



AGENDA for the Committee of the Whole Meeting to be held on Monday, November 28, 2022 at 7:00 PM in the Council Chambers of the Municipal Office, 1 Mackenzie Boulevard, Mackenzie, BC.

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.

Chair: Councillor Barnes

1. REPORTS

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2. OTHER BUSINESS

3. ADJOURNMENT



COUNCIL REPORT

To: Mayor and Council
From: Public Works
Date: October 24, 2022
Subject: Public Works Month End Report for September 2022

WATER DISTRIBUTION:

We pumped 10,232,579 US gallons of water into the water tower during the month of September, the equivalent of 341,085.95 gallons per day, which is approximately 257.23 gallons per water connection. Last year we pumped 13,183,166 US gallons of water into the water tower during the month of September, the equivalent of 439,438.87 gallons per day or 331.40 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 new water meter replacement is part of a Capital Project which will be going out to RFP soon. Design drawings in progress for new piping system and new flow meter.

SANITARY SEWER COLLECTION SYSTEMS:

There were two good neighbor sewer calls to report for the month of September.

GARBAGE COLLECTION SYSTEMS:

The total commercial garbage collected for the month of September was 58,410 kg. The total residential garbage collected was 49,050 kg, for a total of 107,460 kg. The total commercial garbage collected for September 2021 was 47,800 kg. The total residential garbage collected for September 2021 was 42,430 kg, for a total of 90,230 kg.

NOTE: The weight of residential and commercial refuse is light for September 2021 as RDFFG had an equipment malfunction. The weight of 2 days of residential garbage and 1 day of commercial garbage were not included in the total kilograms.



STREETS AND ROADS:

Curb repairs were completed on Manson Crescent. Storm drains were lowered to promote better drainage with the increased heavy rainfall events. Public Works took delivery of the new tar trailer and crack router.

SNOW FALL ACCUMULATIONS:

Snow fall accumulations for the month of September is **ZERO**.

PARKS:

District flowers and green spaces were maintained.

PROJECTS:

A main line water valve servicing sections of the Recreation Center was replaced along Skeena Drive. Crews worked through the night to complete the repairs and not disrupt service to nearby properties.

EQUIPMENT & MAINTENANCE:

Regular repairs and maintenance was completed on equipment.

BUILDINGS:

Routine maintenance was completed on District buildings.

SAFETY:

No OH&S/Joint Health and Safety Committee meeting was held for the month of September.

ASSET MANAGEMENT:

Queries were performed on District sewer lines in preparation for flushing and camera work along Chichouyenily Drive.



AIRPORT STATS:

Total fuel pumped for the month of September was 6,200.9L of AV Gas, and 11,359.08L of Jet A. Total fuel sales \$ 45,363.36 for a profit of \$ 11,808.65.

September 2022	Fixed Wing	Helicopter	Fuel Purchase	Visit Town
Total	24	37	68	9

Respectfully Submitted,

A handwritten signature in cursive script that reads "Diane Smith". The signature is written in black ink and is positioned above a horizontal line.

Diane Smith
Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Building Department

Date: October 31, 2022

Subject: Building Month End Report for September 2022

PERMITS:

BUILDING

2022	# 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	7	\$ 62,500.00	22	\$ 137,500.00
Commercial	0	0	3	\$ 2,198,000.00
Industrial	0	0	1	\$ 211,000.00
Institutional	0	0	0	0
Totals	7	\$ 62,500.00	26	\$ 2,546,500.00

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	3	\$ 14,200.00	26	\$ 186,428.00
Commercial	0	0	0	0
Industrial	0	0	0	0
Institutional	0	0	0	0
Totals	3	\$ 14,200.00	26	\$ 186,428.00

PLUMBING

	2021	2022
Number of Plumbing Permits This Month	0	0
Dollar Value of Plumbing Permits This Month	0	0
Number of Plumbing Permits YTD	3	0
Dollar Value of Plumbing Permits YTD	\$ 150.00	0

BUSINESS LICENCES:

	Number
New - September	3

Respectfully Submitted,



Diane Smith
Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council
From: Bylaw/Animal Control
Date: October 24, 2022
Subject: Bylaw/Animal Control Month End Report for September 2022

DOG LICENCES:

There were 11 dog licenses issued in September for a total of 557 for the 2022 year.

BOARDING:

There were 7 dogs boarding in September for a total of \$315.00

IMPOUNDS:

	DOGS	CATS
Remaining from last month	0	0
Impounds/strays for this month	4	0
Owners request adoption	0	0
Claimed by owner	4	0
Adopted	0	0
HD	0	0
Transferred to PG Humane	0	0
Remaining in Pound	0	0

COMPLAINT/SERVICE FILES:

There were several calls regarding loose dogs. Animal Control notified the owners, some were unable to be found and four were impounded. Fees applied for those that were impounded.

There have been fourteen complaints regarding dogs barking. Several of those were from the same property. Owners were spoken to and warning tickets were issued.

There have been two calls regarding residents having missing cats and one call regarding abandoned kittens.

Bylaw is receiving complaints regarding a residence where the dog is following people aggressively and barking at them. Owner has been difficult to reach, and Animal Control Officers are working with a family friend to try and contain the dog by fixing the enclosure.

While on patrol a Bylaw Officer spoke with citizens that were from out of town at First Beach with their dog. The Officer notified them of the Bylaw and suggested Second Beach to which they complied.

Bylaw received a complaint of a rooster crowing. Bylaw drove to the area and could not find or hear the rooster.

Outstanding 2022 dog tag renewal notices were mailed out.

Bylaw issued unsightly notices to residents. Most complied.

Bylaw had issued a service order for a property and are still dealing with the owner for non-compliance.

Tax Notices were delivered.

Bylaw Officers issued a warning ticket for a travel trailer and utility trailer parked on District access. Owner complied and they were moved to their backyard.

There was a call regarding a travel trailer parked on the road longer than 24 hours and a notice was left to contact our office. Owner contacted us and complied.

We have received a call from a resident saying that their neighbour is parked partly in their driveway. Bylaw Officers spoke with the owner of the travel trailer, and the owner moved the trailer onto their side of the property.

While on patrol a Bylaw Officer spoke with a person who was at the Morfee Lake Campground with rubbish scattered everywhere. The person was renovating their travel trailer. The Bylaw Officer pointed out that they cannot squat there and do renovations on District property and that they needed to vacate and clean up all the rubbish and dog feces or fines would be given. A few days later the person had vacated the campground and had cleaned up all their belongings.

MUNICIPAL TICKETS:

No MTI tickets were issued in September.



Respectfully Submitted,

A handwritten signature in cursive script that reads "Diane Smith". The signature is written in black ink and is positioned above a solid horizontal line.

Diane Smith
Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council
From: Public Works
Date: November 22, 2022
Subject: Public Works Month End Report for October 2022

WATER DISTRIBUTION:

We pumped 11,455,260 US gallons of water into the water tower during the month of October, the equivalent of 369,524.50 gallons per day, which is approximately 278.68 gallons per water connection. Last year we pumped 10,622,644 US gallons of water into the water tower during the month of October, the equivalent of 342,665.94 gallons per day or 258.42 gallons per connection.

Gantahaz Subdivision water usage data is not available at this time due to a failure of the water meter located in the Booster Station. A replacement water meter will be installed in the new year once ground conditions permit.

SANITARY SEWER COLLECTION SYSTEMS:

There was 1 good neighbor sewer call to report for the month of October.

GARBAGE COLLECTION SYSTEMS:

The total commercial garbage collected for the month of October was 57,370 kg. The total residential garbage collected was 49,420 kg, for a total of 106,790 kg. The total commercial collected for October 2021 was 68,550 kg. The total residential garbage collected for October 2021 was 42,580 kg, for a total of 111,130 kg.

STREETS AND ROADS:

Public Works took delivery of the new tar kettle, infrared asphalt restorer, and the crack router. Training was completed with staff on the equipment. We are awaiting arrival of a hot patch paver and compressor.

Seasonal lighting has been installed along Mackenzie Blvd., Centennial Drive and Skeena Drive.



SNOW FALL ACCUMULATIONS:

Snow fall accumulations for the month of October was 8 cm.

PARKS:

Routine end of season maintenance done for all park areas. RV Park closed on October 28th for the season.

PROJECTS:

Crews repaired a water leak on Centennial Drive as a compression fitting on our copper water supply line developed a small pin hole.

EQUIPMENT & MAINTENANCE:

Regular repairs and maintenance on equipment.

BUILDINGS:

Routine maintenance on District buildings.

SAFETY:

The OH&S/Joint Health and Safety Committee meeting was held for the month of October.

ASSET MANAGEMENT:

There was no activity performed in our system for the month of October.

AIRPORT STATS:

Total fuel pumped for the month of October was 5,585.28 L of AV Gas, and 4,140.97 L of Jet A. Total fuel sales for the month \$ 27,196.13 with total revenue of \$5,782.82. Overnight visits for the month of October were higher than usual due to extended work being completed in the area.

OCTOBER 2022	Fixed Wing	Helicopter	Fuel Purchase	Visit Town
Total	29	17	46	21



Respectfully Submitted,

A handwritten signature in cursive script that reads "Diane Smith".

Diane Smith
Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Building Department

Date: November 23, 2022

Subject: Building Month End Report for October 2022

PERMITS:

BUILDING

2022	# 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	11	\$ 78,000.00	33	\$ 215,500.00
Commercial	0	0	3	\$ 2,198,000.00
Industrial	0	0	1	\$ 211,000.00
Institutional	0	0	0	0
Totals	11	\$ 78,500.00	37	\$ 2,624,500.00

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	\$ 8000.00	27	\$ 194,428.00
Commercial	1	\$ 4,899,000.00	1	\$ 4,899,000.00
Industrial	0	0	0	0
Institutional	0	0	0	0
Totals	2	\$ 4,907,000.00	28	\$ 5,093,428.00

PLUMBING

	2021	2022
Number of Plumbing Permits This Month	0	0
Dollar Value of Plumbing Permits This Month	0	0
Number of Plumbing Permits YTD	3	0
Dollar Value of Plumbing Permits YTD	\$ 150.00	0

BUSINESS LICENCES:

	Number
New - October	2

Respectfully Submitted,



Diane Smith
Chief Administrative Officer

COUNCIL REPORT

To: Mayor and Council

From: Bylaw/Animal Control

Date: November 22, 2022

Subject: Bylaw/Animal Control Month End Report for October 2022

DOG LICENCES:

There were 9 dog licenses issued in October for a total of 566 for the 2022 year.

BOARDING:

There were 3 dogs boarding in October for a total of \$67.50

IMPOUNDS:

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

COMPLAINT/SERVICE FILES:

There were several calls regarding a dog barking from the same address. Animal Control spoke with the owner and gave a warning ticket with the proper Bylaws applied and have advised that if we keep getting complaints that we will be moving forward with an MTI, under Bylaw No. 1465. Bylaw Officers have also spoken to other residents regarding the Animal Control and Licencing Bylaw No. 1354 and what fees would apply if not followed.

There have been six phone calls regarding loose/stray dogs. Some were not able to be located and others were returned to their owners without the help of Animal Control.

Animal Control received a call from a business owner saying that a dog had been abandoned by their upstairs tenants for the last four days without any food or water. The animal control officer attended the business to investigate and contacted the RCMP to be able to enter the residence. Once the RCMP arrived they assisted animal control in the seizing of the dog. The dog was then brought to the pound and animal control made arrangements with the BCSPCA to come retrieve the abandoned dog after our five-day hold. Owners were not found.

Animal Control had received several calls regarding aggressive dog behaviour. Owners were spoken to, and Animal Control advised of the consequences set out in the Animal Control and Licensing Bylaw if they do not comply with the recommended suggestions provided to them.

Animal Control received a call from a concerned citizen regarding two dogs left in a vehicle all day while the owner is at work. The Officer attended the vehicle, assessed the situation, and concluded that the dogs were not in distress. No further investigation was completed.

Bylaw had spoken to an individual that was squatting at the Morfee campground and evicted them from the site without any complication.

Bylaw received numerous calls regarding property standards issues. Bylaw Officers spoke with the owners of one of the properties and they complied. The other owner did not want to comply. Bylaw returned with the RCMP's assistance to deliver a service order, but the owner was not home at the time. Later on, that evening the owner came to the Bylaw office and began to shout and threatened the Officers. The District has been in contact with the RCMP about this incident.


Bylaw left a warning ticket to remove vehicles and a trailer from District access. Owner complied and removed the vehicles.

Bylaw attended a residence where an individual was living in their travel trailer. The Officer explained our bylaws and the individual complied.

MUNICIPAL TICKETS:

No MTI tickets were issued in October.

Respectfully Submitted,



Diane Smith
Chief Administrative Officer



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

October 11th, 2022

Dear Mayor and Council

**Mayors Report for September 2022:
Summarized Mayors Report and File Synopsis for the month of September 2022.**

Detachment Case Load:

Sept 2022, the Mackenzie RCMP investigated 214 Files (260 Files for Sept 2021)

- 18 - Crimes against a person files
- 35 - Crimes against property files
- 15 - Other Criminal Code violations
- 4 - Narcotic Control Act
- 13 - Provincial Statute / Federal Statute
- 127 - RCMP / Municipal Statute
- 2 - Traffic Violations

(11 files were unfounded, 13 files resulted in charges)

- There were 11 Prisoners Lodged in Cells for Sept 2022 - Guard Shortage

Traffic Enforcement: - September 2022 Traffic Stats:

Written Warnings- 1 Intersection Warnings / 0 Distracted Driving Warning
Total 42 Traffic Warnings

Violation Tickets- 0 Intersection VT / 0 Distracted Driving VT
Total: 10 Traffic VT's

Impaired Driving / Immediate Roadside Prohibitions - September 2022:

1 - 90 day Immediate Roadside Prohibition issued

CHECKSTOP PROGRAM (ROAD BLOCKS)

5 Road Safety / Speeding / Sobriety Checks were conducted for September 2022

Location(s) were:

Carp lake Rd / Hwy 97 (5 separate checks at this location for September 2022)

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

0 file(s) for the month of September 2022

Resources:

The detachment is currently short staffed 1 Member(s) (1 on Medical leave) - Our new Recruit Sean HACHEY has arrived.

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 zero curfew checks)**

Victim Services August 2022 stats:

(Ongoing Clients - 28 / New Clients - 11 / Closed Clients - 5)

Incidents resulting in Victim Services assistance - 3

Referral Source - Police

New clients included: 5 females of these clients: 3 adult and 1 senior and 1 is a child.

The **INCIDENT TYPES:** Assault/Abuse (Partner), Assault/Abuse (Other families) and other incidents.

This month, Victim Services was also able to participate in a Police Victim Services of BC Webinar - Emergency Management - Coordinated Community Response, Supporting Victims of scams and Responding to Internet Child Exploitation. Victim Services was also honored to participate in the Orange Shirt/Reconciliation Day at McLeod Lake Band.

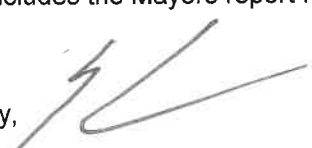
ONLINE CRIME REPORTING

The online tool can be found 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 September 2022.

Sincerely,


Cpl Kyle PEERS
acting/i/c NCO Mackenzie RCMP Detachment
Detachment Commander
(250) 997-3288 phone (250) 997-3240 fax

COURT Update(s):

**SOP = Stay of Proceeding (Crown is Staying the charge – not proceeding)
CONDITIONAL DISCHARGE – After a period of time – this charge becomes private**

1. 1 non-local male – Drive While Prohibited (Endorsed Warrant issued)
2. 1 local male – Drive While Suspended (Endorsed Warrant issued)
3. 1 local McLeod Lake male – Uttering Threats (Endorsed Warrant issued)
4. 1 local female – Assault Police Officer (Endorsed Warrant issued)

CONVICTIONS:

1. 2.1 1 local male was found Guilty (in Prince George Courts) of Assault (he was sentenced to 45 days jail and a 18 month Probation Order)

NON CONVICTION(S):

3. 3.1 1 local female – entered into a 1 year Peace Bond (fine \$500.00) for an Assault Charge.
- 3.2 1 local male received an SOP for Breaching a Undertaking.
- 3.3 1 local male received SOP's in Prince George Court for two Mackenzie files – charges of Assault with a weapon / Breach Release Order and Uttering threats.

