



REGULAR AGENDA

For the **REGULAR MEETING** of Council to be held on Monday, March 24, 2025, taking place at 7:00 pm in the Council Chambers of City Hall, 424 – 3rd 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 24, 2025, be adopted as presented.

4. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS

5. CONSENT AGENDA

a) Council minutes for approval

- i. Minutes of the Regular Meeting of March 10, 2025;
- ii. Minutes of the Special Meeting of March 10, 2025;

b) Reports for receipt

- iii. Report from the Fire Chief Re: Monthly Fire / Rescue Report – February 2025;
- iv. Report from the Deputy Director of Operations Re: Operations Major Project Update;

c) Correspondence for approval

- v. Request for the Letter of Support for the 2030 Special Olympics Canada Summer Games; and,

d) Correspondence for receipt

- vi. CMF Charters Re: Upcoming Bylaw Amendment for Cow Bay Marina Rates.

Recommendation:

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

6. REPORTS

a) Report from the Chief Financial Officer Re: Northwest Regional Funding Reporting

Recommendation:

THAT Council approve the long-term development plan for 2024 through 2028 and the policy statement prepared for the Province of British Columbia as required under the Northwest Regional Funding Agreement.

b) Report from the Manager of Communications, Engagement, and Social Development Re: Rotary Club Bandshell Project

Recommendation:

THAT Council confirm that the City will accept Rotary's donation of the bandshell structure at Mariners Park as a City-owned asset following construction completion, with provision for continued staff involvement in materials selection and design processes;

AND THAT Council provide direction for staff to include projected asset management expenses in the annual budget for consideration, following construction completion.

c) Report from Councillor Forster Re: Proposal for Prince Rupert City re: Canadian Procurement Proposal

Recommendation:

THAT the Prince Rupert City Council requests Staff to review current procurement practices and identify opportunities to enhance "Buy Canadian" purchasing;

AND THAT Staff are requested to report back to Council with a proposed outline of changes at a future meeting of Council, including the cost-benefit implications of adopting a "Buy Canadian" policy and its potential impact on the budget.

7. COUNCIL ROUND TABLE

8. ADJOURNMENT



MINUTES

For the **REGULAR MEETING** of Council to be held on Monday, March 10, 2025, at 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Pucci, Deputy City Manager
R. Miller, Director of Corporate & Legislative Services /
Corporate Officer
C. Bomben, Chief Financial Officer
M. Pope, Director of Development Services
N. Beauregard, Director of Recreation & Community Services

1. CALL TO ORDER

The Mayor called the regular meeting to order at 7:00 pm.

2. INTRODUCTION OF LATE ITEMS

Added as items:

5.d) vii. Letter of Support for the Museum of Northern BC for an application to NDIIT for HVAC Replacement;

5.d) viii. Letter of Support from the Prince Rupert Unemployed Action Centre Society;

7.d) City of Prince Rupert Bylaw Highway Road Closure Bylaw No.3555, 2025

Recommendation:

That Council give Fourth & Final Reading to the City of Prince Rupert Highway Road Closure Bylaw No. 3555, 2025.

7.e) City of Prince Rupert Bylaw Highway Road Closure No. 3556, 2025

Recommendation:

That Council give Fourth & Final Reading to the City of Prince Rupert Highway Road Closure Bylaw No. 3556, 2025.

3. APPROVAL OF AGENDA

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT the Agenda for the Regular Council Meeting of March 10, 2025 be adopted as presented and amended.

CARRIED

4. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS

5. CONSENT AGENDA

a) Council minutes for approval

- i. Minutes of the Regular Meeting of February 24, 2025;
- ii. Minutes of the Public Hearing Meeting of February 24, 2025;
- iii. Minutes of the Special Meeting of February 24, 2025;

b) Reports for receipt

- iv. Report from the Planning Re: February 2025 Development Activity Report;

c) Correspondence for receipt

- v. **North** Coast Regional District Re: February 2025 Board Highlights;
- vi. Abbotsford City Council Re: Support for the proposed UBCM Resolution for Infrastructure Support for Specified Municipalities;

d) Correspondence for approval

- vii. Letter of Support for the Museum of Northern BC for an application to NDIT for HVAC Replacement; and,
- viii. Letter of Support from the Prince Rupert Unemployed Action Centre Society.

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT all items on the Consent Agenda be approved or received as requested.

CARRIED

6. REPORTS

a) Report from the Director of Corporate & Legislative Services Re: Waiver of Professional Fees: Physicians

MOVED by Councillor Forster and seconded by Councillor Randhawa THAT Council direct Staff to waive Professional Fees for Physicians as defined in the City of Prince Rupert's Trade and Licensing Bylaw No. 3532, 2024 for the year 2025;

AND THAT Council direct Staff to reimburse any Physician who has already paid their Professional Fees for the 2025 year in accordance with the City of Prince Rupert's Trade and Licensing Bylaw No. 3532, 2024;

AND THAT Council revisit this waiver of fees for the 2026 calendar year.

