

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF PORT EDWARD, HELD VIA ZOOM ON TUESDAY, APRIL 13, 2021

PRESENT:

COUNCIL

Mayor Knut Bjorndal, Chair
Councillor: James Brown, Dan Franzen and Murray Kristoff
Absent: Councillor Christine MacKenzie

ADMINISTRATION:

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

MEDIA IN ATTENDANCE:

OTHER:

Ceilidh Marlow, Port Edward Historical Society Board Member

MOVED TO IN-CAMERA SPECIAL COUNCIL

An In-Camera Meeting was called to order at 6:00 pm and closed to the public as per Community Charter Section 90(1) (e) and (m).

CALL TO ORDER:

Mayor Knut Bjorndal called the Regular Meeting to order at 7:01 pm on Tuesday, April 13, 2021.

AGENDA:

21-053 Moved by: Councillor Franzen
Seconded by: Councillor Brown

THAT the Agenda dated April 13, 2021 be adopted as presented.

Carried Unanimously

MINUTES:

21-054 Moved by: Councillor Brown
Seconded by: Councillor Franzen

THAT the minutes of the Regular Meeting of Council dated March 23, 2021 be adopted as presented.

Carried Unanimously

BUSINESS ARISING:

REPORTS FROM IN-CAMERA:

**District of Port Edward Appointment
RE: Port Edward Historical Society**

On March 23, 2021 the District of Port Edward appointed Ceilidh Marlow as the new Port Edward representative on the Port Edward Historical Society Board.

PETITIONS AND/OR DELEGATION:

- a) **Port Edward Historical Society**
RE: Ceilidh Marlow – Introduction New Representative

Ceilidh Marlow shared with Council that she has been living in Prince Rupert for the past seven years. Currently she is working for Prince Rupert Tourism as the Executive Director, in the past she also worked for the City of Prince Rupert, Redesign Prince Rupert project, and prior to that she worked for the Museum of Northern BC. She is looking forward to being part of Port Edward Historical Society Board. Council had an opportunity to introduce themselves to her and welcomed her to the Board.

CORRESPONDENCE:

- a) **Joel McKay, Chief Executive Officer, Northern Development**
RE: 2021 Grant Writing Support

21-055 Moved by: Councillor Brown
Seconded by: Councillor Kristoff

THAT the letter dated April 1, 2021 advising us that we have been approved for the grant writing program be received and filed.

Carried Unanimously

REPORTS:

- a) **Danielle Myles Wilson, Chief Administrative Officer**
RE: Building Official Trainee Liability Insurance

Council was provided a report outlining the need for a certified building inspector, in order to issue building permits. At this time, we are looking at contracting someone and liability insurance is required. This liability insurance will be for Mr. Jaime Olsen and the contract will be for a three month pilot period with an opportunity for extension.

21-056 Moved by: Councillor Kirstoff
Seconded by: Councillor Brown

NOW THEREFORE BE IT RESOLVED that Council approves the CAO’s recommendation to enter into a Service Provider Agreement to be signed by the District and Jamie Olsen for a three month pilot period and opportunity for extension. Also that Council approves entering into the Municipal Insurance Association- Associate Member Program so that liability coverage can be provided to Mr. Olsen as a Building Official Trainee.

Carried Unanimously

- b) **Danielle Myles Wilson, Chief Administrative Officer**
RE: Public Works Service- Outlying Recreation Areas and Solid Waste

Council was provided a report outlining level of service to the following outlining areas and changes that will be make going forward:

Kloiya Bay- privately owned, efforts have been made by staff to negotiate an agreement for public access to this recreational area. The current owner is entertaining a sale and has expressed the closure of this area to the public going forward. Our staff have removed our garbage bins and we no longer provide service to this area.

Rainbow Lake- staff have been in contact with Provincial government to get clarity around interest of developing this site. The garbage bins once again

have been vandalized and staff have removed them, signs will be installed “user maintained site”, and we no longer provide service to this area.

North Pacific Cannery- the District will no longer provide lawn maintenance to this site, since the site is closed this year we will not be hauling water as we have in the past.

In town waste: the dumpsters from the Community Center and Boat Launch are being abused by the public and changes have been made. The Boat Launch now has two bear bins garbage cans. Signage will be place in the community center bin indicating that its for community center, school and municipal office use only. This information will be shared in the upcoming newsletter.

Future campground: discussion with BC Parks about additional camping sites in Port Edward has taken place and the Provincial staff have secured planning dollars to explore the feasibility of sites. Council will be updated on any progress.

BYLAWS:

- a) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**
RE: District of Port Edward Building Bylaw 716- Adoption

21-057 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

THAT the proposed bylaw be received as submitted; and

WHEREAS this bylaw received first and second reading back in November 2020, forms have been created and other documentation. We have secured a qualified contractor to provide support to our community. At the last Council meeting March 23, 2021 this bylaw received third reading; and

NOW THEREFORE BE IT RESOLVED THAT the District of Port Edward Building Bylaw # 716, 2020 be adopted as presented.

Carried Unanimously

- b) **Danielle Myles Wilson, Chief Administrative Officer**
RE: District of Port Edward Sewer Parcel Tax Bylaw # 719, 2021

21-058 Moved by: Councillor MacKenzie
Seconded by: Councillor Franzen

THAT the proposed bylaw be received as submitted; and

WHEREAS the sewer parcel tax bylaw expires this year and staff recommends that it be renewed for one more year. This bylaw received first, second and third reading on March 23, 2021; and

NOW THEREFORE BE IT RESOLVED THAT the District of Port Edward Zoning Sewer Parcel Tax Bylaw # 719, 2021 be adopted as presented.

Carried Unanimously

- c) **Danielle Myles Wilson, Chief Administrative Officer**
RE: District of Port Edward Water Frontage Tax Bylaw # 720, 2021

21-059 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

THAT the proposed bylaw be received as submitted; and

WHEREAS the water frontage tax bylaw expires this year and staff recommends that it be renewed for one more year. This bylaw received first, second and third reading on March 23, 2021; and

NOW THEREFORE BE IT RESOLVED THAT the District of Port Edward Water Frontage Tax Bylaw # 720, 2021 be adopted as presented.

Carried Unanimously

NEW BUSINESS:

- a) **Dan Larsen, Deputy Fire Chief- Retirement**
RE: Recognition for the 17 years of Service to the Port Edward Volunteer Fire Department

21-060 Moved by: Councillor Bjorndal
Seconded by: Councillor Franzen

THAT Council send a thank you letter to Dan Larsen for the years of service and dedication he has provided to the Port Edward Volunteer Fire Department for all these years.

Carried Unanimously

- b) Council expressed concerns with the state of Highway 16 at the Work Channel Bridge. Staff will contact the Road Maintenance contractor regarding this concern.
- c) Council also requested a Zoom meeting with Dan Baker, District Manager, to discuss other area of concern: ditch along Skeena drive, road to the Cannery, road condition at Work Channel Bridge and car wash rock area, trees/ brush along highway 16 and road maintenance by Emil Anderson.

REPORTS ON COUNCIL ACTIVITIES:

Mayor Bjorndal

Mentioned the RCMP occurrences report statistics comparison from 2019 and 2020.

ADJOURNMENT:

21-061 On a motion by Councillor Franzen the meeting was adjourned at 7:49 pm on Tuesday, April 13, 2021.

Carried Unanimously

CERTIFIED CORRECT

Mayor

Director of Corporate Administrative Services