



REGULAR AGENDA

For the **REGULAR MEETING** of Council to be held on Monday, November 10, 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 November 10, 2025, be adopted as presented.

4. PRESENTATION

a) Presentation from the Chief Financial Officer Re: City of Prince Rupert 2026 Proposed Budget

5. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS (& 2026 PROPOSED BUDGET)

6. CONSENT AGENDA

a) Council minutes for approval

- i. Minutes of the Special Meeting to Close of October 27, 2025;
- ii. Minutes of the Committee of the Whole Meeting of October 27, 2025;
- iii. Minutes of the Regular Meeting of October 27, 2025;

b) Reports for receipt

- iv. Report from the Fire Chief Re: Monthly Fire / Rescue Report – October 2025;
- v. Report from the Chief Financial Officer Re: August 2025 Financial Variance Report;
- vi. Memo from the Director of Operations Re: PFAS Drinking Water Analytical Results;

c) Correspondence for receipt

- vii. Response to Council Inquiries; and,

d) Correspondence for approval

- viii. Request for Proclamation for November as Adoption and Permanency Awareness Month 2025.

Recommendation:

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

7. REPORTS

- a) **Report from the Planning Re: Official Community Plan Amendment Application Bylaw No. 3667, 2025 & Zoning Bylaw Amendment Application Bylaw No. 3668, 2025**

Recommendation:

THAT Council consider the Official Community Plan Amendment Application Bylaw No. 3667, 2025 & Zoning Bylaw Amendment Application Bylaw No. 3668, 2025.

8. BYLAWS

- a) **City of Prince Rupert Official Community Plan Bylaw Amendment Bylaw No. 3667, 2025**

Recommendation:

THAT Council consider Third Reading to the City of Prince Rupert Official Community Plan Amendment Bylaw No. 3667, 2025;

AND THAT Council consider City of Prince Rupert Official Community Plan Amendment Bylaw No. 3667, 2025 in conjunction with its financial plan and any liquid waste management plans in effect.

- b) **City of Prince Rupert Zoning Bylaw Amendment Application Bylaw No. 3668, 2025**

Recommendation:

THAT Council consider Third Reading to the City of Prince Rupert's Zoning Bylaw Amendment No. 3668, 2025.

9. COUNCIL ROUND TABLE

10. ADJOURNMENT



SPECIAL MINUTES

For the **SPECIAL MEETING** of Council, held on October 27, 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 G. Randhawa
Councillor T. Forster
Councillor N. Adey
Councillor R. Skelton-Morven (Remote)
Councillor W. Niesh

STAFF: R. Pucci, Chief Administrative Officer
R. Miller, Deputy Chief Administrative 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 Forster and seconded by Councillor Randhawa THAT the meeting be closed to the public under Section 90 of the Community Charter to consider items relating to one or more of the following:

90.1 (g) litigation or potential litigation affecting the municipality.

CARRIED

3. ADJOURNMENT

MOVED by Councillor Forster seconded by Councillor Randhawa THAT the Meeting be adjourned at 5:00 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, October 27, 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 W. Niesh
Councillor G. Randhawa
Councillor B. Cunningham
Councillor N. Adey
Councillor T. Forster
Councillor R. Skelton-Morven (Remote at 7:15 pm)

STAFF: R. Pucci, Chief Administrative Officer
R. Miller, Deputy Chief Administrative Officer
C. Bomben, Chief Financial Officer
J. Schmidt, Director of Operations (Remote)
M. Pope, Director of Development Services
N. Beauregard, Director of Recreation & Community Services
P. Vendittelli, Director of Economic Development & Transportation
Veronika Stewart, Manager of Communications, Engagement and Social Development
J. Beckwith, Fire Chief
T. Higginson, Deputy Chief Financial Officer
R. Paras, Planner

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT the Agenda for the Committee of the Whole Meeting of Monday, October 27, 2025, be adopted as presented.

CARRIED

3. PRESENTATIONS

- i. **Presentation by Ashley Daigle, Prince Rupert Special Events Society Re: Request for Increased Funding**

- ii. **Presentation from Rayne Dowell Re: Community Reconciliation Committee & PFSA Water Testing for Prince Rupert**

3. QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

4. ADJOURNMENT to Regular Council Meeting

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT the meeting be adjourned to the Regular Council Meeting at 7:23 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



MINUTES

For the **REGULAR MEETING** of Council, held on Monday, October 27, 2025, 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, Chief Administrative Officer
R. Miller, Deputy Chief Administrative Officer
C. Bomben, Chief Financial Officer
J. Schmidt, Director of Operations (Remote)
M. Pope, Director of Development Services
N. Beauregard, Director of Recreation & Community Services
P. Vendittelli, Director of Economic Development & Transportation
Veronika Stewart, Manager of Communications, Engagement and Social Development
J. Beckwith, Fire Chief
T. Higginson, Deputy Chief Financial Officer
R. Paras, Planner

1. CALL TO ORDER

The Mayor called the regular meeting to order at 7:24 pm.

2. INTRODUCTION OF LATE ITEMS

Added as item:

5.c) v. Request for the letter of support regrading Workforce Crisis in Northern B.C.

3. APPROVAL OF AGENDA

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT the Agenda for the Regular Council Meeting of October 27, 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 Special Meeting to Close of October 14, 2025;
- ii. Minutes of the Special Meeting to Close of October 20, 2025;
- iii. Minutes of the Regular Meeting of October 14, 2025;

b) Correspondence for receipt

- iv. North Coast Regional District Re: Board Highlights October 2025; and,

c) Correspondence for approval

- v. Request for the letter of support regrading Workforce Crisis in Northern B.C.

