



AGENDA for the Council Meeting to be held on Monday, August 8, 2022 electronically and in the Council Chambers of the Municipal Office, 1 Mackenzie Boulevard, Mackenzie, BC

**CALLED TO ORDER 7:15 PM**

*We would like to begin by acknowledging the land on which we gather is within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band.*

**1. ADOPTION OF MINUTES**

- |    |  |         |
|----|--|---------|
| a) | Special Meeting - July 25, 2022 (5:45 pm)      | 7 - 8   |
| b) | Special Meeting - July 25, 2022 (6:30 pm)      | 9 - 10  |
| c) | Committee of the Whole Meeting - July 25, 2022 | 11 - 12 |
| d) | Regular Meeting - July 25, 2022                | 13 - 19 |

**2. INTRODUCTION OF LATE ITEMS**

- A) A resolution is required to add the following items to the agenda:

**6. CORRESPONDENCE**

**For Consideration:**

- i) Email received from Michelle Bobrel, resident, requesting support for the tenants in the Ernie Bodin Community Centre.

- j) Email received from Shaylee Munn, resident, requesting support for the tenants in the Ernie Bodin Community Centre.
- k) k) Email received from LeeAnne Christen, resident, requesting support for the tenants in the Ernie Bodin Community Centre.
- l) Email received from Joy Edgett, resident, requesting support for the tenants in the Ernie Bodin Community Centre.

B) **7. ADMINISTRATION REPORTS**

- e) MLIB AGA – Grant-in-Kind

THAT Council approves or denies the request for in-kind use of two portable toilets for the McLeod Lake Indian Band Annual General Assembly from August 10 – 12, 2022.

**3. ADOPTION OF AGENDA**

**4. PUBLIC COMMENT AND QUESTIONS**

*Please note that all comments and questions must pertain to items listed on the agenda.*

*Are there any members of the public in attendance this evening who wish to comment on the agenda?*

*Administration are there any members of the public attending through Zoom or Phone that wish to comment on the agenda?*

**5. PETITIONS AND DELEGATIONS**

**6. CORRESPONDENCE**

Motion required to accept all correspondence listed on the agenda.

**For Action:**

- |    |   |         |
|----|---|---------|
| a) | Letter from CNC New Horizons asking Council to proclaim September 24 - October 1, 2022 as Mackenzie Seniors Week. | 20 - 22 |
|----|---|---------|

*Is there anything Council wishes to address in the "For Consideration" or "For Information" correspondence?*

**For Consideration:**

- |    |  |         |
|----|--|---------|
| b) | Letter sent by Mayor Atkinson to Neil Lilley, Chief Operating Officer of BC Emergency Health Services, in regard to the inadequate staffing of paramedics in Mackenzie.            | 23 - 24 |
| c) | Email received from Megan Brumovsky, resident, requesting support for the tenants in the Ernie Bodin Community Centre.   | 25      |
| d) | Letter received from the Union of BC Municipalities advising that the District will be receiving the first Community Works Fund (CWF) payment of \$110,670.21.                     | 26      |
| e) | Correspondence received from Mike Morris, MLA, to the Minister of Education and Child Care regarding the Mackenzie Elementary building and safety concerns of delaying demolition. | 27 - 28 |
| f) | Notification received from BC Hydro announcing the temporary suspension of beautification program in Mackenzie.  | 29      |

	g)	Invitation received to meet with the Office of the Seniors Advocate and the Land Title and Survey Authority of British Columbia during the UBCM Convention.	30 - 31
	h)	Correspondence received from Chair Tyler Brown seeking support for the Regional District of Nanaimo's UBCM resolution urging UBCM to work with the Ministry of Municipal Affairs and local governments in a collective endeavour to modernize the <i>Local Government Act</i> .	32 - 50
<b>Late Item</b>	i)	Email received from Michelle Bobrel, resident, requesting support for the tenants in the Ernie Bodin Community Centre.	51
<b>Late Item</b>	j)	Email received from Shaylee Munn, resident, requesting support for the tenants in the Ernie Bodin Community Centre.	52
<b>Late Item</b>	k)	Email received from LeeAnne Christen, resident, requesting support for the tenants in the Ernie Bodin Community Centre.	53 - 54
<b>Late Item</b>	l)	Email received from Joy Edgett, resident, requesting support for the tenants in the Ernie Bodin Community Centre.	55
		<b><u>For Information:</u></b>	
	m)	NCLGA Board Highlights Report - June 2022	56
	n)	Northern Health Healthy Communities E-Brief - August 2022	57 - 60
	o)	BC Wildfire Service - Category 2 and 3 Open Fire Prohibition in Prince George Fire Centre	61 - 62

*The following items have been placed in the Centre Table File for Council's consideration.*

- p) Report received from New Westminster's Time For Change Working Group from a webinar held in September 2021 on Long Term Care.
- q) Forest Enhancement Society of BC - July 2022 Update
- r) BC Business (Magazine) July/August 2022
- s) The Spin (Magazine) Summer 2022
- t) Truck Logger BC (Magazine) - Summer 2022

**7. ADMINISTRATION REPORTS**

- a) Council Code of Conduct Policy - Revised 63 - 77

*THAT Council provide final feedback and approval of Council Code of Conduct Policy 1.23.*

- b) Downtown Vision and Action Plan Update 78 - 96

*THAT Council receives this report for information.*

- c) Resolution of Support – Mackenzie Childcare Solution 97 - 99

*THAT Council supports the District of Mackenzie's application to Northern Development Initiative Trust's Northern Healthy Community Fund Capacity Building Stream for the "Mackenzie Childcare Solution" project.*

- d) Council Meeting Schedule Amendment 100 - 101

*THAT Council cancels the Committee of the Whole and Regular meetings on October 24, 2022.*

- Late Item** e) MLIB AGA – Grant-in-Kind 102 - 103

*THAT Council approves or denies the request for in-kind use of two portable toilets for the McLeod Lake Indian Band Annual General Assembly from August 10 – 12, 2022.*

**8. COUNCIL REPORTS**

- a) Mayor's Report
- b) Council Reports 104

**9. UNFINISHED BUSINESS**

**10. NEW BUSINESS**

**11. BYLAWS**

**12. NOTICE OF MOTION**

**13. COMING EVENTS**

- a) Movies in the Park  
John Dahl Park - 9:15 pm  
August 11 - The Sandlot  
August 18 - Grease  
September 1 - Spider-Man No Way Home
- b) 2022 Municipal Election - Notice of Nomination 105 - 106  
Nomination Period - August 30 - September 9, 2022

**14. INQUIRIES**

- In-person
- Online (Zoom)/phone
- Written comments received

**15. ADJOURNMENT**

**District of Mackenzie  
Special Meeting  
Monday, July 25, 2022**

MINUTES of a Special Meeting of the Council of the District of Mackenzie held in the Council Chambers of the Municipal Office.

PRESENT: Mayor J. Atkinson  
Councillor A. Barnes  
Councillor V. Brumovsky  
Councillor A. Hipkiss  
Councillor R. McMeeken  
Councillor J. Wiens  
Chief Administrative Officer  
D. Smith  
Chief Financial Officer K. Borne  
Director of Corporate Services  
E. Kaehn  
Director of Operations  
K. Gawryluk

**1. CALL TO ORDER AT 5:45 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. DEFER CLOSED MEETING**

32547. MOVED by Councillor Barnes  
*Defer Closed Meeting THAT a Special Closed Meeting be deferred until after the Special Meeting and will be closed to the public;*

*The basis of the Special Closed Meeting relates to Section 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public; and Section 90 (1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.*

CARRIED

**3. ADJOURNMENT**

32548. MOVED by Councillor McMeeken  
*Adjournment THAT the meeting be adjourned at 5:46 pm.*

CARRIED

I certify the foregoing to be the original true copy of the minutes of the Special Meeting.

Signed:

Certified Correct:

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Mayor

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Corporate Officer



**District of Mackenzie  
Special Meeting  
Monday, July 25, 2022**

MINUTES of a Special Meeting of the Council of the District of Mackenzie held electronically and in the Council Chambers of the Municipal Office.

PRESENT: Mayor J. Atkinson  
Councillor A. Barnes  
Councillor V. Brumovsky  
Councillor P. Grogan (arrived at 6:55 pm)  
Councillor A. Hipkiss  
Councillor R. McMeeken  
Councillor J. Wiens  
Chief Administrative Officer  
D. Smith  
Chief Financial Officer K. Borne  
Director of Corporate Services  
E. Kaehn  
Director of Recreation Services  
T. Gilmer  
Director of Operations  
K. Gawryluk  
Legislative Clerk/Executive Assistant  
C. Smirle

CALLED TO ORDER: 6:30 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. ADOPTION OF AGENDA**

32554. MOVED by Councillor McMeeken  
*Adoption of Agenda THAT the agenda be adopted as presented.*

CARRIED

**2. PUBLIC COMMENT AND QUESTIONS**

*Mayor Atkinson announced that the purpose of the meeting was to solicit and review final feedback from the public in regard to the 2021 Annual Report prior to adoption.*

*Mayor Atkinson asked if there were any members of the public in attendance this evening or attending through Zoom/Phone who wished to comment on the annual report. There were no questions or comments received in person or through Zoom/Phone.*

*The meeting recessed at 6:37 pm. Reconvened at 6:56 pm. There were no submissions received from the public.*

**3. ADMINISTRATION REPORTS**

32555. MOVED by Councillor McMeeken  
*Draft 2021 Annual Report* THAT Council approves the 2021 Annual Report.

CARRIED

**4. INQUIRIES**

N/A

**5. ADJOURNMENT**

32556. MOVED by Councillor Hipkiss  
*Adjournment* THAT the meeting be adjourned at 6:57 pm.

CARRIED

I certify the foregoing to be the original true copy of the minutes of the Special Meeting.

Signed:

Certified Correct:

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Mayor

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Corporate Officer

**District of Mackenzie  
Committee of the Whole Meeting  
Monday, July 25, 2022**

MINUTES of a Committee of the Whole Meeting of the Council of the District of Mackenzie held electronically and in the Council Chambers of the Municipal Office.

PRESENT: Mayor J. Atkinson  
Councillor A. Barnes  
Councillor V. Brumovsky  
Councillor P. Grogan  
Councillor A. Hipkiss  
Councillor R. McMeeken  
Councillor J. Wiens  
Chief Administrative Officer  
D. Smith  
Chief Financial Officer K. Borne  
Director of Corporate Services  
E. Kaehn  
Director of Recreation Services  
T. Gilmer  
Director of Operations  
K. Gawryluk  
Fire Chief J. Guise  
RCMP Cpl. C. Aird  
Legislative Clerk/Executive Assistant  
C. Smirle

CALL TO ORDER - 7:00 PM

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

**1. REPORTS**

<i>Operations</i>	MOVED by Councillor Wiens <i>THAT the Operations reports for the month of June 2022 be received.</i>	CARRIED
<i>RCMP</i>	MOVED by Councillor Barnes <i>THAT the RCMP report for the month of June 2022 be received.</i>	CARRIED
<i>Fire</i>	MOVED by Councillor McMeeken <i>THAT the Fire report for the month of June 2022 be received.</i>	CARRIED
<i>Recreation Services</i>	MOVED by Councillor Brumovsky <i>THAT the Recreation Services report for the month of June 2022 be received.</i>	CARRIED



**District of Mackenzie  
Regular Council Meeting  
Monday, July 25, 2022**

Council Chambers of the Municipal Office, 1 Mackenzie Boulevard, Mackenzie, BC.

MINUTES of a Regular Meeting of the Council of the District of Mackenzie held electronically and in the Council Chambers of the Municipal Office.

PRESENT: Mayor J. Atkinson  
Councillor A. Barnes  
Councillor V. Brumovsky  
Councillor P. Grogan  
Councillor A. Hipkiss  
Councillor R. McMeeken  
Councillor J. Wiens  
Chief Administrative Officer  
D. Smith  
Chief Financial Officer K. Borne  
Director of Corporate Services  
E. Kaehn  
Director of Recreation Services  
T. Gilmer  
Director of Operations  
K. Gawryluk  
Fire Chief J. Guise  
Legislative Clerk/Executive Assistant  
C. Smirle

CALLED TO ORDER: 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.*

32557.  
Defer Closed Meeting

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(1)(k) negotiations and related discussions respecting the proposed provisions of a municipal service that are at their preliminary stages.

CARRIED

**1. ADOPTION OF MINUTES**

The minutes of the Committee of the Whole Meeting held on June 27, 2022 were adopted as presented.

The minutes of the Regular Meeting held on June 27, 2022 were adopted as presented.

The minutes of the Special Meeting held on July 6, 2022 were adopted as presented.

The minutes of the Special Meeting held on July 14, 2022 were adopted as amended.

## **2. INTRODUCTION OF LATE ITEMS**

N/A

## **3. ADOPTION OF AGENDA**

32558.            MOVED by Councillor Barnes  
*Adoption of        THAT the agenda be adopted as presented.*  
*Agenda*

CARRIED

## **4. PUBLIC COMMENT AND QUESTIONS**

The following inquiries are in regard to the Report to Council about the Ernie Bodin Community Centre (EBCC):

Michelle Bobrel, resident, asked if there are any intentions for pursuing grant money to fix up the EBCC? Mayor Atkinson replied that this evening Council would be discussing whether to invest in the facility or demolish the building. Ms. Bobrel asked if the District would be helping the current tenants find new locations? Mayor Atkinson replied, yes, that conversations have been had with tenants and hopefully we can work with the other organizations. They don't all have to go together in the same building but we will be exploring all options. The intent is to talk about the building not the organizations in the building. Ms. Bobrel asked if the District was looking at other options such as renovating or building a new building? Mayor Atkinson replied that the building is being used for a purpose it was not intended and is over capacity. It currently does not meet fire and safety regulations. Ms. Bobrel expressed that her concerns were with the organizations being shut down with no place to go. Mayor Atkinson replied that every member of Council appreciates what these organizations do for the community and the intent is to work with the organizations to explore alternative spaces for them.

Jarl Sundve , resident, asked if there was a plan to replace the EBCC building if it is torn down? Mr. Sundve mentioned that if there was no plan in place then he would like the building to stay open until a plan is in place as it would affect the tenants and the whole town. Mayor Atkinson replied that the plan is for the

organizations to have a new space before the building is demolished. The groups are aware that this may happen. Mayor Atkinson added that the town has lost \$1 million in taxes, so the District could increase taxes to cover cost of new facility if that is the community's wish.

Chris Baker, resident, asked if the cost to dismantle the building has been determined? Adding that the cost could be less than the upgrades needed. Mr. Baker expressed his concerns of losing historical buildings in the town and asked if grant funding could be looked into.

