



REGULAR AGENDA

For the **REGULAR MEETING** of Council to be held on Monday, November 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 November 24, 2025, be adopted as presented.

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

5. CONSENT AGENDA

a) Council minutes for approval

- i. Minutes of the Special Meeting to Close of November 10, 2025;
- ii. Minutes of the Public Hearing Meeting of November 10, 2025;
- iii. Minutes of the Regular Meeting of November 10, 2025;

b) Reports for receipt

- iv. 2026 Council Calendar;

c) Reports for approval

- v. Report from the Director of Planning and Development Services Re: Physician Fee Waiver 2026;
- vi. Report from the Director of Transportation & Economic Development Re: Application to REDIP for PRA Marketing Campaign; and,

d) Correspondence for receipt

- vii. Response to Council Inquiries.

Recommendation:

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

6. REPORTS

a) Report from the Director of Transportation & Economic Development Re: Cow Bay Marina Fees and Regulations Bylaw No. 3662, 2025

Recommendation:

THAT Council consider the Cow Bay Marina Fees and Regulations Bylaw No. 3662, 2025.

- b) Report from the Chief Administrative Officer Re: Fire Control Bylaw No. 3663, 2025**

Recommendation:

THAT Council consider the Fire Control Bylaw No. 3663, 2025.

- c) Report from the Planning Re: Official Community Plan Update Bylaw No. 3666, 2025**

Recommendation:

THAT Council consider the Official Community Plan Update Bylaw No. 3666, 2025.

- d) Report from the Chief Financial Officer Re: City of Prince Rupert 2025 Five Year Financial Plan Amendment Bylaw No. 3670, 2025**

Recommendation:

THAT Council proceed with consideration of the City of Prince Rupert 2025 Five Year Financial Plan Amendment Bylaw No. 3670, 2025.

7. BYLAWS

- a) City of Prince Rupert 2025 Five Year Financial Plan Amendment Bylaw No. 3670, 2025**

Recommendation:

THAT Council give First, Second, and Third Readings to the City of Prince Rupert 2025 Five Year Financial Plan Amendment Bylaw No. 3670, 2025.

- b) City of Prince Rupert Cow Bay Marina Fees and Regulations Bylaw No. 3662, 2025**

Recommendation:

THAT Council give Third Reading to the new Cow Bay Marina Fees & Regulations Bylaw No. 3662, 2025.

- c) City of Prince Rupert Fire Control Bylaw No. 3663, 2025**

Recommendation:

THAT Council repeal First and Second Reading of the City of Prince Rupert Fire Control Bylaw No. 3663, 2025 of May 5, 2025;

AND THAT Council give First and Second Reading of the City of Prince Rupert Fire Control Bylaw No. 3663, 2025.

d) City of Prince Rupert Official Community Plan Update Bylaw No. 3666, 2025

Recommendation:

THAT Council give First & Second Readings to the City of Prince Rupert Official Community Plan Amendment Bylaw No. 3666, 2025;

AND THAT Council consider this Official Community Plan amendment in conjunction with the City's financial plan and any waste management plan under Part 3 of the Environmental Management Act that is applicable in the municipality;

AND THAT Council proceed to Public Hearing.

8. COUNCIL ROUND TABLE

9. ADJOURNMENT



SPECIAL MINUTES

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

STAFF: R. Pucci, 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 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 or more of the following:

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

CARRIED

3. ADJOURNMENT

MOVED by Councillor Cunningham seconded by Councillor Niesh THAT the Meeting be adjourned at 5:00 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



MINUTES

For the **PUBLIC HEARING MEETING** of Council held on November 10, 2025 at 6:00 p.m. in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Pucci, Deputy City Manager
C. Bomben, Chief Financial Officer
M. Pope, Director of Development Services (Remote)
R. Paras, Planner

1. CALL TO ORDER

The Mayor called the Public Hearing to order at 6:00 p.m. and read the Statement of the Chair on the Procedures for the Public Hearing.

2. OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW NO. 3567, 2025 & ZONING AMENDMENT BYLAW NO. 3568, 2025

- A) Report from Planning
- B) Public comments

3. ADJOURNMENT

MOVED by Councillor Adey and seconded by Councillor Forster THAT the meeting be adjourned at 6:03 p.m.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



MINUTES

For the **REGULAR MEETING** of Council, held on Monday, November 10, 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
C. Bomben, Chief Financial Officer
J. Schmidt, Director of Operations
M. Pope, Director of Development Services (Remote)
R. Paras, Planner

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

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

CARRIED

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.