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 Planning Re: Temporary Use Permit 25-02 (TUP-25-02) – 735 1st Avenue West

MOVED by Councillor Adey and seconded by Councillor Niesh THAT Council approves Temporary Use Permit (TUP) #25-02.

CARRIED

b) Report from the Planning Re: Temporary Use Permit 25-03 (TUP-25-03) – Unaddressed Parcels Bellis Rd

MOVED by Councillor Forster and seconded by Councillor Randhawa THAT Council approves Temporary Use Permit (TUP) #25-03.

CARRIED

c) Report from the Planning Re: Development Variance Permit 25-07 (DVP-25-07) 121 9th Avenue East

MOVED by Councillor Forster and seconded by Councillor Adey THAT Council approves Development Variance Permit (DVP) 25-07.

CARRIED

d) Report from the Planning Re: Official Community Plan Amendment Application Bylaw No. 3667, 2025 & Zoning Bylaw Amendment Application Bylaw No. 3668, 2025

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council consider the Official Community Plan Amendment Application Bylaw No. 3667, 2025 & Zoning Bylaw Amendment Application Bylaw No. 3668, 2025.

CARRIED

e) Presentation from the Chief Financial Officer Re: 2026 Budget.

7. BYLAWS

a) City of Prince Rupert Official Community Plan Bylaw Amendment Bylaw No. 3667, 2025

MOVED by Councillor Forster and seconded by Councillor Adey THAT Council give First and Second Readings to the City of Prince Rupert Official Community Plan Amendment Bylaw No. 3667, 2025;

AND THAT Council consider City of Prince Rupert Official Community Plan Amendment Bylaw No. 3667, 2025 in conjunction with its financial plan and any liquid waste management plans in effect;

AND THAT Council proceed to the Public Hearing.

CARRIED

b) City of Prince Rupert Zoning Bylaw Amendment Application Bylaw No. 3668, 2025

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council give First and Second Readings to the City of Prince Rupert's Zoning Bylaw Amendment No. 3668, 2025;

AND THAT Council proceed to the Public Hearing.

CARRIED

8. COUNCIL ROUND TABLE

MOVED by Councillor Forster and seconded by Councillor Randhawa the Council give Notice of Motion recommending that Staff undertake water testing and provide an update on the current understanding of relationships with the Indigenous Committee;

AND THAT Staff provide comments on the feasibility and advisability of publishing this information.

CARRIED

9. ADJOURNMENT

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT the meeting be adjourned to closed at 8:34 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



REPORT

November 1, 2025

TO: Richard Pucci, City Manager
FROM: Jeff Beckwith, Fire Chief
SUBJECT: Monthly Fire / Rescue Report – October 2025

During the month of October 2025, the Prince Rupert Fire Rescue Department responded to 103 emergency incidents. Of these incidents, there was 1 structure fire, 1 marine fire, 26 additional fire related incidents, 2 MVI's, 63 medical responses and other public service requests.

Location	Property Value	Property Loss
1300 Ridley Island Road	\$49 576 000	\$2 500
Totals:	\$49 576 000	\$2 500

INCIDENT COMPARISON

October	2025	103 Incidents
October	2024	91 Incidents
October	2023	67 Incidents
October	2022	61 Incidents
October	2021	154 Incidents

FIRE SERVICE ACT INSPECTIONS

During the month of October, Fire Rescue personnel conducted Fire Service Act inspections within 16 public buildings in Prince Rupert.

INSPECTION COMPARISON

October	2025	16 Public Building Inspections
October	2024	68 Public Building Inspections
October	2023	143 Public Building Inspections
October	2022	0 Public Building Inspections
October	2021	2 Public Building Inspections

DEPARTMENT ACTIVITIES AND PROGRAMS

Fire Prevention and Public Education:

October saw the annual Fire Prevention Week. Prince Rupert Fire Rescue was able to promote fire safety by having the youth of our community engage in a colouring contest featuring Sparky. Fire fighters participated in an egg drop with PRMS.

Training & Upgrading:

32 in-house training sessions were conducted this month. Areas of focus included nozzle forward theory, birth emergencies, spinal anatomy, electrical safety, primary search (i.e. finding a victim), driver training, and competency assessments with new hires.

Daily Apparatus & Equipment Maintenance:

Daily inspection and maintenance of all equipment and apparatus was conducted, 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	313
PR FIRE	14
PR AMB	186
PR EHS	83
PR RCMP	165
PR ALARM	18

PED ADMIN	1
PED FIRE	0
PED AMB	2
PED EHS	1
PED RCMP	0
PED ALARM	1

OTH FIRE	0
OTH AMB	8
OTH EHS	1
OTH RCMP	0

CITY	130
H/U	110
WRONG #	26
R.C.C.	1
CITYWEST	4
311	0

Total: 1064

Respectfully Submitted



Jeff Beckwith
Fire Chief



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 10, 2025
TO: Richard Pucci, City Manager
FROM: Corinne Bomben, Chief Financial Officer

SUBJECT: AUGUST 2025 FINANCIAL VARIANCE REPORT

RECOMMENDATION:

THAT Council receive this report for information purposes.

REASON FOR REPORT:

This report apprises Council of City's current financial experience versus approved budget for the eight months ending August 31st, 2025.

OPERATING BUDGET

Operating revenues and expenses remain on track with expectations at this time of year. There are no variances of note to report at this time.

