

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF  
PORT EDWARD, HELD VIA ZOOM ON TUESDAY, JUNE 8, 2021**

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**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  
Lorraine Page, Director of Financial Services

**MEDIA IN ATTENDANCE:**

**OTHER:**

**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)(k)&(m).**

**CALL TO ORDER:**

Mayor Knut Bjorndal called the Regular Meeting to order at 7:04 pm on Tuesday, June 8, 2021.

**AGENDA:**

21-087            Moved by: Councillor Kristoff  
                      Seconded by: Councillor Brown

**THAT** the Agenda dated June 8, 2021 be adopted as presented.

Carried Unanimously

**MINUTES:**

21-088            Moved by: Councillor Franzen  
                      Seconded by: Councillor Brown

**THAT** the minutes of the Public Hearing meeting held on May 25, 2021 and the  
Regular Meeting of Council dated May 25, 2021 be adopted as presented.

Carried Unanimously

**BUSINESS ARISING:**

**PETITIONS AND/OR DELEGATION:**

**CORRESPONDENCE:**

- a) **Twyla Chamberlain, Chair, North Coast Community Services Society**  
**RE: Financial Request**

21-089 Moved by: Councillor Brown  
Seconded by: Councillor Franzen

**THAT** the Grant in Aid application submitted on June 2, 2021 to support the North Coast Community Services Society's- Kaien Fishing Derby be received and filed; and

**FURTHER THAT** Council will support this event by contributing five hundred dollars.

Carried Unanimously

- b) **Brian Frenkel, UBCM President, Union of British Columbia Municipalities**  
**RE: Gas Tax Agreement Community Works Fund Payment**

21-090 Moved by: Councillor Brown  
Seconded by: Councillor Kristoff

**THAT** the letter dated May 21, 2021 advising that the electronic transfer of \$78,433.58 will be made the first week of June be received and filed.

Carried Unanimously

- c) **Josie Osborne, Minister, Ministry of Municipal Affairs**  
**RE: UBCM Meeting**

21-091 Moved by: Councillor Franzen  
Seconded by: Councillor Kristoff

**THAT** the letter dated May 25, 2021 advising that the meeting requests for the upcoming UBCM must be submitted in June be received and filed; and

**FURTHER THAT** Council wishes to have a series of meeting that will include the Premier and Minister Osborne.

Carried Unanimously

**REPORTS:**

- a) **Lorraine Page, Director of Finance**  
**RE: 2020 Statement of Financial Information**

21-092 Moved by: Councillor Franzen  
Seconded by: Councillor Kristoff

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

These reports are required to be submitted on an annual basis to the Ministry of Municipal Affairs and Housing as well as a copy of the Audited Financial Statements. These reports outline the remuneration and expenses paid to employees over an annual salary of \$75,000 and remuneration paid to Council as well as other expenses. These schedules also provide the District's debt at December 31, 2020 and payments to supplies over \$25,000.

**NOW THEREFORE BE IT RESOLVED THAT** Council approves the 2020 Statement of Financial Information as submitted.

Carried Unanimously

- b) **Danielle Myles Wilson, Chief Administrative Officer**  
**RE: Sale of Wildwood Residential Lot**

21-093 Moved by: Councillor Kristoff  
Seconded by: Councillor Brown

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

The property was listed and an accepted offer (\$95,000) has been accepted with a covenant that requires a new build within two years' time.

Notice of the proposed sale has been posted at the Municipal Office; our website and advertised in our monthly newsletter as per the requirements of the Community Charter; and

**NOW THEREFORE BE IT RESOLVED THAT** the Council approves the sale of the municipal owned lot at 225 Wildwood Ave PID 031-367-658.

Carried Unanimously

**BYLAWS:**

- c) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**  
**RE: District of Port Edward Official Community Plan Bylaw # 712, 2020- Adoption**

21-094 Moved by: Councillor Franzen  
Seconded by: Councillor Kristoff

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

**WHEREAS** all the requirements have been met as outlined at the last Council meeting and now it's ready to be adopted.

**NOW THEREFORE BE IT RESOLVED THAT** the District of Port Edward Official Community Plan Bylaw # 712, 2020 be adopted as presented.

Carried Unanimously

- a) **Polly Pereira, Director of Corporate Administrative Services and Strategic Projects**  
**RE: District of Port Edward Zoning Bylaw # 713, 2020- Adoption**

21-095 Moved by: Councillor Franzen  
Seconded by: Councillor Brown

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

**WHEREAS** all the requirements have been met as outlined in the previous Council meeting and it's ready for adoption; and

**NOW THEREFORE BE IT RESOLVED THAT** the District of Port Edward Zoning Bylaw # 713, 2020 be adopted as presented.

Carried Unanimously

**NEW BUSINESS:**

**Councillor Brown**  
**RE: Kamloops Residential School**

Councillor Brown thanked Council for lowering the flag in paying respect to the 215 children that died in the Kamloops Residential School. He also requested that a letter be sent to the Federal Government requesting action.

21-096 Moved by: Councillor Brown  
Seconded by: Mayor Bjorndal

**THAT** Council send a letter to the to the federal government requesting a stronger focus on reconciliation with First Nations peoples and immediate implementation of the Truth and Reconciliation Commissions Calls to Action.

Carried Unanimously

**Council**  
**RE: Diana Lake Road**

21-097 Moved by: Councillor Brown  
Seconded by: Mayor Kristoff

**THAT** Council send a letter to Parks requesting that the road to Diana Lake be graded.

Carried Unanimously

**Council**  
**RE: Funding for Childcare Spaces**

21-098 Moved by: Councillor Brown  
Seconded by: Mayor Kristoff

**THAT** staff look into possible opportunities to establish a childcare facility in Port Edward, staff to conduct a survey of the community to see if there is a demand, also look into having an Operator and funding that might be available for developing a childcare facility.

Carried Unanimously

Councillor Kristoff inquired about the landscape at the Senior Centre and CAO, Danielle Myles Wilson, provided Council with an update.

**REPORTS ON**  
**COUNCIL ACTIVITIES:**

**ADJOURNMENT:**

21-099 On a motion by Councillor Kristoff the meeting was adjourned at 7:57 pm on Tuesday, June 8, 2021.

Carried Unanimously

**CERTIFIED CORRECT**

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Mayor

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Director of Corporate Administrative  
Services