



## REGULAR MEETING

For the **REGULAR MEETING** of Council to be held on Monday, March 11, 2024, at 7:00 pm in the Council Chambers of City Hall, 424 – 3<sup>rd</sup> Avenue West, Prince Rupert, B.C.

### 1. CALL TO ORDER

### 2. INTRODUCTION OF LATE ITEMS

### 3. APPROVAL OF AGENDA

**Recommendation:**

THAT the Agenda for the Regular Council Meeting of March 11, 2024, be adopted as presented.

### 4. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS

### 5. CONSENT AGENDA

#### a) Council minutes

- i. Minutes of the Regular Meeting of February 26, 2024;
- ii. Minutes of the Committee of the Whole Meeting of February 26, 2024;

#### b) Reports

- iii. Council Resolution Status updates to February 2024;
- iv. Development Activity Report for February 2024;

#### c) Correspondence

- v. Northern Development Initiative Trust Re: Invitation to Support Northern BC Public Transit Campaign;

**Recommendation:**

THAT all items on the Consent Agenda be approved as requested.

### 6. REPORTS

#### a) Report from City Manager Re: Updated 2023 to 2026 Strategic Plan.

**Recommendation:**

THAT Council approve the updated (2024) 2023 to 2026 Strategic Plan and direct staff to proceed with implementation.

**b) Report from Director of Corporate & Legislative Services/Corporate Officer Re: 234 – 11<sup>th</sup> Avenue East: Remedial Action Order.**

**Recommendation:**

THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will proceed with the building removal located at 234 – 11<sup>th</sup> Avenue East with the costs of removal placed on the property taxes for the said property;

AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;

AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*;

AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.

**c) Report from Director of Corporate & Legislative Services/Corporate Officer Re: 309 McBride Street: Remedial Action Order.**

**Recommendation:**

THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will proceed with the building removal located at 309 McBride Street with the costs of removal placed on the property taxes for the said property;

AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;

AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*;

AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.

**d) Report from Director of Corporate & Legislative Services/Corporate Officer Re: 1056 – 8<sup>th</sup> Avenue East: Remedial Action Order.**

**Recommendation:**

THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will

proceed with the building removal located at 1056 – 8<sup>th</sup> Avenue East with the costs of removal placed on the property taxes for the said property;

AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;

AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*;

AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.

**7. COUNCIL ROUND TABLE**

**8. ADJOURNMENT**



## MINUTES

For the **REGULAR MEETING** of Council to be held on February 26, 2024, at 7:00 pm in the Council Chambers of City Hall, 424 – 3<sup>rd</sup> Avenue West, Prince Rupert, B.C.

**PRESENT:** Mayor H. Pond  
Councillor G. Randhawa  
Councillor B. Cunningham  
Councillor N. Adey  
Councillor T. Forster  
Councillor W. Niesh  
Councillor R. Skelton-Morven

**STAFF:** R. Buchan, City Manager  
C. Bomben, Chief Financial Officer  
M. Pope, Director of Development Services  
R. Paras, Planner  
V. Stewart, Manager of Communications, Engagement & Social Development

### 1. CALL TO ORDER

The Mayor called the Regular Meeting of Council to order at 7:22 pm.

### 2. INTRODUCTION OF LATE ITEMS

Added as items:

- 6.d) Letter of support for northern process re: BC Ferries service;
- 6.e) Letter from North West Regional Hospital District re: Voting strength allocation on North West Regional Hospital District board.

### 3. APPROVAL OF AGENDA

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT the Agenda for the Regular Council Meeting of February 26, 2024, be adopted as presented and amended.

CARRIED

### 4. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS

- a) Frank Chirico and Salvatore Chirico (Vancouver, BC) - spoke to item 6 a) 201 – 2<sup>nd</sup> Avenue West: Remedial Action Order.

### 5. CONSENT AGENDA

- a) **Council minutes**
  - i. Minutes of the Regular Meeting of Feb 12, 2024;

**b) Reports**

- ii. Report from Director of Operations & Intergovernmental Relations Re: Street Lights Out on the Ministry Highway Corridor; and,

**c) Correspondence**

- iii. Request for Letter of Support from the Prince Rupert & District Metis Society.

MOVED by Councillor Adey and seconded by Councillor Skelton-Morven THAT all items on the Consent Agenda be accepted as noted and filed.

CARRIED

**6. REPORTS**

**a) Report from Director of Corporate & Legislative Services Re: 201 – 2<sup>nd</sup> Avenue West: Remedial Action Order.**

MOVED by Councillor Niesh and seconded by Councillor Forster THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will proceed with the building removal located at 201 – 2<sup>nd</sup> Avenue West with the costs of removal placed on the property taxes for the said property;

AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;

AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*; and,

AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.