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

CARRIED

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

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

CARRIED

8. BYLAWS

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

MOVED by Councillor Forster and seconded by Councillor Cunningham THAT Council give 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.

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

CARRIED

9. COUNCIL ROUND TABLE

10. ADJOURNMENT

MOVED by Councillor Randhawa and seconded by Councillor Forster THAT the meeting be adjourned at 7:25 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 24, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Rosa Miller, Deputy Chief Administrative Officer

SUBJECT: 2026 Council Meeting Schedule

RECOMMENDATION:

THAT Council approves the 2026 Council Meeting Schedule as presented.

REASON FOR REPORT:

Council must, as per Sections 127 and 94 of the *Community Charter* and the City of Prince Rupert's Council Procedure Bylaw, publish a meeting schedule of the date, time and place of Regular Council Meetings.

BACKGROUND:

Meetings are scheduled under the City of Prince Rupert Council Procedure Bylaw.

Regular Council meetings typically begin at 7:00 p.m. and the public is welcome to attend. Committee of the Whole Meetings are scheduled as part of the 2nd Regular meeting of the month and will be conducted following the City of Prince Rupert Council Procedure Bylaw.

All Regular Council Meetings take place in Council Chambers on the Second floor at City Hall, 424-3rd Avenue West unless otherwise stated.

Report Prepared By:

Report Reviewed By:

Rosa Miller,
Deputy Chief Administrative Officer

Richard Pucci,
Chief Administrative Officer

Originally signed available upon request

Attachment:

- Council Meeting Schedule for 2026



	Council Meeting				
	Statutory Holiday				
	NCLGA				
	FCM				
	UBCM				

2026

Council Calendar

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
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29	30	31				

April						
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May						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
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28	29	30				

July						
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August						
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31						

September						
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27	28	29	30			

October						
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25	26	27	28	29	30	31

November						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 24, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Myfannwy Pope, Director of Planning and Development Services

SUBJECT: Physician Fee Waiver 2026

RECOMMENDATION:

THAT Council consider waiving Professional Business Licence Fees for individual Physicians in the City of Prince Rupert for 2026.

REASON FOR REPORT:

During the City of Prince Rupert's engagement on attracting medical professionals to Prince Rupert, it was determined that waiving fees for business licences for individual physicians (not clinics) may benefit attraction and retention.

LINK TO STRATEGIC PLAN:

This action links to the relating to Goal G:

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

And specifically action G7:

G7) Develop City strategy to advocate for quality local health care services

ANALYSIS:

Business License Fee Waiver for Physicians Options Review

Type of Impact	Option 1 (status quo)	Option 2: Waiving Business Licence Fees for Physicians
Financial Cost (Direct)	No additional cost to regular operations.	No additional cost to regular operations.
Indirect Costs <i>(Opportunity costs - loss of potential)</i>	Potential impacts to physician satisfaction	\$2,015.00 opportunity cost due to revenue loss from business licensing based on current

<i>gain from alternatives, impacts to levels of service)</i>	under recruitment and retention campaign. No cost to City, unless additional efforts for recruitment and attraction under the City’s strategy are triggered.	active licensing. This opportunity cost may not capture all physicians if they arrived within the last year and did not obtain a business license. Potential future opportunity cost if Council continues to waive this fee into the future by setting precedent.
Financial Benefit (Direct)	No direct financial benefit.	No direct financial benefit.
Indirect Benefits (<i>impacts to levels of service, community impact, equity, liability removal)</i>	Potential decrease in levels of healthcare services. Difficult to estimate if this would have meaningful impact on recruitment and retention.	Potential retention or increase in health care services if this incentive is effective.
Impact to rate payers (where applicable)	0\$	Negligent.

COMMUNITY SOCIAL, ENVIRONMENTAL AND EQUITY CONSIDERATIONS:

While it is difficult to accurately assess impacts of waiving these fees on actual attraction and retention of community physicians, incentivizing physicians to come and make Prince Ruper their home has significant community, social, and equity benefits. It is advisable for future years that if Council chooses to continue this waiver, they direct staff to evaluate the success of this initiative, and whether it is necessary to permanently remove business licensing fees for physicians to support retention.

COST:

If Council chooses to waive individual business licensing fees for physicians (not clinics), the opportunity cost to the City would be a revenue loss of \$2,015.00 for 2026 based on the number of active license holders (14). This is approximately 0.9% of total active business license revenue in 2025.

CONCLUSION:

Given the priority of Council to incentivize attraction and retention of physicians, staff recommend extending the waiver of fees for individual professional business licence fee into 2026, and request an evaluation of the impact of this incentive prior to 2027.

