the surrounding region is rich in natural resources, Mackenzie, like many other resource-dependent communities, has historically experienced fluctuations in both economic activity and population. In more recent years, the District of Mackenzie has focused on capitalizing on its mountainous location in the Rocky Mountains and at the southern end of Williston Lake to diversify the economy to include year-round tourism and outdoor recreation opportunities.

Mackenzie has a resource-based economy which heavily relied on the forestry sector until the closure of local mills. Nearby mines who employ Mackenzie residents are still active and are expected to continue to mitigate some of the impacts of the forestry sector downturn in the community. Mackenzie continues to attract tourism based economic benefits and has recently expanded their economy by welcoming a data centre which is located within the municipal boundaries of the community.



1.2 Purpose of this Study

In April of 2019, the British Columbia (BC) provincial government announced that all local governments across the province are required to complete Housing Needs Reports by April 2022, and every five years thereafter. Four years later in November of 2023, in the midst of a housing crisis, the BC provincial government adopted new legislation to implement proactive planning tools with the intent of streamlining the delivery of new and affordable housing, as well as to remove barriers to housing development. The following June, the legislative requirements for Housing Needs Reports were updated by the BC provincial government, with the requirement that all local governments had to complete an Interim Housing Needs Report by January 1, 2025. Moving forward, all local governments must continue to complete their regular Housing Needs Reports every 5 years. The District of Mackenzie (the District), met the legislative requirements by completing their Interim Housing Needs Report in December of 2024.

In 2019, MNP on behalf of the District of Mackenzie, prepared a Housing Needs Report (2019 HNR) as a first step in developing a housing strategy for the community and to meet provincial requirements at the time. This 2025 Housing Needs Report (2025 HNR) builds on the 2019 HNR and further incorporates the data collected from the 2024 Interim Housing Needs Report (2024 IHNR). This current report provides a deeper exploration in the District's housing need by updating the 2019 HNR with the most current and relevant data. The 2019 HNR marked a critical step in understanding and addressing housing challenges in the community and begun to shape an understanding of housing needs in Mackenzie. As part of this 2025 update, the most up to date data from the sources listed in Table 1 was collected in addition to new key informant interviews and a community wide survey. This updated Housing Needs Report and any housing related updates moving forward will continue to inform the District on current and emerging housing needs in Mackenzie which will in turn aid in supporting the long-term planning for the community. The next step for municipalities once they have completed their Interim Housing Needs Report is to update their Official Community Plans and Zoning Bylaws by December 31, 2025, to accommodate the number of housing units required over 20 years as determined by the Province's standardized methodology, called the HNR Method.

We are appreciative of the contribution of time, energy, and key information provided by individuals and organizations who participated in the 2025 Housing Needs Report engagement process.

1.3 Using the Housing Needs Report

This HNR is neither a strategy, nor a plan, as it is intended to provide baseline data of Mackenzie's current housing availability, suitability and affordability across the entire housing continuum (Figure 2). This report will be used by District staff and Council as a tool to fully understand the community's housing needs. In addition, this HNR will provide housing-related data and background information to inform community long-range plans, policies, and actions, and will further provide clear, concise data for staff to reference when discussing the type(s) of housing needed with partners, non-profit housing providers and developers. This report may additionally be used by the District and other housing related organizations as background documentation when applying for grant funding.

1.3 Key Findings & Priorities from 2019

The 2019 HNR identified the following future, and emerging housing needs to be examined:

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

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

When the 2019 HNR was developed, the information available from public sources suggested that the housing stock in Mackenzie was at the time, both affordable and suitable for the population. However, key informant interviews completed by MNP for the 2019 HNR, indicated that there was a limited stock of accessible housing and that the need for major repairs to the existing stock was significantly higher than reported by Statistics Canada.

1.4 Housing Action Progress

Since the 2019 HNR the District has taken the following housing related actions:

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

1.5 Transportation Statement

The 2024 IHNR was required to include a statement regarding the need for housing in close proximity to transportation infrastructure which supports walking, bicycling, public transit, or other alternative forms of transportation. The following statement was provided in the 2024 HNR:

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



2 Approach & Methodology

The geographic area of the Housing Needs Report is limited to the Mackenzie, District Municipality (Census subdivision), as defined by Stats Canada, and as shown in Figure 1. As such, in the Statistics Canada data used in the study, the municipal boundaries of Mackenzie are represented by the census subdivision Mackenzie, District municipality.

The process to develop this report included the following components:

1. Review of background policies, plans, and other relevant documents.
2. Analysis of data on Mackenzie's demographics, economy, and housing.
3. Engagement with key informants in the community as well as a community wide survey.
4. Development of recommendations.

This report draws on available statistical information on demographics and housing, as well as the knowledge and experience of housing-related key informants in the District. The primary source for quantitative data presented in this report was obtained from the 2006, 2011, 2016, and 2021 Statistics Canada Census data, the 2011 Statistics Canada National Household Survey (NHS), BC Stats, and BC Assessment. Additional quantitative data was collected from the Canada Mortgage and Housing Corporation (CMHC), BC Housing, the BC Northern Real Estate Board (BCNREB), and the District of Mackenzie.

In order to provide additional context to the statistical data, qualitative data was obtained through the collection of insights, observations and perspectives of community key informants. A series of key informant interviews were conducted to provide insight into areas of concern within the community, as well as potential housing opportunities. For community key informants who were unavailable for an interview, an online questionnaire was provided to be filled out at their discretion. A public survey was made available online and in the form of a printed copy at the District office, in order to provide residents with the opportunity to participate in the 2025 HNR update.

2.1 Data Sources

As discussed in Section 1.2, this 2025 HNR has built on the 2019 HNR prepared by MNP. To assess current housing needs and estimate future housing needs in Mackenzie, a combination of primary and secondary research was used:



Figure 1: Mackenzie, District Municipality (Census Subdivision)

- **Primary research:** Interviews with accommodation providers, major employers, service organizations and other relevant community key informants to gather information on the current state and availability of housing were conducted. These interviews additionally provided insights into trends and developments that will influence Mackenzie’s housing need.
- **Secondary research:** Information from publicly available sources and the District on population, incomes and the current housing stock was gathered for analysis.

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

Table 1: Secondary Research Data Sources

Source: 2019 District of Mackenzie Housing Needs Report

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

2.2 Limitations

The limitations to the data used for this report are listed below:

The data from the 2021 Census is a limitation, as at the time of data collection, many households were collecting Covid-19 benefits (Canada Emergency Response Benefit) which were temporary and are no longer available. This temporary income impacted the household incomes of the lowest-earning households in Canada, significantly increasing incomes between 2019 and 2020 and as a result, temporarily reduced the core housing need¹. In general, the Covid-19 Pandemic massively changed economic activity between 2020-2022.

¹ Housing Assessment Resource Tools (HART) - Understanding 2021 Core Housing Need Data <https://hart.ubc.ca/wp-content/uploads/2023/07/Understanding-2021-Core-Housing-Need-Data.pdf>

The data provided by the 2011 Statistics Canada NHS. The mandatory long-form Census from previous years used to develop housing profiles and in-depth income data was replaced by the optional NHS. The voluntary nature of the NHS means that information on certain households may be missing from the survey. This absence of data makes it difficult for meaningful conclusions to be drawn from the provided statistics, particularly income data. As the NHS was essentially a new survey, with a new methodological approach, the change in survey has made it difficult to conduct a longitudinal analysis of housing and income trends. As such, NHS data is not always comparable to data provided by the previous long-form Census and due to low response rates received from the 2011 NHS, this data has been included to provide a supplementary perspective. For this reason, the 2006 Census data is used for comparison purposes where possible, and 2011 NHS data should be used as supplemental information.

The absence of data on extreme core housing need. This data could not be analyzed specific to owners and tenants separately, as the specific data on households spending 50% or more of their income on shelter costs was not available through Census Canada.

Due to rounding by Statistics Canada, some percentage distributions may not equal 100% and some number categories may not calculate to the total amount due to rounding from the original data source.

The Housing Assessment Resource Tool (HART) relies on the Census data collected every five years by Statistics Canada. Although the Census is the most consistent, reliable, nationwide source of disaggregated data, there are gaps and flaws in its data capture, which carry over to the HART model. Gaps in the data are prevalent, especially within indigenous communities living on reserve and the unhoused population. Other groups such as students, those in illegal units/suites, and those in emergency homelessness or domestic violence shelters are excluded from Census data.

The census data is reflecting 2021 conditions. This data is now four years out of date and will be replaced by new data in 2026/27 when a new census is conducted. Census statistics for Housing Needs Reports are generally drawn from the ‘population in private households’ which is a subset of the total population figure readers may be more familiar with. Additionally, that Census data from 2021 has been reported to have been affected by the Covid-19 pandemic.

2.2 The Housing Continuum

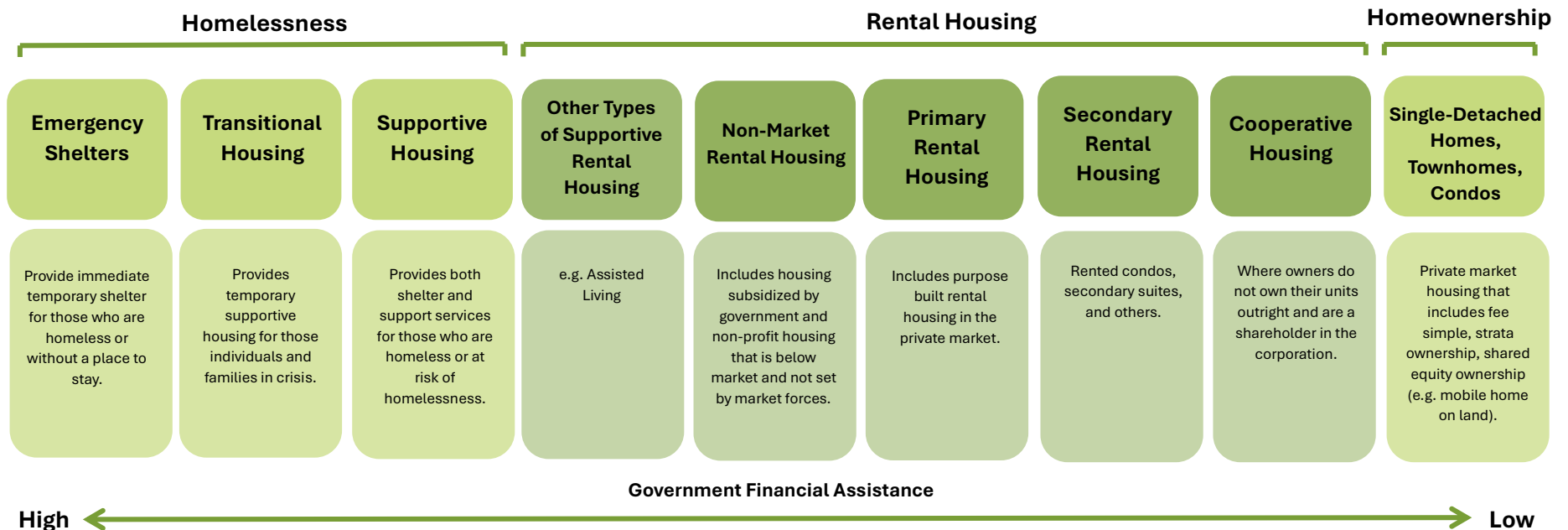
The housing supply in any community consists of a range of types and prices and would ideally contain a variety of features and/or services suitable for households of all income levels. This range of housing is typically referred to as the ‘Housing Continuum’. The housing continuum model includes both non-market housing and market housing, which are typically defined by the level of government financial assistance involved.

The housing continuum model provides a way of looking at the local housing market and the range of available housing choices (market and non-market). As an illustration, the continuum has two purposes – first, to provide readers with an “at a glance” look at what housing planners use as a basis for analysis and second, as a tool to identify gaps in the District’s housing market.

The non-market side of the continuum refers to the housing that rents below market rent and includes housing that receives some form of rental assistance from various levels of government. This side of the continuum includes housing forms such as emergency shelter spaces, various forms of transitional and supportive housing, and social housing or rent geared to income housing. These non-market housing options typically require the greatest level of support and often require the most public funding.

It should be recognized that people may move across the categories of the Housing Continuum throughout their lives, and that home ownership is not the end goal for all residents.

Figure 2: The Housing Continuum



2.2 Disclaimer

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

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

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



3 Demographic & Economic Profile of Mackenzie

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

3.1 Population

According to the 2021 Census, the population of Mackenzie is 3,281. Between 2006 and 2011, when the forestry sector experienced a downturn, the population of Mackenzie declined by 21%, from approximately 4,500 to 3,500 residents. Between 2011 and 2016, the forestry sector made a recovery, contributing to a population growth of 5.9% to approximately 3,700 residents. The most recent Census program indicated that Mackenzie saw another decline in the population, by approximately 11.7% bringing the population down to just under 3,300 residents. Comparatively, the regional population has experienced similar trends with a slight decline in population between 2006-2011, growth from 2011-2016, and a decline again between 2016-2021.

Table 2: Population Change (2006, 2011, 2016 & 2021)

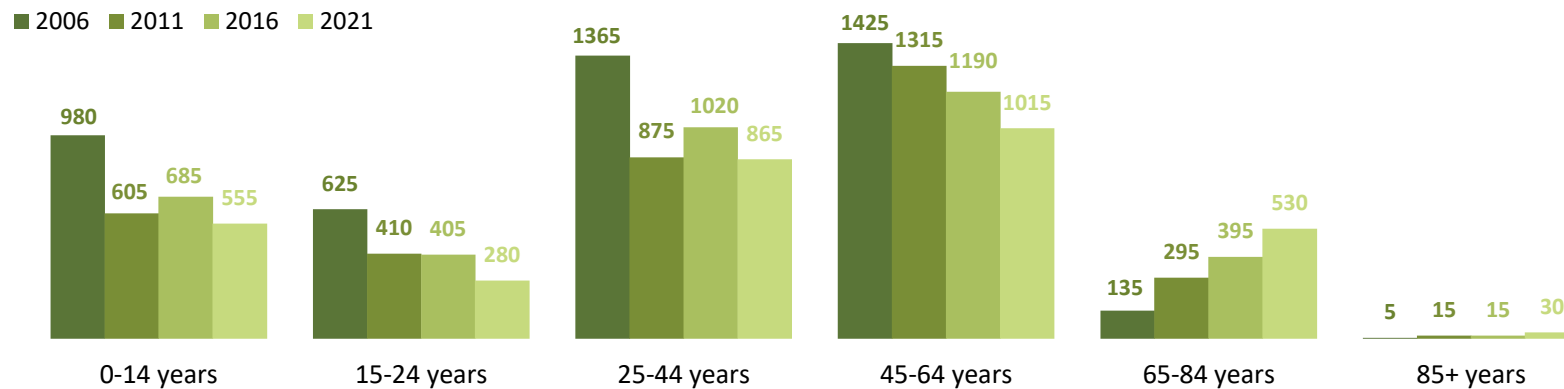
Source: Statistics Canada, Census (2006, 2011, 2016 & 2021)

Community / Area	2006	2011	2016	2021	Nominal Change 2006-2011	Percentage Change 2006-2011	Nominal Change 2011-2016	Percentage Change 2011-2016	Nominal Change 2016-2021	Percentage Change 2016-2021
District of Mackenzie	4,539	3,507	3,714	3,281	-1,032	- 22.7%	+ 207	+ 5.9%	- 433	- 11.7%
Regional District of Fraser-Fort George	92,264	91,879	94,506	96,979	-385	- 0.4%	+ 2,627	+ 2.9%	+ 2,473	- 2.6%

Figure 3 compares the population by age group between 2006 and 2021. The number of youth (0 to 24 years) in Mackenzie have generally been declining since 2006, a proportion that has decreased by approximately 56% between 2006 and 2021. Meanwhile, the number of seniors (65 years and over) have increased 56% over this same period of time. As of 2021, the 65 years and over age group represents approximately 17% of Mackenzie's population. The latest Census indicated that approximately half of Mackenzie's population is 45 years of age or older.

Figure 3: Population by Age Group (2006, 2011, 2016 & 2021)

Source: Statistics Canada, Census (2006, 2011, 2016 & 2021)



The average age of the population in Mackenzie in 2021 was 41.9 years, which is up from 38.9 years in 2016. The median age in Mackenzie was reported to be 43.6 years in 2021, up from 39.5 years in 2016. In 2021, the average age of the population in Mackenzie was similar than the BC (43.1 years) average, yet slightly lower. Similarly, the median age in Mackenzie was lower than in BC (42.5 years) and Canada (41.2 years) in 2021. This difference in median age between the three areas is shown in Table 3.

Table 3: Median Age (2006, 2011, 2016 & 2021)

Source: Statistics Canada, Census (2006, 2011, 2016 & 2021)

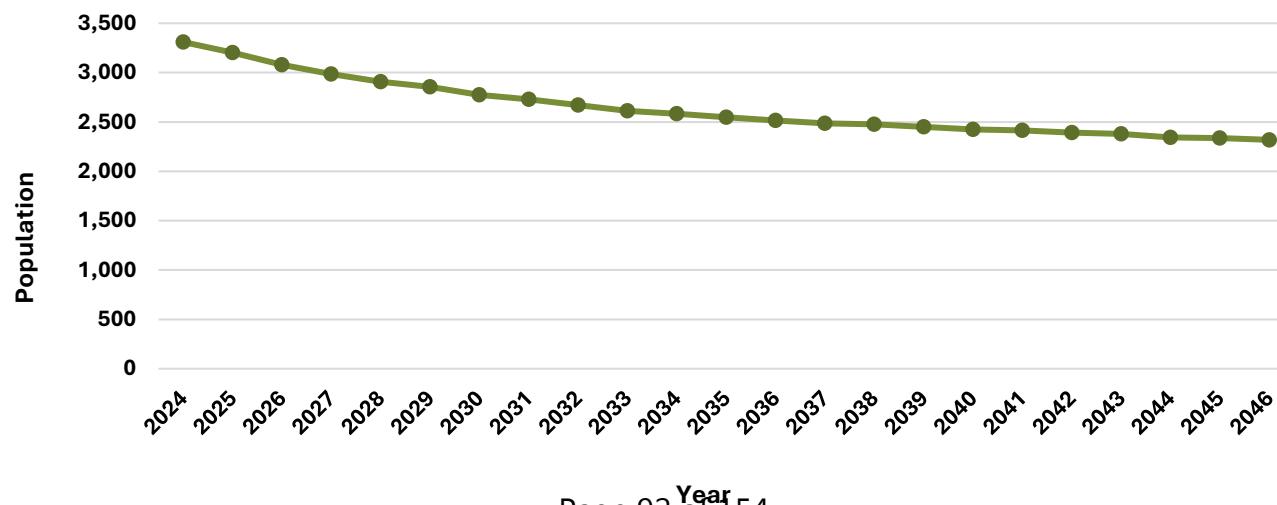
Community/Area	2006	2011	2016	2021
District of Mackenzie	36.3	42.5	39.5	43.6
Regional District of Fraser-Fort George	37.5	39.5	39.9	40.0
British Columbia	40.8	41.9	43	42.8

3.2 Population Projections

The projected population in Figure 4, indicates a gradual decline in the population over the next 21 years. The estimated population in 2046 is 2,319, which is a 30% decrease (899 people) from the 2021 Census population of 3,218 people. There are variables such as economic activity that projections are unable to account for, therefore the population may vary from the BC Stats data over time.