CARRIED

**b) Report from Director of Corporate & Legislative Services Re: 1913 – 7<sup>th</sup> Avenue East: Remedial Action Order.**

MOVED by Councillor Skelton-Morven and seconded by Councillor Cunningham THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will proceed with the building removal located at 1913 – 7<sup>th</sup> Avenue East with the costs of removal placed on the property taxes for the said property;

AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;

AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*;

AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.

CARRIED

**c) Report from Chief Financial Officer Re: Speculation and Vacancy Tax NCLGA Resolution.**

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT Council endorse the attached resolution and submit it for consideration at the 2024 NCLGA Annual General Meeting.

CARRIED

**d) Letter of Support for Northern Process Re: BC Ferries Service.**

MOVED by Councillor Cunningham and seconded by Councillor Forster THAT Council direct staff to write a letter of support for a dedicated northern process as it relates to BC Ferries long-term vision for servicing the North and Central Coast population.

CARRIED

**e) Letter from North West Regional Hospital District Re: Voting Strength Allocation on North West Regional Hospital District Board.**

MOVED by Councillor Forster and seconded by Councillor Adey THAT Council assigns Councillor Cunningham 3 votes, Mayor Pond 2 votes of the 5 votes allocated on the North West Regional Hospital District Board and that the North West Regional Hospital District Board be informed of the voting strength assigned.

CARRIED

**7. BYLAWS**

**a) City of Prince Rupert Zoning Amendment Bylaw No. 3506, 2023.**

MOVED by Councillor Adey and seconded by Councillor Forster THAT Council gives fourth and final reading to the City of Prince Rupert Zoning Amendment Bylaw No. 3506, 2023.

CARRIED

(Councillor Forster left the meeting citing conflict of interest: 7:55 pm;

**8. NOTICE OF MOTIONS**

- a) MOVED by Councillor Randhawa and seconded by Councillor Adey THAT City of Prince Rupert invite representatives from business and industry, government, local First Nations, Northern Health and the medical community, to discuss and implement strategies that support recruitment and retention of medical professionals in Prince Rupert, with an immediate focus on physicians.

CARRIED

- b) MOVED by Councillor Adey and seconded by Councillor Skelton-Morven THAT the City consult with Northern Health regarding the appropriate public use of Emergency Services, publicly available alternatives for non-emergency services, and to support Northern Health by using the City's communications to publicize the resulting information.

CARRIED

(Councillor Forster returned to the meeting: 8:05 pm)

**9. COUNCIL ROUND TABLE**

**10. ADJOURNMENT**

MOVED by Councillor Skelton-Morven and seconded by Councillor Cunningham THAT the meeting be adjourned at 8:22 p.m.

CARRIED

Confirmed:

\_\_\_\_\_  
MAYOR

Certified Correct:

\_\_\_\_\_  
DIRECTOR OF CORPORATE  
& LEGISLATIVE SERVICES/ CORP. OFFICER



## COMMITTEE OF THE WHOLE MINUTES

For the **COMMITTEE OF THE WHOLE MEETING** of Council to be held on February 26, 2024, at 7:00 pm in the Council Chambers of City Hall, 424 – 3<sup>rd</sup> Avenue West, Prince Rupert, B.C.

**PRESENT:** Mayor H. Pond  
Councillor G. Randhawa  
Councillor B. Cunningham  
Councillor N. Adey  
Councillor T. Forster  
Councillor W. Niesh  
Councillor R. Skelton-Morven

**STAFF:** R. Buchan, City Manager  
C. Bomben, Chief Financial Officer  
M. Pope, Director of Development Services  
V. Stewart, Manager of Communications, Engagement & Social Development

### 1. CALL TO ORDER

The Mayor called the Committee of the Whole Meeting to order at 7:00 p.m.

### 2. ADOPTION OF THE AGENDA

**Recommendation:**

MOVED by Councillor Forster and seconded by Councillor Randhawa THAT the Agenda for the Committee of the Whole Meeting of February 26, 2024, be adopted as circulated.

CARRIED

### 3. PETITIONS & DELEGATIONS

- I. Susan Crowley (Prince Rupert & District Hospice Society) Re: "This is Us."

### 4. QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

### 5. ADJOURNMENT to Regular Council Meeting

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT the

meeting be adjourned at 7:21 p.m.