UTILITIES BUDGET

Utilities revenues and expenses are proceeding as expected given the interest earnings experienced in the water utility as noted in previous variance reports and the increased tipping at the landfill as a result of redevelopment efforts from property owners.

CAPITAL & SPECIAL PROJECTS

Capital and special projects are underway. There are no significant variances to report at this time in the construction season.

LINK TO STRATEGIC PLAN

Supports the City's overall strategic goals.

Report Prepared By:

Report Reviewed By:

Corinne Bomben,
Chief Financial Officer

Richard Pucci,
City Manager

Originally signed available upon request

Attachments:

- Department Variance Report;
- Utilities Variance Report;
- Capital Purchases and Capital Works Report

REPORT TO COUNCIL – AUGUST 2025 FINANCIAL VARIANCE REPORT

November 10, 2025

CITY OF PRINCE RUPERT - GENERAL OPERATING FUND	YTD 2024	YTD 2025	2025	Budgeted	
Budget Variance for Period Ending August 2025	Actual (\$)	Actual (\$)	Budget (\$)	Amount Left (\$)	% Left
REVENUES					
Airport Ferry	772,464	832,868	1,185,000	(352,132)	(29.72)
Bylaw Enforcement	103,142	104,563	133,000	(28,437)	(21.38)
Cemetery	88,005	53,205	144,000	(90,795)	(63.05)
Civic Properties	169,002	191,660	252,000	(60,340)	(23.94)
Corporate Administration	8,500	16,000	39,000	(23,000)	(58.97)
Cow Bay Marina	450,729	419,769	455,000	(35,231)	(7.74)
Development Services	287,622	401,335	313,000	88,335	28.22
Economic Development	-	187	70,000	(69,813)	(99.73)
Fire 911 Services	49,456	46,351	73,000	(26,649)	(36.51)
Fire Protective Services	915	11,327	5,000	6,327	126.54
FD Emergency Measures	3,030	4,378	14,000	(9,622)	(68.73)
Finance	11,130	8,447	15,000	(6,553)	(43.69)
Fiscal Revenues	14,235,322	29,844,660	30,546,000	(701,340)	(2.30)
Information Technology	-	-	1,000	(1,000)	(100.00)
PW Engineering	3,140	5,195	5,000	195	3.90
PW Common Costs	44,348	22,616	70,000	(47,384)	(67.69)
RCMP	62,831	68,147	147,000	(78,853)	(53.64)
Rec - Arena	134,019	150,181	276,000	(125,819)	(45.59)
Rec - Civic Centre	319,490	273,797	423,000	(149,203)	(35.27)
Rec - Community Services	-	-	3,000	(3,000)	(100.00)
Rec - Pool	336,060	331,474	536,000	(204,526)	(38.16)
Transit	196,991	175,479	211,000	(35,521)	(16.83)
Victim Services	65,376	64,159	96,000	(31,841)	(33.17)
Watson Island	148,153	207,464	400,000	(192,536)	(48.13)
Subtotal	17,489,725	33,233,262	35,412,000	(2,178,738)	(6.15)
Property Taxes	28,449,623	29,943,451	29,960,000	(16,549)	(0.06)
Total Operating Revenues	45,939,348	63,176,713	65,372,000	(2,195,287)	(3.36)
Capital Works- Funding from PR Legacy	74,504	-	-	-	-
Capital Works- Funding from Grants	-	81,522	584,000	(502,478)	(86.04)
Capital Works- Funding from Appr. Surplus	35,637	-	310,000	(310,000)	(100.00)
Capital Works- Funding from Reserves	731,145	-	350,000	(350,000)	(100.00)
Capital Purchases- Funding from PR Legacy	164,870	141,445	335,000	(193,555)	(57.78)
Capital Purchases- Funding from Grants	1,050,547	292,399	10,420,000	(10,127,601)	(97.19)
Capital Purchases- Funding from Appr. Surplus	100,258	121,232	113,000	8,232	7.28
Capital Purchases- Funding from Reserves	1,480,921	2,860,694	8,162,000	(5,301,306)	(64.95)
Capital Purchases- Funding from (CWF) Gas Tax	230,816	23,244	53,000	(29,756)	(56.14)
Capital Purchases- Funding from Borrowing	9,266,486	1,416,837	1,410,000	6,837	0.48
Special Projects- Funding from PR Legacy	5,000	91,954	140,000	(48,046)	(34.32)
Special Projects- Funding from Grants	277,710	161,377	370,000	(208,623)	(56.38)
Special Projects- Funding from Appr. Surplus	3,780	45,218	85,000	(39,782)	(46.80)
Special Projects- Funding from Reserves	-	-	250,000	(250,000)	(100.00)
Total Capital Revenues	13,421,674	5,235,922	22,582,000	(17,096,078)	(75.71)
Total General Operating Fund Revenues	59,361,022	68,412,635	87,954,000	(19,291,365)	(21.93)

