

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF PORT EDWARD, HELD IN COUNCIL CHAMBERS, MUNICIPAL HALL AND VIA ZOOM ON TUESDAY, JANUARY 26, 2021

PRESENT:

COUNCIL

Mayor Knut Bjorndal, Chair
Councillor: Murray Kristoff, James Brown and
Christine Mackenzie
Zoom: Councillor Dan Franzen

ADMINISTRATION:

Zoom: Danielle Myles Wilson, Chief Administrative Officer
Polly Pereira, Director of Corporate Administrative Services and Strategic Projects
Zoom: Lorraine Page, Director of Financial Services

MEDIA IN ATTENDANCE:

OTHER:

CALL TO ORDER:

Mayor Knut Bjorndal called the Meeting to order at 7:06 pm on Tuesday, January 26, 2021.

AGENDA:

21-001 Moved by: Councillor Franzen
Seconded by: Councillor Kristoff

THAT the Agenda dated January 26, 2021 be amended to add late item 6g;
and

FURTHER THAT the Agenda be adopted as amended.

Carried Unanimously

MINUTES:

a) 21-002 Moved by: Councillor Franzen
Seconded by: Councillor Brown

THAT the minutes of the Regular Meeting of Council dated December 8, 2020 be adopted as presented.

Carried Unanimously

- b) 21-003 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

THAT the minutes of the Public Hearing dated January 5, 2021 be adopted as presented.

Carried Unanimously

BUSINESS ARISING:

PETITIONS AND/OR DELEGATION:

CORRESPONDENCE:

- a) **Kathy Moore, Mayor, City of Rossland**
RE: Universal no-cost access to all prescription contraception in BC through- MSP

- 21-004 Moved by: Councillor Mackenzie
Seconded by: Councillor Brown

THAT the letter dated December 16, 2020 requesting local governments in BC to support Universal no-cost access to all prescription contraception in BC through MSP be received and filed; and

FURTHER THAT a letter of support be sent.

CAO, Danielle Myles Wilson, suggested that Council may want to inquire on the costs of providing such services from the Province
amend the above resolution

- 21-005 Moved by: Councillor Mackenzie
Seconded by: Councillor Brown

THAT staff also inquire about the cost of providing this service.

Carried Unanimously

- b) **Victor Cumming, Mayor, The Corporation of the City of Vernon**
RE: BC Hydro & Power Authority- 2020 Street Lighting Rates

Council had a short discussion about this letter and even though there is an increase in cost in switching from HSP to LED the return on investment seems reasonable.

21-006 Moved by: Councillor Kristoff
Seconded by: Councillor Franzen

THAT the letter dated January 19, 2020 requesting local governments to intervene in the increase costs of streetlights by BC Hydro as streetlights are changed from HSP to LED be received and filed.

Carried Unanimously

c) **Linda Buchanan, Mayor, The City of North Vancouver**
RE: Implementing a Province-wide Ban on Anticoagulation Rodenticides

Council had a short discussion about this letter and that our community does not have the same issues as the lower mainland with regards to rodents.

21-007 Moved by: Councillor Kristoff
Seconded by: Councillor Franzen

THAT the letter dated January 11, 2020 requesting support to have a Province wide ban on the use of anticoagulant rodenticides be received and filed.

Carried Unanimously

d) **Ian Cullen, President, Prince Rupert Golf Club**
RE: Grant in Aid

Council had a short discussion and overall they feel they should support outdoors activities especially now with Covid.

21-008 Moved by: Councillor Kristoff
Seconded by: Councillor Franzen

THAT the Grant in Aid application dated January 20, 2021 requesting support of the Prince Rupert Golf by paying for advertising of Port Edward in their programs be received and filed; and

FURTHER THAT Council will contribute five hundred dollars.

Carried Unanimously

REPORTS:

a) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**
RE: Telus-Two Proposed Communication Facilities along Highway 16

21-009 Moved by: Councillor MacKenzie
Seconded by: Councillor Kristoff

NOW THEREFORE BE IT RESOLVED that Council approves the report as presented.

Carried Unanimously

b) Polly Pereira, Director of Corporate Administrative Services and Strategic Projects

RE: Variance Request- 783 Evergreen Drive

The Director of Corporate Administrative Services and Strategic Projects introduced the variance request.

