



AGENDA for the Committee of the Whole Meeting to be held on Monday, January 24, 2022 at 7:00 PM electronically and in the Council Chambers of the Municipal Office, 1 Mackenzie Boulevard, Mackenzie, BC.

Chair: Councillor Hipkiss

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. REPORTS

Operations Month End Reports for November and December 2021	2 - 14
RCMP Month End Reports for November and December 2021	15 - 21
Fire Month End Reports for November and December 2021	22 - 31
Recreation Services Month End Reports for November and December 2021	32 - 37
Finance Month End Reports for November and December 2021	38 - 54
Council Strategic Priorities 2021 Fourth Quarter Report	55 - 67

2. OTHER BUSINESS

3. ADJOURNMENT



COUNCIL REPORT

To: Mayor and Council
From: Public Works
Date: January 13, 2022
Subject: Public Works Month End Report for December 2021

WATER DISTRIBUTION:

We pumped 13,253,902 US gallons of water into the water tower during the month of December, the equivalent of 427,545.24 gallons per day, which is approximately 322.43 gallons per water connection. Last year we pumped 10,028,320 gallons of water into the water tower during the month of December, the equivalent of 323,494.19 gallons per day or 244 gallons per connection.

Gantahaz sub-division water usage data is not available at this time due to a failure of the water meter located in the Booster Station.

Appliance Rebate Program 2021:

The District of Mackenzie's rebate program saw a total of 30 rebates handed out to residents in 2021. The majority of rebates qualified for the appliance with a water factor less than 6 or the 4.8L flush toilet.

Toilets	Washing Machines	Dishwashers	Total
16	3	11	\$3,525

SANITARY SEWER COLLECTION SYSTEMS:

There were four good neighbour sewer calls to report for the months of November and December.

GARBAGE COLLECTION SYSTEMS:

The total commercial garbage collected for the month of December was 51,990 kg. The total residential garbage collected was 46,650 kg, for a total of 98,640kg. The total commercial



garbage collected for December 2020 was 64,340 kg. The total residential garbage collected for December 2020 was 56,000 kg, for a total of 120,304 kg.

STREETS AND ROADS:

There have been no maintenance repairs performed on the streets during winter months.

SNOW FALL ACCUMULATION:

Snow fall accumulation for the months of November and December is at 56".

PARKS:

Parks Staff are laid off until May of 2022.

PROJECTS:

Design drawings have begun on the first PRV Vault Replacement project.

EQUIPMENT & MAINTENANCE:

Several hydraulic hoses have been replaced on various pieces of equipment. The plow was welded due to failure on the Kenworth Gravel truck.

BUILDINGS:

Routine maintenance was carried out on District buildings.

SAFETY:

An OH&S/Joint Health and Safety Committee meeting was held for the month of November. There were no first aid incidents to report.

ASSET MANAGEMENT:

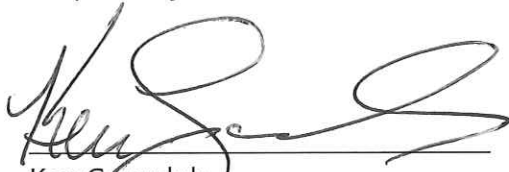
A work order system is used for maintenance on District buildings.

AIRPORT STATS:

Total fuel pumped for the month of December was 1075.0 L of AV Gas, and 2077.0 L of Jet A.
Total fuel sales for the month of December were \$5,741.35.

December 2021	Fixed Wing	Helicopter	Fuel Purchase	Visit Town
Total	4	6	10	0

Respectfully Submitted,



Ken Gawryluk
Interim Director of Operations



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Bylaw/Animal Control

Date: January 18, 2022

Subject: Bylaw/Animal Control Month End Report for December 2021

DOG LICENCES:

There were no dog licenses issued in December.

BOARDING:

A total of four dogs were boarded during the month of December 2021, which brought in boarding fees of \$181.13 including GST.

IMPOUNDS:

	DOGS	CATS
Remaining from last month	0	0
Impounds/strays for this month	1	2
Owners request adoption	0	0
Claimed by owner	1	1
Adopted	0	0
HD	0	1
Transferred to PG Humane	0	0
Remaining in Pound	0	0

COMPLAINT/SERVICE FILES:

There were several complaints regarding loose dogs. Animal Control was able to locate and return a few dogs, some were not able to be located once the Animal Control Officer arrived in the area.

There was a call regarding a feral cat that an owner had adopted from Animal Control in the summer and no longer wanted the cat due to it being aggressive. We suggested for her to contact the Westwinds Mobile Vet as we no longer euthanize cats. Animal Control took the cat, and the vet came to the pound to euthanize at owners' expense.

There was a complaint regarding a resident feeding crows and ravens. Bylaw Officer went and spoke to the owner, and it was dealt with.

There were six complaints regarding neighbours shoveling snow on the complainant's property. Bylaw Officers received compliance after informing them to keep the snow on their own premises.

While on patrol, Bylaw Officers spoke with residents regarding snow blowing or shoveling snow on the road. Residents were compliant.

Bylaw was called out regarding vehicles parked on the roads interfering with snow removal. The owners were spoken to and removed their vehicles. Some had warning noticed left when they could not be contacted. Residents were compliant and returned their vehicles to their driveway.

A resident had a shipping container on their property for a few months and it is now removed. They are now able to park their vehicles in their driveway.

MUNICIPAL TICKETS:

No MTI tickets were issued in December.

Respectfully Submitted,



Brennan McArthur
Interim Public Works Manager



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council
From: Building Department
Date: January 17, 2022
Subject: Building Month End Report for December 2021

PERMITS:

BUILDING

2021	# of Permits This Month	\$ Value of Permits This Month	Total # of Permits to Date	Year to Date \$ Value of Permits
Recreational	0	0	0	0
Residential	0	0	28	\$ 196,480.00
Commercial	0	0	2	\$ 4,904,000.00
Industrial	0	0	0	0
Institutional	0	0	0	0
Totals	0	0	30	\$ 5,100,480.00

2020	# of Permits This Month	\$ Value of Permits This Month	Total # of Permits to Date	Year to Date \$ Value of Permits
Recreational	0	0	0	0
Residential	3	\$ 9,500.00	51	\$ 812,098.00
Commercial	0	0	7	\$ 7,046,250.00
Industrial	0	0	0	0
Institutional	0	0	0	0
Totals	3	\$ 9,500.00	58	\$ 7,858,348.00

PLUMBING

	2020	2021
Number of Plumbing Permits This Month	4	1
Dollar Value of Plumbing Permits This Month	\$ 235.00	\$ 472.00
Number of Plumbing Permits YTD	10	4
Dollar Value of Plumbing Permits YTD	\$ 1,071.00	\$ 622.00

BUSINESS LICENCES:

	Number
Active/Paid	262
Outstanding	10
New	0
Total	272

Respectfully Submitted,



Ken Gawryluk
Building Inspector



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council
From: Public Works
Date: December 13, 2021
Subject: Public Works Month End Report for November 2021

WATER DISTRIBUTION:

We pumped 8,728,266 US gallons of water into the water tower during the month of November, the equivalent of 290,942.2 gallons per day, which is approximately 219.41 gallons per water connection. Last year we pumped 10,187,870 gallons of water into the water tower during the month of November, the equivalent of 339,595.67 gallons per day or 256.11 gallons per connection.

Gantahaz sub-division water usage data is not available at this time due to a failure of the water meter located in the Booster Station. The replacement of a new water meter is part of a Capital Project that is waiting for approval from Council.

GARBAGE COLLECTION SYSTEMS:

Normal operations. The total commercial garbage collected for the month of November was 66,060 kg. The total residential garbage collected was 51,410 kg, for a total of 117,470 kg. The total commercial garbage collected for the month of November 2020 was 71,200 kg. The residential garbage collected was 45,960 kg for a total of 117,160 kg.

STREETS AND ROADS:

No maintenance repairs are completed on streets during winter months.

PARKS:

Parks Staff are laid off off until May of 2022.



PROJECTS:

Administration is preparing to create design drawings for the new PRV Vault Replacement project for 2022.

EQUIPMENT & MAINTENANCE:

Regular maintenance was completed on all snow removal equipment.

BUILDINGS:

Routine maintenance was carried out on District buildings.

SAFETY:

An OH&S/Joint Health and Safety Committee meeting was held for the month of November. There were no first aid incidents to report.

ASSET MANAGEMENT:

A work order system is used for maintenance on District buildings.

AIRPORT STATS:

Total fuel pumped for the month of November 268.06 L of AV Gas, and 2,893.6 L of Jet A. Total fuel sales for the month of November were \$5,471.87.

November 2021	Fixed Wing	Helicopter	Fuel Purchase	Visit Town
Total	7	6	9	0

Respectfully Submitted,

Ken Gawryluk
Interim Director of Operations

Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council
From: Bylaw/Animal Control
Date: January 18, 2022
Subject: Bylaw/Animal Control Month End Report for November 2021

DOG LICENCES:

There were five dog licenses issued in November for a total of 680 for the 2021 year.

BOARDING:

A total of four dogs were boarded during the month of November 2021, which brought in boarding fees of \$207.38 including GST.

IMPOUNDS:

	DOGS	CATS
Remaining from last month	0	0
Impounds/strays for this month	3	1
Owners request adoption	0	0
Claimed by owner	2	1
Adopted	1	0
HD	0	0
Transferred to PG Humane	0	0
Remaining in Pound	0	0

COMPLAINT/SERVICE FILES:

There were four complaints regarding a loose dog that Animal Control impounded at the facility. The owner was contacted, fines were charged, and a dog license was purchased. Other complaints regarding loose dogs were dealt with by Animal Control. One loose dog was picked-up and brought to the pound and after five days belonged to Animal Control as per policy. She has since been adopted out.

There was one complaint regarding a barking dog. Animal Control Officer went and spoke with the owner of the dog and the owner was compliant and brought the dog indoors.

There was a call regarding a stray cat that was captured by a resident and requested Animal Control to collect. The owner came to claim her cat.

Bylaw Enforcement Officer noticed several sled dogs at a resident's house and spoke with the owner of the dogs. The owner who is not a resident of Mackenzie had mentioned that his truck had broken down and that he was waiting for a certain part. A few days later the sled dogs were gone.

Bylaw Enforcement Officer has been dealing with a lot of vehicles that were parked on the road interfering with the snow removal and/or sanding. Some had warning notices left when they could not be contacted. Residents were compliant and returned their vehicles to their driveway.

Bylaw has been in contact with empty lot owners and asked them to have derelict vehicles removed from their properties. This is still an ongoing process as most owners are from out of town and were not aware of the situation.

There was a complaint of a resident snow blowing the snow on the road. Individual was spoken to and complied.

There were eight registered letters of expectations that were mailed out regarding unsightliness and one letter was refused and was returned to us. The purpose of these letters is to give enough advance notice for residents to clean up their surroundings as much as they can before the spring. Once spring arrives it will be reassessed to see the progress that was made. Those who do not comply will receive a service order that will be at the owners' expense for the cleanup of their property/properties.

MUNICIPAL TICKETS:

No MTI tickets were issued in November.

Respectfully Submitted,



Brennan McArthur
Interim Public Works Manager



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Building Department

Date: January 17, 2022

Subject: Building Month End Report for November 2021

PERMITS:

BUILDING

2021	# of Permits This Month	\$ Value of Permits This Month	Total # of Permits to Date	Year to Date \$ Value of Permits
Recreational	0	0	0	0
Residential	1	\$ 2,052.00	28	\$ 196,480.00
Commercial	1	\$ 5,000.00	2	\$ 4,904,000.00
Industrial	0	0	0	0
Institutional	0	0	0	0
Totals	2	\$ 7,052.00	30	\$ 5,100,480.00

2020	# of Permits This Month	\$ Value of Permits This Month	Total # of Permits to Date	Year to Date \$ Value of Permits
Recreational	0	0	0	0
Residential	1	\$ 500.00	48	\$ 802,598.00
Commercial	1	\$ 1250.00	7	\$ 7,046,250.00
Industrial	0	0	0	0
Institutional	0	0	0	0
Totals	2	\$ 1,750.00	55	\$ 7,848,848.00

PLUMBING

	2020	2021
Number of Plumbing Permits This Month	1	0
Dollar Value of Plumbing Permits This Month	0	0
Number of Plumbing Permits YTD	6	3
Dollar Value of Plumbing Permits YTD	\$ 836.00	\$ 150.00

BUSINESS LICENCES:

	Number
Active/Paid	257
Outstanding	10
New	5
Total	272

Respectfully Submitted,



Ken Gawryluk
Building Inspector



Approved for Submission to Council



NCO i/c Mackenzie Detachment
PO Box 280
Mackenzie, B.C.
V0J 2C0

Your File

District of Mackenzie
Box 280
Mackenzie, B.C.
V0J 2C0

Our File

December 8th, 2021

Dear Mayor and Council

**Mayors Report for November 2021:
Summarized Mayors Report and File Synopsis for the month of November 2021.**

Detachment Case Load:

November 2021, the Mackenzie RCMP investigated 159 Files (181 files for November 2020)

- 21 - Crimes against a person files
- 18 - Crimes against property files
- 6 - Other Criminal Code violations
- 7 - Narcotic Control Act
- 6 - Provincial Statute / Federal Statute
- 99 - RCMP / Municipal Statute
- 2 - Traffic Violations

(11 files were unfounded, 16 files resulted in charges)

- There were 9 Prisoners Lodged in Cells for November 2021 - Guard Shortage

Traffic Enforcement: - October 2021 Traffic Stats:

Written Warnings 11 Intersection Warnings
 0 Distracted Driving Warning
 Total 78 Traffic Warnings

Violation Tickets 2 Intersection VT
 0 Distracted Driving VT
 Total: 28 Traffic VT's

Impaired Driving / Immediate Roadside Prohibitions - November 2021

- 1 - 24 Hour Driving Prohibition issued.
- 1 - 3 day (IRP) Immediate Roadside Prohibition issued

CHECKSTOP PROGRAM (ROAD BLOCKS)

6 Road Safety / Speeding / Sobriety Checks were conducted for November 2021

Hwy 39/Dump Rd - 10 vehicles - all drivers compliant
Hwy 97/McLeod Lake - 1 hour check - resulted in several Warnings issued
Centennial/Omineca - 25 vehicles - 1 24 hour prohibition issued
Hwy 39/Cicada Rd - 50 vehicles - 1 Driving Prohibition issued and warnings
Mackenzie Blvd - 70 vehicles - all drivers compliant
2nd check on Mackenzie Blvd - 40 vehicles - several verbal warnings - Drivers Cooperative

QUARANTINE ACT - COVID19 Related Measure Act (Public Health Act)-OCT 21

1 report for a male refusing to wear a mask at the Mackenzie COOP - Warning issued.
Male left the premises without incident.