REPORT TO COUNCIL – AUGUST 2025 FINANCIAL VARIANCE REPORT

November 10, 2025

CITY OF PRINCE RUPERT- GENERAL OPERATING FUND	YTD 2024	YTD 2025	2025	Budgeted	
Budget Variance for Period Ending August 2025	Actual (\$)	Actual (\$)	Budget (\$)	Amount Left (\$)	% Left
EXPENDITURES					
Airport Ferry	1,456,070	1,687,352	2,543,000	855,648	33.65
Bylaw Enforcement	227,756	249,322	574,000	324,678	56.56
Cemetery	114,021	189,623	327,000	137,377	42.01
Civic Properties	446,528	542,759	773,000	230,241	29.79
Corporate Administration	713,511	909,553	1,210,000	300,447	24.83
Cow Bay Marina	262,426	240,902	455,000	214,098	47.05
Development Services	625,888	666,889	1,164,000	497,111	42.71
Economic Development	180,721	126,037	225,000	98,963	43.98
FD 911 Services	440,228	447,680	692,000	244,320	35.31
FD Fire Protective Services	3,720,773	4,018,200	6,006,000	1,987,800	33.10
FD Emergency Measures	26,352	44,687	46,000	1,313	2.85
Finance	919,529	948,561	1,433,000	484,439	33.81
Finance Cost Allocation	(471,000)	(519,000)	(519,000)	-	-
Fiscal Expenses	2,649,014	5,074,697	5,034,000	(40,697)	(0.81)
Governance	329,117	250,720	353,000	102,280	28.97
Grants in Aid to Community Partners	1,803,742	1,724,519	1,915,000	190,481	9.95
Human Resources	303,308	271,495	507,000	235,505	46.45
Information Technology	537,964	585,165	843,000	257,835	30.59
Parks	662,381	803,664	1,343,000	539,336	40.16
PW Engineering	487,006	498,679	749,000	250,321	33.42
PW Common Cost	3,682,620	3,548,813	5,476,000	1,927,187	35.19
Allocation of PW Common Cost	(3,067,979)	(3,053,698)	(5,434,000)	(2,380,302)	43.80
PW Vehicles	837,539	898,110	1,995,000	1,096,890	54.98
Allocation of PW Vehicles	(1,183,765)	(1,067,441)	(1,996,000)	(928,559)	46.52
RCMP	4,897,330	5,247,111	7,756,000	2,508,889	32.35
Rec. Centre- Arena	290,303	332,409	605,000	272,591	45.06
Rec. Centre- Civic Centre	1,306,866	1,534,148	2,227,000	692,852	31.11
Rec. Centre- Community Services	586	708	4,000	3,292	82.30
Rec. Centre- Pool	958,595	932,612	1,620,000	687,388	42.43
Roads	1,285,678	891,894	2,699,000	1,807,106	66.95
Transit	622,853	720,192	1,008,000	287,808	28.55
Victim Services	112,626	96,206	196,000	99,794	50.92
Watson Island	383,844	578,171	400,000	(178,171)	(44.54)
Transfer to Reserves	8,434,440	22,946,671	21,181,000	(1,765,671)	(8.34)
Total Operating Expenses	33,996,871	52,367,410	63,410,000	11,042,590	17.41
Provision for Special Projects	286,563	308,840	870,000	561,160	64.50
Provision for Capital Purchases	13,638,818	4,914,241	20,930,000	16,015,759	76.52
Provision for Capital Works	937,322	91,037	2,744,000	2,652,963	96.68
Total Capital Expenses	14,862,703	5,314,118	24,544,000	19,229,882	78.35
Total Operating Fund Expenditures	48,859,574	57,681,528	87,954,000	30,272,472	34.42

REPORT TO COUNCIL – AUGUST 2025 FINANCIAL VARIANCE REPORT

November 10, 2025

CITY OF PRINCE RUEPRT- UTILITY OPERATING FUND Budget Variance for Period Ending August 2025	YTD 2024 Actual (\$)	YTD 2025 Actual (\$)	2025 Budget (\$)	Budgeted Amount Left (\$)	% Left
Sanitary and Storm Sewer					
Operating Revenue	2,612,802	3,511,864	3,861,000	(349,136)	(9.04)
Capital Works- Funding from Grants	327,654	659,283	13,880,000	(13,220,717)	(95.25)
Capital Works- Funding from Appr. Surplus	1,519,097	213,152	1,279,000	(1,065,848)	(83.33)
Capital Works- Funding from MFA Loan	-	-	11,944,000	(11,944,000)	(100.00)
Capital Works- Funding from Reserves	20,385	251,231	15,351,000	(15,099,769)	(98.36)
Capital Works	(2,600,523)	(2,006,701)	(44,304,000)	42,297,299	95.47
Revenue for operations	1,879,415	2,628,829	2,011,000	617,829	30.72
Operating Expenditure	970,738	629,451	2,011,000	1,381,549	68.70
Surplus /(Deficit)	908,677	1,999,378	-	1,999,378	-
Water					
Operating Revenue	5,530,117	5,209,917	3,675,000	1,534,917	41.77
Debtenture Payments- Funding from PR Legacy	696,676	555,291	1,159,000	(603,709)	(52.09)
Capital Works- Funding from Grants	3,046,924	11,489,103	73,710,000	(62,220,897)	(84.41)
Capital Works- Funding from Legacy	2,136	474,802	469,000	5,802	1.24
Capital Purchases/Works- Funding from Reserves	1,829,674	296,738	6,462,000	(6,165,262)	(95.41)
Capital Purchases/Works- Funding from Appr. Surplus	-	81,635	1,846,000	(1,764,365)	(95.58)
Capital Purchases	-	(186,290)	(190,000)	3,710	(1.95)
Capital Works	(5,809,507)	(12,508,595)	(83,297,000)	70,788,405	84.98
Revenue for operations	5,296,020	5,412,601	3,834,000	1,578,601	41.17
Operating Expenditure	2,511,815	2,677,020	3,834,000	1,156,980	30.18
Surplus /(Deficit)	2,784,205	2,735,581	-	2,735,581	-
Solid Waste					
Operating Revenue	4,093,234	5,704,021	5,343,000	361,021	6.76
Capital Works- Funding from Appr. Surplus	21,441	-	120,000	(120,000)	(100.00)
Capital Works- Funding from Accruals	1,747,479	574,157	600,000	(25,843)	(4.31)
Capital Works- Funding from Gas Tax (CWF)	-	184,680	1,700,000	(1,515,320)	(89.14)
Capital Purchases- Reserves	1,797,825	-	-	-	-
Capital Purchases	(297,825)	-	-	-	-
Capital Works	(3,278,285)	(758,837)	(2,420,000)	1,661,163	(68.64)
Revenue for operations	4,083,869	5,704,021	5,343,000	361,021	6.76
Appropriated Surplus for Rate Stabilization	1,029,000	544,000	544,000	-	-
Operating Expenditure	3,463,702	3,695,421	5,887,000	2,191,579	37.23
Surplus /(Deficit)	1,649,167	2,552,600	-	2,552,600	-

