

## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** April 30, 2025

**Subject:** MLMCF Board Appointments

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### **RECOMMENDATION:**

THAT Council directs staff on next steps with regard to the District's MLMCF Board appointment process.

### **BACKGROUND:**

At the Regular Council Meeting of May 6, 2024, Council requested a report be brought back with a recommendation for a new process to make appointments to the McLeod Lake Mackenzie Community Forest Board of Directors.

The MLMCF is a limited partnership established in 2008 between the District of Mackenzie and McLeod Lake Indian Band. The dividends received from the MLMCF operations are shared between the two communities and utilized to support community services and capital projects.

The Board is required to consist of seven Directors. Directors are appointed for a term of three years, except one which serves a term of 1-year only. The Board will at all times comprise the following:

- three nominees of the McLeod Lake Indian Band;
- three nominees of the District;
- one individual nominated by a majority of the Directors. Term of 1 year only.

Directors are required to possess one or more of the following qualifications:

- a) Extensive experience in running a successful commercial enterprise;
- b) Senior operational or consulting experience in the forestry or forest products industry;
- c) Lawyer, professional accountant, or a person otherwise having a professional designation in the financial industry;
- d) Extensive experience in a leadership role in local community affairs and organizations within the District of Mackenzie;

- e) Senior operational or consulting experience in the areas of forestry environmental and ecological issues; or
- f) Extensive management experience in a community forest operation.

### **Current Appointment Process**

1. MLMCF Board of Directors submit letter of recommendation for appointments to Council; and
2. Council reviews and determines whether to accept the recommendations or request further information.

The District has currently appointed the following three individuals to the MLMCF Board:

- Councillor Andy Barnes (expiring June 2025 – see attached letter from MLMCF)
- Ron Crosby (expires June 2026)
- Jim Atkinson (expires June 2027)

### **Options for New Appointment Process**

#### Option #1

For all three MLMCF Board appointments, a similar process would be followed to that of the Mackenzie Public Library Board:

- 1) Public call for applications (minimum 3 weeks)
  - a. The suggested criteria for appointment will be similar to that of the individual nominated by the Board itself as discussed in the earlier section.
  - b. A standard application form like that of our other committees would be used.
  - c. Board members whose appointments are expiring will be welcome to reapply.
- 2) Applications will be received by the Corporate Services Department.
- 3) Staff will review applications and submit application packages to the MLMCF Board, through the General Manager, for their review and recommendation. The Board member whose appointment is being decided upon must recuse themselves from the decision-making process unless they have not applied for re-appointment to their position on the Board.
- 4) The MLMCF Board will submit their recommendation to District staff.
- 5) Staff will prepare a report to Council for consideration and will provide copies of all applications to Council in the Centre Table File for review.

- 6) Council will choose to accept, deny, or request further information regarding the recommended appointment.
- 7) Staff will notify the successful candidate. The MLMCF Board of Directors and General Manager will be responsible for the orientation and training of the new Board Member.
- 8) Staff will notify the unsuccessful candidates.

#### Option #2

Two of the appointments would follow the process in Option #1. One appointment would always be held by a member of Council and that Councillor would be appointed by Council resolution upon expiry of each term.

#### Option #3

Continue with the current appointment process as is.

#### **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