

Candidate Information Session

2026 General Local Election

June 24, 2026

Election Contacts

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Today's Agenda

- **Introduction**
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 - District Organizational Chart
 - Municipal Council Objectives
 - 2021 – 2025 Council Strategic Priorities
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 - Where to Find Out More
- **Candidate Information**
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Introduction

Who Does What?



Municipal Government



- Road maintenance
- Snow removal
- Water supply
- Sewer/storm water management
- Solid waste collection
- Parks, trails and playgrounds
- Cemetery
- Recreation Facilities
- Bylaws
- Fire Rescue
- Business licenses
- Community planning and development
- Municipal Hall
- Municipal Property Tax
- Emergency Management

Regional District



- Solid waste management (landfill, recycling depot and transfer stations)
- Residential services outside Municipal boundaries
- Regional parks and recreation
- Rural area planning and development
- 911 operation
- Fire dispatch
- Heritage conservation

Provincial Government



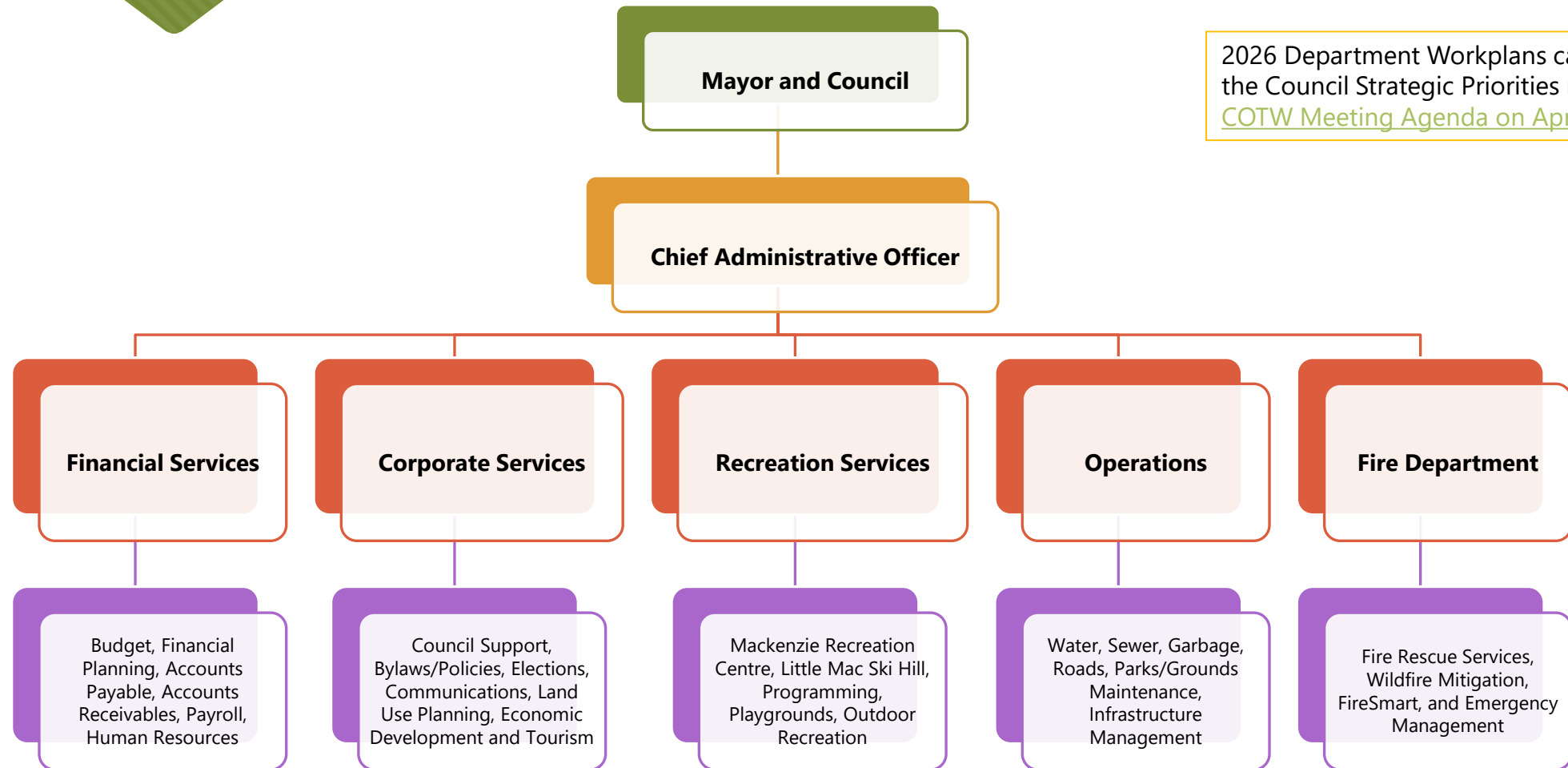
- Housing
- Schooling
- Provincial parks
- Crown land resource extraction
- Health care
- Social Services
- WorkSafe
- ICBC
- Justice
- Post-secondary education
- Highway maintenance (including highways within municipals boundaries)
- Provincial income tax
- Provincial property tax
- Sales tax