File Summary – In September 2022 Mackenzie RCMP responded to 214 files and conducted 5 proactive road checks. Investigations of Interest:

On 2022-09-01 Mackenzie RCMP responded to a bear call in the 600 block of Mackenzie Blvd. Bear was not located however upon patrols

On 2022-09-01, Mackenzie RCMP responded to a disturbance at a residence for a female screaming and yelling. Female was located and the home owner requested she be removed. Female was very intoxicated and arrested and lodged in RCMP cells.

On 2022-09-02 Mackenzie RCMP responded to an abandoned 911 call where the caller stated a person was being held against their will with a gun at a residence. Containment and help from Prince George PDS and ERT members attended. Residence was breached and cleared. No persons located were inside the residence and call was not able to be substantiated. Further investigation regarding the call was done but nothing found.

On 2022-09-05 Mackenzie RCMP responded to a family custody issue. Police stood by during a child swap to ensure no issues.

On 2022-09-05 Mackenzie RCMP responded to a theft from vehicle. Various tools were stolen from inside.

2022-09-06 Mackenzie RCMP conducted a traffic stop resulting in a 90 day roadside prohibition due to alcohol on the driver. Vehicle was impounded for 30 days.

2022-09-07 Mackenzie RCMP responded to a domestic disturbance. Female suspect was arrested for assault on a male and later released on conditions of no contact with the victim. This matter is now with Crown for charge approval.

2022-09-07 Mackenzie RCMP responded to another domestic disturbance. A female was also arrested for assault on a male and later released on conditions of no contact with the victim. This matter is now with Crown for charge approval.

2022-09-07: Mackenzie RCMP responded to a large fire/party at a residence. Home owner spoken to by police and fire and party ended without issue.

2022-09-09 Mackenzie RCMP initiated a sex assault investigation with the assistance of Tsay Keh RCMP into allegations that occurred in Mackenzie. Investigation was completed and a report was forwarded to Crown Counsel for charge approval.

2022-09-10 Mackenzie RCMP responded to an assault in progress neat 400 Skeena Dr. A local male was arrested at scene for assault and later released on conditions with no contact with the victim. This matter is now with Crown for charge approval.

2022-09-13 Mackenzie RCMP responded to a report of a suicidal female who also had a 1 month old baby. Female was located and transported to hospital for assessment by doctor. MCF attended and assisted police with the baby.

2022-09-14 Mackenzie RCMP responded to 2 black bears behind the Royal Oak approaching peoples tents. CO service not available. 2 bears were scared off by police back into the bush.

2022-09-15 Mackenzie RCMP located a missing person out of Prince George in town. Person was checked and complainant who reported them missing was updated.

2022-09-16 Mackenzie RCMP received a call for a male with a gun near a bridge on the Pack River FSR. Police attended and located the male as described and determined he was hunting. Nothing suspicious noted and all checks completed.

2022-09-18 Mackenzie RCMP responded to a bear eating garbage outside 7/11. No CO available and bear was gone when police attended.

2022-09-20 Mackenzie RCMP responded to theft of vehicle complaint. Investigation ongoing.

2022-09-22 Mackenzie RCMP responded to possible shot fired call. Investigation determined it to be fireworks.

2022-09-24 Mackenzie RCMP responded to an assault between a mother and daughter. No charges were wished and parties separated.

2022-09-25 Mackenzie RCMP responded to bear call at 7/11. No CO available. Police shot bear who then climbed a tree. CO advised of shooting and declined to attend still. Bear appeared to have left on it own after being shot.

A/ Detachment Commander
Cpl. Kyle PEERS



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

November 8th, 2022

Dear Mayor and Council

**Mayors Report for October 2022:
Summarized Mayors Report and File Synopsis for the month of October 2022.**

Detachment Case Load:

Oct 2022, the Mackenzie RCMP investigated 190 Files (202 Files for Oct 2021)

- 16 - Crimes against a person files
- 33 - Crimes against property files
- 15 - Other Criminal Code violations
- 7 - Narcotic Control Act
- 4 - Provincial Statute / Federal Statute
- 112 - RCMP / Municipal Statute
- 3 - Traffic Violations

(5 files were unfounded, 21 files resulted in charges)

- There were 8 Prisoners Lodged in Cells for Oct 2022 - Guard Shortage

Traffic Enforcement: - October 2022 Traffic Stats:

Written Warnings- 1 Intersection Warnings / 0 Distracted Driving Warning
Total 50 Traffic Warnings

Violation Tickets- 0 Intersection VT / 0 Distracted Driving VT
Total: 15 Traffic VT's

Impaired Driving / Immediate Roadside Prohibitions - October 2022:

- 1 - 24 hour Driving Prohibition issued
- 1 - 90 day Immediate Roadside Prohibition issued - Vehicle impounded

CHECKSTOP PROGRAM (ROAD BLOCKS)

4 Road Safety / Speeding / Sobriety Checks were conducted for October 2022

Location(s) were:

Carp lake Rd / Hwy 97 (2 separate checks at this location for October 2022)

Centennial Dr / Gagnon Cres

Windy Point / Hwy 97

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

0 file(s) for the month of October 2022

Resources:

The detachment is currently short staffed 1 Member(s) (1 on Medical 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 two curfew checks)**

Victim Services August 2022 stats:

(Ongoing Clients - 26 / New Clients - 7 / Closed Clients - 10)

Incidents resulting in Victim Services assistance - 4

Referral Source - Police

New clients included: 2 males and 5 females of these clients: 5 adult and 2 children.

The **INCIDENT TYPES:** Adult Sexual Assault/Abuse, Assault/Abuse (Partner), Sudden Death and other incidents (Bullying).

This month, Victim Services was actively involved in providing court updates and court assistance to numerous clients. Participate in a Police Victim Services of BC Webinar - Post Separation Domestic Violence Training and Civil Forfeiture Grant Webinar.

ONLINE CRIME REPORTING

The online tool can be found 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 October 2022.

Sincerely,



CPL. C. AIRD

Reg # 60229

Cpl. Calvin AIRD
acting/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. **1 local McLeod Lake resident received an Endorsed Warrant for Uttering threats (This has been executed)**
 - 1.2. **Traffic VT dispute(s): No VT disputes for October**
 - 1.3. **Convictions:**
 - 1.3.1. **1 local female was found guilty of assault Police Officer – 1-year Probation Order (Suspended Sentence)**
 - 1.3.2. **1 non local male found guilty of a lessor MVA charge Drive While Prohibited – Fine \$300.00**
 - 1.3.3. **1 local male found guilty of Theft – 12-month Probation Order (he also received SOP's for Mischief and Possession of Stolen Property) This same male was found guilty of Break and Enter (12-month Probation Order – Suspended Sentence) for the first 6 months of this order – he is on Curfew**
 - 1.4. **Non convictions: (SOP and Peace Bonds)**
 - 1.4.1. **1 local male received an SOP on two separate Breach of Release Order file(s)**
 - 1.4.2. **1 local male received SOP's on Breach of Release Order and Breach Probation Order**
 - 1.4.3. **1 local male entered into a 1-year Peace Bond for Assault (Fine \$500.00)**
 - 1.4.4. **1 non local female received SOP's on Theft Mischief and Possession of Stolen Property.**
 - 1.4.5. **1 local male received a SOP on a Breach charge.**
- 2. File Summary – In October 2022 Mackenzie RCMP responded to 190 files. 4 proactive check stops by Mackenzie RCMP in October. Mackenzie RCMP noted a high volume of mischief to vehicles, thefts and break and enter. Mackenzie RCMP have successfully arrested two individuals involved in thefts in the industrial area of Mackenzie. Of note once the individuals were arrested the mischief to vehicles, thefts and break and enter files declined significantly. Mackenzie RCMP have completed a public service announcement on the radio requesting people document tools and work equipment. RCMP have seized truck loads of suspected stolen items but unable to identify owners due to no markings on equipment or no record of serial numbers by owners. Mackenzie RCMP are actively working toward additional proactive investigational measure to deal with the rise in above noted files. Investigations of Interest:**
- 2.1. **On 2022-10-01 Mackenzie RCMP responded to a mischief to a vehicle behind the Recreation Centre. Police noted a hole was drilled into the gas tank and gas was stolen. Due to poor video surveillance quality no suspects were identified through the surveillance.**
 - 2.2. **On 2022-10-01 Mackenzie RCMP completed a road check of a vehicle as the licence plate did not match the vehicle. A large amount of liquor, small amount of methamphetamine and machete were seized as police believed it was being bootlegged to Kwadacha. No charges due to small amount of drugs and possession laws for smaller amounts of drugs no longer criminal.**

- 2.3. On 2022-10-03 Mackenzie RCMP responded to a mischief to a vehicle at Mackenzie Secondary School. Police noted a hole was drilled into the gas tank and the gas was stolen. Believed to be related to the gas tank drilled on 2022-10-01. No video surveillance available on this file.
- 2.4. On 2022-10-05 Mackenzie RCMP responded to a report of a sexual assault and assault. Mackenzie RCMP obtained a victim statement and the male was held in custody pending a future court date.
- 2.5. On 2022-10-07 Mackenzie RCMP recognized a prohibited driver, driving on Mackenzie Blvd. Mackenzie RCMP completed a vehicle stop and arrested the driver. The accused was released on an appearance date of 2022-12-15. The accused has been stopped by police while driving prohibited on numerous other occasions.
- 2.6. On 2022-10-09 Mackenzie RCMP responded to a report of a stolen truck from a business in the Pine Pass. No surveillance and no suspects identified.
- 2.7. On 2022-10-11 Mackenzie RCMP responded to a break and enter in the industrial area of Mackenzie. 4 Quads were stolen. This is the second time in approximately 1 year that the business has been the target of a break and enter. Mackenzie RCMP and the business are actively working together to address this.
- 2.8. On 2022-10-12 Mackenzie RCMP responded to tools stolen from a service truck in Mackenzie. Video surveillance shows a suspect coming in a white SUV (no licence plate obtained) and stealing from the service truck. The suspect has a hood up and doesn't show it face to the camera. No further avenues of investigation at this time.
- 2.9. On 2022-10-12 Mackenzie RCMP responded to a theft of a catalytic converter in the industrial area of Mackenzie. RCMP not able to identify suspects via video surveillance. No further avenues of investigation at this time.
- 2.10. On 2022-10-12 Mackenzie RCMP responded to a report of an impaired driver on Hwy 97 north of Mackenzie. RCMP intercepted the vehicle and confirmed they had consumed alcohol. Further investigation confirmed the driver was impaired by alcohol. The driver was suspended from driving for 90 days' roadside.
- 2.11. On 2022-10-13 Mackenzie RCMP responded to a report of a break and enter to a closed business in Mackenzie. No video surveillance. Mackenzie RCMP received third hand information on suspects but an uncooperative witness on the file halted the investigation. Unknown what was stolen from the business at this time.
- 2.12. On 2022-10-13 Mackenzie RCMP received third hand information from an uncooperative witness about stolen property on the Parsnip Forrest service road. RCMP attended and located stolen trailers and industrial equipment. Due to no suspects around stolen items police unable to proceed with charges on file.
- 2.13. On 2022-10-13 Mackenzie RCMP completed a patrol of the parsnip Forrest Service road and located a suspected stolen boat motor. The motor was seized due to serial numbers scratched off and spray painted cover. File still under investigation.
- 2.14. On 2022-10-15 Mackenzie RCMP received a call from a vehicle owner that they knew the location of their stolen vehicle. Police attended the residence that was well-known to police and located the stolen vehicle. Owner of vehicle would not cooperate with police and provide a statement or how they found the vehicle. It is believed the owner is associated to the suspect.

- 2.15. On 2022-10-15 Mackenzie RCMP responded to two thefts of catalytic converters in the industrial area of Mackenzie. Video surveillance on site did not capture the suspects. No further avenues of investigation at this time.
- 2.16. On 2022-10-18 Mackenzie RCMP completed a patrol of the Parsnip Forrest Service Road. RCMP located 3 individuals in a stolen F350. The vehicle tried to flee from police but had no where to go in the forested area. Three individuals arrested, one held for court on possession of stolen property and multiple counts of breaching probation and two provided a court date in the near future for possession of stolen property. All three individuals are well known to police.
- 2.17. On 2022-10-19 Mackenzie RCMP responded to a report of a trailer from the industrial area of Mackenzie. RCMP attended and determined this was a stolen trailer recovered only days earlier by RCMP and stolen again. No suspects and no video surveillance.
- 2.18. On 2022-10-20 Mackenzie RCMP responded to a report of a robbery at the Mackenzie Mall. RCMP responded and identified the accused. No one injuries to employee of business. Accused well known to police and released on conditions to protect employee and business and a court date in Mackenzie.
- 2.19. On 2022-10-20 Mackenzie RCMP initiated a road stop of a vehicle travelling at a high rate of speed on highway 97. During the course of the investigation it was determined the driver was impaired by alcohol. A 24-hour suspension was issued.
- 2.20. On 2022-10-20 RCMP received a report of an impaired driver in the parking lot of a business in Mackenzie. RCMP responded and located the intoxicated driver in their vehicle. RCMP completed an impaired investigation which resulted in a 90-day immediate driving suspension.
- 2.21. On 2022-10-21 Mackenzie RCMP responded to domestic assault in progress. Police attended and arrested the accused. It was confirmed that the victim would require medical attention for their injuries. The accused is well-known to police and appeared in a Crown Led tele-bail hearing. The suspect was released with a court date in December.
- 2.22. On 2022-10-24 Mackenzie RCMP responded to a report of a domestic in progress. RCMP attended and arrested the accused who was released on conditions to protect the victim and is to appear in court in December.
- 2.23. On 2022-10-26 Mackenzie RCMP responded to a report of mischief to a District of Mackenzie vehicle. Police noted a hole was drilled into the gas tank and gas was stolen. No surveillance and no suspects at this time.
- 2.24. On 2022-10-29 Mackenzie RCMP initiated a traffic in Mackenzie. The driver and passenger were well known to police. Data base checks confirmed the passenger was breaching court order conditions. A search of the vehicle incidental to arrest yielded a large amount of illicit drugs and shotgun. The accused was held in custody until November.
- 2.25. On 2022-10-31 Mackenzie RCMP responded to a break and enter at the Mackenzie Airport. While on scene the suspects returned on a quad and fled from the scene. A police dog, and drone operator were called up to assist. Mackenzie RCMP utilized the quads to get the suspects to stop their quad and attempt to flee on foot. A business owner in the industrial area notified police of two suspicious people in the area. The police dog was utilized to located the two accused. One accused was released on a court date in Mackenzie and the second accused was held in custody for a court date in December. Police strongly believe these two individuals are responsible for the gas tank drilling and multiple break and enters in the industrial site.

Mackenzie RCMP have not been able to link these individuals to other files that will satisfy Crown Charge approval.

Cpl. C. AIRD
Mackenzie RCMP

COUNCIL REPORT

To: Mayor and Council

From: Fire Chief, Jamie Guise

Date: September 30, 2022

Subject: Fire Department Month End Report, September 2022

FIRE DEPARTMENT RESPONSES:

Code	Description	Number of Calls this Period	Year to Date
AOA	Assist other Agency	3	27
FAL	False Alarm	4	29
FRC	Chimney Fire		1
FRD	Dumpster Fire		1
FRS	Structure Fire		10
FRV	Vehicle Fire		1
FRW	Wildland Fire		2
MVI	Motor Vehicle Incident	3	21
HMI	Hazardous Material Incident		1
GSL	Gas spill / Leak		4
BC	Burning Complaint	1	10
CO	Carbon Monoxide Alarm		1
PS	Public Service	1	7
TOTALS		12	115

- AOA - 02 **September @ 02:20**– Requested by BCAS to assist with a lift on Kerry Cres. Crew were required to remove the patient from their home and into an awaiting ambulance before returning to the Hall.
- BC -03 **September @ 18:45** – Reported by a concerned citizen that there was an unattended fire at a home on Ralston Drive. The homeowner returned to their home and extinguished the fire before Chief 2 returned to the Hall.