BILL C-45 Cannabis Legislation - "Effective October 17th, 2018"

0 file(s) for the month of November 2021

Resources:

The detachment is currently short staffed by 2 member(s) - 1 Constable position. (1 Constable is on Paternity Leave)

Community Policing:

In line with the APP initiative for Crime Prevention through Curfew Compliance checks, the Mackenzie RCMP members were very active in conducting curfew checks on local residents on conditions. ***(Currently there are 4 people being curfew checked for compliance)***

Victim Services:

- Case load is 23 with 9 New Clients. File Types: Assault / Abuse and Sudden Death files. Completed Trauma course (Justice Institute of BC). Community contacts made with (McLeod Lake Indian Band, Mackenzie Secondary School, PG Sexual Assault Centre, Crown Counsel and Tsay Keh Dene Band)


ONLINE CRIME REPORTING

Mackenzie RCMP are offering a new "Online Crime Reporting" tool. The new online reporting tool gives residents a faster way to report less serious crimes. The tool can be found online at either <http://bc.rcmp-grc.gc.ca/mackenzie/report> or on the District of Mackenzie's website at districtofmackenzie.ca/public-services/emergency-services.

(See attached Court update(s) and File summary)

This concludes the Mayors report for the month of November 2021.

Sincerely,


(J) DAVIDSON, Sgt
i/c NCO Mackenzie RCMP Detachment
Detachment Commander
(250) 997-3288 phone (250) 997-3240 fax

November COURT Update(s): (SOP = Stay of Proceeding)

1.1. Warrants issued for failing to attend court in.

- 1.1.1. 1 local male – Driving and Impaired charges – 2 Unendorsed Warrants issued - Executed
- 1.1.2. 1 local male – Peace Bond Application and Breach - Endorsed Warrant issued - Executed
- 1.1.3. 1 non local male – Harassment and Breach - received 2 Endorsed Warrants – Executed
- 1.1.4. 1 non local male – Drive while Prohibited - received an Endorsed warrant – Executed
- 1.1.5. 1 non local male – Mischief / Cause a Disturbance / Drive while Disqualified – 2 Endorsed Warrants issued – STILL OUTSTANDING

1.2. Traffic VT dispute(s):

- 1.2.1. 7 VT's – received Stay or Proceedings

1.3. Convictions:

- 1.3.1. 1 youth male – was found GUILTY of Assault – he received 1 year Conditional Discharge (he also received SOP's on Uttering threats and Assault by Choking)
- 1.3.2. 1 non local female – GUILTY of Drive While Prohibited and Breach Release order – 18 month Driving prohibition / 21 days Jail / fine of \$500.00

1.4. Non Convictions:

- 1.4.1.1 1 local male – received (SOP'S) on two breach charges
- 1.4.2. 1 local male – Breach charges (x2) – SOP entered by crown

1.5 Arrests resulting in Prisoners Being Remanded to Prince George for court:

2 local males were arrested and remanded through the Crown Led Bail process to Prince George by the Sheriffs. – 1 male was later released on a Release Order by a Judge, the 2nd male is still in custody awaiting a new court date.

2. File Summary - Investigation of Interest:

- 2.1. On 2021-11-03 RCMP attended 25 Mackenzie Blvd for a report of a domestic assault. One male was arrested and later released on conditions to appear in court later.
- 2.2. On 2021-11-06 RCMP stopped a vehicle on Mackenzie Blvd. The driver had consumed alcohol and was issued a 3 day driving prohibition and the vehicle was impounded.
- 2.3. On 2021-11-08 RCMP again attended the same address at 25 Mackenzie Blvd for a complaint of a domestic assault. A male was arrested and remanded to appear in Prince George court. He was later released in Prince George.
- 2.4. On 2021-11-11 a vehicle was stopped on Centennial Dr and the driver had been consuming alcohol. The driver was issued a 24 hr driving prohibition.
- 2.5. On 2021-11-13 police were called to 53 Chichouenyly for a report of a domestic disturbance. A male was arrested and later released to attend court.
- 2.6. On 2021-11-17 police were conducting a road check on Mackenzie Blvd. A driver approached the road check who was prohibited from driving. The driver was charged under the Motor Vehicle Act and released to attend court.
- 2.7. On 2021-11-25 RCMP were called to McLeod Lake for a male breaching the conditions of his release. He was arrested and held for a bail hearing where he was later released.
- 2.8. On 2021-11-26 RCMP were called to the mall for a male breaching his conditions. This is related to the numerous files at 25 Mackenzie Blvd that police have attended lately. The male was arrested, a bail hearing was conducted and he was remanded to Prince George.
- 2.9. On 2021-11-30 RCMP started an investigation into a prolific property crime offender who is on conditions not to be within 30 km of Mackenzie. The male was located and remanded into

custody. The BC prosecution service entered a stay of proceedings against the male and didn't approve charges. He was released without charge.

Sgt. J. DAVIDSON
NCO i/c
Mackenzie RCMP

CHECKSTOP PROGRAM (ROAD BLOCKS)

9 Road Safety / Speeding / Sobriety Checks were conducted for Decemer 2021

Mill Rd/Hwy 39 - several warnings issued
2 stops Centennial/Gagnon Cres - several warnings issued no impaired drivers
2 stops Cicada/Hwy 39 - No impaired drivers 1 warning issued all drivers cooperative
2 stops Centennial - (2) 3 day IRP's issued
2 stops McLeod Lake - (130 vehicles) multiple warnings and Violation tickets issued.

QUARANTINE ACT - COVID19 Related Measure Act (Public Health Act)-DEC 21

0 reports of Health Order violations.

BILL C-45 Cannabis Legislation - "Effective October 17th, 2018"

0 file(s) for the month of December 2021

Resources:

The detachment is currently short staffed by 1 member(s) - 1 recruit arrived December 23rd, 2021 (1 Constable is on Paternity Leave)

Community Policing:

In line with the APP initiative for Crime Prevention through Curfew Compliance checks, the Mackenzie RCMP members were very active in conducting curfew and house arrest checks on local residents on conditions. ***(Currently there are 4 people being curfew checked for compliance)***

Victim Services December 2021 stats for Victim Services:

(Ongoing Clients - 24 / New Clients - 8 / Closed Clients - 7)

Incidents resulting in Victim Services assistance - 5

New clients included: 5 males and 3 females. Of these 8 clients: 6 adults, 1 senior, and 1 child. The incident types included: sudden death, assault/abuse (other familial), assault/abuse (other), and sexual assault/abuse. Victim Services also had involvement with the McLeod Lake Indian Band Health Team and Mackenzie Counselling in the month of December.

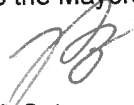
ONLINE CRIME REPORTING

Mackenzie RCMP are offering a new "Online Crime Reporting" tool. The new online reporting tool gives residents a faster way to report less serious crimes. The tool can be found online at either <http://bc.rcmp-grc.gc.ca/mackenzie/report> or on the District of Mackenzie's website at districtofmackenzie.ca/public-services/emergency-services.

(See attached Court update(s) and File summary)

This concludes the Mayors report for the month of December 2021.

Sincerely,



(J) DAVIDSON, Sgt
i/c NCO Mackenzie RCMP Detachment
Detachment Commander
(250) 997-3288 phone (250) 997-3240 fax

COURT Update(s): (SOP = Stay of Proceeding)

1.1. Warrants issued for failing to attend court in December Court:

- 1.1.1. A non local female – Warrant issued for theft charges (Shoplifting) – executed by PG see below for court outcome in Prince George
- 1.1.2. A local female – received an Endorsed Warrant for assault – Executed by Mackenzie
- 1.1.3. A local male – received (2) Unendorsed Warrants (for Driving while Prohibited charges (on two separate Mackenzie files) – Executed by Mackenzie

1.2. Traffic VT dispute(s):

- 1.2.1. 2 VT's were entered with SOP's
- 1.2.2. 2 VT's were found Guilty
- 1.2.3.1 VT was not disputed and found guilty

1.3. Convictions:

- 1.3.1. A non local female was found guilty of theft (Shoplifting) – 12 month Probation order (Conditional Discharge)
- 1.3.2. A non local female was found guilty of Drive While Prohibited/Breach – 18 month Driving Prohibition/ Fine of \$500.00 and 15 days jail. (*SOP on Drive while suspended Charge and additional Drive while prohibited charges*)

1.4. Non Convictions:

- 1.4.1.1 A local male received an SOP on assault charges.

2. File Summary - Investigation of Interest:

- 2.1. On 2021-12-02 RCMP were called to the Mcleod Lake Indian Band for a report of an assault. One male had assaulted another male. One person was charged and released on conditions and to appear in court at a later date.
- 2.2. On 2021-12-02 RCMP attended an address on Pine Crescent for a report of an male assaulting another male. One person was arrested and held in custody for a bail hearing. They were later released and will attend court this month.
- 2.3. On 2021-12-08 RCMP attended a residence on Centennial Dr and apprehended one male. Numerous firearms were seized and firearms charges are being recommended to crown counsel
- 2.4. On 2021-12-11 RCMP were called to a possible impaired driver on Selwyn Dr. Upon arrival, the driver was not cooperative, he was transported to UHNBC by EHS with a police officer and a blood demand was completed to see if he had been consuming alcohol.
- 2.5. On 2021-12-11 RCMP executed a warrant under the Controlled Drugs and Substance Act. One male was arrested and numerous firearms and drugs were seized. One assault rifle was found loaded by the door. He was released to attend court.
- 2.6. On 2021-12-27 a male entered the McLeod Lake store and left a baggie of suspected Methamphetamine. Charges are being recommended.
- 2.7. On 2021-12-29 police attended a residence on McIntyre drive for a report of a domestic assault. One male was arrested and held for a bail hearing. He was later released.
- 2.8. On 2021-12-30 police attended a residence in Mackenzie where a male who is on conditions not to be in Mackenzie was suspected to be. A warrant was obtained and with the assistance of the Prince George Dog Service and North District Emergency Response Team, one male was taken into custody. He was transported to Prince George.

Sgt. J. DAVIDSON
NCO i/c Mackenzie RCMP

COUNCIL REPORT

To: Mayor and Council

From: Fire Chief, Jamie Guise

Date: December 2021

Subject: Fire Department Month End Report, November 2021

FIRE DEPARTMENT RESPONSES:

Code	Description	Number of Calls this Period	Year to Date
AOA	Assist other Agency	4	20
ACE	Air Craft Emergency		
BC	Burn Complaint		13
BT	Bomb Threat		
CO	Carbon Monoxide Alarm		
EH	Electrical Hazard		5
FAL	False Alarm	1	28
FR	First Responder		
FRC	Chimney Fire		
FRD	Dumpster Fire		1
FRE	Electrical Fire		
FRG	Grass/Bush Fire		
FRH	Hog/Saw Dust Fire		
FRI	Interface Fire		
FRR	Rubbish Fire		1
FRS	Structure Fire	1	7
FRV	Vehicle Fire		6
FRW	Wildland Fire		7
GSL	Gas Spill/Leak	1	4
HMI	Hazardous Material Incident		1
INV	Investigation		1
NF	No Fire (standby only)		
MVI	Motor Vehicle Incident	1	27
PS	Public Service		7
R&S	Rescue and Safety		
OTHER			
TOTALS		8	128

- GSL -10 **November @ 12:24** – Report of a smell of natural gas in a home. Upon arrival of Chief 1 the owner thought that they could smell natural gas in their home so Chief 1 used a monitor to try to find anything in the home. After walking through the home, Chief 1 could not find any evidence of gas in the home. Chief 1 had Fortis gas respond to ensure there were no leaks or other sources that could have been detected by the owner. Crews returned to the Hall when Fortis arrived at the home.
- AOA -10 **November @ 20:08** – Requested by BCAS to assist with a lift. Crews were required to help take a patient from their home into an awaiting ambulance before returning to the Hall.
- MVI -14 **November @ 13:25** – Report of a single vehicle MVI on Hyw 97 south of the Junction. While responding it was reported that the vehicle had gone into the ditch and all occupants were out of the vehicle. Crews returned to the hall.
- AOA -15 **November @ 11:22** – Requested by BCAS to assist with a lift. Crews were required to help take a patient from an awaiting ambulance back into their home before returning to the Hall.
- MVI -14 **November @ 13:25** – Report of a single vehicle MVI on Hyw 97 north of the Junction. While responding an off-duty firefighter reported that the lone occupant was out of the vehicle and on the side of the road. Crews returned to the Hall.
- FAL - 18 **November @ 09:55** – Report of residential alarms activated. While responding it was noted that the alarms were false due to a child pulling the alarm pad off the wall. Crews stood down.
- AOA -19 **November @ 18:17** – Requested by BCAS to assist with a lift. Crews were required to help take a patient from their home into an awaiting ambulance before returning to the Hall.
- AOA -23 **November @ 12:20** – Requested by BCAS to assist with a lift. Crews were required to help take a patient from an awaiting ambulance back into their home before returning to the Hall.
- FRS -27 **November @ 05:16** – Report of a shed on fire at Morfee Trailer Park. Upon arrival of Chief 1 it was noted that there was a fire in the shed. Crews were required to extinguish the fire before returning to the hall.