CITY OF PRINCE RUPERT- CAPITAL PURCHASES Budget Variance for Period Ending August 2025	Budget \$	Actual \$	Variance \$
Special Projects	870,000	308,840	561,160
Waterfront Landing	9,348,000	136,615	9,211,385
Recreation	547,000	203,035	343,965
RCMP Bulding	300,000	185,987	114,013
Civic Properties	6,248,000	2,175,777	4,072,223
Fire Department & 911	2,081,000	1,517,955	563,045
Land Acquisition	50,000	24,023	25,977
Clean Energy Hub-Hydrogen	840,000	63,879	776,121
Watson Island	335,000	141,445	193,555
Transit	51,000	481	50,519
Public Works	1,130,000	465,045	664,955
Water Utility	190,000	186,290	3,710
Total	21,990,000	5,409,371	16,580,629

CITY OF PRINCE RUPERT- CAPITAL WORKS Budget Variance for Period Ending August 2025	Budget \$	Actual \$	Variance \$
General Operating	2,744,000	91,037	2,652,963
Water Utility	83,297,000	12,508,595	70,788,405
Sewer Utility	44,304,000	2,006,701	42,297,299
Solid Waste Utility	2,420,000	758,837	1,661,163
Total	132,765,000	15,365,170	117,399,830



MEMORANDUM

DATE: October 16, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Jordan Schmidt, Director of Operations
SUBJECT: PFAS Drinking Water Analytical Results

Drinking water samples collected on August 13, 2025, from eight system locations were analyzed for per- and polyfluoroalkyl substances (PFAS). Testing was coordinated through Northern Laboratories (2010) Ltd., with analyses completed by an accredited subcontract laboratory using methods recognized by Health Canada, the BC Ministry of Environment, and the U.S. Environmental Protection Agency.

All PFAS parameters were reported below detection limits and remain well under the maximum acceptable concentrations established in the Canadian Drinking Water Quality Guidelines. The City benefits from protected, remote source reservoirs that are naturally isolated from industrial and urban influences, significantly reducing potential for PFAS contamination. While Northern Health has not issued specific PFAS monitoring requirements, the City will continue annual testing to ensure ongoing compliance and protection of public health.

Jordan Schmidt, ASCT, EPT, CSO(P)
Director of Operations



Response to Council Inquiries

Response from the Deputy Chief Administrative Officer to Council query regarding Halloween Fest and its community crime impacts:

Over the past five years, crime statistics around Halloween Fest were reviewed which showed no measurable reduction in calls to the RCMP during that period. In fact, calls have risen year over year.

What seems to influence the numbers more consistently is the day of the week Halloween falls on and the weather conditions. When Halloween lands on a weekend, there tends to be more activity - likely due to increased social gatherings, parties, and higher foot traffic.

Olena Moshko

From: CFD Info CFD:EX <MCF.Info@gov.bc.ca>
Sent: Friday, October 31, 2025 11:35 AM
To: City Hall
Subject: E-mail from the Honourable Jodie Wickens, Minister of Children and Family Development

You don't often get email from mcf.info@gov.bc.ca. [Learn why this is important](#)

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.

VIA E-MAIL

Ref: 302573

Your Worship Mayor Herb Pond and Council
Prince Rupert
E-mail: cityhall@princerupert.ca

Dear Mayor Pond and Council:

As Minister of Children and Family Development, I am honoured to proclaim November as Adoption and Permanency Awareness Month. I invite you to celebrate the families who have welcomed children and youth as permanent members of their family, and I ask that you help promote awareness for children and youth who are still waiting for permanent homes.

Adoption and Permanency Awareness Month is about celebrating the devoted families created when people open their hearts and commit to sharing their lives with a vulnerable child or youth. A permanent family environment provides a solid foundation for lifelong connections to community and culture, opportunities to thrive, and all the support these young people need along the way.

Permanency is transformational for everyone involved. The emotional and social impacts of belonging can last a lifetime. That is why Adoption and Permanency Awareness Month is also about recognizing the children and youth who are still waiting for permanent, stable, and nurturing homes.

I encourage you to share the following resources with your community members who are interested in becoming an adoptive or permanent family in British Columbia:

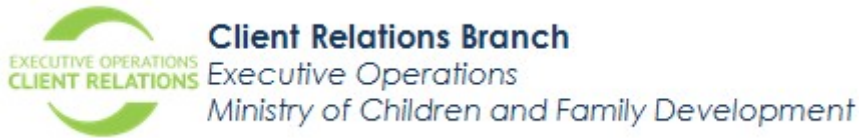
- [Adopt BC Kids](#) - an online portal that provides British Columbians wishing to adopt children and youth from foster care with information and guidance through their adoption application.
- The [Ways to adopt in British Columbia Website](#) provides information on adoption in British Columbia, such as infant adoption, relative and step-parent adoption, and adopting a child or youth from another country.
- <https://belongingnetwork.com> (formerly Adoptive Families Association of BC) - provides information and support services for families who wish to adopt now or in the future.
- <https://adoption-bc.com> - a detailed and comprehensive guide to additional adoption resources.