Federal Government



- Income tax
- Employment insurance
- Child tax benefits
- Student loans
- Military
- National parks
- International travel
- Banking
- Criminal law
- Foreign affairs
- RCMP

DoM Organizational Chart



2026 Department Workplans can be found in the Council Strategic Priorities report in the [COTW Meeting Agenda on April 27, 2026](#).

Municipal Council Objectives



Consider the well-being and interests of the municipality and its community



Contribute to the development and evaluation of municipal policies and programs respecting its services and other activities



Provide stewardship of the public assets of the community



Foster the current and future economic, social and environmental well-being of the community

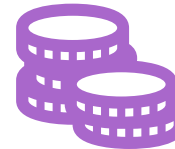
2021 – 2025 Council Strategic Priorities



**Community and
Social Development**



**Environmental
Sustainability**



**Strong Governance
and Finances**

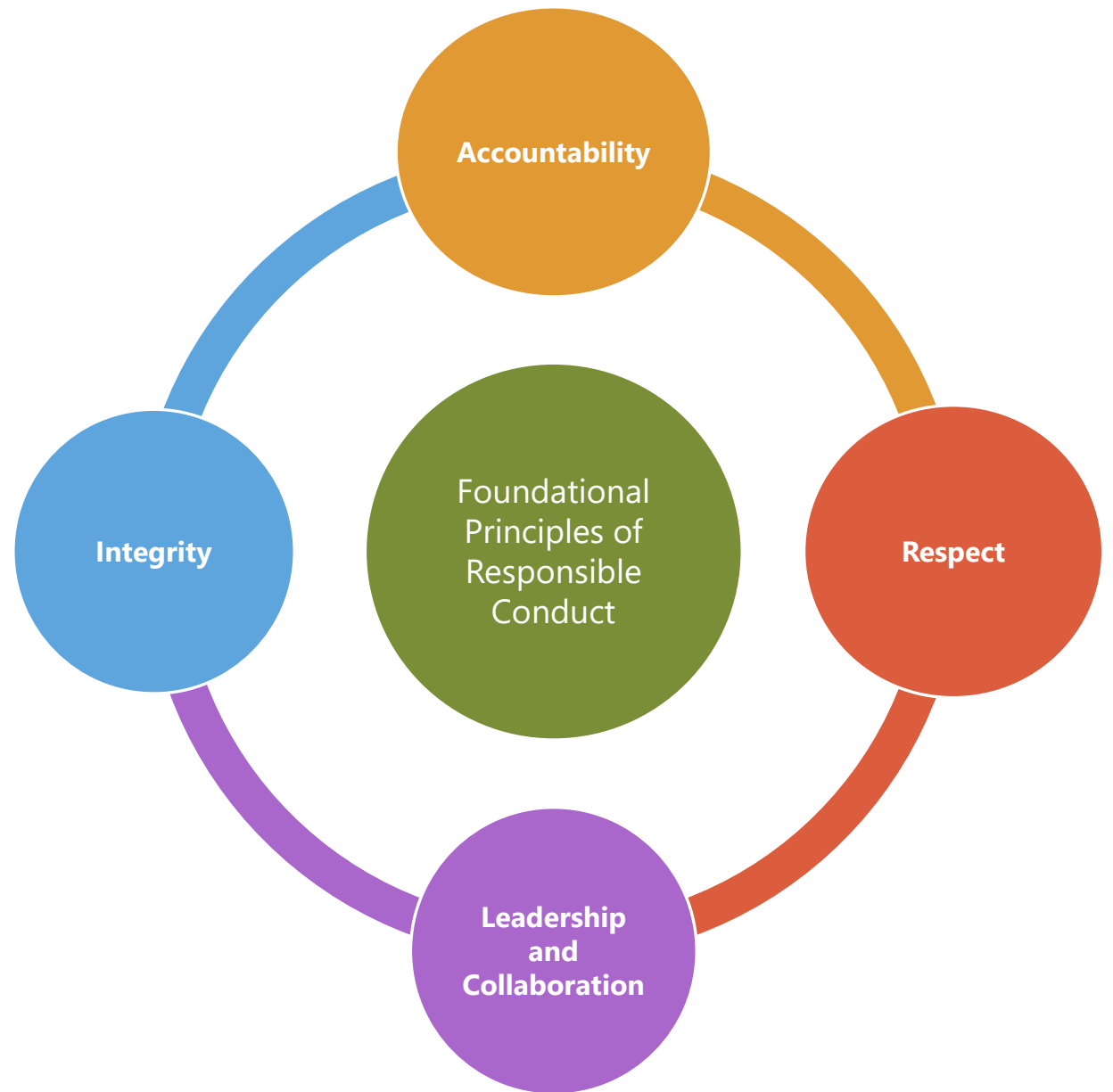


Economic Vitality

View or Download Full Document Here:

https://districtofmackenzie.ca/wp-content/uploads/2023/08/Attachment_Council_Strategic-Priorities-2021-2025.pdf

Council Code of Conduct



Resource: Policy 1.23 – Council Code of Conduct

Find Out More

Learn more about the District and Mayor and Council's activities by visiting:

District of Mackenzie Website: www.districtofmackenzie.ca

District YouTube Channel: www.youtube.com/@districtofmackenzie

District Facebook Page: www.facebook.com/districtofmackenzie

Let's Chat Mackenzie: <https://www.letschatmackenzie.ca/>

An aerial photograph of a small town or village nestled in a valley. The town is surrounded by dense green forests. In the background, there are rolling mountains under a soft, orange-hued sky, suggesting a sunset or sunrise. A body of water is visible in the distance, nestled between the mountains. The overall scene is peaceful and scenic.

Candidate Information



Elected Official Roles

- Local government elections occur every four years on the third Saturday in October.
- Mackenzie voters elect:
 - 1 - Mayor
 - 6 - Councillors
 - 1 - School District 57 Board Trustee

Candidate Eligibility

- To qualify as a candidate, you must be:
 - 18 years of age or older as of general election day
 - A Canadian citizen
 - A resident of BC for 6 months before nomination date
 - Not subject to any of the disqualifications set out in s. 81 of the *Local Government Act*
- Candidates are not required to reside within Mackenzie to run for office in Mackenzie

Council Member Responsibilities

Participate in Council and committee meetings and contribute to decision making

Consider the well-being and interests of the municipality and community

Approve budgets and provide direction to the Chief Administrative Officer

Carry out other duties, such as heading committees or being a liaison to external boards

