

**PORT EDWARD, HELD IN COUNCIL CHAMBERS, MUNICIPAL HALL ON  
TUESDAY, DECEMBER 14, 2021**

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**PRESENT:**

**COUNCIL**

Mayor Knut Bjorndal, Chair

**Zoom:** Councillors Franzen, Brown, and Kristoff

**Absent:** Councillor Mackenzie

**ADMINISTRATION:**

Danielle Myles Wilson, Chief Administrative Officer

**Zoom:** Polly Pereira, Director of Corporate  
Administrative Services and Strategic Projects

**Zoom:** Lorraine Page, Director of Finance

**MEDIA IN ATTENDANCE:**

**Zoom:** KJ Millar, The Northern View

**OTHER:**

**Zoom:** Tatlyana Walters, Port Edward Resident

**MOVED TO IN-CAMERA  
SPECIAL COUNCIL**

**CALL TO ORDER:**

Mayor Knut Bjorndal called the Regular Meeting to order at 7:01 pm on Tuesday, December 14, 2021.

**AGENDA:**

21-145      Moved by: Councillor Brown  
                  Seconded by: Councillor Franzen

**THAT** the Agenda dated December 14, 2021 be adopted as presented.

Carried Unanimously

**MINUTES:**

21-146      Moved by: Councillor Franzen  
                  Seconded by: Councillor Kristoff

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

Carried Unanimously

**BUSINESS ARISING:**

**PETITIONS AND/OR DELEGATION:**

**CORRESPONDENCE:**

- a) **Jaime Lucas, Project Coordinator, Roy Northern Land Environmental**  
**RE: Port Edward LNG- Project Notification Letter**

21-147 Moved by: Councillor Franzen  
Seconded by: Councillor Kristoff

**THAT** the letter dated November 23, 2021 regarding Port Edward LNG proposed amendment application to clarify some key points regarding the proposed traffic increase be received and filed.

Carried Unanimously

- b) **Tamara Dicken, Prince Rupert Minor Hockey Association**  
**RE: Grant in Aid**

21-148 Moved by: Councillor Brown  
Seconded by: Councillor Franzen

**THAT** the Grant in Aid Application dated November 30, 2021 requesting support to host the Minor Hockey Tournament scheduled for January 21-23, 2022 be received and filed; and

**FURTHER THAT** Council will contribute two hundred and fifty dollars towards this event.

Carried Unanimously

**REPORTS:**

- a) **Polly Pereira, Director of Corporate Administrative Services**  
**RE: 2022 Regional Recycling Advisory Committee- Appointment**

Council was presented with a report advising that the term of the District's representative on the Board has expired. The representative has been the CAO, Danielle Myles Wilson, and a representative from our community needs to be appointed.

21-149 Moved by: Councillor Bjorndal  
Seconded by: Councillor Brown

**NOW THEREFORE BE IT RESOLVED THAT** Council reappoints the CAO to the Regional Recycling Advisory Committee.

Carried Unanimously

**b) Polly Pereira, Director of Corporate Administrative Services**  
**RE: 2022 Regular Meeting of Council Schedule**

Council was presented with a report outlining the proposed dates for the 2022 Regular Council Meetings.

21-150 Moved by: Councillor Franzen  
Seconded by: Councillor Kristoff

**NOW THEREFORE BE IT RESOLVED THAT** Council accept the proposed 2022 Regular Council Meeting Schedule as presented.

Carried Unanimously

**c) Danielle Myles Wilson, Chief Administrative Officer**  
**RE: Development Variance Permit- 804 Oceanview Drive**

Council was presented with a report outlining the required setback versus the variance request. The renovation to this project started before the Provincial government required a Certified Building inspector to approve all permits. We had the inspector review this file and the owner has provided documentation signed off by a professional as per the BC Building Code. The request is to allow the encroachment into the setback of 2.04 metres for the back deck and 1.79 meters for the front entrance.