Jeff Close, resident and employee at CHMM 103.5, expressed his concerns and wishes for Council to have a Plan B for the current tenants before any contracts or tenders for demolition are issued. Mr. Close added that radio would need ample time to build a new radio station and asked what kind of assistance the District is proposing? Mayor Atkinson replied that the radio station is essential to the community and would have a spot in town. Mayor Atkinson added that most non-profit organizations are in charge of the direction of their organization. Meetings have been had with current tenants to determine their needs and what is most important to them. Mr. Close asked if Council had a timeline for when options may be available for the users? Mayor Atkinson replied that we will figure that out and want tenants to be looking into alternative options as well. Mayor Atkinson added that this is an important issue and we are trying our best to be fiscally responsible and will work to ensure none of the tenants are thrown under the bus.

Mitch Mortenson, resident, asked if the Council report was based on recent fire practice and code updates? Mayor Atkinson replied that the report was based off the building assessment that was completed in 2018. Mr. Mortenson asked if the assessment was based on regulations that had been recently updated? Mayor Atkinson replied that the assessment was completed by an engineering firm. Mr. Mortenson discussed how the building standards have changed over time and that the building was built to handle higher use and a higher population of people in town. Mr. Mortenson further suggested the current building stay in place until a new building is built.

Sue Sundve, resident and member of the Senior's Centre expressed her concerns about losing the storage space for Senior's events. If they have events in a different space they would have to set up and clean up after every event. Mayor Atkinson replied that no decision has been made yet and she has spoken with a rep of the Senior's Centre and they are currently looking into alternative spaces for the Seniors. The current space does not meet the needs and is too small.

## 5. PETITIONS AND DELEGATIONS

Mitch Mortenson, resident, provided a letter and expressed concerns to Mayor and Council regarding the construction that has taken place at 113 Moberly Crescent.

## 6. CORRESPONDENCE

32559.                    MOVED by Councillor Hipkiss  
*Receipt of                THAT the correspondence listed in the agenda be received.*  
*Correspondence*

CARRIED

### **For Action:**

32560.                    MOVED by Councillor Barnes  
*NIRD -                    THAT the District of Mackenzie support Councillor Barnes and any member of*  
*Recruitment            Council who wishes to assist the Northern Interior Rural Division of Family*  
*and                        Practice in their initiative of recruitment and retention of health care workers for*  
*Retention                the population of Mackenzie and McLeod Lake by assisting with guided tours*  
*along with health care providers.*

CARRIED

32561.                    MOVED by Councillor Hipkiss  
*CKPG-TV -                THAT the District of Mackenzie provide a letter of support to CKPG-TV in support*  
*Letter of                    of their licence renewal application to the Canadian Radio-Television and*  
*Support                    Telecommunications Commission.*

CARRIED

## 7. ADMINISTRATION REPORTS

Councillor Wiens removed himself to avoid a conflict of interest.

32562.                    MOVED by Councillor Barnes  
*Ernie Bodin              THAT Council directs staff to proceed with decommissioning and subsequent*  
*Community                demolition of the EBCC within a two-year timeframe.*  
*Centre*  
*(EBCC)*

CARRIED

OPPOSED by Councillor Brumovsky and Councillor Grogan

Councillor Wiens returned to the meeting.



32563.            MOVED by Councillor Barnes  
*MORATA – Alcohol Permit*        *THAT Council authorizes Recreation Services to approve a special event permit for MORATA that would allow them to serve alcohol at Second Beach on August 20, 2022.*

CARRIED

32564.            MOVED by Councillor Brumovsky  
*Code of Conduct 5.22 – Revisions*        *THAT Council establish the Code of Conduct 5.22 Policy.*

CARRIED

32565.            MOVED by Councillor Wiens  
*Council Code of Conduct Policy*        *THAT Council receives this report for information;*  
  
*AND THAT the Council Code of Conduct Policy be brought back to a future Council meeting for adoption with suggested changes made.*

CARRIED

32566.            MOVED by Councillor Barnes  
*Business Façade Improvement Program 2022*        *THAT Council approves the applications to the Mackenzie Business Façade Improvement Program to a maximum amount of \$2,500.00.*

CARRIED

32567.            MOVED by Councillor Hipkiss  
*Mackenzie Nordiques Cross Country Ski Club – Licence of Occupation*        *THAT Council approves the renewal of the five-year Licence of Occupation with the Mackenzie Nordiques Cross Country Ski Club;*  
  
*AND THAT Council authorizes the Chief Administrative Officer to execute the agreement.*

CARRIED

32568.            MOVED by Councillor Brumovsky  
*Construction    THAT Council receives this report for information.*  
*Update for*  
*the New*  
*Mackenzie*  
*Fire Hall and*  
*the*  
*Demolition*  
*of the*  
*Existing Fire*  
*Hall*

CARRIED

**8.            COUNCIL REPORTS**

Mayor's Report  
N/A

Council Reports  
Councillor Hipkiss provided a verbal report.

**9.            UNFINISHED BUSINESS**

N/A

**10.          NEW BUSINESS**

N/A

**11.          BYLAWS**

N/A

**12.          NOTICE OF MOTION**

N/A

**13.          COMING EVENTS**

Airport Community Day  
August 7, 2022  
1:00 - 4:00 pm

**14.          INQUIRIES**

N/A

**15. ADJOURNMENT**

32569. MOVED by Councillor Wiens  
*Adjournment THAT the meeting be adjourned at 8:26 pm*

CARRIED

I certify the foregoing to be the original true copy of the minutes of the Regular Council Meeting.

Signed:

Certified Correct:

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Mayor

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Corporate Officer



College of  
New Caledonia

August 2, 2022

Mayor and Council  
District of Mackenzie

Dear Mayor Atkinson and Councillors:

October 1 of each year is National Seniors Day, which coincides with the United Nations International Day of Older Persons and is an occasion for Canadians to celebrate the profound contributions of seniors in our homes, communities and workplaces. For all they have done for us and all they continue to do as friends, partners, parents, grandparents, volunteers, colleagues and so much more, older Canadians deserve our sincerest thanks.

The New Horizons Bridging the Gap project under the College of New Caledonia (CNC) Mackenzie Campus would like to ask that the District of Mackenzie honor our seniors in our community by recognizing and valuing the contribution that they continue to make. Our request would be to proclaim September 24<sup>th</sup> – October 1<sup>st</sup>, 2022 as Mackenzie Seniors' Week!

We felt that celebrating seniors for the week will bring awareness to our seniors in Mackenzie and provide a variety of opportunities for the community to participate in all the activities we plan to host.

We are aware that the Province of BC recognized BC Seniors' Week from June 6-12, 2021, but we felt that as our funding has come from the Federal Government, we would choose the National Seniors Day in October for our celebrations.

Our mission for our New Horizons Bridging the Gap project is to advocate for seniors, develop connections within and beyond our community, and provide seniors with inclusive programs and services.

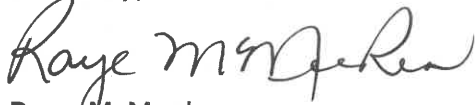
We desire that Mackenzie be an inclusive inter-generational community that:

- Elevates seniors as equal and valid role models

- Recognize our seniors as decision-makers and valued for their involvement
- Provides a quality of life where senior needs are met and sustained

Thank you for your consideration. We have included a suggested proclamation for your reference.

Sincerely,

A handwritten signature in black ink that reads "Raye McMeeken". The signature is written in a cursive style with a large initial "R" and "M".

Raye McMeeken

Project Planner

New Horizons Bridging the Gap

College of New Caledonia Mackenzie Campus

## MACKENZIE SENIORS' WEEK PROCLAMATION

WHEREAS on October 1, 2022 communities across Canada will join together to recognize National Seniors Day; and

WHEREAS on October 1, 2022 is recognized as the International Day of Older Persons; and

WHEREAS National Seniors Day focuses on celebrating and recognizing the contributions made by seniors to better their communities, families and workplaces; and

WHEREAS seniors in the District of Mackenzie are present in all aspects of our lives: they are our parents, our grandparents, our teachers, our volunteers, our mentors, our neighbours and our coworkers; and

WHEREAS every day, seniors right here in the District of Mackenzie, make a big difference and we value what they are doing;

NOW, THEREFORE, be it resolved that I, Joan Atkinson, Mayor of Mackenzie, do hereby proclaim that September 24th to October 1st, 2022 to be observed as "Mackenzie Seniors' Week" in the District of Mackenzie, and I urge my fellow citizens to recognize the crucial role played by older Canadians in our community.

June 1, 2022

Neil Lilley  
Chief Operating Officer  
BC Emergency Health Services  
Provincial Health Services Authority  
P.O. Box Stn Prov Govt  
Victoria BC V8W 9P1

Dear Neil Lilley:

Thank you for your response regarding the inadequate staffing of paramedics in Mackenzie. Although I applaud you and your team for your "Scheduled On-Call" model that will address issues in other communities, it does not work for Mackenzie.

I took the time to check the population of each of the Communities who are currently receiving this temporary incentive and quickly realized Mackenzie should not be included in this list. The majority of the communities listed have a population of less than 2,000 persons and there are only two communities over 3,000, Mackenzie being one of them.

The only other community over 3,000 people is Bowen Island and their top industries are Business Services and Health Care & Social Services. Mackenzie on the other hand is a resource-based economy supporting the logging, mining, mineral exploration and log processing industries. It is very evident that the occupations that residents of Mackenzie work in are of a much higher risk than Bowen Island. The coverage area for our paramedics is probably one of the largest in the province which requires paramedics to respond to calls more than 200 km away on gravel roads.

As I stated in my original letter to Dr. Leanne Heppell, Mackenzie should have been one of the communities that switched to 24/7 coverage in October 2021. The communities of Burns Lake, Fort St James, Chetwynd and Houston were all converted to full time coverage at this time, and I cannot believe Mackenzie was left out of this model. All of the communities listed above have smaller populations, two of which are only half the population of Mackenzie. In addition, all of these hospitals are in closer proximity to other hospitals/resources. It is a 2-hour drive from Mackenzie to our next closest hospital and paramedic support. During the winter months, the drive can take up to 3 hours.

I encourage you to re-evaluate the current model Mackenzie is operating under as it is abundantly clear we are being underserved by BC Emergency Health Services. There is a solution to this inequity, and I am pleading with you to make that decision. Our community and its safety should be a top priority, as it is only a matter of time before a tragedy that could be averted occurs.

Kind Regards,



Mayor Joan Atkinson

District of Mackenzie  
Cell 250-997-8052  
Email: [joan@districtofmackenzie.ca](mailto:joan@districtofmackenzie.ca)

*I acknowledge that I live and work within the traditional territory of the Tse'khene People of the McLeod Lake Indian Band*



- c.c. Adrian Dix, Minister of Health, Province of BC  
Dr. David Byres, CEO Provincial Health Services Authority  
Dr. Leanne Heppell, Chief Ambulance Officer, BC Emergency Health Services  
Derek Rains, Executive Director, Business Operations and Support  
Leslie White, Director, Strategic Policy and Planning  
Troy Clifford, Ambulance Paramedics of BC  
Mike Morris, Member Legislative Assembly, Prince George Mackenzie



**From:** Megan Brumovsky <[megandb@telus.net](mailto:megandb@telus.net)>

**Sent:** August 4, 2022 12:29 PM

**To:** Terry Gilmer <[terry@districtofmackenzie.ca](mailto:terry@districtofmackenzie.ca)>; Diane Smith <[diane@districtofmackenzie.ca](mailto:diane@districtofmackenzie.ca)>; Emily Kaehn <[ekaehn@districtofmackenzie.ca](mailto:ekaehn@districtofmackenzie.ca)>; Joan Atkinson <[joan@districtofmackenzie.ca](mailto:joan@districtofmackenzie.ca)>; Andy Barnes <[andy@districtofmackenzie.ca](mailto:andy@districtofmackenzie.ca)>; Viktor Brumovsky <[viktor@districtofmackenzie.ca](mailto:viktor@districtofmackenzie.ca)>; Peter Grogan <[peter@districtofmackenzie.ca](mailto:peter@districtofmackenzie.ca)>; Raye McMeeken <[Raye@districtofmackenzie.ca](mailto:Raye@districtofmackenzie.ca)>; Amber Hipkiss <[amber@districtofmackenzie.ca](mailto:amber@districtofmackenzie.ca)>; Jim Wiens <[jim@districtofmackenzie.ca](mailto:jim@districtofmackenzie.ca)>

**Subject:** Ernie Bodin tenant support

Dear District of Mackenzie staff, Mayor Atkinson, and Council:

Mackenzie residents are aware that, on July 25, 2022, council voted 4-2 in favour of decommissioning and demolishing the Ernie Bodin Centre within two years, leaving the current tenants without enough funds, time nor resources to relocate.

To quote the council meeting agenda, *The EBCC has been a pivotal part of the Mackenzie community for over 50 years offering space for a diverse group of tenants. As the building nears the end of its service life, a transition master plan is being developed to continue supporting the community. A Vision & Needs Workshop was conducted with the current EBCC user groups to understand how the existing facility is performing and what could be done to support users.*

The District of Mackenzie has set an unreasonable deadline for these not-for-profit tenants who STRONGLY benefit residents, some of whom spoke up prior to the motion. Now, we, Mackenzie residents, your voters, would like to see an addition to your next Council Meeting Agenda that includes a deadline set prior to the upcoming election, for YOU to complete, and publicly share, the promised "Transition Master Plan".

All tenants who attended the "Vision & Needs Workshop" were plainly, and repeatedly, told that there was NO PLAN in place and promised that they would have the opportunity to work collaboratively to build a plan with the district. This was not the case; tenants were blindsided and are now left essentially homeless.

Thank you in advance for following through on this "Transition Plan"; we look forward to seeing these groups' appropriately supported in the immediate future.

*Please note that I no longer represent the Mackenzie Community Arts Council publicly; I am only mentoring staff and board for a limited time. That being said, I support ALL the users in the Ernie Bodin Centre as they give back so much to our community and many suffered enough stress during the pandemic. I do hope that my eight years volunteering to improve the reputation of MCAC wasn't wasted.*

*Terry, please contact me to discuss options for South Williston-Mackenzie Girl Guide storage.*

Sincerely,

--

**Megan D. Brumovsky**

"The people who are crazy enough to think they can change the world are the ones who do."  
~Steve Jobs

July 25, 2022

Mayor Joan Atkinson and Council  
District of Mackenzie  
Bag 340  
Mackenzie, BC V0J 2C0

RECEIVED  
JUL 29 2022

DISTRICT OF  
MACKENZIE

Dear Mayor Joan Atkinson and Council:

**RE: CANADA COMMUNITY-BUILDING FUND: FIRST COMMUNITY WORKS FUND  
PAYMENT FOR 2022/2023**

I am pleased to advise that UBCM is in the process of distributing the first Community Works Fund (CWF) payment for fiscal 2022/2023. An electronic transfer of \$110,670.21 is expected to occur early August. This payment is made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Canada Community-Building Fund (Gas Tax Fund) can be found on our [website](#).

