

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF
PORT EDWARD, HELD IN COUNCIL CHAMBERS, MUNICIPAL HALL ON
TUESDAY, AUGUST 10, 2021**

PRESENT:

COUNCIL

Mayor Knut Bjorndal, Chair
Councillors, MacKenzie Kristoff, Brown
Zoom: Councillor Franzen

ADMINISTRATION:

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

MEDIA IN ATTENDANCE:

OTHER:

Bernie Bernkoff, Al Johnson, Alice Kruta, Clint & Debbie
Thompson, Ray MacIntosh, Stefanie Delissa, Merv
Oldstock, one unidentified person.

**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)(m).**

CALL TO ORDER:

Mayor Knut Bjorndal called the Regular Meeting to order at 7:00 pm on Tuesday, August 10,
2021.

AGENDA:

21-105 Moved by: Councillor Kristoff
Seconded by: Councillor MacKenzie

THAT the Agenda dated August 10, 2021 be adopted as presented.

Carried Unanimously

MINUTES:

21-106 Moved by: Councillor Brown
Seconded by: Councillor MacKenzie

THAT the minutes of the Regular Meeting of Council dated June 29, 2021 be
amended to correct spelling error on page 2:and

FURTHER THAT the minutes be adopted as amended.

Carried Unanimously

BUSINESS ARISING:

PETITIONS AND/OR DELEGATION:

CORRESPONDENCE:

- a) **Heidi Scribner, Administrator & Board Secretary, Municipal Insurance
Association**
RE: Municipal Insurance Association - AGM

21-107 Moved by: Councillor MacKenzie
Seconded by: Councillor Brown

THAT the email dated July 20, 2021 requesting a delegate to vote at the upcoming AGM scheduled for September 13th, 2021 be received and filed; and

FURTHER THAT the voting delegates for the Municipal Insurance Association remain the same, Mayor Bjorndal and Councillor Franzen as alternate #1 and that the email address for Councillor Franzen be updated with the Municipal Insurance Association.

Carried Unanimously

**b) Cathy Ulrich, President & CEO, Northern Health
RE: Fall 2021 – Northern Health & Community Stakeholders Meetings**

21-108 Moved by: Councillor
Seconded by: Councillor

THAT the letter dated July 22, 2021 inviting Council to attend a Northern Health & Community Stakeholders meeting be received and filed; and

FURTHER THAT Councillor Brown agreed to meet with Northern Health on the afternoon of September 15th.

Carried Unanimously

REPORTS:

**a) Danielle Myles Wilson, Chief Administrative Officer
RE: Shipping Containers on Residential Property**

On June 8, 2021 the updated Zoning Bylaw was adopted by Council, including new provisions for outdoor storage that disallow permanent use of shipping containers, cargo containers or rail cars on sites zoned A, R, RM, C1 or C2 unless completely enclosed within a building or structure. A cargo container may be located temporarily on a site for use to house waste building materials for a period not exceeding two years from the date of a Building Permit issuance and must be removed upon completion or expiry of that permit.

Staff have since identified 16 Port Edward properties that have one or more containers, and a letter will be sent regarding new requirements.

21-109 Moved by: Councillor Franzen
Seconded by: Councillor Brown

THAT Council accept the report as submitted.

Carried Unanimously

Alice Kruta had a question, she was informed that any questions will be address towards the end of the meeting under section 11 “**Questions from the Audience**”.

**b) Danielle Myles Wilson, Chief Administrative Officer
RE: Northern Development Initiative Trust – Northern Housing Incentive**

The District of Port Edward has an opportunity to apply for a grant to support the development of our community. This grant is for \$200,000 and the limit is \$10,000 per qualified dwelling. Staff have been working on developing a Housing policy that will establish criteria to qualify for this program.

21-110 Moved by: Councillor Brown
Seconded by: Councillor Kristoff

NOW THEREFORE BE IT RESOLVED THAT Council accepts the recommendation to approve the grant application to Northern Development Trust Initiative for the Housing Incentive Program.

Carried Unanimously

c) **Danielle Myles Wilson, Chief Administrative Officer**
RE: Council Code of Conduct

At the December 15th, 2020 Special Council meeting, Council made a motion to create a Code of Conduct policy and staff has conducted some research and a policy has been created.

21-111 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

NOW THEREFORE BE IT RESOLVED THAT Council approve the proposed Code of Conduct policy as presented.

Carried Unanimously

d) **Danielle Myles Wilson, Chief Administrative Officer**
RE: Consideration for Remedial Action Order

Council was provided a report with a brief history of the issues related to two properties on Skeena Drive. A timeline of staff's efforts have been provided for information as well as response and proposed actions provided to the owner and the most recent actions undertaken in regards to the properties. Following the property history an outline of the remedial action powers available under the Community Charter was included for Council's consideration.

21-112 Moved by: Councillor MacKenzie
Seconded by: Councillor Brown

NOW THEREFORE BE IT RESOLVED THAT Council accepts the recommendation to issue a remedial action order to the owner of these properties to address the conditions of the property and the removal from the properties all the nuisance and hazardous material stored on the properties within the next six months.

Carried Unanimously

e) **Danielle Myles Wilson, Chief Administrative Officer**
RE: Application to Northern Development Initiative Trust – Strategic Initiative Fund

An application to Northern Development Initiative Trust has been submitted for the Strategic Initiatives Fund to prepare the first phase of the Alder Avenue residential subdivision for development. In order to apply for the grant the District will need to contribute \$60,000 and a Council resolution is required.

21-113 Moved by: Councillor Franzen
Seconded by: Councillor MacKenzie

NOW THEREFORE BE IT RESOLVED THAT Council approve a maximum in-kind financial contribution of \$60,000 for remediation of the first phase of the Alder Avenue residential development in the 2022-2023 budget.

Carried Unanimously

**f) Lorraine Page, Director of Finance
RE: Purchasing Policy**

Council was provided a Purchasing Policy designed to assist District staff in meeting the District’s procurement objectives and to protect the District and its staff against potential litigation and perceived or actual conflicts of interest.

21-114 Moved by: Councillor MacKenzie
Seconded by: Councillor Kristoff

NOW THEREFORE BE IT RESOLVED THAT Council accepts Policy #2021-02 as presented.

Carried Unanimously

BYLAWS:

NEW BUSINESS:

**Council
RE: Highway 16**

Councillor Brown is concerned with the low number of pull outs along the highway between Port Edward and Prince Rupert and Ridley Island.

Councillor Kristoff is concerned about brushing along highways in Port Edward, comments that visibility is poor. He suggests that maybe a representative from O’Briens come and speak to Council.

**REPORTS ON
COUNCIL ACTIVITIES:**

QUESTIONS FROM AUDIENCE:

Bernie Bernkoff had questions about the lay down area, helicopter activity and trailer park zoning at Rainbow Lake.
Danielle Myles Wilson, CAO, will follow up on Mr. Bernkoff’s concerns.

Ray MacIntosh said he was reading the campground info and thinks the timeline for evicting residents is not viable. He would like to make sure the residents are looked after. Residents of the campground, Stefanie Delissa and Merv Oldstock both expressed their concerns about the lack of housing in the area.
Council had a chance to discuss this matter and it will be followed up at a later date.

ADJOURNMENT:

21-115 On a motion by Councillor Kristoff the meeting was adjourned at 8:14 pm on Tuesday, August 10, 2021.

Carried Unanimously

CERTIFIED CORRECT

Mayor

Director of Corporate Administrative Services