

**Regular Council Meeting  
Minutes**

**December 11, 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 R. McMeeken, Councillor K. Tapper, Councillor J. Wright

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

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**1. CALL TO ORDER**

CALLED TO ORDER AT 7:15 PM.

*Deputy Mayor Barnes 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: 33177**

**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 (c) labour relations or other employee relations.

**CARRIED**

**2. ADOPTION OF MINUTES**

2.1 COTW - November 27, 2023

The minutes of the Committee of the Whole Meeting held on November 27, 2023 were adopted as presented.

2.2 Regular Meeting - November 27, 2023

The minutes of the Regular Meeting held on November 27, 2023 were adopted as presented.

**3. INTRODUCTION OF LATE ITEMS**

N/A

**4. ADOPTION OF AGENDA**

**Resolution: 33178**

**Moved by:** Councillor Hipkiss

THAT the Agenda be adopted as presented.

**CARRIED**

**5. PUBLIC COMMENTS AND QUESTIONS**

Shannon Bezo, a resident, commented that she hoped Mayor and Council would discuss agenda item # 7.2.1 this evening.

**6. PETITIONS AND DELEGATIONS**

In 2020, Council adopted the Community Grants Policy 3.16 which requires all organizations approved for Fee-For-Service Agreements to provide an in-person presentation to Council at the end of each year highlighting accomplishments, goals and objectives, benefits provided to the community, and a financial statement outlining how the District's funding was utilized.

The following groups provided presentations to Mayor and Council highlighting 2023 project and a "year in review"

- Mackenzie Golf and Country Club - Adele Barnes, President
- Mackenzie Autumn Lodge - Adele Barnes, President, Cheryl Campbell, Office Administrator
- Mackenzie Chamber of Commerce - Shannon Bezo, President

Camille Ginnever, Chair of the Library Board of Directors, provided the 2024 budget presentation to Mayor and Council for the Mackenzie Public Library.

**7. CORRESPONDENCE**

**Resolution: 33179**

**Moved by:** Councillor McMeeken

THAT the Correspondence listed on the Agenda be received.

**CARRIED**

7.1 For Action:

7.1.1 Letter of Support - Hero Dirt Trail Ventures

**Resolution: 33180**

**Moved by:** Councillor Hipkiss

THAT the District of Mackenzie provide a letter of support to Hero Dirt Trail Ventures towards their grant application to the South Peace Mackenzie Trust to support their 'Ridgeline Shuttles' project.

**CARRIED**

7.1.2 Federation of Canadian Municipalities - Membership Dues

**Resolution: 33181**

**Moved by:** Councillor Brumovsky

THAT Council approves payment of the Federation of Canadian Municipalities membership dues in the amount of \$984.09 for the period from April 1, 2024 to March 31, 2025.

**CARRIED**

7.2 For Consideration:

7.2.1 School District No. 57 New Rep to Attend Committee of the Whole

**Resolution: 33182**

**Moved by:** Councillor Wright

THAT the new School District No. 57 Chair and Board be formally invited to meet with Council and the Trustee be invited to Committee of the Whole meetings to provide monthly updates to the community.

**CARRIED**

**8. ADMINISTRATIVE REPORTS**

8.1 Discounted Gym Memberships

Councillor Brumovsky declared a conflict on this item. (Councillor Brumovsky left the Council Chambers and returned after the discussion)

and vote.)

Councillor Tapper declared a conflict on this item. (Councillor Tapper left the Council Chambers and returned after the discussion and vote.)

**Resolution: 33183**

**Moved by:** Councillor Wright

Move that resolution 31192 be amended to include the following: School District 57 staff, Northern Health employees including nurses and doctors, MCFD Social Workers, and volunteer fire fighters with the Mackenzie Fire Department;

AND that it be moved that the discount be decreased from 75% to 50% of the rate.

Opposed (4): Mayor Atkinson, Councillor Barnes, Councillor Hipkiss, and Councillor McMeeken

Conflict (2): Councillor Brumovsky, and Councillor Tapper

**DEFEATED (1 to 4)**

8.2 Insurance – Contract Instructors

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

**Resolution: 33184**

**Moved by:** Councillor McMeeken

THAT Council agrees to provide liability insurance for contract instructors who deliver our fitness and non-contact sports programming;

AND THAT the District form a Recreation Instructors Group through the Municipal Insurance Association's Associate Member Program;

AND THAT Council authorize the Director and Manager of Recreation to enter into Service Provider Agreements (SPA) with recreation instructors for the provision of liability insurance through the District's liability insurance held with the Municipal Insurance Association of British Columbia.

**CARRIED**

8.3 2024 Janitorial Contract – Municipal Hall, Public Works/Bylaw, Fire Hall

**Resolution: 33185**

**Moved by:** Councillor Brumovsky

THAT Council awards the one-year Janitorial Services contract for City Hall, Public Works and Firehall #1, to Skyblue Services Corp. for up to \$3,835.95 per month plus GST, with an optional one-year extension, by mutual agreement, at the same monthly rate;

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

**CARRIED**

8.4 Resolution of Support – NDI and SPMT Grants – New Shop Local

**Resolution: 33186**

**Moved by:** Councillor Hipkiss

THAT Council supports the District's application to NDI's New Shop Local grant program for up to \$10,000 in funding towards a new Shop Local program;

AND THAT Council supports the District's application to South Peace Mackenzie Trust grant program for up to \$10,000 in funding towards a New Shop Local program.