CARRIED

b) Report from the Director of Corporate & Legislative Services Re: Ticket Information Bylaw Amendments

MOVED by Councillor Adey and seconded by Councillor Niesh THAT Council consider the amendments to the Ticket Information Bylaw for the inclusion of both the Good Neighbour Bylaw and the Waste Management Bylaw.

CARRIED

7. BYLAWS

a) City of Prince Rupert Good Neighbour Bylaw No. 3558, 2025

MOVED by Councillor Adey and seconded by Councillor Randhawa THAT Council give First and Second Readings to the City of Prince Rupert Good Neighbour Bylaw No. 3558, 2025.

CARRIED

MOVED by Councillor Cunningham and seconded by Councillor Forster THAT Council requested to amend the quiet hours starting from 2100 hours instead of 2200 hours.

CARRIED

b) City of Prince Rupert Ticket Information Amendment Bylaw No. 3559, 2025

MOVED by Councillor Cunningham and seconded by Councillor Forster THAT Council give First and Second Readings to the City of Prince Rupert Ticket Information Amendment Bylaw No. 3559, 2025.

CARRIED

c) City of Prince Rupert Ticket Information Amendment Bylaw No. 3560, 2025

MOVED by Councillor Adey and seconded by Councillor Forster THAT Council give First and Second Readings to the City of Prince Rupert Ticket Information Amendment Bylaw No. 3560, 2025.

CARRIED

d) City of Prince Rupert Bylaw Highway Road Closure Bylaw No.3555, 2025

MOVED by Councillor Randhawa and seconded by Councillor Niesh THAT Council give Fourth and Final Readings to the City of Prince Rupert Bylaw Highway Road Closure Bylaw No.3555, 2025.

CARRIED

e) City of Prince Rupert Bylaw Highway Road Closure Bylaw No.3556, 2025

MOVED by Councillor Forster and seconded by Councillor Adey THAT Council give Fourth and Final Readings to the City of Prince Rupert Bylaw Highway Road Closure Bylaw No.3556, 2025.

CARRIED

8. RISE & REPORT

MOVED by Councillor Adey and seconded by Councillor Forster THAT Council direct Staff to explore low carbon options for power generation.

CARRIED

9. COUNCIL ROUND TABLE

- a) Councillor Niesh made notice of motion to remove US flags;
- b) Councillor Forster made notice of motion to support Canadian business.

10. ADJOURNMENT

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT the meeting be adjourned at 7:41 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



SPECIAL AGENDA to Close MINUTES

For the **SPECIAL MEETING** of Council to be held on March 10, 2025, at 5:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Buchan, City Manager (Remote)
R. Pucci, Deputy City Manager
R. Miller, Director of Corporate & Legislative Services / Corporate Officer
C. Bomben, Chief Financial Officer

1. CALL TO ORDER

The Mayor called the Special Meeting of Council to order at 5:00 pm.

2. RESOLUTION TO EXCLUDE THE PUBLIC

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT the meeting be closed to the public under Section 90 of the Community Charter to consider items relating to one of the following:

- 90.1 (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee, or agent of the municipality or another position appointed by the municipality; and,
- (k) negotiations 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, could reasonably be expected to harm the interests of the municipality if they were held in public.

3. ADJOURNMENT TO CLOSED MEETING

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



REPORT

March 1, 2025

TO: City Manager
FROM: Fire Chief Jeff Beckwith
SUBJECT: Monthly Fire / Rescue Report – February 2025

During the month of February 2025, the Prince Rupert Fire Rescue Department responded to 90 emergency incidents. Of these incidents, 1 property sustained damage due to fire. The Fire Department attended 14 small fire incidents, 3 MVI's, 66 medical responses and other public service requests.

Location	Property Value	Property Loss
Prince Rupert Grain	45,868,000	5 000
Totals:	45 868 000	5 000

INCIDENT COMPARISON

February	2025	90 Incidents
February	2024	53 Incidents
February	2023	53 Incidents
February	2022	120 Incidents
February	2021	109 Incidents

FIRE SAFETY ACT INSPECTIONS

During the month of February Fire Rescue Department personnel conducted Fire Safety Act inspections within 31 public building in Prince Rupert.

INSPECTION COMPARISON

February	2025	31 Public Building Inspections
February	2024	3 Public Building Inspections
February	2023	3 Public Building Inspections
February	2022	1 Public Building Inspection
February	2021	1 Public Building Inspection

DEPARTMENT ACTIVITIES AND PROGRAMS

Training & Upgrading:

During the month of February, 18 in-house training sessions were conducted involving Forcible Entry, Aerial Training, Ladder Work, RIT and SCBA Air Management. Fire fighters also focused on their ongoing EMR training by participating in a 4-day EMR Scope update course provided by FireMedix.