CARRIED

Confirmed:

\_\_\_\_\_  
MAYOR

Certified Correct:

\_\_\_\_\_  
CORPORATE ADMINISTRATOR

# Council Resolution Status Updates

For 2024 (to February 2024)

Date	Resolution	Status
26-Feb-2024	Letter of support for the Prince Rupert & District Metis Society	●
26-Feb-2024	Remedial Action Order for 201 – 2 <sup>nd</sup> Avenue West	●
26-Feb-2024	Remedial Action Order for 1913 – 7 <sup>th</sup> Avenue East	●
26-Feb-2024	Resolution for submission to the NCLGA for Speculation and Vacancy Tax	●
26-Feb-2024	Letter of support for a dedicated northern process for BC Ferries	●
26-Feb-2024	Voting Strength Allocation on the North West Regional Hospital District Board – confirmation	●
26-Feb-2024	City of Prince Rupert Zoning Bylaw Amendment 3506, 2023: 4 <sup>th</sup> and Final Reading	●
26-Feb-2024	Notice of Motion: to invite representatives from business, industry, government, local First Nations, Northern Health and the medial community to discuss and implement strategies to support the recruitment and retention of medical professionals.	●
26-Feb-2024	Consult with Northern Health regarding appropriate public use of Emergency Services, publicly available alternatives, and to support Northern Health using the City's communications to publicize the resulting information.	●

Date	Resolution (Completed)	Status
8-Jan-2024	Infrastructure Replacement Design Temporary Borrowing Bylaw No. 3523, 2023	●
8-Jan-2024	Linear Liquid Waste Infrastructure Replacement Temporary Borrowing Bylaw No. 3524, 2023	●
8-Jan-2024	DVP-23-08 to 1946 – 11 <sup>th</sup> Avenue East to Public Notification	●
8-Jan-2024	DVP #23-24 – Drake Crescent Developments: Approved	●
8-Jan-2024	Letter of support request from Northern Health Re: Prince Rupert Port Authority Grant Application for Acropolis Manor DementiaAbility Project 2024	●
22-Jan-2024	Letter of support request from Prince Rupert Golf Club	●
22-Jan-2024	Resolution to amend the 2024 Five Year Financial Plan Bylaw No. 3526, 2023	●
22-Jan-2024	DVP-23-18 for 800 – 2 <sup>nd</sup> Avenue West to public notification	●
22-Jan-2024	DVP-23-26 for 334 – 6 <sup>th</sup> Avenue East to public notification	●

22-Jan-2024	Japanese Canadian Legacies Foundation Heritage Grant	●
22-Jan-2024	City of Prince Rupert Zoning Amendment Bylaw	●
5-Feb-2024	Port Edward Watson Island Water Supply Agreement & Fire Services Mutual Aid Agreement: Staff execute	●
12-Feb-2024	Letter of support request from the Museum of Northern BC	●
12-Feb-2024	Letter of support request from the North Coast Health Improvement Society	●
12-Feb-2024	Application to UBCM Community Emergency Preparedness Fund for Emergency Support Services Capacity Funding	●
12-Feb-2024	Support request for application for NDIT Recreation Infrastructure Fund Application	●
12-Feb-2024	DVP-23-08 for 1946 – 11 <sup>th</sup> Avenue East for final approval	●
12-Feb-2024	DVP-23-18 for 800 – 2 <sup>nd</sup> Avenue West for final approval	●
12-Feb-2024	DVP-23-26 for 334 – 6 <sup>th</sup> Avenue East for final approval	●
12-Feb-2024	Resolution to amend the five-year financial plan bylaw no. 3526, 2023	●

● In progress

● Completed

Rosamaria (Rosa) Miller  
 Director of Corporate & Legislative Services

Originally signed available on request



## REPORT TO COUNCIL

### Regular Meeting of Council

**DATE:** March 11<sup>th</sup>, 2023  
**TO:** Robert Buchan, City Manager  
**FROM:** Rodolfo Paras, Urban Planner I

**SUBJECT: DEVELOPMENT ACTIVITY REPORT FOR FEBRUARY 2024**

---

#### RECOMMENDATION

**THAT Council Receive and File the attached Development Activity Report in Attachment 1.**

#### REASON FOR REPORT:

This report summarizes development application activity active in the City of Prince Rupert for February 2024. This report is intended to inform the Council on applications that have been received and their status to date.

**Report Prepared By:**

**Report Reviewed By:**

---

Rodolfo Paras,  
Urban Planner I

---

Robert Buchan,  
City Manager

Originally signed available on request

Attachments:

1. Development Activity Report

### Development Activity Report – February 2024

Planning and Zoning					
File No.	Location	Proposal Description	Date Received	Status	Date of Decision
<b>ZBLA-21-01</b>	712-714 McKay Street	Application to rezone from R2 to RM2.	April 7, 2021	In Progress	Final hearing March 11
<b>ZBLA-23 - 02</b>	Various	Allowing Child Care Centres in RM1-5 and P1 facilities.	May 15, 2023	Approved	February 26
<b>ZBLA-23 - 03</b>	Various	OCP and Zoning amendments for the waterfront development	Nov 11, 2023	In Progress*	Council gave 1 <sup>st</sup> and 2 <sup>nd</sup> Readings Dec 11 <sup>th</sup>
<b>DVP-23-08</b>	1946 11 <sup>th</sup> Avenue E	Construction of a shop/garage over height	April 21, 2023	Approved	Feb 12
<b>DVP-23-12</b>	432 8 <sup>th</sup> Avenue W / 721 Lotbiniere	Deck/entrance-way into an existing non-conforming house onto rear lot-lines.	May 31, 2023	On Hold*  *Waiting on more information from applicant.	N/A
<b>DVP-23 - 18</b>	800 2 <sup>nd</sup> Avenue W	Parking and setback variance to redevelop existing building.	Aug 09, 2023	Approved	Feb 12
<b>DVP-23 - 20</b>	200 Sherbrooke Avenue	Proposed smaller parking stall size and request for parking electrification exemption.	Sept 27, 2023	On Hold*  *waiting on applicant to comply and obtain other permits/agreements before proceeding.	N/A
<b>DVP-23 - 21</b>	1300 Hays Cove Avenue	Building height increase and parking requirement reduction.	Sept 29 <sup>th</sup> , 2023	On Hold	N/A
<b>DVP-23 - 26</b>	334 6 <sup>th</sup> Ave East	Setback variance for proposed new Deck to replace existing	Dec 15 <sup>th</sup> , 2023	Approved	Feb 12
<b>DP-23-13</b>	800 2 <sup>nd</sup> Avenue W	Proposed redevelopment in Midtown District.	Aug 09, 2023	On Hold* * Awaiting information from applicant.	NA
<b>DP-24-02</b>	Shawatlans Rd	Heliport facility for BC Health Services	Jan 23, 2024	Withdrawn by applicant	NA

## Olena Moshko

---

**From:** Holly Plato <hollyp@northerndevelopment.bc.ca>  
**Sent:** Tuesday, March 5, 2024 9:25 AM  
**To:** Holly Plato  
**Subject:** Invitation to support Northern BC public transit campaign

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

For almost 20 years, Northern Development has invested in community-led projects across central and northern BC to stimulate economic growth and job creation.

We're reaching out to organizations and businesses in communities along Highway 16 and 97 for support with promoting the **Bus the North** initiative: a region-wide marketing campaign to raise awareness of the available bus services in our region.

### **The need for rural transit**

Bus transportation is an essential service that makes it possible for residents in smaller communities to remain connected and travel for employment, educational, medical, recreational and social reasons.

While different providers stepped up to fill the gap that Greyhound's bus services left in 2018, [our research](#) has shown that many residents are not aware of the safe, reliable and affordable transit options that are available to them today.

### **How you can help us**

Organizations like yourself are providing critical services in our communities or function as a place of connection. For this upcoming campaign, we're looking for your support in sharing information and promotion materials for **Bus the North** with your employees, clients, customers, patients and members. Together, we can make a real change in connecting communities across northern and central BC.

*Here's how we'd collaborate with you:*

- Before the launch of the campaign this spring, we'll share more information about the campaign and provide you with an online toolbox with instructions and ready-to-go content and visuals. You can use these toolbox materials to help promote the campaign on your own digital platforms (such as website, newsletters and social media channels) or in your office, centre or shop (such as posters and rack cards).
- Following the launch, we'll share new campaign updates and content with you until the end of the campaign in December, 2024.

### **What we'd need from you**

If you're interested in helping Northern Development promote the Bus the North initiative, please fill out this [short SurveyMonkey form](#) by **March 15, 2024**. This will help us get the necessary information and materials to prepare for the launch of the campaign. We will be in touch by mid-March with more details and information.

Thank you for all that you do for the communities in our service area,

**Holly Plato, APR® (she/her)**

Director, Communications  
Phone 250-561-2525  
Cell 250-613-9586  
[hollyp@northerndevelopment.bc.ca](mailto:hollyp@northerndevelopment.bc.ca)



**Northern Development Initiative Trust**  
301-1268 Fifth Avenue, Prince George BC V2L 3L2  
[northerndevelopment.bc.ca](http://northerndevelopment.bc.ca) | [lovenorthernbc.com](http://lovenorthernbc.com)



*We acknowledge with respect that Northern Development delivers services on the ancestral territories of Indigenous Peoples across northern and central British Columbia.*

Note: This electronic message may be privileged and confidential. Any use of this electronic message or the information contained therein, including reading, copying, disseminating or distributing it, is strictly prohibited unless you are the addressee. If you have received this electronic message in error, please immediately notify the sender by replying to this electronic message and delete the electronic message from your computer. | Your privacy is critically important to us. It is our policy to respect your privacy regarding any information we may collect. You can review our privacy policy on [our website](#). If you have questions about the security, deletion or correction of any personal data provided to the Trust, please contact us. Thank you.