VOLUNTEER FIRE FIGHTERS TRAINING NIGHTS SCHEDULE:

2 November – Planning and Meeting Night

- a. Occupational Health & Safety Committee
- b. Management Team and Officers Meeting
- c. Monthly Training Plan
- d. Coordinate Work Plan Activities
- e. Complete Apparatus, Equipment and Facilities Checks
- f. Conduct Association Business Meeting

9 November– Firefighter Skills Development

- a. Probationary members conducted Fire Behavior training.
- b. Fire Fighters were conducting over the bank training.

16 November - Firefighter Skills Development

- a. Probationary member conducted Forward Lay training using both 2 ½" and 5" connections.
- b. Fire Fighters conducted over the bank scenario.

23 November – Firefighter Skills Development

- a. Probationary members conducted Reverse Lay training and Fire Department Connection.
- b. Fire Fighters conducted RIT theory training.

30 November – Firefighter Skills Development

- a. Probationary members conducted hose rolls and lays training.
- b. Fire Fighters conducted RIT training for both functioning and non-functioning face piece regulator.

FIRE & LIFE SAFETY INSPECTIONS:

15 fire safety inspections were conducted in the month of November.

VOLUNTEER FIRE FIGHTERS SCHEDULE:

November 11 – Members participated in the Remembrance Day Ceremony and Parade.

FIRE DEPARTMENT MEMBERSHIP:

Position	Allocation	Actual
Fire Chief	1	1
Deputy Fire Chief	1	1
Assistant Chiefs	2	1
Training Officers	2	2
Captains	4	2
Lieutenants	4	3
Engineers	4	0
Fire Fighters	20	11
Total Fire Fighting Force	38	21
Fire Fighters (Probationary)		9
Fire Fighter (Junior)	4	0
Leave of Absence		

NEW FIRE HALL BUILD EXPENSES TO DATE

The construction of the new Fire Hall continues.

The District of Mackenzie has expensed the following amounts for the project to date:

Category	Vendor	Expense to date
Design	Field Lievers Architecture	\$ 428,750
Project Management	Colliers Project Leaders	\$ 8,289
Geotechnical	GeoNorth	\$ 25,251
Survey	McElhanney	\$ 7,203
Construction Contract	Southwest Design & Construction	\$ 3,260,936
FF&E	Furniture and Fixtures	\$ 134,532
Construction Management Fee	JenCol Construction	\$ 27,590
Miscellaneous*	Various	\$ 170,596
	Overall Budget Expense	\$ 4,063,147

*Miscellaneous expenses include: Hydro, legal, wages, benefits, minor contracting, and supplies.

Project works to date are as follows:

- Mechanical items have been purchased
- Control items have been purchased
- Electrical items have been purchased with some of the items on site, including a deposit on the Emergency Generator
- Roofing system is in progress
- Siding is being installed

Total Project Budget = \$6.5 million

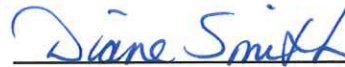
Total Expenses To Date = \$4,063,147

Total Budget Remaining = \$2,436,853

Respectfully Submitted,



Jamie Guise
Fire Chief



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Fire Chief, Jamie Guise

Date: January 2021

Subject: Fire Department Month End Report, December 2021

FIRE DEPARTMENT RESPONSES:

Code	Description	Number of Calls this Period	Year to Date
AOA	Assist other Agency	1	21
ACE	Air Craft Emergency		
BC	Burn Complaint		13
BT	Bomb Threat		
CO	Carbon Monoxide Alarm		
EH	Electrical Hazard		5
FAL	False Alarm	5	33
FR	First Responder		
FRC	Chimney Fire		
FRD	Dumpster Fire		1
FRE	Electrical Fire		
FRG	Grass/Bush Fire		
FRH	Hog/Saw Dust Fire		
FRI	Interface Fire		
FRR	Rubbish Fire		1
FRS	Structure Fire		7
FRV	Vehicle Fire	1	7
FRW	Wildland Fire		7
GSL	Gas Spill/Leak		4
HMI	Hazardous Material Incident		1
INV	Investigation		1
NF	No Fire (standby only)		
MVI	Motor Vehicle Incident	1	28
PS	Public Service		7
R&S	Rescue and Safety		
OTHER			
TOTALS		8	136

- FAL - 12 **December @ 03:51** – Report of alarms activated at Conifex Site 2. While responding it was noted that the alarms were false due to a broken pipe. Crews stood down.
- AOA -12 **December @ 20:08** – Requested by BCAS to assist with a lift. Crews were required to help take a patient from their home into an awaiting ambulance before returning to the Hall.
- FAL - 19 **December @ 03:51** – Report of alarms activated at Conifex Site 2. While responding it was noted that the alarms were false due to a broken pipe. Crews stood down.
- FAL - 21 **December @ 03:51** – Report of alarms activated at Conifex Site 2. While responding it was noted that the alarms were false due to low air on the sprinkler system. Crews stood down.
- FAL - 25 **December @ 13:07** – Report of alarms activated at 5150 Coquiwaldie Road. Upon arrival of Chief 1 it was noted that the alarms were false due to a mechanic working on logging trucks with no ventilation setting off the smoke alarms. Crews stood down.
- FRV -26 **December @ 12:38** – Report of a vehicle on fire at a residence. Upon arrival of Chief 1 it was noted that there was a vehicle fully involved and the vehicle was causing another vehicle to catch on fire. Crews were required to extinguish the vehicles and cool off hot spots before returning to the Hall.
- FAL - 28 **December @ 07:51** – Report of alarms activated at the Recreation Centre. While responding it was noted that the alarms were false due to a broken pipe. Crews stood down.
- MVI -30 **December @ 13:25** – Report of a single vehicle MVI on Hyw 97 south of the Junction. While responding it was reported that the vehicle had hit a moose and all occupants were out of the vehicle. Crews returned to the Hall.

VOLUNTEER FIRE FIGHTERS TRAINING NIGHTS SCHEDULE:

7 December – Planning and Meeting Night

- a. Occupational Health & Safety Committee
- b. Management Team and Officers Meeting
- c. Monthly Training Plan
- d. Coordinate Work Plan Activities
- e. Complete Apparatus, Equipment and Facilities Checks

- f. Conduct Association Business Meeting

14 December – Firefighter Skills Development

- a. Probationary members conducted hose handling training.
- b. Fire Fighters were conducting self-rescue training.

21 December - Firefighter Skills Development

- a. Fire Department members participated in Chief's night.

28 December – Firefighter Skills Development

- a. No practice

FIRE & LIFE SAFETY INSPECTIONS:

Six fire safety inspections were conducted in the month of December.

VOLUNTEER FIRE FIGHTERS SCHEDULE:

December 18 – Members decorated and lead the annual Christmas Parade.

December 18- Fire Fighter Association drove Santa around to members houses to drop off gifts to the children.

EMERGENCY MANAGEMENT

The Deputy Fire Chief attended a webinar about the Next Generation 911 GIS.

Attended a tabletop scenario out at McLeod Lake Indian Band. Mackenzie Search and Rescue was also in attendance and scenario was facilitated by Holistic Emergency Preparedness and Response.

FIRE DEPARTMENT MEMBERSHIP:

Position	Allocation	Actual
Fire Chief	1	1
Deputy Fire Chief	1	1
Assistant Chiefs	2	1
Training Officers	2	2
Captains	4	2
Lieutenants	4	3
Engineers	4	0
Fire Fighters	20	11
Total Fire Fighting Force	38	21
Fire Fighters (Probationary)		8
Fire Fighter (Junior)	4	0
Leave of Absence		

NEW FIRE HALL BUILD EXPENSES TO DATE

The construction of the new Fire Hall continues.

The District of Mackenzie has expensed the following amounts for the project to date:

Category	Vendor	Expense to date
Design	Field Lievers Architecture	\$ 437,750
Project Management	Colliers Project Leaders	\$ 8,289
Geotechnical	GeoNorth	\$ 25,534
Survey	McElhanney	\$ 7,203
Construction Contract	Southwest Design & Construction	\$ 3,378,263
FF&E	Furniture and Fixtures	\$ 138,189
Construction Management Fee	JenCol Construction	\$ 27,590
Miscellaneous*	Various	\$ 170,846
	Overall Budget Expense	\$ 4,193,664

*Miscellaneous expenses include: Hydro, legal, wages, benefits, minor contracting, and supplies.

Project works to date are as follows:

- Mechanical Items have been purchased
- Control Items have been purchased
- Electrical Items have been purchased with some of the items on site. Including a deposit on the Emergency Generator
- Roofing system is in progress
- Siding is being installed

Total Project Budget = \$6.5 million
Total Expenses To Date = \$4,193,664
Total Budget Remaining = \$2,306,336

Respectfully Submitted,



Jamie Guise
Fire Chief



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Terry Gilmer, Recreation Services

Date: January 17, 2022

Subject: Recreation Services Month End Report – November 2021

Pool:

- Staff have documented 698 pool and 59 aquafit bookings for the month.
- Aquatic staff's monthly in-service was held on November 21st with all lifeguards in attendance.
- Range of Motion program began in the pool on November 18th for seniors and their caregivers with the support of a lifeguard. This session was for participants to try out and staff will modify/expand the program moving forward.
- WIBIT sessions in the pool happened November 19/20 and November 26/27.

Arena:

- Staff met with Minor Hockey on November 1st to review schedules, along with Northern Health Authority's updated orders.

Ski Hill:

- Director of Recreation Services met with Bill Laing and Evan Atkinson regarding the 2021/2022 Little Mac Ski Hill season, completed staff training sessions, started snowboard lessons, and added new features on the Hill for the season.

Fitness Area:

- Staff have documented 1,241 fitness centre bookings for the month.

Programs:

- Staff have documented 155 public skating, 9 curling, 64 climbing and 24 pickleball sessions for the month.
- Staff met with the ice and snow carver on November 1st regarding the upcoming WinterQuest event in February. Staff are looking to expand on this event to include an ice carving workshop and having a brewery/winery event up at the ski chalet.
- Ice blocks have been ordered for our ice carver for WinterQuest 2022, which is planned for February 25-27.

- Staff met with Amber Hipkiss on November 30th to discuss the WinterQuest events and a partnership with the Community Market, which includes snow-ga (yoga in the snow) with the potential for a wine and cheese evening at Little Mac Ski Chalet.
- Winter Market was held at the Purple Bicycle parking lot on November 19th.
- MORATA Ski Gear Swap and BBQ was held in the roundabout and Sas Da Ghe room on November 20th (gear drop off was on November 19th).
- Staff met with New Horizon's stakeholders on December 2nd to discuss the Happy Days Club (55+ Club) starting in January 2022.
- Mayor and staff met with a group of climbing wall enthusiasts to hear their concerns about its potential move to the school. Staff also completed an onsite visit with SD 57 representatives who are interested in moving the wall and assisting staff with the process. The school confirmed their interest in the wall and their only concern was safety, which was addressed.
- Staff held follow up meetings with Ross Hobbs, Carmen Schalles, Jill Irwin, Leanna McKinnon and Dr. Lindsey Dobson to get their feedback and further develop an option for the Recreation Centre to be the site for the climbing wall.

Other:

- Recreation Services was in lockdown "Hold and Secure" due to an incident RCMP was investigating for the morning of November 2nd. Once the all-clear was given, the facility reopened.
- Amilia recreation software soft launch began on November 15th. The public can now view facility and program schedules online as well as their personal registration information. Staff had the usual hiccups to start, but feedback has been very positive from the public. <https://www.amilia.com/store/en/district-of-mackenzie/shop/calendars>
- Staff worked with the software company that installed the arena cameras for the GMHL games, in an attempt to come up with an agreement that would make the streaming service available for other user groups in the facility i.e. figure skating competitions/hockey tournaments. We've finalized an agreement that for \$8/per hour the service can be accessed and associations are aware of this option.
- District of Mackenzie staff met with SD57 staff to review financial assistance options available for children. The goal was to find ways to increase participation in programming and connection within the community for those in need. Staff discovered SD57 has many options available for youth and will educate the public as required.
- Staff added the end boards to the outdoor rink. Staff require some consistent cold daytime/nighttime temperatures in order to put the finishing touches on the top layer of ice to smooth it out.
- Vaccination Clinic was booked in the Callahan Room and Sas Da'Ghe Room from November 29th till December 3rd.
- One Building Grounds Maintenance staff and two Building Operator staff took their Pool Operator I course via Recreation Facilities Association of BC (RFABC).

- The Angel Tree was set up in the Recreation Services community living space and will remain up until December 13th for donations to children in need in the community.
- Holiday lighting continues with creatures going up on the roof November 19th and flood lights added to the roundabout tree.
- The facility was closed for Remembrance Day on November 11th.

Respectfully Submitted,



Terry Gilmer
Director of Recreation Services



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Terry Gilmer, Recreation Services

Date: January 17, 2022

Subject: Recreation Services Month End Report – December 2021

Pool:

- Staff have documented 879 pool and 48 aquafit bookings for the month.
- Staff advertised on December 27th that due to the Provincial Health Order update, proof of vaccination is now a requirement for public swimming ages 12+.
- Mackenzie Secondary School rented the pool on December 8th for their Grade 7 class to try out their cardboard-built boats. It was a huge success, and MSS also booked December 15th to host this for their Grade 8 class.
- Swimming lessons that were put on hold in October have been rescheduled and will begin on January 5th. They consist of seven swim levels with currently 17 participants re-enrolled.

Arena:

- Maintenance on the sound equipment in the arena was completed and the sound has improved.
- During the cold snap, a water pump and our main water pipe froze and then burst in the Arena Compressor Room, on December 27th. The water fried the controller for the exhaust fan. As a precautionary measure, staff had everyone getting dressed in the arena bleachers until the fan could be fixed. Everything is back to normal now.

