



Regular Meeting of the Council of the District of Port Edward

Tuesday, August 8, 2023

7:00 PM

District of Port Edward Council Chambers

Zoom Link Join: <https://us06web.zoom.us/j/85249907101>

Meeting ID: 852 4990 7101

AGENDA

We respectfully acknowledge we are meeting on the traditional unceded homeland and territories of the Tsimshian Peoples

1. Adoption of Agenda

Recommendation:

THAT the Agenda for the Regular Council Meeting of August 8, 2023 be adopted as presented.

2. Adoption of Minutes

Recommendation:

THAT the minutes of the July 11, 2023 Regular Council and July 31, 2023 Special Council meeting be adopted as presented.

3. Business Arising

4. Petitions & Delegation

5. Correspondence

a) **Melissa Ash, Black Press Media**

RE: Request for Support

b) **Prince Rupert Minor Basketball**

RE: Grant in Aid

c) **Peace River Regional District**

RE: BC Wildfire Service Fire Firegthing Equipment

**d) Roman Brochu, Prince Rupert and District Chamber of Commerce
RE: Golf Scramble Sponsorship**

6. Reports

7. Release from In-Camera:

The Oceanview Drive Rehabilitation project and mill and pave a portion of Sunset Drive has been awarded. This project will commence soon.

8. Bylaws

a) Director of Finance – District of Port Edward 5-Year Financial Plan Amendment Bylaw # 746, 2023

Recommendation: THAT Council gives three readings to the District of Port Edward 5-Year Financial Plan Amendment Bylaw # 746, 2023.

9. New Business

10. Reports on Council Activities

11. Questions from Audience – *Regarding Listed Agenda Items Only*

12. Adjournment

**RE: Motion to move to In-Camera at the end of Regular Council meeting as per
Community Charter Section 90(1):**

- (e)- the acquisition, disposition or expropriation of the land or improvements if the council considers that disclosure could be reasonably be expected to harm the interests of the municipality;
- (k)- negotiations and related discussions respecting the proposed provision of the municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

2a

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF PORT EDWARD, HELD IN COUNCIL CHAMBERS ON TUESDAY JULY 11, 2023

PRESENT:

COUNCIL

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

ADMINISTRATION:

Robert Grodecki, Chief Administrative Officer
Polly Pereira, Director of Corporate Administrative Services and Strategic Projects
Lorraine Page, Director of Financial Services

CALL TO ORDER:

Mayor Knut Bjorndal called the meeting to order at 7:00 pm on Tuesday July 11, 2023.

AGENDA:

23-113 Moved by: Councillor MacKenzie
 Seconded by: Councillor Brown

THAT the Agenda for the Regular Council Meeting of July 11, 2023 be amended to include item 5c (Sponsorship letter) and an additional item to the In-Camera Agenda (as per the Community Charter 90(1) (e) *the acquisition, disposition or expropriation of land or improvement, if the Council that disclosure could reasonably be expected to harm the interest of the municipality; and*

FUTHER THAT the Agenda be adopted as amended.

Carried Unanimously

MINUTES:

23-114 Moved by: Councillor Brown
 Seconded by: Councillor MacKenzie

THAT the minutes of the Regular Meeting of Council dated June 27, 2023 be adopted as presented.

Carried Unanimously

BUSINESS ARISING:

PETITIONS AND/OR DELEGATION:

CORRESPONDENCE:

- a) **Erin Mutrie, Rupert Runners**
RE: Grant in Aid

23-115 Moved by: Councillor Brown
 Seconded by: Councillor Franzen

THAT the grant in aid request dated July 5, 2023 be received and filed; and

FURTHER THAT Council contribute five hundred dollars towards the Cannery Road Race.

Carried Unanimously

- b) **National Aboriginal Day Committee**
RE: Thank You Card

23-116 Moved by: Councillor MacKenzie
 Seconded by: Councillor Brown

THAT the thank you card be received and filed.