Report Prepared By:

Report Reviewed By:

Myfannwy Pope
Director of Planning and Development
Services

Richard Pucci
Chief Administrative Officer

Originally signed available upon request



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 24th, 20225
TO: Richard Pucci, Chief Administrative Officer
FROM: Paul Vendittelli, Director of Transportation & Economic Development

SUBJECT: APPLICATION TO REDIP FOR RRA MARKETING CAMPAIGN

RECOMMENDATION:

THAT Council resolve to support Staff's funding application to the Rural Economic Diversification and Infrastructure Program (REDIP) for a Resident Retention and Attraction (RRA) Marketing Campaign.

REASON FOR REPORT:

Council is requested to support staff's application to REDIP for funding to implement a resident retention and recruitment (RRA) marketing campaign.

The funder is permitting a late Council resolution as the application was submitted on short notice. A project partner withdrew as lead applicant shortly before the deadline, necessitating the City to assume this role with limited lead time.

BACKGROUND:

Preliminary results from Prince Rupert's 2025 "Human Capital Survey" clearly indicate that our community does not have the labour force needed to keep the cogs of our economic engine turning. A targeted resident retention & attraction (RRA) initiative will enable Prince Rupert to attract (and retain) the workforce our businesses need to maintain current operations and to facilitate future growth.

A revitalized version of the original "Make Prince Rupert Home" website is currently underway. The new portal has been designed to function as a powerful tool to:

- showcase the wealth of professional and lifestyle opportunities in Prince Rupert
- serve as a one-stop shop for resources to help incoming residents during the process of relocation/settling in
- serve as an ongoing information resource for community members to learn more about amenities/services in Prince Rupert
- provide a platform for engagement with prospective residents

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- celebrate the unique beauty of Prince Rupert and its people and to foster a sense of community pride and belonging.

REDIP funding will be used for implementation of an impactful marketing campaign to drive traffic to the new website and to solidify Prince Rupert's web presence. The campaign will utilize omnichannel marketing to maximize reach, awareness, and measurable results.

Another key component of the marketing campaign will be deployment of a community ambassador program. One of Prince Rupert's key strengths is the cohesiveness and friendliness of our diverse and vibrant community. This strength will be leveraged by allowing prospective residents to experience these qualities first-hand through engagement with community ambassadors.

LINK TO STRATEGIC PLAN:

The proposed campaign supports key strategic objectives identified in the Official Community Plan and Vision 2030, including:

- Securing an adequate workforce for jobs available and needed in Prince Rupert;
- Undertaking workforce recruitment as an ongoing community priority; and
- Strengthening the city's identity and attractiveness to new residents and businesses.

ANALYSIS:

A comprehensive RRA marketing campaign is essential to the success of the redeveloped "Make Prince Rupert Home" web portal. REDIP funding will allow deployment of a far-reaching campaign without burdening the tax payer.

COMMUNITY SOCIAL, ENVIRONMENTAL AND EQUITY CONSIDERATIONS:

- *Who will benefit from this policy or project and does it exclude any particular group?*
The campaign is designed to be inclusive and to highlight Prince Rupert's diverse strengths. Community ambassadors will be selected to represent a range of lived experiences (parents, youth, Indigenous community members, newcomers, outdoor enthusiasts, LGBTQ+ residents, retirees, and early-career professionals) so prospective residents can connect with relatable local voices. All campaign materials and engagement approaches will be reviewed to ensure accessibility and cultural sensitivity. Results and key findings will be publicly available to help community partners and service providers support newcomers.
- *Have major decisions been made with the direct input of those who will be most affected?*
The RRA initiative and marketing campaign builds on public input collected during the Redesign Rupert project.

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COST:

No additional City operating funds are requested for the grant application. The applicant contribution will be met through committed partner contributions.

CONCLUSION:

Securing REDIP funding for the RRA marketing campaign will help address local workforce shortages and support the community. The campaign builds on work already underway and is designed to increase awareness and attract new residents to meet employer needs.

Report Prepared By:

Report Reviewed By:

Paul Vendittelli,
Director of Transportation & Economic Development

Richard Pucci, CAO

Originally signed available upon request



Response to Council Inquiries

1. Response from the Chief Financial Officer Re: City of Prince Rupert Budget Engagement

1) When is the Fire truck coming and when do we pay for it?

This truck was delivered in summer 2025 and has been in service since then. We have paid the supplier and Council authorized the equipment financing in October with the MFA.

2) How much is the MacCarthy Public Works building going to be?