Ski Hill:

- Staff have documented 58 Ski Hill visits for the month.
- Advertising for Little Mac Ski Hill Season Passes was launched on December 7th.
- Technical Safety BC was on location on December 15th to inspect Little Mac Ski Hill and it passed with minor adjustments.
- Staff were trained for lift operations by Evan Atkinson on December 19th.
- Little Mac Ski Hill opened December 20th.
- Little Mac Ski Hill was closed on December 27 - December 31 due to extreme cold weather.
- Advertising was launched on December 20th for an interest list for snowboard and skiing lessons planned in the new year.

Fitness Area:

- Staff have documented 939 fitness centre bookings for the month.

Programs:

- Staff have documented 100 public skating, 13 curling, 52 climbing and 29 pickleball sessions for the month.
- The Winter Facility Schedule was published on December 30th and will run from January 3 – March 12, 2022.
- The Holiday Parade ran on December 18th and was a huge success again this year based on feedback and participation.
- The 2021 Annual Holiday Lights Competition winners were announced December 23rd – a special thank you to Councillor Barnes and Grogan for judging as well as Ace Victory Building Centre for sponsoring this event.
- The Holiday Hockey Skills Sessions ran from December 20-23, 2021 with 21 participants over the course of the four-day one-hour long sessions.
- Staff met with representatives for the chilli cookoff planned for WinterQuest. Centerra has announced they will sponsor this event.

Other:

- The outdoor rink (ODR) officially opened for the season on December 2nd with the first cold snap. It would normally be extremely difficult to open this early with fluctuating temperatures but was made much easier thanks to Public Works for leveling the ground for the playing area last fall and the liner setup by our BGM's.
- Climbing Wall Public Engagement occurred on December 15th with 20 members attending.
- Staff met with KIMTA Transportation Association on December 16th regarding the KIMTA bus rental process and procedures.
- Effective at 12:00 AM on December 23rd, the gym, and all fitness related classes were closed until at least January 18, 2022, due to new restrictions. In addition, all indoor gatherings were cancelled, and spectator events remain at 50% capacity. The new restrictions did not impact swimming and skating activities although all tournaments and our special seniors programming (due to the social component) were cancelled. All membership holders were advised if they would like their membership paused for this closure, to contact Recreation Services to do so.
- On December 28th our fire suppression system had a burst pipe in the janitor's room next to the cardio room it was addressed.
- Recreation Services was closed on December 25th and 26th.



Respectfully Submitted,

A handwritten signature in black ink, appearing to read "T. Gilmer", written in a cursive style.

Terry Gilmer
Director of Recreation Services

A handwritten signature in blue ink, appearing to read "Deane Smith", written in a cursive style.

Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council
From: Finance
Date: January 18, 2022
Subject: Month End Report at November 30, 2021

Attached are the following month-end reports as at November 30, 2021:

- Analysis of Revenue and Expenses
- Accounts Payable Payment Listing
- Capital Expenditure

Respectfully Submitted,



Kerri Borne
Chief Financial Officer



Approved for Submission to Council

Revenue and Expenses Final Budget

November 30, 2021

DESCRIPTION	2021 AMENDED BUDGET	2021 YTD NOVEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
GENERAL OPERATING REVENUE				
<u>TAXATION</u>				
TAXATION	5,591,152	5,360,429	230,723	4.1%
616 AREA	14,000	-	14,000	100.0%
1% UTILITIES TAX AND GRANTS IN LIEU	2,662,659	2,671,825	(9,165)	(0.3%)
	8,267,811	8,032,254	235,557	2.8%
SALES OF SERVICE	414,546	380,074	34,472	8.3%
RECREATION AND CULTURE	276,369	154,354	122,015	44.1%
	690,915	534,428	156,487	22.6%
<u>LICENCES AND PERMITS</u>				
BUSINESS LICENSE	40,000	44,933	(4,933)	(12.3%)
BUILDING/PLUMBING PERMIT REVENUE	17,000	31,706	(14,706)	(86.5%)
OTHER PERMITS/APPLICATIONS	1,275	850	425	33.3%
ANIMAL LICENSES	18,000	16,510	1,490	8.3%
	76,275	93,999	(17,724)	(23.2%)
<u>OTHER REVENUES</u>				
FINES	3,500	-	3,500	100.0%
RENTALS	232,000	169,727	62,273	26.8%
FRANCHISE FEES (FORTIS BC)	143,120	143,120	-	0.0%
RETURN ON INVESTMENTS	306,000	202,927	103,073	33.7%
TAXES PENALTIES AND INTEREST	73,000	44,162	28,838	39.5%
COMMUNITY FOREST	500,000	500,000	-	0.0%
MISCELLANEOUS	607,046	605,593	1,453	0.2%
CEMETERY CARE	250	-	250	100.0%
DEPRECIATION	1,544,955	1,416,209	128,746	8.3%
TRANSFER FROM RESERVES & ACCUMULATED SURPLUS	735,674	-	735,674	100.0%
	4,145,545	3,081,736	1,063,809	25.7%

Revenue and Expenses Final Budget

November 30, 2021

DESCRIPTION	2021 AMENDED BUDGET	2021 YTD NOVEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
<i>GRANTS</i>				
PROVINCIAL GRANTS - UNCONDITIONAL	560,505	809,940	(249,435)	(44.5%)
PROVINCIAL GRANTS - CONDITIONAL	150,766	128,029	22,737	15.1%
REGIONAL DISTRICT GRANTS	5,000	5,000	-	0.0%
OTHER FUNDERS	522,258	459,869	62,389	11.9%
	1,238,529	1,402,838	(164,309)	(13.3%)
TOTAL REVENUE	14,419,075	13,145,256	1,273,820	8.8%
<i>GENERAL OPERATING EXPENSES</i>				
<i>GENERAL GOVERNMENT</i>				
COUNCIL	208,926	134,571	74,355	35.6%
GRANTS & CHAMBER OF COMMERCE	244,900	194,233	50,667	20.7%
ADMINISTRATION	674,300	578,299	96,001	14.2%
FINANCE	733,886	625,374	108,512	14.8%
COMMON SERVICES/COMPUTER/MTCE	370,920	307,113	63,807	17.2%
ECONOMIC DEVELOPMENT	287,410	211,332	76,078	26.5%
ALLOCATION WATER/SEWER	(84,000)	(77,000)	(7,000)	8.3%
DEPRECIATION - General Government	50,004	45,837	4,167	8.3%
	2,486,346	2,019,758	466,588	18.8%
<i>PROTECTIVE SERVICE</i>				
FIRE DEPARTMENT	548,810	396,004	152,806	27.8%
FUEL MITIGATION	557,146	382,329	174,817	31.4%
INDUSTRIAL AREA FIRE BUILDING	8,877	14,138	(5,261)	(59.3%)

Revenue and Expenses Final Budget

November 30, 2021

DESCRIPTION	2021 AMENDED BUDGET	2021 YTD NOVEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
BUILDING INSPECTIONS	162,853	140,710	22,143	13.6%
BYLAW SERVICES	229,578	213,484	16,093	7.0%
EMERGENCY MANAGEMENT	7,700	140,774	(133,074)	(1728.2%)
EMERGENCY SERVICES BLDG	31,311	29,637	1,674	5.3%
OTHER PROTECTIVE SERVICES	141,172	98,632	42,540	30.1%
DEPRECIATION - Protective Service	150,000	137,500	12,500	8.3%
	1,837,446	1,553,209	284,238	15.5%
<u>PUBLIC WORKS</u>				
TRANSPORTATION SERVICES	2,033,886	1,798,745	235,141	11.6%
DEPRECIATION - Public Works	615,000	563,750	51,250	8.3%
GARBAGE COLLECTION	329,447	318,412	11,035	3.3%
PUBLIC HEALTH	48,606	47,818	788	1.6%
DEPRECIATION - Public health	48,765	44,701	4,064	8.3%
BEACHES AND PARKS	262,983	199,868	63,115	24.0%
	3,338,686	2,973,294	365,393	10.9%
<u>RECREATION SERVICES</u>				
RECREATION FACILITIES	3,116,957	2,390,767	726,190	23.3%
DEPRECIATION - Recreation Services	681,186	624,421	56,766	8.3%
TRANSFER TO MACKENZIE PUBLIC LIBRARY	278,881	255,641	23,240	8.3%
	4,077,024	3,270,828	806,196	19.8%
<u>FISCAL SERVICES</u>				
FISCAL EXPENSES	11,450	1,780	9,670	84.5%
TRANSFER TO RESERVES	2,668,123	-	2,668,123	100.0%



**Revenue and Expenses Final Budget
November 30, 2021**

DESCRIPTION	2021 AMENDED BUDGET	2021 YTD NOVEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
TRANSFER TO SURPLUS	-	-	-	0.0%
	2,679,573	1,780	2,677,793	99.9%
TOTAL GENERAL EXPENSES	14,419,075	9,818,869	4,600,207	31.9%
REVENUE LESS EXPENSES				
NET SURPLUS (DEFICIENCY)	0	3,326,386		
WATER OPERATIONS				
REVENUE	1,151,783	664,952	486,831	42.3%
EXPENDITURES	1,151,783	425,968	725,815	63.0%
NET SURPLUS (DEFICIENCY)	-	238,984		
SEWER OPERATIONS				
REVENUE	651,688	550,958	100,729	15.5%
EXPENDITURES	651,688	360,495	291,193	44.7%
NET SURPLUS (DEFICIENCY)	-	190,464		
CONSOLIDATED GENERAL, WATER & SEWER OPERATING SURPLUS (DEFICIENCY)	0	3,755,834		



District of Mackenzie
Accounts Payable - Payment Listing
November 30, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
3/11/2021	067249	B1110	BC ONE CALL	210.00
3/11/2021	067250	C4811	CHRYSALID TECH	142.21
3/11/2021	067251	C8092	C.U.P.E. NATIONAL OFFICE	1,501.55
3/11/2021	067252	F1034	FIELD LIEVERS ARCHITECTURE	10,500.00
3/11/2021	067253	F6868	FRONTERA FOREST SOLUTIONS, INC	1,771.88
3/11/2021	067254	H4896	HOWARD, TIM	80.00
3/11/2021	067255	H9900	HAGEN'S HOME HARDWARE	15.66
3/11/2021	067256	I0790	IGI RESOURCES	3,347.66
3/11/2021	067257	K0800	KGC FIRE RESCUE INC	671.54
3/11/2021	067258	M2800	MACKENZIE FIRE FIGHTERS ASSOCIATION	4,344.00
3/11/2021	067259	M2870	MACKENZIE COMMUNITY ARTS COUNCIL	390.00
3/11/2021	067260	M4015	MIDWAY PURNEL	7,459.83
3/11/2021	067261	M9004	SCOTT SEAMAN	160.00
3/11/2021	067262	N6729	NORTHERN LITES TECHNOLOGY (2021) LTD.	18,900.00
3/11/2021	067263	N8065	NORTHWEST FUELS LIMITED	14,999.19
3/11/2021	067264	P3810	PACIFIC BLUE CROSS	29,406.31
3/11/2021	067265	P4550	PONEE, DARYLENE	160.00
3/11/2021	067266	S7530	STEWART MCDANNOLD STUART	1,256.39
3/11/2021	067267	T6050	TELUS CUSTOM SECURITY SYSTEMS	201.97
3/11/2021	067268	T8000	TRICO INDUSTRIES LTD	806.40
3/11/2021	067269	U1060	UNITED LIBRARY SERVICE	70.44
3/11/2021	067270	U9000	UAP INC.	168.44
10/11/2021	067271	A1090	ACKLANDS - GRAINGER INC.	5,205.17
10/11/2021	067272	A5733	ANDREW SHERET LIMITED	2,333.59
10/11/2021	067273	C0190	CKJ TRUCKIN	97.91
10/11/2021	067274	C3174	CORDWOOD INDUSTRIES	698.25
10/11/2021	067275	C4811	CHRYSALID TECH	393.82
10/11/2021	067276	C6021	CONCEPT DESIGN LTD.	57,559.07
10/11/2021	067277	C9899	CHRYSALID TECH	94.77
10/11/2021	067278	C9990	CONSIDER IT DONE CLEANING SERVICES	882.00
10/11/2021	067279	D0051	D DOOLITTLE PET CARE	222.69
10/11/2021	067280	D4901	DISTRICT OF MACKENZIE-LS MEAL ALLOW	150.00
10/11/2021	067281	D7000	DUZ CHO LOGGING	1,192.80
10/11/2021	067282	H2902	HARRIS & COMPANY	3,591.15
10/11/2021	067283	H9900	HAGEN'S HOME HARDWARE	25.27
10/11/2021	067284	J4000	JIBC - JUSTICE INSTITUTE OF BC	3,208.81
10/11/2021	067285	K4070	KIM M GUTHRIE, NOTARY PUBLIC	30.00
10/11/2021	067286	M2857	MACKENZIE GRAVEL	49,266.01
10/11/2021	067287	M3206	MACLAK CONTRACTING	485.73
10/11/2021	067288	M3818	MELINA SWEEZEY	5,738.13
10/11/2021	067289	M4015	MIDWAY PURNEL	342.26
10/11/2021	067290	M9004	DAN BOULIANNE	591.30
10/11/2021	067291	N5248	NORLITE FURNACES LTD	472.38
10/11/2021	067292	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	150.00
10/11/2021	067293	N8115	NORTHLANDS WATER & SEWER SUPPLIES	7,496.10
10/11/2021	067294	P7518	PROTEC SECURITY SERVICES	900.38
10/11/2021	067295	R2097	RFS CANADA	555.52
10/11/2021	067296	S7530	STEWART MCDANNOLD STUART	907.20