Carried Unanimously

- c) **Ksim Lax Silda**
RE: Sponsorship Letter

23-117 Moved by: Councillor Brown
 Seconded by: Councillor MacKenzie

THAT the letter requesting sponsorship and the use of the hall for the Youth Canoe Team journey that is happening on July 24-31, 2023 be received and filed; and

FURTHER THAT Council will waive the fee for the use of the Community Center as well as the insurance fee and make a contribution of two hundred and fifty dollars towards this event.

Carried Unanimously

REPORTS:

- a) **RE: Development Variance Permit- 311 Spruce Avenue**

Council was provided a report from the Chief Administrative Officer dated July 11, 2023 regarding a Development Variance Permit. The request was to change the setbacks on one side from 1.5 meters to .3 meters. This report was presented to Council at the June 13, 2023

and public notification was provided following the June 13th Council meeting. Notices were provided to neighbouring properties and staff did not receive any comments regarding this development. A condition of the development has been issued to include a “no build” covenant on the adjacent property (Lot 18) also owned by the applicant.

23-118 Moved by: Councillor MacKenzie
 Seconded by: Councillor Franzen

NOW THEREFORE BE IT RESOLVED THAT Council approve the proposed request to change the setback on one side from 1.5 meters to .3 meters and that a condition for approval be that a covenant be registered in the adjacent property (Lot 18) with a “no build zone” as illustrated in the drawing provided.

Carried Unanimously

BYLAWS:

NEW BUSINESS:

The Mayor raised the issue of the North Pacific Cannery earth dam and how it needs some maintenance. Staff will investigate both short-term and long-term solutions to have the dam operate more efficiently. Engineering support is likely needed for the long-term solution.

REPORTS ON COUNCIL ACTIVITIES:

RE: North Coast Regional District – May 2023 Board Highlights

RE: North Coast Regional District – June 2023 Board Highlights

Mayor
Attended Canada Day celebration

**REPORTS FROM
IN-CAMERA:**

ADJOURNMENT:

23-119 Moved by: Councillor Franzen
 Seconded by: Councillor Brown

**RE: Motion to move to In-Camera at the end of Regular Council as per
Community Charter Section 90(1):**

- (a) personal information about an identified individual who holds or is being considered for a position as an officer, employee or agenda of the municipality or another position appointed by the municipality
- (e) the acquisition, disposition or expropriation of land or improvement, if the Council that disclosure could reasonably be expected to harm the interest of the municipality; and

NOW THEREFORE BE IT RESOLVED THAT at 7:27 pm the July 11, 2023 Regular Meeting of Council be adjournment and move to the In-camera meeting.

Carried Unanimously

CERTIFIED CORRECT

Knut Bjorndal, Mayor

Polly Pereira, Director Corporate
Administrative Services and Strategic
Projects

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MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE DISTRICT OF PORT EDWARD, HELD IN COUNCIL CHAMBERS ON MONDAY JULY 31, 2023

PRESENT:

COUNCIL

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

ADMINISTRATION:

Robert Grodecki, Chief Administrative Officer
Polly Pereira, Director of Corporate Administrative Services and Strategic Projects
Lorraine Page, Director of Financial Services

CALL TO ORDER:

Mayor Knut Bjorndal called the Special meeting to order at 7:00 pm on Monday July 31, 2023.

The Mayor opened the meeting by respectfully acknowledging we are meeting on the traditional territories of the Tsimshian Peoples.

AGENDA:

1. RESOLUTION TO EXCLUDE THE PUBLIC

23-118 Moved by: Councillor McDonald
 Seconded by: Councillor McKenzie

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 (g) litigation or potential litigation affecting the municipality;
 (k) negotiation and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, Council reasonably be expected to harm the interests of the municipality if they were held in public.

ADJOURNMENT:

NOW THEREFORE BE IT RESOLVED THAT at 7:01 pm the July 31, 2023 Special Meeting of Council be adjourned and move to an In-camera meeting.