Lease cost is \$300K per year. Lease to expire February 2027

Pre-construction costs (engineering and initial modifications) \$500K

Construction costs budgeted (includes work in 2025) \$6.8M

Acquisition cost set at appraised value in 2021. Acquisition expected 2027. Given a land and legal matter, cannot disclose as of yet. Amount will be included in future budget for consideration and public feedback once initial legal steps take place.

Although the City preferred acquiring the site initially, the owner was not interested in selling at that time. A reminder – there has been no tax cost to the taxpayers for any of the project. Lease payments have been funded through new industrial growth revenue, and renovation and construction costs have been principally funded through the RBA funding agreement, surplus and a dividend from Legacy. This was not an optional project given the condition of the existing facility. Suitable sites for our workforce are not in abundance in our community, and this was the best option at the time.

3) How much are the Utility fees going up by?

The bylaws for the following utilities were approved in December 2024 with the following increases:

	2025	2026	2027	2028
Water %	4.5%	4.5%	5%	6%
Residential rate	588.20	614.67	645.40	684.12
Sanitary/Sewer %	16%	16%	16%	16%
Residential rate	614.01	712.25	826.21	958.40
Solid Waste %	6.0%	6.0%	6.0%	6.0%
Residential rate	571.31	605.59	641.93	680.45

2. Response from the Chief Administrative Officer to the Council Inquiries

- 1) As per the last council meeting, Staff have let the MOTT know about the roundabout left-hand turn concerns.
- 2) As per the last council meeting, Staff will put the PFAS results on the website and in the annual water report.



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 24th, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Paul Vendittelli, Director of Transportation & Economic Development

SUBJECT: COW BAY MARINA FEES AND REGULATIONS BYLAW NO. 3662, 2025

RECOMMENDATION:

THAT Mayor and Council consider a Third Reading to the new Cow Bay Marina Fees & Regulations Bylaw No. 3662, 2025.

REASON FOR REPORT:

Over the past decade, Cow Bay Marina has played a significant role in supporting Prince Rupert's tourism economy. Before its establishment, itinerant boaters traveling the west coast often bypassed Prince Rupert due to a lack of moorage options. The marina's presence has transformed the city into a key stop for these travelers. In addition to cruising tourists, the marina attracts a large recreational sport and charter fishing community during the summer months.

A review of marina operations along the BC coast indicates that the provincial average for moorage rates continues to rise. Prince Rupert has become a critical 'port of call' for coastal travelers, particularly those heading north, who often go 3 to 6 days without docking before reaching Prince Rupert for resupply. Previously, many of these travelers continued directly to Ketchikan, Alaska. Now, Cow Bay Marina has become a preferred stop, extending visitor stays in the community. For southbound travelers, Prince Rupert remains a required customs entry point into Canada and a key provisioning location. When the Cow Bay Marina Bylaw was first introduced, its rates aligned with the BC coastal average. However, staff have determined that the marina's current rates are now below the provincial average. Adjusting the rates will ensure alignment with the current market while maintaining Prince Rupert's appeal as a destination.

BACKGROUND:

The Cow Bay Marina Fees and Regulation Bylaw No. 3386, 2016, was adopted on March 21, 2016. It was later amended by Bylaw No. 3422, 2018 and finally by Bylaw No. 3516, 2023, on April 24, 2023. The original fee schedule (Schedule B) was based on a comprehensive rate analysis of marinas along the west coast, spanning Seattle, Vancouver, Victoria, and Ketchikan. At the time, the established rates were competitive

and deemed fair for itinerant boaters, given the level of facilities and services offered. The continued growth in vessel traffic and longer visitor stays reflect the marina's success.

The marina was developed to build on our growing tourism sector. Addressing a need for moorage for the growing volume of cruising and tourism vessel traffic along the BC coast, between Washington - Vancouver and Southeast Alaska. Prior to Cow Bay Marina's arrival on the coast there was a huge gap along the BC coast between Bella Bella and Ketchikan with very limited facilities for vessels to stop, moor and seek services. Cow Bay Marina answered that need and has turned Prince Rupert into a destination for cruising vessels. Vessel owners and guests regularly share their stories and their spirit with staff and the public, regarding how much they enjoy their trips to Prince Rupert each year. Our community has opened the door to them, and they have turned brief stops into two-, three- and four night stays. The growing attraction to Prince Rupert has in no small part been as a result of the bold and wise decisions made to open a tourism based marina.

This new bylaw, to repeal and replace the previous bylaw and amendments, will continue our strong focus on tourism. Providing rules and regulations in line with similar marinas across the BC coast.