Figure 4: Projected Population in Mackenzie (2024-2046)

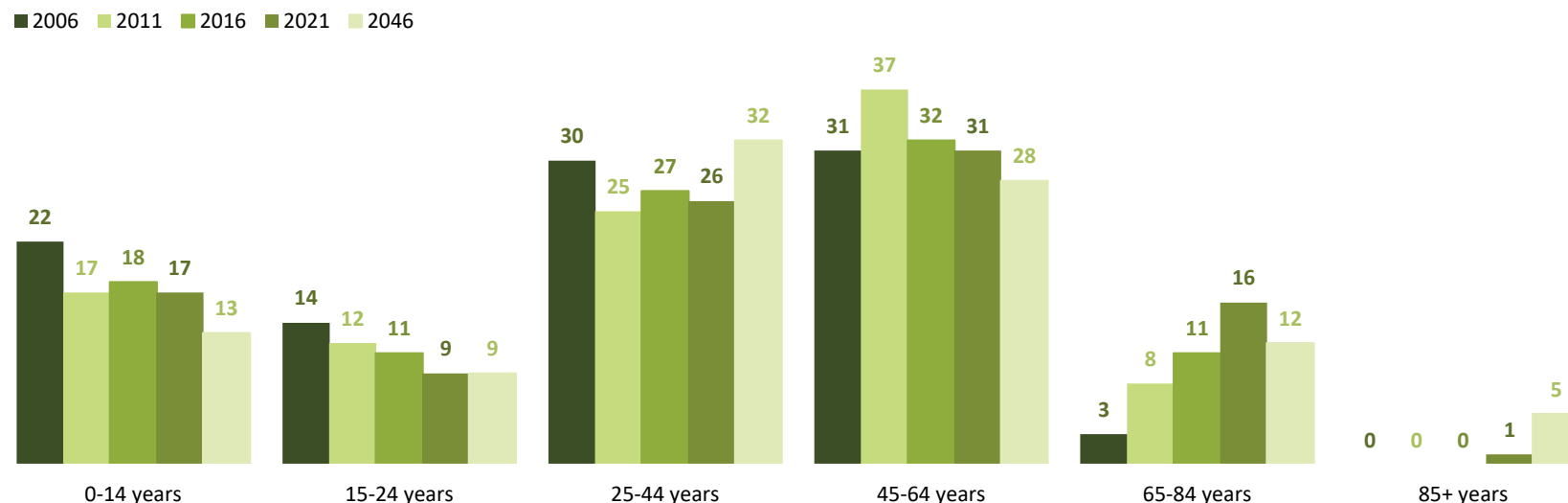
Source: BC Stats



Along with the above indicated population decline, Figure 5 below illustrates the projected age demographic breakdown for Mackenzie in 2046. By 2046 it is predicted that seniors in the 65 years and over age group will comprise 17% of the population, which is the same proportion that was found with the 2021 Census data.

Figure 5: Projected Age Demographic Breakdown in Mackenzie (2006-2046)

Source: BC Stats



3.3 Mobility

In 2021, the one-year ago mobility status data indicated that 94% of Mackenzie's population were either non-movers (88%) or non-migrants (6%) and maintained their residence in the District. The one-year ago mobility status refers to the status of a person with regard to their place of residence on the reference day (May 11, 2021) in relation to the place of residence on the same date one year earlier². People who have not moved are referred to as 'non-movers', and 'non-migrants' are those who did move but remained in Mackenzie. In 2016, the same data set indicated that 92% of the population were recorded as either non-movers (82%) or non-migrants (10%), again staying in the community. In 2021, 6% of the population identified as migrants, while in 2016, 8% identified as migrant. Migrants include internal migrants, who moved to a different city, town, township, village or First Nations reserve within Canada². The 2011 data shows the largest number of people identifying as migrants, is approximately 11%. Looking over a longer period, the five-year mobility status of the population in Mackenzie between 2021 and 2011 is as follows. In 2021, a total of 2060 individuals were recorded as non-movers and 485 individuals

² Statistics Canada

identified as non-migrants. In the same year, in relation to their place of residence on the same date five years earlier, 750 individuals considered themselves as migrants.

Figures 6 & 7: 1 Year Ago, & 5 Years Ago Mobility Status of Non-movers, Non-migrants, and Migrants (2006, 2011, 2016 & 2021)

Source: Statistics Canada, Census (2006, 2011, 2016 & 2021)

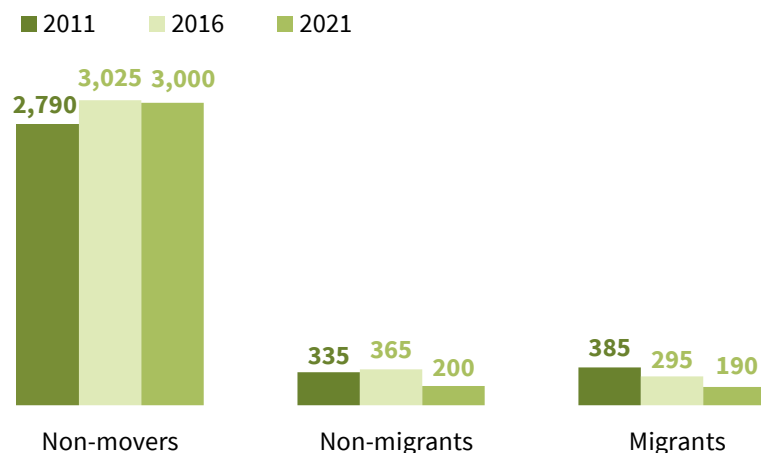


Figure 6: 1 Year Ago Mobility Status

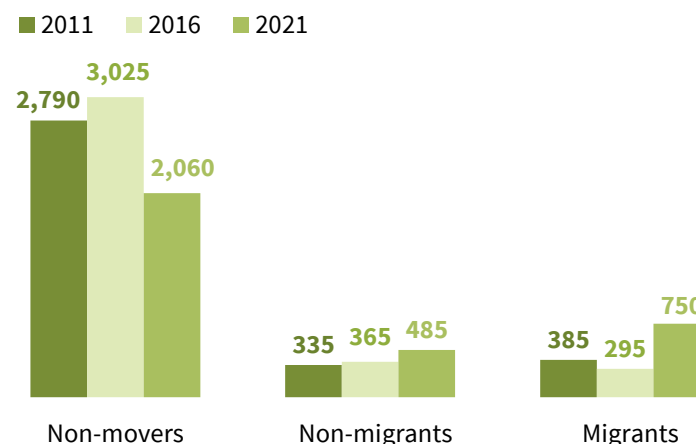


Figure 7: 5 Years Ago Mobility Status

3.4 Household Size & Composition

In 2021, there were 1,515 private households in Mackenzie and the average household size was 2.2 persons. Household size has declined slightly from 2.3 persons which was recorded in both 2016 and 2011. Table 4 below summarizes the owner and renter households in Mackenzie for the Census years 2006 to 2021.

Table 4: Owner and Renter Households in Mackenzie (2006, 2011, 2016 & 2021)

Source: Statistics Canada, Census (2006, 2016 & 2021), National Household Survey (2011)

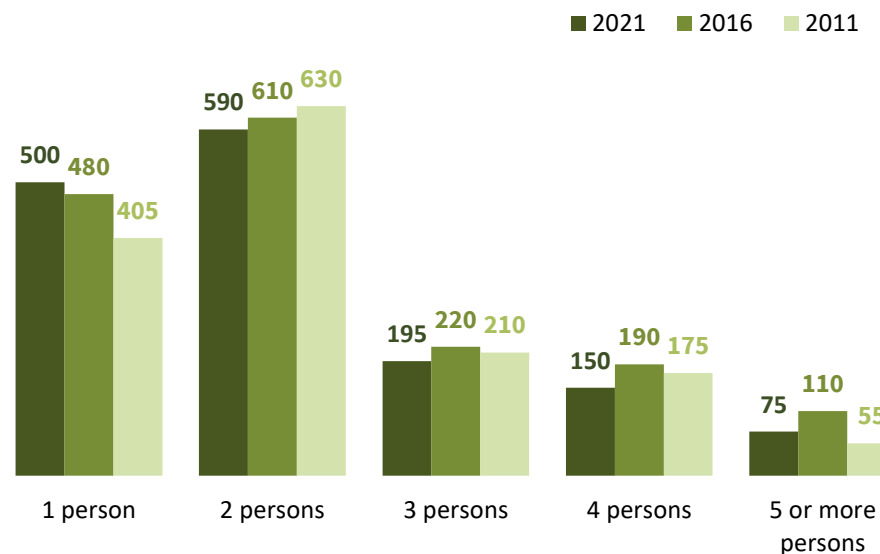
	2006	Percentage of total households	2011	Percentage of total households	2016	Percentage of total households	2021	Percentage of total households
Owner	1,440	82%	1,210	77%	1,280	79%	1,280	81%
Renter	325	18%	355	23%	350	21%	300	19%

Approximately 81% of private households in Mackenzie were owner households in 2021, an increase from 79% in 2016. The remaining 19% of private households in 2021 were renter households, which is a decrease from 21% in 2016. A household is considered to own their dwelling if a member of the household owns the dwelling even if it is not fully paid for, for example if there is a mortgage or some other claim on it³. A household is considered to rent their dwelling if no member of the household owns the dwelling. A household is considered to rent that dwelling even if the dwelling is provided without cash rent or at a reduced rent, or if the dwelling is part of a cooperative³. A 3% increase of home ownership may be interpreted as a positive indicator that housing in Mackenzie is still within an affordable range. This aligns with the qualitative data collected through the community survey and key informant interviews. Further, key informant interviews indicated that community members may simply be renting out of choice, due to the need to downsize and not necessarily because homes are too expensive.

In 2021, 43% of households were two person households. One person households, meaning a person living alone or with roommates, contributed to 27% of the total households in Mackenzie. Since the 2016 Census, household sizes have changed the most in the 1-person and 5 or more persons categories.

Figure 8: Private Households by Household Size (2010, 2015 & 2020)

Source: Statistics Canada, Census (2016 & 2021), National Household Survey (2011)



³ Statistics Canada

3.5 Household Income Trends

Table 5 shows the median household incomes at the local, regional, and provincial levels between the Census years 2005 and 2020. The median household income reported in Mackenzie was \$88,000 in 2020, approximately 8.5% lower than the median household income reported in 2016 (\$96,154). Over a fifteen-year period, Mackenzie's Census data has generally recorded a higher median income than those of the RDFFG and provincially. The higher income can likely be related to the higher-paying resource-based jobs in and around the community.

Table 5: Median & Average Household Income of Private Households (2005, 2010, 2015 & 2020)

Source: Statistics Canada, Census (2006, 2011, 2016 & 2021)

	District of Mackenzie				Regional District of Fraser-Fort George				British Columbia			
	2005	2010	2015	2020	2005	2010	2015	2020	2005	2010	2015	2020
Median Income	\$81,859	\$57,094	\$96,154	\$88,000	\$61,011	\$63,854	\$77,676	\$89,000	\$52,709	\$60,333	\$69,995	\$85,000
Average Income	—	\$67,519	\$98,455	\$96,400	—	\$74,554	\$92,531	\$105,500	—	\$77,378	\$90,354	\$108,600

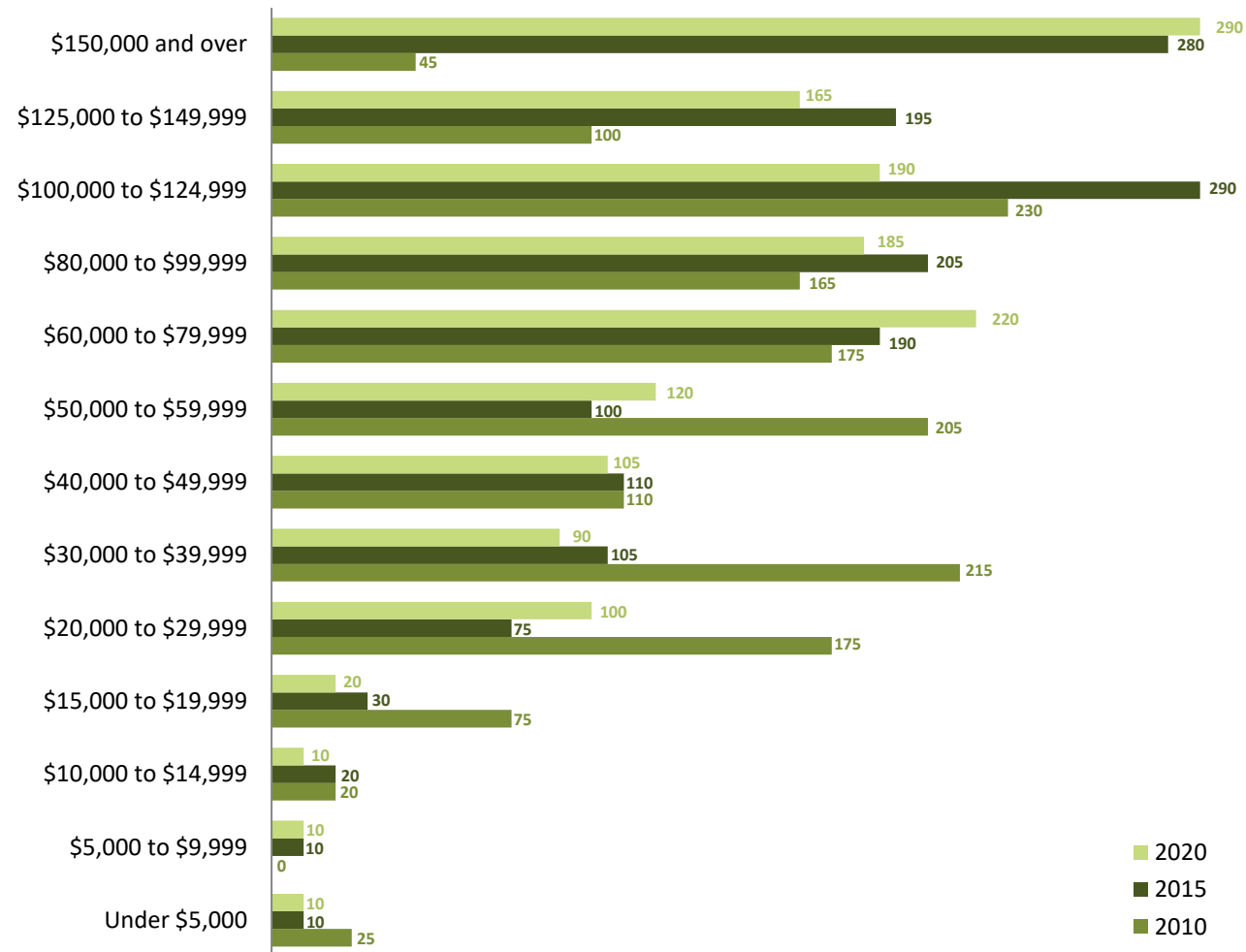
The Census reports on income data from the year before the year in which the Census was completed. For example, income data from the 2021 Census is based on 2020. The information in Table 5 above is based on the year of the Census. Median income identifies the mid-point of income distribution in the community, or that half of the sample makes more than the median income and half makes less.

Analyzing the distribution of household income can be helpful when it comes to understanding the type and cost of housing that the population can afford. This income data can be useful to identify the amount of low-income or subsidized housing that is required for households that are not earning enough to secure adequate market rental or ownership housing.

Figure 9 below summarizes the number of households within each income bracket specified by Statistics Canada for each Census year. In the context of households, total income refers to receipts from certain sources of all household members, before income taxes and deductions, during a specified reference period. The 2021 Census data shows that approximately 55% (830) of households reported incomes of \$80,000 or more per year. Overall, the income bracket with the most households in 2021 was the \$60,000 to \$79,999/year bracket with 220 households (15% of households). Similarly, in 2016, approximately 60% (970) of all households reported incomes over \$80,000. The income bracket with the most households in 2016 was the \$100,000 to \$124,999/year bracket with 290 households (18% of households).

Figure 9: Households in Specified Income Brackets (2010, 2015 & 2020)

Source: Statistics Canada, Census (2016 & 2021), National Household Survey (2011)



3.6 Economy

Mackenzie has a resource-based economy which relies heavily on the forestry sector, and to a lesser extent, mining operations. The unemployment rate in Mackenzie tends to be above the regional and provincial averages. In 2021, the unemployment rate was 12.3% in Mackenzie, it was 9.1% regionally across the RDFFG, and 8.4% in BC overall.⁴

Table 6 shows the number and percentage of total employment by industry in 2006, 2011, 2016, and 2021. In 2021, manufacturing accounted for 20% of total employment in Mackenzie, compared to a rate of 43% in 2006 which can be attributed to the ups and downs of the forestry industry, as well as mill curtailments and closures throughout the years. Employment within the community has shifted and is seen as more diverse in 2021 compared to 2006.

