

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF
PORT EDWARD, HELD IN COUNCIL CHAMBERS ON TUESDAY OCTOBER 22,
2024**

PRESENT:

COUNCIL: Mayor Knut Bjorndal, Chair
Councillors: Dan Franzen, James Brown, Christine Mackenzie and Colleen McDonald
Absent:

ADMINISTRATION:

Mark Brown, Chief Administrative Officer
Pat Sibilleau, Chief Financial Officer
Daphne Thomson, Deputy Corporate Officer
Absent: Polly Pereira, Director of Corporate Administrative Services

CALL TO ORDER

Mayor Knut Bjorndal called the meeting to order at 7:02PM on October 22, 2024.
The Mayor opened the meeting by respectfully acknowledging we are meeting on the traditional unceded homeland and territories of the Tsimshian Peoples.

1. AGENDA:

24-208 Moved by: Councillor Franzen
Seconded by: Councillor Mackenzie

THAT the Agenda for the Regular Council Meeting of October 22, 2024 be adopted as presented.

Carried Unanimously

2. MINUTES:

24-209 Moved by: Councillor Franzen
Seconded by: Councillor Brown

THAT the minutes of the Regular Meeting of Council dated October 8, 2024 be approved as presented.

Carried Unanimously

3. BUSINESS ARISING -NIL

4. PETITIONS AND/OR DELEGATION: NIL

5. CORRESPONDENCE:

North Pacific Cannery Halloween Event – October 26, 2024

24-210 Moved by: Councillor Brown
Seconded by: Councillor Mackenzie

THAT the District of Port Edward Council approves a donation of \$500 to support the North Pacific Cannery's Halloween event on October 26, 2024.

Carried Unanimously

3. REPORTS:

A. Truth and Reconciliation Full Day Workshop – November 29, 2024 at Inn on the Harbour

For information purpose only

**B. Urban Systems – Truth and Reconciliation Additional Grant Applications
Date: October 22, 2024
By: Deputy Corporate Officer
File: B Report to Council - Urban System Additional Truth and Reconciliation Grant Application**

24-211 Moved by Councillor Franzen
Seconded by Councillor Mackenzie

THAT Council approves Urban Systems' application to the following two funding programs in support of the ongoing Truth and Reconciliation plan:

- 1. UBCM Community to Community Program (C2C)**
- 2. UBCM Indigenous Cultural Safety and Cultural Humility Training**

Carried Unanimously

**C. AB Consulting – UBCM Fire Equipment Grant
Date: October 22, 2024
By: Deputy Corporate Officer
File: C Report to Council - AB Consulting - Fire Equipment Grant Application**

24-212 Moved by Councillor Mackenzie
Seconded by Councillor Brown

THAT Council supports AB Consulting in submitting the grant application to the UBCM Community Emergency Preparedness Fund for additional fire equipment.

Carried Unanimously

D. PRPA Community Fund Application – Boat Launch

Date: October 22, 2024

By: Deputy Corporate Officer

File: D Report to Council - PRPA Community Fund Application – Boat Launch

24 – 213 Moved by: Councillor Franzen
 Seconded by: Councillor Mackenzie

THAT Council supports the submission of the PRPA Community Fund application for the Boat Launch Project, which will enhance local infrastructure and recreational opportunities.

Carried Unanimously

E. Urban System – Rural Economic Diversification and Infrastructure Program

Date: October 22, 2024

By: Deputy Corporate Officer

File: E Report to Council - Economic Development Plan, along with the appointment of Urban Systems as the consultant

24 – 214 Moved by: Councillor Mackenzie
 Seconded by: Councillor Franzen

THAT Council supports the submission of the REDIP grant application for the Economic Development Plan, with Urban Systems appointed as the consultant to apply on behalf of the District of Port Edward.

Carried Unanimously

F. October Staff Report

Date: October 22, 2024

By: Deputy Corporate Officer

File: F Report to Council - October Staff Report

24 – 215 Moved by: Councillor McDonald
 Seconded by: Councillor Mackenzie

THAT Council receives this report for information purposes regarding staff activities and training during October 2024, including the submission of the Alwyn Lake and Wolf Creek Dam OMS to the Province.

Carried Unanimously

G. Adoption of Accessibility Plan

Date: October 22, 2024

By: Deputy Corporate Officer

File: G Adoption of Accessibility Plan

24 – 216 Moved by: Councillor Mackenzie
 Seconded by: Councillor McDonald

Regional District is available on their website, and the Mayor further clarified that Council reports are mostly verbal.

- C. Another question inquired if reports to Council included on the agenda would be published on the website. It was explained that while previous individual reports may be requested, future reports will be added to the agendas on the website.
- D. A question arose about the new CAO, Mark Brown. CAO Brown introduced himself, and a follow-up question was asked regarding the Deputy Corporate Officer's role and whether the position is full-time. CAO Brown explained the role and responsibilities, stating that the position is currently on contract.
- E. A question was raised regarding the petition submitted by residents. The Mayor reiterated that discussions on this matter fall under section 90 of the Community Charter and are therefore, not public as confidentiality must be maintained by the District.
- F. A suggestion was made that details of the upcoming town hall meeting, including rules, date, time, regulations, and format, be included on a flyer and placed in every resident's mailbox, as well as distributed digitally.

24-220 Moved by Councillor Mackenzie
 Seconded by Councillor Brown

THAT Council approves the distribution of a flyer outlining the rules, date, time, regulations, and format for the upcoming town hall meeting. The flyer will be placed in every resident's mailbox and distributed digitally to ensure all residents are informed.

Carried Unanimously

NEW BUSINESS:

- A. Congratulatory Letter to Tamara Davidson**
- B. Congratulatory Letter to Cassiar Cannery**

24-221 Moved by: Councillor McDonald
 Seconded by: Councillor Franzen

THAT Council approves sending a letter of congratulations to Tamara Davidson on her election as the representative for North Coast-Haida Gwaii, extending best wishes for her success and expressing our eagerness to collaborate on future initiatives that benefit our region.

FURTHER, Council approves sending a letter of congratulations to Cassiar Cannery for winning the award for Best Wilderness and Scientific Retreat in Western Canada 2024 from the North American Business Awards, recognizing their outstanding achievement and contribution to our community.

Carried Unanimously

- C. Closed Meeting Session**

24-222 Moved by: Councillor Brown

Seconded by: Councillor Franzen

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 A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:
- (c) labour relations or other employee relations:
 - (m) a matter that under another enactment, is such the public may be excluded from the meeting.

NOW THEREFORE BE IT RESOLVED THAT the meeting be moved to the In-camera meeting.

Carried Unanimously

ADJOURNMENT:

24-223 Moved by: Councillor Franzen
 Seconded by: Councillor Brown

NOW THEREFORE BE IT RESOLVED THAT at 7:38 PM October 22, 2024 Regular Meeting of Council was adjourned.

CERTIFIED CORRECT

Knut Bjorndal, Mayor

Daphne Thomson, Deputy Corporate Officer