District of Mackenzie
Accounts Payable - Payment Listing
November 30, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
10/11/2021	067297	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	4,738.07
10/11/2021	067298	T8000	TRICO INDUSTRIES LTD	3,037.48
10/11/2021	067299	U0080	ULINE CANADA CORPORATION	197.72
10/11/2021	067300	U1060	UNITED LIBRARY SERVICE	209.49
10/11/2021	067301	U9000	UAP INC.	6.21
10/11/2021	067302	U9013	URBAN SYSTEMS	555.66
10/11/2021	067303	V1560	VICTORY BUILDING CENTRE	411.89
10/11/2021	067304	W2033	WESTERN THERMAL AND DEMOLITION	49,428.75 *
10/11/2021	067305	W2110	WESTERN WATER ASSOCIATES LTD	2,236.40
10/11/2021	067306	W5100	WILLIAMS PETROLEUM	972.83
12/11/2021	067307	W2033	WESTERN THERMAL AND DEMOLITION	49,428.75
18/11/2021	067308	A0430	A-TECH SECURITY	10,334.10
18/11/2021	067309	A1049	ACCESSSMT HOLDINGS LTD	201.60
18/11/2021	067310	a1069	ALBERTA FIRE CHIEFS ASSOCIATION	1,133.32
18/11/2021	067311	A1090	ACKLANDS - GRAINGER INC.	770.46
18/11/2021	067312	C3174	CORDWOOD INDUSTRIES	918.75
18/11/2021	067313	C4811	CHRYSALID TECH	156.70
18/11/2021	067314	C9899	CHRYSALID TECH	67.16
18/11/2021	067315	D0051	D DOOLITTLE PET CARE	5,000.00
18/11/2021	067316	D3010	DIGGERS IMPACT LTD.	12,994.28
18/11/2021	067317	D5275	DOMINION GOV LAW LLP	5,788.40
18/11/2021	067318	E0255	EASTERN RINK SERVICES	9,467.70
18/11/2021	067319	F1034	FIELD LIEVERS ARCHITECTURE	7,875.00
18/11/2021	067320	G9900	GREEN PHOENIX RECYCLING	45.15
18/11/2021	067321	H1009	HAGEN'S HOME HARDWARE	1,337.71
18/11/2021	067322	I0790	IGI RESOURCES	5,093.81
18/11/2021	067323	J0708	JEPSON PETROLEUM LTD	570.75
18/11/2021	067324	L4506	LIFESAVING SOCIETY	126.00
18/11/2021	067325	L7010	LOOMIS EXPRESS	190.63
18/11/2021	067326	M2840	MACDUNN CONTROLS LTD.	3,536.36
18/11/2021	067327	M3206	MACLAK CONTRACTING	1,312.50
18/11/2021	067328	M3899	MDC-MD CHARLTON	377.45
18/11/2021	067329	M9004	GERMAINE & FRANK LAVOIE	75.00
18/11/2021	067330	M9004	ANGIE & RIMI SHAQIRI	150.00
18/11/2021	067331	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	45.00
18/11/2021	067332	N8115	NORTHLANDS WATER & SEWER SUPPLIES	1,301.23
18/11/2021	067333	O3455	ORKIN CANADA CORPORATION	273.00
18/11/2021	067334	O3511	OSPREY CUSTOM CARPENTRY	2,390.47
18/11/2021	067335	P1256	PAUL'S LAWN CARE	315.00
18/11/2021	067336	P3500	PITNEY BOWES	416.51
18/11/2021	067337	R2500	R.D. OF FRASER-FORT GEORGE	1,878.64
18/11/2021	067338	R8009	ROYAL CANADIAN LEGION	75.00
18/11/2021	067339	S3009	SELECTRIC INSTALLATIONS	3,507.64
18/11/2021	067340	S7491	STOKES INTERNATIONAL	2,444.93
18/11/2021	067341	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	5,355.98
18/11/2021	067342	t3022	TERUS CONSTRUCTION LTD	1,429.12
18/11/2021	067343	T8000	TRICO INDUSTRIES LTD	969.02
18/11/2021	067344	U1060	UNITED LIBRARY SERVICE	24.97

District of Mackenzie
Accounts Payable - Payment Listing
November 30, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
18/11/2021	067345	U9000	UAP INC.	10.62
18/11/2021	067346	V1316	VDZ A CONSULTING INC.	16,224.82
18/11/2021	067347	V1560	VICTORY BUILDING CENTRE	1,253.05
18/11/2021	067348	W6010	WOOD WHEATON SUPERCENTRE	104.11
18/11/2021	067349	Y0100	YDENBERG PROPERTIES LTD	1,506.78 *
19/11/2021	067350	Y0100	YDENBERG PROPERTIES LTD	1,506.78
25/11/2021	067351	A1008	ABC RECYCLING (PRINCE GEORGE) LTD	78.75
25/11/2021	067352	A5733	ANDREW SHERET LIMITED	101.30
25/11/2021	067353	A5778	AON REED STENHOUSE INC	114,397.00
25/11/2021	067354	A9550	AZU HEALTH LTD	1,029.00
25/11/2021	067355	B2062	BANDSTRA TRANSPORTATION SYSTEMS LTD	214.46
25/11/2021	067356	B7353	BULL DOG DIESEL LTD	1,804.22
25/11/2021	067357	C0190	CKJ TRUCKIN	75.20
25/11/2021	067358	C5950	COLLEGE OF NEW CALEDONIA - MACKENZIE	189.00
25/11/2021	067359	C6100	CONSIDER IT DONE CLEANING SERVICES	3,669.75
25/11/2021	067360	D1076	DB PERKS & ASSOCIATES LTD.	1,253.62
25/11/2021	067361	G6779	GREEN PHOENIX RECYCLING	20.48
25/11/2021	067362	G9900	GREEN PHOENIX RECYCLING	46.34
25/11/2021	067363	I0650	I.C.B.C	40,880.00
25/11/2021	067364	I0650	I.C.B.C	254.00
25/11/2021	067365	L4495	LIFEWORCS CANADA LTD	1,124.55
25/11/2021	067366	L4506	LIFESAVING SOCIETY	48.00
25/11/2021	067367	L7010	LOOMIS EXPRESS	242.19
25/11/2021	067368	M1125	MACKENZIE DRYCLEANING	432.88
25/11/2021	067369	M1200	MACKENZIE HOSE & FITTINGS	535.91
25/11/2021	067370	M3424	MACKENZIE AND AREA RADIO SOCIETY	525.00
25/11/2021	067371	m5811	MORATA	34,047.62
25/11/2021	067372	M9004	BRENTON HERRINGTON & UMA SHARMA	2,075.60
25/11/2021	067373	N6803	NORTHERN FOOD EQUIPMENT	4,054.68
25/11/2021	067374	N8115	NORTHLANDS WATER & SEWER SUPPLIES	1,438.22
25/11/2021	067375	P1305	PHARMACHOICE	33.58
25/11/2021	067376	P6280	PRINCE GEORGE OFFICE SYSTEMS	3,203.71
25/11/2021	067377	R8009	ROYAL CANADIAN LEGION	75.00
25/11/2021	067378	S7537	STARLIGHT FX LTD	7,701.97 *
25/11/2021	067379	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	576.91
25/11/2021	067380	T3717	TOMKO SPORTS SYSTEMS INC.	2,629.20
25/11/2021	067381	T6050	TELUS CUSTOM SECURITY SYSTEMS	840.37
25/11/2021	067382	T8000	TRICO INDUSTRIES LTD	627.92
25/11/2021	067383	U0080	ULINE CANADA CORPORATION	521.92
25/11/2021	067384	U1060	UNITED LIBRARY SERVICE	715.45
25/11/2021	067385	U9000	UAP INC.	18.58
25/11/2021	067386	V1560	VICTORY BUILDING CENTRE	409.61
25/11/2021	067387	W5795	WIMACTEL CANADA INC	136.31
26/11/2021	067388	S7537	STARLIGHT FX LTD	7,701.97
DIRECT DEPOSITS				
5/11/2021	000983	K2040	KS2 MANAGEMENT LTD.	10,132.50
5/11/2021	000984	M4991	MERIDIAN ONECAP CREDIT CORP.	578.83
5/11/2021	000985	R7350	ROSSI, CHRISTINA	451.48



District of Mackenzie
Accounts Payable - Payment Listing
November 30, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
5/11/2021	000986	W0618	WALL, TRAVIS	80.00
5/11/2021	000987	C4938	COAST STORAGE & CONTAINERS LTD.	8,176.00
12/11/2021	000988	A5734	ANDERSON, SHAWN	47.25
12/11/2021	000989	D5050	MT. BLANC VENTURES - DOUGLAS IAN LEBLANC	2,856.00
12/11/2021	000990	G2928	SMIRLE, CHELSEA	602.53
12/11/2021	000991	G8556	GUISE, JAMIE	615.99
12/11/2021	000992	M3471	MARTINEAU, JORDAN	250.00
12/11/2021	000993	P3118	PETERSON, KELLY	250.00
19/11/2021	000994	G5920	GRANT, WARREN	250.00
19/11/2021	000995	L1189	LES ENTERPRISES AMILIA INC.	558.88
19/11/2021	000996	W0650	WALLAKER, GARTH	209.99
26/11/2021	000997	A5734	ANDERSON, SHAWN	247.25
26/11/2021	000998	B2048	BALDUS, JESSE	136.50
26/11/2021	000999	M0900	MACKENZIE CO-OP	15.89
26/11/2021	001000	N2000	NEARING, CORINNE	391.95
26/11/2021	001001	S4220	SKAALID, JOANNA	75.00
EFT PAYMENTS				
1/11/2021	RBC8514880	R1500	RECEIVER GENERAL - 10702 1339 RP0001	38,251.80
2/11/2021	RBC-12505-1021	T6000	TELUS	91.68
2/11/2021	RBC-12667-1021	T6000	TELUS	91.68
2/11/2021	RBC-13023-1021	T6000	TELUS	91.68
2/11/2021	RBC-26256-1021	T6000	TELUS	210.40
2/11/2021	RBC-35419-1021	T6000	TELUS	81.66
2/11/2021	RBC-35507-1021	T6000	TELUS	81.81
2/11/2021	RBC-35525-1021	T6000	TELUS	95.20
2/11/2021	RBC-78992-1021	T6000	TELUS	5,257.43
2/11/2021	RBC-87475-1021	T6000	TELUS	81.66
2/11/2021	RBC-88729-1021	T6000	TELUS	11.16
2/11/2021	RBC-89933-1021	T6000	TELUS	210.40
10/11/2021	RBC8516139	R1800	RECEIVER GENERAL - 10702 1339 RP0002	11,944.09
12/11/2021	RBCW000368447	M6650	MUNICIPAL PENSION PLAN	26,713.16
15/11/2021	RBC-07350-1121	F5499	FORTISBC - NATURAL GAS	366.71
15/11/2021	RBC-59203-1121	F5499	FORTISBC - NATURAL GAS	31.23
15/11/2021	RBC-98226-1121	F5499	FORTISBC - NATURAL GAS	31.23
15/11/2021	RBC-98990-1121	F5499	FORTISBC - NATURAL GAS	235.20
15/11/2021	RBC-99011-1121	F5499	FORTISBC - NATURAL GAS	227.41
15/11/2021	RBC-99015-1121	F5499	FORTISBC - NATURAL GAS	37.33
15/11/2021	RBC-99018-1121	F5499	FORTISBC - NATURAL GAS	38.64
15/11/2021	RBC-99087-1121	F5499	FORTISBC - NATURAL GAS	81.59
15/11/2021	RBC-99258-1121	F5499	FORTISBC - NATURAL GAS	634.44
15/11/2021	RBC-99712-1121	F5499	FORTISBC - NATURAL GAS	1,943.21
15/11/2021	RBC0727280	R1500	RECEIVER GENERAL - 10702 1339 RP0001	41,465.90
19/11/2021	RBC-47001-1121	B1206	BC HYDRO	11,843.36
19/11/2021	RBC-88729-1121	T6000	TELUS	12.15
25/11/2021	RBC-79425-1121	B1206	BC HYDRO	925.20
25/11/2021	RBC-98724-1121	B1206	BC HYDRO	1,095.66
25/11/2021	RBC-00256-1121	F5499	FORTISBC - NATURAL GAS	1,041.07
25/11/2021	RBC-22254-1121	F5499	FORTISBC - NATURAL GAS	36.03

District of Mackenzie
Accounts Payable - Payment Listing
November 30, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
25/11/2021	RBC-78369-1121	F5499	FORTISBC - NATURAL GAS	2,595.42
25/11/2021	RBC-99007-1121	F5499	FORTISBC - NATURAL GAS	89.41
25/11/2021	RBC-99804-1121	F5499	FORTISBC - NATURAL GAS	3,052.32
25/11/2021	RBC-99810-1121	F5499	FORTISBC - NATURAL GAS	240.41
26/11/2021	RBCW000369609	M6650	MUNICIPAL PENSION PLAN	27,544.49
30/11/2021	RBC6214133	R1500	RECEIVER GENERAL - 10702 1339 RP0001	45,328.33
30/11/2021	RBC-12505-1121	T6000	TELUS	91.68
30/11/2021	RBC-12667-1121	T6000	TELUS	91.68
30/11/2021	RBC-13023-1121	T6000	TELUS	91.68
30/11/2021	RBC-26256-1121	T6000	TELUS	210.40
30/11/2021	RBC-35419-1121	T6000	TELUS	81.66
30/11/2021	RBC-35507-1121	T6000	TELUS	81.70
30/11/2021	RBC-35525-1121	T6000	TELUS	95.20
30/11/2021	RBC-78992-1121	T6000	TELUS	5,328.36
30/11/2021	RBC-87475-1121	T6000	TELUS	81.66
30/11/2021	RBC-89933-1121	T6000	TELUS	210.40
				947,063.81