## REPORT TO COUNCIL

**DATE:** February 28, 2024  
**TO:** Mayor and Council  
**FROM:** Robert Buchan, City Manager

**SUBJECT: UPDATED 2023 TO 2026 STRATEGIC PLAN**

---

### **RECOMMENDATION:**

**THAT Council approve the updated (2024) 2023 to 2026 Strategic Plan and direct staff to proceed with implementation.**

### **REASON FOR REPORT:**

The proposed amendments for the Strategic Plan prepared during the January 22, 2024 Strategic Planning workshop have been included in red font in the draft updated Strategic Plan. The plan is ready for Council's final consideration or amendment.

### **BACKGROUND**

A strategic plan outlines a City's vision, goals, and actions to achieve those goals and vision. It is typically a shorter timeframe that contemplated by an OCP. For this Strategic Plan, the timeframe is aligned with Council's term of office -2023 to 2026. The Strategic Plan guides the City in focusing and expending resources. Without a strategic plan, activities and resources may be expended without any overall vision or goal. They are simply actions without guidance from a broader purpose.

Council's January 22, 2024 SP workshop resulted in a number of new proposed actions. The budget for 2024 includes sufficient resources (along with grants as noted in the SP) to undertake high priority actions this year. While actions aimed at addressing the City's fiscal health remain a priority, a number of housing initiatives are included in response to recent Provincial directives.

Council is now in the position to make any changes and consider approval of the draft Strategic Plan. With that approval, departmental work plans and the City Budget would be prepared guided by this plan. Adopting the Strategic Plan does not bind or commit Council to any of the actions. The Strategic Plan should be treated as a guide and framework for action and is amendable by Council. It does, though, provide a framework

to target and prioritize City goals and resources. Review of and changes to the Strategic Plan should be conducted periodically.

**CONCLUSION:**

It is recommended that Council adopt the draft updated 2023 to 2026 Strategic Plan.

**Report Prepared By:**

A handwritten signature in black ink, appearing to read 'Robert Buchan', written over a horizontal line.

Robert Buchan  
City Manager



**2023-2026**  
**STRATEGIC PLAN**

**Updated March 2024**

A Strategic Plan is a living document that will be updated from time to time as objectives are met, and priorities change according to the needs of the day. Please see below for the revision log to be updated any time that the document undergoes substantive changes.

**REVISION LOG:**

Date Revised by Council	Signature:
March 2024	

## Introduction

A strategic plan outlines a City’s vision, goals, and actions to achieve those goals and vision. It is typically a shorter timeframe than contemplated by an OCP.

The Strategic Plan guides the City in focusing workplans and expending resources. Without a strategic plan, activities and resources may be expended without any overall vision or goal. They are simply actions without guidance from a broader purpose. To paraphrase the Cheshire Cat, *“If you don’t know where you are going, any road will take you there”* (Alice in Wonderland).



In preparing this Strategic Plan, Council considered the purpose of municipalities as established in Section 7 of the Community Charter, and the recently completed Vision 2030 strategy and Official Community Plan documents. It also considered the incomplete strategic actions set by the prior Council along with all potential new actions referred for consideration in the updated Strategic Plan. From these materials, Council established this Strategic Plan document which articulates the guiding vision, the goals intended to move the City toward achieving that vision, and the specific actions need to realize it.

## Strategic Plan Vision

The following vision statement articulates several community aspects and qualities that the City aspires to fully achieving.



Prince Rupert, a World Class Port City, is:

- Vibrant
- Resilient
- Sustainable
- Prosperous
- Active and Vital
- Safe and Beautiful
- Healthy and Active
- Proud of its Heritage
- Inclusive and Equitable
- Proud of its Community
- Nestled Carefully in Nature
- A Place That People Want to be

## Goals

The following statements are the Strategic Plan goals intended to achieve the Strategic Plan Vision.

- 1) The City of Prince Rupert will prioritize its actions to improve its ***fiscal health***.
- 2) The City of Prince Rupert will provide ***appropriate laws and services*** to cost effectively provide for the needs of residents in their use and enjoyment of private and public lands.
- 3) The City of Prince Rupert will aggressively work towards ***replacing and renewing its infrastructure*** in a cost effective and strategic way working with Provincial and Federal ministries, departments and agencies to secure and mobilize resources and undertake improvements with haste.
- 4) The City of Prince Rupert will support and encourage ***new and renewed housing*** working with industry, senior government and First Nations.
- 5) The City of Prince Rupert will provide ***good governance*** by working with other governments, residents, neighbouring communities to ensure collaboration and open government.
- 6) The City of Prince Rupert will encourage, support, and undertake ***community renewal*** to ensure it becomes a world class port city.
- 7) The City of Prince Rupert will ***foster its local economic, social, cultural and environmental well being*** so its residents and businesses have a sustainable and prosperous future.

