



REGULAR AGENDA

For the **REGULAR MEETING** of Council to be held on Monday, April 14, 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 April 14, 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 24, 2025;
- ii. Minutes of the Committee of the Whole Meeting of March 24, 2025;
- iii. Minutes of the Special Meeting of March 24, 2025;

b) Reports for receipt

- iv. Report from the Fire Chief Re: March 2025 Fire/Rescue Report;

c) Correspondence for receipt

- v. North Coast Regional District Re: March 2025 Board Highlights;
- vi. Cruise Ship Industry feedback from the volunteer senior cruise ship ambassador;
- vii. BC SPCA Re: Animal Statistics Report 2024; and
- viii. Letter from the Village of Daajing Giids to the Liquor and Cannabis Regulation Branch regarding Cannabis Taxation Sharing and Municipal-Owned Cannabis Retail Stores.

Recommendation:

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

6. REPORTS

a) Report from the Fire Chief Re: Application to Union of BC Municipalities' Next Generation 911 Program

Recommendation:

THAT Council support the City's Application for \$1.9M in funding from the 2025 UBCM Next Generation 911 program to be spent on increased staffing in support of modernizing its 911 PSAP, as per Federal mandate;

AND THAT Council confirm overall grant management for UBCM funds, if received.

7. COUNCIL ROUND TABLE

8. ADJOURNMENT



MINUTES

For the **REGULAR MEETING** of Council to be held on Monday, March 24, 2025, at 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Buchan, City Manager
R. Pucci, Deputy City Manager
C. Bomben, Chief Financial Officer
N. Beauregard, Director of Recreation & Community Services
J. Schmidt, Deputy Director of Operations
V. Steward, Manager of Communications, Engagement and Social Development

1. CALL TO ORDER

The Chair called the regular meeting to order at 8:38 pm.

2. INTRODUCTION OF LATE ITEMS

Added as items:

4. a) Recommendation from the Committee of the Whole with respect to Impending Staff Shortages Presentation;
4. b) Recommendation from the Committee of the Whole with respect to Sacred Fire Family Presentation;
8. a) Notice of motion to upgrade the Cemetery Bylaw proposed by Councillor Cunningham.

3. APPROVAL OF AGENDA

MOVED by Councillor Adey and seconded by Councillor Randhawa THAT the Agenda for the Regular Council Meeting of March 27, 2025 be adopted as presented and amended.

CARRIED

4. RESOLUTIONS AND/OR RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE

a) Recommendation from the Committee of the Whole with respect to Impending Staff Shortages Presentation

MOVED by Councillor Adey and seconded by Councillor Randhawa that Council direct Staff to work with John Farrell, Executive Director for the Community Futures, on crafting the declaration to the next Council Meeting for consideration.

CARRIED

b) Recommendation from the Committee of the Whole with respect to Sacred Fire Family Presentation

MOVED by Councillor Forster and seconded by Councillor Cunningham THAT Council direct Staff to connect with Symbia Barnaby for the future steps forward.

CARRIED

5. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS

6. 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.

MOVED by Councillor Forster and seconded by Councillor Adey THAT all items

on the Consent Agenda be approved or received as requested and amended.

CARRIED

7. REPORTS

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

MOVED by Councillor Adey and seconded by Councillor Forster 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.

CARRIED

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

MOVED by Councillor Forster and seconded by Councillor Cunningham 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.

CARRIED

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

MOVED by Councillor Forster and seconded by Councillor Randhawa 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.

CARRIED

8. COUNCIL ROUND TABLE

a) Notice of motion to upgrade the Cemetery Bylaw proposed by Councillor Cunningham.

MOVED by Councillor Forster and seconded by Council Randhawa that Council direct Staff to upgrade the Cemetery Bylaw.