Please join us in marking November as Adoption and Permanency Awareness Month to recognize all the individuals who have grown their family and their hearts through adoption, and to all those who may do so in the future. On behalf of the Government of British Columbia, thank you for your continued leadership in supporting adoptive families in your community.

Sincerely,

Jodie Wickens
Minister

Sent on behalf of the Minister by:



This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: MCF.Info@gov.bc.ca.



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 10th, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Rodolfo Paras, Planner

SUBJECT: OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION BYLAW NO. 3667 & ZONING BYLAW AMENDMENT APPLICATION BYLAW NO. 3668.

RECOMMENDATION:

THAT Council:

- 1) Consider Third Reading to the City of Prince Rupert Official Community Plan Amendment Bylaw No. 3667, 2025.
- 2) Consider City of Prince Rupert Official Community Plan Amendment Bylaw No. 3667, 2025 in conjunction with its financial plan and any liquid waste management plans in effect.
- 3) Consider Third Reading to the City of Prince Rupert's Zoning Bylaw Amendment No. 3668, 2025.

REASON FOR REPORT:

To consider proceeding with the OCP Amendment Bylaw 3667, 2025, and Zoning Amendment Bylaw No. 3668, 2025 to allow industrial development on a portion of the property legally described as BLOCK A DISTRICT LOT 8147 RANGE 5 COAST DISTRICT AS SHOWN ON PLAN EPP96352, on an unaddressed parcel south of Ridley Island Road, as shown on the context map in the attachments .

BACKGROUND:

The City has received an application for a Official Community Plan Amendment, and Zoning Bylaw Amendment for the subject property shown on Attachments 6. The applicants propose to develop a logistics facility that would include a cross-dock warehouse, container storage, truck turnaround areas, parking, a maintenance shed, and small accessory office uses.

Although the majority of the property is currently zoned M2 – General Industrial Zone, which permits this type of development, the southern portion is zoned P1 – Public Facilities Zone, which prohibits industrial uses. Refer to the Zoning amendment map in Attachment 2 for reference. The applicants are therefore seeking to rezone the P1 portion to M2 to allow the proposed logistics use across the entire site.

Historically, this land was undeveloped Crown land that has since been transferred from the Province of British Columbia to the Metlakatla Development Corporation, with the intent of supporting future industrial development.

During the public consultation process for the current Official Community Plan (OCP), adopted by Council in 2021, this area was identified as suitable for industrial development. This intent is reflected in the OCP and shown on Map 1A. However, when the OCP was prepared, individual property boundaries had not yet been finalized, and the existing zoning boundaries (which typically correspond to property lines) did not fully align with the current parcel configuration.

ANALYSIS:

Link to Strategic Plan

The Strategic Plan establishes "fostering its local economic, social, cultural and environmental well-being so its residents and businesses have a sustainable and prosperous future." This rezoning would allow for private industrial development supportive of the community's economic landscape.

Official Community Plan (OCP)

The subject area, located south of Kaien Island and in proximity to Ridley Island, has been identified for industrial use due to its development potential. This designation is reflected in Map 1A – Citywide Land Use Framework of the Official Community Plan (OCP), which identifies the majority of the parcel as Industrial.

All industrial development in Prince Rupert is required to obtain a Development Permit prior to construction. Through the Development Permit review process, staff will have the opportunity to ensure that the proposal aligns with the Industrial Development Permit Area Guidelines established in the OCP.

Referrals

Staff conducted internal referrals with relevant City departments, including Engineering, Building, Operations, and Corporate & Legislative Services. Targeted engagement was also carried out with external agencies potentially affected by the proposal, such as the Ministry of Transportation and Transit (MOTT), in accordance with the requirements of the Local Government Act.

Through the referral process, it was identified that the site is currently unserviceable by City utilities. Staff have communicated this to the applicant, who has acknowledged the limitation and provided alternative servicing solutions for potable and non-potable water, sanitary disposal, and stormwater management to meet the needs of the proposed development.

Access to the site is outside of City jurisdiction, as it connects to a Ministry of Transportation and Transit–controlled highway. MOTT approval will therefore be required for any proposed site access.

To date, no significant issues have been identified through the referral or consultation process. Any further feedback will be summarized for Council consideration prior to Third Reading or during the public consultation process.

Environmental Considerations

The applicant has previously engaged consultants to perform environmental assessments of the site, and all required permits and authorization must be secured prior to construction.

Equity Considerations

The parcel forms part of the lands transferred to the Metlakatla Development Corporation (MDC) under the 2016 LNG agreement. MDC has identified the site's strategic location as an opportunity for industrial development and long-term economic benefit for both Metlakatla First Nation members and the Prince Rupert Community.

COST:

There are no budget impacts to this recommendation.

CONCLUSION:

It is recommended that the Council give third reading to Bylaws No. # 3667, 2025, and 3668, 2025.