## Actions

To realize the above Strategic Plan goals, several priority actions have been set for each of the goals. These actions are shown in the following tables and are each given a priority ranking from 1 to 3. Each of the actions are a priority but the actions given a priority 1 ranking are expected to receive the most resources and attention. However, it is also anticipated that actions identified as priority 2 and 3 may also

receive resources and attention in the first two years of Council’s 2023 to 2026 term should there be opportunity. This might occur, for example, if grants are available or community groups encourage and participate in moving forward with a lower ranked action. Actions have been ordered within the tables by weighting both their relative importance and priority in terms of timing.

<b>A. Goal: The City of Prince Rupert will provide <i>appropriate laws and services</i> to cost effectively provide for the needs of residents in their use and enjoyment of private and public lands.</b>	
<b>Action</b>	<b>Priority (Preferred Timing)</b>
1. Prepare Bylaw Enforcement Policy	2
2. Explore transfer of Landfill operations to the NCRD	2
3. Continue to encourage review and amendments to Federal Medical Cannabis legislation	2
4. Review developer incentives for effectiveness	2
5. Update Solid Waste Management Bylaw to improve waste disposal controls	2
6. Update Fire Protection Bylaw	2

<b>B. Goal: The City of Prince Rupert will prioritize its actions to improve its <i>fiscal health</i>.</b>	
<b>Action</b>	<b>Priority (Preferred Timing)</b>
1. Support development of Watson Island and Lot 444	1
2. Continue to pursue negotiations and advocacy with the Federal and Provincial Government to ensure the City has the revenue sources required to run the city and service industry. This includes a focus on the Port Tax Cap, PILT, RBA, and Federal Stipend.	1
3. Explore and advocate for fully subsidized ferry agreement with the Province	1

4. Encourage and support development of renewable energy projects in Prince Rupert	2
5. Pursue amendment to landfill authorization on Watson Island to allow us to accept soils and generate funds for closure accruals	1

**C. Goal: The City of Prince Rupert will aggressively work towards *replacing and renewing its infrastructure* in a cost effective and strategic way working with Provincial and Federal ministries, departments and agencies to secure and mobilize resources and undertake improvements with haste.**

Action	Priority (Preferred Timing)
1. Construction of the RCMP building	1
2. Relocate Public Works	1
3. Proceed with pursuing water treatment for the City and securing sufficient funding.	1
4. Implement Infrastructure Replacement Strategy	1
5. Proceed with developing Sanitary sewer treatment and securing sufficient funding	2
6. Explore and pursue development of a new Fire Hall Building subject to securing adequate funding and priority review.	2

**D. Goal : The City of Prince Rupert will encourage, support, and undertake *community renewal* to ensure it becomes a world class port city**

Action	Priority (Preferred Timing)
1. Prepare a Public Realm (Streetscape) plan	1
2. Undertake waterfront development	2
3. Prepare a Place Making Plan	3
4. Prepare a Wilderness User Master Strategy	3

5. Develop community renewal/maintenance strategy to complement infrastructure renewal	1
6. Exploration of paid parking implementation with proceeds towards downtown renewal	2
7. Develop Complete Communities Plan	2

**E. Goal: The City of Prince Rupert will *provide good governance* by working with other governments, residents, neighbouring communities to ensure collaboration and open government.**

Action	Priority (Preferred Timing)
1. Prepare Council Code of Conduct Policy	1
2. Develop long term and short term strategic plans	2
3. Further develop prosperity agreements with First Nations	2
4. Comprehensive Review of City Policies	2
5. Align local policies and programming with Indigenous Engagement Requirements within the Emergency and Disaster Management Act (EDMA), as per Provincial Directive (Section 55 of EDMA)	1
6. Develop funding guide to assist with implementation of strategic goals	2
7. Clarify roles/responsibilities with respect to Council Committee appointments	2
8. Address restrictive covenants on select City held properties (999 year leases)	2
9. Develop City strategy to advocate for quality local health care services	1

**F. Goal: The City of Prince Rupert will support and *encourage new and renewed housing* working with industry, senior government and First Nations.**

Action	Priority (Preferred Timing)
1. Pursue housing funding, partnerships and projects and when appropriate using municipally owned land	1
2. Develop an affordable housing strategy to complement Housing Acceleration Plan pursuant to new Provincial legislation	1
3. Align local policies and bylaws with Provincial legislation on housing density (in line with implementation of Housing Acceleration Plan + Affordability initiatives)	1
4. Align policies and bylaws with Provincial legislation on short-term rentals	1
5. Update to Housing Needs Assessment to comply with Provincial directives	1
6. Update to Official Community Plan to comply with Provincial directives	1