- AOA - 06 **September @ 13:24**– Requested by BCAS to assist with a lift and drive the ambulance on Kerry Cres. Crew were required to remove the patient from their home and into an awaiting ambulance and drive the ambulance to the hospital before returning to the Hall.
- MVI -08 **September @ 22:20** – Reported of a MVI involving a moose on Hyw 97 South of the Junction. Upon arrival of crews all patients were out of the vehicle and on the side of the road. Crews returned to the Hall.
- AOA - 09 **September @ 22:35**– Requested by BCAS to drive the ambulance to a call. The fire department had to decline the call because there were no qualified ambulance drivers available at the time.
- FAL - 18 **September @ 07:55**– Report of alarms activated at 25-79 Mackenzie Blvd. Upon arrival of Chief 1 it was noted that the alarms were false. Crews stood down.
- FAL - 22 **September @ 20:00** – Report of alarms activated at Camp David. Upon arrival of Chief 2 it was noted that the alarms were going off in the camp and the cause was unknown. Chief 2 and the property rep investigated and found that one of the occupants was trying to hit a fly and accidentally hit the heat detector setting off the alarm. Crews returned to the Hall.
- FAL - 23 **September @ 14:28**– Report of alarms activated at 1 Cicada Road. Upon arrival of Chief 1 it was noted that the alarms were false due to alarm testing. The company forgot to contact the alarm company. Crews stood down.
- MVI -26 **September @ 15:12** – Reported of a MVI on Hwy 97 South of the Junction. While responding crews were updated that all patients were out of the vehicle. Crews returned to the Hall.
- FAL - 29 **September @ 16:02** – Report of alarms activated at Camp David. Upon arrival of Chief 2 it was noted that the alarms were false due to testing of the system. Crews returned to the Hall.
- PS -29 **September @ 19:00** – Reported by a concerned citizen that there were kids playing with fireworks around Kerry Cres. Chief 2 investigated and was unable to find any evidence of fireworks. Chief 2 returned to the Hall.
- MVI -30 **September @ 15:14** – Report of an MVI on Hwy 97 South of the Junction. Upon arrival of crews there was no entrapment. Crews returned to the Hall.

VOLUNTEER FIRE FIGHTERS TRAINING NIGHTS SCHEDULE:

6 September – 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

13 September– Firefighter Skills Development

- a. Senior members conducted live fire training.
- b. Probationary members conducted utilities training and emergency scene traffic control.

20 September– Firefighter Skills Development

- a. Senior members continued with live fire with rescue training.
- b. Probationary members conducted fire hydrant training and set up for drafting.

27 September - Firefighter Skills Development

- a. Senior members participated a live fire scenario.
- b. Probationary members conducted hose rolls, carries, and loads training.

FIRE & LIFE SAFETY INSPECTIONS:

9 fire safety inspections were conducted in the month of September.

VOLUNTEER FIRE FIGHTERS SCHEDULE:

September 22-23 – Mackenzie Fire Department provided S100 and S185 training for CNC.

EMERGENCY MANAGEMENT

September 13 – Mackenzie Fire Department participated in the Mackenzie Wildfire Advisory Committee meeting.

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	2
Engineers	4	1
Fire Fighters	20	11
Total Fire Fighting Force	38	21
Fire Fighters (Probationary)		6
Fire Fighter (Junior)	4	0

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	Faction Architecture	\$ 545,000
Project Management	Colliers Project Leaders	\$ 8,289
Geotechnical	GeoNorth	\$ 25,534
Survey	McElhanney	\$ 7,203
Construction Contract	Southwest Design & Construction	\$ 3,986,199
FF&E	Furniture and Fixtures	\$ 176,717
Construction Management Fee	JenCol Construction	\$ 27,590
Miscellaneous*	Various	\$ 207,421
	Overall Budget Expense	\$ 4,983,953

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

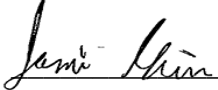
Project works to date are as follows:

- Building is nearing substantial completion
- Brick work is well on its way
- Flooring and fixtures are being installed
- Roofing system is in progress
- Siding is being installed
- Final painting inside has started
- Windows are still in progress

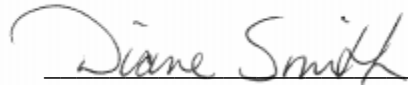


Total Project Budget = \$6.5 million
Total Expenses To Date = \$4,986,953
Total Budget Remaining = \$1,516,047

Respectfully Submitted,



Jamie Guise
Fire Chief



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Fire Chief, Jamie Guise

Date: October 31, 2022

Subject: Fire Department Month End Report, October 2022

FIRE DEPARTMENT RESPONSES:

Code	Description	Number of Calls this Period	Year to Date
AOA	Assist other Agency	4	31
FAL	False Alarm	7	36
FRC	Chimney Fire		1
FRD	Dumpster Fire		1
FRS	Structure Fire	1	11
FRV	Vehicle Fire		1
FRW	Wildland Fire		2
MVI	Motor Vehicle Incident	3	24
HMI	Hazardous Material Incident		1
GSL	Gas spill / Leak		4
BC	Burning Complaint	1	11
CO	Carbon Monoxide Alarm		1
PS	Public Service		7
TOTALS		16	131

AOA - 01 **October @ 08:19**– Requested by BCAS to assist with a lift on Centennial Drive. Crew were required to lift a patient who fell on their floor and place them into their chair. Crews returned to the hall.

FAL - 01 **October @ 14:28**– Report of alarms activated at 1 Mackenzie Blvd. Upon arrival of Chief 2 it was noted that the alarms were false. Crews stood down.

AOA - 01 **October @ 12:19**– Requested by RCMP to assist with a person on Stuart Drive who was complaining of a gas smell and a powder like substance in their home. Crew used an air monitor and looked for any powder like substance but found nothing out of the ordinary. Crews returned to the hall.

- FAL - 02 **October @ 23:53**– Report of alarms activated at 1000 Sheppard Road. Upon arrival of Chief 1 it was noted that the alarms were false. Crews stood down.
- FAL - 03 **October @ 10:31**– Report of alarms activated at 400 Skeena Drive. Upon arrival of Chief 2 it was noted that the alarms were false. Crews stood down.
- AOA - 04 **October @ 12:06**– Requested by BCAS to assist with a lift on Centennial Drive. Crew were required to lift a patient who fell on their floor and place them into their chair. Crews returned to the hall.
- AOA - 05 **October @ 12:47**– Requested by BCAS to provide a driver for their nightshift crew. Chief 1 informed BCAS and our 911 Dispatch that we will no longer be providing driver services until we receive a legal opinion on the matter.
- FAL - 11 **October @ 06:09**– Report of alarms activated at 25-78 Mackenzie Blvd. Upon arrival of Chief 1 it was noted that the alarms were false. Crews stood down.
- FAL - 17 **October @ 20:07**– Report of alarms activated at 400 Skeena Drive. Upon arrival of Chief 2 it was noted that the alarms were false. Crews stood down.
- FRS -17 **October @ 20:54** – Report of a possible structure fire at 11 Selwyn Drive. Upon arrival of crews, it was noted that the owner of the home was cooking, and a grease fire occurred. Crews were required to ventilate the home before returning to the hall.
- MVI -19 **October @ 13:09** – Report of a MVI on Hwy 97 South of the Junction. While responding, crews were updated that all patients were out of the vehicle. Crews returned to the hall.
- MVI -22 **October @ 22:45** – Report of a MVI on Hwy 97 South of the Junction. Upon arrival of crews, it was noted that the driver of the truck was in the ditch with a broken leg. Crews were required to extricate the patient from the ditch and into an awaiting ambulance before returning to the hall.
- FAL - 27 **October @ 20:57**– Report of alarms activated at 403 Mackenzie Blvd. Upon arrival of Chief 2 it was noted that the alarms were false. Crews stood down.
- BC -28 **October @ 10:35** – Reported by a concerned citizen that there was someone burning debris at 360 Osilinka Drive. Chief 2 investigated and found out that there was no burn permit issued for that address. Chief 2 informed the owner that he needed to get a burn permit and was to only burn clean wood in the fire. Chief 2 returned to the hall.

- FAL - 29 **October @ 16:04**– Report of alarms activated at 527 Babine Drive. Upon arrival of Chief 1 it was noted that the alarms were false due to dust on the sensor. Crews stood down.
- MVI -31 **October @ 10:48** – Report of a MVI on Hyw 39 just north of the Valley View apartments. Upon arrival of crews, it was noted that the driver of an overturned truck was unable to get out because a tree was laying on the only accessible door. Crews were required to cut the tree so the patient could get out from the truck. The driver was taken to the hospital by his employer. Crews returned to the hall.

VOLUNTEER FIRE FIGHTERS TRAINING NIGHTS SCHEDULE:

4 October – 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

11 October– Firefighter Skills Development

- a. Senior members conducted vehicle stabilization training.
- b. Probationary members conducted hose handling training

18 October– Firefighter Skills Development

- a. Senior members conducted vehicle extrication training with hand and power tools.
- b. Probationary members conducted ground ladder carries and deployment training.

October 25 - Firefighter Skills Development

- a. Senior members conducted vehicle extrication training with the Holmatro hydraulic tools.

- b. Probationary members conducted ropes and knots training.

FIRE & LIFE SAFETY INSPECTIONS:

8 fire safety inspections were conducted in the month of October.

VOLUNTEER FIRE FIGHTERS SCHEDULE:

October 11 – Mackenzie Fire Department personnel attended a presentation from the Office of the Fire Commissioner New Training Standards.

October 26 – Mackenzie Firefighter Association held a retirement party for a member.

October 31 – Mackenzie Fire Department and Mackenzie Leisure services conducted the annual Halloween Firework Show

EMERGENCY MANAGEMENT

October 4 – Mackenzie Fire Department participated in the Mackenzie Wildfire Advisory Committee meeting

October 12 – Mackenzie Wildfire Advisory Committee, Mackenzie Fire Department along with Public works conducted Curbside pick up for the residence of Gantahaz

October 19 – Mackenzie Wildfire Advisory Committee, Mackenzie Fire Department along with Public works conducted Curbside pick-up for the residence in Mackenzie

October 26 – Three members of Mackenzie Emergency Management Team participated in EMBC core training in Chetwynd.

October 27 – Telus lines were damaged causing internet and cell phone service disruptions within Mackenzie. Copper lines were used to establish communications. Emergency services communications were functioning. CHMM updated the community as the event continued into the evening.

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	2
Engineers	4	1
Fire Fighters	20	11
Total Fire Fighting Force	38	21
Fire Fighters (Probationary)		3
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	\$ 545,000
Project Management	Colliers Project Leaders	\$ 8,289
Geotechnical	GeoNorth	\$ 25,534
Survey	McElhanney	\$ 7,203
Construction Contract	Southwest Design & Construction	\$ 4,356,889
FF&E	Furniture and Fixtures	\$ 176,717
Construction Management Fee	JenCol Construction	\$ 27,590
Miscellaneous*	Various	\$ 210,133
	Overall Budget Expense	\$ 5,357,355

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

Project works to date are as follows:

- Building is nearing substantial completion.
- Brick work is done. Concrete board has started
- Flooring & Fixtures are being installed
- Roofing system is complete
- Siding is being installed
- Final Painting inside has started.
- Windows are still in progress.

Total Project Budget = \$6.5 million

Total Expenses To Date = \$5,357,355

Total Budget Remaining = \$1,142,645



Respectfully Submitted,

A handwritten signature in cursive script, reading "Jamie Guise", positioned above a horizontal line.

Jamie Guise
Fire Chief

A handwritten signature in cursive script, reading "Diane Smith", positioned above a horizontal line.

Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Terry Gilmer, Recreation Services

Date: October 18, 2022

Subject: Recreation Services Month End Report – September 2022

Pool:

- Staff documented 73 pool and 3 aquafit visits for the month.
- Pool re-opened on Tuesday, September 27.
- Pool shutdown tasks:
 - Building Operators completed deep cleaning of the pool deck and deck drains.
 - Building Operators completed a hazard assessment and assisted in developing a procedure for Acid Bathing the pool basins as a part of pool shut down work - pool acid bathing was completed on September 7, 2022.
 - Test run of the two small pools containing a new filter media commenced on September 9, 2022 - teach pool was good and a deficiency in the hot tub was addressed.
 - 25M pool epoxy grout work in the main drains completed by the Building Grounds Maintenance staff.
 - Tile repairs completed by an external contractor.

Arena:

- Staff documented 153 public skating visits for the month.
- Building Operator's completed the ice installation on Friday, September 23 - the first public skating sessions started on Friday, September 23.
- Minor hockey, figure skating and Mountaineers season practices began on Monday, September 26.
- Staff did have a concern with one of the brine lines closest to the bench, which is causing the ice to not freeze as fast and paint migrated there - Yeti addressed brine line issue.
- GMHL Fundraising Hockey Game vs Community Members was held on Saturday, September 24.

Fitness Area:

- Staff documented 1,076 fitness centre visits for the month.
- Damaged weightroom benches repaired and/or reupholstered.

Sport Courts/Climbing Wall:

- Staff documented 6 pickleball and 76 multi-court visits for the month
- Climbing wall work was set to proceed in September, however, staff are waiting on an order of specialized epoxy from a local supplier.

Programs:

- Staff documented 79 Junior Pathway participants for the month.
- Staff met with community members about starting a dance program in the Community Hall using our new audio-visual system, which has an estimated project completion date in November.
- Staff met with the Library and The 92 about programs and how we can best work together for the betterment of the community.

Events:

- Staff met with ice carvers to discuss WinterQuest logistics.
- Senior's Connection Fair was held in the Callahan and Sas Da'Ghe rooms on Friday, September 23.
- Staff met with Chamber about the \$44,000 Commemorate Canada grant and how to best use the money before March 31.

Staff:

- 7 Building Operators and 4 Building Grounds Maintenance employees completed their Mobile Elevated Work Platform certification.
- 2 Building Grounds Maintenance employees completed their Fall Arrest certification.
- 2 Building Operators and 2 Building Grounds Maintenance employees received their Stageline training for our outdoor portable stage.

Other:

- Staff met with contractors regarding the new community bike park – plans are still in place to finish the bike features by November 1.
- Staff submitted bike park plans to Geo North for review of the asphalt paving process.
- Cordwood is unable to complete the work at the ski hill due to personal reasons, so staff have pulled together a plan B in hopes of getting the project moving forward before the snow flies. The goal is to get the fire pit area ready for the ski season and then look to add a shelter in the spring once the frost leaves.
- The Stageline outdoor portable stage was inspected - the stage requires an annual inspection from the company based out of Montreal, QC.
- Genie lift NDT inspection completed and passed on September 7, 2022.
- Staff met with MLIB to assist them with their plans for building ice this year and in the future.



Respectfully Submitted,

A handwritten signature in black ink, appearing to read "T. Gilmer", written over a horizontal line.

Terry Gilmer
Director of Recreation Services

A handwritten signature in black ink, appearing to read "Diane Smith", written over a horizontal line.

Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council

From: Terry Gilmer, Recreation Services

Date: November 21, 2022

Subject: Recreation Services Month End Report – October 2022

Pool:

- Staff documented 879 pool and 29 aquafit visits for the month.
- Recreation Services held a Movie in the Pool night on Thursday, October 20:
 - Moana was on from 6:00 pm-7:45 pm and had 90 people in attendance
 - JAWS was on from 8:00 pm-10:15pm and had 30 people in attendance
- The WIBIT was in the pool on Friday, October 21 from 12:00 pm-4:00pm for the Pro D Day.
- October Swimming Lessons began with 36 participants registered in the six classes. As a note, we have a full parent and tot class with 10 registered participants, aging in range from 4 months to 24 months, along with their accompanied parent.
- Aquatic staff in-service was held on Tuesday, October 4 for the six aquatic staff.

Arena:

- Staff documented 397 public skating and 10 curling visits for the month.
- The first Mackenzie Mountaineers home game was Saturday, October 22 vs Burns Lake.
- Our Halloween Fright Skate was held on Saturday, October 29 from 11:00 am-3:00 pm and had over 70 participants. We also provided 22 hot chocolate coupons to Fry Daddy's to attendees.
- Bleacher heaters were activated for the season when temperatures went above zero degrees outside.

Fitness Area:

- Staff documented 1,056 fitness centre visits for the month.
- The next youth weight room orientation for youth aged 13-15 has been scheduled with Azu Health for Friday, November 4.

Sport Courts/Climbing Wall:

- Staff documented 66 multi-court visits for the month.
- Squash BC Ambassador Tour was hosted by Recreation Services on Wednesday, October 5 and Thursday, October 6. Squash instructor Shawn Zwierzchowski provided FREE squash lessons to our community, which included specific women's only, adult, senior,

youth sessions, and a session with SD57 high school students. In total, we had over 55 participants over the two-day instruction period.