Report Prepared By:

Report Reviewed By:

Rodolfo Paras
Urban Planner

Richard Pucci,
Chief Administrative Officer

Originally signed available upon request

Attachment(s):

- Attachment 1: OCP Bylaw Amendment Bylaw No. 3667, 2025
- Attachment 2: OCP Amendment Map
- Attachment 3: Zoning Bylaw Amendment Bylaw No. 3668, 2025
- Attachment 4: Zoning Amendment Map

CITY OF PRINCE RUPERT

OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT BYLAW NO. 3667, 2025

A BYLAW TO AMEND THE CITY OF PRINCE RUPERT OFFICIAL
COMMUNITY PLAN BYLAW NO. 3460, 2021

The Council of the City of Prince Rupert in an open meeting assembled, enacts as follows:

That the City of Prince Rupert Official Community Plan No. 3460, 2021 be amended as follows:

1. Amend Map 1a: City Wide Land Use Framework by changing the portion of the lot legally described “BLOCK A DISTRICT LOT 8147 RANGE 5 COAST DISTRICT AS SHOWN ON PLAN EPP96352”, from Park and Open Space to Industrial as indicated in Attachment A of this Bylaw.
2. This Bylaw may be cited as “City of Prince Rupert Official Community Plan Bylaw No. 3667, 2025”.

Read a First time this **27th** day of **October**, 2025.

Read a Second time this **27th** day of **October**, 2025.

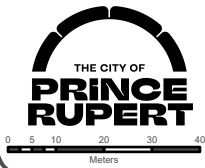
Public Hearing this ____ day of _____, 2025.

Read a Third time this ____ day of _____, 2025.

Fourth and Final Reading this ____ day of _____, 2025.

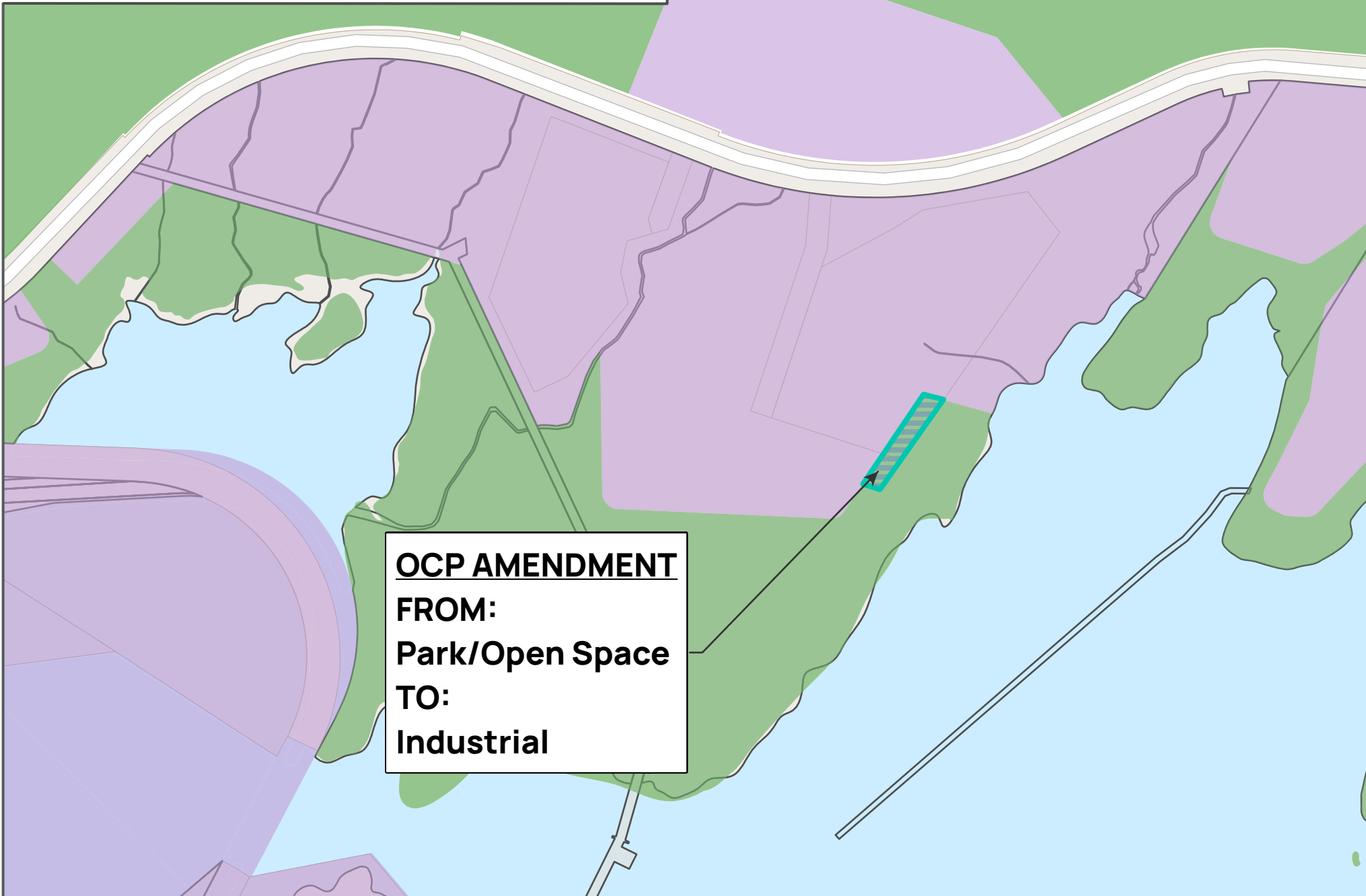
MAYOR

CORPORATE OFFICER



**ATTACHMENT A - OCP AMENDMENT
AMENDMENT BYLAW NO. 3667, 2025
RIDLEY ISLAND ROAD**

Project #: ZBLA-25-01 Date: 2025 / 10 / 21



OCP AMENDMENT
FROM:
Park/Open Space
TO:
Industrial



CITY OF PRINCE RUPERT

ZONING BYLAW AMENDMENT BYLAW NO. 3668, 2024

A BYLAW TO AMEND CITY OF PRINCE RUPERT ZONING BYLAW NO. 3462, 2021

WHEREAS the Council of the City of Prince Rupert has enacted Zoning Bylaw No. 3462, 2021 for the City of Prince Rupert; AND,