(*) voided cheques

**District of Mackenzie
Final Capital Projects
As at November 30, 2021**

DESCRIPTION	2021 AMENDED BUDGET	ACTUAL YTD November 30, 2021	REMAINING BUDGET
GENERAL GOVERNMENT			
MUNICIPAL HALL REFRESH	106,500	-	106,500
COMMUNITY SIGNAGE	76,774	76,774	-
TOTAL GENERAL GOVERNMENT	183,274	76,774	106,500
PROTECTIVE SERVICES			
FIRE HALL PROJECT (Carry-on)	5,277,163	2,840,308	2,436,855
THERMAL IMAGING CAMERAS	13,500	12,897	603
HYDRAULIC RESCUE TOOLS	70,000	61,228	8,772
RCMP HVAC REPLACEMENT	60,300	360	59,940
TOTAL PROTECTIVE SERVICES	5,420,963	2,914,793	2,506,170
PUBLIC WORKS			
AIRPORT TERMINAL/FUEL SYSTEM (Carry-on)	72,352	78,055	(5,703)
RV PARK/CICADA UPGRADES (Carry-on)	114,658	146,645	(31,987)
ROAD PAVING	624,448	-	624,448
SNOW BLOWER REPLACEMENT	224,680	-	224,680
WHEEL LOADER REPLACEMENT	290,000	287,830	2,170
GRAVEL BOX REPLACEMENT	36,290	36,289	1
SNOW BLADE	32,042	-	32,042
TOTAL TRANSPORTATION SERVICES	1,394,470	548,819	845,651
RECREATION SERVICES			
RECREATION ROOF REPLACEMENT (Carry - on)	360,000	7,500	352,500
SIGNATURE TRAIL PROJECT	895,788	83,011	812,777
ICE PLANT CONTROL & COMPRESSOR UPGRADES	236,250	222,750	13,500
POOL BOILER REPLACEMENT	48,743	45,850	2,893
PICKLEBALL COURT	35,000	35,298	(298)
TOTAL RECREATION SERVICES	1,575,781	394,409	1,181,372
TOTAL GENERAL CAPITAL	8,574,488	3,934,795	4,639,693
WATER			
FIRE PROTECTION WELL (Carry-on)	131,976	117,650	14,326
FIRE HYDRANT REPLACEMENTS	30,000	16,377	13,623
PUMPHOUSE #2 WELL REFURBISHMENT	80,000	7,332	72,668
TOTAL WATER	241,976	141,360	100,616
SEWER			
LAGOON OUTFALL CHAMBER (pending grant approval)	225,000	-	225,000
SEWER LINE REHABILITATION	115,000	109,950	5,050
GRINDER SYSTEM REPLACEMENT	23,365	26,846	(3,481)
TOTAL SEWER	363,365	136,796	226,569
TOTAL CAPITAL BUDGET SUMMARY	9,179,829	4,212,951	4,966,878

COUNCIL REPORT

To: Mayor and Council

From: Finance

Date: January 18, 2022

Subject: Accounts Payable Payment Listing as at December 31, 2021

Attached is the Accounts Payable Payment Listing to December 31, 2021.

The Revenue and Expenses Report, including the Capital Expenditure as of December 31, 2021, will be part of the 2021 audited Financial Statement Presentation in April 2022.

Respectfully Submitted,



Kerri Borne
Chief Financial Officer



Approved for Submission to Council



District of Mackenzie
Accounts Payable - Payment Listing
December 31, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
3/12/2021	067389	A1013	ABC COMMUNICATIONS	1,114.40
3/12/2021	067390	A1081	ADB SAFEGATE CANADA INC	5,180.12
3/12/2021	067391	B4590	BRENDA WARNER & ASSOCIATES LTD	5,236.88
3/12/2021	067392	B7353	BULL DOG DIESEL LTD	1,604.82
3/12/2021	067393	C0190	CKJ TRUCKIN	155.64
3/12/2021	067394	C4577	CHEM-AQUA	423.95
3/12/2021	067395	C4811	CHRYSALID TECH	529.19
3/12/2021	067396	C8092	C.U.P.E. NATIONAL OFFICE	2,832.07
3/12/2021	067397	C9899	CHRYSALID TECH	18.68
3/12/2021	067398	C9990	CONSIDER IT DONE CLEANING SERVICES	945.00
3/12/2021	067399	D1076	DB PERKS & ASSOCIATES LTD.	994.01
3/12/2021	067400	D3010	DIGGERS IMPACT LTD.	5,815.95
3/12/2021	067401	E0360	EECOL ELECTRIC (SASK) LTD.	437.25
3/12/2021	067402	F1500	FINNING CANADA	68.90
3/12/2021	067403	F6100	FRANK'S REPAIR & WELDING	7,980.00
3/12/2021	067404	F6868	FRONTERA FOREST SOLUTIONS, INC	525.00
3/12/2021	067405	G8555	GUILLEVIN INTERNATIONAL CO.	7,192.50
3/12/2021	067406	H1009	HAGEN'S HOME HARDWARE	2,551.86
3/12/2021	067407	J0708	JEPSON PETROLEUM LTD	792.96
3/12/2021	067408	K0800	KGC FIRE RESCUE INC	1,232.66
3/12/2021	067409	K1000	KAL TIRE	1,276.16
3/12/2021	067410	K5930	KODE CONTRACTING LTD.	6,233.38
3/12/2021	067411	L7010	LOOMIS EXPRESS	158.99
3/12/2021	067412	M2550	MACKENZIE TAXI (1992) LTD.	535.00
3/12/2021	067413	M4015	MIDWAY PURNEL	2,288.29
3/12/2021	067414	M9004	ROSS WAUGH	40.98
3/12/2021	067415	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	90.00
3/12/2021	067416	P3810	PACIFIC BLUE CROSS	25,405.50
3/12/2021	067417	P9600	PUROLATOR INC.	164.33
3/12/2021	067418	R0237	RASSMUSSEN BINDERY	149.80
3/12/2021	067419	R2097	RFS CANADA	167.39
3/12/2021	067420	R2500	R.D. OF FRASER-FORT GEORGE	10,010.70
3/12/2021	067421	R2630	RKS ELECTRIC LTD	20,897.59
3/12/2021	067422	R7000	ROLLINS MACHINERY LIMITED	1,224.81
3/12/2021	067423	S3009	SELECTRIC INSTALLATIONS	1,066.61
3/12/2021	067424	S6000	SPEE-DEE PRINTERS	279.73
3/12/2021	067425	T2034	TECHNICAL SAFETY BC	1,694.42
3/12/2021	067426	T3022	TERUS CONSTRUCTION LTD	10,543.92
3/12/2021	067427	T8000	TRICO INDUSTRIES LTD	688.35
3/12/2021	067428	U9000	UAP INC.	345.21
3/12/2021	067429	V1560	VICTORY BUILDING CENTRE	1,330.25
9/12/2021	067430	A0430	A-TECH SECURITY	6,625.50
9/12/2021	067431	A6534	ALS CANADA LTD	2,146.54
9/12/2021	067432	C0190	CKJ TRUCKIN	17.68
9/12/2021	067433	C3174	CORDWOOD INDUSTRIES	1,102.50
9/12/2021	067434	C4811	CHRYSALID TECH	96.94
9/12/2021	067435	C9899	CHRYSALID TECH	71.99



District of Mackenzie
Accounts Payable - Payment Listing
December 31, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
9/12/2021	067436	E0100	E.B. HORSMAN & SON	1,714.61
9/12/2021	067437	E1626	ECOPLAN INTERNATIONAL	5,512.34
9/12/2021	067438	H2902	HARRIS & COMPANY	3,604.03
9/12/2021	067439	H7950	HUB INTERNATIONAL BARTON LTD	607.00
9/12/2021	067440	K1000	KAL TIRE	1,439.24
9/12/2021	067441	L4506	LIFESAVING SOCIETY	105.00
9/12/2021	067442	M1200	MACKENZIE HOSE & FITTINGS	388.35
9/12/2021	067443	M2800	MACKENZIE FIRE FIGHTERS ASSOCIATION	3,746.00
9/12/2021	067444	M4015	MIDWAY PURNEL	1,335.04
9/12/2021	067445	M4505	MINISTER OF FINANCE	62.26
9/12/2021	067446	M4999	MILLS OFFICE PRODUCTIVITY	17.90
9/12/2021	067447	M9004	VILLAGE OF LYTTON	3,262.00
9/12/2021	067448	M9004	TYLER MJOLSNESS	150.00
9/12/2021	067449	M9004	KIM BLACKLER	85.00
9/12/2021	067450	M9004	DEANNA ROY	1,375.00
9/12/2021	067451	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	45.00
9/12/2021	067452	P2600	PETRO-CANADA	114.49
9/12/2021	067453	S3009	SELECTRIC INSTALLATIONS	348.88
9/12/2021	067454	T3022	TERUS CONSTRUCTION LTD	2,652.16
9/12/2021	067455	V1560	VICTORY BUILDING CENTRE	55.63
12/15/2021	067456	A6534	ALS CANADA LTD	642.92
12/15/2021	067457	B4520	BRANDT TRACTOR LTD	935.72
12/15/2021	067458	C3060	CENTRE FOR EQUITABLE LIBRARY ACCESS	263.72
12/15/2021	067459	C4811	CHRYSALID TECH	2,260.69
12/15/2021	067460	E6810	ENVIRONMENTAL OPERATORS	103.95
12/15/2021	067461	G1059	GEONORTH ENGINEERING LTD	296.54
12/15/2021	067462	H7949	HUB INTERNATIONAL BARTON	420.00
12/15/2021	067463	I0790	IGI RESOURCES	7,610.03
12/15/2021	067464	J0708	JEPSON PETROLEUM LTD	1,504.20
12/15/2021	067465	J1400	JACQUES, TRISH	73.50
12/15/2021	067466	M1200	MACKENZIE HOSE & FITTINGS	102.80
12/15/2021	067467	M2840	MACDUNN CONTROLS LTD.	1,650.18
12/15/2021	067468	M3206	MACLAK CONTRACTING	2,625.00
12/15/2021	067469	M4015	MIDWAY PURNEL	492.67
12/15/2021	067470	M9004	DEANNA ROY	550.00
12/15/2021	067471	O3455	ORKIN CANADA CORPORATION	273.00
12/15/2021	067472	R2500	R.D. OF FRASER-FORT GEORGE	12,462.33
12/15/2021	067473	S5620	SOS MARKETING	558.33
12/15/2021	067474	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	17,667.37
12/15/2021	067475	T8000	TRICO INDUSTRIES LTD	721.31
12/15/2021	067476	U9000	UAP INC.	243.60
12/15/2021	067477	V1560	VICTORY BUILDING CENTRE	1,879.90
12/22/2021	067478	A2870	ALPHA-ONE MOBILE RADIO	156.80
12/22/2021	067479	A5733	ANDREW SHERET LIMITED	58.10
12/22/2021	067480	A5778	AON REED STENHOUSE INC	250.00
12/22/2021	067481	A6534	ALS CANADA LTD	258.30
12/22/2021	067482	B1400	BC RECREATION & PARKS ASSOCIATION	357.00



District of Mackenzie
Accounts Payable - Payment Listing
December 31, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
12/22/2021	067483	B1831	BC/YUKON COMMAND	350.00
12/22/2021	067484	B1995	BGE INDOOR AIR QUALITY SOLUTIONS LTD	288.96
12/22/2021	067485	B2062	BANDSTRA TRANSPORTATION SYSTEMS LTD	1,912.91
12/22/2021	067486	B5541	BRITISH COLUMBIA ECONOMIC DEVELOPMENT	656.25
12/22/2021	067487	C0190	CKJ TRUCKIN	70.72
12/22/2021	067488	C2558	CANADIAN WESTERN MECHANICAL LTD	32,720.25
12/22/2021	067489	C2999	CENTRAL INTERIOR FIRE CHIEFS' ASSOC	250.00
12/22/2021	067490	C3174	CORDWOOD INDUSTRIES	7,246.51
12/22/2021	067491	C4577	CHEM-AQUA	423.95
12/22/2021	067492	C4811	CHRYSALID TECH	1,027.29
12/22/2021	067493	C6100	CONSIDER IT DONE CLEANING SERVICES	3,669.75
12/22/2021	067494	C9899	CHRYSALID TECH	35.94
12/22/2021	067495	D0051	D DOOLITTLE PET CARE	106.31
12/22/2021	067496	D1076	DB PERKS & ASSOCIATES LTD.	211.52
12/22/2021	067497	D4950	DISTRICT OF MACKENZIE - LEISURE SERV P/C	142.85
12/22/2021	067498	D5275	DOMINION GOV LAW LLP	7,342.68
12/22/2021	067499	F1034	FIELD LIEVERS ARCHITECTURE	4,725.00
12/22/2021	067500	G6779	GREEN PHOENIX RECYCLING	11.55
12/22/2021	067501	H1009	HAGEN'S HOME HARDWARE	688.98
12/22/2021	067502	I1975	INDUSTRIAL MACHINE INC	206,248.00
12/22/2021	067503	I2120	INLAND TRUCK & EQUIPMENT	33,539.52
12/22/2021	067504	J0708	JEPSON PETROLEUM LTD	353.02
12/22/2021	067505	K1000	KAL TIRE	1,059.99
12/22/2021	067506	K1535	KAMLOOPS COMMUNICATIONS	2,797.88
12/22/2021	067507	L0700	L & M ENGINEERING LIMITED	3,475.50
12/22/2021	067508	M1125	MACKENZIE DRYCLEANING	2,056.35
12/22/2021	067509	M1200	MACKENZIE HOSE & FITTINGS	3,520.93
12/22/2021	067510	M3206	MACLAK CONTRACTING	1,312.50
12/22/2021	067511	M3424	MACKENZIE AND AREA RADIO SOCIETY	525.00
12/22/2021	067512	M3899	MDC-MD CHARLTON	839.15
12/22/2021	067513	M4015	MIDWAY PURNEL	165.01
12/22/2021	067514	M5006	MONSTER INDUSTRIES	2,828.00
12/22/2021	067515	M6250	MR. MUNCHY'S	129.94
12/22/2021	067516	M8003	MAIS SOFTWARE LTD	20,269.99 *
12/22/2021	067517	M9004	GINO'S TIRES & TOWING INC	931.14
12/22/2021	067518	M9004	ALEXANDER MACKENZIE COLD BEER AND WINE STO	2,290.36
12/22/2021	067519	N5248	NORLITE FURNACES LTD	25,816.58
12/22/2021	067520	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	110.00
12/22/2021	067521	N6835	NORTHERN ROCKIES REGIONAL MUNICIPALITY	5,000.00
12/22/2021	067522	N8115	NORTHLANDS WATER & SEWER SUPPLIES	4,286.23
12/22/2021	067523	P9600	PUROLATOR INC.	433.37
12/22/2021	067524	R2097	RFS CANADA	555.52
12/22/2021	067525	R2486	RICOH CANADA INC	66.06 *
12/22/2021	067526	R2500	R.D. OF FRASER-FORT GEORGE	10,572.30
12/22/2021	067527	S3009	SELECTRIC INSTALLATIONS	1,077.56
12/22/2021	067528	S3470	SHAW'S ENTERPRISES LTD	6,850.51
12/22/2021	067529	S5620	SOS MARKETING	1,267.84