Table 6: Employment & Percentage of Total Employment by Industry* (2011, 2016 & 2021)

Source: Statistics Canada, Census (2011, 2016 & 2021)

Industry	2006		2011		2016		2021	
	#	%	#	%	#	%	#	%
Goods-producing Industries	1,510	56%	740	35%	1,145	52%	850	46%
Manufacturing	1,155	43%	465	22%	700	32%	380	20%
Agriculture, Forestry, Fishing & Hunting	295	11%	80	4%	260	12%	255	14%
Construction	60	2%	125	6%	90	4%	115	6%
Mining, Quarrying, & Oil & Gas Extraction	0	0%	70	3%	85	4%	85	5%
Utilities	0	0%	0	0%	10	0%	15	1%
Service-producing Industries	1,190	44%	1355	65%	1,045	48%	1010	54%
Retail Trade	225	8%	205	10%	205	9%	130	7%
Public Administration	140	5%	155	7%	185	8%	145	8%
Educational Services	145	5%	120	6%	100	5%	125	7%
All Other	680	25%	875	42%	555	25%	610	33%
Total**	2,700	100%	2095	100%	2,190	100%	1860	100%

⁴ Statistics Canada, Census (2021)

Table 7 compares the labour force participation rates locally in Mackenzie, regionally in the RDFFG, and provincially in BC between the Census years 2006 to 2021. Generally, Mackenzie has historically had a relatively high labour force participation rate compared to participation rates regionally in the RDFFG and in BC, however, rates have been on a slight decline throughout the years, with the most significant drop between 2016 and 2021, declining from 72.1% to 67.1%. This decline is consistent with the curtailments and closures of the local sawmill and pulp mill. Declining participation rates are also consistent with an aging population in Mackenzie.

Table 7: Local, Regional, & Provincial Participation Rates (2006, 2011, 2016 & 2021)

Source: Statistics Canada, Census (2006, 2011, 2016 & 2021)

Participation Rate	2006	2011	2016	2021
Mackenzie	77.5	73.2	72.1	67.1
Regional District of Fraser-Fort George	72.5	69.2	68.9	65.9
British Columbia	65.6	64.6	63.9	63.3

3.7 Economic Outlook

The region has a diverse fibre supply which has attracted several large industrial forest manufacturing facilities to the area. However, sector developments in 2019 such as high fibre costs and weak lumber markets led to curtailments at the three mills in the community in July 2019, followed by closures shortly after in 2020/21. It appears that the outlook for the forestry sector in Mackenzie is uncertain.

Mining operations in the area are expected to continue at the Willow Creek metallurgical coal mine located southwest of Chetwynd, and the Mount Milligan gold-copper mine located between Mackenzie and Fort St. James, employing Mackenzie residents. The prospective construction the Aley Niobium Project (approximately 130km north of Mackenzie) remains a potential growth contributor for Mackenzie.

Recently, in June of 2025, Enbridge announced their Sunrise Expansion Program for the Westcoast natural gas pipeline. The project could bring up to 700 workers near Mackenzie.



4 Housing Needs Assessment

4.1 Current Housing Stock

According to the 2021 Census, there were approximately 1,585 private households in Mackenzie.

Figure 10 shows the number of dwellings by type, and as a share of total dwellings in 2021. Over half of dwellings were single-detached houses, which accounted for 67% percent of all dwellings. In comparison, approximately 42% of dwellings in BC are single-detached homes. It is typical that the housing stock in small and rural communities is mainly single-detached homes. Other attached dwellings such as semi-detached homes, row homes, apartments, and other single-attached homes accounted for 20% of Mackenzie's housing stock. Movable dwellings make up the remaining 13% of the housing stock in Mackenzie. Statistics Canada defines movable dwellings to include mobile homes, houseboats, recreational vehicles and railroad cars ⁵. For the purpose of this report, the movable dwellings pertinent to the Mackenzie are mobile homes and recreational vehicles.

Figures 10 & 11: Number of Dwellings by Structural Type & Number of Dwellings by Number of Bedrooms (2021)

Source: Statistics Canada, Census (2021)

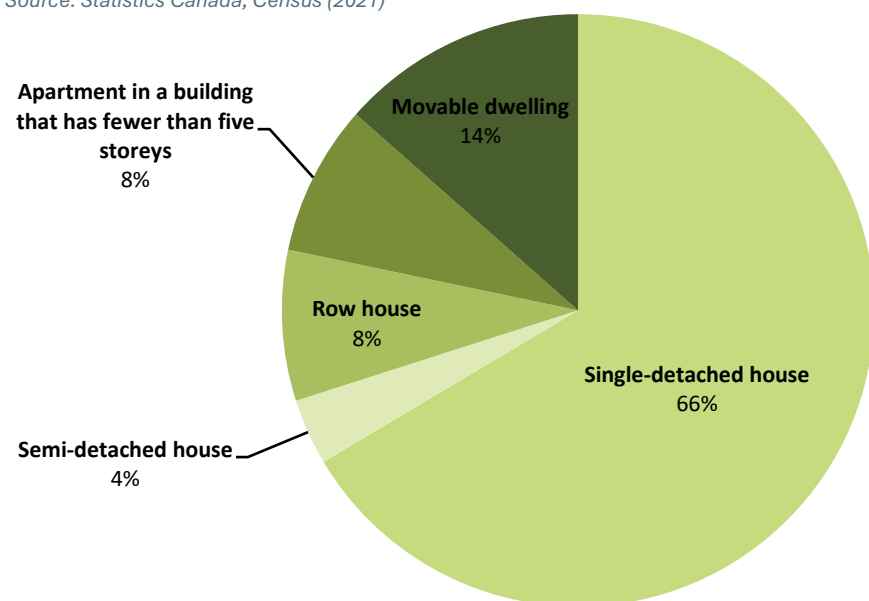


Figure 10: Number of Dwellings by Structural Type

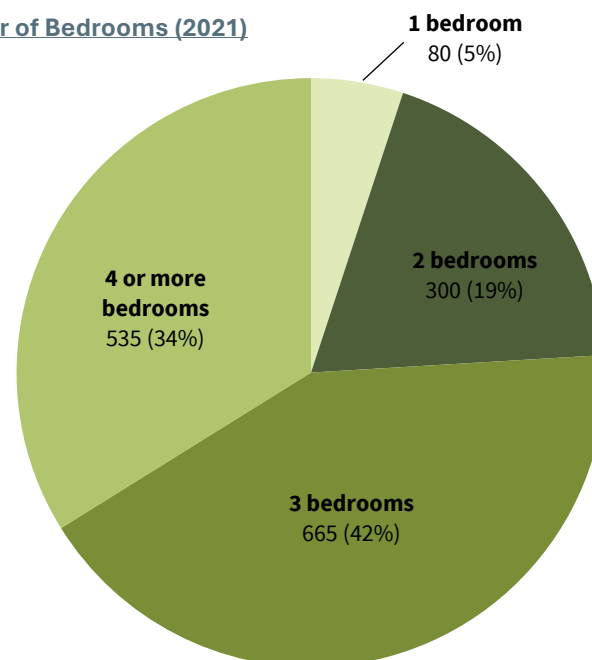


Figure 11: Number of Dwellings by Number of Bedrooms

⁵ Statistics Canada

The 2021 and previous Census data sets have historically reported low numbers of apartment housing in Mackenzie. For example, in 2016 95 apartment units were reported by the Census in Mackenzie; however, according to the 2019 HNR, housing providers in the area indicated that there were over 200 apartment units in the community in 2019. Community key informants interviewed as part of the 2019 HNR also reported that over half of the mobile home park lots were vacant. This correlates well with District building permit data, as the data indicates that approximately 61 demolition permits have been issued for mobile homes between 2008 - 2025.

Figure 11 summarizes the number of dwellings by number of bedrooms, and as a share of total dwellings in 2021. Approximately 76% of all dwellings had three or more bedrooms. Figure 11 indicates that there could be a limited amount of housing available for residents looking for dwellings to accommodate a single- or two-person household. Historically, Mackenzie was built to service the resource sector and most dwellings were built prior to 1980. During this time, the housing stock was developed for a younger population and is focused on homes suitable for young families (i.e. large, single-detached houses) and families with children. It is possible that due to an aging population and a decrease in youth in Mackenzie, there are households living in homes that once served larger families, but now only serve one or two people. While the 2021 Census indicates that there are no bachelor suites in Mackenzie, community informants noted during the 2019 HNR interviews reported that there were a small number of 0-bedroom dwellings available in the community.

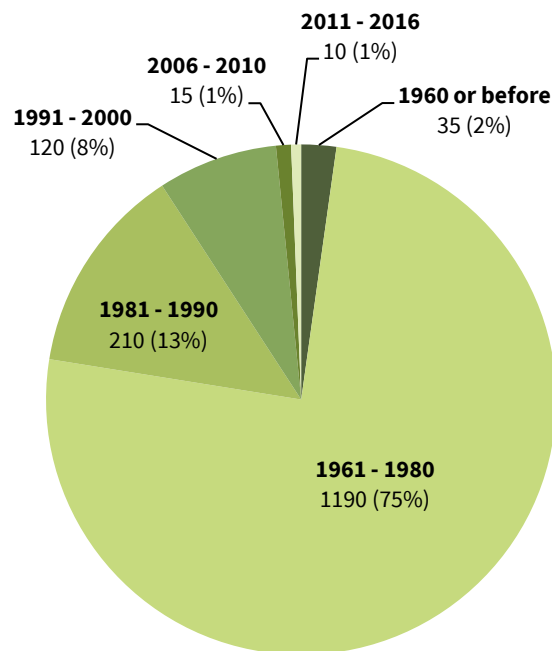


Figure 12 below shows the number of occupied private dwellings by period of construction and share of total dwellings in Mackenzie. Of the 1,585 occupied private dwellings in Mackenzie, 2021 Census data indicates that 77% of the housing stock was constructed during or before 1980. From 1981 until 2000, 21% of the housing stock was built, leaving only 2% of housing built between 2001 and 2021.

Figure 13 shows the number and share of dwellings in Mackenzie requiring major repairs compared to those only requiring regular maintenance or minor repairs as of the 2021 Census. Examples of “major repairs” include problems that compromise the dwelling structure (such as structural problems with the walls, floors, or ceilings) or the major systems of

Figure 12: Occupied Private Dwellings by Period of Construction (2021)

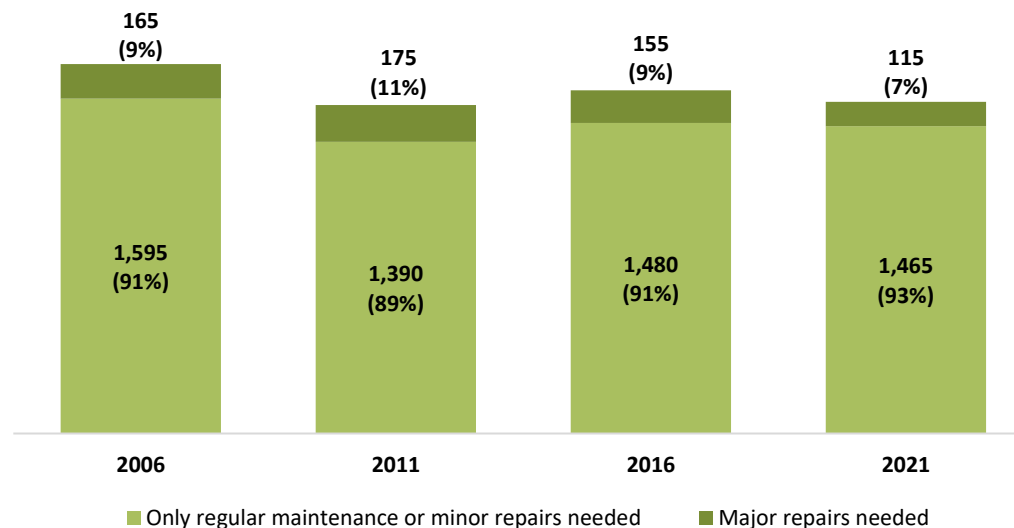
Source: Statistics Canada, Census (2021)

the dwelling (such as heating, plumbing, and electrical). The data below shows that there has been little change in the number of homes requiring major repairs between 2006 and 2021, and according to the Census data, homes are in good condition and only require regular maintenance or minor repairs. This data is consistent with the qualitative data collected during the community survey and key informant interviews, as Mackenzie residents expressed that the homes in their community are aging and are requiring more frequent maintenance and repairs. There are concerns around home maintenance as there are little to no local skilled trade services in Mackenzie. Should major repairs or construction be needed, residents must hire trades from out of town, such as Prince George, which comes with large costs.

In the 2019 HNR, it was noted that community key informants who were interviewed, indicated that the number of dwellings requiring major repairs reported in the 2016 Census was much lower than expected. According to interviewees, as the community was built quickly to service the resource sector, the housing stock was also built quickly with less of a focus on long-term housing needs. As part of the 2025 key informant interviews, feedback indicated that there are concerns around the majority of homes having stairs and are owned by aging residents. As approximately 88% of the housing stock was built prior to 1991, those homes were constructed to meet the standards for that time period and the age of the families occupying them. This has resulted in a shortage of single-detached homes built without stairs and apartment building without elevators, which is a concern for aging residents and those with accessibility concerns.

Figure 13: Occupied Private Dwellings by Dwelling Condition (2021)

Source: Statistics Canada, Census (2021)



4.2 Housing Affordability

In 2021, 24.6% of tenant households in Mackenzie were experiencing affordability issues, while 7.8% of owner households were experiencing affordability issues. This means that the household is spending 30% or more of their income on shelter costs, and according to CMHC, when households are spending 30% or more of their pre-tax income on their housing, it is not considered to be affordable. In 2016, 18.6% of tenant households and 3.9% of owner households were spending 30% or more of their income on shelter costs. The percentage of both owner and tenant households spending 30% or more of their income on shelter costs increased between 2016 and 2021, which may be related to the Covid-19 pandemic where non-essential jobs were either temporarily lost or working hours were cut back. When rent is high enough to be considered unaffordable, it can be difficult for individuals and households to save enough money to purchase a home. Further, for low-income households, rising rent costs and low vacancies can mean affordability pressures.

Table 8: Percentage of Tenant Households Spending 30% or More of Income on Shelter Costs (2011, 2016 & 2021)

Source: Statistics Canada Census (2016 & 2021), National Household Survey (2011)

Percentage of Tenant Households Spending 30% or More of Income on Shelter Costs	2011	2016	2021
Mackenzie	29.6%	18.6%	24.6%
Regional District of Fraser-Fort George	42.8%	38.1%	28.5%
British Columbia	45.3%	43.3%	37.8%

Table 9: Percentage of Owner Households Spending 30% or More of Income on Shelter Costs (2011, 2016 & 2021)

Source: Statistics Canada Census (2016 & 2021), National Household Survey (2011)

Percentage of Owner Households Spending 30% or More of Income on Shelter Costs	2011	2016	2021
Mackenzie	12.4%	3.9%	7.8%
Regional District of Fraser-Fort George	14.3%	10.3%	9.3%
British Columbia	23.8%	20.7%	19.3%

Table 10: Percentage of Owner & Tenant Households in Core Housing Need (2021)

Source: Statistics Canada Census (2021)

Percentage of Households in Core Housing Need (2021)	Owner	Tenant
Mackenzie	4.8%	15.3%
Regional District of Fraser-Fort George	3.0%	17.2%
British Columbia	8.0%	24.7%

Table 10 summarizes the percentage of households in core housing need locally in Mackenzie, regionally in the RDFFG, and provincially in BC. Core housing need refers to whether a private household's housing falls below at least one of the indicator thresholds for housing adequacy, affordability or suitability, and would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (attains all three housing indicator thresholds) ⁶.

Table 11: Percentage of Tenant Households in Subsidized Housing

Source: Statistics Canada Census (2016 & 2021), National Household Survey (2011)

Percentage of Tenant Households in Subsidized Housing	2021	2016	2011
Mackenzie	11.5%	14.3%	8.5%
Regional District of Fraser-Fort George	11.5%	12.7%	12.2%
British Columbia	11%	12.5%	13.5%

Table 11 is presented to further understand affordability in Mackenzie and comparatively regionally and provincially, as it compares the percentage of tenant households in subsidized housing. Subsidized housing refers to whether a renter household lives in a dwelling that is subsidized. Subsidized housing includes rent geared to income, social housing, public housing, government-assisted housing, non-profit housing, rent supplements and housing allowances ⁶. Table 12 compares BC Northern Real Estate Board (BCNREB) average housing prices for single-family residential homes in Mackenzie, Fort St. John, and Prince George between the years 2016 and 2024. Mackenzie house prices peaked in 2018 at an average of \$183,268, and again in 2022 at an average of \$183,404. The average selling price for single-family homes in Mackenzie reached a high at the end of 2024, at \$193,269. Interviews with key informants as well as data collected from the

⁶ Statistics Canada, Census (2021)

community survey have indicated that residents find the housing in Mackenzie is affordable and home ownership is achievable and within sight for those looking to enter the housing market.

Table 12: BC Northern Real Estate Board Average Selling Price (YTD): Single Family Residential (December 2016-December 2024)

Source: BC Northern Real Estate Board (2020)

	2016	2017	2018	2019	2020	2021	2022	2023	2024
Mackenzie	\$176,871	\$168,196	\$183,268	\$157,600	\$168,578	\$177,635	\$183,404	\$181,716	\$193,269
Fort St John	\$405,203	\$391,003	\$366,129	\$375,775	\$373,081	\$396,353	\$411,380	\$406,015	\$418,143
Prince George	\$297,185	\$319,167	\$350,713	\$371,443	\$406,943	\$458,560	\$524,639	\$500,320	\$514,915



5 Gaps & Key Areas of Need

Gaps and key areas of need were identified for Mackenzie through a review of data related to demographics, income, and housing supply. In addition, findings from interviews with key informants within the community have helped to corroborate the quantitative data. The categories within the gaps and key areas of need remain the same as the findings from the 2019 HNR, however, more recent data has been used to provide an updated context.

5.1 New Housing Supply

Building Permit data was provided by the District of Mackenzie to analyze as part of this report. Table 13 below summarizes the total number permits issued in the District for new construction and demolition from 2008 to 2025. District building permit data indicates that the last permit issued for a single-detached home in Mackenzie was 2015. Table 14 shows the net change in housing units by type between 2008 and 2025, indicating an extremely limited supply of new residential homes over a 17-year period. According to District data, between 2008 and 2025, there were 55 new homes in Mackenzie, while during this same period 56 units were either demolished or moved. Overall, Table 14 indicates that there has been a net decrease of negative one unit over last 17 years.