**CARRIED**

8.5 Grant Applications – Airport Master Plan

**Resolution: 33187**

**Moved by:** Councillor McMeeken

THAT Council approves the application to the BC Air Access Program for grant funds for an airport master plan;

AND THAT Council commits to finance any unanticipated cost overruns, ineligible expenses, and any ongoing maintenance and operating costs associated with the operations of the completed project;

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

**CARRIED**

**Resolution: 33188**

**Moved by:** Councillor Hipkiss

THAT Council approves the application to the South Peace Mackenzie Trust for grant funding towards an airport master plan;

AND THAT Council commits to finance any unanticipated cost overruns, ineligible expenses, and any ongoing maintenance and operating costs associated with the operations of the completed project;

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

**CARRIED**

8.6 Declaring a Climate Emergency

**Resolution: 33189**

**Moved by:** Councillor Wright

Therefore, be it resolved, that the District of Mackenzie officially declares a climate emergency for the purposes of identifying and deepening our commitment to protecting our economy, our ecosystems, and our community from global warming.

Opposed (1): Councillor Brumovsky

**CARRIED (6 to 1)**

8.7 Business Walks 2023 Results

**Resolution: 33190**

**Moved by:** Councillor Wright

THAT Council receives this report for information.

**CARRIED**

8.8 Council Remuneration and Expenses

**Resolution: 33191**

**Moved by:** Councillor Wright

THAT Council receives this report for information.

**CARRIED**

**Amendment:**

**Resolution: 33192**

**Moved by:** Councillor Wright

THAT an amendment be brought forward to the Council Remuneration and Expenses Bylaw to increase yearly remuneration by the Consumer Price Index.

**CARRIED**

**Resolution: 33193**

**Moved by:** Councillor Wright

THAT all Councillor's are able to attend the yearly NCLGA, UBCM and LGLA conventions without the expenses included in their yearly budgets.

Opposed (4): Councillor Barnes, Councillor Brumovsky, Councillor Hipkiss, and Councillor McMeeken

**DEFEATED (3 to 4)**

**Resolution: 33194**

**Moved by:** Councillor Wright

THAT staff bring back a report highlighting the estimated costs of the UBCM, NCLGA and LGLA conferences to determine the feasibility of allowing all of Council to attend.

**CARRIED**

**9. COUNCIL REPORTS**

9.1 Mayor's Report

9.1.1 Mayor Atkinson - November 2023

Mayor Atkinson provided a written report.

9.2 Council Reports

9.2.1 Councillor Brumovsky - November 2023

Councillor Brumovsky provided a written report.

9.2.2 Councillor Wright - November 2023

Councillor Wright provided a written report.

- 9.2.3 Councillor Hipkiss  
Councillor Hipkiss provided a verbal report.
- 9.2.4 Councillor McMeeken  
Councillor McMeeken provided a verbal report.
- 9.2.5 Councillor Tapper  
Councillor Tapper provided a verbal report.
- 9.2.6 Councillor Barnes  
Councillor Barnes provided a verbal report.

**10. UNFINISHED BUSINESS**

N/A

**11. NEW BUSINESS**

11.1 Job Recruitment to the North

**Resolution: 33195**

**Moved by:** Councillor Wright

THAT staff research other Northern Communities to find ways to recruit teachers, doctors and other business professionals to the North.

**CARRIED**

**12. BYLAWS**

12.1 Bylaw No. 1509 Financial Plan Amendment

**Resolution: 33196**

**Moved by:** Councillor Brumovsky

THAT Bylaw No. 1509 cited as "Bylaw No. 1509, 2023 Financial Plan Amendment" be given final reading and be adopted.

**CARRIED**

**13. NOTICE OF MOTION**

N/A



**14. COMING EVENTS**

- 14.1 Light up the Community Contest  
Vote between Dec. 7 - 17, 2023  
Link to Contestants: <https://www.letschatmackenzie.ca/light-up-the-community-contest>
- 14.2 Parade of Lights  
December 9, 2023 at 5:00 pm  
Parade Route: <https://districtofmackenzie.ca/2023-district-of-mackenzie-holiday-parade/>
- 14.3 2024 Budget Feedback Survey  
Survey closes January 5, 2024  
Link to Survey: <https://www.letschatmackenzie.ca/2024-budget-feedback>
- 14.4 Dive-In Movie Nights (in the Pool)  
December 17th - How the Grinch Stole Christmas  
December 24th - Elf  
Time: 11:00 am  
Drop in fees apply
- 14.5 Winter Wonderland Public Skate  
10:00am - 4:00pm December 23 and 24th  
Lights, trees, holiday music, and more!  
Drop in fees apply

**15. INQUIRIES**

N/A

**16. ADJOURNMENT**

**Resolution: 33197**

**Moved by:** Councillor Wright

THAT the meeting be adjourned at 8:57 pm.

**CARRIED**

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Deputy Mayor

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Corporate Officer

DRAFT