District of Mackenzie
Accounts Payable - Payment Listing
December 31, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
12/22/2021	067530	S6150	SPLASHABLES INC.	370.76
12/22/2021	067531	S7530	STEWART MCDANNOLD STUART	564.40
12/22/2021	067532	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	5,916.63
12/22/2021	067533	T6050	TELUS CUSTOM SECURITY SYSTEMS	840.37
12/22/2021	067534	T8000	TRICO INDUSTRIES LTD	1,065.46
12/22/2021	067535	U1060	UNITED LIBRARY SERVICE	1,404.63
12/22/2021	067536	U2050	UP THE CREEK GARMENT CO. CORP.	1,342.88
12/22/2021	067537	U9000	UAP INC.	113.91
12/22/2021	067538	U9013	URBAN SYSTEMS	374.22
12/22/2021	067539	V1560	VICTORY BUILDING CENTRE	2,504.99
12/22/2021	067540	V1800	VIMAR EQUIPMENT LTD.	102.26
12/22/2021	067541	W2110	WESTERN WATER ASSOCIATES LTD	2,803.90
12/22/2021	067542	W2570	WILLIAMS MACHINERY LP	366.80
12/22/2021	067543	W7010	WOODLAND EQUIPMENT INC.	356.78
12/22/2021	067544	Y2050	YETI REFRIGERATION INC	3,132.94
12/22/2021	067545	Y2992	YOUNG ANDERSON	2,677.87
12/31/2021	067546	C8092	C.U.P.E. NATIONAL OFFICE	2,858.52
12/31/2021	067547	F1025	FEDERATION OF CANADIAN MUNICIPALITIES	1,016.43
12/31/2021	067548	K5930	KODE CONTRACTING LTD.	6,782.98
12/31/2021	067549	M4505	MINISTER OF FINANCE	1,062.34
12/31/2021	067550	P6280	PRINCE GEORGE OFFICE SYSTEMS	283.41
12/31/2021	067551	T3135	THINKSPACE	519.75
12/31/2021	067552	T8000	TRICO INDUSTRIES LTD	103.83
12/31/2021	067553	U1060	UNITED LIBRARY SERVICE	1,078.59
12/31/2021	067554	U9000	UAP INC.	172.02
DIRECT DEPOSITS				
3/12/2021	001002	A8059	AVIATION GROUND FUELING TECHNOLOGIES	301.08
3/12/2021	001003	G2928	SMIRLE, CHELSEA	563.83
3/12/2021	001004	H4769	HOMISTER, KAITLIN	20.00
3/12/2021	001005	M4991	MERIDIAN ONECAP CREDIT CORP.	31.61
3/12/2021	001006	P3075	PIGGOTT, MELISSA	230.99
10/12/2021	001007	D5050	MT. BLANC VENTURES - DOUGLAS IAN LEBLANC	4,452.00
10/12/2021	001008	H4719	HILLTON, COREA	75.00
10/12/2021	001009	L1189	LES ENTERPRISES AMILIA INC.	736.36
10/12/2021	001010	S5667	SOUTHWEST DESIGN & CONSTRUCTION LTD	277,882.21
12/16/2021	001011	F1022	FERNSTROM, JOANNE	2,549.68
12/16/2021	001012	K2040	KS2 MANAGEMENT LTD.	10,132.50
12/24/2021	001013	D5049	DOLLARD, GRANT	239.48
12/24/2021	001014	D5050	MT. BLANC VENTURES - DOUGLAS IAN LEBLANC	1,923.07
12/24/2021	001015	K0946	KAHN, EMILY	136.16
EFT PAYMENTS				
6/12/2021	NOV 2021	U9100	US BANK	30,916.23
10/12/2021	RBC6214680	R1800	RECEIVER GENERAL - 10702 1339 RP0002	7,908.30
12/13/2021	RBC-12862-1121	B1206	BC HYDRO	78.25
12/13/2021	RBC-27395-1121	B1206	BC HYDRO	79.81
12/13/2021	RBC-38104-1121	B1206	BC HYDRO	370.02
12/13/2021	RBC-62897-1121	B1206	BC HYDRO	514.61



District of Mackenzie
Accounts Payable - Payment Listing
December 31, 2021

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
12/13/2021	RBC0039263	R1500	RECEIVER GENERAL - 10702 1339 RP0001	47,142.93
12/13/2021	RBCW000370949	M6650	MUNICIPAL PENSION PLAN	27,743.59
12/14/2021	RBC-99015-1221	F5499	FORTISBC - NATURAL GAS	44.03
12/14/2021	RBC-99011-1221	F5499	FORTISBC - NATURAL GAS	447.62
12/14/2021	RBC-99007-1221	F5499	FORTISBC - NATURAL GAS	106.51
12/14/2021	RBC-98990-1221	F5499	FORTISBC - NATURAL GAS	361.67
12/14/2021	RBC-98226-1221	F5499	FORTISBC - NATURAL GAS	33.61
12/14/2021	RBC-59203-1221	F5499	FORTISBC - NATURAL GAS	197.45
12/14/2021	RBC-07350-1221	F5499	FORTISBC - NATURAL GAS	322.44
12/14/2021	RBC-99018-1221	F5499	FORTISBC - NATURAL GAS	44.21
12/14/2021	RBC-99087-1221	F5499	FORTISBC - NATURAL GAS	116.74
12/14/2021	RBC-99258-1221	F5499	FORTISBC - NATURAL GAS	460.37
12/14/2021	RBC-99712-1221	F5499	FORTISBC - NATURAL GAS	2,346.97
12/14/2021	RBC-99804-1221	F5499	FORTISBC - NATURAL GAS	792.60
12/15/2021	RBC-47001-1221	B1206	BC HYDRO	46,938.80
12/24/2021	RBCW000372292	M6650	MUNICIPAL PENSION PLAN	26,990.22
12/30/2021	RBC-64765-1221	B1206	BC HYDRO	482.96
				1,153,112.54

(*) voided cheques

COUNCIL REPORT

To: Mayor and Council
From: Administration
Date: January 18, 2022
Subject: Council Strategic Priorities 2021 Fourth Quarter Report

RECOMMENDATION:

THAT Council receives the 2021 fourth quarter department work plans for information.

BACKGROUND:

The Priority Outcomes and Projects update has been established to provide clear, concise, and consistent reporting to Council in four quarters throughout the year.

The attached reports are the fourth quarter of a format intended to provide Council with a status update by department. Also included is the grant tracking document.

COUNCIL PRIORITY:

Good Governance

- Enhance performance measurement and reporting to Council and the community
- Develop and implement workforce development and succession plans

Respectfully Submitted,



Diane Smith
Chief Administrative Officer

The Chief Administrative Officer (CAO) leads, coordinates, and provides oversight for all District departments to ensure the District is accomplishing Council’s priorities and the public’s goals. Appointed by and reporting to Council, the CAO administers the business affairs of the municipality, oversees the senior management team, and directs the development and implementation of corporate policies and programs. The CAO liaises with local boards, commissions, agencies, other municipalities, and the provincial and federal governments.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Succession Planning	Good Governance	Ongoing	<ul style="list-style-type: none"> Continue to work with all departments to identify opportunities for succession planning 	Ongoing	Assist all departments with succession planning efforts, paying close attention to possible retirement dates.
Labour/Management Relations	Good Governance	Ongoing	<ul style="list-style-type: none"> Continue to participate in monthly Labour/Management meetings 	Ongoing	Continue to foster good relations between Management and Union.
Council’s Strategic Priorities	Good Governance	2021	<ul style="list-style-type: none"> Assist with the update and development of the next phase of Council’s Strategic Priorities 	Complete	In December, 2021 Council adopted the 2021-2025 Strategic Priorities.
Senior’s Housing	Community Building/ Social Development	Ongoing	<ul style="list-style-type: none"> Continue to pursue development and funding options for senior’s housing 	Ongoing	Working with economic development staff, the Province, Northern Development, and others on options for senior friendly housing.
Dental Services	Social Development/ Community Building	Ongoing	<ul style="list-style-type: none"> Look for opportunities to attract new dentist(s) to town 	Ongoing	We have had several interested parties but for various reasons we have yet to see anyone commit.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Internet Upgrades	Community Building/ Economic Vitality	Ongoing	<ul style="list-style-type: none"> Applied for funding to upgrade our Internet Connectivity 	Pending	Waiting to hear if our funding applications are successful.
First Nations Relationship Building	Economic Vitality/ Good Governance/ Community Building	Ongoing	<ul style="list-style-type: none"> Continue to identify opportunities to enhance First Nations relationships 	Ongoing	We continue to work towards fostering good working relationships with all First Nation partners.

Corporate Services includes the following service areas: Legislative Services, Land Use Planning and Administration, Environmental Programs and Climate Action, Corporate Communications, and Economic Development. The following outlines the status of key projects and programs that are being administered in 2021/2022.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Corporate Communications	Good Governance	2021 - 2022	<ul style="list-style-type: none"> Develop Corporate Communications Policy. Develop Public Engagement Policy. 	In-Progress	Project planning underway.
Council Meeting Communications	Good Governance	2021 - 2022	<ul style="list-style-type: none"> Review potential update of Council Meeting Management Software. Upgrade audio/visual equipment in Council Chambers. 	In-Progress	Request for Proposals documents for installation published December 15, 2021 closing January 14, 2022.
Bylaw Review	Good Governance	2021-2022	<ul style="list-style-type: none"> Update Garbage Bylaw, Cat Regulation Bylaw, and Dangerous Tree Removal Bylaw/Policy. 	In-Progress	New policies still under development.
Policies and Procedures Review	Good Governance	2021	<ul style="list-style-type: none"> Review Auditor General's Policy Updates for Capital Projects and create and update processes. 	In-Progress	New policies still under development.
Corporate Sponsorship Opportunities	Community Building	2021-2022	<ul style="list-style-type: none"> Develop a Corporate Sponsorship package to enable recognition of industry, business, and community groups for their contributions. 	In-Progress	Research on this project has begun. This project is on hold temporarily.
Non-Profit Grant Writing Assistance Program	Community Building	Ongoing	<ul style="list-style-type: none"> Continue to provide grant writing support for not-for-profit organizations. 	Ongoing	The District has assisted 26 organizations to secure funding in the amount of \$686,432.15.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Community Grants Program	Community Building	Ongoing	<ul style="list-style-type: none"> Administer Community Grants Program intakes in March and September. 	Ongoing	Council approved \$31,500 in grant funding to community groups at the Dec. 13, 2021 Regular Meeting.
Business Support Services	Economic Vitality	Ongoing	<ul style="list-style-type: none"> Liaise and partner with local and regional business support services Administer the Business Façade Improvement (BFI) Program Administer the Love Mackenzie Program Administer the BC PNP-EI program 	Ongoing	BFI funding from NDIIT fully allocated for 2021. Four new Love Mackenzie member pages were published in Q4. Two PNP-EI program applications in process. Program now on hold due to limited staffing.
Tourism Planning	Economic Vitality	2021	<ul style="list-style-type: none"> Develop an updated Tourism Plan for the District. 	Complete	2021 – 2026 Tourism Plan was received by Council in August 2021.
Economic Strategic Planning	Economic Vitality	2019-2021	<ul style="list-style-type: none"> Develop a new Community Economic Development Plan for the District. 	In-Progress	2021 – 2026 Community Economic Plan was received by Council on November 8, 2021.
Wayfinding Signage	Economic Vitality	2019-2021	<ul style="list-style-type: none"> Purchase and install priority community signage. 	In-Progress	Final Phase 1 signage arrived in September. Planning for Phase 2 install in 2022 in progress.
Development Permit Areas (DPA)	Good Governance Economic Vitality	2021-2022	<ul style="list-style-type: none"> Establish DPAs to protect the natural environment, protect development from hazardous conditions, guide the form and character of development, promote energy or water conservation, and to promote the reduction of greenhouse gas emissions. 	In-Progress	Grant funding was awarded in September. Planning for this project has begun. Project to start in January 2022.