Table 13: New & Demolished Housing by Type in Mackenzie (2008-2025)

Source: District of Mackenzie

	Single Detached Dwellings		Mobile Homes		Other	
	New Construction	Demolished	New Construction	Demolished	New Construction	Demolished
2008				13	1 (Yurt)	
2009				11		
2010	1			10	8 (Senior's Housing)	
2011	4		20	4		
2012	4			3		
2013		1	4	2		
2014						
2015	1	1	1	1		
2016		1	7	3		
2017		1	1	1		

2018			3	2		
2019				1		
2020						
2021				1		
2022				8		
2023						
2024				5		
2025*						

* Up to June 23, 2025

Table 14: Net Change in Housing by Type in Mackenzie (2008-2025)⁶

Source: District of Mackenzie

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

Year	Single Detached Dwellings	Mobile Homes	Other*	Total
2008	0	-13	1	-12
2009	0	-11	0	-11
2010	1	-10	8	-1
2011	4	16	0	20
2012	4	-3	0	1
2013	-1	2	0	1
2014	0	0	0	0
2015	1	0	0	0
2016	-1	4	0	3
2017	-1	0	0	-1
2018	0	1	0	1
2019	0	-1	0	-1
2020	0	0	0	0
2021	0	-1	0	-1
Total	6	-16	9	-1

⁶ The net change in housing units is calculated as the number of new housing units constructed minus the number of housing units demolished.

Capacity for new single-detached homes exists within Mackenzie, as serviced lots are available on the west side of the community on Bell Place. However, the current uncertainty around the resource industry in Mackenzie may influence construction of new homes in the community. As discussed above, skilled trades are limited in the community which requires residents to source trades from larger city centres (i.e. Prince George) and has caused new construction to be unaffordable to those interested in building a new home.

5.2 Rental Housing

According to interviewees in 2019, the availability of rental units in Mackenzie varies by the type of unit. Renovated or updated rentals were reported to be in high demand while the number of secondary units (e.g. basement suites) is limited.

Key informants reported that vacancy rates in 2019 were dependent on the state of the local economy and its key industries. When mills are running at full capacity, rental units are generally fully occupied. During a slowdown in the forestry sector, vacancy rates tend to rise as workers relocate. This remains true in 2025 as all mills have closed. The expected influx of workers may be somewhat offset by those leaving the community in the near term following the forestry sector downturn.

Table 15 compares rental rates in Mackenzie versus Prince George. The data from the 2019 HNR was used in comparison to 2025 data. Data on average rental rates per month was collected through key informant interviews, CMHC, Facebook Marketplace, and Mackenzie Apartments website. The 2019 HNR data suggested that rents in Mackenzie were relatively high compared to Prince George in 2019. In Mackenzie, 2019 rents ranged from \$600 for a bachelor to up to \$1,500 for a unit with 4 bedrooms. In Prince George, 2019 rents ranged from \$640 for a bachelor to \$948 for a unit with 4 or more bedrooms.

The data shows that rents have increased between 2019 and 2025 in both Mackenzie and Prince George. Rent in Mackenzie was higher than in Prince George in 2019, however this has changed and rent in Mackenzie is relatively close in cost to Prince George, if not slightly lower. At the time of the 2025 rental market analysis, there were no 4- or more bedroom units advertised for rent online in Mackenzie.

Table 15: Average Rental Rates in Mackenzie and Prince George in 2019 and 2025

Rental size	Average Rental Rate/Month – 2019 HNR		Average Rental Rate/Month – 2025 HNR	
	Mackenzie	Prince George	Mackenzie	Prince George
Room for Rent	\$600 to \$800	N/a	\$500 – \$700	\$700 - \$900
Bachelor	\$600 to \$950	\$640	\$900	\$975
1 Bedroom	\$850 to \$1,050	\$727	\$950 - \$1000	\$1,000 - \$1,700
2 Bedrooms	\$950 to \$1,300	\$871	\$1,250	\$1,600 - \$2,000
3 Bedrooms	\$950 to \$1,300	\$948	\$1,800	\$1,800 - \$2,400
4 or More Bedrooms	\$1,000 to \$1,500	\$948	N/a	\$3,200

5.3 Housing for Seniors & Accessible Housing

A shortage of housing for seniors and accessible housing was reported by multiple key informants in both 2019 and 2025. As reported in 2019, there still exists only eight seniors housing units in the community at Autumn Lodge. As the 2021 Census indicated that approximately 560 residents were 65 years of age or older, this appears to suggest that housing units suitable for this age group is undersupplied. Similarly, accessible housing for seniors or those with mobility challenges (e.g. ranchers, apartment buildings equipped with an elevator) is limited. As discussed in Section 4.1, key informants expressed concerns that majority of housing in the community have stairs and apartment buildings are without elevators, limiting accessible housing for anyone who is in need.

As noted in the 2019 HNR, the lack of housing for seniors and accessible housing is challenging for elderly persons wanting to stay within the community and downsize to a smaller home. It was also noted that although many seniors would like to move to a smaller and more accessible home, they would also like extra space for a live-in caretaker or to host family and friends. This suggests demand from seniors would be for one- and two- bedroom suites. Lastly, while relocation is an option, key informants stated that most seniors would be unable to move to another community without taking out a mortgage, due to reported lower home values in Mackenzie compared with larger urban centres. This information appears to remain true based on 2025 key informant interviews and community survey results.

The introduction of supportive housing, long-term care, and palliative care in Mackenzie will require partnerships with public organizations such as Northern Health and BC Housing, as well as private care providers.

5.4 Housing Units Needing Repairs

Data from Census years between 2006 to 2021 indicate that majority of homes in Mackenzie require only regular maintenance or minor repairs. However, according to community key informants, it appears more than just minor repairs or regular maintenance is needed for most homes in the community. As reported by key informants, skilled trades are costly to bring from Prince George and homes will continue to decline if residents continue to make repairs themselves or simply don't make the repairs at all.

With most homes built between 40 and 60 years ago, data from the 2021 Census show that approximately 7% of dwellings in Mackenzie required major repairs in 2021, which surprisingly is a decrease from 9% in 2016.

5.5 Affordable Housing

Data collected as part of this report indicates that there is a need for affordable housing in Mackenzie. The qualitative data collected for this HNR, it was indicated that there are residents facing challenges related to housing cost and affordability. With approximately 25% of tenant households and 7.8% of owner households experiencing affordability issues and spending 30% or more of their income on shelter costs, the quantitative data appears to validate these concerns. Since 2016, both of these statistics have increased. There is no data available on

the rental vacancy in Mackenzie, however the data collected during the public consultation indicates that there are not many rental unit available, which may be the reason for rent prices being close to those in Prince George.

5.6 Emergency Housing & Shelters for Individuals Experiencing Homelessness & Housing for Individuals At-Risk of Homelessness

Homelessness did not appear to be a major concern among interviewees in 2019 and again in 2025, although there were some reports that a lack of shelter and emergency housing for individuals at-risk of or facing homelessness can be problematic in certain situations. For example, a lack of emergency housing has led to pressures on the hospital beds during inclement weather such as during periods of extreme cold in the winter as transient or homeless individuals tend to take shelter in the hospital. Additionally, transition housing is non-existent in Mackenzie and further, there are limited emergency housing options for vulnerable women and children.

5.7 Housing for Families

There is a mix in the housing size and type that families in Mackenzie would find suitable for themselves. With almost half of the households in Mackenzie being two people, this is likely leading to a shift to higher demand for one- and two-bedroom units to accommodate those smaller households. Although households with more than three people are declining in Mackenzie, public consultation data indicated that some families are unable to find homes large enough to suite their needs. It was noted that mobile homes are not large enough for some families. It is possible that larger three- or more-bedroom units are still needed for families in Mackenzie. The housing need for families could also possibly be met with a mix of more affordable small-scale multi-unit, ground-oriented options, such as townhomes or multiplexes.



6 Anticipated Housing Need

6.1 5- & 20-Year Housing Need

In June 2024, the Province released the HNR Method which outlines how local governments must calculate their total housing need. The HNR Method estimates a community's housing needs by combining six components, outlined in Table 16. The number of housing units that the District will need to create was calculated using the HNR Method prepared by the Province. The HNR Method consists of six components, which are added together to provide the total number of housing units needed in a municipality or regional district electoral area.

Using the HNR Method and Housing Assessment Resource Tool (HART), it is estimated that Mackenzie will need approximately 63 units by 2026 to meet its housing needs, and 198 units by 2028. The HNR Method consists of six components, which are added together to provide the total number of housing units needed in a municipality. The six components are broken down in Section 6.3 below. The housing needs outlined in the HNR Method are not targets or estimates of what may be constructed, as they are assessments of what is needed in order for all residents/households to have homes that are appropriate and affordable.

6.2 Analysis of HART Data Results

The methodology for calculating housing needs is provided by the Province. It is not a market-based measure, and its outputs do not imply that anyone will be able to afford and build the housing estimated to be needed. It does include a 'demand factor' for municipalities, however this multiplier is a black-box number provided by the Province with minimal explanation other than it is supposed to reflect housing demand. The housing needs methodology is multi-faceted and does include concerns such as homelessness, suppressed household formation, rental vacancy rates, and projected growth.

Considering that the 5-year estimate is next year, in 2026, it is unlikely that this estimate can be met in Mackenzie, as there is no new housing development underway since three new mobile homes in 2018. As Mackenzie has off and on seen a declining population since 2006, in combination with a lack of skilled trades, it has been difficult for residents to justify the costs associated with building new homes. This absence of new housing stock in Mackenzie became apparent in Sections 3 and 5 through the analysis of population trends and historical building permit data, as well as the qualitative data collected by residents. For Mackenzie, unless a significant population increase is seen over the next 20 years, it is unlikely that the total new units calculated by HART in Table 16 below will be met on time.

The HART tool and HNR Method are extremely valuable as they have allowed BC communities to have a better understanding of the estimated total housing need and demand over the next 5- and 20-years. There is, however a wide diversity of housing need from community to community that may not be fully represented by the Census data, which is something we have seen for Mackenzie. This provincial data, however, does provide a baseline for Mackenzie to monitor each Component as they approach the 20-year mark.

6.3 Legislatively Required HNR Method Results

The HNR Method consists of six components, which are added together to provide the total number of housing units needed in a municipality. The six components are summarized below and include the results of the 5- and 20-year need, calculated by the HNR Method and using HART.

For most communities the HNR Method will likely calculate a higher number of housing units needed than the housing needs identified in existing HNRs. The HNR Method uses a comprehensive approach of six components to address existing and anticipated housing needs. As an example, the HNR Method accounts for suppressed household formation and the demand buffer, components which were typically excluded or ignored in previous HNRs. The HNR Method also uses BC Stats as the source for population projections, which will often be higher than projections used in existing reports. The demand buffer will be a major contributor to the higher numbers. All quantities calculated below have been rounded to the nearest whole number.

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

Not all households in core housing need require a new unit to address housing inadequacies; for some households, solutions such as making repairs to an existing unit may be sufficient. The use of ECHN data as a subset of core housing need provides a more conservative estimate of new units required while still relying on consistent and available data.

5 Year Need (2021-2026): 5 units

20 Year Need (2021-2041): 20 units

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

5 Year Need (2021-2026): 23 units

20 Year Need (2021-2041): 45 unit

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

5 Year Need (2021-2026): 20 units

20 Year Need (2021-2041): 81 units

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

5 Year Need (2021-2026): -6 units

20 Year Need (2021-2041): -32 units

Component E: A Rental Vacancy Rate Adjustment (RVRA) adds surplus rental units to restore local vacancy rates to levels representing a healthy and well-functioning rental housing market. Including a RVRA in calculations of housing need has been recommended by multiple sources, including the Expert Panel on Housing Supply and Affordability (BC/Canada) and CMHC. Typically, rates between 3% and 5% are considered healthy rates. These calculations use the more conservative rate of 3%.

5 Year Need (2021-2026): 1 unit

20 Year Need (2021-2041): 5 units

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

The demand buffer essentially builds in the extra capacity that is needed to meet healthy market demand – which is needed to provide more housing choices. This helps accommodate fluctuations in market conditions and ensures a diverse range of housing options for residents. Examples of the kind of demand for extra capacity include households seeking homes closer to jobs and schools, growing families looking for larger homes, and seniors looking to downsize in their existing communities.

5 Year Need (2021-2026): 20 units

20 Year Need (2021-2041): 80 units

Total New Units Needed:

5 Year Need (2021-2026): 63 units

20 Year Need (2021-2041): 199 units



Appendix A

HNR Data Tables

Component A – Extreme Core Housing Need Calculation

Table 1a – Total owner and renter households in the four previous census years

Total Households	2006	2011	2016	2021
Owners	1435	1210	1280	1280
Renters	325	355	350	300

Table 1b – Total number and proportion of owners with a mortgage and renter households in ECHN in the four previous census years, to arrive at an average ECHN rate

Extreme Core Housing Need	2006#	2006_% of total	2011_#	2011_% of total	2016_#	2016_% of total	2021_#	2021_% of total	_Average ECHN Rate
Owners with a mortgage	n/a	n/a	n/a	n/a	n/a	n/a	0	0	0
Renters	20	0.0615	30	0.0845	15	0.0429	25	0.083	0.0681

Table 2 – Estimated total of owners with a mortgage and renter households in ECHN in 2021

Total Households	2021 Households	Average ECHN Rate	Households in ECHN
Owners	1280	n/a	n/a
Owners with a mortgage	1280	0	0
Renters	300	0.0681	20.42
Total New Units to Meet ECHN - 20 years	nan	nan	20.42

Component B: Housing Units and Homelessness

Table 3 – Estimated number of homes required to meet the need of existing PEH households as a proportion of the regional need

Regional Population	Local Population#	Local Population_% of region	_Regional PEH	_Proportional Local PEH
95295	3405	0.0357	1262	45.09
None	None	None	None	None
Total New Units to Homelessness Needs - 20 years	nan	nan	nan	45.09

Component C: Housing Units and Suppressed Household Formation

Table 4a – Number of owner and renter households in 2006 by age of the primary household maintainer

_Age – Primary Household Maintainer 2006 Categories	2006 Households_Owner	2006 Households_Renter
Under 25 years	60	45
25 to 34 years	205	85
35 to 44 years	380	90
45 to 54 years	470	45
55 to 64 years	250	25
65 to 74 years	60	30
75 years and over	15	10

Table 4b – Number of owner and renter households in 2021 by age of the primary household maintainer

_Age – Primary Household Maintainer 2021 Categories	2021 Households_Owner	2021 Households_Renter
15 to 24 years	25	30
25 to 34 years	155	95
35 to 44 years	185	65
45 to 54 years	215	45
55 to 64 years	320	40
65 to 74 years	270	20
75 to 84 years	90	0
85 years and over	20	0

Table 5 – Population by age category in 2006 and 2021

Municipality_	_Age Categories – Household Maintainers	_Age Categories – Population	2006_All Categories	2006_Summed Categories	2021_All Categories	2021_Summed Categories
Mackenzie	15 to 24 years	15 to 19 years	355	640	150	275
Mackenzie	15 to 24 years	20 to 24 years	285	640	125	275
Mackenzie	25 to 34 years	25 to 29 years	250	575	255	460
Mackenzie	25 to 34 years	30 to 34 years	325	575	205	460
Mackenzie	35 to 44 years	35 to 39 years	370	795	205	445
Mackenzie	35 to 44 years	40 to 44 years	425	795	240	445

Mackenzie	45 to 54 years	45 to 49 years	480	935	210	410
Mackenzie	45 to 54 years	50 to 54 years	455	935	200	410
Mackenzie	55 to 64 years	55 to 59 years	275	460	285	640
Mackenzie	55 to 64 years	60 to 64 years	185	460	355	640
Mackenzie	65 to 74 years	65 to 69 years	60	115	235	425
Mackenzie	65 to 74 years	70 to 74 years	55	115	190	425
Mackenzie	75 years and over	75 to 79 years	30	40	110	180
Mackenzie	75 years and over	80 to 84 years	10	40	45	180
Mackenzie	75 years and over	85 years and over	0	40	25	180

Table 6 – 2006 headship rate of each age category for both renters and owners

_Age Categories – Household Maintainers	2006 Households_Owner	2006 Households_Renter	2006 Population_Total	2006 Headship Rate_Owner	2006 Headship Rate_Renter
15 to 24 years	60	45	640	0.0938	0.0703
25 to 34 years	205	85	575	0.3565	0.1478
35 to 44 years	380	90	795	0.478	0.1132
45 to 54 years	470	45	935	0.5027	0.0481
55 to 64 years	250	25	460	0.5435	0.0543
65 to 74 years	60	30	115	0.5217	0.2609
75 years and over	15	10	40	0.375	0.25

Table 7 – Potential 2021 headship rate of each age category for both renters and owners if the headship rate from 2006 remained constant

_Age Categories – Household Maintainers	2006 Headship Rate_Owner	2006 Headship Rate_Renter	2021 Population_Total	2021 Potential Households_Owner	2021 Potential Households_Renter
15 to 24 years	0.0938	0.0703	275	25.78	19.34
25 to 34 years	0.3565	0.1478	460	164	68
35 to 44 years	0.478	0.1132	445	212.7	50.38
45 to 54 years	0.5027	0.0481	410	206.1	19.73
55 to 64 years	0.5435	0.0543	640	347.83	34.78
65 to 74 years	0.5217	0.2609	425	221.74	110.87

75 years and over	0.375	0.25	180	67.5	45
-------------------	-------	------	-----	------	----

Table 8 – Number of suppressed households by subtracting actual households in 2021 from potential households in 2021 by age category, according to provincial guidelines

_Age Categories – Household Maintainers	2021 Potential Households_Owner	2021 Potential Households_Renter	2021 Households_Owner	2021 Households_Renter	2021 Suppressed Households_Owner	2021 Suppressed Households_Renter	2021 Suppressed Households_Total
15 to 24 years	25.78	19.34	25	30	0.78	-10.7	0
25 to 34 years	164	68	155	95	9	-27	0
35 to 44 years	212.7	50.38	185	65	27.7	-14.6	13.08
45 to 54 years	206.1	19.73	215	45	-8.9	-25.3	0
55 to 64 years	347.83	34.78	320	40	27.83	-5.22	22.61
65 to 74 years	221.74	110.87	270	20	-48.26	90.87	42.61
75 years and over	67.5	45	110	0	-42.5	45	2.5
Total New Units to Meet Suppressed Housing Need - 20 years	nan	nan	nan	nan	nan	nan	80.8

Component D: Housing Units and Anticipated Household Growth

Table 9 – 20-year population projection and growth rate for your regional district

Regional District Projections	2021	2041	Regional Growth Rate
Households	40225	48543	0.2068

Table 10 – Calculated number of new homes needed in the next 20 years according to the provincial guidelines, calculated with the average of the municipal and regional growth projections

Growth Scenarios_	Regional Growth Rate_	Households_2021	Households_2041	New Units_
Local Household Growth	n/a	1580	1186	-394
Regionally Based Household Growth	0.2068	1580	1906.72	326.72
Scenario Average	nan	nan	nan	-33.64
None	None	None	None	None

Total New Units to Meet Household Growth Needs - 20 years	nan	nan	nan	-33.64
---	-----	-----	-----	--------

Component E: Housing Units and Rental Vacancy Rate

Table 11 – Difference between the existing total number of rental homes and the total number of rental homes required for a 3% vacancy rate

Growth Scenarios_	Regional Growth Rate_	Households_2021	Households_2041	New Units_
Local Household Growth	n/a	1580	1186	-394
Regionally Based Household Growth	0.2068	1580	1906.72	326.72
Scenario Average	nan	nan	nan	-33.64
None	None	None	None	None
Total New Units to Meet Household Growth Needs - 20 years	nan	nan	nan	-33.64

Component F: Housing Units and Demand (the “demand buffer”)

Table 12 – Additional demand for new housing by applying your demand factor to the total of the other relevant components, according to provincial guidelines

Component	Result
A. Extreme Core Housing Need	20.42
B. Persons Experiencing Homelessness	45.09
C. Suppressed Household Formation	80.8
E. Rental Vacancy Rate Adjustment	5.02
Total	151.33
None	None
Demand Factor	0.53
Total New Units to Address Demand Buffer - 20 years	79.87

Total 5-Year and 20-Year Housing Need

Table 13 – Sum of Components A-F and rounds the totals to the nearest whole number to determine the total number of new homes needed in the next 20 years, according to provincial guidelines. It also displays 5-year housing need estimates using the multipliers provided in the provincial guidelines and BC Stats household projections from 2021 to 2026.

