

Regular Council Meeting

Minutes

December 8, 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, R. McMeeken, Councillor K. Tapper, Councillor J. Wright

Council Absent: Councillor P. Kylo, Councillor

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

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.

2. **ADOPTION OF MINUTES**

2.1 Special Meeting- November 24, 2025

The minutes of the Special Meeting held on November 24, 2025, were adopted as presented.

2.2 Committee of the Whole - November 28, 2025

The minutes of the Committee of the Whole Meeting held on November 24, 2025, were adopted as presented.

2.3 Regular Meeting - November 24, 2025

The minutes of the Regular Meeting held on November 24, 2025, were adopted as presented.

2.4 Public Hearing - November 26, 2025

The minutes of the Public Hearing held on November 26, 2025, were adopted as presented.

3. **INTRODUCTION OF LATE ITEMS**

Resolution: 34051

Moved by: Councillor Barnes

THAT the following late items be added to the agenda

AND THAT Item 8.1, School District No.57 Joint Use Agreement is removed from the agenda.

7. CORRESPONDENCE

For Consideration:

7.2.4 2026 Council Meeting Calendar

8. ADMINISTRATIVE REPORTS'

8.5 Airport Services Agreement Contract Award 2026 - 2027

THAT Council awards a two-year Airport Services Agreement starting January 1, 2026 ending December 31, 2027 to BlackJay Services in the amount of \$9,400 per month plus GST, with the optional one-year renewal at the same monthly rate;

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

CARRIED

4. ADOPTION OF AGENDA

Resolution: 34052

Moved by: Councillor Wright

THAT the Agenda be adopted as amended.

CARRIED

5. PUBLIC COMMENTS AND QUESTIONS

Jeanine Croy, Treasurer, Mackenzie Rainbows Swim Club provided clarification on item 7.1.1, a letter from the Mackenzie Rainbows Swim Club. Ms. Croy stated that the Swim Club had applied for about \$14,000.00 in funding from the District but at the November 24, 2025 Regular Meeting of Council, the requested amount was printed as \$4,000.00. Mrs. Croy also asked for more information regarding the "tapered funding" the Swim Club was approved for. Mayor Atkinson thanked Mrs. Croy both for providing clarification and for attending the meeting in person should Council have any questions when item 7.1.1 is brought for discussion.

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 2025 projects and a "year in review":

- Mackenzie Community Arts Council
- Mackenzie Golf & Country Club
- Mackenzie & District Museum
- Mackenzie Autumn Lodge Society
- Mackenzie Chamber of Commerce

7. CORRESPONDENCE

Resolution: 34053

Moved by: Councillor McMeeken

THAT the Correspondence listed on the Agenda be received.

CARRIED

7.1 For Action:

7.1.1 Request for Clarification and Reconsideration - Mackenzie Rainbows Swim Club

Councillor Tapper left the room while 7.1.1 was discussed.

Resolution: 34054

Moved by: Councillor Brumovsky

THAT Council receive this letter and allowed the approved funding of \$4,138.47 from the 2026 Community Grants In-take to be applied towards any of the items listed in the original grant application.

AND THAT Not-for-profit groups must report to grant committee if they would like to amend how approved funds may be spent.

CARRIED

7.1.2 Federation of Canadian Municipalities 2026 - 2027 Membership

Councillor Tapper returned after 7.1.1 was voted on.

Resolution: 34055

Moved by: Councillor Wright

THAT the District of Mackenzie pay the 2026 - 2027 Federation of Canadian Municipalities membership dues in the amount of \$1,037.83.

CARRIED

7.1.3 Tree Crusher Colouring Page - Prince George's Memorable Moments

Resolution: 34056

Moved by: Councillor McMeeken

THAT Council does not purchase the feature page.

CARRIED

7.2 For Consideration:

7.2.2 Concerns Regarding Bill M216 - 2025 Professional Reliance Act

Resolution: 34057

Moved by: Councillor Wright

THAT the District of Mackenzie submit a letter to the to submit a letter to the Legislative Assembly of British Columbia public portal providing input on Bill M216, *Professional Reliance Act*.