- Women's Squash League began on Monday, October 3, with 8 participants.
- Men's Squash League began on Friday, October 7, with 4 participants.
- Wallyball league started on Tuesday, October 4 with four teams and 16 participants registered.
- The climbing wall structure setup is complete, staff are working on mudding and painting now with the final inspection scheduled for Monday, November 7. Staff will then work on setting bouldering routes with the goal of opening to the public in November.

Programs:

- Staff documented 9 Junior Pathway participants for the month.
- Noah Goerz has confirmed he will be returning in January to offer more Martial Arts classes.
- Mackenzie Secondary School started their use of the Recreation Centre for their gym class, which includes the Fitness Centre, Squash, and Pickleball.
- Non-Instructional Day was held on Monday, October 3. We had the pool open from 12:00 pm-4:00 pm with the Wibit, which had over 60 participants, and All Ages Shinny and Public Skating had 15 participants.

Events:

- Ice delivery has been ordered for WinterQuest 2023 - with three ice carvers confirmed for this years upcoming event.
- We are accepting participants for the Holiday Parade scheduled for Saturday, December 3, anyone interested in putting in a float can email events@districtofmackenzie.ca.

Staff:

- Two newly hired Recreation Attendants started their position on Friday, October 14. More staff are needed to fill vacant positions and operate programs/ski hill.

Other:

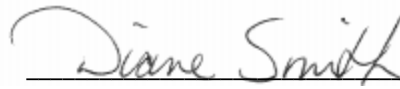
- Outdoor rink was setup and water was added in preparation for freezing conditions.
- Recreation Services was closed on Monday, October 10 for the Thanksgiving Day statutory holiday.
- Bike park contractors (Axis) left for the season and plan to be back in the early spring to finish the project - due to the change in temperatures and rain/snow, they feel the final touches should be done in the spring for better quality.
- Staff met with the Mall Manager regarding drainage concerns in the new park. Originally the entire property graded towards the mall, but the new design should see around 3% of that runoff in the spring, thanks to a curtain drain requested by PW. Staff will monitor the situation in the spring.

- The Community Hall was unavailable from October 15 – November 4 for the audio/video installation in the facility.
- Staff met Tuesday, October 11 with Museum, Seniors, Arts Council and Thrift Store representatives and toured the Sikh Temple - only the Seniors group are interested at this time.

Respectfully Submitted,



Terry Gilmer
Director of Recreation Services



Approved for Submission to Council

COUNCIL REPORT

To: Mayor and Council
From: Finance
Date: October 24, 2022
Subject: Month End Report at September 30, 2022

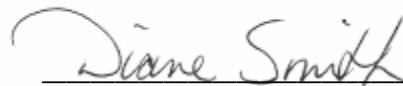
Attached are the following month-end reports as at September 30, 2022:

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

Respectfully Submitted,



Kerri Borne
Chief Financial Officer



Approved for Submission to Council

District of Mackenzie
Accounts Payable - Payment Listing
September 30, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
08/09/22	068613	40000	4-D WARNER ENTERPRISES LTD	1,260.00
08/09/22	068614	B3027	BAREFOOT PLANNING LTD	5,013.75
08/09/22	068615	C0190	CKJ TRUCKIN	73.38
08/09/22	068616	D4950	DISTRICT OF MACKENZIE - LEISURE SERV P/C	131.05
08/09/22	068617	D5275	DOMINION GOV LAW LLP	2,812.89
08/09/22	068618	F1500	FINNING CANADA	5,084.43
08/09/22	068619	H1009	HAGEN'S HOME HARDWARE	1,647.45
08/09/22	068620	H2902	HARRIS & COMPANY	4,860.80
08/09/22	068621	K1000	KAL TIRE	295.39
08/09/22	068622	M1200	MACKENZIE HOSE & FITTINGS	483.44
08/09/22	068623	M3206	MACLAK CONTRACTING	1,312.50
08/09/22	068624	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	150.00
08/09/22	068625	N8065	NORTHWEST FUELS LIMITED	32,996.29
08/09/22	068626	O3455	ORKIN CANADA CORPORATION	299.78
08/09/22	068627	P4671	PRAIRIE COAST EQUIPMENT - DO NOT USE	2,797.43
08/09/22	068628	R1750	RECEIVER GENERAL FOR CANADA	640.99
08/09/22	068629	R2035	R.G. STRATEGIES	1,680.00
08/09/22	068630	S7530	STEWART MCDANNOLD STUART	2,687.45
08/09/22	068631	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	6,092.22
08/09/22	068632	T8000	TRICO INDUSTRIES LTD	246.97
08/09/22	068633	U9000	UAP INC.	843.03
08/09/22	068634	U9013	URBAN SYSTEMS (DO NOT USE)	2,290.68
15/09/22	068635	A6534	ALS CANADA LTD	385.35
15/09/22	068636	B1297	BCR PROPERTIES LTD	1,575.00
15/09/22	068637	C0190	CKJ TRUCKIN	612.17
15/09/22	068638	C3174	CORDWOOD INDUSTRIES	4,586.40
15/09/22	068639	D5054	DRIVEWAY PAVERS	160,093.50 *
15/09/22	068640	H1009	HAGEN'S HOME HARDWARE	296.48
15/09/22	068641	H9900	HAGEN'S HOME HARDWARE	23.03
15/09/22	068642	I0690	I.W.C.T.	7,165.73
15/09/22	068643	I0790	IGI RESOURCES	1,610.47
15/09/22	068644	J4000	JIBC - JUSTICE INSTITUTE OF BC	224.91
15/09/22	068645	M1207	MARCUS PALADINO	10,500.00
15/09/22	068646	M2800	MACKENZIE FIRE FIGHTERS ASSOCIATION	3,748.00
15/09/22	068647	M3812	MLJ MAINTENANCE	1,338.75
15/09/22	068648	M4015	MIDWAY PURNEL	4,543.32
15/09/22	068649	M9004	HOWARD, JASON	75.00
15/09/22	068650	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	220.00
15/09/22	068651	O1519	OASIS RIGGING INC	3,029.25 *
15/09/22	068652	P0556	PAK-ENNAN SERVICES	300.00
15/09/22	068653	R2097	RFS CANADA	555.52
15/09/22	068654	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	11,232.30
15/09/22	068655	S7600	SUNCORP VALUATIONS	6,041.95 *
15/09/22	068656	U4000	UNITED RENTALS OF CANADA, INC	767.77
15/09/22	068657	U9000	UAP INC.	99.36
15/09/22	068658	V1250	VAN HOUTTE COFFEE SERVICES INC	168.34
15/09/22	068659	Y2000	YELLOWHEAD ROAD & BRIDGE(FORT GEORGE)LTD	271.36
22/09/22	068660	A5733	ANDREW SHERET LIMITED	367.80

District of Mackenzie
Accounts Payable - Payment Listing
September 30, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
22/09/22	068661	A6534	ALS CANADA LTD	385.35
22/09/22	068662	B4520	BRANDT TRACTOR LTD	7,430.61
22/09/22	068663	B7354	BULL MECHANICAL	5,428.50
22/09/22	068664	C0190	CKJ TRUCKIN	129.36
22/09/22	068665	C3174	CORDWOOD INDUSTRIES	29,561.16
22/09/22	068666	C4577	CHEM-AQUA	423.95
22/09/22	068667	C4811	CHRYSALID TECH	368.29
22/09/22	068668	C9899	CHRYSALID TECH	132.96
22/09/22	068669	D3010	DIGGERS IMPACT LTD.	1,015.88
22/09/22	068670	D5275	DOMINION GOV LAW LLP	2,285.92
22/09/22	068671	E8650	ETHELO DECISIONS INC	3,360.00
22/09/22	068672	F6100	FRANK'S REPAIR & WELDING	1,932.00
22/09/22	068673	G6779	GREEN PHOENIX RECYCLING	22.58
22/09/22	068674	G8555	GUILLEVIN INTERNATIONAL CO.	234.08
22/09/22	068675	G9900	GREEN PHOENIX RECYCLING	50.40
22/09/22	068676	H1009	HAGEN'S HOME HARDWARE	2,213.49
22/09/22	068677	H9900	HAGEN'S HOME HARDWARE	12.31
22/09/22	068678	I1539	INTER-MTN. TESTING LTD.	1,428.00
22/09/22	068679	I1975	INDUSTRIAL MACHINE INC	135,889.60
22/09/22	068680	K3599	KERMA CONTRACTING	5,683.13
22/09/22	068681	K6099	KONICA MINOLTA BUSINESS SOLUTIONS	918.72
22/09/22	068682	L4050	LIDSTONE & COMPANY	437.92
22/09/22	068683	L7010	LOOMIS EXPRESS	78.97
22/09/22	068684	M0100	MACKENZIE CHAMBER OF COMMERCE	100.00
22/09/22	068685	M1100	MACKENZIE ELKS 547	1,950.00
22/09/22	068686	M1125	MACKENZIE DRYCLEANING	279.30
22/09/22	068687	M1200	MACKENZIE HOSE & FITTINGS	530.54
22/09/22	068688	M2840	MACDUNN CONTROLS LTD.	2,606.63
22/09/22	068689	M3206	MACLAK CONTRACTING	1,312.50
22/09/22	068690	M3424	MACKENZIE AND AREA RADIO SOCIETY	525.00
22/09/22	068691	M3822	MERCEDES MINCK ILLUSTRATION AND DESIGN	500.00
22/09/22	068692	M4705	MINISTER OF FINANCE	3,044.19
22/09/22	068693	M9004	ALLEN, ASA	393.75
22/09/22	068694	M9004	NEILL, CORIE	770.00
22/09/22	068695	N1309	NATIONAL PAYROLL INSTITUTE	299.25
22/09/22	068696	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	75.00
22/09/22	068697	O1519	OASIS RIGGING INC	3,029.25
22/09/22	068698	P0077	P.G. RENTAL CENTRE LTD	274.50
22/09/22	068699	P0864	PAR-TEN PRODUCTS LTD	476.00
22/09/22	068700	P4683	PRESSE COMMERCE	383.62
22/09/22	068701	P6280	PRINCE GEORGE OFFICE SYSTEMS	433.97
22/09/22	068702	Q7050	QUICKSCRIBE SERVICE LTD.	1,024.80
22/09/22	068703	R1750	RECEIVER GENERAL FOR CANADA	638.30
22/09/22	068704	R2097	RFS CANADA	166.88
22/09/22	068705	R2630	RKS ELECTRIC LTD	1,089.49
22/09/22	068706	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	669.89
22/09/22	068707	S7600	SUNCORP VALUATIONS	6,041.95
22/09/22	068708	T6050	TELUS CUSTOM SECURITY SYSTEMS	676.62

District of Mackenzie
Accounts Payable - Payment Listing
September 30, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
22/09/22	068709	T8000	TRICO INDUSTRIES LTD	4,770.77
22/09/22	068710	U1060	UNITED LIBRARY SERVICE	680.00
22/09/22	068711	V1560	VICTORY BUILDING CENTRE	12,055.27
22/09/22	068712	W2110	WESTERN WATER ASSOCIATES LTD	2,220.60
22/09/22	068713	W5562	WILDWOOD GIFTS	761.60
22/09/22	068714	Y2992	YOUNG ANDERSON	658.95
23/09/22	068715	D1091	DEA VENTURES LTD.	4,200.00 *
23/09/22	068716	D1091	DEA VENTURES LTD.	4,200.00
28/09/22	068717	E0100	E.B. HORSMAN & SON	684.22
28/09/22	068718	J0708	JEPSON PETROLEUM LTD	507.36
28/09/22	068719	K1000	KAL TIRE	324.80
28/09/22	068720	M1648	MACKENZIE LOCKSMITH	135.00
28/09/22	068721	N5399	NORTHERN GLASS & CONTRACTING	203.68
28/09/22	068722	N8115	NORTHLANDS WATER & SEWER SUPPLIES	1,297.71
28/09/22	068723	P9600	PUROLATOR INC.	1,341.03
28/09/22	068724	R2500	R.D. OF FRASER-FORT GEORGE	10,831.98
28/09/22	068725	R3742	ROSENAU TRANSPORT LTD	165.60
28/09/22	068726	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	4,616.53
28/09/22	068727	T6050	TELUS CUSTOM SECURITY SYSTEMS	201.97
28/09/22	068728	V1540	VEROOM'S BROOMS	795.00
28/09/22	068729	V1800	VIMAR EQUIPMENT LTD.	1,160.08
28/09/22	068730	W2570	WILLIAMS MACHINERY LP	105.99
28/09/22	068731	W5562	WILDWOOD GIFTS	22.40
28/09/22	068732	Y2050	YETI REFRIGERATION INC	3,064.69
DIRECT DEPOSITS				
02/09/22	001134	A8313	ATKINSON, JOAN	267.49
02/09/22	001135	I2110	INLAND KENWORTH PARTNERSHIP	4,210.46
02/09/22	001136	M0900	MACKENZIE CO-OP	81.97
02/09/22	001137	P3810	PACIFIC BLUE CROSS	29,108.43
06/09/22	001138	S5667	SOUTHWEST DESIGN & CONSTRUCTION LTD	177,517.60
09/09/22	001139	F4127	FLOCOR INC	7,469.48
09/09/22	001140	L1189	LES ENTERPRISES AMILIA INC.	966.31
09/09/22	001141	M0900	MACKENZIE CO-OP	61.99
09/09/22	001142	S4220	SKAALID, JOANNA	737.94
16/09/22	001143	B5800	BRUMOVSKY, VIKTOR	706.90
16/09/22	001144	H4719	HILLTON, COREA	400.00
16/09/22	001145	K2040	KS2 MANAGEMENT LTD.	12,086.86
16/09/22	001146	M0900	MACKENZIE CO-OP	49.43
16/09/22	001147	M4120	MILLER, CHERYL	150.00
16/09/22	001148	N6802	NORTHERN FIRE APPARATUS	5,615.45
23/09/22	001149	F4127	FLOCOR INC	30,607.22
23/09/22	001150	M0900	MACKENZIE CO-OP	50.25
23/09/22	001151	M3818	MELINA SWEZEY	1,191.04
23/09/22	001152	S4500	SMITH, DIANE	355.00
23/09/22	001153	S4530	SKYBLUE CLEANING CORP	3,869.25
23/09/22	001154	S5667	SOUTHWEST DESIGN & CONSTRUCTION LTD	106,722.39
29/09/22	001155	A8062	AVI-SPL CANADA LTD.	10,377.42
29/09/22	001156	A8313	ATKINSON, JOAN	355.00

District of Mackenzie
Accounts Payable - Payment Listing
September 30, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
29/09/22	001157	F4127	FLOCOR INC	9,457.24
29/09/22	001158	I2110	INLAND KENWORTH PARTNERSHIP	105.25
29/09/22	001159	L1164	LEE, SOYOUN	81.00
29/09/22	001160	M0900	MACKENZIE CO-OP	78.82
29/09/22	001161	M4991	MERIDIAN ONECAP CREDIT CORP.	313.21
29/09/22	001162	S5667	SOUTHWEST DESIGN & CONSTRUCTION LTD	95,704.79
29/09/22	001163	T9063	TURNBULL, ALYSHA	703.73
29/09/22	001164	U0080	ULINE CANADA CORPORATION	107.41
EFT PAYMENTS				
02/09/22	RBCW2000394166	M6650	MUNICIPAL PENSION PLAN	27,476.39
06/09/22	AUG 2022	U9100	US BANK	17,850.88
07/09/22	RBC8788913	R1500	RECEIVER GENERAL - 10702 1339 RP0001	46,553.93
12/09/22	RBC8789259	R1800	RECEIVER GENERAL - 10702 1339 RP0002	10,322.79
16/09/22	RBC-47001-0922	B1206	BC HYDRO	25,053.41
16/09/22	RBC-00256-0922	F5499	FORTISBC - NATURAL GAS	456.61
16/09/22	RBC-07350-0922	F5499	FORTISBC - NATURAL GAS	41.94
16/09/22	RBC-59203-0922	F5499	FORTISBC - NATURAL GAS	33.93
16/09/22	RBC-78369-0822	F5499	FORTISBC - NATURAL GAS	2,079.14
16/09/22	RBC-98226-0922	F5499	FORTISBC - NATURAL GAS	30.19
16/09/22	RBC-98990-0922	F5499	FORTISBC - NATURAL GAS	67.62
16/09/22	RBC-99007-0922	F5499	FORTISBC - NATURAL GAS	33.93
16/09/22	RBC-99011-0922	F5499	FORTISBC - NATURAL GAS	75.64
16/09/22	RBC-99015-0922	F5499	FORTISBC - NATURAL GAS	45.16
16/09/22	RBC-99712-0922	F5499	FORTISBC - NATURAL GAS	5.03
16/09/22	RBC-99258-0922	F5499	FORTISBC - NATURAL GAS	126.14
16/09/22	RBC-99087-0922	F5499	FORTISBC - NATURAL GAS	33.93
16/09/22	RBC-99018-0922	F5499	FORTISBC - NATURAL GAS	37.26
16/09/22	RBCW000395363	M6650	MUNICIPAL PENSION PLAN	27,961.44
16/09/22	RBC-88729-0922	T6000	TELUS	14.90
21/09/22	RBC1003157	R1500	RECEIVER GENERAL - 10702 1339 RP0001	45,209.27
26/09/22	RBC-78992-0922	T6000	TELUS	2,979.05
28/09/22	RBC-16429-0922	B1206	BC HYDRO	664.29
28/09/22	RBC-38104-0922	B1206	BC HYDRO	375.24
28/09/22	RBC-62897-0922	B1206	BC HYDRO	173.19
28/09/22	RBC-67885-0922	B1206	BC HYDRO	2,311.98
28/09/22	RBC-79425-0922	B1206	BC HYDRO	1,159.69
28/09/22	RBC-98724-0922	B1206	BC HYDRO	33.97
28/09/22	RBC-12505-0922	T6000	TELUS	0.89
28/09/22	RBC-12667-0922	T6000	TELUS	0.89
28/09/22	RBC-13023-0922	T6000	TELUS	0.89
28/09/22	RBC-26256-0922	T6000	TELUS	128.93
28/09/22	RBC-35525-09/22	T6000	TELUS	95.20
28/09/22	RBC-89933-0922	T6000	TELUS	128.93
29/09/22	RBCW000396517	M6650	MUNICIPAL PENSION PLAN	27,670.22
				1,313,993.74