For further information, please contact Canada Community-Building Fund Program Services by e-mail at [ccbf@ubcm.ca](mailto:ccbf@ubcm.ca) or by phone at 250-356-5134.

Sincerely,



Councillor Laurey-Anne Roodenburg  
UBCM President

PC: Kerri Borne, Chief Financial Officer



LEGISLATIVE ASSEMBLY  
of BRITISH COLUMBIA



July 19, 2022

By email @ [EDUC.Minister@gov.bc.ca](mailto:EDUC.Minister@gov.bc.ca) and by surface mail

Hon. Jennifer Whiteside  
Minister of Education and Child Care  
PO Box 9045, STN Prov Govt,  
Victoria, BC V8W 9E2

Dear Minister Whiteside,

**Re: Mackenzie Elementary Demolition**

I am writing you today regarding constituent concerns around the state of the old Mackenzie Elementary building, known as Mac 1 locally, in Mackenzie. The building has been left standing empty for many years now, and it is causing safety issues in Mackenzie. I have had multiple constituents come to me with concerns around this issue recently, and I trust this letter properly expresses their frustrations over the issue. I request the Ministry of Education fully fund the demolition of the derelict Mackenzie Elementary building at the earliest possible opportunity.

The most significant concern is the health and safety for the citizens of Mackenzie. The derelict building is constantly vandalized and break in attempts are a regular occurrence. Garbage, often created from the illegal use of the building, is often scattered in the area around the building. This is a major health and safety concern, as this building is in a beautiful park in Mackenzie, as such families with kids play there all the time. Children playing in the area around the derelict building are often confronted with broken glass, sharp metals and other hazardous objects that have no place in a public park, it is simply not acceptable that these families must deal with the risk of their child running through broken glass or mangled metal. At a recent municipal council meeting, the RCMP expressed concern over the public safety issues the building presents, and advised council they support the demolition of the building as soon as possible. The families of Mackenzie that use this park deserve better. It is my understanding that the local municipal government is waiting for the building to come down before taking possession of the land, as such the delay in demolishing is delaying the District of Mackenzie's ability to make an already beautiful park better.

On a secondary note, I want to note the burden the delay in demolition has put on tax payers. My understanding is the Board of Trustees for School District 57 has requested funding to demolish the building for many years now. In that time, the costs have increased. Just in the past year alone the costs increased by \$450,000. That's \$450,000 that could have been invested in our students in our schools getting an education, not covering inflation on demolition costs. I fear this will only get worse with future delays. The building needs to come down so we can better invest in our students.

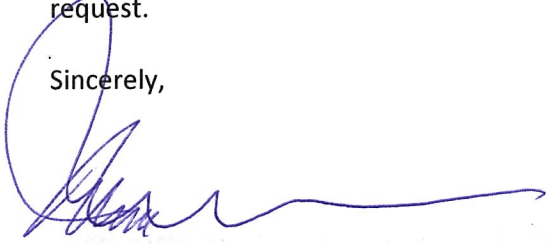
Prince George:  
#102, 1023 Central St. West  
Prince George, BC V2M 3C9  
Phone: 250-612-4194  
Fax: 250-612-4191

Mackenzie  
P.O. Box 2125 140 - 403 Mackenzie Blvd.  
Mackenzie BC V0J 2C0  
Phone: 250-997-5232  
Fax: 250-997-5631

Legislative Office:  
Room 201  
Victoria, BC V8V 1X4  
Phone: 250-356-6171  
Website: [mikemorrismla.ca](http://mikemorrismla.ca)

I am happy to discuss this issue in more depth with you, and my Mackenzie office is ready to assist with anything on the ground in Mackenzie you may need. I thank you for taking the time to consider my request.

Sincerely,



**MIKE MORRIS MLA**  
**Prince George-Mackenzie**

cc Mayor Joan Atkinson  
District of Mackenzie  
cc Chair Sharel Warrington  
School District 57, Board of Trustees  
cc Christina Zacharuk  
Deputy Minister of Education and Child Care

**From:** "Kellett, Mike" <[Mike.Kellett@bchydro.com](mailto:Mike.Kellett@bchydro.com)>  
**Date:** July 27, 2022 at 9:43:37 AM PDT  
**Subject:** Temporary suspension of Beautification Program

Good morning,

BC Hydro is proud of the partnerships we have developed with local governments in undergrounding power lines in important areas of their communities through our Beautification Program.

However, increased demand for customer connections and new developments across BC are causing us to focus more of our technical resources to this critical work.

As a result, effective immediately, BC Hydro will be temporarily suspending its Beautification Program.

We are also confirming that funding assistance will be maintained on any previously approved projects and any recently submitted applications, still undergoing evaluation, will be considered for funding subsidy.

We know this information may be disappointing but trust that you will understand our need to refocus our technical resources on the increasing demands for electrical power connections across the province.

Outside of this program, local governments can still pursue undergrounding or other improvement projects by reaching out to [www.bchydro.com/myhydroconnections](http://www.bchydro.com/myhydroconnections).

In addition, our Decorative Wrap Program remains in place at: [www.bchydro.com/community/in\\_your\\_region/decorative-wraps](http://www.bchydro.com/community/in_your_region/decorative-wraps).

Thank you,

---

**Mike Kellett** | Manager, Northern Community Relations

**BC Hydro**  
3333 – 22<sup>nd</sup> Avenue  
Prince George, BC V2N 1B4

**P** 250 561 4929  
**M** 250 613 9087  
**E** [mike.kellett@bchydro.com](mailto:mike.kellett@bchydro.com)

[bchydro.com](http://bchydro.com)

**Smart about power in all we do.**

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This email and its attachments are intended solely for the personal use of the individual or entity named above. Any use of this communication by an unintended recipient is strictly prohibited. If you have received this email in error, any publication, use, reproduction, disclosure or dissemination of its contents is strictly prohibited. Please immediately delete this message and its attachments from your computer and servers. We would also appreciate if you would contact us by a collect call or return email to notify us of this error. Thank you for your cooperation.

**From:** MUNI UBCM Meeting Requests MUNI:EX <[MUNI.UBCM.MeetingRequests@gov.bc.ca](mailto:MUNI.UBCM.MeetingRequests@gov.bc.ca)>  
**Sent:** Wednesday, August 3, 2022 2:16 PM  
**Subject:** Invitation to Meet with Office of Seniors Advocate and Land Title and Survey Authority of British Columbia During UBCM Convention  
**Importance:** High

This message is being sent to all UBCM Member Municipalities, Regional Districts and First Nations on behalf of the Ministry of Municipal Affairs.

**Subject:** Invitation to Meet with the Office of the Seniors Advocate and the Land Title and Survey Authority of British Columbia During UBCM Convention

**Intended Recipient(s):** Mayors/Regional District Chairs/Islands Trust Chair/CAOs  
and cc: General Email and Secretaries  
Chiefs and Chief Councillors  
and cc: Secretaries and Alternates

**Attachments:** One (1) Updated Provincial Appointment Book, and message below

If you have received this message in error, we ask that you please forward it to the appropriate person in your office.

**MESSAGE:**

**2022 UBCM Convention – Ministries, Agencies, Commissions and Corporations (MACC) Staff Meetings**

Senior staff from the Office of the Seniors Advocate (OSA) and the Land Title and Survey Authority of British Columbia (LTSA) are pleased to offer UBCM Delegates an opportunity to meet to discuss matters related to the following: (See page 44 of the attachment for more details)

- Office of the Seniors Advocate (OSA) - OSA monitors and analyzes seniors services and issues in B.C., and makes recommendations to government and service providers to address systemic issues. OSA also provides information and referrals for individuals who are navigating seniors services and tracks their concerns, which helps inform future work.
- Land Title and Survey Authority of British Columbia (LTSA) - LTSA is a statutory corporation responsible for operating B.C.'s land title and survey systems and the Land Owner Transparency Registry (LOTR). LTSA provides land information and datasets to the province, local governments and other public agencies. The services include mapped databases such as ParcelMap BC and AUTOPROP.

As a reminder, meetings will be held at the Hilton Whistler Hotel, Cheakamus Room - 8:30 am – 4:00 pm on Tuesday, September 13, 2022 - Thursday, September 15, 2022.

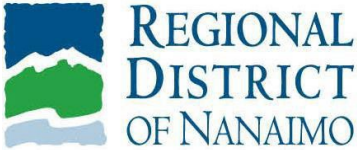
To request a meeting with OSA or LTSA staff, please complete the form located at: <https://www.civicinfo.bc.ca/UBCMMeetingRequest/Staff>.

The deadline to submit online meeting requests is **Tuesday, August 23, 2022**. Meeting confirmation details will be sent to the contact(s) identified on your meeting request form.

If you have any questions, please contact the MACC Staff Meeting Coordinator, Eri Moriya, by phone at: 778 698-1686, or the Assistant MACC Staff Meeting Coordinator, Sarah Staszkiel, by phone at: 778 405-1784. You may also reach out via email at: [MUNI.UBCM.MeetingRequests@gov.bc.ca](mailto:MUNI.UBCM.MeetingRequests@gov.bc.ca).

Regards,

Birgit Schmidt, Director  
MUNI UBCM Convention Coordinator  
Local Government Division | Ministry of Municipal Affairs  
Phone: 778 698-3260 | Email: [Birgit.Schmidt@gov.bc.ca](mailto:Birgit.Schmidt@gov.bc.ca)



July 22, 2022

Dear B.C. Chairs and Mayors:

I write to seek your support for the Regional District of Nanaimo's UBCM resolution urging UBCM to work with the Ministry of Municipal Affairs and local governments in a collective endeavour to modernize the *Local Government Act*.

Regional districts are limited in their legislative authority in comparison with municipalities in several key areas such as business licensing authority, subdivision approval, regulation of fireworks discharge, parking enforcement, tree management, and taxation and funding models.

Further, social, political and economic environments that local governments operate within continue to evolve in areas such as climate change, environmental stewardship and a recognition of the importance of First Nations' meaningful participation in regional governance. These realities should be reflected in updated legislation. Inclusive governance, a goal identified in the Province's Action Plan under the *Declaration of the Rights of Indigenous Peoples Act*, is an important aspect of legislative reform and will inform any re-envisioning of the *Local Government Act*.

This initiative is also of interest to municipal officials, including to those who look to level the playing field with their rural neighbours, as many aspects of municipal operations are contained in the *Local Government Act*. The planning framework, shared by regional districts and municipalities, is within the *Local Government Act* and needs updating.

In June 2021, the Regional District of Nanaimo, with Don Lidstone, Q.C., hosted a virtual half-day session with regional district Chairs and CAOs across BC to explore the possibility of mobilizing a collaborative effort to modernize the legislation. Participants expressed an interest in proceeding with the initiative, pending approval of their Boards.

On April 1, 2022, the Chairs of the Regional District of Nanaimo and Alberni-Clayoquot Regional District, together with Don Lidstone, hosted a workshop on this topic at the AVICC Convention which was attended by elected officials from regional districts and municipalities and generated robust discussion. The slide presentation used at that session is attached for reference.



The Regional District of Nanaimo resolution, endorsed at the April AVICC Convention and included in the 2022 UBCM resolutions book, proposes action on this matter as follows:

*WHEREAS regional districts are limited in their legislative authority in comparison with municipalities in several key areas such as business licensing authority, subdivision approval, regulation of fireworks discharge, parking enforcement, tree management, and taxation and funding models;*

*AND WHEREAS the social, political and economic environments that local governments operate within continue to evolve in areas such as climate change, environmental stewardship and a recognition of the importance of First Nations' participation in regional governance, and these realities should be reflected in updated legislation;*

*THEREFORE BE IT RESOLVED THAT UBCM be urged to work with the Ministry of Municipal Affairs and regional districts to further a legislative reform initiative for the purpose of comprehensively reviewing and modernizing the Local Government Act.*

In addition, the RDN has requested a meeting with Minister Cullen, to be arranged jointly with Chair John Jack of the Alberni-Clayoquot Regional District, to discuss this initiative further at the upcoming UBCM Convention.

We welcome your support of the UBCM resolution and look forward to achieving forward momentum and interjurisdictional collaboration for this important initiative.

Sincerely,

A handwritten signature in black ink, appearing to read "Tyler Brown". The signature is fluid and cursive, with a long horizontal stroke at the end.

Tyler Brown, Chair  
Regional District of Nanaimo

# Legislative Reform Initiative: Continuing the Discussion

2022 AVICC Annual Convention

April 1, 2022

9:00 -11:00

# Agenda

- 9:00-9:10 Welcome and Introductions
- 9:10-9:30 Legislative Reform Initiative: Context and Background
- 9:30-10:25 Discussion: Ideas for Legislative Change
- 10:25-10:45 Discussion: Process to Achieve this Objective
- 10:45-10:55 Discussion: Next Steps to Continue Momentum
- 10:55-11:00 Conclusion/Wrap Up

# Panel

- **Tyler Brown**, Chair, Regional District of Nanaimo; Member of Council, City of Nanaimo
- **John Jack**, Chair, Alberni-Clayoquot Regional District; Member of Council, Huu-ay-aht First Nation
- **Douglas Holmes**, Chief Administrative Officer, Regional District of Nanaimo
- **Don Lidstone**, Q.C., Managing Partner, Lidstone & Company

# The Challenge

- Limits on legislative authority no longer supported by policy rationales
- Demographics/population growth/increased development/sparsely populated areas
- Business licensing, subdivisions, fireworks, parking, tree management
- Is such a distinction between authority of regional districts and municipalities still supportable?
- Revenue generation, models of taxation, funding for services – lack of flexibility in current paradigm

# The Challenge (continued)

- Establishing services to optimize scale, cost distribution, fair participation
- Urban/rural friction
- Social, political, economic values have shifted significantly since legislation was drafted.

# Purpose of Today's Workshop

- Continue the conversation
- Hear from local government partners about aspects of the legislation in need of reform
- Confirm support for this important initiative
- Focus forward momentum and collaboration

# Summary of Issues

- *Community Charter* replaced *Municipal Act* in 2003; excellent example of municipal legislation in Canada
- *Local Government Act* created 1966, based on 1849 legislation. Not overhauled in early 2000s as planned.



# Summary of Issues Continued

- Challenges with *LGA*:
  - a) convoluted language
  - b) anachronistic provisions
  - c) inflexible
  - d) restrictions on taxation/revenue generation
  - e) complexities in service establishment
  - f) lacks provisions to allow RDs to regulate, prohibit and impose requirements by bylaw without provincial approval
- Social/environmental values have changed since *LGA* was drafted, including:
  - a) First Nations inclusive governance/reconciliation
  - b) climate change
  - c) environmental stewardship

# Some Themes from Session with Regional District Chairs and CAOs on June 25, 2021

- First Nations must be invited to be part of this modernizing exercise
- UBCM involvement in this initiative is of great value
- A new legislative scheme should contemplate seven generations into the future; establish a framework responsive to future societal changes

# Themes from Discussion June 25, 2021, continued

- “Be careful what you wish for”: More authority requires more resources
- Ensure core task of modernizing RD legislation is not sidetracked by other issues
- RDs need more flexibility with revenue sources.  
Municipalities have authority to use fees to shape behaviour.