Establish Policies and Adopt Bylaws

Follow the rules of legislation, bylaws, and council policies

Mayor's Responsibilities

- The Mayor has the responsibilities of a Councillor plus:
 - to provide leadership to Council including recommending bylaws, resolutions and other measures that may assist in the good governance of the municipality
 - to represent Council at ceremonies and meetings
 - to communicate information to Council
 - to chair Council meetings, including overseeing conduct, maintaining order and knowing the rules of governing meetings
 - to establish and appoint people to standing committees
 - to provide general direction to the Chief Administrative Officer about implementation of municipal policies, programs and other Council directions

Further Information:
[Section 116 Community Charter](#)
[Province of BC](#)



Time Commitment - General

- If you are considering running for office, candidates must be able to commit to:
 - A four-year term (2026 – 2030)
 - Daytime and evening meetings
 - Reviewing bi-weekly meeting packages
- Mayor: 25+ hours a week
- Council Members: 5 – 8+ hours per week
- Travel has not been included in this time estimate.
 - The Mayor will be required to attend multiple meetings out of town (ie. Prince George, Vancouver, and Victoria)
 - Councillors are not required to attend out-of-town commitments if they do not wish.

Time Commitment - Meetings

Types	When	Topics	Time	# Meetings in 2025
Regular	7:15 pm, typically the 2 nd and 4 th Monday of the month	Correspondence, Presentations, Administrative Reports, Bylaws	1.5 - 2 hrs	21
Committee of the Whole	7:00 pm, typically the 4 th Monday of the month	Month-End Department Reports	15 mins	10
Special	As needed	Public Engagement, Regular Business	15 mins - 2 hrs	6
Closed	As needed. Typically held before or following a Regular meeting.	Must meet <i>Community Charter</i> requirements – ex. legal, land, and HR	30 mins - 1 hr	12
Committees	Monthly or Quarterly	Various	1 – 4 hrs	4 – 12 per committee

- The Regular and Committee of the Whole meeting packages are published on the Thursday prior to the meetings.
- It is expected all Councillors to read the package prior to the meetings.
- Council members are asked to provide a monthly report (1 page or verbal) on their activities. This is included as part of the Regular Council Agenda.
- Regular agendas, typically the largest, range from 50 to 250 pages in length. Samples can be found here:
<https://districtofmackenzie.ca/government-town-hall/council/council-meetings/>

Time Commitment - Meetings

- With some exceptions, if a Council member is absent from **four (4)** consecutive Regular Meetings, the Council member **is disqualified from holding office**.
- If a Councillor must be away from the community or are feeling unwell, they may participate by Zoom or phone.
- Although electronic attendance is allowed, a meeting can only be held if the majority of Council members are present in Council Chambers (some exceptions apply).
- Councillors cannot participate in Closed Council Meetings electronically.

Time Commitment - Committees

- The District has **5 committees** of Council and at least one member of Council is appointed to each.
- In addition, members of Council are appointed to **8 external boards and committees** such as Regional District of Fraser-Fort George, Mackenzie Library Board, Mackenzie Chamber of Commerce, among others.
- Each of these positions involve attending meetings, reviewing materials, and providing Council with guidance on the activities of these committees and boards.
- Some meetings will require out-of-town travel; however most are conducted in Mackenzie or virtually.
- The Mayor, in collaboration with Councillors, will make Liaison Appointments annually.
 - Current liaison roles include – Agricultural Opportunities and Food Security, Climate Action, Education and Youth, Forestry, Indigenous Relations and Reconciliation, Mental Health and Addictions, and Mining.
- Example of 2026 appointments: <https://districtofmackenzie.ca/government-town-hall/council/>

Pay and Expenses - Salary

Mayor

2027 = ~\$31,000

Councillor

2027 = ~\$13,500

- Renumeration is reviewed every four years.
- Annual % increases will follow the District's CUPE collective agreement.