(*) voided cheques

Revenue and Expenses Final Budget

September 30, 2022

DESCRIPTION	2022 FINAL BUDGET	2022 YTD SEPTEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
GENERAL OPERATING REVENUE				
<u>TAXATION</u>				
TAXATION	5,068,457	5,069,395	(938)	0.0%
616 AREA	14,000	-	14,000	100.0%
1% UTILITIES TAX AND GRANTS IN LIEU	2,620,050	2,615,751	4,298	0.2%
	7,702,507	7,685,146	17,361	0.2%
SALES OF SERVICE	440,943	361,560	79,383	18.0%
RECREATION AND CULTURE	280,055	159,538	120,517	43.0%
	720,998	521,098	199,900	27.7%
<u>LICENCES AND PERMITS</u>				
BUSINESS LICENSE	40,000	46,186	(6,186)	(15.5%)
BUILDING/PLUMBING PERMIT REVENUE	17,000	16,713	287	1.7%
OTHER PERMITS/APPLICATIONS	1,225	1,200	25	2.0%
ANIMAL LICENSES	17,000	13,311	3,689	21.7%
	75,225	77,411	(2,186)	(2.9%)
<u>OTHER REVENUES</u>				
FINES	3,500	5,562	(2,062)	(58.9%)
RENTALS	243,753	117,762	125,991	51.7%
FRANCHISE FEES (FORTIS BC)	81,186	81,186	-	0.0%
RETURN ON INVESTMENTS	258,500	332,713	(74,213)	(28.7%)
TAXES PENALTIES AND INTEREST	42,500	43,777	(1,277)	(3.0%)
COMMUNITY FOREST	-	350,000	(350,000)	0.0%
MISCELLANEOUS	77,440	135,683	(58,243)	(75.2%)
DEPRECIATION	1,602,015	1,201,511	400,504	25.0%
TRANSFER FROM RESERVES & ACCUMULATED SURPLUS	433,326	-	433,326	100.0%
	2,742,220	2,268,194	474,027	17.3%

Revenue and Expenses Final Budget

September 30, 2022

DESCRIPTION	2022 FINAL BUDGET	2022 YTD SEPTEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
<u>GRANTS</u>				
PROVINCIAL GRANTS - UNCONDITIONAL	526,000	730,666	(204,666)	(38.9%)
PROVINCIAL GRANTS - CONDITIONAL	131,742	43,687	88,055	66.8%
REGIONAL DISTRICT GRANTS	5,000	5,000	-	0.0%
OTHER FUNDERS	559,709	116,874	442,835	79.1%
	1,222,450	896,227	326,224	26.7%
TOTAL REVENUE	12,463,400	11,448,075	1,015,326	8.1%
<u>GENERAL OPERATING EXPENSES</u>				
<u>GENERAL GOVERNMENT</u>				
COUNCIL	211,951	124,803	87,148	41.1%
GRANTS & CHAMBER OF COMMERCE	217,150	111,650	105,500	48.6%
ADMINISTRATION	811,710	460,644	351,066	43.3%
FINANCE	658,290	422,162	236,128	35.9%
COMMON SERVICES/COMPUTER/MTCE	405,624	276,641	128,983	31.8%
ECONOMIC DEVELOPMENT	138,400	93,125	45,275	32.7%
ALLOCATION WATER/SEWER	(84,000)	(63,000)	(21,000)	25.0%
DEPRECIATION - General Government	52,000	39,000	13,000	25.0%
	2,411,125	1,465,024	946,101	39.2%
<u>PROTECTIVE SERVICES</u>				
FIRE DEPARTMENT	501,918	284,044	217,874	43.4%
FUEL MITIGATION	167,501	32,614	134,887	80.5%
INDUSTRIAL AREA FIRE BUILDING	9,200	5,837	3,363	36.6%

Revenue and Expenses Final Budget

September 30, 2022

DESCRIPTION	2022 FINAL BUDGET	2022 YTD SEPTEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
BUILDING INSPECTIONS	160,743	104,180	56,563	35.2%
BYLAW SERVICES	214,939	143,654	71,285	33.2%
EMERGENCY MANAGEMENT	7,700	12,463	(4,763)	(61.9%)
EMERGENCY SERVICES BLDG	57,311	47,570	9,741	17.0%
OTHER PROTECTIVE SERVICES	146,707	84,090	62,617	42.7%
DEPRECIATION - Protective Service	150,000	112,500	37,500	25.0%
	1,416,019	826,952	589,067	41.6%
<u>TRANSPORTATION SERVICES</u>				
TRANSPORTATION SERVICES	1,921,666	1,461,601	460,065	23.9%
DEPRECIATION - Public Works	654,500	490,875	163,625	25.0%
GARBAGE COLLECTION	329,152	269,905	59,247	18.0%
PUBLIC HEALTH	94,346	94,347	(1)	0.0%
DEPRECIATION - Public health	48,765	36,574	12,191	25.0%
BEACHES AND PARKS	262,664	198,094	64,570	24.6%
	3,311,093	2,551,396	759,698	22.9%
<u>PARKS AND RECREATION SERVICES</u>				
PARKS AND PLAYGROUNDS	83,300	10,727	72,573	87.1%
RECREATION FACILITIES	2,776,985	1,921,742	855,243	30.8%
DEPRECIATION - Recreation Services	696,750	522,563	174,188	25.0%
TRANSFER TO MACKENZIE PUBLIC LIBRARY	278,881	209,161	69,720	25.0%
	3,835,916	2,664,192	1,171,723	30.5%
<u>FISCAL SERVICES</u>				
FISCAL EXPENSES	10,250	174	10,077	98.3%
TRANSFER TO RESERVES	1,427,291	1,110,027	317,264	22.2%



Revenue and Expenses Final Budget

September 30, 2022

DESCRIPTION	2022 FINAL BUDGET	2022 YTD SEPTEMBER	REMAINING BUDGET	% OF BUDGET REMAINING
TRANSFER TO OWN FUNDS	51,706	51,707	(1)	0.0%
	1,489,247	1,161,907	327,340	22.0%
TOTAL GENERAL EXPENSES	12,463,400	8,669,471	3,793,928	30.4%
REVENUE LESS EXPENSES				
NET SURPLUS (DEFICIENCY)	(0)	2,778,604		
WATER OPERATIONS				
REVENUE	787,622	697,646	89,976	11.4%
EXPENDITURES	787,622	615,814	171,808	21.8%
NET SURPLUS (DEFICIENCY)	-	81,832		
SEWER OPERATIONS				
REVENUE	623,278	543,597	79,681	12.8%
EXPENDITURES	623,278	447,573	175,704	28.2%
NET SURPLUS (DEFICIENCY)	-	96,023		
CONSOLIDATED GENERAL, WATER & SEWER				
OPERATING SURPLUS (DEFICIENCY)	(0)	2,956,459		

**District of Mackenzie
Capital Projects
As at September 30, 2022**

DESCRIPTION	2022 FINAL BUDGET	ACTUAL YTD September 30, 2022	REMAINING BUDGET
GENERAL GOVERNMENT			
MUNICIPAL HALL REFRESH (Carry-on)	106,500	-	106,500
AUDIO VISUAL UPGRADES	197,175	97,772	99,403
COMMUNITY SIGNAGE	54,194	11,172	43,022
TOTAL GENERAL GOVERNMENT	357,869	108,944	248,925
PROTECTIVE SERVICES			
FIRE HALL PROJECT (Carry-on)	2,306,338	753,231	1,553,107
RCMP HVAC REPLACEMENT (Carry-on)	35,850	28,575	7,275
NEW LADDER TRUCK	1,500,000	-	1,500,000
TURNOUT GEAR	40,000	-	40,000
TOTAL PROTECTIVE SERVICES	3,882,188	781,807	3,100,381
TRANSPORTATION SERVICES			
ROAD PAVING	500,000	140,846	359,154
ASPHALT CRACK ROUTER	27,500	26,759	741
TAR KETTLE	70,500	83,591	(13,091)
COMMERCIAL GARBAGE TRUCK	305,000	-	305,000
HOT PATCH PAVER	92,000	-	92,000
INFRARED ASPHALT RECYCLER	18,000	19,474	(1,474)
AIR COMPRESSOR	22,000	12,032	9,968
ALL TERRAIN VEHICLE	45,000	-	45,000
ACTIVE TRANSPORTATION MASTER PLAN (PENDING GRANT APPROVAL)	50,000	-	50,000
TOTAL TRANSPORTATION SERVICES	1,130,000	282,701	847,299
PARKS AND RECREATION SERVICES			
RECREATION ROOF REPLACEMENT (Carry - on)	352,500	168,901	183,599
SIGNATURE TRAIL PROJECT (Carry - on)	643,697	161,605	482,092
ENERGY REDUCTIONS PROJECT (pending grant approval)	2,994,692	-	2,994,692
AUDIO VISUAL UPGRADES	143,700	37,984	105,716
RECREATION CENTRE CLADDING REPLACEMENT	50,000	-	50,000
POOL UPGRADES	50,000	15,432	34,568
SQUASH/BASKETBALL COURT	90,000	90,000	-
TOTAL PARKS AND RECREATION SERVICES	4,324,589	473,923	3,850,666
TOTAL GENERAL CAPITAL	9,694,646	1,647,375	8,047,271
WATER			
PRESSURING REDUCING VALVES REPLACEMENT	351,750	5,769	345,981
GANTHAZ PIPE & METER REPLACEMENT	56,000	726	55,274
GANTHAZ WELL #4 ABOVE GROUND VAULT	76,300	-	76,300
TOTAL WATER	484,050	6,496	477,554
SEWER			
LAGOON OUTFALL CHAMBER	83,200	-	83,200
TOTAL SEWER	83,200	-	83,200
TOTAL CAPITAL BUDGET SUMMARY	10,261,896	1,653,871	8,608,025

COUNCIL REPORT

To: Mayor and Council
From: Finance
Date: November 21, 2022
Subject: Month End Report at October 31, 2022

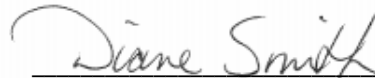
Attached are the following month-end reports as at October 31, 2022:

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

Respectfully Submitted,



Kerri Borne
Chief Financial Officer



Approved for Submission to Council



**District of Mackenzie
Accounts Payable - Payment Listing
October 31, 2022**

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
04/10/22	068733	D5315	DYNASTAR BLACKTOP LTD	160,063.50
06/10/22	068734	A6534	ALS CANADA LTD	385.35
06/10/22	068735	A8054	MACKENZIE AUTUMN LODGE	6,250.00
06/10/22	068736	C1300	CANADA POST	876.75
06/10/22	068737	C4930	COAST POWERTRAIN (PRINCE GEORGE) LTD	153.91
06/10/22	068738	C8092	C.U.P.E. NATIONAL OFFICE	4,506.96
06/10/22	068739	D4045	DILIGENT CANADA INC	4,099.91
06/10/22	068740	F6868	FRONTERA FOREST SOLUTIONS, INC	2,165.64
06/10/22	068741	H1009	HAGEN'S HOME HARDWARE	832.72
06/10/22	068742	I1960	INDUSTRIAL FORESTRY SERVICE LTD.	2,976.75
06/10/22	068743	J0708	JEPSON PETROLEUM LTD	339.81
06/10/22	068744	K1000	KAL TIRE	1,789.65
06/10/22	068745	K1535	KAMLOOPS COMMUNICATIONS	140.53
06/10/22	068746	L4050	LIDSTONE & COMPANY	646.24
06/10/22	068747	M0060	MACKENZIE & DISTRICT MUSEUM SOCIETY	3,000.00
06/10/22	068748	M0100	MACKENZIE CHAMBER OF COMMERCE	16,400.00
06/10/22	068749	M2870	MACKENZIE COMMUNITY ARTS COUNCIL	7,000.00
06/10/22	068750	M3206	MACLAK CONTRACTING	1,312.50
06/10/22	068751	M6745	MYRIAD CONSULTING INC.	2,385.00
06/10/22	068752	N6835	NORTHERN ROCKIES REGIONAL MUNICIPALITY	5,000.00
06/10/22	068753	P2600	PETRO-CANADA	135.73
06/10/22	068754	R1750	RECEIVER GENERAL FOR CANADA	645.41
06/10/22	068755	R6544	ROGERS	690.71
06/10/22	068756	S7530	STEWART MCDANNOLD STUART	4,218.16
06/10/22	068757	T6050	TELUS CUSTOM SECURITY SYSTEMS	168.20
06/10/22	068758	T8000	TRICO INDUSTRIES LTD	878.44
06/10/22	068759	U9000	UAP INC.	1,407.77
06/10/22	068760	U9011	URBAN SYSTEMS	6,562.50
13/10/22	068761	68960	689607 BRITISH COLUMBIA LTD.	22,343.13
13/10/22	068762	A0417	AIRYD NDT SERVICES LTD	2,216.81
13/10/22	068763	B3027	BAREFOOT PLANNING LTD	12,962.25
13/10/22	068764	C0190	CKJ TRUCKIN	76.14
13/10/22	068765	C4811	CHRYSALID TECH	296.76
13/10/22	068766	C5940	COLLEGE OF NEW CALEDONIA - PG	255.00
13/10/22	068767	C6021	CONCEPT DESIGN LTD.	820.92
13/10/22	068768	D4800	DISTRICT OF MACKENZIE - MAIN OFFICE P/C	87.35
13/10/22	068769	F6865	FRY DADDY'S	420.00
13/10/22	068770	H1009	HAGEN'S HOME HARDWARE	811.75
13/10/22	068771	H2902	HARRIS & COMPANY	582.40
13/10/22	068772	I0790	IGI RESOURCES	2,567.52
13/10/22	068773	L7010	LOOMIS EXPRESS	94.61
13/10/22	068774	M0100	MACKENZIE CHAMBER OF COMMERCE	3,000.00
13/10/22	068775	M2800	MACKENZIE FIRE FIGHTERS ASSOCIATION	3,812.00