# Themes from Discussion June 25, 2021, continued

- Community amenity contributions should be addressed as part of this initiative
- Consultation with Boards, First Nations, stakeholders, developers, owners, citizens, and the Province is key
- MFA could be part of “blue ribbon panel” or a separate technical advisory group

# Legislative Reform Ideas Roundtable Discussion

- What kind of legislative reform do you envision?
- How would things improve?

# Outline of Process Proposed at June 25, 2021, Session

- 1) Establish a Committee of Board Chairs/CAOs to oversee legislation review process
- 2) Develop “blue ribbon panel”: 3 - 4 experts to identify problems, solutions, consequences. Provide an economic, social, environmental analysis for proposed solutions.
  - a) Panel comprised of elected officials, administrators, and a consultant
  - b) Panel reports to a “parliament” of elected officials/CAOs for guidance
  - c) Process subject to a non-disclosure agreement

# Outline of Proposed Process Continued

- 3) Conduct thorough consultation with affected RDs and municipalities
- 4) Invite treaty and non-treaty First Nations as partners in the process
- 5) Based on outcomes from “blue ribbon panel,” Board Chairs produce detailed draft Regional District Charter with accompanying commentary of approximately 15 pages

# Outline of Proposed Process Continued

- 6) Identify and consult stakeholder groups including elected officials, administration, LGMA, and MFA. Symposiums could also be conducted for stakeholders to submit ideas and establish a consensus.
- 7) Develop plan to identify milestones of the process to reform legislation.



# Outline of Proposed Process Continued

- 8) Establish buy-in from the Premier and Minister of Municipal Affairs
- 9) Engage in the legislative drafting process. Provincial legislative counsel would ultimately present a draft bill to the Legislative Assembly.
- 10) Aim for spring of 2024

# Continuing the Momentum

- Where do we go from here?
- Ideas for next steps

**From:** Spragg Art <[michellecspragg@gmail.com](mailto:michellecspragg@gmail.com)>

**Sent:** August 4, 2022 1:46 PM

**To:** Terry Gilmer <[terry@districtofmackenzie.ca](mailto:terry@districtofmackenzie.ca)>; Diane Smith <[diane@districtofmackenzie.ca](mailto:diane@districtofmackenzie.ca)>; Emily Kaehn <[ekaehn@districtofmackenzie.ca](mailto:ekaehn@districtofmackenzie.ca)>; Joan Atkinson <[joan@districtofmackenzie.ca](mailto:joan@districtofmackenzie.ca)>; Andy Barnes <[andy@districtofmackenzie.ca](mailto:andy@districtofmackenzie.ca)>; Viktor Brumovsky <[viktor@districtofmackenzie.ca](mailto:viktor@districtofmackenzie.ca)>; Peter Grogan <[peter@districtofmackenzie.ca](mailto:peter@districtofmackenzie.ca)>; Raye McMeeken <[Raye@districtofmackenzie.ca](mailto:Raye@districtofmackenzie.ca)>; Amber Hipkiss <[amber@districtofmackenzie.ca](mailto:amber@districtofmackenzie.ca)>; Jim Wiens <[jim@districtofmackenzie.ca](mailto:jim@districtofmackenzie.ca)>

**Subject:** EBCC and future visions of Mackenzie

Dear District of Mackenzie staff, Mayor Atkinson, and Council:

Mackenzie residents are aware that, on July 25, 2022, council voted 4-2 in favour of decommissioning and demolishing the Ernie Bodin Centre within two years, leaving the current tenants without enough funds, time nor resources to relocate.

To quote the council meeting agenda, *The EBCC has been a pivotal part of the Mackenzie community for over 50 years offering space for a diverse group of tenants. As the building nears the end of its service life, a transition master plan is being developed to continue supporting the community. A Vision & Needs Workshop was conducted with the current EBCC user groups to understand how the existing facility is performing and what could be done to support users.*

The District of Mackenzie has set an unreasonable deadline for these not-for-profit tenants who STRONGLY benefit residents, some of whom spoke up prior to the motion. Now, we, Mackenzie residents, your voters, would like to see an addition to your next Council Meeting Agenda that includes a deadline set prior to the upcoming election, for YOU to complete, and publicly share, the promised "Transition Master Plan".

All tenants who attended the "Vision & Needs Workshop" were plainly, and repeatedly, told that there was NO PLAN in place and promised that they would have the opportunity to work collaboratively to build a plan with the district. This was not the case; tenants were blindsided and are now left essentially homeless.

There should be a meeting to address the concerns of Mackenzie residents. As a concerned citizen, I have already taken it upon myself to reach out to Racheal Weber and Terry Gilmer about having a public info session to have questions answered and to put peoples' minds at ease over the current situation. It seems that currently the public discourse is limited to many rumours and gossiping, which is not helpful and fuels animosity and frustration within the community.

I spoke briefly at the last council meeting and you assured me that you would be working closely to forge a path forward together as a community.

Please tell me that we can facilitate such a meeting. There are lots of avenues to pursue such as grants, endowments, etc. However we need all the available information and to get creative in overcoming certain struggles and it will not happen if we do not know the truth. As new comers to Mackenzie, there are many of us that would offer solutions. I am on the MCAC board and we are persuing all our options, but clarity surrounding the situation as a whole would be greatly beneficial in helping us move forward.

Sincerely,

Michelle Bobrel

**From:** Shaylee Munn <[shayleemunn18@gmail.com](mailto:shayleemunn18@gmail.com)>

**Sent:** August 4, 2022 3:16 PM

**To:** Terry Gilmer <[terry@districtofmackenzie.ca](mailto:terry@districtofmackenzie.ca)>; Diane Smith <[diane@districtofmackenzie.ca](mailto:diane@districtofmackenzie.ca)>; Emily Kaehn <[ekaehn@districtofmackenzie.ca](mailto:ekaehn@districtofmackenzie.ca)>; Joan Atkinson <[joan@districtofmackenzie.ca](mailto:joan@districtofmackenzie.ca)>; Andy Barnes <[andy@districtofmackenzie.ca](mailto:andy@districtofmackenzie.ca)>; Viktor Brumovsky <[viktor@districtofmackenzie.ca](mailto:viktor@districtofmackenzie.ca)>; Peter Grogan <[peter@districtofmackenzie.ca](mailto:peter@districtofmackenzie.ca)>; Raye McMeeken <[Raye@districtofmackenzie.ca](mailto:Raye@districtofmackenzie.ca)>; Amber Hipkiss <[amber@districtofmackenzie.ca](mailto:amber@districtofmackenzie.ca)>; Jim Wiens <[jim@districtofmackenzie.ca](mailto:jim@districtofmackenzie.ca)>

**Subject:** EBCC - Transition Master Plan

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Thank you in advance for following through on this "Transition Plan"; we look forward to seeing these groups' appropriately supported in the immediate future.

Sincerely,

Shaylee Munn, Resident of Mackenzie

**From:** LeeAnne Christen <[dolphin6@telus.net](mailto:dolphin6@telus.net)>

**Sent:** August 4, 2022 4:55 PM

**To:** Terry Gilmer <[terry@districtofmackenzie.ca](mailto:terry@districtofmackenzie.ca)>; Diane Smith <[diane@districtofmackenzie.ca](mailto:diane@districtofmackenzie.ca)>; Emily Kaehn <[ekaehn@districtofmackenzie.ca](mailto:ekaehn@districtofmackenzie.ca)>; Joan Atkinson <[joan@districtofmackenzie.ca](mailto:joan@districtofmackenzie.ca)>; Andy Barnes <[andy@districtofmackenzie.ca](mailto:andy@districtofmackenzie.ca)>; Viktor Brumovsky <[viktor@districtofmackenzie.ca](mailto:viktor@districtofmackenzie.ca)>; Peter Grogan <[peter@districtofmackenzie.ca](mailto:peter@districtofmackenzie.ca)>; Raye McMeeken <[Raye@districtofmackenzie.ca](mailto:Raye@districtofmackenzie.ca)>; Amber Hipkiss <[amber@districtofmackenzie.ca](mailto:amber@districtofmackenzie.ca)>; Jim Wiens <[jim@districtofmackenzie.ca](mailto:jim@districtofmackenzie.ca)>

**Subject:** Tenants of the EBCC

Dear District of Mackenzie staff, Mayor Atkinson, and Council:

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Thank you in advance for following through on this "Transition Plan"; we look forward to seeing these groups' appropriately supported in the immediate future.

Sincerely,

Mrs. LeeAnne Christen

4 Crysedale Dr  
PO Box 2172  
Mackenzie, BC V0J 2C0

August 8, 2022

Dear District of Mackenzie, Mayor Atkinson and Council,

We only heard about the destruction of the Ernie Bodin Centre on the day it went to vote. I am sure you did send notices, but we did not see them.

We find it unbelievable that the District and Council would make such a momentous decision without having a solid plan in place to relocate the current tenants of this well used building. It feels like the District cares more about the town looking new and pretty, than the well being of it's residents.

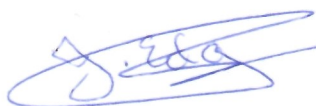
We need these groups. How would we get our information or emergency bulletins without the radio? This town has a big enough problem with drug/alcohol addicts and now you want to take away their meeting place. They are struggling enough as it is. The Thrift Store is well loved by everyone. It not only gives the residents an affordable place to shop, but also benefits the hospital, and in these times we should all be concerned about recycling. Isn't our town population made up of about 1/3 seniors. Will they be stuck at home now, with no safe place to go? The Arts Centre is central to the mental wellbeing of all the town's residents, from children to the elderly. Isn't our town history important to preserve and shared with visitors, newcomers and future generations? Not to mention, other groups who use the Centre for storage and the Christmas Craft Fair.

These user groups represent most of the town in one way or another, and are all non-profit organizations. Where are they supposed to go? They can not afford rent in a private facility, even if there was one to be had. We understand that you have given them two years to vacate, but two years or twenty years, will make no difference to them. They have basically been left, high and dry.

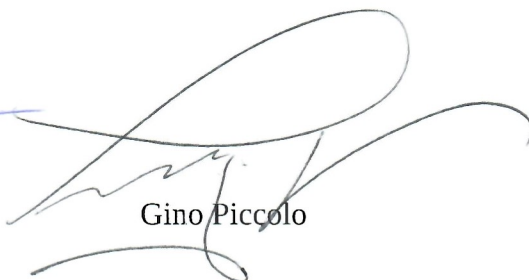
This is so wrong. We agree the current building is old, but personally, we would rather see necessary renovations made to it, so that these groups can continue to operate in our town. It is centrally located, which means easier access for those who don't drive and even those who do, especially in winter. The Rec Centre would seem like an obvious choice for some of these groups, but I don't think it has the room. We have no issue with the actual demolition of the building, providing the tenants have been relocated, but therein remains the problem.

Please re-think this decision, at least until a solid plan is in place to relocate these tenants. These groups are not in a position to do it by themselves. Our residents need these groups and the groups need your help.

Sincerely,



Joy Edgett



Gino Piccolo



Denis Blonsky

June 17-18, 2022 in Prince George, BC and via videoconference

## **2023 NCLGA AGM & CONVENTION**

Updates were provided on activities to date from the 2023 NCLGA AGM & Convention Planning Committee, which consists of representatives from the NCLGA and the City of Dawson Creek and District of Chetwynd Host Communities. A “Save the Date” release will be emailed to NCLGA members and posted on the NCLGA website.

## **COMMUNITY LEADERSHIP AWARDS**

The Board of Directors were informed that the Community Leadership Award process was undergoing revisions to streamline the process and increase participation rates. The draft process will be presented for approval at the September 2022 NCLGA Board of Directors meeting.

## **NCLGA OPERATIONS UPDATE**

Executive Director, Terry Robert, provided highlights of ongoing activities by staff related to NCLGA operations, including revisions to the *NCLGA Resolutions Submission Guidelines* and *NCLGA Board of Directors Nominations Guide*, updates to the NCLGA Website ([www.nclga.ca](http://www.nclga.ca)), and an upcoming NCLGA Policies and Bylaws review.

## **NCLGA COMMITTEE TERMS OF REFERENCES**

Updated Terms of References were reviewed and approved for the following NCLGA Committees: Executive, Finance, Governance, Planning & Priorities, 2023 AGM Planning Committee. The draft Terms of References for the Indigenous Relations and Health Care Committees were deferred to the September 2022 Board of Directors meeting.

## **ADVOCACY ROUNDTABLE DISCUSSION**

The NCLGA Board of Directors engaged in a robust roundtable discussion on the 2022/2023 Resolutions approved at the Annual General Meeting in May 2022. Priority topics for future advocacy work were contemplated, including (but not limited to): access to health care in the region, mental health services, access to Energy Advisors in the NCLGA operating area, support and funding for veterinary students, placing medical locums in smaller rural communities, and funding for recruitment and retention efforts for BC Emergency Hospital Services workers.

*If you have any questions on the contents of this Highlights report, please contact [admin@nclga.ca](mailto:admin@nclga.ca).*



## **Vancouver Foundation: Recovery and Resiliency Fund**



The Recovery and Resiliency Fund is a ground-breaking new fund made possible through a partnership between Government of BC, [Vancouver Foundation](#),

[United Way BC](#), and [New Relationship Trust](#) that will distribute \$34 million to charitable and non-profit organizations, of which Vancouver Foundation has contributed \$4 million. This Fund will provide flexible, three-year grants of \$50,000 and \$72,000 per year to eligible organizations that have been disproportionately impacted by the pandemic. \$5 million of the Fund will go to New Relationship Trust to grant directly to Indigenous-led organizations with annual revenues of more than \$1 million. To learn more about this funding opportunity, and to apply, visit [The Vancouver Foundation grant page](#). Applications are now open until September 30<sup>th</sup>, 2022.

## **For Your Information**

### **Northern BC Climate Action network (NorthCAN)**

The **Northern BC Climate Action Network (NorthCAN)** is looking to the public for members. NorthCAN brings together representatives from local government, Indigenous communities, education, health care, business and industry, and NGOs and acts as a hub for sharing knowledge and experiences, identifying opportunities to collaborate, and leveraging capacity. [Click here to join](#)

### **Middle Development Years – School Districts and Early Years Report**

University of British Columbia, in collaboration with Human Early Learning Partnership (HELP), offers the [Middle Years Development Instrument \(MDI\)](#), a self-report questionnaire completed by children in Grades 4 through 8. It helps to understand and support children's well-being and positive development in the middle years.

## **Resources (toolkits, reports, websites)**

### **The Role of Municipalities in Advancing Women's Equity in Canada - UNESCO**

This report, author Dr Meghan Brooks the [role municipalities can play in advancing gender equity](#). Municipal governments are not only well placed to apply a gender lens to

city planning and decision-making but have an imperative to do so in order to adequately serve residents.