Daily Apparatus & Equipment Maintenance:

Daily inspections and maintenance was conducted on all equipment and apparatus and they remain in working condition.

911 DISPATCH SUMMARY

The following is a summary of emergency calls received and handled by the 911 Operators/Dispatchers.

PR ADMIN	293
PR FIRE	13
PR AMB	189
PR EHS	77
PR RCMP	146
PR ALARM	9

PED ADMIN	5
PED FIRE	0
PED AMB	2
PED EHS	2
PED RCMP	0
PED ALARM	0

OTH FIRE	0
OTH AMB	0
OTH EHS	0
OTH RCMP	2

CITY	149
H/U	67
WRONG #	21
R.C.C.	0
CITYWEST	16
311	0

Total: 991

Respectfully Submitted



Fire Chief Jeff Beckwith



REPORT TO COUNCIL

Regular Meeting of Council

DATE: March 24, 2025
TO: Robert Buchan, City Manager
FROM: Jordan Schmidt, Deputy Director of Operations
SUBJECT: OPERATIONS MAJOR PROJECT UPDATE

RECOMMENDATION:

THAT Council receives this Report for information purposes.

REASON FOR REPORT:

The City of Prince Rupert's 2024 Capital Projects are largely complete, and work on the remaining carryovers and new 2025 Capital Projects are just beginning. The Operations Department is working on procurement and providing a high-level overview to Council through the Deputy Director of Operations.

ANALYSIS:

Please see attachment for the status on current projects.

COST:

There is no impact on the Annual Budget or Strategic Priorities for the Staff. It is estimated that \$80 to \$90 Million of Capital Projects work could be undertaken in 2025.

CONCLUSION:

THAT Council receives this Report for information purposes

Report Prepared By:

Jordan Schmidt,
Deputy Director of Operations

Report Reviewed By:

Robert Buchan
City Manager

Originally signed available upon request

OPERATIONS DEPARTMENT – CAPITAL AND MAJOR PROJECT UPDATE - 2025

MAJOR PROJECT	% COMPLETE
Asset Management Program	5%
<ul style="list-style-type: none"> Developing a geo-spatial strategy and roadmap for development and contract friendly results 	
Public Works Building Construction	5%
<ul style="list-style-type: none"> Demo work in existing building – 90% complete. 	
Public Works Occupational Health & Safety Program Upgrades	5%
<ul style="list-style-type: none"> RFP posted to BC Bid to secure qualified proponents. 	
Eidsvik Park Renewal	5%
<ul style="list-style-type: none"> Fundraising Progress: \$216K confirmed (PRPA), \$50K confirmed (City - 2025), \$45K applied (Pembina), \$40K in progress (Altogas). 	
Streetlight Replacement	75%
<ul style="list-style-type: none"> Completing review of four streetlights we will be replacing. 	
Bridge Repairs – 2nd Avenue – Design	25%
<ul style="list-style-type: none"> Inspection results pending to determine full scope of works. 	
Bridge Rerouting Study	0%
<ul style="list-style-type: none"> Initial project scope being prepared. 	
3rd / 4th Ave W Stairs Replacement – Construction	10%
<ul style="list-style-type: none"> Initial assessment completed. Preparing RFP document for contractor input for a design/build. 	
Paving	5%
<ul style="list-style-type: none"> Capital paving list is being compiled based on condition assessment and avoiding overlap with major project areas. RFP to be posted by April. 	
Landfill Closure – Construction	
<ul style="list-style-type: none"> Substantial completion issued on February 7, 2025. Remaining work to be finished in early spring 2025 – weather dependant. 	
Landfill Lagoon & Priority Upgrades	15%
<ul style="list-style-type: none"> Lagoon Design: Awarded to consultant. Bench testing underway to determine the best treatment process. Liquid Waste Cover: Design complete; final revisions in progress with consultant. 	
Industrial Park Sewage Treatment Plant Upgrades – Design	30%
<ul style="list-style-type: none"> Initial design approved. Awaiting award to begin detailed design 	
Wetland Treatment Design	65%
<ul style="list-style-type: none"> Tender package scheduled for week of March 24, 2025. 	
Comox Lift Station	25%
<ul style="list-style-type: none"> Detailed design underway with construction to follow. 	
Outfall Repairs C to B - Design	50%
<ul style="list-style-type: none"> Preliminary drawings with City for review and working on milestone schedule. 	