21-151 Moved by: Councillor Franzen  
Seconded by: Councillor Brown

**NOW THEREFORE BE IT RESOLVED THAT** Council approves the variance request as presented.

Carried Unanimously

**d) Danielle Myles Wilson, Chief Administrative Officer**  
**RE: 2022 Preliminary Capital Budget**

Council was presented with an updated 2022 Capital budget. The CAO provided an explanation of what is proposed for 2022 and what needs to be planned for future projects.

21-152 Moved by: Councillor Bjorndal  
Seconded by: Councillor Brown

**NOW THEREFORE BE IT RESOLVED THAT** Council accept the proposed draft 2022 Capital Budget as presented and in the new year Council proposed to have a meeting to discuss the buildings and facilities in more detail.

Carried Unanimously

**BYLAWS:**

a) **Lorraine Page, Director of Finance**  
**RE: Water Rates & Regulations Amendment Bylaw # 724, 2021-Adoption**

21-153 Moved by: Councillor Franzen  
Seconded by: Councillor Kristoff

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

**WHEREAS** at the last meeting, November 23<sup>rd</sup>, 2021 Council gave this bylaw first, second and third reading. A correction has been made to the numbering, this bylaw is to amend the District of Port Edward Water Rates & Regulations Bylaw # 535, 2013 not Water Rates & Regulation Amendment Bylaw # 704, 2019.

**NOW THEREFORE BE IT RESOLVED THAT** the District of Port Edward Water Rates and Regulations Amendment Bylaw # 724, 2021 be given final reading and adopted as presented.

Carried Unanimously

b) **Polly Pereira, Director of Corporate Administrative Services**  
**RE: District of Port Edward Fireworks Bylaw # 723**

21-154 Moved by: Councillor Brown  
Seconded by: Councillor Franzen

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

**WHEREAS** as presented to Council at the last meeting the current Fireworks bylaw is outdated and the new bylaw incorporates safety requirements. The new bylaw includes fees for use of public spaces, speaks to two types of fireworks low hazard and high hazard and their requirements as per the Federal Explosive Act and Explosives Regulations.

**NOW THEREFORE BE IT RESOLVED THAT** the District of Port Edward Fireworks Bylaw # 723 be given first, second and third reading as presented.

Carried Unanimously

**NEW BUSINESS:**

**RE: Highway 16 – Road Conditions**

21-155 Moved by: Councillor Brown  
Seconded by: Councillor Kristoff

Council wishes to send a letter to Rob Fleming, Minister of Transportation and Infrastructure regarding the state and conditions of Highway 16.

Carried Unanimously

**RE: Salvation Army & Wildlife Shelter**

21-156 Moved by: Councillor Bjorndal  
Seconded by: Councillor Brown

**THAT** Council wishes to make Christmas Season contribution to the Salvation Army for one thousand dollars and a contribution to the Wildlife Shelter for five hundred dollars.

Carried Unanimously

**REPORTS ON  
COUNCIL ACTIVITIES:**

**Councillor Franzen**

Reported on the North Coast Regional District Board meeting.

**Mayor**

Reported on an email sent to Ministry of Transportation, Regional Manager Dan Baker and MLA Jennifer Rice

Reported on the Prince Rupert Regional Airport meeting

Reported on the Port Edward Historical Society meeting

**REPORTS FROM  
IN-CAMERA:**

**RE: Watson Island Water Service Agreement**

CAO, Danielle Myles Wilson, provided a verbal report that at the last In-Camera Council meeting, Council approved in principal to provide water to Watson Island, final details of the agreement to be reviewed.

**RE: 2022 Council Appointments Report**

A report was presented outlining the 2022 Council appoints for the coming fiscal year.

**QUESTIONS FROM AUDIENCE:**

**ADJOURNMENT:**

21-157            On a motion by Councillor Kristoff the meeting was adjourned at 8:17 pm on Tuesday, December 14, 2021.

Carried Unanimously

**CERTIFIED CORRECT**

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Mayor

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Director of Corporate Administrative Services