CARRIED

7.3 Centre Table File

8. **ADMINISTRATIVE REPORTS**

8.1 Proposed 2026 Budget Schedule

Resolution: 34058

Moved by: Councillor Brumovsky

THAT Council approves the proposed Council meeting dates for the 2026 annual budget process.

CARRIED

8.2 2026-2027 Janitorial Services – Municipal Hall, Public Works/Bylaw, Fire Hall

Resolution: 34059

Moved by: Councillor Brumovsky

THAT Council awards the two-year Janitorial Services contract starting January 1, 2026 and ending December 31, 2027 for the Municipal Hall, Public Works and Firehall #1, to SkyBlue Services Corp. for up to \$3,889 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

8.3 External Audit Services RFP Award (2025-2027)
Resolution: 34060
Moved by: Councillor McMeeken
THAT Council awards the 2025-2027 External Audit Services to MNP in the amount of \$143,820 plus GST;

AND THAT subject to satisfactory performance of the services, the term may be extended, if mutually agreed, for an additional two (2) year period.

CARRIED

8.4 Airport Services Agreement Contract Award
Resolution: 34061
Moved by: Councillor Wright
THAT Council awards a two-year Airport Services Agreement starting January 1, 2026 ending December 31, 2027 to BlackJay Services in the amount of \$9,400 per month plus GST, with the optional one-year renewal at the same monthly rate;

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

CARRIED

9. COUNCIL REPORTS

9.1 Mayor's Report

9.2 Council Reports

9.2.1 Councillor Brumovsky

9.2.2 Councillor Wright

10. UNFINISHED BUSINESS

Resolution: 34062

Moved by: Mayor Atkinson

THAT Community Grants Policy 3.16 be reviewed and updated and provide the organizations that utilize the community grants with the updated policy.

CARRIED

11. NEW BUSINESS

Resolution: 34063

Moved by: Councillor Wright

THAT staff reach out to School District No. 57 Superintendent Jameel Aziz to organize a meeting with Mayor and Council.

CARRIED

12. BYLAWS

12.1 Official Community Plan Bylaw No. 1528, 2025

Resolution: 34064

Moved by: Councillor Wright

THAT Official Community Plan Bylaw No. 1528, 2025 cited "Official Community Plan Bylaw No.128, 2025" be given its third reading and be adopted.

CARRIED

12.2 Bylaw No.1529, 2025 - 2029 Financial Plan Amendment Bylaw

Resolution: 34065

Moved by: Councillor Barnes

THAT Bylaw No. 1529, 2025, cited as 2025 - 2029 Financial Plan Amendment Bylaw No. 1529, 2025 be adopted.

CARRIED

13. NOTICE OF MOTION

In accordance with the "District of Mackenzie Council Procedures Bylaw No.1470, 2022" notice of the proposed motions were provided. The proposed motions will be included on the January 12, 2026 Regular Council meeting for Council's consideration.

13.1 2026 Mayor and Council Travel Policy Amendments

THAT Council adopts the Mayor and Council Travel Policy starting in 2026 as outlined in this report.

13.2 2026 NCLGA AGM Resolutions

THAT Council submits the resolution described in this report to the NCLGA for their 2026 AGM.

14. COMING EVENTS

14.1 Kiel Giddens Holiday Open House

14.2 Light Up the Community Contest

14.3 Friends Helping Friends Meals Program

14.4 Murder at the Theatre

14.5 Book Club

15. INQUIRIES

Janice Nelson, Resident, requested that the minutes from the Official Community Plan Public Hearing be amended. She believes the minutes did not accurately capture what Ms. Nelson wanted to convey. Ms. Nelson asked if the minutes of the Official Community Plan Public Hearing meeting could be amended to say that the streetlights create a high glare and high contrast situation that can be unsafe, and that the Azan Accessibility Trail is a great model for accessibility for future trail planning and maintenance.

Resolution: 34066

Moved by: Mayor Atkinson

THAT the minutes from the November 24, 2025, meeting are amended.

CARRIED

16. ADJOURNMENT

Resolution: 34067

Moved by: Councillor Barnes

THAT the meeting adjourns at 9:17 pm.

CARRIED

Mayor

Corporate Officer