Outfall Repairs J to I - Design	95%
<ul style="list-style-type: none"> • Tender package scheduled for week of March 24 	
Outfall K Modifications – Design & Construction	5%
<ul style="list-style-type: none"> • Strategy memo with City for review 	
SCADA System Upgrades (Water & Sewer) – Phase 1	95%
<ul style="list-style-type: none"> • Consultant on site setting up historian and new workstations. 	
SCADA System Upgrade (Sewer) – Phase II	25%
<ul style="list-style-type: none"> • Using consultant findings to determine sequencing for SCADA integration into existing lift stations. • Finalizing design to integrate all outfalls into SCADA. 	
Scada System Upgrade (Water) – Phase II	5%
<ul style="list-style-type: none"> • Flushing Stations: Ongoing work to integrate into SCADA. 	
Submarine/Overland – Phase II Construction	0%
<ul style="list-style-type: none"> • FAA submitted to DFO. Tender package preparation in progress. 	
Water Replacement Program	5%
<ul style="list-style-type: none"> • 400 Block of 9th Ave West repair - \$115,000 	
Water Treatment Facility – Design	5%
<ul style="list-style-type: none"> • Consultant proposal to continue bench testing in preparation of treatment method selection. 	
BIG Sewer Main Replacement – Design & Construction	
<ul style="list-style-type: none"> • Design ongoing. 	
BIG Sewer Master Plan	
<ul style="list-style-type: none"> • Working with DSD on area of work. 	
BIG Water Main Replacement – Design	
<ul style="list-style-type: none"> • Drawings will be finalized this week for: <ul style="list-style-type: none"> ✓ 9th & 10th Avenue East ✓ Bacon & Conrad Street • Montreal Circle to Victoria – 60% complete. • 11th Avenue priority section – 60% complete. • Shawatlans Road – culvert and chamber drawings being finalized for comments. • Tender packages for public bid process to be prepared once designs complete. 	
BIG Water Main Replacement – Construction	
<ul style="list-style-type: none"> • Overlook underground completed. Paving in summer. • 1800 Block of 7th Avenue East – 100% complete. • Crestview underground – 65% complete. • Shawatlans Road – 80% of underground pipe works completed. Culvert and chamber installation to commence in 2-3 weeks. • Memo on Shawatlans Road paving cots to be presented at a future meeting once pipe work is complete. 	

[YourLetterhead]

To Special Olympics Canada Summer Games Committee,

Subject: Letter of Support for the 2030 Special Olympics Canada Summer Games

On behalf of _____, it is our privilege, to extend our full support for the 2030 Special Olympics Canada Summer Games. This incredible event not only highlights the athletic talents of individuals with disabilities but also celebrates inclusion, determination, and community spirit.

At _____, we have always believed in the power of sports to unite people and inspire positive change. The Special Olympics embodies these values, creating opportunities for athletes to shine while fostering acceptance and understanding within our community.

We are proud to stand behind this event and are eager to contribute to its success. Whether through hosting events, or providing an accessible facility with supportive staff, we are committed to helping make the Games an unforgettable experience for all participants and attendees.

We commend the dedication of the athletes, organizers, and volunteers who work tirelessly to bring this event to life. It is an honor to support such a meaningful initiative, and we look forward to celebrating the remarkable achievements of these inspiring individuals.

If there is anything more we can do to assist in making this event a success, please don't hesitate to reach out. We wish all participants the very best and look forward to seeing the positive impact this event will have on our community.

Sincerely,

Your organization name

To Mayor and Council

February 25 2025

We are a group of Charter fishing operators that have been mooring our boats at Cow Bay Marina in previous seasons. Cow Bay Marina is an excellent location for us as it is convenient for our clients. It also provides our clients a positive experience in the community, while showcasing the retail core of Cow Bay. Management has always been helpful and accommodating when needed in the past.

The concern that we have is the rates we are being asked to pay for the approaching season. As small business operators we are seeing our costs increase. These high rates will have a significant impact on our ability to remain viable small businesses. Most of us are already close to being fully booked for the season and were not anticipating this large of a cost increase.

Our rate that we have been quoted for June, July and August 2025 is based on the same full day rate as a transient vessel would be charged per night. A 40-foot slip is coming in at \$76.00 per day for an average monthly cost of \$2280.00. This is nearly double what we paid last year for that same time frame. Last year that same summer rate was billed at \$1120.00 per month.

We have done some research around the province, and it shows that our daily transient rate is in line with what many marinas are charging. The difference is quite drastic when you factor in their monthly peak season rates. A quick survey shows that monthly rates in marinas we contacted for summer season varied from \$600 to \$1200 for a 40-foot slip. Some of the marinas had a 3-month minimum charge and payment was required in advance. We have attached a sample size for you to review other marina pricing. These are a random sample, and we are sure that there are some that are much higher and some that may be lower. Some of these rates include power and some did not.