CARRIED

9. ADJOURNMENT

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT the meeting be adjourned at 9:00 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



COMMITTEE OF THE WHOLE MINUTES

For the **COMMITTEE OF THE WHOLE MEETING** of Council to be held on Monday, March 24, 2025, at 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Buchan, City Manager
R. Pucci, Deputy City Manager
C. Bomben, Chief Financial Officer
N. Beauregard, Director of Recreation & Community Services
J. Schmidt, Deputy Director of Operations
V. Steward, Manager of Communications, Engagement and Social Development

1. CALL TO ORDER

The Chair called the Committee of the Whole Meeting to order at 7:00 pm.

2. INTRODUCTION OF LATE ITEMS

Added as item:

- 4.i. Presentation from Staff and Andrew Lockhart from Atmospheric Perspective Re: Mariner's Park (Rotary Band Shell)

3. ADOPTION OF THE AGENDA

MOVED by Councillor Adey and seconded by Councillor Randhawa THAT the Agenda for the Committee of the Whole Meeting of Monday, March 24, 2025, be adopted as presented and amended.

CARRIED

4. PRESENTATIONS

- i. **Presentation from Staff and Andrew Lockhart from Atmospheric Perspective Re: Mariner's Park (Rotary Band Shell)**
- ii. **Presentation from John Farrell, Executive Director for the Community Futures, Corinne Warburton from the Highliner Hotel, Kristi Farrell from Opa Sushi, and, Christopher Colussi, General Manager for the Crest Hotel Re: Impending Staff Shortages**

MOVED by Councillor Adey and seconded by Councillor Randhawa THAT Council bring the Impending Staff Shortages issue to the Regular Council Meeting for discussion.

CARRIED

- iii. **Presentation from Guu Gaa Jung [Symbia Barnaby] Re: Sacred Fire Family**

5. QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

6. ADJOURNMENT to Regular Council Meeting

MOVED by Councillor Forster and seconded by Councillor Randhawa THAT the meeting be adjourned to Regular Council Meeting at 8:37 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



SPECIAL AGENDA to Close MINUTES

For the **SPECIAL MEETING** of Council to be held on March 24, 2025, at 5:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Buchan, City Manager
R. Pucci, Deputy City Manager
C. Bomben, Chief Financial Officer

1. CALL TO ORDER

The Chair 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 Gurvinder 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,
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

3. ADJOURNMENT

MOVED by Councillor Adey and seconded by Councillor Forster THAT the meeting be adjourned at 6:30 pm.

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



REPORT

April 1, 2025

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

During the month of March 2025, the Prince Rupert Fire Rescue Department responded to 96 emergency incidents. Of these incidents, 3 properties sustained damage due to fire. The Fire Department attended 13 additional fire related incidents, 3 MVI's, 2 Rescues, 67 medical responses and other public service requests.

Location	Property Value	Property Loss
1516 6 th Ave E	\$115,000	\$115,00
317 7 th Ave W	\$391,300	\$20,000
538 8 th Ave E	\$275,000	\$40,000
Totals:	\$781,300	\$175,000

INCIDENT COMPARISON

March	2025	96 Incidents
March	2024	69 Incidents
March	2023	89 Incidents
March	2022	138 Incidents
March	2021	135 Incidents

FIRE SERVICE ACT INSPECTIONS

During the month of March, Fire Rescue personnel conducted Fire Service Act inspections within 18 public buildings in Prince Rupert.

INSPECTION COMPARISON

March	2025	18 Public Building Inspections
March	2024	7 Public Building Inspections
March	2023	0 Public Building Inspections
March	2022	0 Public Building Inspections
March	2021	1 Public Building Inspection

DEPARTMENT ACTIVITIES AND PROGRAMS

Fire Prevention and Public Education:

During the month of March, firefighters hosted 2 hall tours for groups of elementary school students: 24 Grade 1 & 5 students and 6 adults from Lax Kw'laams school, and 20 Grade 3 & 4 students and 3 adults from Roosevelt.

In early March, Delta Company assisted Coast Mountain College with their fire drill procedures and conducted a fire drill to observe how occupants exited the facility. This was concluded with a review of the drill, with suggestions provided.

Bravo Company also assisted a senior resident with their faulty smoke detector. The crew assessed the equipment and replaced the batteries for the resident.