ANALYSIS:

An analysis of marina usage over the past ten years shows consistent year-round occupancy, with peak demand during the summer boating season. During the off-season (fall, winter, and spring), the marina's 32 slips have been consistently occupied through a combination of annual and month-to-month agreements. During peak summer months, the marina operates at full capacity daily. Demand for both long-term and short-term moorage agreements have vastly exceeded available space, underscoring the need for rate update and clarity.

Feedback from summer season boaters suggests that improvements in communication technology and increased documentation of anchorages and safe ports have made coastal travel more accessible. This has led to higher vessel traffic between Washington state, southern BC, and Alaska. Additionally, the expansion of local industries has driven increased demand for domestic moorage agreements.

A comparative study of 89 BC coastal marinas was conducted to assess current rates and establish a provincial average. Findings show that Cow Bay Marina's core temporary mooring 'daily' rate, has fallen well off the provincial average. Provincial rates have increased by approximately 6% annually. The proposed adjustments will bring the marina's rates in line with the current provincial average for daily transient moorage and realign our Short-Term 'Monthly' and Long-Term agreements based off the baseline temporary moorage daily rate.

BUDGET IMPACT:

Based on 2026 projections, the proposed fee adjustments in the bylaw are expected to generate a 18% increase in marina revenue. This adjustment brings Cow Bay Marina to the median provincial moorage rate. With marina maintenance costs increasing by 30% over the same period, and five British Columbia marinas closing due to rising operational expenses. These changes are essential to sustain service quality, accommodate high demand, and ensure equitable access for our tourism users.

CONCLUSION:

The proposed bylaw amendment will align Cow Bay Marina's rates with the provincial average while preserving its reputation as a prime destination for coastal travelers. The changes support the continued growth of coastal cruising tourism and recreational fishing while ensuring that Prince Rupert remains competitive within the regional moorage market. The amendment also addresses the increasing demand for moorage, maintains high service standards, and enhances economic benefits for the local community.

Report Prepared By:

Report Reviewed By:

Paul Vendittelli,
Economic Development Director

Richard Pucci,
Chief Administrative Officer

Originally signed available upon request

Attachment(s):

- Schedule 1 – Cow Bay Marina fees changes
- Schedule 2 – Cow Bay Marina bylaw changes

COW BAY MARINA FEES AND REGULATIONS REPORT TO COUNCIL

SCHEDULE 1 – FEES UPDATE

Annual Mooring (Sch. B sec. 1.a)

	Current fee	New fee
12 Month Prepaid	\$16.00 /ft/mnth	\$18.00 /ft/mnth

Short Term Mooring (Sch. B sec. 2.a)

	Current fee	New fee
Spring Short Term (Apr-May)	\$14.00 /ft/month	\$18.00 /ft/month
Fall Short Term (Sep)	\$14.00 /ft/month	\$18.00 /ft/month
Winter Short Term (Oct-Mar)	\$11.00 /ft/month	\$13.50 /ft/month

Temporary Mooring (Sch. B sec. 3.a & 3.c)

	Current fee	New fee
Regular Vessel Mooring (1-80 ft)	\$1.90 /ft/day	\$2.25 /ft/day
Large Vessel Mooring (81-110 ft)	\$2.85 /ft/day	\$3.40 /ft/day
Mega Vessel Mooring (111+ ft)	\$3.80 /ft/day	\$5.00 /ft/day
Regular Vessel booking fee	\$2.00 /booking	\$2.50 /booking
Large Vessel booking fee	\$25.00 /booking	\$32.50 /booking
Mega Vessel booking fee	\$50.00 /booking	\$85.00 /booking

Electricity Rates (Sch. B sec. 6.a)

	Current fee	New fee
30-amp Daily Power	\$6.00 /day	\$7.00 /day
30-amp Monthly Power	\$100.00 /month	\$125.00 /month
50-amp Daily Power	\$9.00 /day	\$10.50 /day
50-amp Monthly Power	\$140.00 /month	\$165.00 /month
100-amp Daily Power	\$18.00 /day	\$21.00 /day

Additional Services (Sch. B sec. 7.a)

	Current fee	New fee
Marine Security & Monitoring	\$75.00 /hr	\$150.00 /hr

COW BAY MARINA FEES AND REGULATIONS REPORT TO COUNCIL

SCHEDULE 2 – BYLAW CHANGES

Listed below are the deletions, changes and additions made during the Repeal of;
Cow Bay Marina Fees and Regulations Bylaw No. 3386, 2016
and Replacement with;
Cow Bay Marina Fees and Regulations Bylaw No. 3662, 2025

1. Schedule B section 1. regarding the **Annual Mooring** has been replaced, changing the fee rate and adding the terms ii.-v., to the following:
 - i. The Annual Mooring rates shall be as outlined below:

12 Month Prepaid	\$18.00 per Foot/ Month
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 - ii. The Annual Mooring rate shall apply to all days in a standard calendar year with an automatic termination date of December 31st.
 - iii. Annual Mooring rates are payable in advance upon execution of the Annual Mooring Agreement.
 - iv. Annual Mooring Agreements end on December 31st of the calendar year and shall only be renewed by payment in full at the time of executing a new Annual Mooring Agreement.
 - v. Upon cancellation of an existing Annual Mooring Agreement, there shall be a refund of the unused calendar months.