**G. Goal: The City of Prince Rupert will *foster its local economic, social, cultural and environmental well being* so its residents and businesses have a sustainable and prosperous future.**

Action	Priority (Preferred Timing)
1. Establish an Accessibility Committee and planning activities (must comply between Sept 2023-2024)	1
2. Implement Reconciliation policy	1
3. Prepare a Climate Action Plan/Community Energy and Emissions plan (including potential sea level rise planning)	2
4. Prepare a Social Development Strategy (addressing mental health, addictions, homelessness)	2

5. Continue implementation of Child Care Action Plan - via proposed amendments to Zoning, coordination of a quarterly childcare roundtable, and investigation of opportunities for child care on City properties	2
6. Develop Diversity, Equity and Inclusion Policy	2
7. Develop Food Strategy	2
8. Develop City strategy to advocate for quality local health care services	1

## Implementation

The strategic plan provides important direction to staff for preparing work plans. It informs how staff time and resources are committed. While Council can amend the Strategic Actions during each year, this should be done after consideration of existing actions underway and the possibility of deferring further work in respect to current year actions should new actions warrant inclusion in the annual work plans. This practice keeps the organization on the road to where it wants to go.

In addition to general project updates during Council meetings and associated public notifications, the community will be informed on the status of Strategic Plan activities within the City’s Annual Report and during the Annual General Meeting – which occurs in May – June of each year for the previous year. The City’s new Annual Report will identify the status of Council’s strategic priorities for the previous year.

## Completed Actions

Strategic Plan to be updated as actions are completed. See below for the most recent list of completed actions, updated December of 2023.

Completed Actions		
Action	Priority (Preferred Timing)	Progress Report
Complete Cooperation agreement with Port Edward (D2)	1	Completed
Update Fire service agreement with Port Edward (D4)	2	Completed

Complete Master Community Transportation Plan (B1)	1	Completed and Adopted.
Establish peat dump site (F1)	1	Completed
Develop a comprehensive Housing Strategy following completion of the housing needs assessment (F3)	2	Housing Acceleration Action Plan adopted 2023;
Develop streamlined asset data collection policy (C4)	1	Policy completed, to be implemented as a part of departmental duties, Infrastructure Replacement Strategy + associated data production
Complete the Parks and Open Space Master Plan (E1)	1	Complete
Work with Tourism Prince Rupert to support Wayfinding and Destination Development Efforts (E2)	1	Adopted Wayfinding Standard + signage completed;  Mariners Park on hold due to capacity constraints
Prepare City Core Parking Strategy (E4)	2	Completed in house



## REPORT TO COUNCIL

**DATE:** March 11, 2024  
**TO:** Mayor & Council  
**FROM:** Rosa Miller, Director of Corporate & Legislative Services/Corporate Officer  
**SUBJECT:** 234 – 11<sup>th</sup> Avenue East: Remedial Action Order

---

### RECOMMENDATION:

**THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will proceed with the building removal located at 234 – 11<sup>th</sup> Avenue East with the costs of removal placed on the property taxes for the said property;**

**AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;**

**AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*;**

**AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.**

### REASON FOR REPORT:

On February 2, 2024, a letter was issued to the owner(s) of 234 – 11<sup>th</sup> Avenue East. The letter was sent by registered mail. The letter was returned to the City as undeliverable on February 22, 2024.

The letter advised that due to the condition of the property, contact with the Bylaw Department by February 12, 2024, to discuss a clean-up plan for the property, including timelines. As of Thursday, March 7, 2024, no contact has been made or attempted. The property has remained unoccupied for well over five (5) with many promises to clean-up with nothing coming to fruition.

### COST:

The cost for removal of debris and garbage will be borne by the property owner and placed on the property owner's property taxes should payment remain outstanding at year-end.

### Report Prepared By:

---

Rosa Miller,  
Director of Corporate & Legislative Services /  
Corporate Officer

### Report Reviewed By:

---

Dr. Robert Buchan,  
City Manager

Originally signed available on request









## REPORT TO COUNCIL

**DATE:** March 11, 2024  
**TO:** Mayor & Council  
**FROM:** Rosa Miller, Director of Corporate & Legislative Services/Corporate Officer  
**SUBJECT:** 309 McBride Street: Remedial Action Order

---

### RECOMMENDATION:

**THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will proceed with the building removal and property clean-up for 309 McBride Street with the costs of removal and clean-up placed on the property taxes for the said property;**

**AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;**

**AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*;**

**AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.**

### REASON FOR REPORT:

On February 23, 2024, a letter was issued to the owner(s) 309 McBride Street. The letter was sent by registered mail with confirmation received that the letter was picked up and signed for on March 4, 2024.