District of Mackenzie
Accounts Payable - Payment Listing
October 31, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
13/10/22	068776	M4015	MIDWAY PURNEL	1,938.72
13/10/22	068777	M4505	MINISTER OF FINANCE	772.80
13/10/22	068778	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	75.00
13/10/22	068779	P0077	P.G. RENTAL CENTRE LTD	274.50
13/10/22	068780	P6650	PRINCE GEORGE TRUCK & EQUIPMENT (2000)	433.21
13/10/22	068781	S6213	STEEP CREEK INVESTMENTS LTD.	9,497.24
13/10/22	068782	T6050	TELUS CUSTOM SECURITY SYSTEMS	2,743.96
13/10/22	068783	T8000	TRICO INDUSTRIES LTD	1,566.05
13/10/22	068784	T9081	TWILITE CONTRACTING	9,780.77
13/10/22	068785	U1060	UNITED LIBRARY SERVICE	683.99
13/10/22	068786	U2050	UP THE CREEK GARMENT CO. CORP.	397.44
13/10/22	068787	U9011	URBAN SYSTEMS	1,896.62
19/10/22	068788	A1090	ACKLANDS - GRAINGER INC.	627.81
19/10/22	068789	B1110	BC ONE CALL	157.50
19/10/22	068790	B5620	BROGAN FIRE & SAFETY	324.45
19/10/22	068791	C0190	CKJ TRUCKIN	213.06
19/10/22	068792	C2558	CANADIAN WESTERN MECHANICAL LTD	8,259.04
19/10/22	068793	C4577	CHEM-AQUA	423.95
19/10/22	068794	C5940	COLLEGE OF NEW CALEDONIA - PG	267.60
19/10/22	068795	C5962	COMMERCIAL EMERGENCY EQUIPMENT	190,018.98
19/10/22	068796	D3010	DIGGERS IMPACT LTD.	4,011.00
19/10/22	068797	D5275	DOMINION GOV LAW LLP	1,288.00
19/10/22	068798	E0360	EECOL ELECTRIC CORP	227.81
19/10/22	068799	F0915	FACTION ARCHITECTURE	94,500.00
19/10/22	068800	G6779	GREEN PHOENIX RECYCLING	45.68
19/10/22	068801	G9900	GREEN PHOENIX RECYCLING	39.90
19/10/22	068802	I0690	I.W.C.T.	1,170.23
19/10/22	068803	L0700	L & M ENGINEERING LIMITED	4,646.78
19/10/22	068804	L4506	LIFESAVING SOCIETY	49.00
19/10/22	068805	L7010	LOOMIS EXPRESS	94.12
19/10/22	068806	M1125	MACKENZIE DRYCLEANING	1,078.43
19/10/22	068807	M1200	MACKENZIE HOSE & FITTINGS	926.65
19/10/22	068808	M3206	MACLAK CONTRACTING	1,312.50
19/10/22	068809	M3424	MACKENZIE AND AREA RADIO SOCIETY	525.00
19/10/22	068810	M4015	MIDWAY PURNEL	825.85
19/10/22	068811	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	47.00
19/10/22	068812	N8065	NORTHWEST FUELS LIMITED	28,917.50
19/10/22	068813	O3455	ORKIN CANADA CORPORATION	299.78
19/10/22	068814	P4672	PRAIRIECOAST EQUIPMENT	850.30
19/10/22	068815	P6003	PRINCE GEORGE PORTABLE TOILET SERVICES	1,849.75
19/10/22	068816	P6280	PRINCE GEORGE OFFICE SYSTEMS	742.06
19/10/22	068817	P7510	PROMETHEUS ELECTRICAL	15,225.00
19/10/22	068818	P9600	PUROLATOR INC.	178.12



District of Mackenzie
Accounts Payable - Payment Listing
October 31, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
19/10/22	068819	Q5000	QUADRA MACHINE WORKS LTD.	2,514.76
19/10/22	068820	R1750	RECEIVER GENERAL FOR CANADA	634.53
19/10/22	068821	R2097	RFS CANADA	555.52
19/10/22	068822	R2630	RKS ELECTRIC LTD	2,006.98
19/10/22	068823	S7530	STEWART MCDANNOLD STUART	5,353.41
19/10/22	068824	S7575	SUNCOR ENERGY PRODUCTS PARTNERSHIP	2,682.31
19/10/22	068825	T6050	TELUS CUSTOM SECURITY SYSTEMS	676.62
19/10/22	068826	T8000	TRICO INDUSTRIES LTD	1,382.53
19/10/22	068827	U1060	UNITED LIBRARY SERVICE	295.83
19/10/22	068828	U9000	UAP INC.	321.25
19/10/22	068829	V1560	VICTORY BUILDING CENTRE	1,999.40
27/10/22	068830	A6534	ALS CANADA LTD	258.30
27/10/22	068831	C0190	CKJ TRUCKIN	306.39
27/10/22	068832	C4811	CHRYSALID TECH	922.92
27/10/22	068833	C6044	COMPANY 68	518.56
27/10/22	068834	C9899	CHRYSALID TECH	83.74
27/10/22	068835	D3010	DIGGERS IMPACT LTD.	5,708.85
27/10/22	068836	D4747	DISTRICT OF TAYLOR	5,345.45
27/10/22	068837	D4760	DISTRICT OF MACKENZIE - PUBLIC WORKS P/C	89.00
27/10/22	068838	E0360	EECOL ELECTRIC CORP	142.73
27/10/22	068839	E6810	ENVIRONMENTAL OPERATORS	183.75
27/10/22	068840	F6100	FRANK'S REPAIR & WELDING	9,940.00
27/10/22	068841	H7950	HUB INTERNATIONAL BARTON LTD	1,000.00
27/10/22	068842	L7010	LOOMIS EXPRESS	848.25
27/10/22	068843	M0100	MACKENZIE CHAMBER OF COMMERCE	80.00
27/10/22	068844	M9004	ASHLEY GRANT/DIANE HUNT	100.00
27/10/22	068845	N6566	NORTHERN HEALTH AUTHORITY-MACKENZIE	122.00
27/10/22	068846	P3555	PITNEY WORKS	4,000.00
27/10/22	068847	P9600	PUROLATOR INC.	553.18
27/10/22	068848	R2097	RFS CANADA	166.88
27/10/22	068849	U1060	UNITED LIBRARY SERVICE	335.41
DIRECT DEPOSITS				
07/10/22	001165	B5800	BRUMOVSKY, VIKTOR	714.00
07/10/22	001166	D5050	MT. BLANC VENTURES - DOUGLAS IAN LEBLANC	5,044.10
07/10/22	001167	F4127	FLOCOR INC	419.26
07/10/22	001168	G2928	SMIRLE, CHELSEA	828.10
07/10/22	001169	K2040	KS2 MANAGEMENT LTD.	10,132.50
07/10/22	001170	L1189	LES ENTERPRISES AMILIA INC.	819.62
07/10/22	001171	M4340	MATRIX VIDEO COMMUNICATIONS CORP	9,157.12
07/10/22	001172	P3810	PACIFIC BLUE CROSS	32,376.55
07/10/22	001173	S5667	SOUTHWEST DESIGN & CONSTRUCTION LTD	77,705.32
14/10/22	001174	D9047	DELEY, SARAH	55.99
14/10/22	001175	H4883	HOULE ELECTRIC LTD.	2,591.58
14/10/22	001176	K2040	KS2 MANAGEMENT LTD.	1,200.00



District of Mackenzie
Accounts Payable - Payment Listing
October 31, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
14/10/22	001177	M0900	MACKENZIE CO-OP	60.00
14/10/22	001178	V1540	VEROOM'S BROOMS CLEANING CO	770.00
21/10/22	001179	F1022	FERNSTROM, JOANNE	152.06
21/10/22	001180	J0708	JEPSON PETROLEUM LTD	2,529.18
21/10/22	001181	M0900	MACKENZIE CO-OP	52.22
21/10/22	001182	S4530	SKYBLUE CLEANING CORP	3,869.25
21/10/22	001183	W2582	WIENS, JIM	1,519.30
28/10/22	001184	D4089	DUMOULIN, RACHELLE	800.00
28/10/22	001185	D5050	MT. BLANC VENTURES - DOUGLAS IAN LEBLANC	2,779.02
28/10/22	001186	H4705	HIPKISS, AMBER	1,504.30
28/10/22	001187	M1200	MACKENZIE HOSE & FITTINGS	583.60
28/10/22	001188	M4991	MERIDIAN ONECAP CREDIT CORP.	313.21
28/10/22	001189	P3810	PACIFIC BLUE CROSS	30,557.48
EFT PAYMENTS				
04/10/22	SEP 2022	U9100	US BANK	16,951.25
05/10/22	RBC5239782	R1500	RECEIVER GENERAL - 10702 1339 RP0001	45,044.82
05/10/22	RBC9240865	R1500	RECEIVER GENERAL - 10702 1339 RP0001	46,795.05
12/10/22	RBC-07350-1022	F5499	FORTISBC - NATURAL GAS	59.73
12/10/22	RBC-59203-1022	F5499	FORTISBC - NATURAL GAS	42.05
12/10/22	RBC-98226-1022	F5499	FORTISBC - NATURAL GAS	37.26
12/10/22	RBC-98990-1022	F5499	FORTISBC - NATURAL GAS	87.00
12/10/22	RBC-99007-1022	F5499	FORTISBC - NATURAL GAS	59.32
12/10/22	RBC-99011-1022	F5499	FORTISBC - NATURAL GAS	43.67
12/10/22	RBC-99015-1022	F5499	FORTISBC - NATURAL GAS	46.88
12/10/22	RBC-99018-1022	F5499	FORTISBC - NATURAL GAS	36.65
12/10/22	RBC-99258-1022	F5499	FORTISBC - NATURAL GAS	234.23
12/10/22	RBC-99712-1022	F5499	FORTISBC - NATURAL GAS	852.27
12/10/22	RBC9242288	R1800	RECEIVER GENERAL - 10702 1339 RP0002	16,837.98
12/10/22	RBC-88729-1022	T6000	TELUS	10.65
14/10/22	RBCW000397821	M6650	MUNICIPAL PENSION PLAN	27,755.70
18/10/22	RBC5BK9TRD3K3	W6000	WORKSAFE BC	34,535.92
19/10/22	RBC3787765	R1500	RECEIVER GENERAL - 10702 1339 RP0001	42,474.15
25/10/22	RBC-47001-1022	B1206	BC HYDRO	43,104.46
28/10/22	RBC-16429-1022	B1206	BC HYDRO	295.77
28/10/22	RBC-64765-1022	B1206	BC HYDRO	252.15
28/10/22	RBC-69201-1022	B1206	BC HYDRO	62.21
28/10/22	RBC-00256-1022	F5499	FORTISBC - NATURAL GAS	464.36
28/10/22	RBC-78369-1022	F5499	FORTISBC - NATURAL GAS	2,244.21
28/10/22	RBC1620534	R1500	RECEIVER GENERAL - 10702 1339 RP0001	43,724.34
28/10/22	RBC1621799	R1800	RECEIVER GENERAL - 10702 1339 RP0002	11,793.09
28/10/22	RBC-12505-1022	T6000	TELUS	10.21
28/10/22	RBC-12667-1022	T6000	TELUS	10.21
28/10/22	RBC-13023-1022	T6000	TELUS	10.21



District of Mackenzie
Accounts Payable - Payment Listing
October 31, 2022

Pay Date	Cheque #	Vendor #	Vendor Name	Paid Amount
28/10/22	RBC-26256-1022	T6000	TELUS	128.93
28/10/22	RBC-35525-1022	T6000	TELUS	95.20
28/10/22	RBC-78992-1022	T6000	TELUS	2,972.05
28/10/22	RBC-89933-1022	T6000	TELUS	128.93
				<u>1,247,445.15</u>

(*) voided cheques

Revenue and Expenses Final Budget

October 31, 2022

DESCRIPTION	2022 FINAL BUDGET	2022 YTD OCTOBER	REMAINING BUDGET	% OF BUDGET REMAINING
GENERAL OPERATING REVENUE				
<u>TAXATION</u>				
TAXATION	5,068,457	5,069,395	(938)	0.0%
616 AREA	14,000	-	14,000	100.0%
1% UTILITIES TAX AND GRANTS IN LIEU	2,620,050	2,630,479	(10,429)	(0.4%)
	7,702,507	7,699,874	2,633	0.0%
SALES OF SERVICE	440,943	382,035	58,908	13.4%
RECREATION AND CULTURE	280,055	186,534	93,521	33.4%
	720,998	568,568	152,430	21.1%
<u>LICENCES AND PERMITS</u>				
BUSINESS LICENSE	40,000	45,523	(5,523)	(13.8%)
BUILDING/PLUMBING PERMIT REVENUE	17,000	17,228	(228)	(1.3%)
OTHER PERMITS/APPLICATIONS	1,225	1,200	25	2.0%
ANIMAL LICENSES	17,000	13,614	3,386	19.9%
	75,225	77,566	(2,341)	(3.1%)
<u>OTHER REVENUES</u>				
FINES	3,500	5,562	(2,062)	(58.9%)
RENTALS	243,753	123,849	119,904	49.2%
FRANCHISE FEES (FORTIS BC)	81,186	81,186	-	0.0%
RETURN ON INVESTMENTS	258,500	419,294	(160,794)	(62.2%)
TAXES PENALTIES AND INTEREST	42,500	43,910	(1,410)	(3.3%)
COMMUNITY FOREST	-	350,000	(350,000)	0.0%
MISCELLANEOUS	77,440	146,970	(69,530)	(89.8%)
DEPRECIATION	1,602,015	1,335,013	267,003	16.7%
TRANSFER FROM RESERVES & ACCUMULATED SURPLUS	433,326	322,100	111,226	25.7%
	2,742,220	2,827,883	(85,663)	(3.1%)

Revenue and Expenses Final Budget

October 31, 2022

DESCRIPTION	2022 FINAL BUDGET	2022 YTD OCTOBER	REMAINING BUDGET	% OF BUDGET REMAINING
<u>GRANTS</u>				
PROVINCIAL GRANTS - UNCONDITIONAL	526,000	731,810	(205,810)	(39.1%)
PROVINCIAL GRANTS - CONDITIONAL	131,742	55,818	75,924	57.6%
REGIONAL DISTRICT GRANTS	5,000	5,000	-	0.0%
OTHER FUNDERS	559,709	116,874	442,835	79.1%
	1,222,450	909,501	312,949	25.6%
TOTAL REVENUE	12,463,400	12,083,392	380,009	3.0%
<u>GENERAL OPERATING EXPENSES</u>				
<u>GENERAL GOVERNMENT</u>				
COUNCIL	211,951	149,096	62,855	29.7%
GRANTS & CHAMBER OF COMMERCE	217,150	139,735	77,415	35.7%
ADMINISTRATION	811,710	543,905	267,805	33.0%
FINANCE	658,290	495,428	162,862	24.7%
COMMON SERVICES/COMPUTER/MTCE	405,624	324,728	80,896	19.9%
ECONOMIC DEVELOPMENT	138,400	114,164	24,236	17.5%
ALLOCATION WATER/SEWER	(84,000)	(70,000)	(14,000)	16.7%
DEPRECIATION - General Government	52,000	43,333	8,667	16.7%
	2,411,125	1,740,390	670,735	27.8%
<u>PROTECTIVE SERVICES</u>				
FIRE DEPARTMENT	501,918	328,020	173,898	34.6%
FUEL MITIGATION	167,501	37,140	130,361	77.8%
INDUSTRIAL AREA FIRE BUILDING	9,200	6,125	3,075	33.4%

Revenue and Expenses Final Budget

October 31, 2022

DESCRIPTION	2022 FINAL BUDGET	2022 YTD OCTOBER	REMAINING BUDGET	% OF BUDGET REMAINING
BUILDING INSPECTIONS	160,743	117,634	43,109	26.8%
BYLAW SERVICES	214,939	155,178	59,761	27.8%
EMERGENCY MANAGEMENT	7,700	19,355	(11,655)	(151.4%)
EMERGENCY SERVICES BLDG	57,311	48,651	8,660	15.1%
OTHER PROTECTIVE SERVICES	146,707	93,767	52,940	36.1%
DEPRECIATION - Protective Service	150,000	125,000	25,000	16.7%
	1,416,019	930,871	485,149	34.3%
<u>TRANSPORTATION SERVICES</u>				
TRANSPORTATION SERVICES	1,921,666	1,608,819	312,848	16.3%
DEPRECIATION - Public Works	654,500	545,417	109,083	16.7%
GARBAGE COLLECTION	329,152	301,146	28,006	8.5%
PUBLIC HEALTH	94,346	94,659	(313)	(0.3%)
DEPRECIATION - Public health	48,765	40,638	8,128	16.7%
BEACHES AND PARKS	262,664	214,138	48,526	18.5%
	3,311,093	2,804,815	506,278	15.3%
<u>PARKS AND RECREATION SERVICES</u>				
PARKS AND PLAYGROUNDS	83,300	10,727	72,573	87.1%
RECREATION FACILITIES	2,776,985	2,162,168	614,817	22.1%
DEPRECIATION - Recreation Services	696,750	580,625	116,125	16.7%
TRANSFER TO MACKENZIE PUBLIC LIBRARY	278,881	232,401	46,480	16.7%
	3,835,916	2,985,921	849,995	22.2%
<u>FISCAL SERVICES</u>				
FISCAL EXPENSES	10,250	173	10,077	98.3%
TRANSFER TO RESERVES	1,427,291	1,110,027	317,264	22.2%



