

**District of Mackenzie  
Regular Council Meeting  
Monday, January 24, 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 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 Recreation Services  
T. Gilmer  
Director of Operations  
K. Gawryluk  
Fire Chief J. Guise  
Land & Environmental Coordinator  
L. Thorne  
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.*

32265.  
Defer Closed Meeting

MOVED by Councillor Wiens  
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 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.*

CARRIED

**1. ADOPTION OF MINUTES**

The minutes of the Regular Meeting held on January 10, 2022 were adopted as presented.

## 2. INTRODUCTION OF LATE ITEMS

32266. MOVED by Councillor McMeeken  
Introduction of Late Items THAT the following late items be added to the agenda;

### 7. ADMINISTRATION REPORTS

m) Resolution of Support – NDIT Grant – Mackenzie 2.0 Marketing Materials

THAT Council supports the District's application to NDIT's Marketing Initiatives grant program for up to \$20,000 in funding towards the Mackenzie 2.0 Marketing Materials project;

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

n) Recreation Fees and Charges Bylaw Update

THAT Council approves the updates to Recreation Services Rates & Fee Policy 8.1 that would come into effect March 1, 2022.

### 11. BYLAWS

d) THAT Bylaw No. 1469 cited as "Recreational Fees and Charges Bylaw No. 1469, 2022" be given first three readings.

CARRIED

## 3. ADOPTION OF AGENDA

32267. MOVED by Councillor Brumovsky  
Adoption of Agenda THAT the agenda be adopted as presented.

CARRIED

## 4. PUBLIC COMMENT AND QUESTIONS

Janice Nelson, resident, clarified that she was looking for multiple solutions regarding her letter to Mayor and Council about the streetlights in the "For Action" section of the agenda.

## 5. PETITIONS AND DELEGATIONS

Nil

## 6. CORRESPONDENCE

32268. MOVED by Councillor McMeeken  
Receipt of Correspondence THAT the correspondence listed on the agenda be received.

CARRIED

**For Action:**

Mayor Atkinson provided background on the streetlight decision. A report from staff will be shared at the February 14th meeting.

32269.            MOVED by Councillor Wiens  
Recent            *THAT the letter received from resident, Janice Nelson, regarding the recent*  
Streetlight        *streetlight changes be received for information.*  
Changes

CARRIED

32270.            MOVED by Councillor Wiens  
Girl Guides        *THAT Council approves the request from the Girl Guides of Canada to light up a*  
Requesting        *District owned building in blue on February 22nd in support of World Thinking*  
Support for        *Day.*  
World  
Thinking  
Day

CARRIED

32271.            MOVED by Councillor Hipkiss  
CivicInfo BC      *THAT Council approves the annual membership dues in the amount of \$288.75*  
Annual            *for the CivicInfo BC 2022 membership.*  
Membership  
Dues

CARRIED

**7. ADMINISTRATION REPORTS**

Amy Lievers, Architect, with Field Lievers Architecture, Andrew Dunbar, Northern District Manager, Southwest Design & Construction Ltd., and Blayne Janssens, General Manager at Southwest Design & Construction Ltd., provided a progress report on the Fire Hall project to Mayor and Council.

32272.            MOVED by Councillor McMeeken  
Construction      *THAT Council receives this report for information.*  
Update for  
New Fire  
Hall

CARRIED

Emily Kaehn, Director of Corporate Services, provided a presentation to Mayor and Council of the current Council Procedure Bylaw.

32273.            MOVED by Councillor Hipkiss  
Electronic        *THAT Council provide feedback on the current Council Procedure Bylaw No.*  
Meetings        *1379.*  
Procedures –  
Session #1

CARRIED

32274.            MOVED by Councillor Wiens  
DOM-21-17        *THAT Council awards the DOM-21-17 Audio Visual Project which includes*  
- Audio            *improvements to audio visual technology in Mackenzie Council Chambers,*  
Visual            *Committee Room, and the Mackenzie Recreation Centre Community Hall, to*  
Project –         *Matrix Video Communications Corp. in the amount of up to \$210,084.66 plus*  
Contract         *GST;*  
Award

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

CARRIED

32275. MOVED by Councillor Brumovsky  
2022 Visitor Services Agreement  
*THAT Council approves the 2022 Visitor Services Agreement with the Mackenzie Chamber of Commerce;*

*AND THAT Council authorizes a \$20,000 contribution towards the service agreement;*

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

CARRIED

32276. MOVED by Councillor Hipkiss  
Mackenzie Outdoor Route and Trail Association 2022-2023 Service Agreement  
*THAT Council approve the 2022-2023 fee-for-service agreement with the Mackenzie Outdoor Route and Trail Association in the amount of \$5,000 each year for two years.*

CARRIED

32277. MOVED by Councillor Wiens  
Mackenzie Golf and Country Club 2022-2023 Service Agreement  
*THAT Council approve the 2022-2023 fee-for-service agreement with the Mackenzie Golf and Country Club in the amount of \$15,000 each year for two years.*

CARRIED

32278. MOVED by Councillor Brumovsky  
Yellowhead Helicopters Ltd. – Airport Lease  
*THAT Council authorizes the Chief Administrative Officer to execute the three-year lease agreement with Yellowhead Helicopters Ltd.*