There was discussion from Council that that the homeowner had done a good job and that the property is looking better. Some concern was expressed with plowing in the winter (regarding the grade and materials of the driveway).

The CAO, clarified that the engineered drawings for the road were shared with the property owner and that the new road will have curb, gutter and sidewalk. This project is the subject of a pending grant application. The property owner is aware that the boulevard cannot be used or parked on and will in fact be required for the new infrastructure and installation of curb for storm water management. This capital project will address drainage issues in that area and provide a better surface for plowing in the winter.

Council raised concerns that a variance request was not made prior to the work. There was discussion regarding permits required and neighborhood drainage issues. Staff clarified that this is not the normal process, applications should be made before work is done and that Council consider this application as if the work had not already been done. Permits were required as there were alterations to structures and that our Building Inspector had visited the site and been involved. Regarding the driveway it's not a new driveway (which would require a permit) but an alteration.

The CAO further explained the rational for the variance request pertaining to our Development Servicing Bylaw – specifically the requirement for a meter of fill over underground utilities.

21-010 Moved by: Councillor MacKenzie
Seconded by: Councillor Kristoff

NOW THEREFORE BE IT RESOLVED that Council approves Mr. Schmidt's variance to the District of Port Edward Development Services Bylaw # 544 to allow a variance to fill in for utilities and that once the new road is built on Evergreen, the District will reclaim the boulevard as per the proposed engineering design.

Carried Unanimously

c) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**

RE: Investing in Canada Infrastructure Program

21-011 Moved by: Councillor Brown
Seconded by: Councillor Kristoff

The Director of Corporate Administrative Services and Strategic Projects introduced the report in request of a resolution from Council to submit a grant application to the Invest in Canada Infrastructure Program for upgrades and repairs to our Municipal Building.

There were questions from Council regarding rationale for the application. The CAO informed Council that two building assessments were completed, first a report by Rupert WoodN' Steel with recommendations for addressing drainage issues in the basement of our building and second, a report from an engineering firm regarding the addition to our building. This grant covers 100% of the costs of this project.

NOW THEREFORE BE IT RESOLVED that Council approves the grant application to address the drainage and structural issues with the Municipal Building.

Carried Unanimously

d) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**

RE: Prince Rupert Port Authority Community Investment Fund

21-012 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

The Director of Corporate Administrative Services and Strategic Projects introduced the report in request of a resolution from Council to submit a grant application to the Prince Rupert Port Authority to support purchase of a new fire truck.

Council discussed options for the old truck and the CAO suggested that consultation would need to happen with the Fire Chief and further information would come back to Council closer to the date of ordering the new vehicle, which is proposed for next year's capital budget.

NOW THEREFORE BE IT RESOLVED that Council approves recommendation # 1 to apply to the Prince Rupert Port Authority Investment Fund to partly fund the purchase of a new Fire Truck. Recommendation # 2

that a letter be sent to industry stakeholders to further fundraise for the purchase of a Fire Truck.

Carried Unanimously

- e) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**
RE: Northern Development Initiative Trust- Grant Writing

21-013 Moved by: Councillor MacKenzie
Seconded by: Councillor James

The Director of Corporate Administrative Services and Strategic Projects introduced the report in request of a resolution from Council to again submit a grant application to Northern Development for a Grant Writer position.

Council inquired about the focus of the position and the CAO mentioned that the plan is to use this candidate to again support North Pacific Cannery with funding and work on any grant that may become available for recreational project for Port Edward (trails and parks), a priority in the Port Edward Corporate Strategic Plan.

NOW THEREFORE BE IT RESOLVED that Council approves the grant application to Northern Development Trust Initiative for the Grant Writing and that the District will contribute \$2,500 towards this position.

Carried Unanimously

- f) **Danielle Myles Wilson, Chief Administrative Officer**
RE: Harbourview Neighborhood Concept Plan Community Survey

21-014 Moved by: Councillor MacKenzie
Seconded by: Councillor Brown

The results of the community survey were provided to Council for information. The CAO briefly reviewed some of the responses from the survey and highlighted the next steps for the concept planning process, including the creation of policies and land use recommendations for this neighborhood.