2. Schedule B section 2. regarding the **Short Term Mooring** has been replaced, changing the fee rate, removing the peak summer monthly rate, and adding the term ii., to the following:
 - i. The Short Term Mooring rates shall be as outlined below:

Spring Months, April 1 – May 31	\$18.00 per Foot / Month
Peak Summer Months, June 1 – August 31	\$33.75 per Foot / Month
Fall Months, September 1 – 30	\$18.00 per Foot / Month
Winter Months, October 1 – March 31	\$13.50 per Foot / Month
 - ii. The Short Term Mooring rates apply to all days in a standard calendar month, from the 1st day to the last day of the month.
 - iii. Short Term Mooring rates are payable in advance upon execution of the Short Term Mooring Agreement.
 - iv. Upon cancellation of the existing Short Term Mooring Agreement, there shall be no refund of any prepaid Short Term Mooring rates.

- v. There are no Short Term Mooring rates during the Peak summer season of June 1st through August 31st.
3. Schedule B section 3. regarding the **Temporary Mooring** has been replaced, changing the daily fee rates, booking fee rates, adding term ii. And updating term vi., to the following:
- i. The Temporary Mooring rate shall be as outlined below:

Up to 80 Foot Temporary Moorage	\$2.25 per Foot / Day
81 – 110 Foot Temporary Moorage	\$3.40 per Foot / Day
111+ Foot Temporary Moorage	\$5.00 per Foot / Day
 - ii. The Temporary Mooring rate shall apply to all vessels, not under a different executed Agreement with the City of Prince Rupert and are not eligible for Hourly Mooring.
 - iii. There shall be a booking fee for each Temporary Mooring booking.

Up to 80 Foot Temporary Moorage	\$2.50 per booking
81 – 110 Foot Temporary Moorage	\$32.50 per booking
111 + Foot Temporary Moorage	\$85.00 per booking
 - iv. Visiting vessels must apply online or in person to the Cow Bay Marina office for a berth, which may be granted if space is available, subject to the payment of the required Temporary Mooring rates and the booking fee.
 - v. Temporary Mooring rates are payable in advance upon execution of the Temporary Mooring Agreement.
 - vi. Upon cancellation of the existing Temporary Mooring Agreement, there shall only be a refund if cancellation is received by Marina staff 24 hours in advance of the scheduled arrival time. For all other reservations, there will be a moorage fee up to the first 24 hours upon learning of the cancellation; to moorage rates, booking fee, and taxes, taken with the reservation confirmation deposit.
4. Schedule B section 5. regarding the **Method of Calculation** has been updated to include terms ii-viii.:
- i. The calculation for the length of a vessel shall be the vessel length including all appurtenances rounded up to the nearest foot, or the length of the slip, whichever is greater.
 - ii. All additional charges, including and not limited to; additional Mooring dates, unreported vessel length increases, power usage, and additional services required will automatically be applied to the payment method provided.
 - iii. All rates are subject to all applicable government taxes and listed rates do not include taxes; in general, +5% GST will be added to all rates.
 - iv. All rates are to be paid in advance or as soon as the vessel is properly secured.
 - v. All rates are subject to change without notice and apply immediately. Prepayments towards mooring agreement will be applied against the

- rate in effect at the start of the agreement.
- vi. All unpaid invoice amounts will be automatically applied to the most recently used credit card.
 - vii. There is a 5% penalty charge applied to late payments and all additional charges incurred as a result of differences between booking details and actual service use. This includes, and is not limited to, unreported additional Vessel length overall, power usage, and required Vessel monitoring.
 - viii. Upon determination that a refund is to be issued, the refund will be refunded to the payment method provided.
5. Schedule B section 6. regarding the **Electricity Rates** has been replaced, changing the daily and monthly fee rates, to the following:
- i. The following rates shall apply for the use of electricity in the Cow Bay Marina:

