

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF PORT EDWARD, HELD IN COUNCIL CHAMBERS, MUNICIPAL HALL ON TUESDAY, NOVEMBER 10, 2020**

---

**PRESENT:**

**COUNCIL**

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

**ADMINISTRATION:**

Danielle Myles Wilson, Chief Administrative Officer  
Polly Pereira, Director of Corporate Services  
**Teleconference:** Lorraine Page, Director of Financial Services

**MEDIA IN ATTENDANCE:**

**OTHER:**

**CALL TO ORDER:**

Mayor Knut Bjorndal called the Meeting to order at 7:00 pm on Tuesday, November 10, 2020.

**AGENDA:**

20-127 Moved by: Councillor Franzen  
Seconded by: Councillor Brown

**THAT** the Agenda dated November 10, 2020 be adopted as presented.

Carried Unanimously

**MINUTES:**

20-128 Moved by: Councillor Franzen  
Seconded by: Councillor Kristoff

**THAT** the minutes of the Regular Meeting of Council dated October 27, 2020 be adopted as presented.

Carried Unanimously

**BUSINESS ARISING:**  
**PETITIONS AND/OR DELEGATION**

**CORRESPONDENCE:**

- a) **Frans Tjallingii, Chair, Prince Rupert Port Authority**  
**RE: PRPA Board Appointment**

20-129 Moved by: Councillor MacKenzie  
Seconded by: Councillor Brown

**THAT** the letter dated October 27, 2020 advising Council that the appointment of Mr. John Farrell as Director of the Prince Rupert Port Authority will expire on April 30, 2021 be received and filed; and

**FURTHER THAT** Mayor Knut Bjorndal contact the City of Prince Rupert Major and that this item be tabled until there is an update.

Carried Unanimously

- b) **Cory Hevener, Provincial Director of Child Welfare**  
**Rena Bacy, Provincial Director of Adoption**  
**RE: November Adoption Awareness Month**

20-130 Moved by: Councillor MacKenzie  
Seconded by: Councillor Brown

**THAT** the letter dated November 2, 2020 requesting communities to support November as Adoption Awareness month be received and filed.

Carried Unanimously

- c) **Ann Leach, General Manager, Port Edward Historical Society**  
**RE: Sale of Floating Dock at NPC**

20-131 Moved by: Councillor MacKenzie  
Seconded by: Councillor Kristoff

**THAT** the letter requesting Council to approve the funds from the sale of the dock in the amount of \$40,000 be provided to the PEHS restoration be received and filed; and

**FURTHER THAT** Council accepted the recommendation.

Carried Unanimously

- d) **Kristy Maier and Kyle Clifton, PR Minor Basketball Association**  
**RE: Request for Financial Support**

20-132 Moved by: Councillor Brown  
Seconded by: Councillor Franzen

**THAT** the Grant in Aid application from the PR Minor Basketball Association requesting support for the 2020 season be received and filed; and

**FURTHER THAT** Council agreed to contribute two hundred dollars toward this year's season.

Carried Unanimously

**REPORTS:**

a) **Polly Pereira, Director of Corporate Administrative Services**  
**RE: Building Bylaw**

20-133 Moved by: Councillor MacKenzie  
Seconded by: Councillor Kristoff

**THAT** the proposed report be received and filed; and

New regulations will be in place as of February 2021 and communities will be required to have a qualified building inspector if building permits are issued; and

The District of Port Edward staff has been working with a consultant in updating our existing 2013 bylaw to reflect current regulations and needs. Also the new regulations will have an impact on the costs of hiring a qualified inspector and the municipality will have to absorb those extra costs that will not be recovered from the building permit fees; and

**NOW THEREFORE BE IT RESOLVED THAT** Council accepts staff's recommendation to give first reading to the new building bylaw and budget 7,500 for the coming year to cover the costs of hiring a qualified building inspector.

Carried Unanimously

b) **Danielle Myles Wilson, Chief Administrative Officer**  
**RE: Manufactured Dwellings- Tabled**

20-134 Moved by: Councillor Kristoff  
Seconded by: Councillor MacKenzie

**THAT** the proposed tabled report be received and filed; and

Council and staff had a chance to review the proposed changes; and

**NOW THEREFORE BE IT RESOLVED THAT** Council accepts staff's recommendation to change the minimum square meter from 100 to 110; add

pitched roofs to be at least 4/12 and not allow manufactured dwellings in R1 zones.

Carried Unanimously

- c) **Lorraine Page, Director of Finance**  
**RE: Refuse Rates & Regulations**

20-135 Moved by: Councillor Brown  
Seconded by: Councillor Kristoff

**THAT** the proposed report be received and filed; and

Staff has been working on bringing the refuse rates in alignment to the cost of providing the service. The proposed new rates will increase revenue by 50% for residential garbage and approximately 55% for commercial service; and

**NOW THEREFORE BE IT RESOLVED THAT** Council accepts staff's recommendation to endorse the attached bylaw.

Carried Unanimously

**BYLAWS:**

- a) **Polly Pereira, Director of Corporate Administrative Services**  
**RE: Building Bylaw # 716- 1<sup>st</sup> reading**

20-136 Moved by: Councillor Franzen  
Seconded by: Councillor MacKenzie

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

**WHEREAS** the building bylaw needed to be updated to reflect the upcoming regulations changes; and

**NOW THEREFORE BE IT RESOLVED THAT** the District of Port Edward Building Bylaw # 716, 2020 be given first reading.

Carried Unanimously

- b) **Lorraine Page, Director of Finance**  
**RE: Refuse Rates & Regulations Bylaw# 718**

20-137 Moved by: Councillor Brown  
Seconded by: Councillor MacKenzie

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

**WHEREAS** Procedure Bylaw # 475, a Bylaw to Regulate the Meetings of Council and Conduct Thereof and Community Charter Section 135(1) and (2) "... a bylaw may be given up to 3 reading at one meeting of Council..."; and

**NOW THEREFORE BE IT RESOLVED THAT** as per Procedure Bylaw # 475, the rules of order be suspended and the Refuse Rates and Regulations Bylaw # 718, 2020 be given up to three readings as presented.

Carried Unanimously

**NEW BUSINESS:**

a) **Danielle Myles Wilson, Chief Administrative Officer**  
**RE: Motion to move to In-Camera at the end of Regular Council as per Community Charter Section 90(1)(c)**

20-138 Moved by: Councillor MacKenzie  
Second by: Councillor Brown

**THAT** as per Community Charter Section 90(1) "A part of Council Meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following section 90(1)(c); and

**NOW THEREFORE BE IT RESOLVED THAT** at the close of the November 10, 2020 Regular Meeting of Council, and an In-camera meeting will be held.

Carried Unanimously

**REPORTS ON COUNCIL ACTIVITIES:**

**REPORTS FROM IN-CAMERA:**

**QUESTIONS FROM AUDIENCE:**

**ADJOURNMENT:**

20-139            On a motion by Councillor Franzen the meeting was adjourned at 8:04 pm on  
Tuesday, November 10, 2020.

Carried Unanimously

**CERTIFIED CORRECT**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Corporate Administrative  
Services