Council commented on the survey and were very impressed with the responses from the community.

Mayor Bjorndal encouraged everyone to read in detail and consider all the comments from the surveys.

NOW THEREFORE BE IT RESOLVED that Council accepts the report as presented.

Carried Unanimously

- g) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**
RE: BC Hydro Street Light Replacement Project

21-015 Moved by: Councillor Kristoff
Seconded by: Councillor Franzen

Council had an opportunity to each provide their preference.

NOW THEREFORE BE IT RESOLVED that Council decided to have a mix 3000 in residential neighborhoods and 4000 in Commercial and industrial areas.

Carried Unanimously

BYLAWS:

- a) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**
RE: Emergency Program Regulation Bylaw # 717, 2020

21-016 Moved by: Councillor Brown
Seconded by: Councillor Kristoff

THAT the report and proposed bylaw be received as submitted; and

WHEREAS this bylaw received first, second and third reading at the last Regular Council meeting on December 8, 2020; and

NOW THEREFORE BE IT RESOLVED THAT Council adopts the Emergency Program Regulation Bylaw # 717, 2020 presented.

Carried Unanimously

NEW BUSINESS:

Councillor Franzen raised a concern about graffiti in the Skateboard Park and the CAO updated Council that public works had to order a special paint and we are waiting on the paint to arrive.

Councillor Franzen also inquired about service connections on Evergreen where the road work is happening. The CAO informed Council that some property owners are interested in storm connection, letters went out from McElhanney and there were 5 to 6 responses. District will coordinate with engineer and contractor. These costs will be at the owners expense.

Councillor MacKenzie & Brown

Concerns were raised about the fireworks at 4:00 am. Staff clarified that no complaints were received by the Municipal Office.

Council requested that we mention this incident in the newsletter.

**REPORTS ON
COUNCIL ACTIVITIES:**

Councillor Franzen

Reported on the North Coast Regional District Board meeting.

Mayor Bjorndal

Reported on a meeting with Northern Health- they have increased funding for home care support.

Councillor Kristoff

Declared himself in potential conflict with the municipal road work contractor (C&C Road Maintenance).

He also expressed concerns with the photo that was shared with Council regarding the Car Wash Rock area on Highway 16, its unacceptable and needs the Ministry of Transportation to follow up.

a motion was made:

21-017 Moved by: Councillor Kristoff
 Second by: Councillor Brown

THAT staff contact the Ministry of Transportation and share the photo of how this area is an extreme hazard for anyone travelling on Highway 16.

Carried Unanimously

Councillor Kristoff mentioned that it was brought to his attention that Councillor Franzen had missed a North Coast Regional District (RD) budget meeting and that the Mayor feels strongly that he wants to be the representative on the RD Board and have full representation of Port Edward.

Councillor Franzen expressed that he agrees with having representation 100% of the time, he is unable to attend the budget meeting and that's why you have an alternate. Councillor Franzen apologized that he was not able to attend a recent meeting and that it was a miss communication.

Council discussed a number of other concerns regarding participation on this board, including:

- Meeting attendance
- Continuity of the representative
- Better understanding and description of the role
- Timeliness and detailed reports back to Council
- Whether the Mayor should be the representative or another member of Council.
- The need for Council to be more united

Councillor Kristoff made a motion to put the Mayor Knut Bjorndal back on the Regional District.

The Mayor inquired if anyone would second that motion.

Councillor Franzen made a motion

21-018 Moved by: Councillor Franzen
Second by: Councillor MacKenzie

THAT the motion to change the North Coast Regional Board member be cancelled.

Carried

The original motion from Councillor Kristoff was lost due to lack of seconder.

Polly Pereira, Corporate Administrative Services and Strategic Projects

Reported that she attended the zoom session “Make Prince Rupert Home Recruitment Program” on January 21, 2021. A brief update was provided on this new program that will be launched soon and Port Edward should participate in this program.

**REPORTS FROM
IN-CAMERA:**

ADJOURNMENT:

21-019 On a motion by Councillor Franzen the meeting was adjourned at 8:34 pm on Tuesday, January 26, 2021.

Carried Unanimously

CERTIFIED CORRECT

Mayor

Director of Corporate Administrative
Services