Training & Upgrading:

18 in-house training sessions were conducted this month. Areas of focus included spinal injury on ice, confined space utilizing a tripod and belay, hose handling & advancement, defensive driving, and familiarization with the new monitor on Engine 5.

Daily Apparatus & Equipment Maintenance:

Daily inspections and maintenance were conducted on all equipment and apparatus. They remain in good working conditions.

911 DISPATCH SUMMARY

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

PR ADMIN	271
PR FIRE	13
PR AMB	247
PR EHS	79
PR RCMP	160
PR ALARM	10

PED ADMIN	9
PED FIRE	3
PED AMB	2
PED EHS	2
PED RCMP	1
PED ALARM	2

OTH FIRE	0
OTH AMB	1
OTH EHS	0
OTH RCMP	6

CITY	180
H/U	98
WRONG #	27
R.C.C.	0
CITYWEST	7
311	0

Total: 1118

Respectfully Submitted



Jeff Beckwith, Fire Chief

Board Highlights

March 2025

Board Business:

1. The Board passed three readings and adopted [Bylaw No. 700, 2025 - 2025-2029 Financial Plan Bylaw](#).
2. The Board resolved to send a letter to the Department of Fisheries and Oceans Canada (DFO), copying MP Taylor Bachrach, MLA Tamara Davidson, and Minister Thompson, to highlight that the 2025 Chinook management measures in B.C.'s North Coast are unnecessarily restrictive and that further salmon enhancement methods should be considered.
3. The Board resolved to send a letter to the Department of Fisheries and Oceans Canada, copying MP Taylor Bachrach, MLA Tamara Davidson, and Minister Thompson, seeking further information from DFO with respect to a lack of regulation and enforcement within the trawl fisheries in the region and DFO's ability to advance conservation efforts with this lack of regulation and enforcement.
4. The Board resolved to send a letter to B.C. Ferries requesting a meeting with representatives from the North and Central Coast to talk about the Northern Adventure's elevator and chair lift being out of service and discuss requirements for accessibility.
5. The Board resolved to send a letter, copying Gary Coons and the B.C. Ferry Authority Board, to the Minister of Transportation and Transit to request that accessibility requirements be included as part of future ferry service contracts.
6. The Board resolved to appoint members to the Graham Island Advisory Planning Commission, Moresby Island Advisory Planning Commission, and Sandspit Parks and Trails Committee.
7. The Board appointed Mr. Caiden Edwards as the new Corporate Officer of the North Coast Regional District effective March 31, 2025.
8. The Board will be holding its next Regular meeting on Friday, April 25 at 4:00 p.m. in Sandspit, B.C., followed by a Committee of the Whole meeting on Saturday, April 26 at 10:00 a.m. in Sandspit, B.C.

For complete details of NCRD Board meetings, the Agenda and Minutes are posted online at www.ncrdbc.com.

March 20, 2023

Judy Warren
2121 Graham Ave
Prince Rupert
BC, V8J 1C9
(250) 624-5564

Port of Prince Rupert
City of Prince Rupert (Mayor, Council) Tourist Director

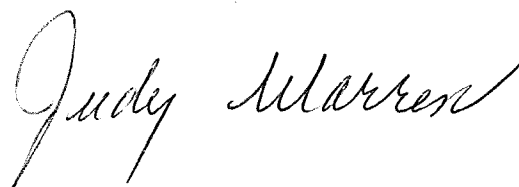
As a volunteer senior cruise ship ambassador the past 5 years and a 53 year resident, the most comment from returning passengers is how wonderful it is to be in a town not controlled by the cruise ship industry. They love the art gallery at Cow Bay and all the individual stores in Cow Bay and in downtown. A good portion of the passengers are seniors and they do not want mass produced merchandise, they can buy gifts at the art gallery for their new grandchildren to 60-year-old children. They get all the food they can possibly eat on the cruise ship so aren't interested in buying more, except for the dessert called "Sex in a Pan" they buy at Cowpuccino's that's a big hit.

There are comments in regard to our downtown area not being very clean, old papers in store windows, dirty sidewalks, etc. and what a shame it is that the Railway Museum isn't maintained when they are so significant to our history. Tourists are not interested generally in modern new buildings that they can see in any city in North America.

