

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 NDIT Marketing Grant Application

Resolution: 33913

Moved by: Councillor Brumovsky

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

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

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