Charter fishing has a significant economic impact on Prince Rupert. Day trip charters attract thousands of visitors each year to Prince Rupert. These folks stay in hotels, eat in restaurants and spend money in many other locally owned small businesses. The economic spin-off per charter boat is very dramatic.

We ask that you consider maintaining affordable monthly rates during peak season for charter operators in the bylaw amendment that is being drafted. We would make ourselves available to discuss our concerns in person if needed.

Anchor Management, Garret Wolders

CMF Charters, Scott Groves

Wildfish Charters, Darren Pearson

Northwest BC Fishing Charters, Haeden Swirski

Mad Gaffer Fishing, Mark Neudorf

Bardt Pacific Charters, John Harbidge

Reel Fun Fishing, Kevin Eikum

This comparison is based on 40ft slips and peak season moorage.

Name	Location	40 ft mth rate	40ft day rate	
Deck Side Marina (2023)	Richmond	\$671	NA	
False Creek	Vancouver	\$688	\$80	
North Saanich	Saanich	\$690	\$86	
Fairwinds	Nanoose Bay	\$589	\$80	6mth min
Van Isle Marina	Sidney	\$1,182	\$110	
Comox valley marina	Comox	\$1,178	\$38	
Port Sidney	Sidney	\$792	\$96	
Townsite Marina	Nanaimo	\$592	\$80	3mth min
MK Bay Marina	Kitimat	\$923	\$75	
Oak Bay	Victoria	\$880	\$86	
Mill Bay	Saanich	\$793	\$86	
Deep Bay	Qualicum Beach	\$3200 for 6 months	\$100	
Browns Bay	Campbell River	\$868	\$70	



REPORT TO COUNCIL

Regular Meeting of Council

DATE: March 24, 2025
TO: Robert Buchan, City Manager
FROM: Corinne Bomben, Chief Financial Officer

SUBJECT: NORTHWEST REGIONAL FUNDING REPORTING

RECOMMENDATION:

THAT Council approve the long-term development plan for 2024 through 2028 and the policy statement prepared for the Province of British Columbia as required under the Northwest Regional Funding Agreement.

REASON FOR REPORT:

The City signed the Northwest Regional Funding Agreement (NWRFA) with the Province in July 2024 for funding to be provided for a period of five years. A requirement of receiving continued funding annually is for the completion and approval by Council of a long-term development plan and a policy statement which is due by April 1, 2025.

BACKGROUND:

The objective of the agreement includes addressing community infrastructure, supporting asset management, and partnering with neighbouring First Nations to advance reconciliation and relationships. The long-term development plan (LTDP) and policy statement attached outlines the intended operational activities and capital investments for a five-year period for which the annual contribution under the agreement will be utilized.

LINK TO STRATEGIC PLAN:

The approval of this LTDP and policy statement furthers Council's goals of replacing and renewing the City's infrastructure in a cost effective and strategic way as well as fostering the local economic, social, cultural and environmental well-being of the community.

ANALYSIS:**Long-Term Development Plan 2024 - 2028**

The information in the attached LTDP is in conformity with the template provided by the Province and agrees to Council's amended 2024 five-year financial plan and the current outlook for use of funds for 2025 through 2028. Projects included in 2025 have been provided to Council during the budget process in the fall and the projects included in 2026 through 2028 are to be included in the 2025 Five-Year Financial Plan bylaw.

For clarity, the LTDP is itemized in *Table 1*, on the following page, by year with a description and amount that aggregate to the totals reported in the LTDP.

Policy Statement

The policy statement attached to this report identifies the use of funds for projects and initiatives intended to advance reconciliation and strengthen the City's relationship with neighbouring First Nations. Funds are allocated towards a totem pole program, put forward and approved by Council as a part of the 2025 budget, to perform engagement for the purposes of planning the respectful replacement of the existing replica Totem Poles around the community.

Also included is continued support for the Indigenous Relations Committee activities and action plan development. This support was approved by Council to support the Reconciliation Framework policy.

Both attachments make up the required reporting documents that Council must approve by the due date of April 1, 2025 to receive the next installment of Provincial funding outlined in the Northwest Regional Funding Agreement.