The other must is a bus that is free. One that stops at the museum, city hall, Kwinitza, Pillsbury House, Sunken Gardens—so many seniors cannot make it up the hill.

Native Dancers and singers were at the cruise ship terminal one year and even the carving shed was open. It was a very positive experience for all of us, tourists, and locals.

Thank you,
Judy warren

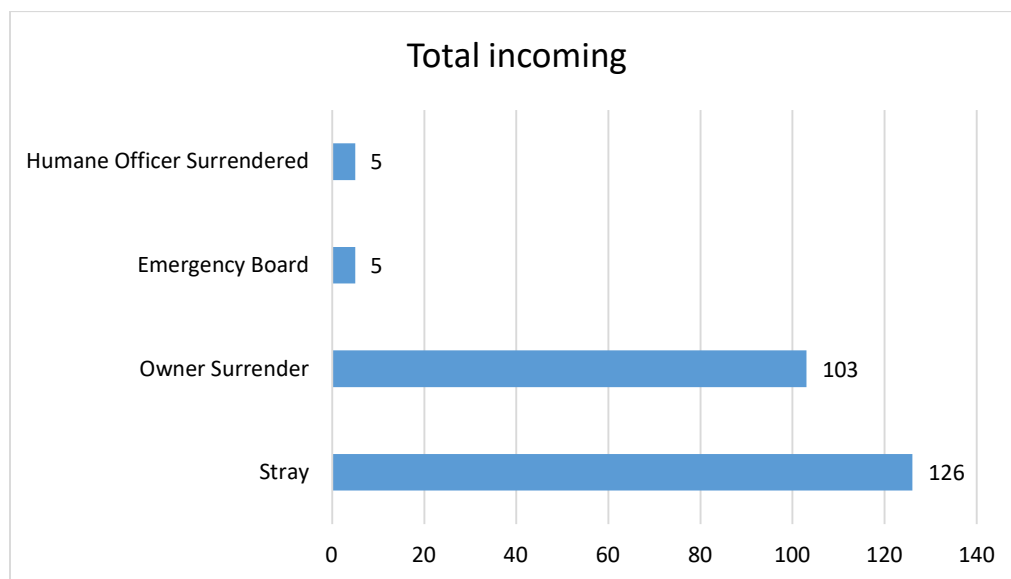
A handwritten signature in cursive script that reads "Judy Warren". The signature is written in black ink and is positioned below the typed name.

Domestic Animal Statistics Report – 2024

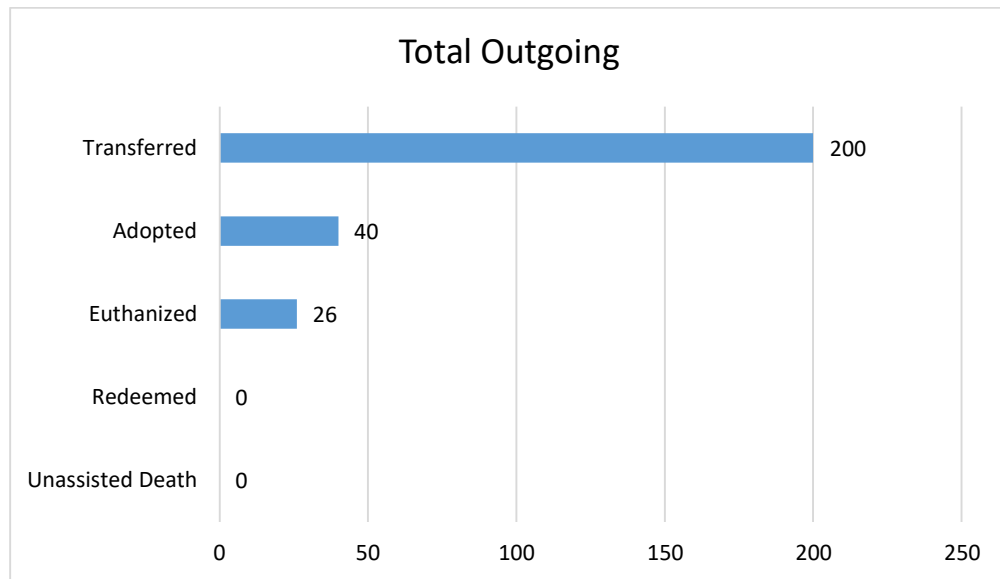
Incoming Number of Domestic Animals from Jurisdiction of the City of Prince Rupert

