

**District of Mackenzie
Regular Council Meeting
Tuesday, April 14, 2020**

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

PRESENT: Mayor J. Atkinson
Councillor A. Barnes
Councillor V. Brumovsky
Councillor P. Grogan
Councillor A. Hipkiss
Councillor R. McMeeken
Councillor J. Wiens
Chief Administrative Officer
D. Smith
Chief Financial Officer K. Borne
Director of Corporate Services
E. Kaehn
Director of Recreation Services
S. Miranda
Director Operations T. Wall
Senior Building Official/Project
Manager K. Gawryluk
Fire Chief J. Guise

CALLED TO ORDER: 7:15 pm

1. ADOPTION OF MINUTES

The minutes of the Committee of the Whole Meeting held on March 23, 2020 were adopted as presented.

The minutes of the Regular Meeting held on March 23, 2020 were adopted as presented.

2. INTRODUCTION OF LATE ITEMS

Nil

3. ADOPTION OF AGENDA

31404. MOVED by Councillor Wiens
Adoption of Agenda THAT the agenda be adopted as presented.

CARRIED

4. PETITIONS AND DELEGATIONS

Nil

5. CORRESPONDENCE

31405. MOVED by Councillor Brumovsky
Receipt of Correspondence THAT the correspondence listed on the agenda be received.

CARRIED

31406. MOVED by Councillor Hipkiss
FCM Travel Fund THAT Council approves payment of an invoice from the Federation of Canadian Municipalities (FCM) in the amount of \$39 for an optional contribution towards a travel fund that supports the participation of elected officials from small communities in FCM's National Board of Directors.

CARRIED

6. ADMINISTRATION REPORTS

31407. MOVED by Councillor Wiens
Financial Plan Objectives & Policies THAT the report from Finance dated April 7, 2020 be received;
AND THAT Council reviews the financial plan objectives and policies as required under Section 165 (3.1) of the Community Charter;
AND THAT Council considers these objectives and policies for inclusion into the 2020-2024 Financial Plan Bylaw.

CARRIED

31408. MOVED by Councillor Barnes
NDIT - Emergency Services & Fire Training Centre THAT the report from the Fire Department dated April 7, 2020 be received;
AND THAT the District of Mackenzie supports the application from the District of Mackenzie to the Northern Development Initiative Trust Economic Diversification Infrastructure Program for a grant of up to \$250,000 to support the Emergency Services building construction from the Prince George Regional Development Account;
AND THAT the Chief Administrative Officer be authorized to execute the grant application and, if the application is successful, any related documentation.

CARRIED

31409. MOVED by Councillor Wiens
Mackenzie Fire Hall Project Update THAT the report from the Fire Department dated April 2, 2020 be received for information.

CARRIED

31410. MOVED by Councillor McMeeken
Policy 5.19 - Work from Home - COVID-19 THAT the report from Administration dated April 6, 2020 be received;
AND THAT Council adopts Personnel Policy 5.19 "Work from Home - COVID-19 Risk Mitigation".

CARRIED

31411. MOVED by Councillor Wiens
Waiving Public Hearing - Zoning Bylaw 1435 THAT the report from Administration dated April 7, 2020 be received;
AND THAT Council waives the Public Hearing requirement for Zoning Amendment Bylaw No. 1435.

CARRIED

31412. MOVED by Councillor Grogan
Asset Management Policy 1.20 THAT the report from Administration dated April 7, 2020 be received;
AND THAT Council approves Asset Management Policy 1.20;
AND THAT staff provide quarterly reports to Council starting in July, 2020.

CARRIED

31413. MOVED by Councillor Hipkiss
Wastewater System Assessment & Master Plan
THAT the report from Administration dated April 7, 2020 be received for information;
AND THAT staff brings back a report to Council regarding incentives for rain barrels and low flush toilets including performance measurements.

CARRIED

31414. MOVED by Councillor Barnes
Revision of Mr. Munchy's Lease
THAT the report from Finance dated April 7, 2020 be received;
AND THAT Council approves the revisions in the Lease Agreement with Michele Waite and Denis Grimard, under the business name "Mr. Munchy's".

CARRIED

7. COUNCIL REPORTS

Mayor's Report
Nil

Council Reports
Councillor Brumovsky provided a written report

8. UNFINISHED BUSINESS

Nil

9. NEW BUSINESS

31415. MOVED by Councillor Wiens
Day of Mourning
THAT staff order flowers for the Day of Mourning on April 28, 2020.

CARRIED

10. BYLAWS

31416. MOVED by Councillor Brumovsky
Bylaw 1432
THAT Bylaw No. 1432 cited as "Water Rates and Regulations Bylaw No. 1432, 2020" be adopted.

CARRIED

31417. MOVED by Councillor Wiens
Bylaw 1433
THAT Bylaw No. 1433 cited as "Sewer Rates and Regulations Bylaw No. 1433, 2020" be adopted.

CARRIED

11. NOTICE OF MOTION

Nil

12. COMING EVENTS

Nil

13. INQUIRIES

Janice Nelson, Publisher of The Macktown Buzette, asked what is the purpose of revising the Five-Year Financial Plan every year? Chief Financial Officer, Kerri Borne, advised that the Five-Year Financial Plan is a living document that provides a framework to assist in financial planning, but specifically identifies the proposed revenue, expenditures and transfers to or between funds. Amendments to the plan can be made through bylaw at any time to ensure accuracy of the plan. She also advised that the Five-Year Capital Project Listing provides detailed information on capital projects proposed by the municipality and is reviewed and amended more frequently.

Ms. Nelson also asked if the District needs to have a bylaw to waive all public hearings? Chief Administrative Officer, Diane Smith, advised that a bylaw is not needed, but Council has to approve waiving the public hearing each time.

14. ADJOURNMENT

31418. MOVED by Councillor McMeeken
Adjournment *THAT the meeting be adjourned at 8:16 pm.*

CARRIED

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

Mayor

Corporate Officer