Component	5 Year Need	20 Year Need
A. Extreme Core Housing Need	5.1	20.42
B. Persons Experiencing Homelessness	22.55	45.09
C. Suppressed Household Formation	20.2	80.8
D. Anticipated Growth	-6.47	-33.64
E. Rental Vacancy Rate Adjustment	1.25	5.02
F. Additional Local Demand	19.97	79.87
Total New Units – 5 years	63	nan
Total New Units – 20 years	nan	198

Appendix B

What We Learned

Report

District of Mackenzie

Official Community Plan Update

2025

WHAT WE LEARNED

Phase 2 Public Engagement

CONTENTS

INTRODUCTION3

 What We Learned – A Summary3

 Methodology5

PHASE 2: ENGAGE6

 Why We Engaged6

 How We Informed6

 How We Engaged7

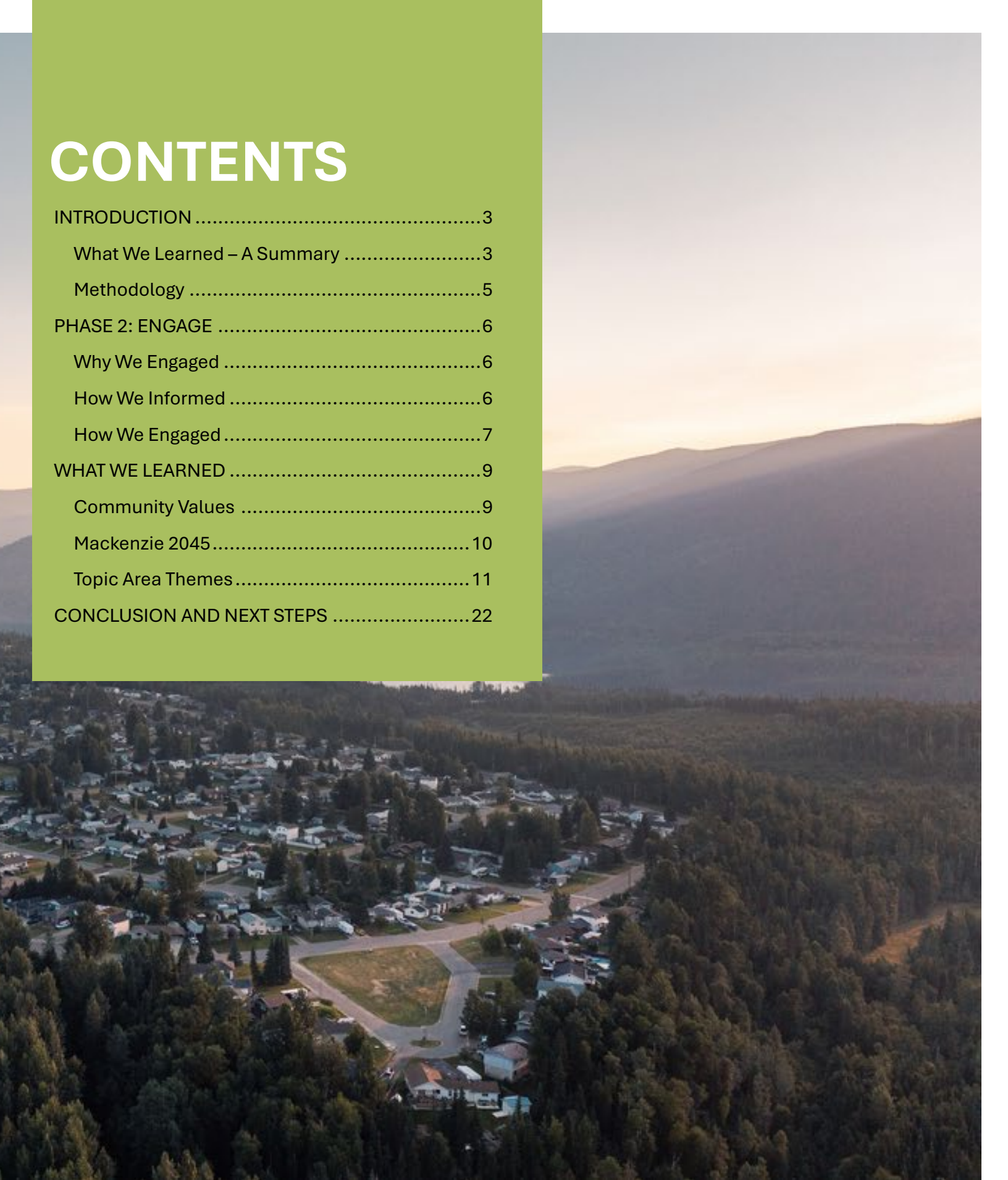
WHAT WE LEARNED9

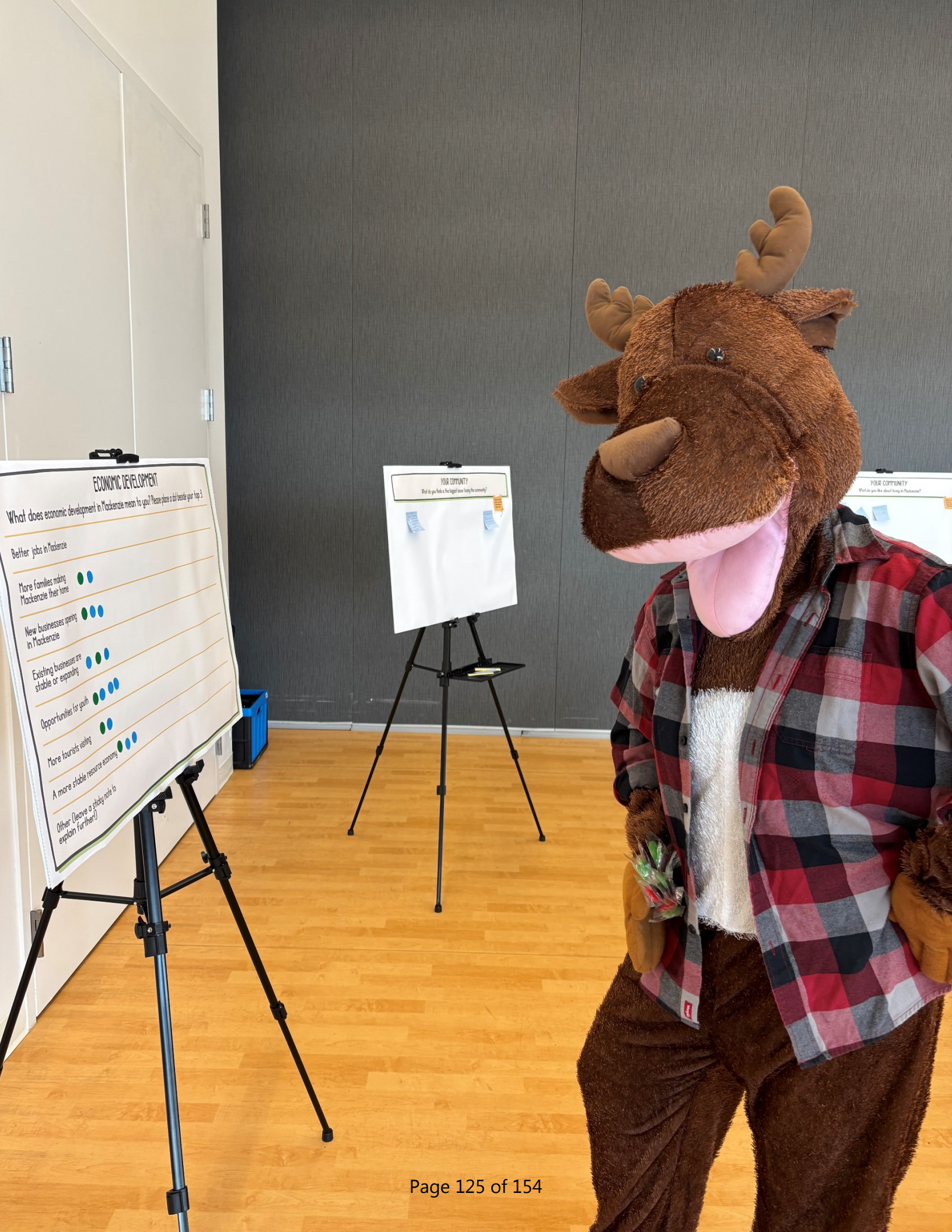
 Community Values9

 Mackenzie 2045 10

 Topic Area Themes 11

CONCLUSION AND NEXT STEPS22





ECONOMIC DEVELOPMENT

What does economic development in Mackenzie mean to you? Please place a dot beside your top 3.

Better jobs in Mackenzie

More families making Mackenzie their home

New businesses opening in Mackenzie

Existing businesses are stable or expanding

Opportunities for youth

More tourists visiting

A more stable resource economy

Other (leave a sticky note to explain further)

YOUR COMMUNITY

What do you think is the biggest issue facing the community?

YOUR COMMUNITY

What do you think is the biggest issue facing the community?

Introduction

The District of Mackenzie is updating its Official Community Plan to guide the community's development over the next 20 years, as required by the Province under the Local Government Act.

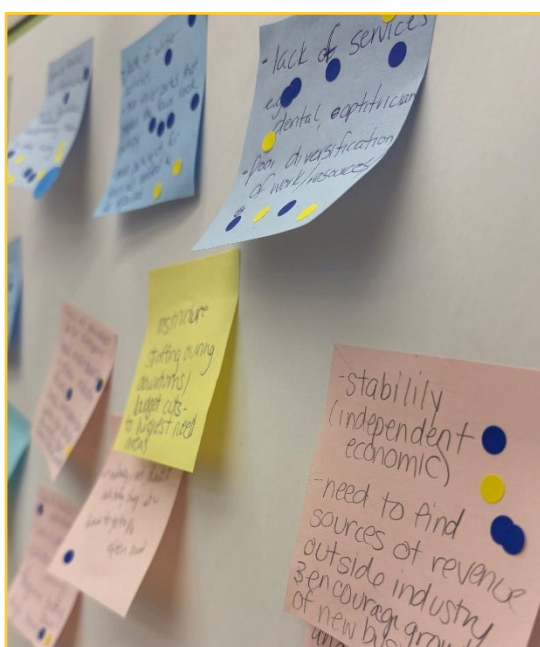
The Official Community Plan (OCP) is a key document that sets the long term vision for the community. It reflects the community values and guides decisions on land use, housing, transportation, parks and recreation, heritage, environmental protection, economic development, social well-being and more. The OCP also addresses natural hazards such as wildfire risk, while helping to prioritize investments in municipal infrastructure like recreation facilities, water systems and roads.

The OCP is shaped by research, technical studies, community engagement and input from Staff and Council.

The first phase of community engagement focused on gathering input on the community's vision for Mackenzie, identifying community values, and outlining directions for the OCP chapters. This feedback will inform the development of the updated OCP. A draft of the updated OCP will be shared in the fall 2025 for additional community feedback.

What We Learned – A Summary

The following summary highlights key themes related to vision, values and priorities that emerged from the engagement events and survey. Overall, participants expressed a strong connection to the Mackenzie community and shared desires for a sustainable, economically resilient and prosperous future. Additional detailed summaries are provided later in this report.



SMALL TOWN LIVABILITY

- Enhance the small town feel and social connections between community members
- Attract and retain community members by improving access to recreation, housing, community services, business opportunities and nature

DIVERSE & AFFORDABLE HOUSING OPTIONS

- Create a variety of housing forms such as accessible townhomes and apartments (with elevators) to house people in various stages of life
- Continue to create housing that everyone can afford
- Focus on housing specific to seniors with required services and infrastructure
- Further discuss the lack of contractor services in town and how this impedes new builds/renovations to existing homes in the District

SOCIAL WELL-BEING

- Enhance accessibility in the built environment and municipal processes
- Support children, youth, families and seniors
- Support those with mental health issues and substance misuse

ECOSYSTEM PROTECTION, PARKS & RECREATION

- Support climate change initiatives
- Protect and development infrastructure from natural hazard areas such as urban wildfire risk
- Enhance access to and around outdoor recreation, trails and parks
- Protect natural areas

MUNICIPAL SERVICES, TRANSPORTATION & INFRASTRUCTURE

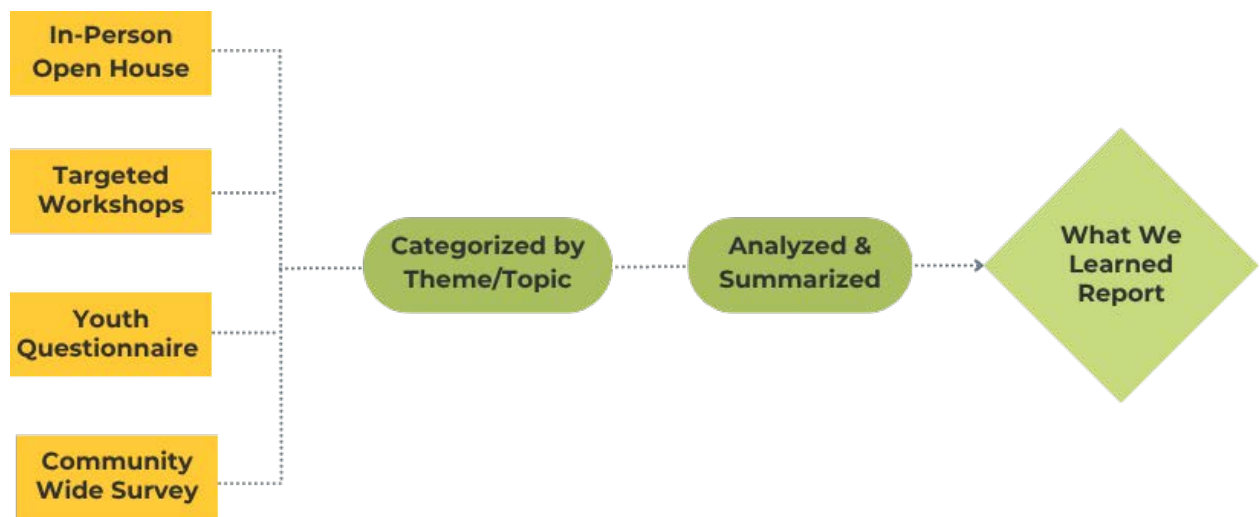
- Create more active and accessible transportation options in the District
- Create more sidewalk and pedestrian pathway connectivity in the District
- Continue to focus on investment in existing water and sewer systems

ECONOMY AND JOBS

- Diversity economic opportunities (such as tourism) and support local businesses
- Revitalize/beautify the downtown core
- Attract and retain employees and professionals

Methodology

All feedback from the in-person open house, targeted workshops, youth questionnaires and the community wide survey has been summarized into key themes, findings and directions that will inform the development of the updated Official Community Plan.





PHASE 2: ENGAGE

Community engagement was undertaken during June/July 2025, to help inform the creation of a vision, goals and overall priorities for Mackenzie's Official Community Plan.

Engagement activities included a community online survey that was also available in a printed copy, in-person workshops, an in-person open house and a youth questionnaire.

WHY WE ENGAGED

Community engagement is integral to the OCP process as these long range planning documents are built for the community, by the community. Community members are experts in their own lived experiences and therefore have inherent expertise to share. Further, the community's input strengthens the OCP and the overall planning process.