Carried Unanimously

ds

CERTIFIED CORRECT

Knut Bjorndal, Mayor

Polly Pereira, Director Corporate
Administrative Services and Strategic
Projects

RECEIVED
JUL 21 2023

 **Black Press Media**

DISTRICT OF PORT EDWARD

5a

July 14, 2023

Mayor and Council
District of Port Edward
770 Pacific Ave
Port Edward, BC
V0V 1G0

Dear Mayor and Council:

We are writing to ask the District of Port Edward to show its support for local news media by following the example of the Province of British Columbia and the Federal and Quebec governments and stop all advertising with Meta platforms Facebook and Instagram. We are also asking that you direct staff to divert the portion of your advertising budget spent on Meta to invest in local news media.

The Northern View needs your assistance to safeguard the ongoing ability of our journalists to continue to report freely on matters of public interest. Canadian media is facing unprecedented challenges that are affecting our ability to continue to publish journalism that readers can trust. Our huge audience growth over the past ten years isn't reflected in the advertising investment by governments and private corporations. As audience numbers continued to grow at an unprecedented pace, media investment supporting Canadian news organizations has dropped from 23.1 per cent in 2014 to a mere 5.7 per cent in a five-year span.

With the passage of Bill C-18, the Online News Act, Meta has announced it will remove all accredited news content from its pages rather than negotiate a fair deal with Canadian news media. Google has also indicated that unless its demands are met, it will deindex news organizations, making it impossible for Canadians to find local news sources using Google search.

More than ever, democratic principles are under attack from bad actors that spread information at a rate only made possible by algorithm-driven mega-companies like Meta that control almost every facet of our information networks.

Trusted news sources like The Northern View are an important indicator of a thriving democracy. We've gained huge audiences by adding balance in an increasingly unbalanced world and by helping to communicate the work being done by many non-profit organizations, service clubs, business associations and individuals to build a better community for all. Black Press Media averages more than 4.1 million unique

views a month on our news sites including The Northern View and we employ more BC-based journalists than any other BC news organization.

We ask that the District of Port Edward use its economic clout and join its provincial and Canadian counterparts and governments around the world that are taking a stand at this crucial time in history to proclaim that the power to decide how and what information is shared isn't the purview of an elite group of foreign-based players, but should be in the hands of democratic governments and the people who elect them.

We thank you for your time and we trust District of Port Edward will side with Canadian news media and the democratic principles that have shaped our country.

Sincerely,



Melissa Ash
Publisher
The Northern View
melissa.ash@thenorthernview.com
250-624-8088

RECEIVED
JUL 24 2023



District of Port Edward
Grant in Aid Application Form
POLICY #2020-1

DISTRICT OF PORT EDWARD

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Name of Organization: Prince Rupert Minor Basketball
Date: August 9, 2022
Contact Person: Kristy Maier
Phone Number: 250-600-0131

Amount of grant requested: \$250.00

Briefly describe the purpose for which you are requesting this grant:

We are requesting a sponsorship for our league so we can run a quality basketball program for players grade 3-8. League Sponsorship pays for rent, and refs, and keeps the cost to parents low.

Please demonstrate how this project or event meets the criteria of the District of Port Edward Grant in Aid Policy:

As a non-profit organization, we provide a quality basketball program to our players from September to December. The players grade 3-8 get two practices a week, and a game on the weekends. PRMBA focus's on players skill, and overall health by giving the players the opportunity to play in a fun, motivating and healthy environment. Our program is run by a volunteer board, as well as volunteer coaches and assistant coaches. We pay the CHSS boys basketball team to ref our games, and some of those players also volunteer to help with practices. This program is available to all Prince Rupert, Port Edward and surrounding areas children grades 3-8, of all skill level.