Recreation Services is responsible for overseeing the operation and programming of the Recreation Centre, Little Mac Ski Hill, John Dahl Regional Park, the Ernie Bodin Community Centre, local tennis courts, skate park and the inspection of playground equipment at neighborhood parks located throughout Mackenzie. Recreation Services also liaises with the local community groups and assists these groups where appropriate in developing, marketing, and delivering their programs. Recreation Services acts as a local resource for the coordination of community events, and wellness and quality of life initiatives.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Master Planning	Community Building Good Governance	2021-2022	<ul style="list-style-type: none"> • Create spatial/construction plans with cost estimates for grant opportunities and more efficient planning. • Create plan for Ernie Bodin Community Centre. 	Ongoing	<p>Staff are working with VDZ+A designs on a plan that will integrate the ski hill, parks, and trails. The plan was presented at a public engagement session, and it was well received.</p> <p>Staff are working with a contractor to create a master plan for EBCC and its tenants.</p>
Grants	Fiscal Sustainability Environmental Sustainability	2021-2022	<ul style="list-style-type: none"> • Work with all departments to ensure we are accessing funding streams, and awarded grants are organized and on track. • Create plan for grant application process with priority sequencing, so we can work everything into the budget. 	Ongoing	<p>Working with consultant on cost D estimates for various projects, so we can apply for grants in the future with confidence in budget submissions.</p> <p>Finalizing details for ski hill master plan, so we can capitalize on existing grants we received and begin executing work plans.</p> <p>Awarded grants for squash/basketball court (\$77k) tennis/pickleball court resurfacing (\$35k), compressor room (\$230k) and ski hill (\$25k) upgrades.</p>

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Community Events & Programming	Community Building Social Development	2021	<ul style="list-style-type: none"> • Host events that bring the community together and gives people a sense of pride. • Provide programs that offer development and socialization experiences for all ages. 	Ongoing	Events staff are working on: <ul style="list-style-type: none"> • Art/Mural Festival - TBD • WinterQuest Programs staff are working on: <ul style="list-style-type: none"> • Bike & pickleball clinics • Summer camps • Swimming lessons/Aquafit • Gym training • Climbing wall • Seniors & High School • Martial Arts • Hockey • Ski & Snowboard
Facility Upgrades	Good Governance Fiscal Sustainability	2021	<ul style="list-style-type: none"> • Repair and upgrade existing infrastructure. 	Ongoing	Current projects: <ul style="list-style-type: none"> • Rec Centre roof repair • Rec Centre general repair • Outdoor pickleball/tennis court re-surfacing • Squash/basketball court • Move climbing wall Completed: <ul style="list-style-type: none"> • Pool lighting improvements • Compressor room improvements • Moving play-gym
Software Upgrades	Good Governance	2021	<ul style="list-style-type: none"> • Provide customers with option of registering for programming and events online. 	Complete	MAIS fell short on their promise to provide us with an online solution, so we have transitioned to Amelia. This program allows users to book courses/space online, view payment history and print receipts.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Succession Planning	Good Governance	2021-2022	<ul style="list-style-type: none"> Review organizational chart and job categories. 	Ongoing	Reorganizing programming department.
Staff Training	Good Governance	2021	<ul style="list-style-type: none"> Develop staff through training and educational opportunities. Departmental annual certification and training plan implementation. 	Ongoing	CSR Courses (<i>complete</i>) <ul style="list-style-type: none"> Microsoft Suites Customer Service MAIS BO Courses (<i>complete</i>) <ul style="list-style-type: none"> Ice Facility Operators BGM Courses <ul style="list-style-type: none"> Refrigeration Operators Activity Leader Courses (<i>complete</i>) <ul style="list-style-type: none"> High Five
Community Beautification	Community Building	2021-2022	<ul style="list-style-type: none"> Beautify existing spaces in the community to help attract and retain people, businesses, and tourism. As well as provide creative spaces for the public to enjoy. 	Ongoing	Staff made spaces more inviting for the public this summer: <ul style="list-style-type: none"> Flowers/gardens/trees Picnic tables/garbage bins Staff are still working on/investigating making spaces more inviting for the public using: <ul style="list-style-type: none"> Art/Murals/Sculptures Spaces that have been prioritized for Rec staff at this time include: <ul style="list-style-type: none"> Ski Hill Spirit Square

The Finance Department is responsible for handling all the financial affairs of the municipality. These responsibilities include tax collection, accounts receivable and accounts payable, customer service, financial reporting to municipal departments and Council, and payroll. The Finance Department is also responsible for maintenance of accurate records and accounts of the financial affairs of the municipality, compliance with provincial reporting requirements, and ensuring investments of the municipality are made in accordance with provincial regulations.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Asset Management	Fiscal Sustainability	2021	<ul style="list-style-type: none"> Update AssetFinda software with previous years completed capital projects. 	In Progress	Update capital projects in software program to ensure the data is consistent with current excel document.
Purchasing/ Procurement Policy Updated	Good Governance	2021	<ul style="list-style-type: none"> Review and update purchasing/procurement policy to be more simplified and efficient for daily operations. Create capital project policy and procedure. 	New	Inquired with Directors for comments/suggestions on current policy.
Tangible Capital Asset Policy	Good Governance	2021	<ul style="list-style-type: none"> Update the policy to be more inline with operations and expectations. 	New	
Asset Retirement Obligations		2021-2022	<ul style="list-style-type: none"> Create policy and procedures for new PSAB standard on asset retirement obligations. 	New	Coordinate with operations to determine the financial impact for the new accounting standard.
Electronic Payments Accounts Payable	Fiscal Sustainability	2021	<ul style="list-style-type: none"> Convert vendor payments to Electronic Funds Transfer (EFT). 	In Progress	Send EFT form out to local vendors.
Business Continuity Plan		2021	<ul style="list-style-type: none"> Create plan for recovery response plan if there is a failure such as server. 	New	

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORKPLAN GOALS	CURRENT STATUS	COMMENTS
Staff Training	Good Governance	2021	<ul style="list-style-type: none"> Ensure consistent and appropriate training is available to all staff in all departments. 	Ongoing	Bylaw department mentoring has taken place. Junior Equipment Operators will be mentored by senior Operators. Water & sewer staff are being mentored by senior Lead Hand. Will pursue education opportunities for parks staff.
Bylaw Enforcement Department	Good Governance	2021	<ul style="list-style-type: none"> Develop procedures to assist department. 	Ongoing	When time permits, we will be reviewing advantages to using an adjudication system for ticketing. Currently having legal review our ticketing procedures.
Water/Sewer Department	Good Governance	2021	<ul style="list-style-type: none"> Ensure that staffing and development opportunities meet the demands of this department. 	Ongoing	To date we have supplemented this department with a Full-time Level IV employee. Further education is in the forecast.
Safety	Good Governance	2021-2022	<ul style="list-style-type: none"> Total review of safety procedures and policies with follow up on implementation will be ongoing. 	Ongoing	Job Hazard analysis will be performed on all job duties.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORKPLAN GOALS	CURRENT STATUS	COMMENTS
Infrastructure Master Planning (Asset Management Program)	Economic Vitality Good Governance Fiscal Sustainability	2021-2022	<ul style="list-style-type: none"> AssetFinda Training 	Ongoing	Building Maintenance department is using a work order system. Program will be expanded to include all appropriate departments.
Water, Sewer & Roads Infrastructure	Economic Vitality Good Governance Fiscal Sustainability	2021-2022	<ul style="list-style-type: none"> Water and Sewer Emergency Response Plan Sewer operations and maintenance Through review of townsite and Gantahaz Subdivision water systems Lagoon review Paving rehabilitation program 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Pending</p> <p>Pending</p>	<p>Plan requires an update to reflect current roles and responsibilities.</p> <p>Lagoon licenses and permissions are being updated with the province.</p> <p>PW has performed extensive water testing for Manganese levels in the town of Mackenzie. Currently testing for Manganese in Gantahaz and waiting on test results. PW has expanded test sites for bacterial testing as well in both Mackenzie and Gantahaz.</p> <p>Review needed to identify future upgrades to system.</p> <p>Received some pre-liminary cost estimates on road conditions and paving and costs came in too high. Looking for a cost-effective alternative.</p>

The Emergency Services and Fire Department includes the following service areas: Fire Rescue Services, Emergency Management, Fuel Mitigation, FireSmart Programming, and Emergency Communications. The following outlines the status of key project and programs that are being administered in 2021/2022, in addition to regular service delivery.

2021 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2021 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
New Emergency Program Coordinator	Good Governance	2021	<ul style="list-style-type: none"> Hire someone to resume the roll of Deputy Emergency Program Coordinator. 	Closed	<ul style="list-style-type: none"> It was decided that this position will not be filled after the announcement of the Pulp Mill closure.
UBCM EOC Grant	Good Governance	2020 - 2021	<ul style="list-style-type: none"> Applied for \$25,000 for a generator. 	Completed	<ul style="list-style-type: none"> Approved for funding. The project is completed.
Community Resilience Grant Program	Good Governance	2020 - 2021	<ul style="list-style-type: none"> Applied for \$10,000 for wildland equipment. 	Completed	<ul style="list-style-type: none"> Approved for funding The project and reporting have been completed.
New Fire Hall Project	Good Governance	2020 - 2022	<ul style="list-style-type: none"> Completion of the new Hall in 2021. 	In Progress	<ul style="list-style-type: none"> Construction resumed April 2021. Trades have continued constructing the new Fire Hall. Completion set for summer of 2022.
Mackenzie Specific Alerting System	Good Governance	2020 - 2022	<ul style="list-style-type: none"> The RDFFG has an altering system for their specific zones for text and email alerting. Mackenzie is working with the RDFFG to have the Mackenzie specific service. Refurbishing the old air horn notification system. 	In Progress	<ul style="list-style-type: none"> Community promotion will begin once the system is in place. A policy is being drafted for use of this alerting system. SWDC has the old horn and is reconditioning it. Completion set for summer of 2022.

2021 Fourth Quarter Grant Tracker

Project Name	Funder	Grant Funding Program	Grant Amount Requested	Application Date (DD-MMM-YY)	ApprovalStatus	Grant Amount Approved
Grant Writing Support	NDIT	Grant Writing Support Program	\$ 8,000.00	26-Jan-21	Approved	\$ 8,000.00
Love Mackenzie	NDIT	Love Mackenzie program	\$ 1,200.00	26-Jan-21	Approved	\$ 1,200.00
Mackenzie FireSmart ERF Project	UBCM	2021 FireSmart Economic Recovery Fund	\$ 149,872.00	19-Mar-21	Approved	\$ 149,872.00
Economic Development Capacity Building	NDIT	Capacity Building	\$ 50,000.00	23-Feb-21	Approved	\$ 50,000.00
Spring and Fall Mackenzie GoByBike Week events	GoByBikeBC	Spring & Fall GoByBike Campaigns	\$ 2,000.00	18-Feb-21	Approved	\$ 1,792.00
Family Day Skate and Swim	BCRPA	BC Family Day Grant	\$ 1,000.00	3-Feb-21	Approved	\$ 1,000.00
Outdoor Recreation Space roof lights	Government of Canada	Healthy Communities Initiatives	\$ 250,000.00	9-Mar-21	Denied	
Mackenzie Tennis & Pickleball resurfacing	NDIT	Commuity Places Program	\$ 24,500.00	11-Feb-21	Approved	\$ 24,500.00
Tree Replacement Project	BC Hydro	BC Hydro Community ReGreening Grant	\$ 4,300.00	28-Feb-21	Approved	\$ 4,300.00
Mackenzie Gets Active	ParticipACTION	ParticipACTION Community Better Challenge	\$ 1,000.00	26-Feb-21	Approved	\$ 1,000.00
Covid-19 Airport relief	Government of BC	Covid-19 Airport Relief	\$ 90,000.00	15-Mar-21	Approved	\$ 90,000.00
Pitching Machine Batting Cage Setup	Northern Health	Northern Resilient Communities grant	\$ 5,000.00	1-Apr-21	Denied	
Pool boiler replacement	NDIT	Recreation Infrastructure	\$ 35,000.00	12-Feb-21	Withdrawn	
Celebrate Canada Day 2021	Heritage Canada	Celebration and Commemoration Program	\$ 1,000.00	20-Nov-20	Approved	\$ 650.00
Red Cross CRP grant program- Equipment purchase funding	Community Resiliency Grant Prog.	Red Cross CRP Tier 2	\$ 10,000.00	26-Apr-21	Pending	
Community Grant in Aid – Mackenzie Fire Fighter Association	Regional District FFG	Community Grant in Aid	\$ 15,000.00	10-Feb-21	Approved	\$ 15,000.00
Content Production Initiative	Destination BC	Content Production Initiative	\$ 15,000.00	26-Apr-21	Approved	\$ 7,500.00
Arena Ice Slab and boards/glass	Government of BC/Canada	COVID-19 Resilience Infrastructure Stream	\$ 2,157,936.00	21-Jan-21	Denied	
Development Permit Guidelines and Engagement Platform Project	UBCM	Local Governemnt Development Approvals Project	\$ 40,040.00	7-May-21	Approved	\$ 35,840.00
Squash/basketball court	NDIT	Recreation Infrastructure	\$ 53,900.00	10-May-21	Approved	\$ 53,900.00
Community Connection Trail	Government of BC	BC Active Transportation infra. Grant	\$ 260,000.00	29-Jul-21	Denied	
Park Development - Little Mac fireplace	Costal Gas Link	Building Strong Community Investment	\$ 25,000.00	15-Sep-21	Approved	\$ 25,000.00
Facility Upgrades - Energy Efficiency & Capital Replacement Projects	Government of Canada	Green and Inclusive Community Buildings Program	\$ 2,994,692.00	15-Sep-21	Pending	
Wildfire Resiliency and FireSmart 2022	UBCM	Community Resiliency Investment	\$ 150,000.00	8-Oct-21	Pending	
Mainstreet Revitalization - Planning	NDIT	The Main Street Revitalization – Planning program	\$ 20,000.00	19-Oct-21	Pending	
FDI marketing material	Government of Canada	Can Export	\$ 25,000.00	29-Oct-21	Approved	\$ 25,000.00
2022 District Intern	NDIT	Local Government Internship Program	\$ 40,000.00	7-Jan-22	Pending	

2015 - Present	
Total Funding Applied For	\$ 26,028,389.60
Total Funding Approved	\$ 12,441,381.60
Total Funding Pending	\$ 5,381,212.00
Total Funding Denied	\$ 8,188,891.00

2021	
Total Funding Applied For	\$ 6,429,440.00
Total Funding Approved	\$ 526,812.00
Total Funding Pending	\$ 3,214,692.00
Total Funding Denied	\$ 2,672,936.00

Updated Jan. 17, 2022