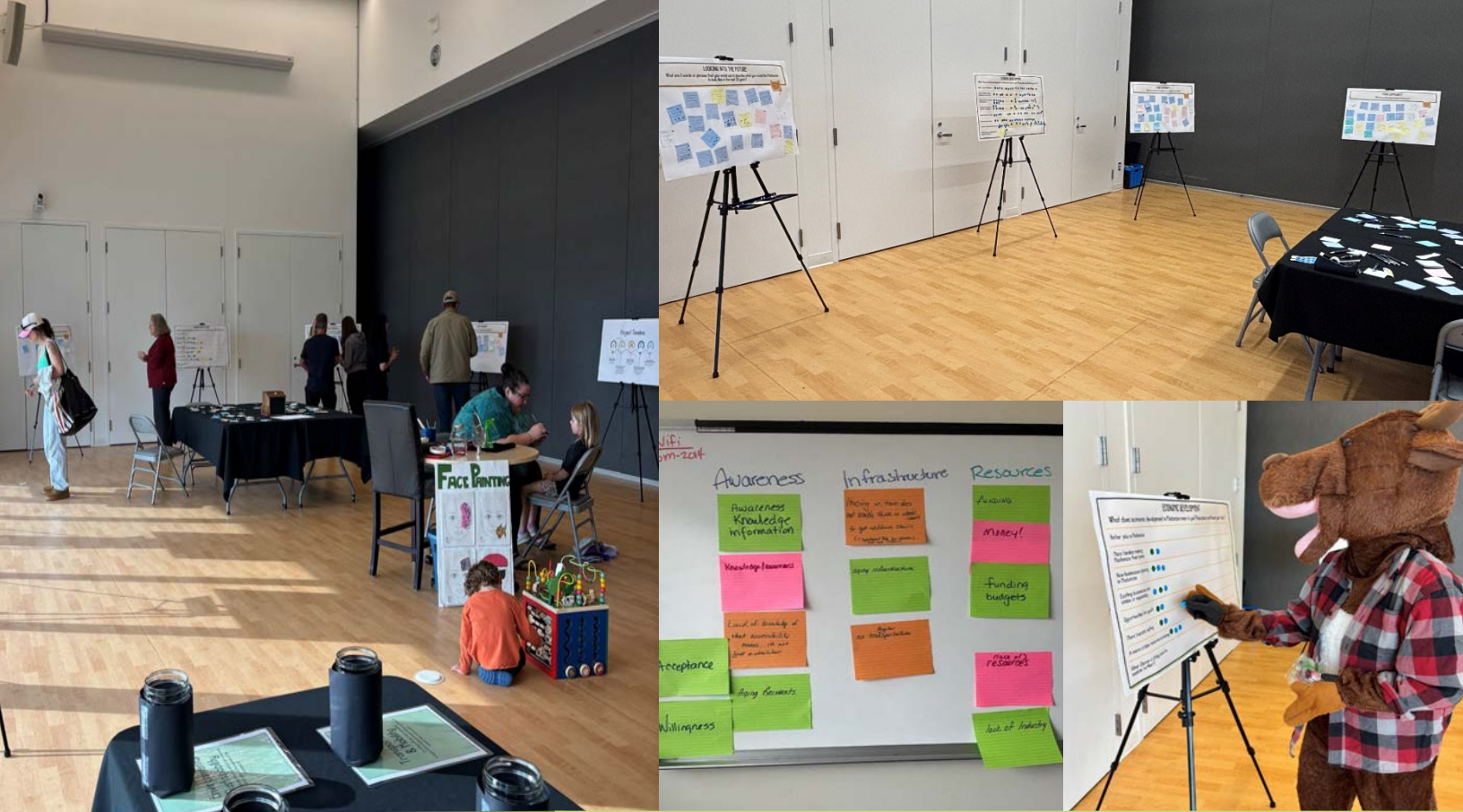
HOW WE INFORMED

Project Webpage

A dedicated project webpage for the Plan was launched in May 2025 to provide the public with information relating to the project. The webpage provides the community with immediate access to the most up-to-date information relating to the Plan's progress, along with relevant information, project timelines, engagement information and the link to an online survey.

Social Media

Social media posts were shared across Facebook and Instagram announcing and promoting the project launch, the Open House, and the online survey.



HOW WE ENGAGED

Community Wide Open House

On June 24th, 2025, an informal Open House was held at the Mackenzie Recreation Centre from 5:30 pm to 8:30 pm. The purpose of the Open House was to provide residents with information about the project and to encourage them to answer questions about their community as it is now and how they see it in the future. The Open House included a table for snacks and refreshments, information boards outlining more information about Official Community Plans, a project timeline, and the overall objectives of the Open House. Interactive comment boards were also provided where residents could leave their written comments using sticky notes. Residents were encouraged to place a small dot beside sticky note comments that they agreed with. Both L&M and District project team members were available to answer questions and to facilitate the interactive stations. A kids section was set up in the middle of the Open House and included a professional face painting station, colouring sheets, books, and toys. As an added bonus, the District's mascot Bruce the Moose was in attendance to further encourage Open House participation. Approximately 60 community members attended the Open House.

Online Community Wide Survey

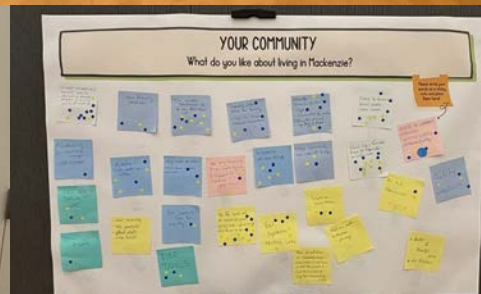
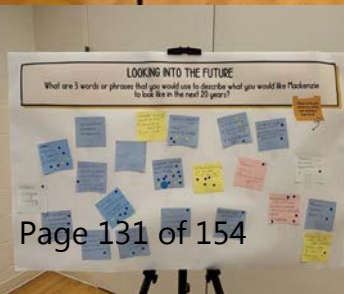
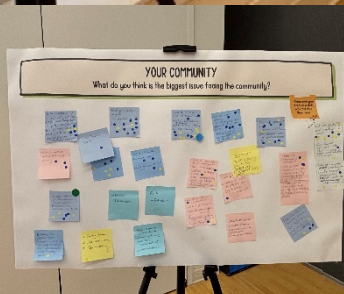
An online survey was launched via the District's project webpage as a way of seeking input on community issues, ideas and priorities for Mackenzie, as well as visions for its future. The online survey was open from June 24th, 2025 until July 13th, 2025, and received a total of 22 responses. The survey was also available via fillable PDF and a printed copy.

Youth Questionnaire

Our team worked with the principals at Morfee Elementary School and Mackenzie Secondary School to assist us with the youth engagement component of the project. In consideration that the end of the school year was fast approaching, our team designed age-appropriate questionnaires for the elementary school students and high school students to complete. Questionnaires were emailed to the school at the end of May 2025 and in total 53 questionnaires were received by Morfee Elementary School and 39 questionnaires were received by Mackenzie Secondary School.

Targeted Workshops

In-person targeted workshops were held with the Access and Inclusion Advisory Committee as well as with Mayor and members of Council. Our team members gathered key information and insights through these workshops in order to assist us with policy development and overarching themes for inclusion into the policies and objectives of the Official Community Plan.



WHAT WE LEARNED

Community Values

Community members shared what they valued about Mackenzie, offering insights into why people chose to live, work and play in Mackenzie.

A Family Friendly, Small Town Community

Community members appreciate the affordability of the community, especially pertaining to housing. Young families can still afford to move to the area, buy a home and enjoy the family oriented, quiet and laid back lifestyle of Mackenzie.

Access to Nature

Community members really appreciate the natural beauty of Mackenzie and the close proximity of the community to outdoor and recreational activities, such as mountain biking or the surrounding lakes. Although some noted that improvements, such as trail improvements around the lakes, could further enhance the easy access that residents have to the outdoors. The area's outdoor beauty was recognized as a key attraction for both locals and visitors alike.

Shops and Services

While many residents expressed the need for improvement to help the downtown core thrive, residents valued the presence of local shops and their contributions to the local economy.

1 Imagine Mackenzie in 20 years, what do you hope to see?

A big mall!
More things to do in Mackenzie.
2 Like fun stuff, 3 Like maybe a movie theater.

2 Remember a favorite time in Mackenzie. Where were you and what made it special?

Walking around town!
and hanging out with friends.

3 If you could improve one thing about your community, what would it be and why?

More things to do and food/drink places.
More stuff like indoor stuff and outdoor stuff.

1 Imagine Mackenzie in 20 years, what do you hope to see?

Probably more stores and restaurants.

2 Remember a favorite time in Mackenzie. Where were you and what made it special?

Whenever I was at the beach or whenever I was at the 92. I was around a bunch of friends.

3 If you could improve one thing about your community, what would it be and why?

I think it would be the town being cleaner. Like more garbage bins or something.

1 Imagine Mackenzie in 20 years, what do you hope to see?

more jobs for young people to bring people to the community.

2 Remember a favorite time in Mackenzie. Where were you and what made it special?

The Beach, that's like the only thing to do in summer so there's lots of people there.

3 If you could improve one thing about your community, what would it be and why?

Creating more job opportunities and things to bring people to the community. You can't make a retirement community with nobody to take care of them or run the community.

Youth Engagement Feedback

Mackenzie 2045

Community members were invited to envision what Mackenzie could look like in 2045. Their vision reflected a community that is safe, continues to be affordable, active, equitable, economically diverse and environmentally sustainable, - while still preserving the friendly, small town atmosphere that current residents cherish.

A Safe Community

Participants felt that through additional services, supports and housing, Mackenzie could grow to be a safe community for everyone. Other ideas to help create a safe community included better active transportation infrastructure and safe transit options, specifically for seniors. Mackenzie youth emphasized the need for hangout spaces that are safe, well-lit and provide ample socializing opportunities.

Vibrant and Diverse Economy

Most residents indicated that they hoped to envision Mackenzie in 2045 as a vibrant and economically diverse community, with a special emphasis on enhancing the tourism sector and the infrastructure required to support this. Further, a revitalized downtown core with thriving local businesses would further strengthen the economy.

Small Town Feel

Community members value the small town feel and friendliness of the town, and hope that Mackenzie 2045 would continue to be this way. Local businesses would thrive, there would be more walkable and bikeable routes throughout the District, encouraging social and community connection through outdoor activities, community events and active living.



Topic Area Themes

Housing

- **Targeted Housing Options:** Feedback received from in-person and online engagement indicated that there was a need for expanded housing options to meet the population's aging needs. This includes more accessible housing, assisted seniors housing, more rental housing options and more affordable housing options for low-income families.
- **More Housing Options:** With housing in Mackenzie consisting of pre-dominantly single-detached homes, the community identified a lack of mid to high density, accessible, and short-term housing as a current challenge. Feedback also highlighted the lack of available contractors in town to help renovate or build new housing forms which leads to significant construction/renovation costs as contractors have to come in from out of town.
- **Mixed-Use Housing:** Some community members indicated that having more mixed-use commercial and residential developments, especially within the downtown core would support local businesses by increasing housing diversity, foot traffic and beautification. This, in turn, would strengthen the local economy and create more opportunities for growth.

“

We need assisted living for seniors in order to keep them in our community.

— Participant Input

”

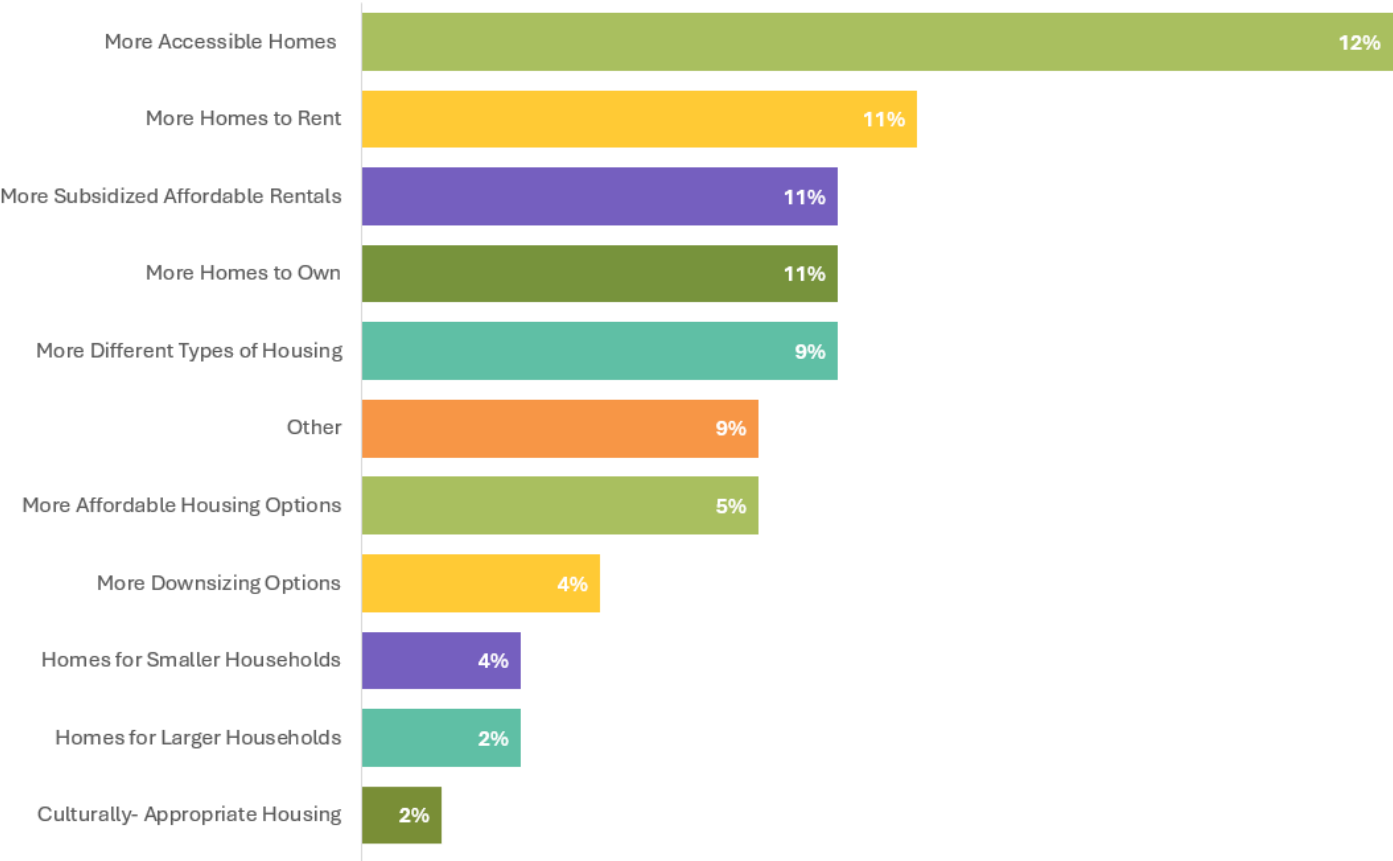
“

We worry a bit about housing repairs. There are highly skilled local tradespeople here, but they are in high demand and not always available. We prefer to pay local skilled tradespeople, and we cannot afford to pay for tradespeople to come from PG. We'd like to know what we can do to support continued strong trades availability in Mackenzie.

— Participant Input

”

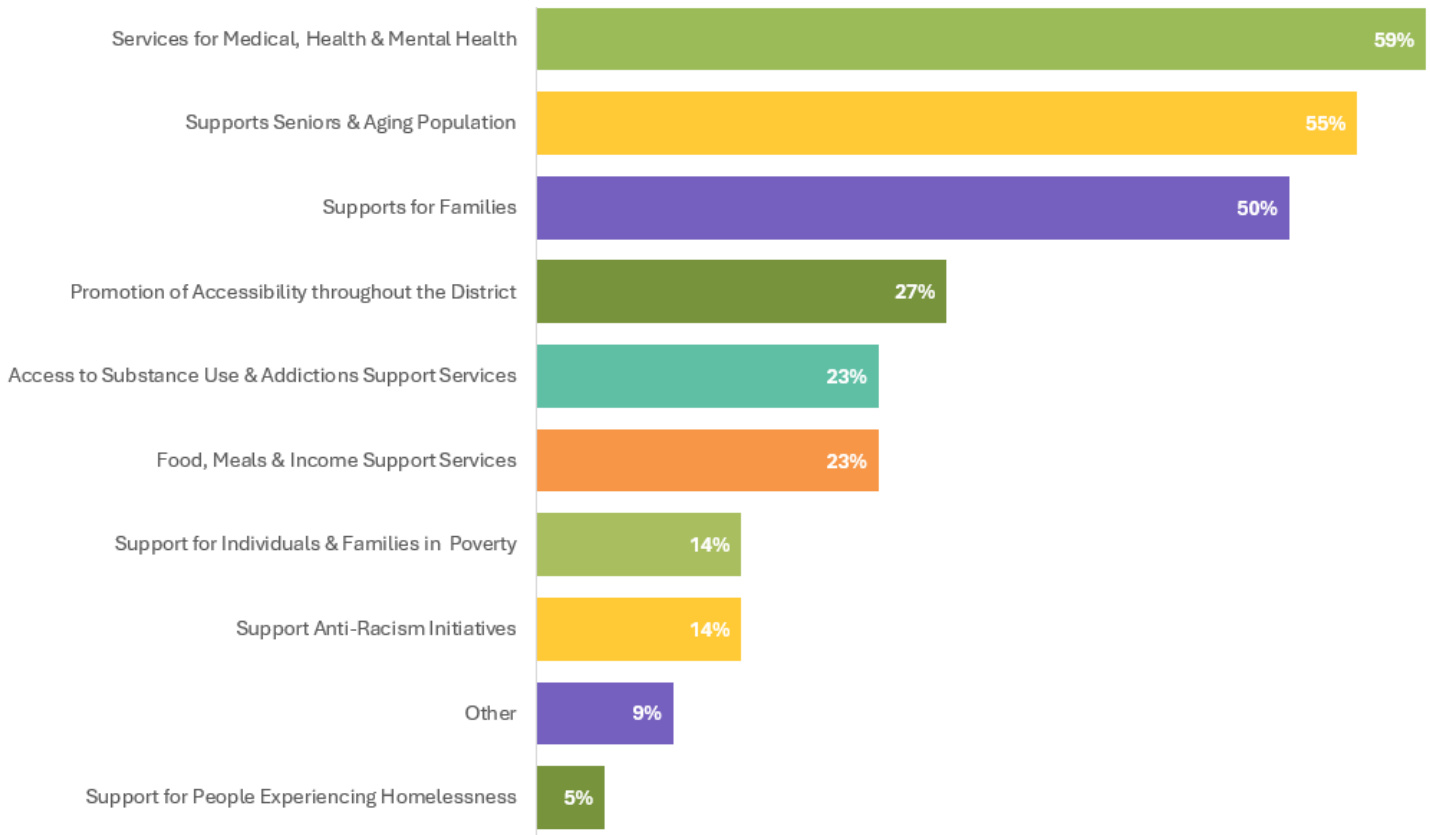
Figure 1: Top Three Housing Issues or Topics to Address in the next 5, 10 or 20 Years
Source: Mackenzie Official Community Plan Survey



Social Well-being and Inclusion

- **Access to Healthcare:** Healthcare in Mackenzie faces several limitations, including limited access to existing services such as reduced hospital hours or the lack of specialized healthcare services such as dentists, optometrists, etc.
- **Accessibility:** Throughout the engagement period, community members indicated their concern about the limited accessibility and infrastructure for people of all ages and abilities in Mackenzie. Challenges included the lack of available/accessible housing stock for seniors or those with accessibility concerns, shortages in social services such as daycares and poor regular transportation options.