PEACE RIVER REGIONAL DISTRICT

July 31, 2023

UBCM Member local Governments

VIA Email

Re: BC Wildfire Service Fire Fighting Equipment

Dear Mayor and Council / Board of Directors

At its June 29, 2023, Regular Meeting, the Peace River Regional District Chair and Directors endorsed the following resolution and resolved that it be forwarded to the UBCM members for consideration of support:

WHEREAS, the province of British Columbia is prone to wildfires, which pose significant threats to public safety, communities, property, and the environment, and where climate change has contributed to an increase in the frequency, intensity, and severity of wildfires, thereby placing an unprecedented strain on available firefighting equipment;

AND WHEREAS, the Provincial Government has the responsibility to ensure that the BC Wildfire Service has adequate resources, including equipment, to effectively respond to and manage wildfires to safeguard lives, protect infrastructure, and preserve the natural environment, and where the effectiveness and efficiency of the BC Wildfire Service's operations in the containment of wildfires heavily depend on the availability of adequate equipment and resources:

THEREFORE BE IT RESOLVED that the Provincial Government take immediate action to ensure that BC Wildfire is provided with all available firefighting equipment, including Coulson Aviation's Next Gen fire suppression equipment, and any other available Canadian company with aviation firefighting equipment, to combat wildfires during increased demand during peak wildfire seasons;

AND BE IT FURTHER RESOLVED that the Provincial Government explore partnerships with federal agencies, neighboring provinces, and available contractors to enhance equipment sharing and mutual aid agreements, ensuring a more robust response to wildfires and promoting regional collaboration in firefighting efforts.

Yours truly,

Leonard Hiebert

Leonard Hiebert
Chair

Background information on this resolution is enclosed for reference.

5c

RECEIVED
JUL 31 2023

DISTRICT OF PORT EDWARD

diverse. vast. abundant.



PEACE RIVER REGIONAL DISTRICT

BACKGROUND INFORMATION:

Wildfires pose a significant threat to public safety, communities, infrastructure, and wildlife. In British Columbia, wildfires have increased in frequency and severity in recent years. The efficient and effective management of wildfires requires access to a well-equipped and adequately resourced firefighting force, allowing BC Wildfire to respond rapidly to suppress and contain wildfires and sustain firefighting efforts during prolonged operations, minimizing their destructive impact. Inadequate access to firefighting equipment can lead to delayed response times, compromising firefighting efforts, and increased risk to human life and property. Therefore, the Province must ensure that BC Wildfire can access all available firefighting equipment.

REPLY TO: Peace River Regional District at prrd.dc@prrd.bc.ca

[hosting.ca: Barracuda Detected Spam] Golf Scramble Sponsorship Opportunity

Roman Brochu [rupertchamber@gmail.com]

Sent: July 13, 2023 3:47 PM

To: info

Importance: Low

Attachments: Green Photo Golf Tournamen~1.pdf (543 KB)

5d

Dear Danielle,

We hope this email finds you well. We are reaching out to invite your esteemed company to become a sponsor for our upcoming golf scramble event. If you are interested in becoming a sponsor or have any questions, please do not hesitate to reach out to me at your convenience. I am happy to discuss the available opportunities and tailor a sponsorship package that best suits your business objectives.

Thank you for considering this partnership opportunity. We are looking forward to your support in making our golf scramble a memorable and successful event. Together, let's create an extraordinary experience for all participants.

Best regards,

Roman Brochu
Executive Director
Prince Rupert and District Chamber of Commerce
Phone: 778-884-9291
Email: rupertchamber@gmail.com



Prince Rupert & District Chamber of Commerce Golf Scramble

When & Where

August 18, 2023
9 AM - 5 PM
Prince Rupert Golf Course
523 9 Ave W, Prince
Rupert, BC
V8J 2S9
(250) 624-2000

Invitation

We are thrilled to extend an invitation to you to become a sponsor for our upcoming golf scramble event, scheduled to take place on August 18th, 2023, starting at 9 am. Breakfast and Dinner will be provided with special draws at Dinner!

