



Regular Council - Nov 26 2024 Agenda

Tuesday, November 26, 2024 at 7:00 PM

Council Chambers

1. CALL TO ORDER

We respectfully acknowledge that we are meeting on the traditional, ancestral, and unceded territories of the Tsimshian Peoples. This land has been stewarded by the Tsimshian for generations, and we honor their continuing connection to it. We also recognize their rich cultural heritage, ongoing contributions to our community, and their continued efforts to preserve their traditions and language. The District of Port Edward aims to elevate the voices and lived experiences of Tsimshian peoples through active inclusion and consultation on matters which impact Tsimshian peoples and lifeway

2. ADOPTION OF AGENDA

Recommendation: THAT the Agenda for the Regular Council Meeting be adopted as presented

3. APPROVAL OF MINUTES

Recommendation: THAT the minutes of the Regular Council Meeting be approved as presented.

[Nov 12 Council Minutes.doc](#)

4. PETITIONS AND DELEGATIONS

4.1 NWIPC - Penni Adams

[Village of Port Edward Presentation](#)

[Report to Council - Budget Increase for Invasive Plant Management.doc](#)

Recommendation: THAT Council approves increasing the annual budget for invasive plant management to \$3,000.

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS -
RELEASE FROM IN-CAMERA**

6. CORRESPONDENCE

6.1 SD 52 - Andrew Samoil

The superintendent is requesting a meeting with Council to discuss the current situation of Port Edward Elementary School

[SD 52 request.pdf](#) 

Recommendation: THAT Council direct staff to arrange a meeting between the Superintendent of Schools for School District 52, Andrew Samoil, and the Mayor and Council to discuss the current situation at Port Edward Elementary School, including concerns regarding low enrollment and strategies for improvement.

6.2 Letter to Minister of Health - Inclusion of Health Services in Alert Ready Program for ER Closure Notifications

[BC Alert Ready Program Request to include Health Services - Hon. Josie Osborne.pdf](#) 

7. REPORTS

7.1 Volunteer Fire Department: Quarterly Report for July - September 2024

[Fire Quarter Report July-Sept.pdf](#) 

[Report to Council- Quarterly Fire Report Jul - Sept 2024.doc](#) 

7.2 Procurement Policy

[Report to Council - Procurement Policy.doc](#) 

[Procurement Policy.Nov.26.24.docx](#) 

Recommendation: THAT Council adopt District of Port Edward Procurement Policy Fin#508 with an effective date of December 1, 2024.

7.3 Permissive Tax Policy

[Permissive Tax Policy.docx](#) 

7.4 Office Closure Schedule for December 2024:

The District office will close at noon on Tuesday, December 24, and remain closed through Friday, December 27. The office will reopen on Monday, December 30, and close again at noon on Tuesday, December 31. Regular operations will resume on Thursday, January 2, 2025.

Recommendation: That Council approve the following office closure schedule for December 2024:

- Close at noon on Tuesday, December 24, 2024.
- Remain closed on Friday, December 27, 2024.
- Reopen on Monday, December 30, 2024, and close at noon on Tuesday, December 31, 2024.
- Resume regular operations on Thursday, January 2, 2025.

7.5 Economic Development: NCRD

Recommendation 1: THAT Council direct staff to apply for the Northern Development Initiative Trust (NDIT) Development Capacity Fund 2025 of \$50 000, with a focus on enhancing the District's economic development capacity.

Recommendation 2: THAT Council direct staff to draft a letter to the North Coast Regional District (NCRD) to explore the potential for Port Edward to make use of the NCRD Economic Development service, including an assessment of associated fees and service options

[Report to Council - NDIT and NCRD Ecn Dev.doc](#) 

7.6 Council Meeting Dates 2025

Regular Council Meetings are scheduled on the second and fourth Tuesday of each month, as outlined in the annual meeting schedule adopted by Council before December 31 of the preceding year. Exceptions include holding only one meeting on the second Tuesday in July, August, September, and December, and rescheduling meetings that fall on statutory holidays to the next business day.

Recommendation: THAT Council approve the 2025 Regular Meeting Schedule as follows, in accordance with the Council Procedure Bylaw:

- Regular Meetings of Council to be held on the second and fourth Tuesday of each month, except:

- i. Only one meeting will be held on the second Tuesday in July (July 8), August (August 12), September (September 9), and December (December 9).
- ii. When a Regular Meeting falls on a statutory holiday, the meeting will be rescheduled to the next business day.

2025 Regular Meeting Dates:

- **January:** 14, 28
- **February:** 11, 25
- **March:** 11, 25
- **April:** 8, 22
- **May:** 13, 27
- **June:** 10, 24
- **July:** 8
- **August:** 12
- **September:** 9
- **October:** 15, 28
- **November:** 12, 25
- **December:** 9

8. BYLAWS

[763 Bylaw Council Remuneration, Expenses and Benefits.docx](#) 

9. REPORTS FROM COUNCIL

10. QUESTIONS FROM AUDIENCE

Regarding Listed Agenda Items Only

11. NEW BUSINESS

11.1 **1. Resolution to Exclude the Public**

Recommendation: That the meeting be closed to the public under Section 90 of the Community Charter to consider items relating to one or more of the following:

90.1 (c) labour relations or other employee relations

(e) the acquisition, disposition or expropriation of land or improvement, if Council considers that disclosure could reasonably be expected to harm the interest of municipality

(m) a matter that, under another enactment, is such that the public may be excluded from the meeting

12. ADJOURNMENT