Revenue and Expenses Final Budget

October 31, 2022

	2022	2022	REMAINING	% OF BUDGET
DESCRIPTION	FINAL BUDGET	YTD OCTOBER	BUDGET	REMAINING
TRANSFER TO OWN FUNDS	51,706	51,707	(1)	0.0%
	1,489,247	1,161,907	327,340	22.0%
TOTAL GENERAL EXPENSES	12,463,400	9,623,904	2,839,495	22.8%
REVENUE LESS EXPENSES				
NET SURPLUS (DEFICIENCY)	(0)	2,459,488		
WATER OPERATIONS				
REVENUE	787,622	704,461	83,161	10.6%
EXPENDITURES	787,622	681,503	106,119	13.5%
NET SURPLUS (DEFICIENCY)	-	22,958		
SEWER OPERATIONS				
REVENUE	623,278	559,399	63,878	10.2%
EXPENDITURES	623,278	491,567	131,711	21.1%
NET SURPLUS (DEFICIENCY)	-	67,832		
CONSOLIDATED GENERAL, WATER & SEWER				
OPERATING SURPLUS (DEFICIENCY)	(0)	2,550,278		

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**District of Mackenzie
Capital Projects
As at October 31, 2022**

DESCRIPTION	2022 FINAL BUDGET	ACTUAL YTD October 31, 2022	REMAINING BUDGET
GENERAL GOVERNMENT			
MUNICIPAL HALL REFRESH (Carry-on)	106,500	-	106,500
AUDIO VISUAL UPGRADES	197,175	106,772	90,403
COMMUNITY SIGNAGE	54,194	11,412	42,782
TOTAL GENERAL GOVERNMENT	357,869	118,184	239,685
PROTECTIVE SERVICES			
FIRE HALL PROJECT (Carry-on)	2,306,338	1,126,634	1,179,704
RCMP HVAC REPLACEMENT (Carry-on)	35,850	28,575	7,275
NEW LADDER TRUCK	1,500,000	181,536	1,318,464
TURNOUT GEAR	40,000	39,750	250
TOTAL PROTECTIVE SERVICES	3,882,188	1,376,495	2,505,693
TRANSPORTATION SERVICES			
ROAD PAVING	500,000	140,846	359,154
ASPHALT CRACK ROUTER	27,500	26,759	741
TAR KETTLE	70,500	83,591	(13,091)
COMMERCIAL GARBAGE TRUCK	305,000	-	305,000
HOT PATCH PAVER	92,000	-	92,000
INFRARED ASPHALT RECYCLER	18,000	19,474	(1,474)
AIR COMPRESSOR	22,000	12,032	9,968
ALL TERRAIN VEHICLE	45,000	-	45,000
ACTIVE TRANSPORTATION MASTER PLAN (PENDING GRANT APPROVAL)	50,000	-	50,000
TOTAL TRANSPORTATION SERVICES	1,130,000	282,701	847,299
PARKS AND RECREATION SERVICES			
RECREATION ROOF REPLACEMENT (Carry - on)	352,500	168,901	183,599
SIGNATURE TRAIL PROJECT (Carry - on)	643,697	195,625	448,072
ENERGY REDUCTIONS PROJECT (pending grant approval)	2,994,692	-	2,994,692
AUDIO VISUAL UPGRADES	143,700	43,484	100,216
RECREATION CENTRE CLADDING REPLACEMENT	50,000	-	50,000
POOL UPGRADES	50,000	15,432	34,568
SQUASH/BASKETBALL COURT	90,000	90,000	-
TOTAL PARKS AND RECREATION SERVICES	4,324,589	513,442	3,811,147
TOTAL GENERAL CAPITAL	9,694,646	2,290,823	7,403,823
WATER			
PRESSURING REDUCING VALVES REPLACEMENT	351,750	7,258	344,492
GANTHAZ PIPE & METER REPLACEMENT	56,000	726	55,274
GANTHAZ WELL #4 ABOVE GROUND VAULT	76,300	-	76,300
TOTAL WATER	484,050	7,984	476,066
SEWER			
LAGOON OUTFALL CHAMBER	83,200	-	83,200
TOTAL SEWER	83,200	-	83,200
TOTAL CAPITAL BUDGET SUMMARY	10,261,896	2,298,807	7,963,089

Late Item - Added Nov. 28th to COTW Report

School District 57 Report

Submitted by Board Chair/Trustee

Rachael Weber

September to November 2022 Community update

We respectfully acknowledge that School District No. 57 resides on the unceded ancestral lands of the McLeod Lake Indian Band, the Lheidli T'enneh First Nations and the Simpcw First Nation. It is our honor to walk along side our indigenous communities in educating our students.

About our District: School District No.57 resides on the unceded ancestral lands of the Lheidli T'enneh First Nations, McLeod Lake Indian Band, and the Simpcw First Nations. Geographically we expand from Mackenzie BC, through Prince George BC to McBride and Valemount BC. We serve 41 schools: 32 Elementary schools, 8 Secondary schools and 1 District Learning Support center for alternative and alternate learning opportunities. We provide educational programs for approximately 13000 students inclusive of early learning, after school art and sports programming, trades programs, and dual credit programs with our local post-secondary schools. We support Lheidli T'enneh students, McLeod Lake students and Takla students living on reserve through our Local Education Agreements. With each Nation we co-construct the educational services provided to the students while attending a school within our school district

Our strategic plan 2021-2026

Our Vision: All students are prepared for each step of their life's journey with the skills, knowledge, options, and choices to be successful

Our Mission: Through innovation, high standards and culturally responsive care, we nurture and empower all students where they are to be proud, confident, and engaged lifelong learners

Our Values: Transparency - We are open, honest, and accountable for the decisions we make
Community - We engage all members of our learning community through open and respectful relationships.

Integrity - We are ethical, fair and follow through on our commitments.

Respect - We demonstrate kindness and care for ourselves, others, and the environment

Equity - We create systems where every student has opportunities and supports to be successful

Inclusion - We ensure all students contribute and participate in all aspects of school life

Our District Directions For the next five years, our priorities will be: Truth and Reconciliation

Committing to the Truth and Reconciliation Calls to Actions implemented throughout our system to ensure a healthier future for Indigenous learners and a system that acknowledges and teaches Canada's true history. **Equity of Access** Responsive systems providing accessible educational opportunities for all students to achieve their goals with specific focus for Indigenous learners, children and youth in care and students with diverse abilities/disabilities. **Wellness** Culturally safe, caring, inclusive learning communities, where all students thrive with an emphasis on mental health, physical health and overall well-being for students, staff, and families. **Learning** Engaging, innovative, learning communities with options and choice for all students to be successful. The focus of increasing literacy, numeracy and

Late Item - Added Nov. 28th to COTW Report

graduation rates will be prioritized. Specific strategies will be implemented to support Indigenous learners, children and youth in care and students with diverse abilities/disabilities.

We are working with the newly formed IELT (Indigenous Education Leadership Table)



Members of the Indigenous Education Leadership Table (IELT) met for the first time in November with the new SD57 Board of Education and SD57 senior staff members. The IELT is comprised of representatives of both the Lheidli T'enneh First Nation (LTFN) and the McLeod Lake Indian Band (MLIB).

The meeting allowed new trustees to share their history and experiences with the education system. They also shared their views about the Special Advisors Report and how SD57 and the IELT should move forward. Members of both groups expressed confidence the two groups can continue to work on and resolve some the key challenges faced by Indigenous learners in the district. The two groups will continue to meet monthly on a governance-to-governance basis.

Our trustee appointments for family of schools for the year will be;

College Heights- Cory Antrim
Duchess Park- Rachael Weber
Shas Ti Kelly Road- Erica McLean
Prince George Secondary Family of Schools- Betty Beckering
DP Todd Secondary Family of Schools- Gillian Burnett
Mackenzie Secondary- Craig Brennen
McBride Secondary Family of Schools- Bob Thompson

These appointments allow the trustees to visit the schools, talk with teachers and students and attend activities being held at these schools. We are looking forward to attending some great events hosted by our schools this year! We will also be travelling to all the schools this year as a group so we all get a chance to walk through the halls and get to know everyone.

Late Item - Added Nov. 28th to COTW Report

Recruiting

Since September we have been actively recruiting. Halfway through November we had currently hired 58 employees. Of that 58, 42 were for CUPE, 15 were for PGDTA, 1 was for Exempt.

In October we hired a total of 43 employees. For recruitment we have some initiatives we are working with: Communication with UNBC teacher candidates as well as with SFU and VIU, we have set up booths at Cougars games and we are removing barriers for people to apply making the process more accessible. We have created focus groups on hiring teams to increase the number of interviews weekly. We are happy to report that the “no coverage found” requests are starting to go down.

Business Committee update

On Tuesday November 15, we held our first Business meeting as the new board. We spoke on Staffing update, Transportation, correspondence received, budget, expenses and the BCPSEA-BCTF.

Our next meeting is scheduled for January 17th, 2023, at 4pm.

Advisory Committee update

On Tuesday November 22, we held our Advisory meeting. The Board of Education invites the public to attend the Advisory Committee meeting as observers. The purpose of the committee is to provide perspective and advice to Trustees on matters referred to it by the Board, staff or by a Rightsholder and Stakeholder group.

The committee is comprised of all seven (7) Trustees. Rightsholder and Stakeholder groups have been invited to send representatives. In this meeting we discussed playground updates. SD 57, the District of Mackenzie and Terry Gilmore, the Manager from the Mackenzie Recreation Center, will be working closely to come up with a solution for the play structure and the irrigation around it at Morfee Elementary. Sd 57 places yearly requests to the Ministry of Education for funding for upgrades and replacements of plat structures. We are then given the information, from the Ministry, on which schools will be covered and for what. In 2008 Morfee Elementary has their play structure put in. This year it has been placed on the list for replacement and sent to the Ministry. We are waiting for a response. The criteria used to determine when a play structure needs to be replaced is – the oldest playgrounds and availability of parts. More updates to come once we meet.

We also spoke on the following policies: Policy 1 Foundational Statements, Policy 2 Role of the Board, Policy 3 Role of the Trustee, Policy 4 Role of the Board Chair, Policy 6 Role of the Vice Chair, Policy 9 Board Representatives, Policy 12 Role of the Superintendent, Policy 25 Provision of Child Care, Draft Bylaw 2 Indemnification. These policies were sent out for 60 days public consultation and we discussed the feedback that came back to us. The new trustees requested to table a decision until they have time to read over the old policies and make sure they are happy with the changes. Policies are to be reviewed yearly and updated when needed.

Our next meeting is scheduled for January 24th, 2023, at 4pm.

Late Item - Added Nov. 28th to COTW Report

Bussing/ Transportation update

Background: Due to the COVID19 pandemic, SD57 did not enter into a transportation contract tender process when the Diversified Transportation contract initially expired, the district extended that contract for a number of years to meet the needs of students. During the last contract extension year Diversified was provided with notice that SD57 would be engaging in a transportation contract tender process for the new school year. That last year proved to be very challenging as Diversified often had driver absences and was combining and cancelling routes regularly without notification to the district.

In November 2021 the district sent out a letter inviting Canadian transportation companies to submit a written expression of interest to participate in a prequalification process to identify qualified contractors to bid on a Student Transportation Services contract. In addition to the companies specifically invited to participate the invitation was also posted to BC BID.

The district received responses back from a number of transportation companies indicating challenges primarily around the timing of the contract award and the ability of the company to procure a fleet due to COVID related vehicle manufacturing shortages. In response to this the district moved forward with the contract award timeline. In December one company withdrew their expression of interest.

In December 2021 the district sent out Pre-Qualification requirements to the companies having expressed an interest in the process. In January another company withdrew from the process. During January staff responded to Q&A documents from both proponents. By the deadline pre-qualification documents were received from only one company another submitted when reminded of the timeline. Early February staff reviewed and scored the pre-qualification submissions.

The district received final bid submissions in early March. Staff reviewed the tender, interviewed the proponents, and contracted references. The contract was awarded by Board motion to First Student at the end of March 2022. The contract award was for eight years.

There is no local solution for bussing contracts. Although Diversified Transportation used to be a locally owned company, it is part of Pacific Western Transportation which was recently acquired by Student Transportation America/Student Transportation Canada.

The Board has not changed their expectations for student transportation in the district and expects that students are transported in accordance with the student transportation policy.

The district has had regular and repeated communication with the transportation contractor to discuss concerns around when and how information being provided by them to families. Message and tone matter. The contract the district has with First Student requires that they supply and maintain a suitable number of buses and personnel as are required to fulfill the district's needs for transportation services this is clearly not the case currently. SD57 senior staff are reviewing the contract in light of the districts concern regarding the current inability of the contractor to meet the needs of SD57's students and families.

First Student invoices the district for kilometers driven, if less kilometers are being operated by the contractor the invoices will be less than the total contract awarded by the district.

The district has put several practices in place to deal with the shortfalls of the student transportation contractor including providing allowances where transportation has consistently

Late Item - Added Nov. 28th to COTW Report

been cancelled and recently, through parent feedback, establishing the ability for bussing schools to provide extended supervision for drop-off and pick-up to accommodate parents more easily. This is not a solution and SD57 staff continue to work with the contractor to improve service.

Possible District rebranding

School District No. 57 is proposing a renaming and redesign project to represent and include the students, communities, and Nations it serves.

The project will kick off with a survey that will be sent to all communities, this will allow us to hear from our communities and Nations to see if this is even something we should be pursuing at this time, or if this is something we should wait on as a district.

It will then include an extensive engagement process in all four districts communities, local first nations, and families of schools. It will involve students, parents, guardians, caregivers, Elders, SD 57 administrators, teachers, and staff.

Stay tuned for the survey and please complete it to help us better understand the direction the district should take.

COUNCIL REPORT

To: Mayor and Council
From: Administration
Date: November 22, 2022
Subject: Council Strategic Priorities 2022 Third Quarter Report

RECOMMENDATION:

THAT Council receives the 2022 third 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 second quarter of a format intended to provide Council with a status update by department. Also included is the grant tracking document.

COUNCIL PRIORITY:

Strong Governance and Finances

- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

Respectfully Submitted,



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.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Succession Planning	Strong Governance & Finances	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	Strong Governance & Finances	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.
Housing	Community & Social Development	Ongoing	<ul style="list-style-type: none"> Continue to pursue opportunities to support the development of senior, affordable and assisted living housing options. 	Ongoing	Working with community stakeholders, the Provincial Government, and others to identify housing needs in our community.
Dental Services	Community & Social Development	Ongoing	<ul style="list-style-type: none"> Look for opportunities to attract new dentist(s) to town. 	Ongoing	We continue to receive inquiries from interested parties.
Internet Upgrades	Community & Social Development	Ongoing	<ul style="list-style-type: none"> Applied for funding to upgrade our Internet Connectivity. 	Pending	Still waiting to hear if our funding applications are successful.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
First Nations Relationship Building	Community & Social Development/ Economic Vitality	Ongoing	<ul style="list-style-type: none"> Continue to identify opportunities to enhance First Nations relationships and make progress on the specific Truth and Reconciliation Calls for Action identified for local governments. 	Ongoing	We continue to work towards fostering good working relationships with all First Nation partners.
Morfee Mountain Road	Economic Vitality	2022	<ul style="list-style-type: none"> Completed the Licence of Occupation application that will enable the District to acquire tenure on the Morfee Mountain Road. 	Ongoing	Application is in the process of being reviewed by the Province.