### **POWER WITH – Youth Engagement Handbook**

Effective youth engagement also helps us build healthy and inclusive communities for the future. Learn how to effectively engage youth with the help of this [handbook](#) published by the Youth Services Bureau of Ottawa.

## **Events & Learning Opportunities**

### **2022 UBC International Road Safety Symposium**

**Date: October 31 – November 1, 2022**

The UBC Bureau of Integrated Transportation Safety and Advanced Mobility (BITSAM) and the BC Centre for Disease Control (BCCDC) invite you to take part in the [UBC International Road Safety Symposium](#). International experts will join local government and provincial experts to discuss their experience and recent research on effective solutions in the BC and Canadian context.

### **Creating Healthy Public Policy – Equitable Extreme Heat Planning**

**Date: August 17, 2022**

Healthy public policy is a powerful tool government can use to meaningfully improve the lives of their constituents. [BC Healthy Communities](#) is hosting the next in this series of webinars, [Equitable Extreme Heat Planning](#). This session is a collaboration with Northern Health and other key decision makers and aims to help northern communities plan for, and respond to, the next extreme heat event in northern BC.

## **Funding Opportunities**

### **Federal Local Food Infrastructure Fund**

**Applications begin October 1, 2022**

The [FireSmart Community Funding & Supports program](#) provides funding to local governments and First Nations in BC to increase community resiliency by undertaking community based FireSmart planning and activities that reduce the community's risk from wildfire. Two webinars have been scheduled to help returning and new applicants understand the changes to the program: July 15, 2022 and October 13, 2022.

Please [register](#) in advance.

## **Community to Community Forum**

**Deadline: September 2, 2022 & December 2, 2022**

The goal of a [Regional C2C Forum](#) is increased understanding and improved overall relations between First Nations and local governments. Forum events are intended to provide a time and place for dialogue to build on opportunities, support reconciliation efforts, resolve issues of common responsibility, interest or concern, and/or to advance tangible outcomes.

## **Government of Canada: Natural Infrastructure Fund**

**Deadline: Ongoing**

The Government of Canada is accepting applications for new projects through the [Small Projects Stream of the Natural Infrastructure Fund \(NIF\)](#). The \$200 million NIF supports building community awareness of the value of natural infrastructure. It will bring noticeable benefits to communities across Canada by improving access to nature, providing cleaner air and water, protecting and preserving biodiversity and wildlife habitats and mitigating carbon emissions.

## **ChildCare BC New Spaces Fund**

**Deadline: When funding runs out**

The [ChildCareBC New Spaces Fund](#) provides funding to create new licensed child care, helping families access, affordable, quality, and inclusive child care as a core service they can depend on, while strengthening communities throughout British Columbia.

## **Reaching Home – BC Rural and Remote Homelessness Strategy**

**Deadline: Ongoing**

The [BC Rural and Remote Homelessness Strategy Funding](#) is available to communities who are not currently part of an existing Reaching Home funding program, to support projects that reduce and prevent homelessness. Eligible projects can run between April 1, 2022 and March 31, 2023.

# Northern Health Stories

## **Extreme heat – Why it's important to know the risks**

Many people think of British Columbia as having a temperate climate, meaning that during the summer months, we have milder temperatures on average. However, over the past few years, Extreme Heat Emergencies have become increasingly frequent...[continue reading](#).

## Extreme heat – budget friendly ways to prepare your home

Because of climate change, Northern BC is experiencing hotter average summer temperatures and many extremely hot days. While we can't control the weather, there are steps we can take to make our homes better equipped to deal with Extreme Heat Emergencies...[continue reading](#).

## How Northern Health's virtual primary and community care clinic is working with communities

Northern Health's [Virtual Primary and Community Care Clinic \(VPCCC\)](#) was created in the early days of the pandemic, when it was known as the COVID-19 Online Clinic and Information Line. It [was quickly put together](#) to ensure Northern residents could have their questions answered when it came to COVID-19 symptoms, testing, and self-isolation...[continue reading](#).

See the latest stories at [stories.northernhealth.ca](https://stories.northernhealth.ca).

## E-Brief Information

The Healthier Northern Communities [E-Brief](#) is produced by [Northern Health's regional Population and Preventive Public Health program](#).

- **To subscribe**, send a blank email to [healthycommunities@northernhealth.ca](mailto:healthycommunities@northernhealth.ca) with "subscribe" in the subject line.
- **To unsubscribe**, send a blank email to [healthycommunities@northernhealth.ca](mailto:healthycommunities@northernhealth.ca) with "unsubscribe" in the subject line.

**To share information, articles or resources of interest to northern BC communities**, send an email to [healthycommunities@northernhealth.ca](mailto:healthycommunities@northernhealth.ca).

If you have any questions about our list and your privacy, please phone (250) 637-1615.



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## INFORMATION BULLETIN

For Immediate Release  
July 28, 2022

Ministry of Forests  
BC Wildfire Service

### **Category 2/3 open fire prohibition in Prince George Fire Centre**

PRINCE GEORGE—Effective at 12:00 pm (noon) on Thursday, July 28, 2022, Category 2 and Category 3 open burning is prohibited through the Prince George Fire Centre's (PGFC) jurisdiction.

This prohibition will remain in effect until 12:00 pm (noon) on October 15, 2022, or until the order is rescinded.

[More information about open burning is available online](#). Also prohibited are the activities listed below:

- Fireworks;
- Sky lanterns;
- Binary exploding targets;
- Burn barrels or burn cages of any size or description; and
- Air curtain burners.

This prohibition order does not ban campfires that are a half-metre high by a half-metre wide (or smaller) and does not apply to cooking stoves that use gas, propane or briquettes. A poster outlining campfire regulations is [available online](#).

Maps of the effected areas are available online:

- Category 2/3 open fire prohibition: <http://ow.ly/kzYB50K6F1V>
- Activities prohibition: <http://ow.ly/TS0n50K6F3z>

Prohibitions apply to all public and private lands unless otherwise specified (e.g., in an enactment or local government bylaw). Check with local government authorities for restrictions before lighting any fire.

Anyone found in contravention of an open-burning prohibition may be issued a violation ticket for \$1,150, may be required to pay an administrative penalty of up to \$10,000 or, if convicted in court, may be fined up to \$100,000 and/or sentenced to one year in jail. If the contravention causes or contributes to a wildfire, the person responsible may be ordered to pay all firefighting and associated costs.

To report a wildfire, unattended campfire or open burning violation, call 1-800-663-5555 toll-free or \*5555 on a cell phone or through the BC Wildfire Service mobile app.

## INFORMATION BULLETIN

Follow the latest wildfire news:

- on the free BC Wildfire Service public mobile app for Apple (iOS) and Android
- on Twitter: [twitter.com/BCGovFireInfo](https://twitter.com/BCGovFireInfo)
- on Facebook: [facebook.com/BCForestFireInfo](https://facebook.com/BCForestFireInfo)

**Contact:**

Fire Information Officer  
BC Wildfire Service  
Prince George Fire Centre  
250-561-4629

Connect with the Province of B.C. at [www.gov.bc.ca/connect](http://www.gov.bc.ca/connect).

**CCOUNCIL REPORT**

**To:** Mayor and Council  
**From:** Administration  
**Date:** August 2, 2022  
**Subject:** Council Code of Conduct Policy - Revised

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**RECOMMENDATION:**

THAT Council provide final feedback and approval of Council Code of Conduct Policy 1.23.

**BACKGROUND:**

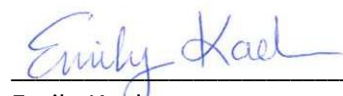
At the Regular Meeting of July 25, 2022, Council reviewed and provided feedback on the draft Council Code of Conduct Policy 1.23. It was requested that the definition for "Conflict of Interest" on page 2 have the words closed-mindedness removed. A final draft of the Council Code of Conduct inclusive of this proposed change has been attached for Council's consideration and any further feedback.

**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,



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Emily Kaehn  
Director of Corporate Services



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Approved for Submission to Council

## **DISTRICT OF MACKENZIE**

### **1.23 Council Code of Conduct**

Established by Council on \_\_\_\_\_ – Resolution No. \_\_\_\_\_

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The District of Mackenzie recognizes that it has a responsibility to assure public confidence in the integrity of the organization and its effective and fair operations. This policy is meant to clarify the District's mission, values and principles by linking them with standards of professional conduct and spelling out acceptable and responsible behaviour in a way that it is clear to all members of Council, staff, and residents of the District.

This Code of Conduct policy is a guide to assist Council in decisions faced in the course of carrying out Council duties and to support them in being proactive toward ethical dilemmas that may arise in the course of Council activities. This policy does not cover every possible situation Council may face so it is important that actions are in harmony with the spirit and intent of this Code of Conduct.

#### **PURPOSE:**

This policy establishes shared standards and expectations to promote ethical decision making and behaviour among members of Council and to maintain respectful interactions among them to contribute to the achievement of the District's client service delivery and community goals.

#### **SCOPE:**

This policy applies to all members of the District of Mackenzie Council.

#### **STATUTORY PROVISIONS:**

The Code of Conduct policy is a supplement to the existing statutes, laws and policies governing the conduct of Council including but not limited to:

- *The British Columbia Human Rights Code;*
- *The British Columbia Community Charter;*
- *The British Columbia Local Government Act (LGA);*
- *The British Columbia Local Elections Campaign Finance Act;*
- *The Worker's Compensation Act of British Columbia;*
- *The Freedom of Information and Protection of Privacy Act (FIPPA);*
- *The District's Discrimination and Harassment Policy; and*
- *The Criminal Code of Canada.*



Council must familiarize themselves with, and recognize that their behaviour is governed by, these statutes, laws, and policies. Provincial legislation and other statutory obligations supersede this Council policy.

**DEFINITIONS:**

<b>Confidential Information</b>	Information or records that could reasonably harm the interests of individuals or organizations, including the District, if disclosed to persons who are not authorized to access the information, as further defined in the <i>Community Charter</i> . For clarity, this includes all information and records from closed meetings of Council until publicly released.
<b>Conflict of Interest</b>	A conflict of interest exists when an individual is, or could be, influenced, by a personal interest, financial or otherwise, when carrying out their public duty. Personal interest can include direct or indirect financial interest, bias, pre-judgment, <b>close-mindedness</b> , or undue influence.
<b>Council</b>	Mayor and Council of the District of Mackenzie.
<b>Gifts and Personal Benefits</b>	Gifts and personal benefits are items or services of value that are received by Council for personal use. These would include, but are not limited to, cash, gift cards, tickets to events, items of clothing, jewelry, pens, food or beverages, discounts, or rebates on purchases, free or subsidized drinks or meals, entertainment, and admission fees to social functions.
<b>Immediate Relative</b>	A spouse (including common-law spouse), parent, parent-in-law, child, brother, sister, brother-in-law or sister-in-law, grandparent, grandparent-in-law, or grandchild.
<b>Municipal Officer</b>	A member of Staff designated as an officer under Section 146 of the <i>Community Charter</i> .
<b>Personal Information</b>	As defined in the <i>FIPPA</i> .
<b>Staff</b>	An employee or contractor of the District. For the purposes of this policy, volunteers are also defined as Staff. Council are not Staff of the District.

**INTERPRETATION:**

In this policy, a reference to a person who holds office includes a reference to the persons appointed as deputy or appointed to act for that person from time to time.

The captions or headings appearing in this policy are inserted for convenience of reference only and shall not affect the interpretation of it.

**COMMITMENT TO RESPONSIBLE CONDUCT:**

1. Council Members recognize that responsible conduct is essential to providing good governance.
2. Council Members acknowledge that responsible conduct is based upon the following four foundational principles to which the District and Council members individually and collectively subscribe:



- a. **Integrity** - conduct and behaviour that respects and upholds the public interest and promotes public confidence in local government. Integrity is based on honesty and the active demonstration of the highest ethical standards and professionalism in all dealings.
  - b. **Respect** - to behave and conduct oneself with politeness, honour, and care shown towards someone or something by demonstrating due regard, deference and consideration for the perspectives, wishes, beliefs, traditions, values and rights of others.
  - c. **Accountability** - conduct and behaviour that exhibits the willingness to account for and accept responsibility for one's conduct, behaviours, words, actions and decisions.
  - d. **Leadership and Collaboration** - conduct and behaviour that demonstrates the ability to lead, guide, actively listen, mobilize and positively influence others, while encouraging people to come together to meet and work around a common goal or objective, or to resolve conflict through collective means and efforts.
3. These foundational principles provide a basis for how Council fulfills their roles and responsibilities, including in their relationships with each other, Staff and with the public. Council must adhere to the foundational principles and the provisions of this Code of Conduct policy.
4. Council is expected to act with **INTEGRITY** by:
- a. Behaving in a manner that promotes public confidence in the District, including actively avoiding any perceptions of Conflicts of interest, improper use of office or unethical conduct.
  - b. Being truthful, honest and open in all dealings.
  - c. Upholding the public interest and making decisions in the best interests of the community.
  - d. Following through on commitments, engaging in positive communication with the community and correcting errors in a timely and transparent manner.
  - e. Acting lawfully and within the authority of the *Community Charter, LGA, Workers Compensation Act of B.C. and B.C. Human Rights Code*.
5. Council is expected to act with **RESPECT** by:
- a. Treating every person, including other Council members, Staff, and the public with dignity.
  - b. Showing consideration for colleagues and Staff.
  - c. Creating an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as derogatory.
  - d. Valuing the role of diverse perspectives and debate in decision making.

- e. Acting in a way that is respectful of the roles and responsibilities of the office of Mayor and Council.
  - f. Valuing the distinct roles and responsibilities of local government Staff and the community in local government considerations and operations, and committing to fostering a positive working relationship between Staff, the public and elected officials
6. Council is expected to act with **ACCOUNTABILITY** by:
- a. Being transparent in how they individually and collectively conduct business and carry out their duties.
  - b. Ensuring information is accessible, and that citizens can view the process and rationale behind each decision and action, while protecting confidentiality where appropriate or necessary.
  - c. Accepting and upholding that they are collectively accountable for local government decisions, and that individually elected officials are responsible and accountable for the decisions they make in fulfilling their roles.
  - d. Listening to and considering the opinions and needs of the community in all decision making and allowing for respectful discourse and feedback.
7. Council is expected to demonstrate **LEADERSHIP AND COLLABORATION** by:
- a. Demonstrating behaviour that builds and inspires public trust and confidence in local government.
  - b. Calmly facing challenges and providing considered direction of the issues of the day and enabling colleagues and Staff to do the same.
  - c. Creating space for open expression by others, taking responsibility for one's own actions and reactions and accepting the decisions of the majority.
  - d. Accepting that it is the equal responsibility of the Council individually and collectively to work together to achieve common goals.
  - e. Being an active participant in ensuring the foundational principles and the Code of Conduct are followed.