Table 1

Projects on LTDP for year	2024	2025	2026	2027	2028
General Government and Development					
Capital					
Public Works new building	1,000,000	5,000,000			
Capital Maintenance					
City Hall Exterior Painting		85,000			
City Hall Interior Office addition		20,000			
Total Capital Maintenance		105,000			
Total General Government and Development	1,000,000	5,105,000			
First Nation Outreach Projects & Initiatives					
Planning					
First Nations Pole Program		50,000			
Operations					
Indigenous Relations Committee		15,000	15,171	15,171	15,171
Total First Nation Outreach Projects & Initiatives		65,000	15,171	15,171	15,171
Water					
Capital					
Submarine Line/Overland Line/SCADA	1,188,000				
Submarine Line		2,100,000	1,845,000		
Water Treatment Plant Detailed Design				2,845,000	
Water Treatment Plant					6,845,000
Total Water	1,188,000	2,100,000	1,845,000	2,845,000	6,845,000
Sewer & Wastewater					
Capital					
Outfall J to I		3,000,000			
Temporary Debt repayment for Outfall K, and C to B			5,000,000		
BIG Project Contribution				4,000,000	
Total Sewer & Wastewater		3,000,000	5,000,000	4,000,000	
Public Safety & Emergency Management					
Capital					
Replacement of Command 2	90,000				
Radio towers to UHF from VHF		235,342			
Replacement of Command 1		70,000			
Total Public Safety & Emergency Management	90,000	305,342			
Roads & Transportation					
Capital					
Streetlight Replacement Program	50,000				
Priority Bus Shelters	30,000				
Total Roads & Transportation	80,000				
Parks, Recreation & Culture					
Capital					
Lester Centre - Roof design/Replacement	347,000				
Library - Flooring Renovation	55,000				
McBride St. Sport Court Refinishing	65,000				
Pool Filtration Replacement		150,000			
Contribution to Eidsvick Park		50,000			
Total Capital	467,000	200,000			
Capital Maintenance					
Lester Centre - Wall Repair	20,000				
Pool Exterior Wall Repairs		100,000			
Total Capital Maintenance	20,000	100,000			
Total Parks, Recreation & Culture	487,000	300,000			
TOTAL					
Planning		50,000			-
Capital	2,825,000	10,605,342	6,845,000	6,845,000	6,845,000
Capital Maintenance	20,000	205,000			-
Operations		15,000	15,171	15,171	15,171
Total	2,845,000	10,875,342	6,860,171	6,860,171	6,860,171

COMMUNITY SOCIAL, ENVIRONMENTAL AND EQUITY CONSIDERATIONS:

The community has been impacted through multiple boil water advisories and notices in part due to water infrastructure replacement activities. In addition, changes in Health Canada water quality standards have caused the City to need to plan for the design and build of a different water treatment facility to upgrade to the new standards. Federal wastewater standards and recent directives is resulting in a new method for City wastewater treatment/discharge. Upgrading wastewater treatment to meet Federal standards will specifically support improvements to the local environment through employment of a sustainable solution, and the redirection of wastewater into treatment sites rather than the current method of direct discharge into the harbour.

The infrastructure replacement strategy, Federal wastewater directives, and Provincial requirements to implement secondary water treatment measures have informed most of the spending anticipated in the LTDP. These are pressing infrastructure needs that impact all residents, but can impact those with limited or fixed income more because of the regressive nature of property taxation and utility payment structures. Allocation of LTDP funds towards capital expenses saves the City from wholly transferring this burden of infrastructure renewal onto those tax and rate payers that are less able to pay.

Information regarding the much needed replacement of civic infrastructure has been communicated to the public through Council reports, budget documents, City website content, townhalls and social media. These projects make up the largest component of the LTDP.

LINKS TO COUNCIL PLANS AND POLICY DIRECTION:

The information presented in the LTDP agrees to the Five-Year financial plans of Council for 2024 and the current Five-Year Financial Plan in progress to be adopted by May 14, 2025. It meets the goals under the Infrastructure Replacement Plan, the Reconciliation Framework policy, and adheres to a requirement of receiving continued funding under the NWRFA. In addition, specific objectives relating to water and sewer line replacement will assist the City in fulfilling objectives outlined in Asset Management planning and our Infrastructure Replacement Plan.

COST:

There is no cost to the City for the preparation and submission of the LTDP and policy statement beyond staff time.

CONCLUSION:

Council is requested to approve the long-term development plan and policy statement on strengthening relationships with neighbouring First Nations attached to this report in fulfillment of the requirements to receive continued funding under the Northwest Regional Funding Agreement.

Report Prepared By:

Report Reviewed By:

Corinne Bomben,
Chief Financial Officer

Robert Buchan,
City Manager

Originally signed available upon request

Attachments:

- Long-term Development Plan – City of Prince Rupert
- Policy Statement – Strengthening relationship with First Nations

Long-term Development Plan for the Local Government of:

City of Prince Rupert

Date Adopted by the Local Gov:

For Calendar Years

2024 to 2028

2024	2025	2026	2027	2028	TOTAL
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General Government and Development

Asset Management						0
Planning						0
Capital	1,000,000	5,000,000				6,000,000
Capital Maintenance		105,000				105,000
Operations						0
Total	1,000,000	5,105,000	0	0	0	6,105,000

First Nation Outreach Projects & Initiatives

Planning		50,000				50,000
Capital						0
Capital Maintenance						0
Operations		15,000	15,171	15,171	15,171	60,513
Total	0	65,000	15,171	15,171	15,171	110,513

