

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE DISTRICT OF
PORT EDWARD, HELD IN COUNCIL CHAMBERS, MUNICIPAL HALL ON TUESDAY
NOVEMBER 14, 2017**

PRESENT:

COUNCIL

Mayor Dave MacDonald, Chair
Councillor: James Brown, Dan Franzen and Christine
Mackenzie
Absent: Councillor Grant Moore

ADMINISTRATION:

Bob Payette, Chief Administrative Officer
Lorraine Page, Director of Finance Services
Absent: Polly Pereira, Director of Corporate Services

MEDIA IN ATTENDANCE:

OTHER:

Paul Wellington and Mark Huscroft, Opus International
Consultants

CALL TO ORDER:

Mayor MacDonald called the Meeting to order at 7:00 pm on Tuesday, November 14, 2017.

AGENDA:

17-172 Moved by: Councillor Franzen
Seconded by: Councillor Mackenzie

THAT the Agenda dated November 14, 2017 be amended to include item 9(b); and

FURTHER THAT the agenda be adopted as amended.

Carried Unanimously

MINUTES:

17-173 Moved by: Councillor Mackenzie
Seconded by: Councillor Franzen

THAT the minutes of the Regular Meeting of Council dated October 23, 2017 be
adopted as presented.

Carried Unanimously

BUSINESS ARISING:

PETITIONS AND/OR DELEGATION:

CORRESPONDENCE:

- a) **Anna Ashley, Sr. Girls Basketball Coach, Charles Hays Secondary School**
RE: Donation Request

17-174 Moved by: Councillor Franzen
Seconded by: Councillor Brown

THAT the letter dated October 24, 2017 requesting financial support towards the Rainmaker's Basketball team Loonie Auction be received and filed; and

FURTHER THAT Council will contribute \$200 towards this event.

Carried Unanimously

- b) **Honourable Lisa Beare, Minister of Tourism, Arts and Culture**
RE: UBCM Meeting

17-175 Moved by: Councillor Franzen
Seconded by: Councillor Mackenzie

THAT the letter dated November 2, 2017 as a follow up to the meeting that took place during the UBCM conference be received and filed.

Carried Unanimously

- c) **Honourable Rob Fleming, Minister of Education**
RE: UBCM Meeting

17-176 Moved by: Councillor Franzen
Seconded by: Councillor Mackenzie

THAT the email dated November 1, 2017 as a follow up to the meeting that took place during the UBCM conference be received and filed.

Carried Unanimously

- d) **Cathy Ulrich, President & Chief Executive Officer, Northern Health**
RE: UBCM Meeting

17-177 Moved by: Councillor Mackenzie
Seconded by: Councillor Franzen

THAT the letter dated October 23, 2017 as a follow up to the meeting that took place during the UBCM conference be received and filed.

Carried Unanimously

- e) **Honourable Katrine Conroy, Minister of Children & Family Development**
RE: Proclaim – Adoption Awareness Month

17-178 Moved by: Councillor Brown
Seconded by: Councillor Mackenzie

THAT the email dated November 3, 2017 requesting Council to proclaim November as Adoption Awareness Month be received and filed; and

FURTHER THAT Council proclaims November as Adoption Awareness Month.

Carried Unanimously

REPORTS:

- a) **Polly Pereira, Director of Corporate Administrative Services**
RE: Economic Development Capacity Building and Grant Writing Funding

17-179 Moved by: Councillor Mackenzie
Seconded by: Councillor Brown

THAT the Economic Development Capacity Building and Grant Writing Funding Report be accepted as submitted; and

WHEREAS the District has an opportunity to apply for the above grants EDCB for \$50,000 and GW for \$8,000 through Northern Development Initiative Trust; and

NOW THEREFORE BE IT RESOLVED that Council pass a motion supporting staff to apply for the Economic Development Capacity Building and Grant Writing Funding and commit to contributing \$2,500.