## **GENERAL CONDUCT**

8. Council has an obligation to consider issues and exercise powers, duties and functions in an impartial manner that avoids arbitrary and unreasonable decisions.
9. Council must avoid behaviour that could constitute an act of disorder or misbehaviour. Specifically, Council must avoid conduct that contravenes this policy, contravenes the law including District bylaws, or is an abuse of power or otherwise amounts to improper discrimination, intimidation, harassment, or verbal abuse of others.

## **Roles and Responsibilities**

10. Council is the governing body of the District. It has the responsibility to govern the District in accordance with the *Community Charter* and other applicable legislation.
11. The Mayor has a statutory responsibility to provide leadership to the Council and to provide general direction to Municipal Officers respecting District policies, programs and other directions of the Council as set out in the *Community Charter*.
12. Council shall respect and adhere to the Council-Chief Administrative Officer structure of municipal government as practised in the District. In this structure, the Council determines the policies of the District with the advice, information and analysis provided by Staff and Council committees. Council members therefore shall not interfere with the administrative functions of the District or with the professional duties of Staff, nor shall they impair the ability of Staff to implement Council policy decisions.

## **Decisions Based on Merit**

13. Members shall base their decisions on the relevant merits and substance of the matter at hand, including input received from Staff and the public.

## **Advocacy**

14. Council members shall represent the official policies or positions of the District Council to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent Council or the District, nor shall they allow the inference that they do.

## **Conduct of Meetings**

15. Council shall prepare themselves for meetings, listen courteously and attentively to all discussions before the body, and focus on the business at hand.
16. Council shall not interrupt other speakers, make personal comments not relevant to the business of the body, or otherwise interfere with the orderly conduct of a meeting.

## **Interactions with the Public and Media**

17. In an effort to promote respect and integrity for Council decision-making, Council will communicate accurately the decisions of the Council, even if they disagree with the majority decision of the Council.
18. When discussing publicly whether a member of Council did not support a decision, or voted against the decision, or that another Council member did not support a decision

or voted against a decision, a Council member will refrain from making disparaging comments about other Council members.

### **Interactions with Staff**

19. Council is to direct inquiries regarding departmental issues or questions to the District's Chief Administrative Officer and refrain from contacting Staff directly.
20. Advice to Council from Staff will be vetted and approved by the Chief Administrative Officer.
21. Council is not to issue instructions to any of the District's contractors, tenderers, consultants, or other service providers unless expressly authorized to do so.
22. Council must not publish or report information or make statements attacking or reflecting negatively on Staff or Council. Any complaint should be brought to the attention of the Chief Administrative Officer for follow up.
23. Information obtained by any member of Council, which is likely to be used in a Council or political debate, should be provided to all other Council members, and to the Chief Administrative Officer as soon as possible.
24. Council must treat members of the public, Council, and Staff with respect and without bullying, abuse, or intimidation.
25. Council shall treat other members of Council, the public, and Staff with respect and shall be supportive of the personal dignity, self-esteem and well being of those with whom they come in contact with during the course of their professional duties. Comments about District staff performance shall only be made to the Chief Administrative Officer through private correspondence or conversation.

### **Reporting, Recording, and Retaining Information**

26. Council must:
  - a. Collect, use, and disclose personal information in accordance with the *Freedom of Information and Protection of Privacy Act* and the policies and guidelines as established by the District;
  - b. Protect and not disclose publicly Confidential Information;
  - c. Refrain from discussing or disclosing Confidential Information with Staff, or with persons outside the organization except as authorized;
  - d. Council members shall respect the confidentiality of information concerning the property, personnel, legal affairs, or other information of the District distributed for the purposes of, or considered in, a closed Council meeting;

- e. Take reasonable care to prevent the examination of Confidential Information by unauthorized individuals;
  - f. Not use Confidential Information to cause harm to Council, the District, or any other person;
  - g. Only access information held by the District needed for District business;
  - h. Not disclose decisions, resolutions or reports forming part of the Council agenda for or from a closed meeting of Council until a corporate decision has been made for the information to become public;
  - i. Not disclose details on Council's closed meeting deliberations or specific detail on whether individual members of Council voted for or against an issue;
  - j. Not use Confidential Information to advance their own or anyone's personal, financial or other private interests;
  - k. Not alter District records unless expressly authorized to do so; and,
  - l. Adhere to the requirements outlined in this Section when they are no longer a member of Council.
27. If a Council member believes that someone may have misunderstood them, they must promptly correct the misunderstanding. Reporting inaccurate or incomplete information or reporting information in a way that is intended to mislead or misinform those who receive it, is strictly prohibited, and could lead to serious consequences including disciplinary action.

Examples of dishonest reporting include, but are not limited to the following:

- submitting an expense account for reimbursement of business expenses not actually incurred, or misrepresenting the nature or amount of expenses claimed;
  - providing inaccurate or incomplete information to Staff during an internal investigation, audit, or other review, or to organizations and people outside the District, such as external auditors;
  - making false or misleading statements in any reports or other documents submitted to or maintained for government agencies;
  - failing to provide and/or destroying relevant records when requested to provide such records in order for the District to respond to a request for records made under the *Freedom of Information and Protection of Privacy Act*; and
  - providing or communicating false or misleading information.
28. All Council Members will work in accordance with both the District controls established to prevent fraudulent misconduct and all applicable laws, regulations, and government guidelines.
29. All incidents of fraud or theft committed against the District will be taken seriously and may be viewed as acts of criminal activity and treated accordingly.

## **Conflict of Interest**

30. Conflict of interest is dealt with under Part 4 Division 6 of the *Community Charter*. Ultimately, the interpretation of these sections is a matter for the courts. This Code of Conduct policy is intended to provide additional guidance to Council members.
31. Council is expected to make decisions that benefit the community. They are to be free from undue influence and not act, or appear to act, in order to gain financial or other benefits for themselves, family, friends or business interests.
32. Council must attempt to resolve any conflict or incompatibility between their personal interests and the impartial performance of their duties. Council must ensure they are observing the statutory requirements of the *Community Charter*.
33. Council is expected to be aware of appearances and strive to conduct themselves in a manner that upholds or increases the public trust by taking steps to reduce or eliminate the possible appearance of a conflict of interest.
34. Council should not seek or accept the Chair of a Committee or sub-committee whose business is related to an interest of the Council member or with an Immediate Relative.

## **Use of Public Resources**

35. Council members shall not use District public resources such as staff time, equipment, supplies or facilities, for private gain or personal purposes.

For example, Council members shall not undertake municipal election campaign related activities at the District Office or on other premises owned by the District during regular working hours, unless such activities are organized by the District. Members shall not use District-owned equipment, technology or other property for municipal election campaign work (e.g., photocopiers, computers, etc.).

## **Use of Social Media**

36. Council members must not appear to claim to speak on behalf of the District or Council unless expressly authorized to do so.
37. Council members will use caution in reporting Council decision-making by way of their social media profiles and websites before the District has released any formal communication.
38. When speaking for themselves as individual Councillors on social media or to the press, a Councillor will include "in my opinion" or use a similar disclaimer to ensure it is



expressly clear they are speaking for themselves and not the District or Council as a whole.

39. Council members will refrain from using or permitting the use of their social media accounts for purposes that include:
  - a. defamatory remarks, obscenities, profane language, or sexual content;
  - b. negative statements disparaging other Council members or Staff or calling into question their professional capabilities;
  - c. content that endorses, promotes, or perpetuates discrimination or mistreatment on the basis of race, religion or belief, age, gender, marital status, national origin, physical or mental disability or sexual orientation;
  - d. statements that indicate a closed mind in relation to a matter that is to be the subject of a statutory or other public hearing; or,
  - e. promotion of illegal activity.
40. Council members must regularly monitor their social media accounts and immediately take measures to deal with the publication of messages or postings by others that violate the terms of this Code of Conduct.

#### **Gifts and Personal Benefits**

41. For Council, the receipt and reporting of gifts and personal benefits is dealt with under Part 4 Division 6 of the *Community Charter*. Ultimately, the interpretation of those sections is a matter for the courts. This Code of Conduct policy is intended to provide additional guidance to Council.
42. Council must not accept a gift or personal benefit that could reasonably be expected to result in a real or perceived conflict of interest.
43. For clarity, the following are not considered gifts or personal benefits:
  - a. Compensation authorized under section 105(2)(b) of the *Community Charter*;
  - b. Reimbursement for out-of-pocket costs incurred for authorized travel, living and accommodation expenses associated with attendance at an event or in connection with authorized travel;
  - c. A gift or personal benefit that is received as an incident of the protocol or social obligations that normally accompany the responsibilities of office;
  - d. A lawful contribution made to a member of Council who is a candidate for election conducted under the *Local Government Act*; and
  - e. A random draw prize at an event attended by a Council member.
44. Council must disclose to the Corporate Officer gifts or personal benefits accepted. If the total value of a gift, or multiple gifts from the same source, exceeds \$250 over any 12-

month period, a disclosure statement must be filed with the Corporate Officer as soon as reasonably practicable in a format prescribed by the *Community Charter*.

45. For the purposes of this Code of Conduct, the value of each gift or personal benefit shall be determined by its replacement cost, i.e., how much would it cost to replace the item.
46. Where a gift or personal benefit is relinquished to the District, the Corporate Officer will record the receipt of the item, nature of the gift or personal benefit, source (including the addresses of at least two individuals who are directors, in the case of a corporation), when the gift was received, and the circumstances under which it was given and accepted.

### **Implementation**

47. As an expression of the Code of Conduct for members expected by the District, this Code is intended to be self-enforcing. This Code therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions. For this reason, this Code shall be provided as information to candidates for Council.
48. Members elected to Council shall be requested to sign a member statement affirming they have read and understand this Code, and that they agree to conduct themselves in accordance with it.

### **Compliance and Enforcement**

49. Council members themselves have the primary responsibility to assure that these ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the governance of the District.
50. Council may impose sanctions on members whose conduct does not comply with this policy, including but not limited to a motion of censure.
51. The District will not retaliate against members of Council or Staff who, in good faith, report a known or suspected violation of this Code.
52. No reprisals or threat of reprisals shall be made against such a complainant, or against anyone for providing relevant information in connection with a suspected violation of this policy. Council members shall respect the integrity of this policy and the enforcement of it.

## **Complaints General**

53. Incidents or complaints must be reported as soon as possible after experiencing or witnessing an incident. This allows the incident to be investigated and addressed promptly.
54. All complaints must be made in writing and must be dated and signed by the member of Council or Staff making the complaint.
55. The complaint must set out a detailed description of the facts as they are known giving rise to the allegation that the respondent member of Council has contravened this policy. The description may include the names of people involved, witnesses, where and when the incidents occurred and what behaviour led to the complaint.
56. Supporting documents such as, but not limited to, emails, handwritten notes, or photographs must be attached. If possible, include the impact of the behaviour complained of on the complainant and/or others, as well as any steps that may already have been taken under the informal complaint procedure and the outcome of those steps.

## **Informal Complaints Procedure**

57. Any member of Council who has identified or witnessed conduct by another member of Council that they reasonably believe, in good faith, is in contravention of this policy, may address the prohibited conduct by:
  - a. advising the member of Council, the conduct violates this policy and encouraging the member of Council to stop; or
  - b. requesting the Mayor to assist in informal discussion of the alleged complaint with the member of Council in an attempt to resolve the issue.
    - i. In the event the Mayor is the subject of, or is implicated in a complaint, the member of Council may request the assistance of the Deputy Mayor.
    - ii. In the event the Mayor and Deputy Mayor are the subject of, or are implicated in a complaint, the member of Council may request the assistance of the Chief Administrative Officer.
58. Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this policy; however, a member of Council is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

## **Formal Complaints Procedure**

59. Complaints of alleged breaches of this Code of Conduct by members of Council shall be submitted, in writing, addressed to the Mayor and/or the Chief Administrative Officer within six (6) months of the last alleged breach.
  - a. If the Mayor is the subject of, or is implicated in a complaint, the complaint shall be addressed to the Deputy Mayor.
  - b. If the Mayor and the Deputy Mayor are the subject of, or are implicated in a complaint, the complaint shall be addressed to the Chief Administrative Officer.
60. Upon receipt of a written complaint, the Mayor or Deputy Mayor shall, within thirty (30) days, appoint an independent third party identified and agreed between the complainant(s) and respondent(s) as having the necessary professional skills, knowledge, and experience to investigate the complaint (the "Third-Party Investigator").

## **Investigations into Allegations/Complaints**

61. The Third-Party Investigator may conduct a preliminary assessment of the complaint, at the conclusion of which the Third-Party Investigator may determine to continue the investigation or make a written recommendation that the complaint be dismissed as unfounded, beyond jurisdiction or unlikely to succeed.
62. If the Third-Party Investigator determines to continue with the complaint, the Third-Party Investigator shall:
  - a. Conduct an independent and impartial investigation of the complaint in a manner that is fair, timely, confidential and otherwise accords with the principles of due process and natural justice;
  - b. Provide an investigation update within ninety (90) days of their appointment to the Mayor, Deputy Mayor, or Chief Administrative Officer, as applicable, and to the complainant and the respondent;
  - c. Provide a written, confidential report(s) of the findings of the investigation, including findings as to whether there has been a breach of this Code, to the Mayor, Deputy Mayor, or Chief Administrative Officer, as applicable, and to the complainant and the respondent; and
  - d. Provide recommendations in the confidential report as to the appropriate resolution of the complaint, which recommendations may include:
    - i. Dismissal of the complaint; or

- ii. Public censure of the member(s) of Council for misbehaviour or a breach of this Code;
- iii. A requirement that the member(s) of Council apologize to any person adversely affected by a breach of this Code of Conduct;
- iv. Counseling of the member(s) of Council, and/or
- v. Such other recommendations as are deemed appropriate in the professional judgment of the Third-Party Investigator.

63. The District's Corporate Officer will receive and retain all confidential reports prepared under Sections 65 (c).

64. Where a member of Council alleges a breach of this Code of Conduct by a fellow member of Council, all members of Council shall refrain from commenting on such allegations at meetings of Council.

DRAFT

## **COUNCIL REPORT**

**To:** Mayor and Council  
**From:** Administration  
**Date:** August 2, 2022  
**Subject:** Downtown Vision and Action Plan Update

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### **RECOMMENDATION:**

THAT Council receives this report for information.

### **BACKGROUND:**

At the Regular Meeting of March 14<sup>th</sup>, 2022, Council approved the awarding of the Downtown Vision and Development Permit Areas Project to Barefoot Planning + Design. This project was broken up into two parts Part A – Downtown Vision and Action Plan and Part B – Development Permit Areas. Staff along with Barefoot Planning + Design are currently working on Part A the Downtown Vision and Action Plan.