The breakdown of incoming animals is as follows:

- Domestic Stray Animals: 126 (26 cats, 70 kittens, 20 dogs)
- Owner Surrender: 103 (39 cats, 41 kittens, 17 dogs, 6 puppies)
- Emergency Board: 5 (dogs)
- Humane Office Surrendered 5 (cats)



Outgoing Number of Domestic Animals from City of Prince Rupert Animal Services: 266



The breakdown of species is as follows:

- Dogs: 11 adopted, 20 transferred, and 3 euthanized
- Puppies: 5 adopted, 12 transferred, and 3 euthanized
- Cats: 11 adopted, 70 transferred, and 15 euthanized
- Kittens: 13 adopted, 98 transferred and 5 euthanized



March 20th, 2025

Mayor and Council
Municipalities of BC
via email

Dear Mayor and Council,

RE: Cannabis Taxation Sharing & Municipal-Owned Cannabis Retail Stores

The Village of Daajing Giids is sharing with you the attached letter from David Hume the Assistant Deputy Minister & Liquor and Cannabis Regulation Branch as we believe it is important to ensure that all municipal leaders are informed about this ongoing dialogue and are able to consider the implications and opportunities for your municipality.

The letter arose from the Village of Daajing Giids' 2023 Union of BC Municipalities (UBCM) advocacy efforts with regard to Cannabis Taxation Revenue sharing with municipalities. The Village requested a general update on this topic from the Minister of Finance based on a recommendation from the 2021 Local Government Financial Resiliency report "seeking targeted consumption tax that provides local government a share of provincial cannabis taxation revenue". With minimal update on taxation revenue sharing from the Province, the question of municipally-owned cannabis stores as a source of revenue for local governments was briefly discussed with then Minister of Public Safety & Solicitor General Mike Farnworth.

The attached letter outlines the province's position and provides clarity on issues related to municipal eligibility for cannabis retail store licenses. We encourage you to review the document and consider not only the revenue possibilities but also the opportunity to ensure responsible distribution and community oversight for your municipality.

Sincerely,



Her Worship,
Mayor Lisa Pineault

Village of Daajing Giids

PO Box 580, 903A Oceanview Drive V0T1S0

Email: mayor@daajinggiids.ca | Web: <https://daajinggiids.ca/>

VIA EMAIL

Ref: 674406

February 5, 2025

Her Worship Lisa Pineault
Village of Daajing Giids
903A Oceanview Drive
Daajing Giids, B.C. V0T 1S0
Email: Office@daajinggiids.ca

Dear Mayor Pineault:

I am writing to follow up with you on a letter sent from former Minister, Mike Farnworth, on February 5, 2024, regarding municipality-owned cannabis retail stores. As the General Manager (GM) of the Liquor and Cannabis Regulation Branch (LCRB), I oversee the province's liquor and cannabis regulations, including the administration of cannabis licences and authorizations. Through sound policy and regulation, the LCRB's mission is to enable vibrant liquor and cannabis industries, while ensuring public health and safety.

I would like to thank the delegation from the Village of Daajing Giids for your interest in the cannabis industry and for seeking clarification on whether a municipality is eligible to hold a Cannabis Retail Store (CRS) licence. I appreciate your patience while we reviewed this matter.

The *Cannabis Control and Licensing Act* authorizes the GM to issue a CRS licence to an individual, partnership, corporation or Indigenous nation. In B.C., the legal definition of a corporation includes a municipality or other incorporated bodies. Therefore, the GM is authorized to issue a CRS licence to a municipality if the municipality meets all licensing requirements.