Carried Unanimously

- b) **Polly Pereira, Director of Corporate Administrative Services**
RE: Marketing Initiatives

17-180 Moved by: Councillor Franzen
Seconded by: Councillor Brown

THAT the Marketing Initiatives Report from Polly Pereira, Director of Corporate Administrative Services be accepted as submitted; and

WHEREAS the grant for \$20,000 will be used to upgrade our website and support North Pacific Cannery in developing a multi-faceted marketing campaign to attract more visitors and market NPC to the cruise ships; and

NOW THEREFORE BE IT RESOLVED that Council pass a motion to support this project by providing the required matching funding of \$20,000.

Carried Unanimously

- c) **Polly Pereira, Director of Corporate Administrative Services**
RE: North Pacific Cannery Bunkhouse Facility

17-181 Moved by: Councillor Mackenzie
Seconded by: Councillor Franzen

THAT the North Pacific Cannery Bunkhouse Facility Report from Polly Pereira, Director of Corporate Administrative Services be accepted as submitted; and

WHEREAS this project is estimated to cost approximately \$360,000 and funding sources will be NDI \$250,000, the Prince Rupert Port Authority \$100,000 and the Port Edward Historical Society \$10,000; and

NOW THEREFORE BE IT RESOLVED that Council pass a motion to support the Port Edward Historical Society's grant application to Northern Development Trust Initiative to restore the bunkhouse.

Carried Unanimously

- d) **Polly Pereira, Director of Corporate Administrative Services**
RE: Council Action Items

17-182 Moved by: Councillor Moore
Seconded by: Councillor Brown

THAT the Action Items Report from Polly Pereira, Director of Corporate Administrative Services be accepted as submitted; and

NOW THEREFORE BE IT RESOLVED that Council accepts the Council Action Items as presented.

Carried Unanimously

COMMITTEE REPORTS:

Mayor

- Attended the Remembrance Day ceremony

BYLAWS:

- a) **Polly Pereira, Director of Corporate Administrative Services**
RE: District of Port Edward Council Remuneration Bylaw # 680, 2017

17-183 Moved by: Councillor Brown
Seconded by: Councillor Moore

THAT the proposed bylaw be received as submitted; and

WHEREAS Council gave 1st, 2nd and 3rd readings to the District of Port Edward Council Remuneration Bylaw #680, 2017 on October 23, 2017 Regular Meeting of Council; and

NOW THEREFORE BE IT RESOLVED THAT Council gives the 4th and final reading to the District of Port Edward Council Remuneration Bylaw #680, 2017 and adopts it as presented.

Carried Unanimously

NEW BUSINESS:

- a) **Bob Payette, Chief Administrative Officer**
RE: Motion to move to In-Camera at the end of Regular Council as per Community Charter Section 90(1)(e)

17-184 Moved by: Councillor Mackenzie
Seconded by: Councillor Franzen

THAT as per Community Charter Section 90(1) "A part of Council Meeting" may be closed to the public if the subject matter being considered relates to or is one or more of the following section 90(1)(e); and

NOW THEREFORE BE IT RESOLVED THAT at the close of the November 14, 2017 Regular meeting of Council, and an In-camera meeting will be held.

Carried Unanimously

- b) **Bob Payette, Chief Administrative Officer**
RE: Federation of Canadian Municipalities Conference

17-185 Moved by: Councillor Mackenzie
Seconded by: Councillor Franzen

THAT the Federation of Canadian Municipalities Conference takes place May 31st to June 3rd 2018; and

FURTHER THAT Council will discuss and decide whether to attend.

Carried Unanimously

c) **Councillor Brown**
RE: Homelessness

17-186 Moved by: Councillor Brown
Seconded by: Councillor Mackenzie

THAT staff provide Council information on the Province's plan to address Homelessness.

Carried Unanimously

COUNCIL DISCUSSION:

UNFINISHED BUSINESS:

ADJOURNMENT:

17-187 On a motion by Councillor Franzen the meeting was adjourned at 7:30 pm on Tuesday, November 14, 2017.

Carried Unanimously

CERTIFIED CORRECT

Mayor

Director of Finance Services