### **Downtown Vision and Action Plan**

The objective of this project is to create a holistic Downtown Plan that will be used to develop Mackenzie for the future promoting key ideas such as sustainability, livability, and economic development. The proponent's scope of work is to create a Downtown Plan that:

- Incorporates the community culture and sense of place, removes barriers to access and inclusion, recognizes Mackenzie's unique environmental challenges.
- Works with existing infrastructure and plans for future development i.e., active transportation corridors and park upgrades.
- Benefits business owners and plans for future economic development opportunities.

### **PROJECT UPDATE:**

Staff working with Barefoot Planning + Design have now completed the first stages of the project including:

### **1. Background Analysis**

Technical analyses of existing conditions to identify challenges and opportunities and outline a policy framework to inform the project. Outcomes will inform the content of the Ideas Fair, Pop Ups, and online discussions.

### **2. Ideas Fair**

An interactive consultation event to harvest public feedback and generate high-level directions and big ideas for the future of downtown Mackenzie.

### **3. Public Engagement**

Through the launch of the new public engagement platform Lets Chat Mackenzie and at various pop-up events staff have received feedback from the community to help shape the directions of the Downtown Vision and Action Plan.

### **4. Workshops & Interviews**

An intensive workshop will be used to refine high-level directions into possible scenarios, designs, and actions. Targeted interviews will then be used to fill any information gaps. From there, a set of key elements and scenarios will be developed for use at the Public Gallery.

### **5. Pop-Ups & Online Discussion**

Pop up events in the community, along with online discussions, will extend the reach of the Ideas Fair to the wider community. Directions from the public will form the base on which the stakeholder workshop is built.

## **ENGAGEMENT RESULTS:**

The Round 1 Engagement events were used to build on the project team's background analyses by further identifying key issues and opportunities, as well as generate high-level ideas and a vision for downtown Mackenzie. Barefoot Planning + Design has developed the attached "What We Heard" document, which compiles all the feedback received and early directions for the next steps of the project.

## **NEXT STEPS:**

After analyzing the data collected in the first round of engagement Barefoot Planning + Design will put together visuals for the Early Directions and second round of engagement. This will include a Community Gallery and survey to further refine the direction of the plan.

Following the second round of engagement there will be a draft plan available for comment and viewing from the public before the final draft is brought to Council for consideration. Once approved, this will conclude Part A of the project.

**COUNCIL PRIORITIES:**

**Community & Social Development**

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

**Economic Vitality**

- The District is a leader on efforts aimed at diversifying the community's economy, supporting local businesses, and attracting new investment to the community. Diversification, a strong business sector and new investment are key to our economic vitality.

Respectfully Submitted,

*Luke Thorne*

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Luke Thorne  
Land & Environmental Coordinator

*Diane Smith*

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Approved for Submission to Council





# MACKENZIE

DOWNTOWN VISION + ACTION PLAN



## WHAT WE HEARD REPORT #1

MACKENZIE DOWNTOWN VISION & ACTION PLAN | DISTRICT OF MACKENZIE

JULY 2022 - DRAFT



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# PUBLIC ENGAGEMENT OVERVIEW

Community and stakeholder engagement are a key part of the Downtown Vision and Action Plan (DVAP) process. The Round 1 Engagement events were used to [a] build on the Project Team's background analyses by further identifying key issues and opportunities; and [b] generate high-level ideas and a vision for downtown Mackenzie.

## ROUND 1 ENGAGEMENT INCLUDED:

### Chamber of Commerce Expo Pop-up - May 6-7, 2022

A booth at the expo with display boards that introduced the Project and asked a few questions or participants to further reach the business community conveniently.

### Public Ideas Fair - June 9, 2022

A large-scale, widely advertised interactive public event at the Recreation Centre.

### Online Engagement - June 7 - July 8, 2022

The District's online "Let's Chat" platform was utilized throughout Round 1 to advertise events, share documents (e.g., Background Summary Report), and host the Visioning Survey.

### Stakeholder Workshops - June 16 + July 14, 2022

A focused issues and opportunities workshop with key stakeholders - e.g., business owners, landowners, residents, interest groups, and District staff - was held in June in addition to a Council specific workshop in July.

## NEXT STEPS:

Round 2 Engagement will be used to [a] develop possible directions and outcomes for the Plan Area, based on Round 1 feedback; and [b] refine early directions into a preferred set of policies and actions. The final round of engagement will solicit community and stakeholder feedback on the full draft of the Mackenzie DVAP. The Plan will then be finalized based on this input, before being presented to Council.



## BACKGROUND ANALYSIS

April - Project Team

Technical analyses of existing conditions to identify challenges and opportunities and outline a policy framework to inform the project. Outcomes will inform the content of the Ideas Fair, Pop Ups, and online discussions.



## IDEAS FAIR

May/June - Public

An interactive consultation event to harvest public feedback and generate high-level directions and big ideas for the future of downtown Mackenzie.



## WORKSHOP & INTERVIEWS

May/June - Stakeholders

An intensive workshop will be used to refine high-level directions into possible scenarios, designs, and actions. Targeted interviews will then be used to fill any information gaps. From there, a set of key elements and scenarios will be developed for use at the Public Gallery.



## POP-UPS & ONLINE DISCUSSION

May/June - Public

Pop up events in the mall, along with online discussions, will extend the reach of the Ideas Fair to the wider community. Directions from the public will form the base on which the stakeholder workshop is built.



## PUBLIC GALLERY & SURVEY

July - Public

A second public event (held digitally) and corresponding online survey will allow residents to share feedback and comment on the scenarios and directions generated from the workshop and Ideas Fair. The Project Team will then synthesize the public input and begin to develop a draft Plan.



## OPEN HOUSE (DRAFT PLAN)

August/September - Public

The draft Downtown Vision and Action Plan will be presented for public comment at a (digital or in-person) Open House and corresponding online engagement. A final draft will then be iteratively refined with staff.



## COUNCIL PRESENTATION

Fall - Public

The final Downtown Vision and Action Plan will be presented to Council at a public meeting.

# CONSULTATION AT A GLANCE

## ### PEOPLE PARTICIPATED



**25**

**IDEAS  
FAIR**

June 7<sup>th</sup>, 2022



**80**

**POP-UP  
EVENTS**

May 6<sup>th</sup> and 7<sup>th</sup>, 2022



**17**

**STAKEHOLDER  
WORKSHOPS**

June 16<sup>th</sup> and July 14<sup>th</sup>, 2022



**69**

**ONLINE PARTICIPATION**

[www.letschatmackenzie.ca](http://www.letschatmackenzie.ca)

June 7<sup>th</sup> - July 8<sup>th</sup>, 2022

# ENGAGEMENT SUMMARY

## ROUND 1 THEMES

These Themes provide a high level overview of key issues and opportunities for enhancing downtown Mackenzie in the future. These Themes summarize what the Project Team heard throughout Round 1 engagement.



### WALKABILITY & ACCESSIBILITY

- Lack of safe pedestrian crossings and markings
- Traffic congestion entering/exiting Mackenzie Boulevard
- Lack of east-west path through downtown
- Poor sidewalk conditions and pedestrian amenities (e.g., benches, street trees, shelters, garbage and recycling)



### VIBRANT DOWNTOWN CORE

- Lack of multi-functional outdoor public space that can accommodate seasonal activities
- Key sites in the downtown area are run-down and in need or repair
- Lack of infrastructure to support businesses and residents (e.g., internet connection)



### BEAUTIFICATION

- Lack of public art
- Lack of greenery, trees, and landscaping in the downtown area
- Unattractive buildings façades and derelict properties



### COMMUNITY & CULTURE

- Shortage of seasonal events, activities, and programming
- Lack of cohesive design to public and private spaces
- Missing community character and identity

# ENGAGEMENT SUMMARY



## CHAMBER OF COMMERCE EXPO

MAY 2022 | CHAMBER OF COMMERCE

On May 6th and 7th, District of Mackenzie staff engaged participants of the Chamber of Commerce Expo in a pop-up. The following provides a representative sample of the feedback heard.



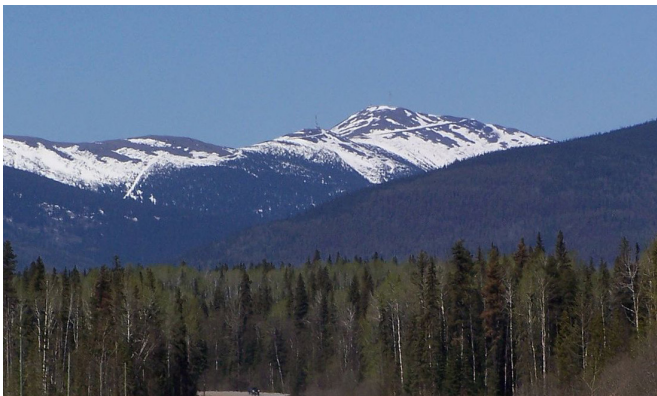
### WHAT'S **GOOD** ABOUT DOWNTOWN MACKENZIE?

- Patio at purple bicycle
- Everything within walking distance
- Central retail
- Bike Trails
- Recreation Centre
- Views of nature



### WHAT'S **NOT GOOD** ABOUT DOWNTOWN MACKENZIE?

- Ugly downtown
- Outdated business exteriors.
- Sidewalks
- Potholes
- Cannot walk to everything
- Parking lots
- Old buildings in disrepair
- Streets too wide



# ENGAGEMENT SUMMARY



## WHAT ARE SOME **BIG CHANGES** YOU'D LIKE TO SEE IN DOWNTOWN MACKENZIE?

- More outdoor activities for Kids
- Kids water park / splash pad
- Tourist activities
- Walkable / livable community
- Wider range of stores
- More parks
- Brewery
- More restaurants and food spaces
- Running track
- Adult exercise park
- Dentist, optometrist, and veterinarian



## WHAT ARE SOME **SMALL CHANGES** YOU'D LIKE TO SEE IN DOWNTOWN MACKENZIE?

- More flowers and lights
- Fix potholes
- Road paintings and parking lot lines
- Dog park
- More sidewalks
- More social activities and events
- Beautification
- Better internet



## HOW WOULD YOU MAKE DOWNTOWN A **MORE WELCOMING BUSINESS ENVIRONMENT?**

- Better internet
- Designated downtown with boardwalks
- Festival square
- Stay small and intimate





# ENGAGEMENT SUMMARY



## PUBLIC IDEAS FAIR

JUNE 2022 | PUBLIC

On June 9, a Public Ideas Fair was held at the Recreation Centre from 3 - 7pm. The following provides a representative sample of the feedback heard.



### WHAT'S **GOOD** ABOUT DOWNTOWN MACKENZIE?

- Greenery, flowers, christmas lights
- No chain restaurants
- Schools
- Malls and shops



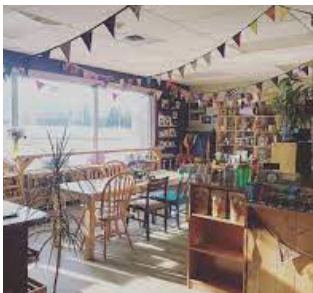
### WHAT'S **NOT GOOD** ABOUT DOWNTOWN MACKENZIE?

- Parking lots
- Bears and wildlife
- Half finished projects and projects that never happened



### HOW WOULD YOU MAKE DOWNTOWN A **MORE WELCOMING** COMMUNITY?

- More recreation / Mountain biking
- Fibre optic internet
- More tourism
- Live / work units
- Shutting down Mackenzie Boulevard in summer
- Small shops / indoor bazaar



# ENGAGEMENT SUMMARY



## WHAT ARE SOME **BIG CHANGES** YOU'D LIKE TO SEE IN DOWNTOWN MACKENZIE?

- Seniors housing
- More trails
- More green Space
- Architectural anchors
- Drive in theatres
- Pedestrian-oriented downtown



## WHAT ARE SOME **SMALL CHANGES** YOU'D LIKE TO SEE IN DOWNTOWN MACKENZIE?

- Fire places in parks
- Garage sale day
- More places to sit
- Family/covered picnic spots, gazebo
- Murals
- Playground
- Farmers Market



## WHAT IS **YOUR VISION** FOR DOWNTOWN MACKENZIE?

- More jobs to make me stay in the community
- Maintain the small town feel
- Like downtown Rossland or Kimberly
- More spaces for conversation and causal interaction
- More places to eat and gather



# ENGAGEMENT SUMMARY



## STAKEHOLDER WORKSHOPS

JUNE & JULY 2022 | STAKEHOLDERS

In June and July the Project Team held a Stakeholder Workshops, made up of residents, business owners, land owners, interest groups, Council, and District staff. Additionally, the Stakeholders were invited to partake in a “Walkshop” that provided an interactive walking tour of the downtown, identifying issues, and opportunities. The following provides a representative sample of the feedback heard.



## ISSUES

- Can't park on the street during certain times of the year due to snow
- Width of Skeena Drive
- Accessibility of parking lot and mall
- Snow removal
- Water availability and shelter from the heat in summer
- Lack of transportation options
- Wayfinding fails to list distances
- Properties in disrepair and run by people out of town
- Low taxes for vacant land
- Ministry of Transportation being overly restrictive
- Large roads with big crossings
- People driving between the malls
- Lack of sidewalks, benches, and seating
- Nothing to stop people building large parking lots
- Four lane Provincial Highway



## OPPORTUNITIES

- Downtown public space
- Promote active travel along edge of bike park
- Limit parking on one side of mall
- Support industry and recreation
- Better incentivize storefront beautification
- Small business and live/work units
- Pedestrian connections
- Parking lot conversions
- Burying infrastructure (e.g., hydro poles)
- Narrowing highway

# ENGAGEMENT SUMMARY



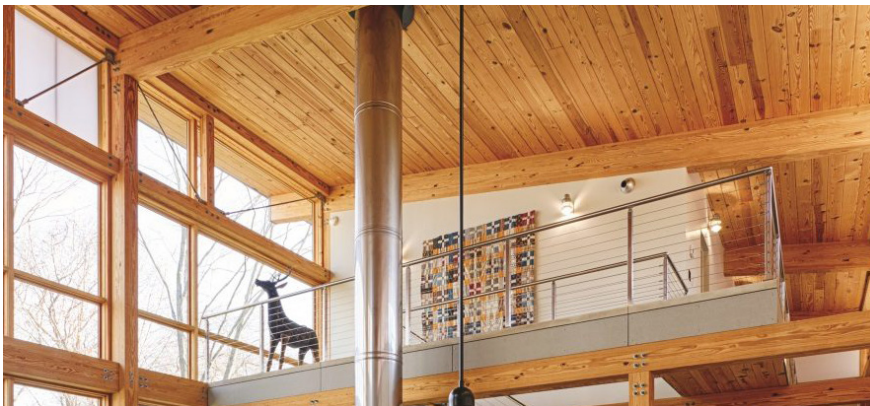
## VISION - 5 YEARS

- Draw people through recreation opportunities
- Draw people through affordability
- Beautification
- Engaging and support seniors
- Green and leafy downtown
- Better hardscape materials
- Cultural diversity
- Natural elements to replace the industrial feel
- Need to appeal to broad spectrum of people young and old
- Accessible downtown



## VISION - 30 YEARS

- New business opportunities and new buildings
- Infrastructure to support businesses
- Hub for remote working
- Eco-tourism hotspot
- Diverited traffic from Mackenzie Blvd.
- More public spaces
- Celebrating views of the mountains
- Outdoor, exposed timber construction, good frontage, hiding parking
- Easily walkable
- Logging trucks outside the city centre
- Thriving community - more modern, people taking care of their places
- Buildings closer to the street
- Less parking, better urban design



# ENGAGEMENT SUMMARY



## VISIONING SURVEY

JUNE-JULY 2022 | PUBLIC

From June 7th to July 8th, 2022, the community was invited to take part in a visioning survey hosted on the District's engagement platform (letschatmackenzie.ca). The following provides a representative sample of the feedback heard.