The Finance Department is responsible for handling all the financial affairs of the municipality. These responsibilities include tax collection, budgeting, accounts receivable, accounts payable, customer service, payroll, and financial reporting to municipal departments and Council. 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.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Asset Management	Strong Governance and Finances	2021-2022	<ul style="list-style-type: none"> Update AssetFinda software with previous years completed capital projects. 	Ongoing	Update capital projects in program to ensure the data is consistent with current excel document.
Purchasing/ Procurement Policy Updated	Strong Governance and Finances	2022	<ul style="list-style-type: none"> Review and update purchasing/procurement policy to be more simplified and efficient for daily operations. 	Ongoing	Working on reviewing initial draft.
Capital Project Management	Strong Governance and Finances	2022-2023	<ul style="list-style-type: none"> Create capital project policy and procedure. 	Pending	
Tangible Capital Asset Policy	Strong Governance and Finances	2022-2023	<ul style="list-style-type: none"> Update the policy to be more inline with operations and expectations. 	Pending	
Asset Retirement Obligations	Strong Governance and Finances	2021-2022	<ul style="list-style-type: none"> Create policy and procedures for new PSAB standard on asset retirement obligations. 	Ongoing	Determining which assets are to be included in scope and measurement for legal financial obligations.
10 Year Capital Plan	Strong Governance and Finances	2022-2023	<ul style="list-style-type: none"> Update draft 10-year capital plan to be more comprehensive and realistic of future capital asset requirements. 	Ongoing	Draft 10-year capital plan has been created.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Business Continuity Plan	Strong Governance and Finances	2022-2023	<ul style="list-style-type: none"> • Create plan for recovery response plan if there is a failure such as server. 	Pending	

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 2022.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Local General Elections	Strong Governance and Finances	2022	<ul style="list-style-type: none"> Prepare for and administer the Local General Election on October 15, 2022. 	Complete	Election was held Oct. 15 th . Results have been declared and new elected officials sworn in.
Council Meeting Management	Strong Governance and Finances	2021-2022	<ul style="list-style-type: none"> Upgrade audio/visual equipment in Council Chambers. 	In-Progress	Equipment install taking place Oct. 17 – November 4, 2022.
Bylaw/Policy Review	Strong Governance and Finances	2021-2022	<ul style="list-style-type: none"> Annually review and update bylaws and policies where necessary. 	Ongoing	Garbage Bylaw, MTI Bylaw, and Revitalization Tax Exemption Bylaw were updated in Q3.
Accessibility	Community and Social Development	2022	<ul style="list-style-type: none"> Re-establish Accessibility Committee. 	In-Progress	\$25,000 in grant funding approved for Age-Friendly Accessibility Action Plan.
Community Grants Program	Strong Governance and Finances	Ongoing	<ul style="list-style-type: none"> Administer Community Grants Program intakes in March and September. 	Ongoing	September in-take and awards for 2023 Community Grants completed.
Business and Non-Profit Support Services	Economic Vitality	Ongoing	<ul style="list-style-type: none"> Liaise and partner with local and regional business support services. Administer District Support Programs. Provide grant writing support for not-for-profit organizations. 	Ongoing	One further organization has been approved for funding from the BFI program. Staff have applied for further BFI funding for 2023's program.
Land Use Planning	Economic Vitality	2021-2022	<ul style="list-style-type: none"> Complete Downtown Plan. Establish Development Permit Areas. 	In-Progress	Expected completion is Nov./Dec. 2022.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Mackenzie 2.0 Community Economic Development Plan	Economic Vitality	2021 - 2024	<ul style="list-style-type: none"> • 2022 Workplan Includes: <ul style="list-style-type: none"> ○ Pursuing High Speed Internet ○ Daycare Planning ○ Continue professional services recruitment (i.e., Dentist) ○ Strategic Land Sales and Marketing ○ Housing Planning and Research ○ Support local recreation development projects ○ Participate on Regional Committees 	In-Progress	Staff continue planning to improve access to fibre-to-home internet services, daycare spaces, healthcare/professional services, and appropriate housing. Staff continue participating on Regional Agricultural, Economic Development, and Housing Committees. Daycare concept and grant application in progress.
Tourism Plan	Economic Vitality	2021- 2026	<ul style="list-style-type: none"> • 2022 Workplan Includes: <ul style="list-style-type: none"> ○ Explore Municipal and Regional District Tax program ○ Participation in regional marketing campaigns. ○ Mackenzie 2.0 Marketing Materials project ○ Municipal Signage Strategy ○ Morfee Mountain Road License of Occupation ○ Support all local non-profits promoting recreational tourism development opportunities 	<p>In-Progress</p> <p>Ongoing</p> <p>In-Progress</p> <p>In-Progress</p> <p>In-Progress</p>	Staff continue to participate in committees and marketing initiatives. Staff are in the final stages of the Mackenzie 2.0 Marketing Materials project. Expected release date of all materials in December 2022/January 2023. License of Occupation application is in consultation period. Continue to support local groups in their pursuit of recreation or tourism related developments/events.
Climate Action	Environmental Sustainability	Ongoing	<ul style="list-style-type: none"> • Continue Implementation of CEEP • Participate in Northern BC Climate Action Network and FCM-PCP Program • Complete Natural Asset Assessment • Working with BC Hydro for installation of EV Charging Stations. • Support local groups in pursuing environmental and food security initiatives. 	In-Progress	Staff drafting policies and procedures as identified and to support CEEP. Staff participate in regional climate action networks. Staff continue to provide support to local organizations pursuing environmental sustainability or food security initiatives.

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 projects and programs that are being administered in 2022/2023, in addition to regular service delivery.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
New Fire Hall Project	Community and Social Development	2020-2022	<ul style="list-style-type: none"> Complete construction of new Fire Hall. 	In Progress	<ul style="list-style-type: none"> Substantial Completion and move to the new Firehall is scheduled for December 2022. The demolition of old structure and completion of outside works is scheduled to be completed by June 2023.
Mackenzie Specific Alerting System	Community and Social Development	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 fall of 2023.
UBCM EOC Grant	Community and Social Development	2022	<ul style="list-style-type: none"> Applied for \$25,000 to improve EOC (Emergency Operations Centre) with communication, computers, hardwiring data lines. 	In Progress	<ul style="list-style-type: none"> Submitted application and budget to UBCM has been approved. Items have been ordered.
New Fire Truck	Community and Social Development	2022-2023	<ul style="list-style-type: none"> Design and purchase a new ladder truck. 	In Progress	<ul style="list-style-type: none"> Ladder truck has been ordered and is due for delivery in spring of 2023.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Purchase new Turnout gear	Community and Social Development	2022	<ul style="list-style-type: none"> Purchase new Turnout gear. 	Completed	<ul style="list-style-type: none"> Completed
Community Resiliency Investment Grant	Community and Social Development	2022-2023	<ul style="list-style-type: none"> Approved for \$150,000 in funding for 2022 FireSmart Community Funding & Supports. 	In Progress	<ul style="list-style-type: none"> \$82,800 will be used for the John Dahl Regional Park Fuel Treatment Project with \$67,200 being earmarked for community FireSmart initiatives and a revision to our Community Wildfire Resiliency Plan.

The Operations Department is responsible for maintaining roads, sidewalks and walkways, boulevards, fire hydrants, public parks and beaches, ball diamonds and the Municipal Campground. It's also responsible for snow removal, residential and business garbage collection, sewage systems and water systems, as well as overseeing the maintenance and management of the Municipal Airport Terminal and Runway.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORKPLAN GOALS	CURRENT STATUS	COMMENTS
Staff Training	Strong Governance & Finances	2022	<ul style="list-style-type: none"> Ensure consistent and appropriate training is available to all staff in all departments. 	Ongoing	<p>Junior Equipment Operators are being mentored by senior Operators.</p> <p>Water & sewer staff have attended various courses through EOCP.</p> <p>Continue to search for educational opportunities for parks staff.</p>
Bylaw Enforcement Department	Strong Governance & Finances	2022	<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.
Water/Sewer Department	Strong Governance & Finances	2022	<ul style="list-style-type: none"> Ensure that staffing and development opportunities meet the demands of the department. 	Ongoing	Looking at providing a temporary full-time position for 3-6 months to help support staff in summer months and to provide more training to PW staff.
Commercial Garbage Collection	Environmental Sustainability	2022/2024	<ul style="list-style-type: none"> Review all options available for commercial garbage collection 	Ongoing	Our current commercial garbage truck has reached the end of its life.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORKPLAN GOALS	CURRENT STATUS	COMMENTS
Safety	Strong Governance & Finances	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 are being performed on new or infrequent job duties. Starting rescue procedures regarding the Lagoons. Performing more "toolbox" safety meetings as a group. Looking at proper "ergonomics" assessment for Public Works staff to help decrease skeletal injuries.
Infrastructure Master Planning (Asset Management Program)	Economic Vitality Strong Governance & Finances	2022	<ul style="list-style-type: none"> AssetFinda Training 	Ongoing	Program will be expanded to include all appropriate departments. Have applied for grant funding to provide funds to complete a full paving assessment as well as road rehabilitation.
Water, Sewer & Roads Infrastructure	Economic Vitality Strong Governance & Finances	2022	<ul style="list-style-type: none"> Sewer operations and maintenance 	Ongoing	Lagoon licenses and permissions are being updated with the Province.
Technical Reviews	Environmental Sustainability	2022	<ul style="list-style-type: none"> Gantahaz Subdivision Water System Lagoon review 	Pending Pending	Applied for Grant Funding to treat Gantahaz water for Manganese removal. Review needed to identify future upgrades to system. Changing out

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORKPLAN GOALS	CURRENT STATUS	COMMENTS
			<ul style="list-style-type: none"> Paving rehabilitation program 	Ongoing	<p>blower unit aeration tank and replacing 6 lagoon aeration motors.</p> <p>Purchased new asphalt repair equipment to help sustain the roads from deteriorating any further. Staff are awaiting delivery of the compressor and hot patch paver to complete our suite of asphalt repair equipment. Paved areas identified as high priorities.</p>

Department: Recreation Services**Employee: Terry Gilmer****2022 Work Plan****Third Quarter Report**

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.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Master Planning	Community & Social Development Strong Governance & Finances	2021-2023	<ul style="list-style-type: none"> • Create spatial/construction plans with cost estimates for grant opportunities and more efficient planning. 	Ongoing	The Community Bike Park is now under construction.
Grants	Strong Governance & Finances Environmental Sustainability	Ongoing	<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	Working with consultant on cost D estimates for various projects, so we can apply for grants in the future with confidence in budget submissions. Finalized details for ski hill master plan, so we can capitalize on existing grants we received and begin executing work plans.

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
Community Events & Programming	Community & Social Development	2022	<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	<p>Events already delivered in 2022:</p> <ul style="list-style-type: none"> • WinterQuest • Canada Day • Scramble (Partnership) • MLIB – Annual General Assembly & National Day for Truth & Reconciliation <p>Events staff are working on:</p> <ul style="list-style-type: none"> • Art/Mural Festival - TBD <p>Programs staff are working on:</p> <ul style="list-style-type: none"> • Multi-sport • Bike, squash & pickleball clinics • Summer camps • Swimming lessons • Aquafit • Gym training • Climbing wall • Seniors & High School • Martial Arts • Hockey • Ski & Snowboard • Skateboard
Facility Upgrades	Strong Governance & Finances	2022	<ul style="list-style-type: none"> • Repair and upgrade existing infrastructure. 	Ongoing	<p>Current projects:</p> <ul style="list-style-type: none"> • Rec Centre roof repair • Rec Centre general repair • Move climbing wall • Repair condenser compound <p>Recently Completed:</p> <ul style="list-style-type: none"> • Squash/basketball court • Pool tile repairs

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
					<ul style="list-style-type: none"> Outdoor pickleball/tennis court re-surfacing
Software Upgrades	Strong Governance & Finances	2021-2022	<ul style="list-style-type: none"> Provide customers with option of registering for programming and events online. 	Complete	Recreation Services have transitioned from MAIS to Amelia. This program allows users to book courses/space online, view payment history and print receipts and is working well.
Succession Planning	Strong Governance & Finances	2021-2022	<ul style="list-style-type: none"> Review organizational chart and job categories. 	Complete	Reorganized department.
Staff Training	Strong Governance & Finances	2021-2022	<ul style="list-style-type: none"> Develop staff through training and educational opportunities. Departmental annual certification and training plan implementation. 	Ongoing	<p>All Staff</p> <ul style="list-style-type: none"> Evacuation <p>CSR Courses (<i>complete</i>)</p> <ul style="list-style-type: none"> Microsoft Suites Customer Service MAIS <p>BO Courses (<i>complete</i>)</p> <ul style="list-style-type: none"> Ice Facility Operators Fall Arrest <p>BGM Courses</p> <ul style="list-style-type: none"> Refrigeration Operators Playground Safety Lift Training
Community Beautification	Community & Social Development	2021-2023	<ul style="list-style-type: none"> Beautify existing spaces in the community to help attract and retain people, businesses, and tourism. As 	Ongoing	<p>Staff made spaces more inviting for the public this past summer:</p> <ul style="list-style-type: none"> Flowers/gardens/trees Picnic tables/garbage bins

2022 PRIORITIES AND PROJECTS	COUNCIL PRIORITY	ESTIMATED START/FINISH DATES	2022 WORK PLAN GOALS	CURRENT STATUS	COMMENTS
			<p>well as provide creative spaces for the public to enjoy.</p>		<p>Staff are still working on/investigating making spaces more inviting for the public using:</p> <ul style="list-style-type: none"> • Art/Murals/Sculptures <p>Spaces that have been prioritized for Rec staff at this time include:</p> <ul style="list-style-type: none"> • Ski Hill • Spirit Square

2022 Third Quarter Grant Tracker

Project Name	Funder	Grant Funding Program	Grant Amount Requested	Application Date (DD- MMM-YY)	ApprovalStatus	Grant Amount Approved
2022 District Intern	NDIT	Local Government Internship Program	\$ 40,000.00	7-Jan-22	Approved	\$ 40,000.00
Family Day 2022	Province of BC	2022 BC Family Day Activity Grant	\$ 1,000.00	24-Jan-22	Approved	\$ 1,000.00
Grant Writing Support Mackenzie - 2022	NDIT	Grant Writing Support Mackenzie	\$ 8,000.00	25-Jan-22	Approved	\$ 8,000.00
Love Mackenzie	NDIT	Love Mackenzie Program	\$ 1,200.00	26-Jan-22	Approved	\$ 1,200.00
Mackenzie 2.0 Marketing Materials	NDIT	Marketing Initiatives	\$ 20,000.00	4-Feb-22	Approved	\$ 20,000.00
Gantahaz Water Treatment	Province of BC	Environment Quality Program	\$ 590,000.00	23-Feb-22	Pending	
UBCM-EOC-Communications Upgrades	UBCM	Emergency Operation Centres & Training	\$ 25,000.00	25-Feb-22	Approved	\$ 25,000.00
Ec Dev Capacity 2022	NDIT	Economic Development Capacity Program	\$ 50,000.00	15-Mar-22	Approved	\$ 50,000.00
Active Transportation Plan	Gouvernement of Canada	Federal Active Transportation Fund	\$ 50,000.00	31-Mar-22	Approved	\$ 50,000.00
Roadway Inventory Study	UBCM	Strategic Priorities Fund Capacity Building Stream	\$ 95,000.00	30-Jun-22	Pending	
DOM Road Rehabilitation	UBCM	Strategic Priorities Fund Capacital Infrastructure Stream	\$ 822,010.00	30-Jun-22	Pending	
Community Bike Park and Ski Hill Upgrade Project	South Peace Mackenzie Trust	South Peace Mackenzie Trust	\$ 250,000.00	5-Jul-22	Approved	\$ 250,000.00
Age -Friendly Accessibility and Inclusion Action Plan	Province of BC	2022 Age-Friendly Communities Grant Program	\$ 25,000.00	5-Jul-22	Approved	\$ 25,000.00
Childcare Project Manager	NDIT	Northern Healthy Communities Fund Capacity Buidling	\$ 106,312.00	12-Aug-22	Approved	\$ 106,312.00
Tourism Guide & Map Brochure	South Peace Mackenzie Trust	South Peace Mackenzie Trust	\$ 13,050.00	14-Sep-22	Approved	\$ 13,050.00
Tourism Guide & Map Brochure	NDIT	Marketing Initiatives	\$ 8,217.30	12-Oct-22	Pending	
Business Façade Improvement Program	NDIT	Business Façade Improvement	\$ 20,000.00	24-Oct-22	Pending	

2015 - Present	
Total Funding Applied For	\$ 28,137,678.90
Total Funding Approved	\$ 13,233,883.60
Total Funding Pending	\$ 6,266,439.30
Total Funding Denied	\$ 8,188,891.00

2022	
Total Funding Applied For	\$2,124,789.30
Total Funding Approved	\$589,562.00
Total Funding Pending	\$1,810,227.30