Water

Planning						0
Capital	1,188,000	2,100,000	1,845,000	2,845,000	6,845,000	14,823,000
Capital Maintenance	0					0
Operations						0
Total	1,188,000	2,100,000	1,845,000	2,845,000	6,845,000	14,823,000

Housing

Planning						0
Capital						0
Capital Maintenance						0
Operations						0
Total	0	0	0	0	0	0

Childcare Facilities

Planning						0
Capital						0
Capital Maintenance						0
Operations						0
Total	0	0	0	0	0	0

Sewer & Wastewater

Planning						0
Capital		3,000,000	5,000,000	4,000,000		12,000,000
Capital Maintenance						0
Operations						0
Total	0	3,000,000	5,000,000	4,000,000	0	12,000,000

Solid Waste & Recycling

Planning						0
Capital						0
Capital Maintenance						0
Operations						0
Total	0	0	0	0	0	0

Public Safety & Emergency Management

Planning						0
Capital	90,000	305,342				395,342
Capital Maintenance						0
Operations						0
Total	90,000	305,342	0	0	0	395,342

Roads & Transportation

Planning						0
Capital	80,000					80,000
Capital Maintenance						0
Operations						0
Total	80,000	0	0	0	0	80,000

Parks, Recreation & Culture

Planning						0
Capital	467,000	200,000				667,000
Capital Maintenance	20,000	100,000				120,000
Operations						0
Total	487,000	300,000	0	0	0	787,000

Other

Description of "Other"						
Planning						0
Capital						0
Capital Maintenance						0
Operations						0
Total	0	0	0	0	0	0

TOTAL

Asset Management	-	-	-	-	-	-
Planning	-	50,000	-	-	-	50,000
Capital	2,825,000	10,605,342	6,845,000	6,845,000	6,845,000	33,965,342
Capital Maintenance	20,000	205,000	-	-	-	225,000
Operations	-	15,000	15,171	15,171	15,171	60,513
Total	2,845,000	10,875,342	6,860,171	6,860,171	6,860,171	34,300,855

I hereby certify that this Long-term Development Plan (Plan) is a materially reasonable estimate of expected planning, operating, and capital expenditures over the five-year term specified in this Plan, and is presented in accordance with the requirements of the Peace River Agreement.

Date

Policy Statement(s) for Local Government of:

City of Prince Rupert

Date Policy Statement Adopted by the Local Gov:

All local governments must provide a policy statement on the use of funds for projects or initiatives that advance reconciliation and strengthens the Signatory's relationship with neighboring First Nations

Council adopted a Reconciliation Framework Policy in 2023. The purpose of this policy framework is to lay out a number of initial areas for City action and progress to advance reconciliation within Prince Rupert in a meaningful and impactful way. The Indigenous Relations Committee was developed following its adoption as a method of ensuring community feedback in the generation of policy direction for the City to support reconciliation at the local level. In 2025, funds from the Northwest Regional Funding Agreement have been dedicated to funding 50% of the committee's efforts to generate an Action Plan, with the intent to adopt the Plan in 2026 and use remaining year funding to continue to advance the actions identified in the plan. The committee has done some initial work in setting priorities and meeting with the community, and will broaden the scope of that engagement as well as complementary cultural activities over the course of 2025, in support of Council's reconciliation objectives.

I hereby certify that this Long-term Development Plan (Plan) is a materially reasonable estimate of expected planning, operating, and capital expenditures over the five-year term specified in this Plan, and is presented in accordance with the requirements of the Peace River Agreement .

Financial Officer of the Local Government as defined under Section 149 of the Community Charter or 237 of the Local Government Act

Date



REPORT TO COUNCIL

Regular Meeting of Council

DATE: March 24th, 2025
TO: Robert Buchan, City Manager
FROM: Veronika Stewart, Manager of Communications, Engagement, and Social Development

SUBJECT: ROTARY CLUB BANDSHELL PROJECT

RECOMMENDATION

THAT Council confirm that the City will accept Rotary's donation of the bandshell structure at Mariners Park as a City-owned asset following construction completion, with provision for continued staff involvement in materials selection and design processes;

AND, THAT Council provide direction for staff to include projected asset management expenses in the annual budget for consideration, following construction completion.

REASON FOR REPORT

With preliminary designs completed and fundraising under way for a new bandshell in Mariners Park, Rotary Club requires confirmation from the City regarding future ownership and maintenance of the asset by the City to be eligible for funding.