### WHAT'S **GOOD** ABOUT DOWNTOWN MACKENZIE?

- Walking distance to everything
- Compact footprint of downtown
- Community Market
- View of the mountains
- Proximity to outdoor recreation
- Community Garden
- Recreation Centre
- 24 hour gas station



### WHAT'S **NOT GOOD** ABOUT DOWNTOWN MACKENZIE?

- Aesthetics, lighting, murals, flowers
- Mall parking lot
- Lack of benches
- Short business hours
- Handicap accessible parking
- Lack of small businesses including food/brewery/socialization areas
- Lack of green space, indigenous culture, shade and covered picnic areas
- Lack of Public washrooms
- Lack of cohesion of colours, styles, and walking paths

# ENGAGEMENT SUMMARY



## DESIRED **SUMMER** ACTIVITIES

- Outdoor seating and eating
- Festivals and markets
- Brewery patio
- Lounge areas
- Meet and greet events
- Splash pad
- Outdoor exercise equipment
- Community dances



## DESIRED **WINTER** ACTIVITIES

- Covered shelters to gather
- Bonfires
- Winter markets
- Festivals and events
- Things for kids to do
- Cozy restaurant that is open late
- Reliable commercial centre
- Parade
- More programs for teens



# ENGAGEMENT SUMMARY



## WHAT ARE SOME **BIG CHANGES** YOU'D LIKE TO SEE IN DOWNTOWN MACKENZIE?

- Sheltered areas
- More business options
- Murals
- More activities in the summer and winter
- Make an actual Main Street
- Better landscaping
- Outdoor feel to downtown
- Timber-centric architecture
- Celebrate arts community
- More inviting, bustling
- More for seniors
- Handi-transit bus
- Seniors housing
- Mackenzie Mall redesign



## WHAT ARE SOME **SMALL CHANGES** YOU'D LIKE TO SEE IN DOWNTOWN MACKENZIE?

- Beautification - flower gardens, plant store
- Pave the parking lots
- More benches
- Lighting
- More colour
- Clean up derelict properties



# ENGAGEMENT SUMMARY



## WHAT IS YOUR VISION FOR DOWNTOWN MACKENZIE?

- More options to enjoy life and do fun things in Mackenzie, learn about what other things there are to do, meet up with friends, look at the beauty of the mountains, flowers, upkeep and art/murals. Good food options and drinks. Outdoor hang out spots.
- Modern, clean buildings featuring a variety of businesses and some restaurants.
- Lots of greenery, accessible for walkers, cyclists, pedestrians, all roads and parking lots properly maintained (minimal potholes, road and parking lot lines repainted), local art, murals, lots of places to sit.
- Ideally it all looks similar with a mountain village look (like Whistler or Jasper - but smaller obviously) a place you want to go and hang out and wander through, trees, paths, benches and lighting.
- A place where people actually go to hangout. Places to walk where you can see beautiful greenery and art work, benches, picnic tables (some covered), planters all along downtown encouraging people to stay and visit with others.
- A themed, consistent approach (signage, styled decorations) with well maintained and landscaped parking lots and strip malls and centre mall.
- It would be easier to walk around and more handicap accessible.
- Recreational nature haven for online remote workers. Thriving arts and social scene, low cost clean living.
- We need to rely less on the lumber industry identity. We need to try to learn from this singular dependency and how that cyclical damages our stability as a community.
- Colourful, comfortable, welcoming, benches, rest areas, patios, info booth.
- Somewhere with safe buildings for daycare and eating and shopping. Somewhere that accentuates and embraces the nature around us.
- Narrow the highway off and add bike lanes, make the intersection of Centennial and Mackenzie Boulevard into a roundabout.
- A destination spot from which to explore the early history of this area.
- Welcome friendly for people not all parking for vehicles.



## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** August 3, 2022

**Subject:** Resolution of Support – Mackenzie Childcare Solution

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### **RECOMMENDATION:**

THAT Council supports the District of Mackenzie’s application to Northern Development Initiative Trust’s Northern Healthy Community Fund Capacity Building Stream for the “Mackenzie Childcare Solution” project.

### **BACKGROUND:**

Securing appropriate childcare has been a challenge for many families in Mackenzie, with current providers holding long waitlists for placements. During the Mackenzie 2.0 Economic Development Planning process it was identified by residents and employers that the District should focus its efforts on “working with employers and organizations to create shared child care solutions”.

Funding for the construction of new childcare facilities has not been available for the last couple years, however, on May 31, 2022 a new fund was opened by the Province of BC. The ChildCare BC New Spaces Fund is available to support the creation, expansion and relocation of childcare facilities proposing to create new, licensed child care spaces. There is no maximum funding request, however projects will be given preference if the cost per space is less than \$40,000. The deadline to apply is January 2023.

In speaking with the Province of BC representatives for the program, the following are recommended when putting together an application:

- Determine whether the District will be partnering with a non-profit organization to provide the service, or determine whether the District will be offering the service themselves.
- If the local government is to contract the daycare services to a non-profit organization, ideally that partner has been identified prior to application and has contributed the project design and business plans;
- Provide a community childcare plan or childcare needs assessment and supporting documentation that references the proposed new child care facility and define the community need for additional child care spaces.

- Determine the concept for the new daycare facility including cost estimates.
- The project must focus on creating new childcare spaces, not just relocate existing childcare spaces in the community.

Funding is contingent on an operating commitment. Depending on the value of funding requested, the District would need to show that the new facility would be operating as daycare for a minimum number of years. Projects valued over \$50,000 need to show and report on committed operations for 10 years.

### **Next Steps**

The District does not have a Child Care Action Plan or Childcare Needs Assessment. As a result, staff are recommending applying for funding from the Northern Development Initiative Trust's Northern Health Community Fund towards not only the background research and future need projections, but also the business plan, high level conceptual design and budget estimates that would support a large capital grant application.

### **Northern Health Community Fund (NHCF)**

The NHCF Capacity Building Program provides grant funding for capacity building projects that help communities adjust to the economic growth expected to occur as a result of major economic development projects, namely the Coastal GasLink and LNG Canada projects. Childcare is one of the eligible project categories listed in their application guide. The program provides up to a \$300,000 (up to \$100,000 per year) to a maximum of 90% of the eligible project budget. Deadline to apply for the next quarterly intake is August 12, 2022.

### **BUDGETARY IMPACT:**

Staff are awaiting final cost-estimates, however based on prior projects, the District would be making a request for upwards of \$50,000 - \$80,000. If approved, the District would allocate its contribution from General Government operating budget.

### **COUNCIL PRIORITIES:**

#### **Community and Social Development**

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

**Economic Vitality**

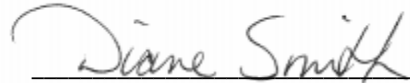
- The District is a leader on efforts aimed at diversifying the community's economy, supporting local businesses, and attracting new investment to the community. Diversification, a strong business sector and new investment are key to our economic vitality.

Respectfully Submitted,



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Emily Kaehn  
Director of Corporate Services



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Approved for Submission to Council

## **COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** July 19, 2022

**Subject:** Council Meeting Schedule Amendment

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### **RECOMMENDATION:**

THAT Council cancels the Committee of the Whole and Regular meetings on October 24, 2022.

### **BACKGROUND:**

In accordance with Section 127 of the *Community Charter*, Council must annually make available a schedule of the dates, times, and places of regular Council meetings. The 2022 Council meeting schedule was adopted in December 2021.

Staff are suggesting cancelling the meeting to accommodate the Audio-Visual upgrades that are scheduled to be completed the week of October 17<sup>th</sup> – November 4<sup>th</sup> at both the Council Chambers and the Mackenzie Recreation Centre. They will require full access to both facilities during that timeframe.

In addition, this year a general local election for Mayor and Council will be held on October 15, 2022. The Inaugural Meeting of the new Council will not be held until November 7, 2022. The District has typically still held a meeting between the election date and the inaugural meeting, however, in researching other communities this year, it was discovered that some have chosen not host a meeting between the election and the inaugural meeting as the current term will have officially ended.

If Council still wishes to host the meeting, it would be Administration's recommendation that they approve an alternative location, such as the Mackenzie Legion or CNC Event Space to host the meeting instead to accommodate the Audio-Visual installations.

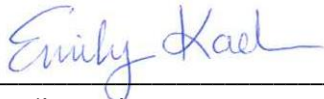
### **COUNCIL PRIORITIES:**

#### **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

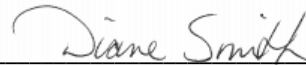
resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

Respectfully Submitted,



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Emily Kaehn  
Director of Corporate Services



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Approved for Submission to Council

**COUNCIL REPORT**

**To:** Mayor and Council  
**From:** Administration  
**Date:** August 8, 2022  
**Subject:** MLIB AGA – Grant-in-Kind

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**RECOMMENDATION:**

THAT Council approves or denies the request for in-kind use of two portable toilets for the McLeod Lake Indian Band Annual General Assembly from August 10 – 12, 2022.

**BACKGROUND:**

At the June 13, 2022 Regular meeting, Council approved the McLeod Lake Indian Band's request for an in-kind contribution to use the portable stage and sound system for their 23rd Annual General Assembly to be held August 10 to 12, 2022 on the McLeod Lake Traditional Territory & McLeod Lake Heritage Site. In their original letter (attached), they had also requested use of four (4) portable toilets, dropped off Tuesday, Aug. 9<sup>th</sup> and picked up Saturday Aug. 13<sup>th</sup>.

At the time, staff indicated the request for portable toilets could not be accommodated as they had already been rented out. As a result, only the use of the stage and the sound system were approved.

32491.            *MOVED by Councillor Wiens*  
*McLeod Lake Indian Band – Portable Stage & Sound System*    *THAT Council approves the McLeod Lake Indian Band's request for an in-kind contribution to use the portable stage and sound system for their 23rd Annual General Assembly to be held August 10 to 12, 2022 on the McLeod Lake Traditional Territory & McLeod Lake Heritage Site.*

**CARRIED**

Recently, two portable toilets have come available and representatives from the McLeod Lake Indian Band have made a request for their use. As it was originally denied as part of the original in-kind request due to lack of availability, staff are now asking Council whether they wish to approve the in-kind request for the two portable toilets now that they are available.

The estimated cost of this in-kind request would be \$724.50 + GST.

Representatives from the McLeod Lake Indian Band have indicated they would provide the pick-up and delivery service, which would reduce the cost of the in-kind to just the daily rental and clean-up fee \$494.50 + GST. If this can be arranged, staff have no concerns with this proposal.

**BUDGETARY IMPACT:**

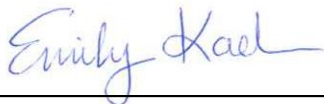
Funding for this request is available and would be allocated from the Community Grants program budget for 2022.

**COUNCIL PRIORITIES:**

**Community and Social Development**

- Our investment in the municipality's services and infrastructure, our commitment to principles of social equity and well-being, and our belief in the value of resident engagement, creates a healthy community in which everyone feels valued and enjoys a high quality of life.

Respectfully Submitted,



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Emily Kaehn  
Director of Corporate Services



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Brennan McArthur  
Public Works Manager



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Kerri Borne  
Chief Financial Officer



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Approved for Submission to Council

## COUNCIL MEMBER ACTIVITY REPORT

**To:** Mayor and Council

**From:** Councillor Viktor Brumovsky

**Date:** August 2, 2022

**Subject:** Report for the Months of June and July 2022

<b>Date:</b>	<b>Activity:</b>
June 6	Participated in the monthly Chamber of Commerce Director's meeting as the District liaison.
June 9	Attended the public workshop for the Downtown Vision and Action Plan to hear suggestions and comments from residents.
June 12	Attended the annual Rotary Club Duck Drop at Second Beach.
June 16	Attended the Chamber of Commerce Annual General Meeting. The guest speaker at the meeting was Adele Chingee of MLIB. She gave a talk about MLIB's history in the Mackenzie area as well as their current activities.
June 30	Participated in a phone interview with Janine LaSalle of Urban Food Strategies regarding the development of a 20-year agricultural strategy for the RDFFG. Our conversation focused on developing tools in the near term to help Mackenzie begin identifying potential development opportunities and what needs to happen to enable them. We also discussed different scales and models for production and distribution/sales of local products.
July 1	Attended the Canada Day celebrations at First Beach.
July 14	Participated in the Downtown Vision Plan walk through the downtown core to identify opportunities and challenges for development.

Respectfully Submitted,  
Councillor Brumovsky



## DISTRICT OF MACKENZIE NOTICE OF NOMINATION PERIOD

**PUBLIC NOTICE IS HEREBY GIVEN AS FOLLOWS:**

Nominations for the offices of:

**Mayor – one (1) to be elected**  
**Councillor – six (6) to be elected**

will be received by the Chief Election Officer or a designated person, as follows:

**From:** Tuesday August 30, 2022 – 9:00 am (excluding weekends/  
**To:** Friday September 9, 2022 – 4:00 pm stat. holidays)

Nomination packages can be submitted:

**By hand, mail or other delivery service:**

District of Mackenzie  
1 Mackenzie Blvd., Bag 340  
Mackenzie, BC, V0J 2C0

**By fax:** 250-997-5186

**By email:** [election@districtofmackenzie.ca](mailto:election@districtofmackenzie.ca)

Originals of faxed or emailed nomination documents must be received by the Chief Election Officer by **Friday September 16, 2022, at 4:30 pm.**

Interested persons can obtain information on the requirements and procedures for making nominations including nomination forms online at [www.districtofmackenzie.ca](http://www.districtofmackenzie.ca) and in person from the District of Mackenzie Office, 1 Mackenzie Blvd., from 8:30 am Friday July 29, 2022 to the close of the nomination period.

### QUALIFICATIONS FOR OFFICE

A person is qualified to be nominated, elected, and to hold office as a member of local government if they meet the following criteria:

- Canadian citizen;
- 18 years of age or older on general voting day, October 15, 2022;
- resident of British Columbia for at least 6 months immediately before the day nomination papers are filed; and