Pay and Expenses - Travel

Types	When	Topics	Time
Union of BC Municipalities	September	Councils/Boards from across BC meet up for professional development, lobbying, and networking.	5 days
North Central Local Government Association	May	Councils/Boards from Northern BC meet up for professional development, lobbying, and networking.	3 days
Council of Forest Industries Conference	February	Forestry (Industry & Government)	3 days
Minerals North	May	Mining (Industry & Government)	3 days
Natural Resources Forum	January	Multi-Sector Resource Industries	3 days
Discretionary Training	Anytime	Any topic related to Council duties or liaison appointments – ie. webinars, meetings, conferences etc.	1 hr – 5 days

- Total travel/training budget is \$40,000 for Council. **\$10,000 is allocated to the Mayor and \$5,000 to each Council Member.**
- Expenses for travel related to Council duties, training, or liaison appointments is reimbursed or paid directly by the District.
- Expenses for personal expenditures – ie. extra days in hotel, spouse/partner/family registration or travel expenses are not paid for by the District.

An aerial photograph of a town nestled in a valley, surrounded by dense green forests. In the background, a range of mountains is visible under a soft, orange-hued sky, suggesting a sunset or sunrise. A body of water is visible in the distance to the right. The text "2026 Election Information" is overlaid in large, white, bold letters across the middle of the image.

2026 Election Information

Key Dates & Deadlines

Pre-Campaign Period Begins <i>Candidate and third-party expense limits apply during this period.</i>	Monday, July 20, 2026
Nomination Packages Available	Monday, July 27, 2026
Nomination Period <i>Please make an appointment to submit your nomination package</i>	Opens: 9:00 am Tuesday, September 1, 2026 Closes: 4:00 pm Friday, September 11, 2026
Candidate Nomination and Endorsement Challenge <i>Last day to challenge a candidate nomination and endorsement.</i>	4:00 pm September 15, 2026
Candidate Withdrawal Last day to withdraw as a candidate	4:00 pm September 18, 2026
Campaign Period <i>Candidate and third-party expense limits apply during this period.</i>	Opens: Saturday, September 19, 2026 Closes: Saturday, October 17, 2026
Advanced Voting Days <i>Held at the Municipal Office, 1 Mackenzie Boulevard</i>	8:00 am – 8:00 pm Wednesday, October 7, 2026 8:00 am – 8:00 pm Friday, October 16, 2026
Special Voting Day <i>(only for patients and employees at the Mackenzie & District Hospital)</i>	Friday, October 16, 2026
General Election Day	8:00 am – 8:00 pm Saturday, October 17, 2026
Campaign Financing Disclosure Statement Filing Deadline	January 15, 2027
Campaign Financing Disclosure Statement Late Filing Deadline (\$500 Late Fee)	February 16, 2027

Campaign Advertising

- Be aware of the campaign financial requirements as laid out in *Local Elections Campaign Financing Act* (LECFA). Elections BC monitors this and requires reporting from candidates.
- Candidate expense limits do apply during the Campaign Period
 - \$12,323.78 - Mayor
 - \$6,161.89 - Councillor
- No campaigning can occur within voting places (including wearing campaign buttons or clothing)
- More information on these requirements will be available in the candidate nomination package.
- **Suggestion** – Open a separate bank account for the election to help track expenses and make any reporting to Elections BC following must easier.

For questions about advertising rules, campaign financing rules, registration of elector organizations, or third-party advertising sponsors, please contact:



