

**Regular Council Meeting  
Minutes**

**October 23, 2023, 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 A. Hipkiss, Councillor K. Tapper, Councillor J. Wright

Council Absent: Councillor R. McMeeken

Staff Present: Chief Administrative Officer D. Smith, Chief Financial Officer K.  
Borne, Director of Recreation Services T. Gilmer, Director of  
Operations J. Murray, Director of Corporate Services E. Kaehn,  
Legislative Clerk/Executive Assistant C. Smirle, Local Government  
Intern R. Paulsen

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**1. CALL TO ORDER**

CALLED TO ORDER AT 7:27 PM.

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

**2. ADOPTION OF MINUTES**

2.1 Regular Meeting - October 10, 2023

The minutes of the Regular Meeting held on October 10, 2023 were  
adopted as presented.

2.2 Special Meeting - October 10, 2023

The minutes of the Special Meeting held on October 10, 2023 were  
adopted as presented.

**3. INTRODUCTION OF LATE ITEMS**

**Resolution: 33124**

**Moved by:** Councillor Barnes

THAT the following late item be added to the agenda:

**8. ADMINISTRATIVE REPORTS**

8.7 DOM 23-10 Street Sweeper Replacement

THAT Council awards the purchase of a 2023 Bucher Regenerative R65M Street Sweeper to Rollins Machinery Ltd. in the amount of \$422,740 plus GST;

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

**CARRIED**

**4. ADOPTION OF AGENDA**

**Resolution: 33125**

**Moved by:** Councillor Hipkiss

THAT the Agenda be adopted as presented.

**CARRIED**

**5. PUBLIC COMMENTS AND QUESTIONS**

Shannon Bezo, resident, noted she was happy to see agenda item # 7.1.2 and was hopeful that the District would provide support for a Foundry Service to be located in Mackenzie.

Ms. Bezo noted she hoped agenda item # 7.2.1 would be discussed and either a donation be made by the District or shared with other connections to consider donating as the yearly Chamber Auction raises a significant amount of money for the Chamber of Commerce.

Ms. Bezo asked how the Council Liaison appointments were selected? Mayor Atkinson replied that a number of appointments are made annually, with the idea to let all members of Council learn about the different organizations. The 4-year appointments are for the Council term and are made based on Council preferences. Mayor Atkinson added that in 2024 she wanted to ensure all committees were active with meetings occurring regularly and if not they be reconsidered to ensure effective use of time. Mayor Atkinson encouraged alternate liaisons to attend meetings if they can.

Ms. Bezo asked if the District had heard if NDIT was considering increasing funding available through the Business Façade program? Mayor Atkinson replied

no; however the program has changed, and businesses can now reapply for additional funding each year.

Ms. Bezo noted that she hoped that if the District were to host an Agricultural Fair in the future the event could be partnered with the College of New Caledonia.

**6. PETITIONS AND DELEGATIONS**

N/A

**7. CORRESPONDENCE**

**Resolution: 33126**

**Moved by:** Councillor Wright

THAT the Correspondence listed on the Agenda be received.

**CARRIED**

7.1 For Action:

7.1.1 NCLGA 2023-2024 Membership Dues

**Resolution: 33127**

**Moved by:** Councillor Brumovsky

THAT Council approves the annual membership dues in the amount of \$2,303.71 for the North Central Local Government Association 2023-2024 membership.

**CARRIED**

7.1.2 Letter of Support - Foundry in Mackenzie

Councillor Wright declared a conflict on this item. (Councillor Wright left the room and returned after the discussion.)

**Resolution: 33128**

**Moved by:** Councillor Barnes

THAT the District of Mackenzie provide a letter of support to Mackenzie Community Services for a Foundry location in Mackenzie.

**CARRIED**

7.1.3 Rocky Mountain Riders

**Resolution: 33129**

**Moved by:** Councillor Hipkiss

THAT the District provide permission to the Rocky Mountain Riders to re-establish the snowmobile trail located on District land that would connect the District works yard and Morfee Mtn. Road, pending final location approval by the District,;

AND THAT the District provide support in submitting a tenure application for the portion of the trail that is located on crown land within District boundaries;

AND THAT the District supports the Rocky Mountain Riders REDIP application for re-establishment of the snowmobile trail between the District works yard and Morfee Mtn. Road;

AND THAT the District be included as a project partner on their REDIP application.

**CARRIED**

7.1.4 Letter of Support - MackChu Brewing

**Resolution: 33130**

**Moved by:** Councillor Brumovsky

THAT the District of Mackenzie provide a letter of support to Petr Skala owner of MackChu Brewing towards their grant application to the South Peace Mackenzie Trust for funding towards the startup of their new business.

**CARRIED**

7.2 For Consideration:

7.2.1 Mackenzie Chamber of Commerce Auction

**Resolution: 33131**

**Moved by:** Councillor Wright

THAT the District of Mackenzie provide a donation to the Mackenzie Chamber of Commerce towards their Auction in the amount of \$100.

**CARRIED**

**8. ADMINISTRATIVE REPORTS**

8.1 2024 Council Liaison Appointments

**Resolution: 33132**

**Moved by:** Councillor Barnes

THAT Council approves the 2024 Council Liaison Appointments as attached in this report.

**CARRIED**

8.2 Morfee Lake Floating Dock

**Resolution: 33133**

**Moved by:** Councillor Hipkiss

THAT Council approves the purchase of an Inflatable Bongo 13 Water Park in the amount of \$3,400 plus GST.