BACKGROUND

In 2022-2023, a community design charette exercise was completed as part of an initiative to develop Mariners park as a 'Destination Development', an objective mirrored in the City's Outdoor Parks and Recreation Plan. In 2024, Prince Rupert Rotary Club approached the City with interest in developing a new bandshell project in Mariners Park, and Council provided direction in Spring of 2024 for staff to work with Rotary and their design team on providing input around maintenance and landscaping considerations, as well as support 'in principle' for the project.

The bandshell project is led by the Rotary Club and is contingent on receiving grant funding to complete the project works. Other City-led development efforts are occurring with the Japanese Canadian Memorial and Memorial wall projects, but these are funded through other means and not directly connected to this project. Given there were known to be multiple interests in park redevelopment, staff worked to bring all parties to the table, and all are now working with the design firm initially used by Tourism Prince Rupert on park planning.

This project aligns with feedback from community that the City received in the Outdoor Parks and Recreation Plan, which called for covered outdoor performance space that could benefit the multitude of cultural performers in the community from dancers, to musicians, to poets, and more.

LINKS TO COUNCIL PLANS AND POLICY DIRECTION:

The Rotary Bandshell project explicitly supports policy direction from the Outdoor Parks and Recreation Plan. Specifically, it supports the goals noted below:

- “Develop a continuous, inspiring experience to and along the waterfront, the city’s greatest asset”, and,
- “Collaborate with community partners on mutually beneficial projects”

This space fulfills the recommendation OA2 of the Plan regarding Outdoor Amenity recommendations to:

- “Establish an outdoor performance area with a covered structure, suitable power, and space for large gatherings.”

The project also aligns with Council’s overall strategic goals to undertake community renewal and foster social and cultural well being.

COST:

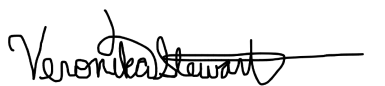
At this time the maintenance costs of the facility in future are unknown, however it is anticipated that costs would include annual pressure washing, required maintenance of door mechanisms, future replacement of the stage, and other minor repairs. Anticipated maintenance is being requested as part of construction documentation.

CONCLUSION:

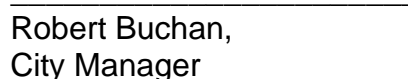
Staff recommends that Council accept Rotary’s donation of the bandshell structure at Mariners Park following construction completion, with provision for continued staff involvement in materials selection and design processes, and direct staff to include projected maintenance expenses in the annual budget following construction completion.

Report Prepared By:

Report Reviewed By:



Veronika Stewart
Manager of Communications, Engagement,
and Social Development



Originally signed available upon request

Proposal for Prince Rupert City Council re: Canadian Procurement Proposal

Background:

At the March 10, 2025, City Council meeting, a verbal notice of intent to raise a potential motion was given by Councillor Forster.

On February 1, 2025, President Trump signed an executive order imposing a 25% tariff on imports from Canada and a 10% duty on energy. Two days later, on February 3, 2025, the U.S. announced a 30-day delay for the implementation of these tariffs against Canada. However, on March 4, 2025, the 25% tariff on Canadian imports officially came into effect. In light of these ongoing tariff threats, former Prime Minister Trudeau called upon Canadian consumers to "choose Canada" by supporting Canadian goods and services. This initiative seeks to decrease dependence on American products and bolster the domestic economy. The British Columbia government has cautioned that the province could face a loss of over 124,000 jobs by 2028, leading to an estimated cumulative economic loss of \$69 billion between 2025 and 2028.

Considerations:

Across Canada, local governments are increasingly adopting a "Team Canada" approach to enhance economic resilience. On February 11, 2025, the City of Vancouver convened a Special Council meeting and passed a motion instructing staff to conduct an evaluation of current capital projects, suppliers, procurement practices, and trade agreements. This assessment aims to identify potential opportunities for "Buy Local/Buy Canadian" initiatives. The Council anticipates a report encompassing both immediate and long-term strategies to support this initiative.

Various motions have been proposed and/or approved in the municipalities of Burnaby, Delta, Victoria, Toronto, Ottawa, Kitchener, Waterloo, and Mississauga. In the province of British Columbia, the municipalities of View Royal and the District of North Vancouver have resolved to boycott the social media platform "X," opting for alternative communication methods to engage with residents. The City of Victoria has publicly indicated its intent to adopt a similar stance. Investment in the local community is expected to yield benefits for all people within Prince Rupert, notwithstanding any potential tariffs that may arise. Collectively, we can foster a stronger and more prosperous future for all individuals involved.

Request:

The following motion is proposed for consideration by the council:

“THAT the Prince Rupert City Council requests Staff to review current procurement practices and identify opportunities to enhance “Buy Canadian” purchasing;

AND THAT Staff are requested to report back to Council with a proposed outline of changes at a future meeting of Council, including the cost-benefit implications of adopting a "Buy Canadian" policy and its potential impact on the budget.”

Respectfully submitted by Councillor T.Forster