For each 30 amp outlet	\$7.00 per day
	\$125.00 per month
For each 50 amp outlet	\$10.50 per day
	\$165.00 per month
For each 100amp outlet	\$21.00 per day
6. Schedule B regarding **Pumping Rates** to be removed and included with Additional Services Rates below.
7. Schedule B section 7. regarding **Additional Service Rates** has been expanded to include monitoring and vessel pumping rates, to the following:
- i. Monitoring, and associated services, of Vessel is determined by Marina or City management, as is deemed necessary, required by authorized authority or government agency, or requested by Owner, for security, environmental, safety or maintenance reasons. Marina or City management is not responsible to report to the Owner prior to commencing work, management will in timely manner, report upon completion of work.
 - ii. For all requested or required extra staff services for vessels there is a minimum one-hour charge, and all time afterwards is portioned up to the next 15-minute increment.
 - iii. Marina Security and Monitoring services \$150.00 per hour
8. Schedule C section 2. regarding **Liability Insurance** has been updated to \$3,000,000 (from \$1,000,000), to the following:
- i. Liability Insurance. All vessel Owners using the Cow Bay Marina (Marina) shall obtain and maintain liability insurance. Proof of liability insurance in an amount of not less than \$3,000,000.00 must be provided to the Cow Bay Marina Manager, together with the first month's payment.

9. Schedule C section 17. regarding **Reporting requirements** has been updated to increase clarity for owner in a mooring agreement with Cow Bay Marina, to the following:
 - ii. when the Vessel will be away from its moorage for more than 48 hour period of time. The Owner expressly agrees and acknowledges that Cow Bay Marina reserves the right to use moorage space to accommodate visiting boats while the Owner is not using the moorage space, and;
 - iii. All changes of email, mailing address, telephone numbers and/or ownership of a Vessel shall be reported to Cow Bay Marina immediately.
10. Schedule C section 23. regarding **Removal of Vessels upon Expiry or Cancellation of Mooring Agreement** has been expanded to include term iv. to strengthen Cow Bay Marina and the City authority to address vessel refusing compliance with this bylaw, to the following:
 - i. Upon the expiry or termination of an Annual Mooring Agreement, the Owner of the vessel shall remove his or her vessel from the Cow Bay Marina by no later than December 31st of that year.
 - ii. Upon the expiry or termination of a Short Term Mooring Agreement or a Temporary Mooring Agreement, the Owner of the vessel shall remove his or her vessel from the Cow Bay Marina immediately.
 - iii. Where an Owner fails to remove a vessel from the Cow Bay Marina when required to do so, the City may, in addition to any other available remedies, impose an additional charge per day that the vessel remains in the Marina and the City may take all necessary steps to remove the vessel from the Marina and may seek recovery of all unpaid costs and expenses, including in addition to all other available remedies, by the legal remedy of distress of the Owner's goods and chattels, including the vessel.
 - iv. The boat Owner agrees that if the moorage fees and any other charges payable are not paid when due, or if there is a breach of the Moorage Agreement, this bylaw or regulations, the City of Prince Rupert may at its option:
 - a. demands the owner immediately remove the Vessel from City property, and in the event the Owner does not do so City may, but is under no obligation to, move the Vessel to a location of City's choosing. The Owner hereby:
 - (i) agrees any cost associated with the moving or storage of the Vessel will form part of City's lien under s. B) b. - c. below;
 - (ii) waives any past or present claim against City for damages arising from City's movement and storage of the vessel, even in the case of City's negligence; and
 - (iii) agrees to hold City harmless from any claims by third parties arising from City's movement and storage of the Vessel;

- b. to sell the Vessel and its contents as a Warehouseer pursuant to the B.C. Warehouse Lien Act ("WLA"), though hereby agreeing that City is not at any time a bailee of the Vessel and has no duty to protect the Vessel from harm;
- c. to seize and sell the Vessel as a Garage Keeper pursuant to s.2-3 of the B.C. Repairers Lien Act ("RLA") to the extent such remedy does not conflict with priorities under maritime law. The Owner further agrees that by the Owner removing the Vessel from City property with amounts owing under this Agreement City is not voluntarily surrendering the Vessel for the purposes of the RLA, WLA, or maritime law, and City may re-seize the Vessel and sell it to satisfy its unpaid account and expenses (including legal expenses) without registering a repairer's lien; and
- d. the Owner agrees that any monies claimed by City as owing under this Agreement, including legal expenses for enforcing this agreement, are liquidated damages for the purposes of seizing and selling the Vessel or obtaining judgment against the Owner and Vessel.

11. Schedule C regarding **Slip Condition** has been removed.

12. The **Annual Mooring, Short Term Mooring, and Temporary Mooring Agreements** have been removed from this bylaw. The inclusion of the specific language and appearance of the agreement is unusual and unnecessary to include in this bylaw. All agreements are governed by the Fees, Rules and Regulation outlined by this bylaw.