**CARRIED**

8.3 Cul-de-sac Parking Bylaws

**Resolution: 33134**

**Moved by:** Councillor Wright

THAT Council receives this report for information.

**CARRIED**

8.4 Commercial Daycare Lease – Gammie’s Daycare

**Resolution: 33135**

**Moved by:** Councillor Brumovsky

THAT Council authorizes the Chief Administrative Officer to enter into a three-year lease agreement with Gammie’s Daycare, operated by Nancy Windsor, to allow for a designated outdoor space for the purpose of enhancing recreational activities for children under their care.

**CARRIED**

8.5 Mackenzie Industrial Area Snow Removal 2023/2024

**Resolution: 33136**

**Moved by:** Councillor Wright

THAT Council awards the 2023-2024 Snow Removal Contract for the Mackenzie Industrial Area to Cordwood Industries in the amount of \$37,525 plus GST;

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

**CARRIED**

8.6 NDIT - Business Façade Improvement Program 2024

**Resolution: 33137**

**Moved by:** Councillor Barnes

THAT the District of Mackenzie supports the application to the Northern Development Initiative Trust from the District of Mackenzie for a grant of up to \$20,000 for the Business Façade Improvement program from the Prince George Regional Development Account;

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

**CARRIED**

8.7 DOM 23-10 Street Sweeper Replacement

**Resolution: 33138**

**Moved by:** Councillor Barnes

THAT Council awards the purchase of a 2023 Bucher Regenerative R65M Street Sweeper to Rollins Machinery Ltd. in the amount of \$422,740 plus GST;

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

**CARRIED**

**9. COUNCIL REPORTS**

9.1 Mayor's Report

9.1.1 Mayor Atkinson

Mayor Atkinson provided a written report.

9.2 Council Reports

9.2.1 Councillor Wright  
Councillor Wright provided a written report.

9.2.2 Councillor Tapper  
Councillor Tapper provided a written report.

9.2.3 Councillor Barnes  
Councillor Barnes provided a verbal report.

**10. UNFINISHED BUSINESS**

N/A

**11. NEW BUSINESS**

N/A

**12. BYLAWS**

12.1 Bylaw No. 1505 Permissive Tax Exemption

**Resolution: 33139**

**Moved by:** Councillor Hipkiss

THAT Bylaw No. 1505 cited as "Permissive Tax Exemption Bylaw No. 1505, 2023" be adopted.

**CARRIED**

12.2 Bylaw No. 1506 Permissive Tax Exemption

**Resolution: 33140**

**Moved by:** Councillor Barnes

THAT Bylaw No. 1506 cited as "Permissive Tax Exemption Bylaw No. 1506, 2023" be adopted.

**CARRIED**

12.3 Bylaw No. 1507 Permissive Tax Exemption

**Resolution: 33141**

**Moved by:** Councillor Wright

THAT Bylaw No. 1507 cited as "Permissive Tax Exemption Bylaw No. 1507, 2023" be adopted.

**CARRIED**

**13. NOTICE OF MOTION**

In accordance with the "District of Mackenzie Council Procedures Bylaw No. 1470, 2022" notice of the proposed motion was provided. The proposed motions will be included on the November 13, 2023 Regular Council meeting for Council's consideration.

13.1 Agricultural Information Fair

THAT District staff plan for an Agriculture Information Fair.

13.2 Remaining Council Travel Funds

THAT the remaining funds allocated for Councillor travel, which was not spent during 2023, be redirected to a one-time grant opportunity that non-profits in Mackenzie can apply for to do projects designed for community benefit.

**14. COMING EVENTS**

14.1 Open House - Official Community Plan Amendment

Wednesday October 25, 2023

Mackenzie Recreation Centre

5:00 pm - 7:00 pm

The District is looking to establish Development Permit Area's (DPA's) within the District of Mackenzie. The purpose of the open house is to inform residents about a proposed amendment to the Official Community Plan Bylaw No. 1304.

14.2 Morfee Elementary Halloween Movie Night

October 27, 2023 at 6:00 pm

14.3 Mackenzie Community Arts Council Haunted Maze

October 27, 28, 2023

5:00 pm - 6:00 pm

7:00 pm - 9:00 pm

14.4 Halloween Fireworks - Mackenzie Recreation Centre

October 31, 2023 - 7:00 pm

Upper parking lot at the Recreation Centre



**15. INQUIRIES**

Shannon Bezo, resident, asked in regard to the cul de sac parking if there was a provision that would allow people to temporarily park on their lawns while in the process of applying for a driveway widening permit? Mayor Atkinson replied no and added that there are provisions on how wide driveways can be in Mackenzie and anyone looking to widen their driveway should check with Public Works first.

Ms. Bezo asked which roads would be cleared of snow in the industrial area of town and if any non-paved roads would be cleared? Jody Murray, Director of Operations, replied that all paved roads in the industrial area will be plowed.

Ms. Bezo asked if there was an update from the meeting that was held regarding the Tree Crusher and honouring our First Nations? Mayor Atkinson replied that once a plan for the project was created it will be shared with the community.

Ms. Bezo noted that she was looking forward to the Open House regarding the establishment of Development Permit Area's in Mackenzie.

Ms. Bezo also noted she was excited for the Fireworks and thanked the District for organizing the yearly event.

**16. ADJOURNMENT**

**Resolution: 33142**

**Moved by:** Councillor Tapper

THAT the meeting be adjourned at 8:15 pm.

**CARRIED**

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Mayor

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Corporate Officer