If you are interested in applying for a CRS licence, you can submit an application through the LCRB's licensing portal: <https://justice.gov.bc.ca/lcrb/>.

More information on how to apply is on the LCRB's "Apply for a cannabis Retail Store licence" webpage: <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/cannabis-licences/apply-cannabis-licence/apply-for-a-cannabis-retail-store-licence>.

.../2

Her Worship Lisa Pineault
Page 2

If you have more questions about the application process, please reach out to Karina Isdahl, Licensing Manager at Karina.Isdahl@gov.bc.ca.

Sincerely,

A handwritten signature in black ink, appearing to be 'DH', with a long horizontal flourish extending to the right.

David Hume
Assistant Deputy Minister and General Manager
Liquor and Cannabis Regulation Branch
Ministry of Public Safety and Solicitor General
www.gov.bc.ca/lcrb

pc: Janet Donald, Executive Director, LCRB (Janet.Donald@gov.bc.ca)
Pamala Renwick, Executive Director and Deputy General Manager of Licensing
(Pamala.Renwick@gov.bc.ca)



REPORT TO COUNCIL

Regular Meeting of Council

DATE: April 14th, 2025
TO: Robert Buchan, City Manager
FROM: Jeff Beckwith, Fire Chief

SUBJECT: APPLICATION TO UNION OF BC MUNICIPALITIES' NEXT GENERATION 911 PROGRAM

RECOMMENDATION:

THAT Council support the City's Application for \$1.9M in funding from the 2025 UBCM Next Generation 911 program to be spent on increased staffing in support of modernizing its 911 PSAP, as per Federal mandate;

AND THAT Council confirm overall grant management for UBCM funds, if received.

REASON FOR REPORT:

Application to UBCM for additional Next Generation 911 (NG911) funding will enable the City of Prince Rupert to modernize its 911 Public Safety Answer Point (PSAP) and fire dispatch operations to meet the Federally mandated telecommunications standards that are being rolled out Canada-wide.

BACKGROUND:

The Canadian Radio-television and Telecommunications Commission (CRTC) has directed that all telecommunications providers migrate to NG911 services to provide improved emergency services using world-class telecommunications networks.

In 2023, the City received \$3.5 M in allocated funding from the UBCM NG911 funding program to support the transition of its PSAP to NG911 standards. The UBCM recently established an application-based funding program (the 2025 program) that can provide up to an additional \$2 M to support transition of PSAPs in BC to NG911.

The additional funding will be spent on increasing staffing in the 911 PSAP and fire dispatch centre to enable 2 dispatchers on duty at all times (24 X 7 X 365) for a 3-year transition period starting in 2026. This increased staffing is required to meet National Fire Protection Association (NFPA) standards for 911 PSAP and fire dispatch services and ensure the ongoing sustainment, effectiveness and resiliency of the emergency communications centre as NG911 technology is introduced. After the grant funds are expended, the City will need to fund this additional staff through other sources.

ANALYSIS:

The benefits to the community from sustaining the Prince Rupert emergency communications centre are as follows:

- Improved communications, situational awareness and coordination in response to local emergency events, including enhanced ability to coordinate and collaborate with the Port Authority
- Self-sufficiency of emergency communications functions for Prince Rupert due to availability of local personnel and infrastructure
- Establishment of the capability to provide 911 and dispatch services to currently unserved areas in the region

Without the additional funding from UBCM, the City will be unable to increase staffing to meet the required staffing standard and will experience degradation in 911 and fire dispatch service performance.

COST:

The City is applying for approximately \$1.9M in funding from the UBCM NG911 program to support this initiative, which will cover recruitment and training expenses and incremental staff costs for up to 3 years.

This funding is in addition to the \$3.5M already allocated to the City from the 2023 funding program, which will partially fund the resources and equipment to enable transition to NG911 standards.

CONCLUSION:

Staff recommends Council support this application in order to meet mandated Federal requirements to modernize its 911 PSAP.

Report Prepared By:

Report Reviewed By:

Jeff Beckwith,
Fire Chief

Robert Buchan,
City Manager

Originally signed available upon request