Figure 2 Top Three Social Well-Being and Inclusion Issues to Address in the Next 5, 10 or 20 Years
Source: Mackenzie Official Community Plan Survey

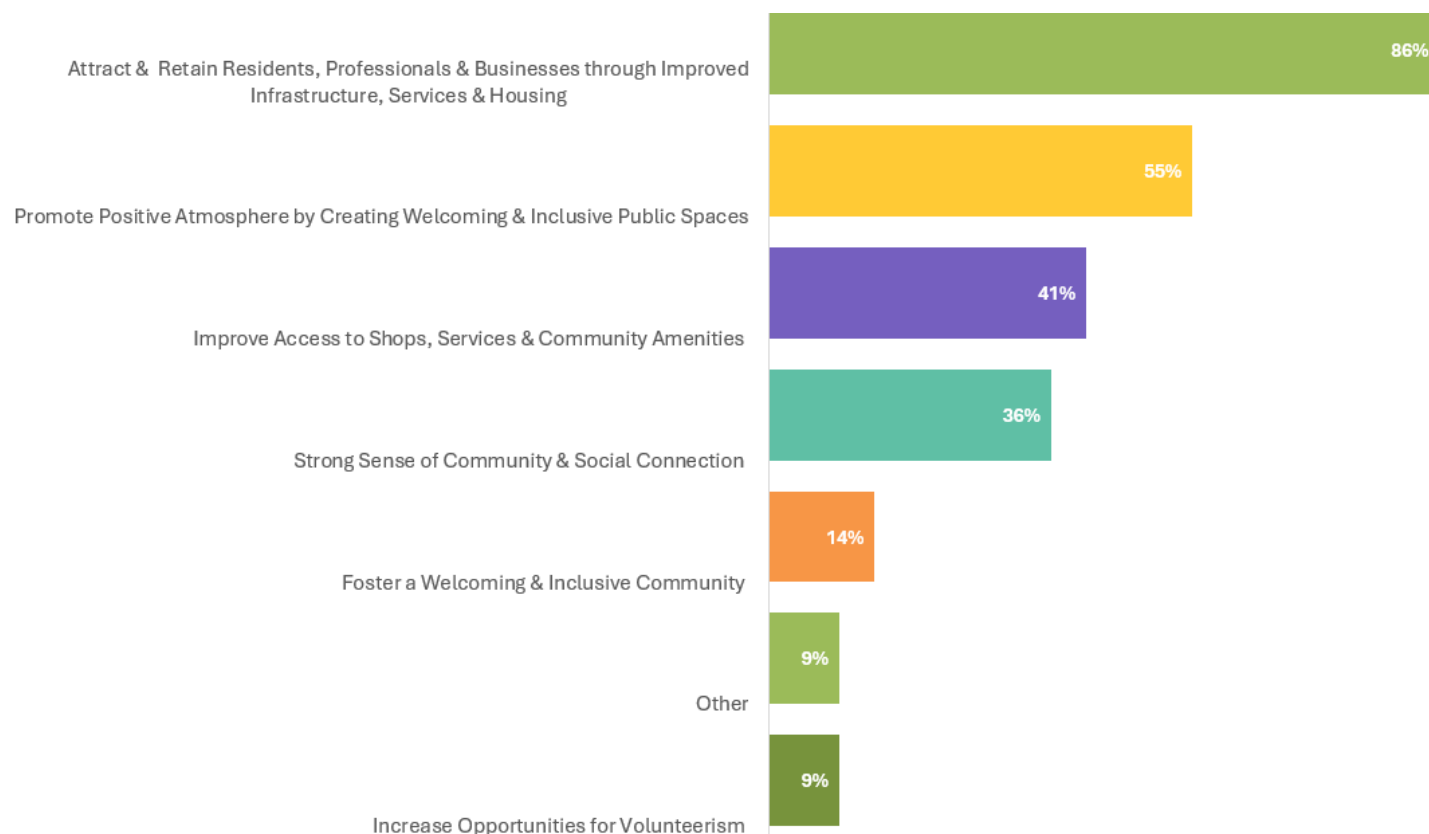


Community Livability

- Improve Community Amenities:** Community members felt that enhancing existing community amenities and services would help attract and retain residents, businesses and professionals in the community. Many highlighted the need for greater support for both youth and seniors, including more youth oriented amenities, daycare and childcare options and other essential services. Additionally, a recurring theme across the feedback was the importance of expanded sidewalk and pathway networks to encourage a healthier, more active lifestyle for the community.
- Community Beautification:** Many residents indicated that the town needs more beautification efforts and spaces for people to gather that include local art, street furniture, and music; with special attention to the downtown core. This would further help attract and retain more local businesses, residents and professionals in the community. Some further indicated the need for the District to utilize bylaw services to help clean up unsightly premises.



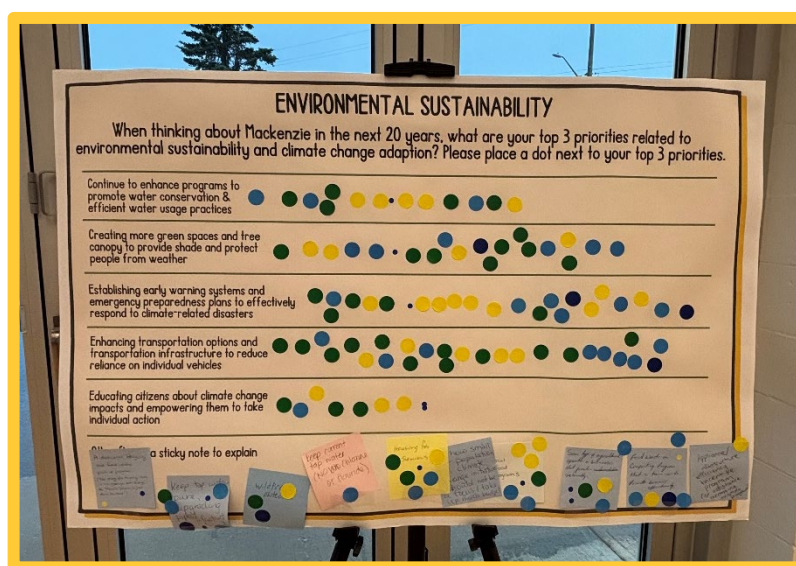
Figure 3 Top Three Community Livability Issues to Address in the Next 5, 10 or 20 Years
Source: Mackenzie Official Community Plan Survey



Ecosystem Protection & Climate Change

When asked what their top 3 priorities related to environmental sustainability and climate change adaption are for Mackenzie in the next 20 years, community members indicated the following as their top 3 priorities:

1. Enhancing transportation options and transportation infrastructure to reduce reliance on individual vehicles.
2. Establishing early warning systems and emergency preparedness plans to effectively respond to climate-related disasters.
3. Creating more green spaces and tree canopy to provide shade and protect people from weather.



To support long term resilience, community members recommended promoting locally grown food, protecting natural habitats such as the surrounding lakes and restricting development in areas that may be prone to natural hazards (wildfires).

“

Food waste or composting program that is town-wide. Private business opportunity.

- Participant Input

”

“

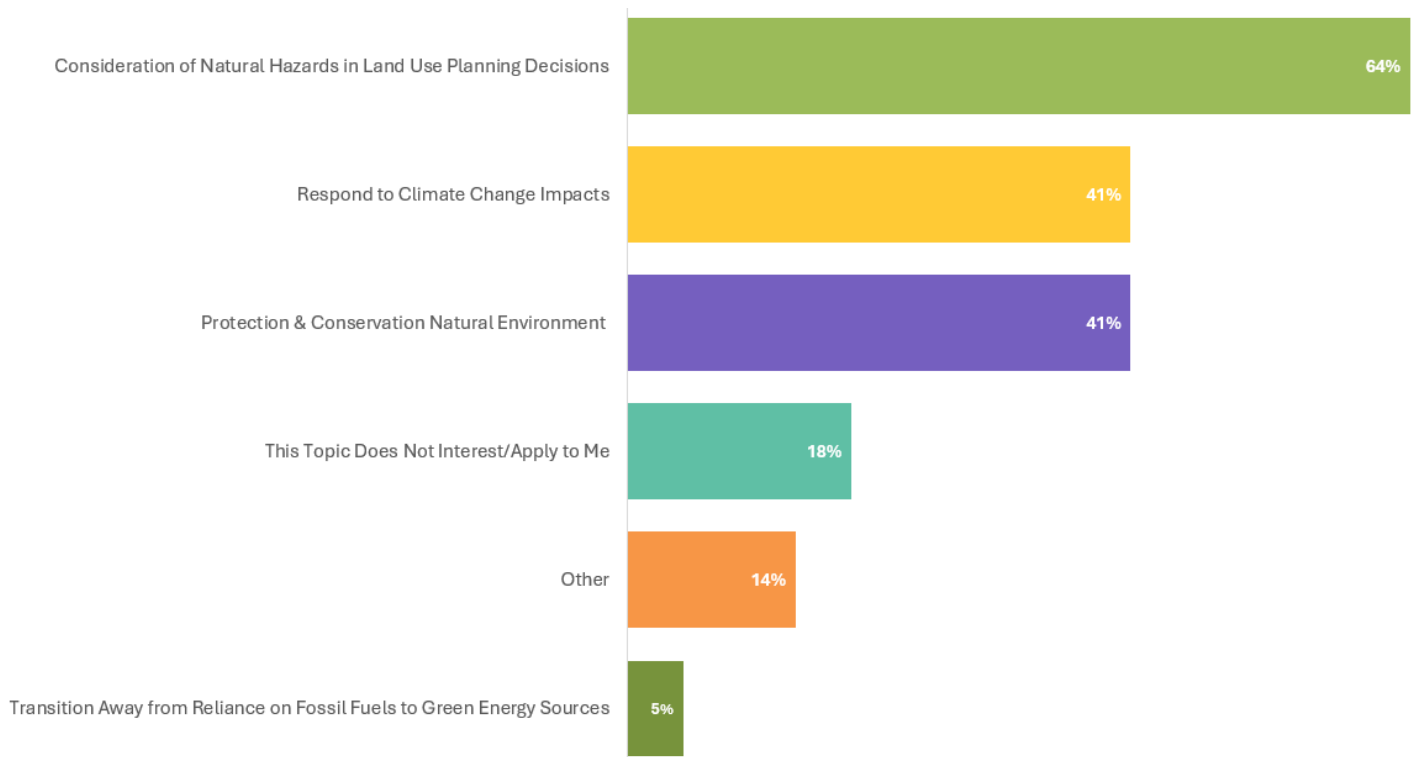
Make it less bear country in town so that we don't have to be scared.

- Youth Participant Input

”

Further, some residents mentioned the desire for a dedicated recycling and food waste pick-up program as they indicated that many residents put their recycling items in the garbage even though the transfer station is in close proximity.

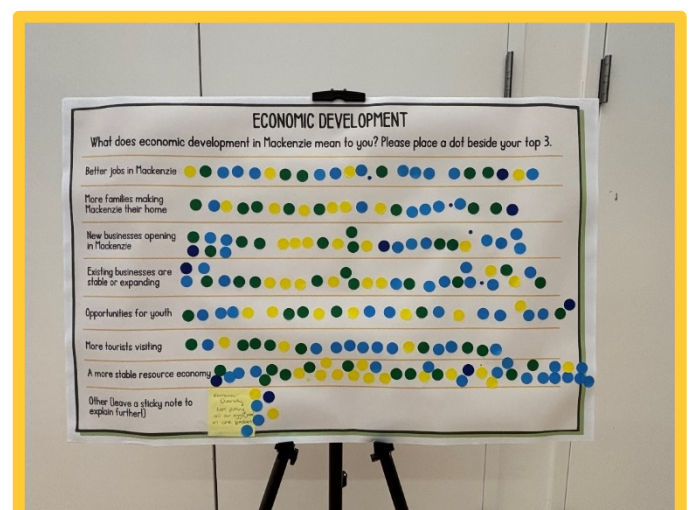
Figure 4 Top Three Ecosystem Protection and Climate Change Issues to Address in the Next 5, 10 or 20 Years
Source: Mackenzie Official Community Plan Survey



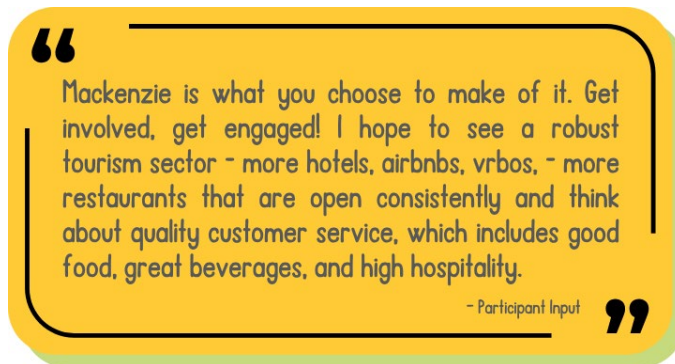
Economy & Jobs

When community members were asked what economic development means to them, the top three items were as follows:

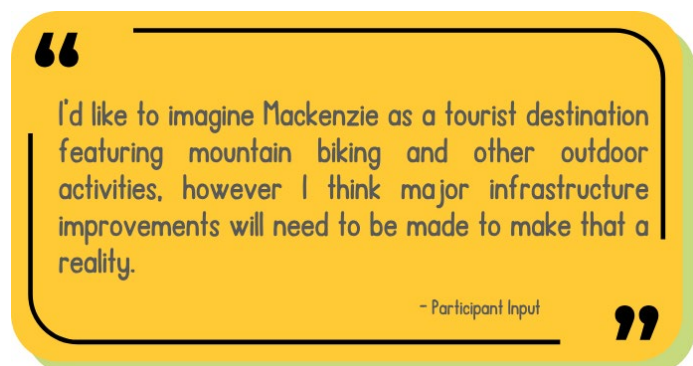
1. A more stable resource economy.
2. Existing businesses are stable or expanding.
3. New businesses opening in Mackenzie.



- **Enhance Tourism Opportunities:** Feedback indicates that many residents believe that the District could do more to promote year-round tourism. Suggested opportunities include showcasing public art by local artists, hosting more community and cultural events to attract visitors, continuing to improve existing amenities while developing new ones.



- **Downtown Revitalization*:** As indicated by many residents, improving the downtown core would boost economy, safety, tourism, resident and professional retention and walkability. Opportunities including incentivizing more local businesses and services for both residents and visitor and enhanced place making efforts.
- **Employee & Professional Retention:** Many community members indicated more could be done to attract and retain employees and other professionals to Mackenzie, with an emphasis on focusing on the retention of healthcare workers. Participants also mentioned the importance of attracting young families to Mackenzie and motivating younger members of the community to stay.



***It should be noted that the District created the Downtown Vision & Action Plan in May 2023 that creates a framework for a vibrant, walkable and mixed-use downtown core.**

- **Diverse Economy:** Almost all participants emphasized the importance of supporting businesses of all sizes – industrial, large and small – as each contributes to job creation and economic stability in the community.

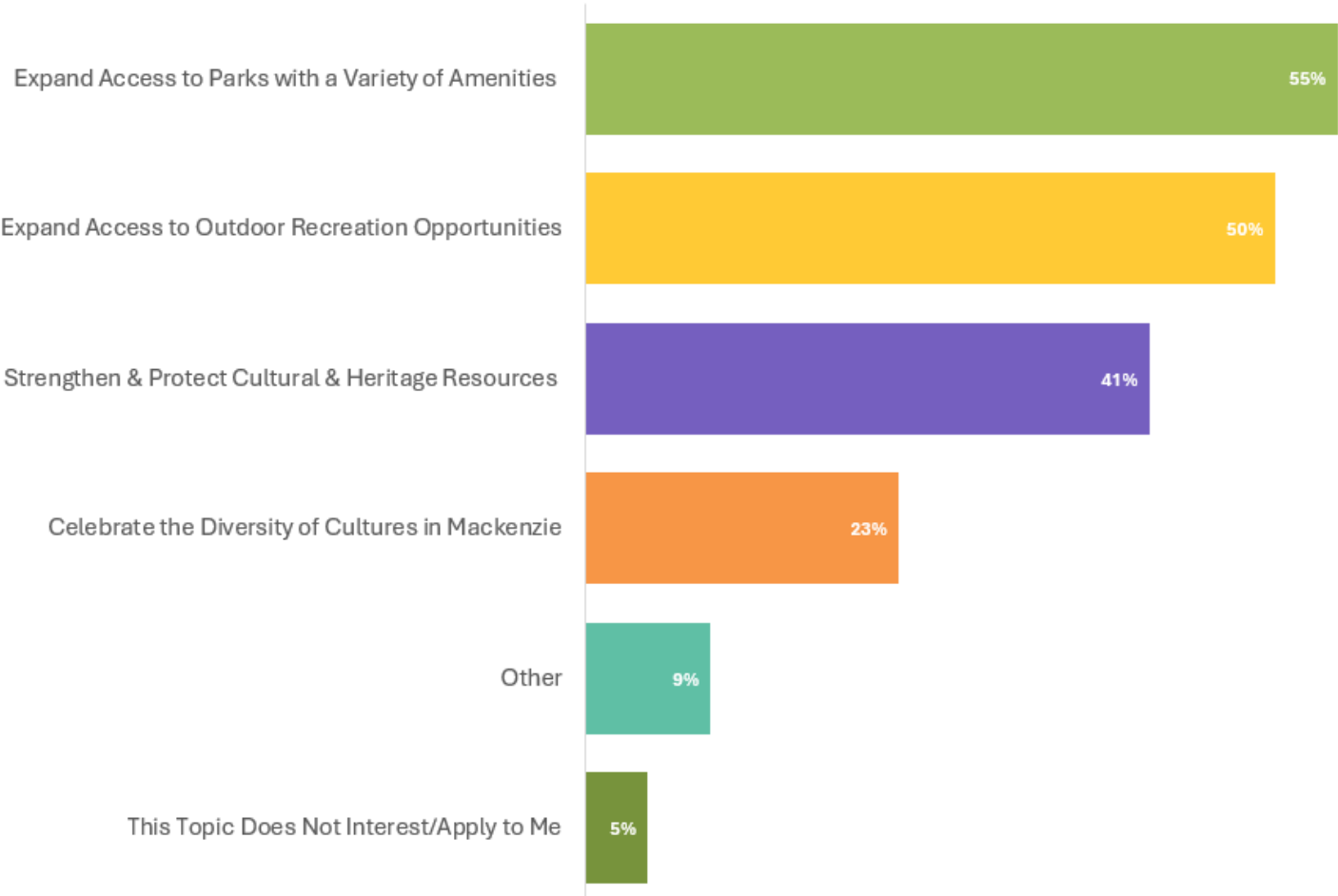
Figure 5 Top Three Economy & Job Issues to Address in the Next 5, 10 or 20 Years
Source: Mackenzie Official Community Plan Survey



Parks and Recreation

- **Children & Youth-focused Areas:** Many youth in Mackenzie indicated the need for more youth-centered public spaces that were safe, well lit and provided various activities. Opportunities include a soccer field, park seating in well lit areas, more youth focused community events and an enhancement of indoor activity spaces.
- **Year-Round Active Living:** Some participants felt that access to outdoor recreation opportunities needs to be enhanced within the District. Opportunities for enhancement included better trail connectivity to and surrounding the lakes, better signage and more sidewalk/bike lane connections to areas used for hiking and mountain biking.