This exciting event will be a 9-hole scramble with a shotgun start, offering an excellent opportunity for networking, friendly competition, and community engagement.

We believe that your company's support as a sponsor will play a vital role in ensuring the success of this event.

Prince Rupert & District Chamber of Commerce



GOLF SCRAMBLE

AUGUST 18TH 2023
9 AM START

Team Limit & Cost

Limited to 18 teams, each team consisting of 4 players, our golf scramble will host a total of 72 participants.

The Registration fee is \$100 per person, or \$375 per team of 4.

The event will feature several sponsorship levels, each offering unique rewards and benefits to our valued sponsors.

<p>Level</p> <p>GOLD (3 Spots)</p>	<p>Amount</p> <p>\$2000</p>	<p>Benefits</p> <ul style="list-style-type: none"> • Complimentary entry for one team (4 players) into the scramble. • Prominent Logo Placement on all major signage, including digital and print marketing materials. • Logo visibility during the event, with special recognition by the emcee • Opportunity to set up a table at the tee box to network and showcase promotional materials, games, and giveaways.
<p>Level</p> <p>SILVER (5 spots)</p>	<p>Amount</p> <p>\$1000</p>	<p>Benefits</p> <ul style="list-style-type: none"> • Logo placement on all event marketing materials including digital and print materials. • Recognition by the emcee during the event. • Opportunity to set up a table at the tee box to network and showcase promotional materials, games, and giveaways.
<p>Level</p> <p>BRONZE (9 Spots)</p>	<p>Amount</p> <p>\$500</p>	<p>Benefits</p> <ul style="list-style-type: none"> • Hole sponsorship with logo placement on all signage, including digital and print marketing materials. • Special recognition by the emcee during the event. • Opportunity to set up a table at the tee box to network and showcase promotional materials, games, and giveaways.
<p>Level</p> <p>HOLE IN ONE - MALE/FEMALE LONGEST DRIVE - MALE/FEMALE CLOSEST TO THE KEG - MALE/FEMALE</p>	<p>Amount</p> <p>\$500</p>	<p>Benefits</p> <ul style="list-style-type: none"> • Logo placement on all event marketing materials including digital and print materials • Recognition by the Emcee during the event



DISTRICT OF PORT EDWARD

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REPORT FOR COUNCIL

Date: August 8th, 2023
To: Robert Grodecki, CAO
From: Lorraine Page, Director of Finance
Subject: Financial Plan Amendment Bylaw No. 746, 2023

RECOMMENDATION: That Council give three readings to Financial Plan Amendment Bylaw No. 746.

BACKGROUND:

Under the Community Charter a municipality may amend a financial plan by bylaw at any time. The following are changes to the Capital budget proposed by the FINANCIAL PLAN AMENDMENT BYLAW NO. 746, 2023. These changes are to address road work costs that were unknown when the initial Financial Plan was adopted on April 25th, 2023. These changes will draw from reserves and will not result in any changes to the approved operating budget.

Amendment to the 2023 Financial Plan:

An additional \$760,000 Transfer from General Capital Reserve to fund the Oceanview Drive Road Rehabilitation project including an addendum to mill and pave a portion of Sunset Drive.

Submitted by



Lorraine Page, Director of Finance

Approved for submission to Council



Robert Grodecki, Chief Administrative Officer



DISTRICT OF PORT EDWARD FINANCIAL PLAN AMENDMENT BYLAW NO. 746, 2023

A BYLAW OF THE DISTRICT OF PORT EDWARD AMENDING THE 5 YEAR FINANCIAL PLAN 2023 – 2027

As per the Community Charter, Part 6 – Financial Management Section 165 and 166, the Council of the District of Port Edward, in open meeting assembled, enacts as follows:

1. That Schedule "A" attached hereto and made a part of this bylaw is hereby declared to be the 5-year Amended Financial Plan of the District of Port Edward, for the years ending December 31, 2023, 2024, 2025, 2026 and 2027.
2. This bylaw may be cited for all purposes as the "District of Port Edward 5-Year Financial Plan Amendment Bylaw No. 746, 2023."