Phone: 1-800-661-8683

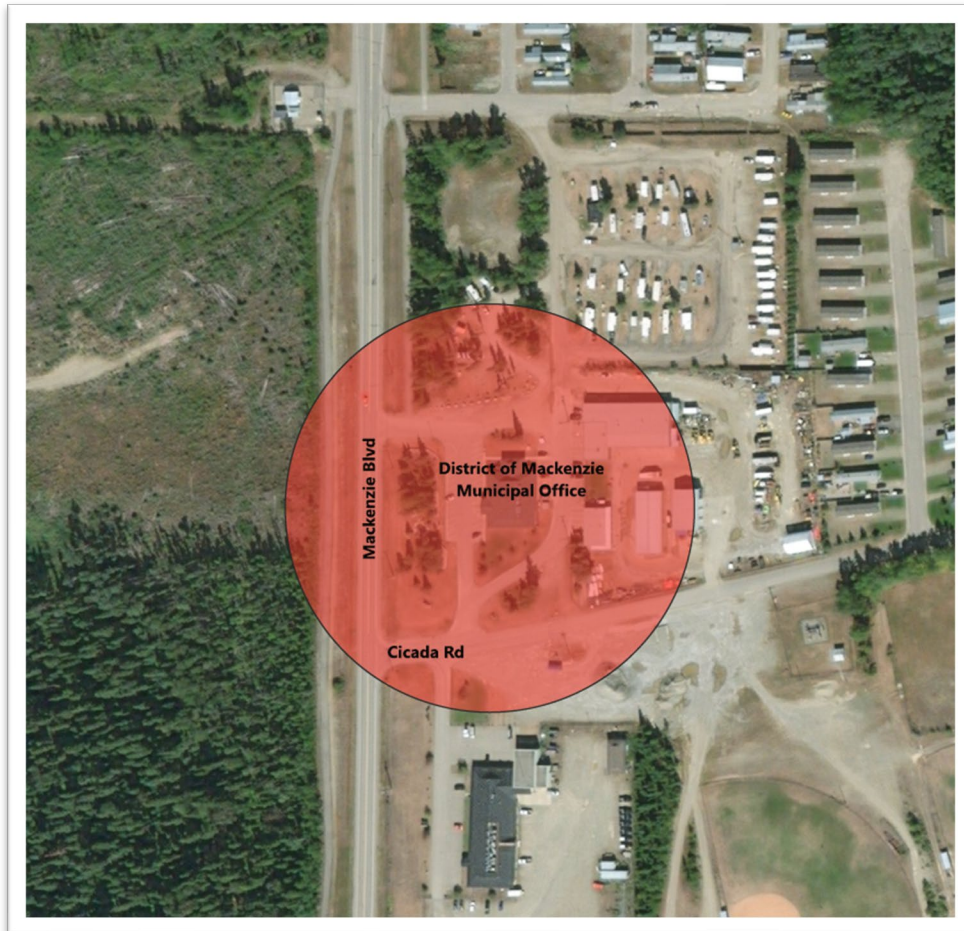
Email: electoral.finance@elections.bc.ca

Website: <https://elections.bc.ca/local-elections/candidate-information/>

Campaigning Cont.

- All-Candidate Forums have typically been hosted by local community groups – ie. Mackenzie Chamber of Commerce
- Campaigning events can be added by groups/candidates to the Mackenzie Community Calendar at <https://districtofmackenzie.ca/discover-mackenzie/community-events/>
- You may wish to create a space online (social media account, website, email account, etc.) where residents can find information about you and your platform/policies and how to contact you.
- The District intends to host some candidate information on our Let's Chat Mackenzie Election page. To have your information included on the site you must complete the release form that will be made available in the nomination package.

Election Signage



- Signs may be installed between **September 19 - October 24, 2026.**
- Permits are not required for election signs.
- Signs cannot exceed 32 sq ft (2.97 m²) in size.
- The Ministry of Transportation and Infrastructure conditionally allows election signs on highway rights-of-way.
- Election signs may be located on private property with the permission of the property owner.
- Signs **cannot be placed:**
 - within 100 m of the entrance of the DoM Office on Advanced Voting days
 - within 100 m of the Mackenzie Recreation Centre on General Voting Day.

A map of the restricted areas will be included in the nomination package.
- All candidates must fill out **Form No-8-5** in the nomination package acknowledging their understanding of the sign regulations.

An aerial photograph of a town nestled in a valley, surrounded by dense evergreen forests. In the background, rolling mountains are visible under a soft, orange-hued sky from a low sun. A body of water is partially visible on the right side of the town.

Thank you! Questions?

Nomination Packages Available: July 27, 2026
Next Information Session: August 13, 2026