CARRIED

32279. MOVED by Councillor Brumovsky  
Airport Lease - Amendment to Agreement  
*THAT the main motion be amended to remove Section 3. a) from the airport lease agreement.*

CARRIED

32280. MOVED by Councillor Wiens  
R. King Holdings Ltd. – Airport Lease  
*THAT Council authorizes the Chief Administrative Officer to execute the three-year lease agreement with King Brothers Logging Ltd. to allow for non-commercial storage, non-commercial mechanical overhaul, and non-commercial maintenance as amended.*

CARRIED

32281. MOVED by Councillor McMeeken  
2022 *THAT Council approves the 2022 Provisional Operating and Capital Budgets.*  
*Provisional  
Operating  
and Capital  
Budgets*
- CARRIED
32282. MOVED by Councillor Wiens  
COVID-19 *THAT Council reinstate COVID-19 Safe Work Policy 1.21.*  
*Safe Work  
Policy 1.21  
Reinstatement*
- CARRIED
32283. MOVED by Councillor Brumovsky  
2022 Water, *THAT Council receives this report for information.*  
*Sewer and  
Garbage  
Bylaw  
Amendment*
- CARRIED
32284. MOVED by Councillor Brumovsky  
Enbridge *THAT Council directs Administration to advise Enbridge that the District of  
Investigative Mackenzie has no concerns regarding the upcoming work on the West Coast Gas  
Use Areas Transmission Project.*
- CARRIED
32285. MOVED by Councillor Hipkiss  
Resolution *THAT Council supports the District's application to NDIT's Marketing Initiatives  
of Support – grant program for up to \$20,000 in funding towards the Mackenzie 2.0  
NDIT Grant Marketing Materials project;*  
*– Mackenzie  
2.0 AND THAT the Chief Administrative Officer be authorized to execute the grant  
Marketing application and, if the application is successful, any related documentation.  
Materials*
- CARRIED
32286. MOVED by Councillor Brumovsky  
Recreation *THAT the main motion be amended to change Recreation Services Rates & Fee  
Fees and Policy 8.1 to clearly state that clean-up fees will only apply when additional  
Charges - staffing is required.*  
*Amendment  
Clean-Up  
Fees*
- CARRIED
32287. MOVED by Councillor Brumovsky.  
Recreation *THAT the main motion be amended to amend Recreation Service Rates & Fees  
Fees and Policy 8.1 and Bylaw No. 1469 to keep online convenience fees at 3% each year  
Charges - until such time that the cost to the District increases.*  
*Amendment  
Convenience  
Fee*
- CARRIED

32288. MOVED by Councillor Hipkiss  
*Recreation Fees and Charges Bylaw Update*  
*THAT Council approves the updates to Recreation Services Rates & Fee Policy 8.1 that would come into effect March 1, 2022 as amended.*

CARRIED

**8. COUNCIL REPORTS**

Mayor's Report  
Nil

Council Reports  
Councillor Hipkiss provided a verbal report.

**9. UNFINISHED BUSINESS**

Nil

**10. NEW BUSINESS**

Nil

**11. BYLAWS**

32289. MOVED by Councillor McMeeken  
*Bylaw No. 1466*  
*THAT Bylaw No. 1466 cited as "Water Rates and Regulations Bylaw No. 1466, 2022" be given first three readings.*

CARRIED

32290. MOVED by Councillor Brumovsky  
*Bylaw No. 1467*  
*THAT Bylaw No. 1467 cited as "Sewer Rates and Regulations Bylaw No. 1467, 2022" be given first three readings.*

CARRIED

32291. MOVED by Councillor Wiens  
*Bylaw No. 1468*  
*THAT Bylaw No. 1468 cited as "Garbage Rates and Regulations Bylaw No. 1468, 2022" be given first three readings.*

CARRIED

32292. MOVED by Councillor McMeeken  
*Bylaw No. 1469*  
*THAT Bylaw No. 1469 cited as "Recreational Fees and Charges Bylaw No. 1469, 2022" be given first three readings, as amended.*

CARRIED

**12. NOTICE OF MOTION**

Nil

**13. COMING EVENTS**

Mackenzie Loyal - Shop Local Program

Submit a receipt to the Chamber between January 15 - February 15th to be entered to win a prize!

MacTown Charity Chili Cook-Off - February 26, 2022

Entry Fees:

Home Cook - \$20

Corporate Team - \$100

WinterQuest - February 25-27, 2022

**14. INQUIRIES**

Jesse Wright, resident, asked if in the future electronic Council meetings will be recorded and available to watch at a later time? Emily Kaehn, Director of Corporate Services, replied that yes that is something we are looking at and we will be bringing back further information for Council to consider.

Jill Irwin, resident, asked for clarification regarding what the actual changes are in the Recreation Fees and Charges Bylaw and Policy? She asked how the new policy is different from the old one, what will the new and projected rates be and how has the community been informed on these changes? She requested these changes be presented to the community in a clear and accessible manner and the bylaw amendment be postponed to a further meeting once the community members can understand. Council welcomed Ms. Irwin to connect with staff to discuss questions about the changes in the policy and bylaw in further detail if she wishes.

**15. ADJOURNMENT**

32293. MOVED by Councillor Wiens  
*Adjournment THAT the meeting be adjourned at 8:37 pm.*

CARRIED

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

Signed:

Certified Correct:

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Corporate Officer