READ a first time this th day of August, 2023;
READ a second time this th day of August, 2023;
READ a third time this th day of August, 2023;

RECONSIDERED AND ADOPTED this th day of September, 2023.

Knut Bjorndal
Mayor

Polly Pereira
Director of Corporate Administrative Services

Certified a true copy of Bylaw 746, 2023
cited as "5 Year Financial Plan Amendment Bylaw No. 746, 2023 "

Schedule "A"
"District of Port Edward 5-Year Financial Plan Amendment Bylaw No. 746, 2023"

	2023	2024	2025	2026	2027
REVENUES:					
TAXES:					
RESIDENTIAL, CLASS 1	279,296	286,279	292,004	297,844	303,801
UTILITY, CLASS 2	600,090	615,093	627,394	639,942	652,741
LIGHT INDUSTRY, CLASS 5	17,545	17,984	18,344	18,710	19,085
BUSINESS/OTHER, CLASS 6	204,386	209,496	213,686	217,959	222,319
RECREATION/NON-PROFIT, CLASS 8	2,135	2,188	2,232	2,277	2,322
WATER & SEWER USER RATES	348,000	354,960	362,059	369,300	376,686
GRANTS IN LIEU OF TAXES	130,000	131,300	132,613	133,939	135,279
RIDLEY ISLAND TAX SHARE	950,000	959,500	969,095	978,786	988,574
FRANCHISE FEES	130,000	131,300	132,613	133,939	135,279
SALE OF SERVICES & OWN SOURCES	211,800	214,768	217,783	220,845	223,955
COMMUNITY PROTECTION GRANT	305,000	308,050	311,131	314,242	317,384
OTHER GRANTS	58,000	58,000	58,000	58,000	58,000
INTEREST & PENALTIES	69,000	69,690	70,387	71,091	71,802
TRANSFER FROM OTHER FUNDS	3,547,000	500,000	500,000	200,000	200,000
TOTAL REVENUES	\$ 6,852,253	\$ 3,858,607	\$ 3,907,340	\$ 3,656,875	\$ 3,707,226
	100%	100%	100%	100%	100%
EXPENDITURES:					
DEBT INTEREST	57,750	57,750	57,750	57,750	57,750
DEBT PRINCIPAL	74,912	74,912	74,912	74,912	74,912
GENERAL GOVERNMENT SERVICES	882,860	905,340	920,784	935,164	954,720
BC TRANSIT	110,000	110,000	110,000	110,000	110,000
PUBLIC WORKS SERVICES	952,050	987,854	1,014,091	1,041,477	1,072,092
PROTECTIVE SERVICES	99,543	100,834	102,072	103,266	104,523
SEWER SERVICES	142,735	137,617	139,631	141,678	144,421
WATER SERVICES	344,625	343,173	347,728	352,351	358,211
TRANSFER TO RESERVES	550,000	550,000	550,000	550,000	550,000
CAPITAL EXPENDITURES	3,547,000	500,000	500,000	200,000	200,000
TOTAL EXPENDITURES	\$ 6,761,475	\$ 3,767,479	\$ 3,816,968	\$ 3,566,596	\$ 3,626,629
	100%	100%	100%	100%	100%
BUDGETED SURPLUS (-) or DEFICIT	\$ (90,778)	\$ (91,128)	\$ (90,373)	\$ (90,279)	\$ (80,597)
TOTAL	\$ 6,852,253	\$ 3,858,607	\$ 3,907,340	\$ 3,656,875	\$ 3,707,226
	100%	100%	100%	100%	100%

Permissive Tax Exemption:
 Anglican Synod Diocese of Caledonia