NOW THEREFORE the Council of the City of Prince Rupert in an open meeting assembled, enacts as follows:

1. Amend "Attachment A" Zoning Map by rezoning the portion of the lot legally described "BLOCK A DISTRICT LOT 8147 RANGE 5 COAST DISTRICT AS SHOWN ON PLAN EPP96352", as indicated in "Attachment A" of this Bylaw from P1: Public Facilities Zone to M2: General Industrial Zone.
2. This Bylaw may be cited as Prince Rupert Zoning Bylaw Amendment No. 3668, 2025.

READ A FIRST TIME this **27th** day of **October**, 2025.

READ A SECOND TIME this **27th** day of **October**, 2025.

READ A THIRD TIME this _____ day of _____, 2025.

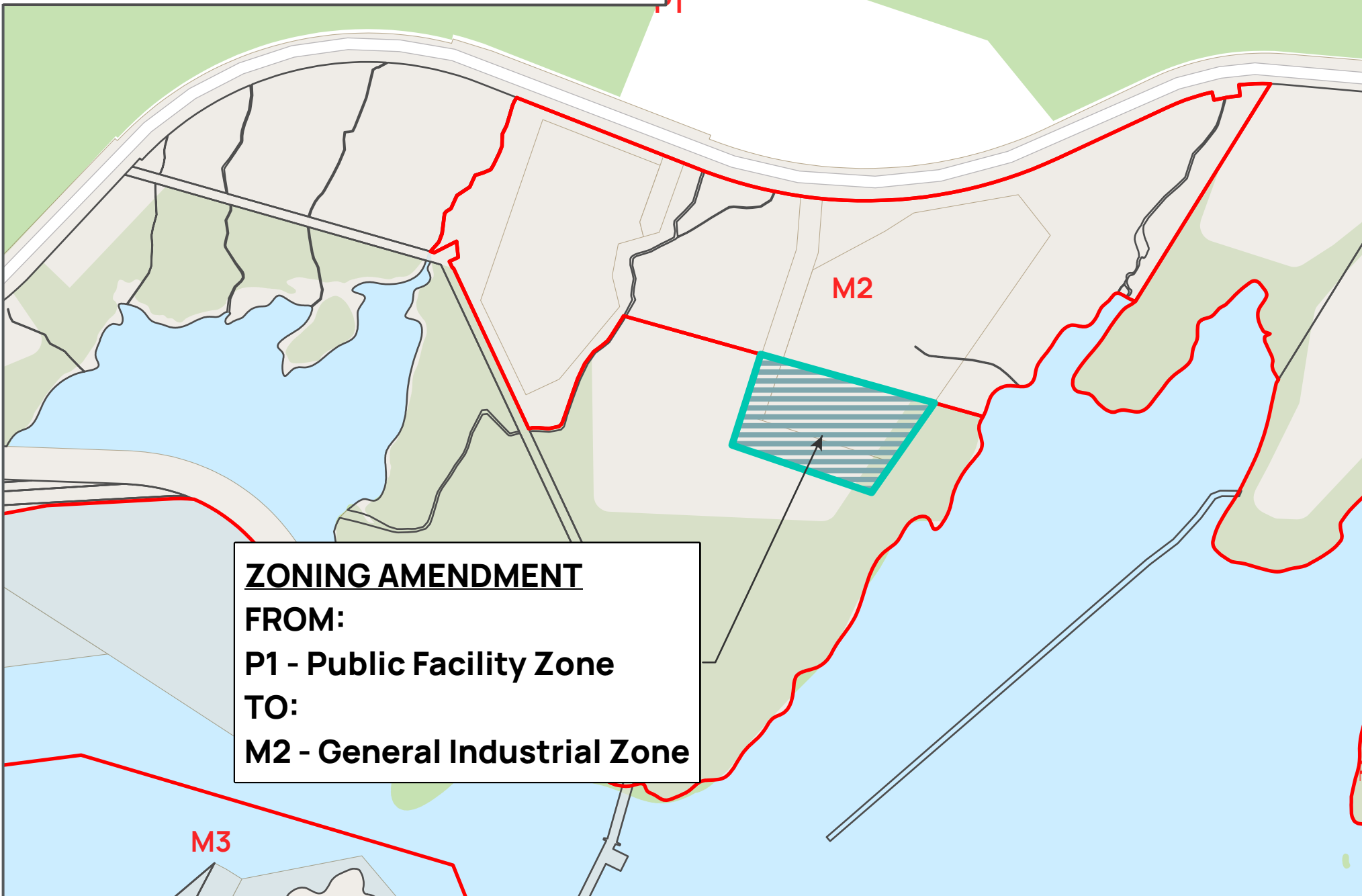
MAYOR

CORPORATE OFFICER



**ATTACHMENT A - ZONING AMENDMENT
AMENDMENT BYLAW NO. 3668, 2025
RIDLEY ISLAND ROAD**

Project #: ZBLA-25-01 Date: 2025 / 10 / 21



ZONING AMENDMENT
FROM:
P1 - Public Facility Zone
TO:
M2 - General Industrial Zone