The letter advised that due to the condition of the property, contact with the Bylaw Department by March 4, 2024, to discuss a clean-up plan for the property, including timelines. As of Thursday, March 7, 2024, no contact has been made or attempted.

### COST:

The cost for removal of debris and garbage will be borne by the property owner and placed on the property owner's property taxes should payment remain outstanding at year-end.

### Report Prepared By:

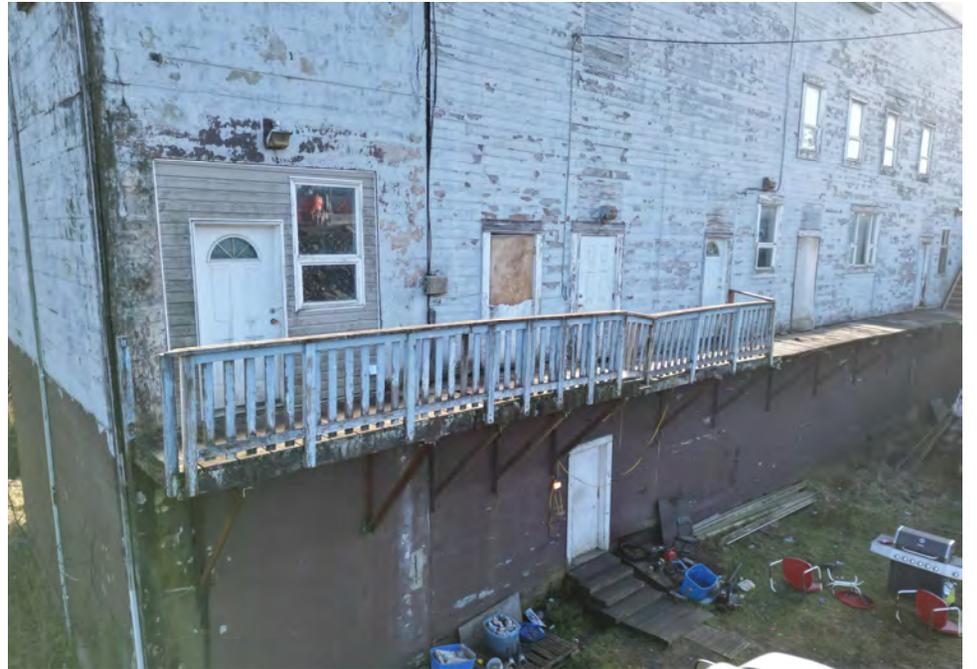
\_\_\_\_\_  
Rosa Miller,  
Director of Corporate & Legislative Services /  
Corporate Officer

### Report Reviewed By:

\_\_\_\_\_  
Dr. Robert Buchan,  
City Manager

Originally signed available on request







## REPORT TO COUNCIL

**DATE:** March 11, 2024  
**TO:** Mayor & Council  
**FROM:** Rosa Miller, Director of Corporate & Legislative Services/Corporate Officer  
**SUBJECT:** 1056 – 8<sup>th</sup> Avenue East: Remedial Action Order

---

### **RECOMMENDATION:**

**THAT Council direct staff to proceed with a Remedial Action Order under Section 73 of the *Community Charter* whereby the City of Prince Rupert will proceed with the building removal located at 1056 – 8<sup>th</sup> Avenue East with the costs of removal placed on the property taxes for the said property;**

**AND THAT Council direct staff to provide notice to the property owner in accordance with Section 77 of the *Community Charter*;**

**AND THAT Council agree that reconsideration of these orders may be made, in writing, within 14 days of the notice provided under Section 77 of the *Community Charter*;**

**AND THAT if no reconsideration notices are received within 14 days of the notice provided Staff are directed to proceed with the Remedial Action Orders immediately as requested.**

### **REASON FOR REPORT:**

On February 2, 2024, a letter was issued to the owner(s) of 1056 – 8<sup>th</sup> Avenue East. The letter was sent by registered mail with confirmation received that the letter was picked up and signed for on February 8, 2024.

The letter advised that due to the condition of the property, contact with the Bylaw Department was required by February 12, 2024, to discuss a clean-up plan for the property, including timelines. As of Thursday, March 7, 2024, no contact has been made or attempted.

### **COST:**

The cost for removal of debris and garbage will be borne by the property owner and placed on the property owner's property taxes should payment remain outstanding at year-end.

### **Report Prepared By:**

\_\_\_\_\_  
Rosa Miller,  
Director of Corporate & Legislative Services /  
Corporate Officer

### **Report Reviewed By:**

\_\_\_\_\_  
Dr. Robert Buchan,  
City Manager

Originally signed available on request