Figure 6 Top Three Parks, Recreation, Culture and Heritage Issues to Address in the Next 5, 10 or 20 Years
Source: Mackenzie Official Community Plan Survey

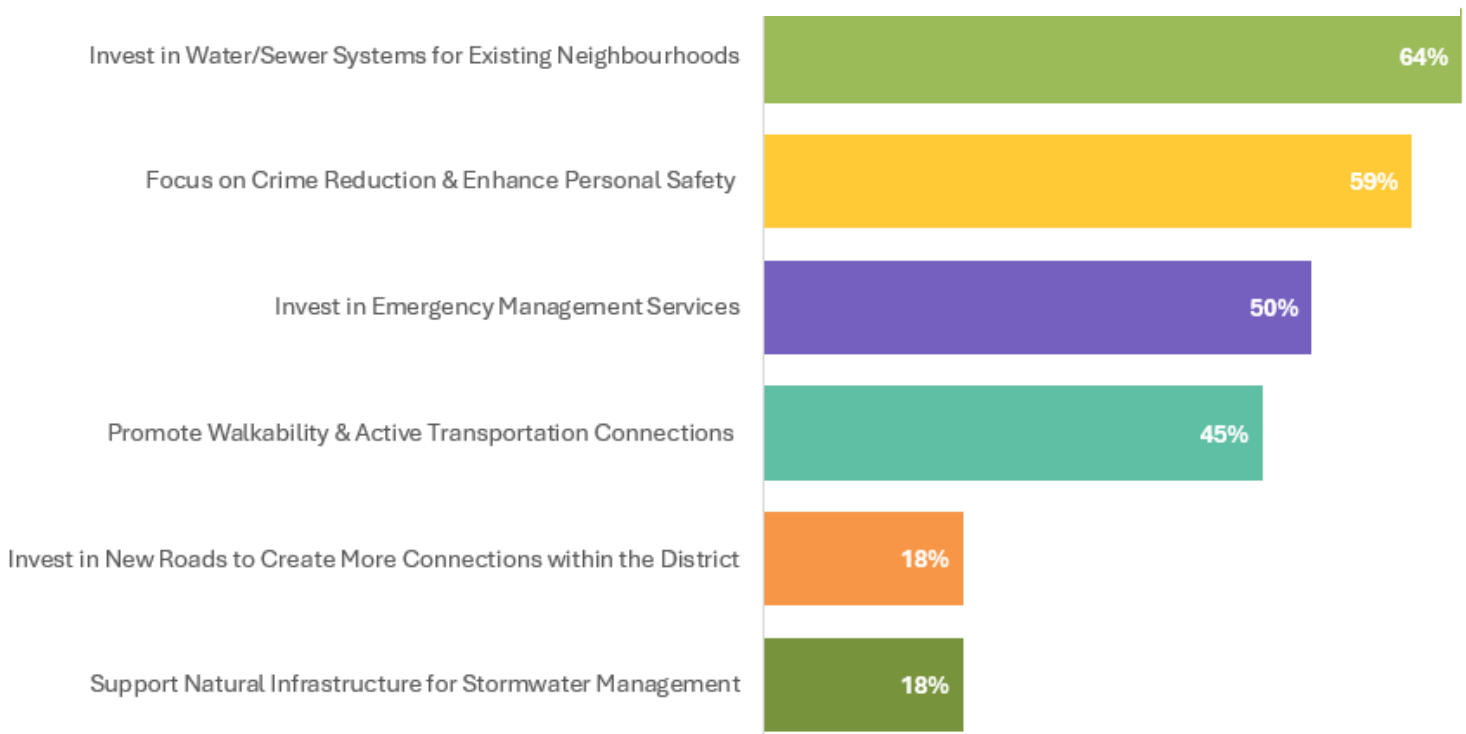


Municipal Services, Infrastructure & Emergency Management

- **Enhance Accessibility:** Community members identified numerous opportunities to improve existing infrastructure to enhance universal accessibility. Feedback highlighted the need for universally designed features to be included into public spaces to better serve the entire community, especially seniors and the aging population. Many also suggested that the District should provide more incentives to local businesses and organizations to promote accessibility within stores.
- **Infrastructure Improvements:** Residents indicated the need for the District to focus on water and sewer system improvements in existing neighbourhoods.

- **Bike Lanes & Active Transport:** Feedback from both the online and in-person engagements highlighted the need for additional bike lanes in District and surrounding areas, including lakes. Expanding bike lanes would offer alternative, vehicle free transit options, enhance community connectivity and promote a healthy, active lifestyle. Participants also pointed out that more sidewalks and pedestrian pathways are required within the District to further promote walkability and connectivity.

Figure 7 Top Three Municipal Infrastructure, Transportation & Emergency Management Issues to Address in the Next 5, 10 or 20 Years
Source: Mackenzie Official Community Plan Survey



Priorities Exercise

At the in-person Open House, community members were invited to select their top five important priorities for Mackenzie. This station involved a series of jars, each labelled with different community priorities (e.g., transportation, infrastructure, housing, beautification, etc.). Participants were given 5 beads and asked to drop the beads in the respective priority jars. The following outlines the priorities that were provided to residents as well as the priorities that were ranked as the top three:

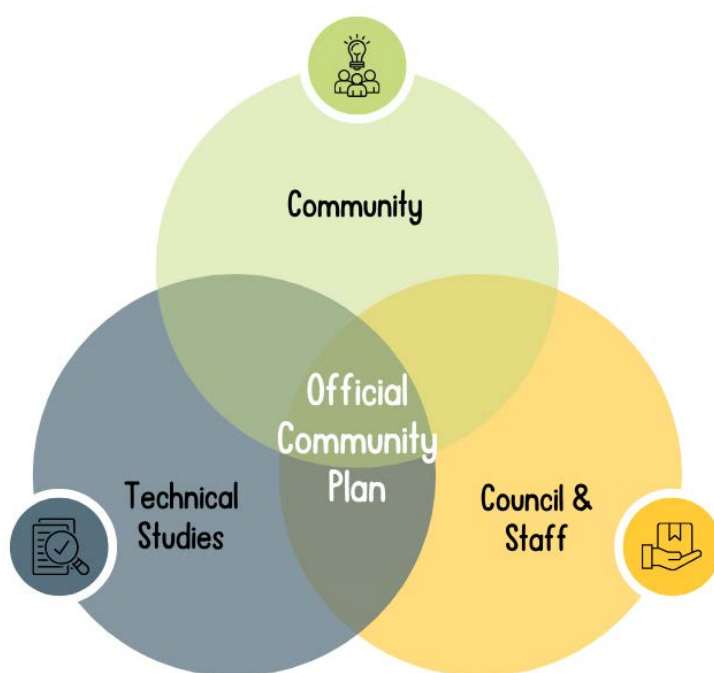
- Housing
- Municipal Infrastructure
- Parks & Recreation
- Community Beautification
- Arts, Culture & Heritage
- Economic Development
- Environmental Sustainability
- Transportation & Mobility

Housing, **Municipal Infrastructure** and **Economic Development** were ranked as the top three priority areas.



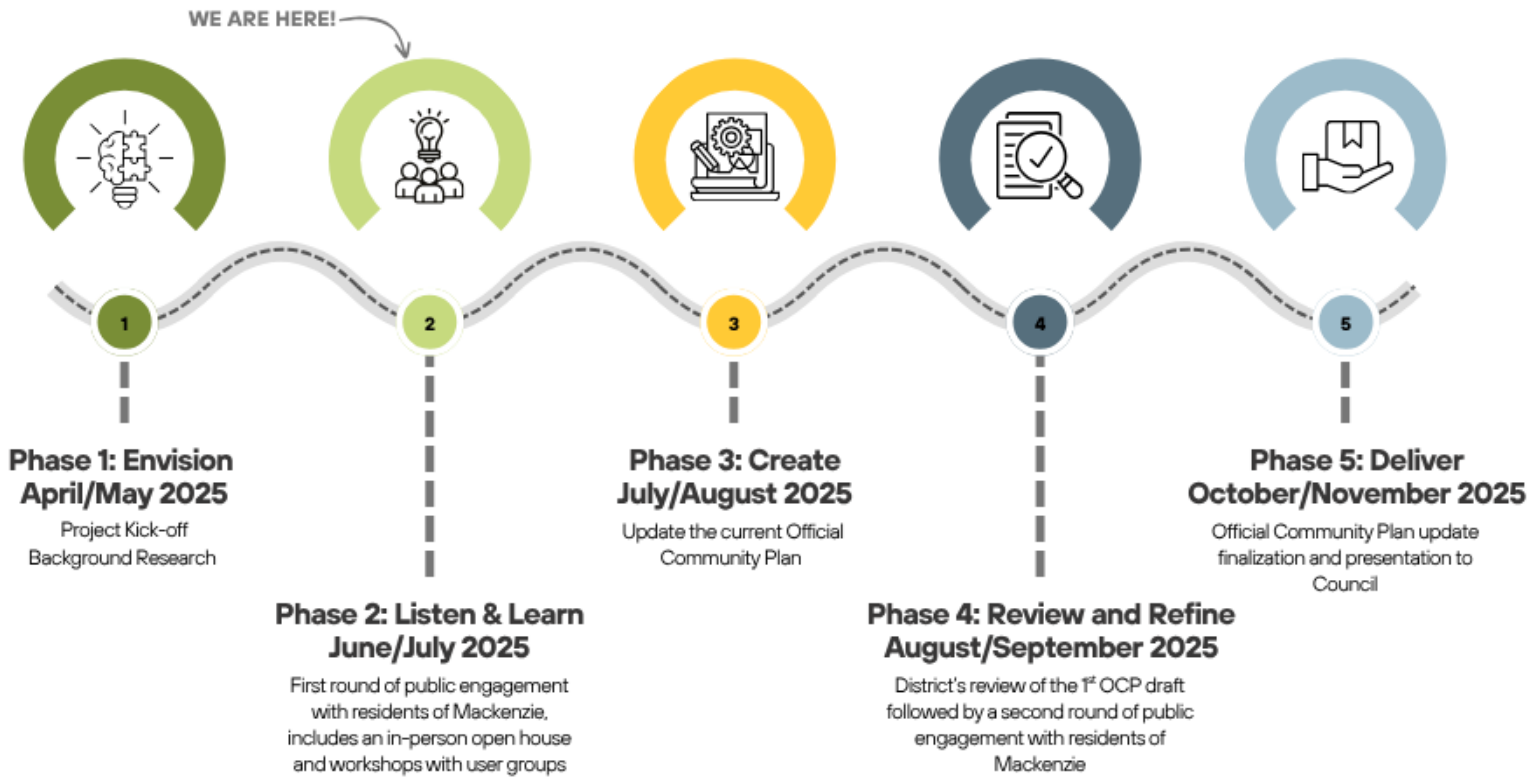
Conclusion and Next Steps

The feedback gathered throughout the first engagement period provides valuable information for the next step in the process: drafting the updated Official Community Plan. While community engagement is a vital part of updating the OCP, the graphic below highlights the additional streams of input that contribute to a comprehensive and well-rounded OCP. The graphic below illustrates how input streams from community engagement, technical studies, municipal staff and Council all come together to shape the new updated OCP. Ultimately, Council holds the decision making authority over the Plan, which is strengthened by the diverse perspectives and information that follows into it.



Moving forward, District Staff will share the results of the engagement process with Council and the public in August 2025. Consultants will incorporate these results into the draft OCP, which will be shared for further comment in fall 2025. The OCP bylaw will go before Council by the end of the year. A Public Hearing will be held in advance of Final Reading of the OCP bylaw.

Project Timeline



COUNCIL REPORT

To: Mayor and Council

From: Administration

Date: August 5, 2025

Subject: 2025 Council Expenses to Date

RECOMMENDATION:

THAT Council receives this report for information.

BACKGROUND:

The attached spreadsheet provides a summary of individual travel and conference expenditures incurred by each member of Council to date for the current year. Any expenses shown above a Councillor's annual budget have been confirmed with those members of Council and are being paid for by those individuals.

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, Legislative Clerk / Executive Assistant

Reviewed By: Corporate and Financial Services

Approved By: Chief Administrative Officer

District of Mackenzie
Council Travel & Conference Expenses
2025

Date: 24-Jul-25

Item Description	Expense Description	Date	Joan Atkinson	Andy Barnes	Victor Brumovsky	Peter Kylo	Raye McMeeken	Kyle Tapper	Jesse Wright	Total by Item	
BC Natural											
Resource Forum	Fees	30-Nov-24 CF	71.43	539.00	539.00				56.05		
Jan 14-16, 2025	Accomodation	31-Jan-25		397.38	397.38						
Prince George	Flights/Travel										
	Expenses				437.15					2,437.39	Total BCNRF
LGLA											
	Fees	1-Dec-24 CF				495.00			495.00		
Mar 12-14 2025	Accomodation	Dec 2024/Mar 20 CF				736.89			725.94		
Vancouver	Flights/Travel	Dec 2024/Mar 20 CF				413.92			413.92		
	Expenses									3,280.67	Total LGLA
COFI											
	Fees	30-Apr-25				775.00					
April 2-4, 2025	Accomodation	30-Apr-25	187.59								
Prince George	Flights/Travel										
	Expenses									962.59	Total COFI
NCLGA											
	Fees	31-May-25	805.00			835.00	780.00				
May 12-15, 2025	Accomodation	31-May-25	1,004.76			897.25	828.76		743.60		
Prince Rupert	Flights/Travel	31-May-25									
	Expenses	31-May-25	276.19							6,170.56	Total NCLGA
FCM											
	Fees	31-May-25							1,317.60		
May 29- June 1 2025	Accomodation										
Ottawa	Flights/Travel	31-Mar-25							606.47		
	Expenses									1,924.07	Total FCM
UBCM											
	Fees		960.00		940.00	1,040.00	900.00		1,000.00		
Sept 22-26, 2025	Accomodation										
Victoria	Flights/Travel		384.92				462.44				
	Expenses									5,687.36	Total UBCM
Other											
Minerals North	Fees	31-May-25		449.00							
	Accomodation			700.87						1,149.87	Total Min North
Chamber of Commerce		24-Mar-25		20.00			20.00			40.00	Total Chamber
Self funded - billed in AR									(408.58)	(408.58)	Total Paid by EE
Total			3,689.89	2,106.25	2,313.53	5,193.06	2,991.20	-	4,950.00	21,243.93	Total Spending
Budget			10,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	40,000.00	Total Budget
Budget Remaining			6,310.11	2,893.75	2,686.47	(193.06)	2,008.80	5,000.00	50.00	18,756.07	Budget Remaining

COUNCIL MEMBER ACTIVITY REPORT

To: Mayor and Council
From: Councilor Wright
Date: **July/August 2025**
Subject: Report for July/August 2025

Councilor Wright Council Appointments:

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

Alternate For:

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

Activities:

Date:	Activity	Council Appointment:
July 23, 2025	Attended Rockin' the Ridgeline Concert at the Community Bike Park.	N/A
July 31, 2025	Attended Music in the Park at the Community Bike Park.	N/A
July 31, 2025	Went to the Pancake Breakfast at the Legion in support of the Williston Lake Elders Society.	Williston Lake Elders Society Liaison
August 5, 2025	Had a meeting with the new Manager of the Co-Op Cardlock around getting an Industrial Park Business Sign setup on Mill Road.	N/A
August 6, 2025	Attended the Public Grand Opening of the McLeod Lake Indian Band's new Health and Wellness Centre.	Mental Health and Addictions Liaison

Respectfully Submitted,

Councilor Wright

DISTRICT OF MACKENZIE

Bylaw No. 1526

A Bylaw to Amend Zoning Bylaw No. 1368, 2017

WHEREAS the District of Mackenzie deems it prudent and desirable to amend its Zoning Bylaw;

NOW THEREFORE BE IT RESOLVED that the Council of the District of Mackenzie in open meeting assembled **HEREBY ENACTS** as follows:

1. That Bylaw No. 1368 cited as "Zoning Bylaw No. 1368, 2017" and any subsequent amendments are hereby amended as follows:
 - a) That '**Kenel**' be added as an Accessory Use for the property legally described as Lot 31 District Lot 12463 Cariboo District Plan 19463, otherwise known as 25 Gagnon Place, Mackenzie, BC.
2. This bylaw may be cited for all purposes as "Zoning Amendment Bylaw No. 1526, 2025."

READ a first time this _____ day of _____, 2025.

READ a second time this _____ day of _____, 2025.

RECEIVED a Public Hearing 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. 1526 cited as "Zoning
Amendment Bylaw No, 1526, 2021".

Mayor

Corporate Officer

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
(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 28 day of July, 2025

READ a second time this 28 day of July, 2025

READ a third time this 28 day of July, 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