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 24th, 2025
FROM: Richard Pucci, Chief Administrative Officer
SUBJECT: FIRE CONTROL BYLAW NO. 3663, 2025

RECOMMENDATION:

THAT Council repeals the First and Second Readings of the City of Prince Rupert Fire Control Bylaw No. 3663, 2025 of May 5, 2025;

AND THAT Council give First and Second Readings to to the City of Prince Rupert Fire Control Bylaw No. 3663, 2025.

REASON FOR REPORT:

The current Fire Control Bylaw is from 1995, with several amendments throughout the years. During a recent Staff review, it was determined that there was significant liability associated with the Bylaw and there was a need to update it.

ANALYSIS:

As the Bylaw is from 1995, with several amendments over the years, the Bylaw is disorganized and does not fully reflect current standards and practices.

Further, because the Fire Safety Act does not apply to federally owned lands, the powers granted to the Fire Department by the Act do not apply to the lands. This means that if the Department provides service to federally owned lands without a written agreement in place, it is not protected from potential liability.

Appreciating this, the Staff have worked in concert with the Prince Rupert Port Authority and other Federal landowners to execute interim agreements for fire services. These agreements sunset at the end of the year.

HISTORY:

At a previous Council meeting, a comprehensive amendment to Fire Control Bylaw No. 2944, 1995, was introduced and given first & second readings. This amendment was met with resistance and negative feedback from the affected landowners and industry. At that meeting, the Council requested that Staff engage with the affected parties and review the new amendments.

Staff took a fresh look at the amendments and determined that most of the problematic language was able to be removed. This was tested with the City's legal and was confirmed; therefore, it was removed.

Staff also completed engagement with landowners and industry. Two joint sessions were held, and each affected party also had an individual engagement session. These sessions allowed the Staff to discuss why the changes needed to be made and hear any concerns. The Staff felt that overall this engagement was positive, with confirmation from some of the participants.

Staff have heard that there is one outstanding concern with the language in the Bylaw. The concern is with the definition of *Exempt Lands* and *Part 11*. The submission to the Staff is to have *Exempt Lands* removed completely or augmented in the Bylaw, and a revision of *Part 11*. The Staff have reviewed these concerns with our legal, and they have recommended that these sections stay as is.

This language needs to stay so that the Department can enter into fire protection/Service Agreements with entities that aren't covered by the City's bylaws, such as Exempt Lands. It's essentially a delegation provision. Without this language, the Department would need Council approval for every part of a Service Agreement or renewal. This provision streamlines the process so that Service Agreements can be executed and maintained. Further, it must be noted that these two sections have been completely amended and significantly relaxed from the original version, which may have seemed punitive. Staff and our legal team believe nothing is threatening or punitive with this language, as it just identifies what exempt lands are and who is on them for the purpose of executing a Service Agreement. Staff believe that without this language, the way it is, it would leave ambiguity on who requires a Service Agreement and who doesn't.

Once the new Bylaw is in place, the Staff and the landowner and the industry can work on a new long-term Fire Services Agreement.

COSTS AND BUDGET IMPACT:

There is no Budget impact known at this time.

Report Prepared By:

Richard Pucci,
Chief Administrative Officer

Originally signed available upon request



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 24th, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Rodolfo Paras Diaz, Planner

SUBJECT: OFFICIAL COMMUNITY PLAN UPDATE BYLAW NO. 3666, 2025

RECOMMENDATION:

THAT Council:

- 1) CONSIDER First and Second Readings to City of Prince Rupert Official Community Plan Amendment Bylaw No. 3666, 2025.
- 2) CONSIDER this Official Community Plan amendment in conjunction with the City's financial plan and any waste management plan under Part 3 of the Environmental Management Act that is applicable in the municipality.
- 3) PROCEED to Public Hearing.

REASON FOR REPORT:

Official Community Plans (OCPs) establish a long-term vision for communities and provide objectives and policies that guide land-use and development decisions. OCPs are required to identify residential areas capable of meeting anticipated housing needs.

The Province, through the Housing Statutes (Residential Development) Amendment Act, requires all local governments to update their Official Community Plans (OCPs) to reflect the findings of their updated, interim Housing Needs Reports. The City of Prince Rupert completed its Housing Needs Report in 2024 and has undertaken a corresponding review of the OCP to ensure alignment with provincial requirements intended to support increased housing delivery across B.C.

In addition to these mandated updates, this OCP amendment incorporates revisions needed to align the document with current City branding standards and plans and policies adopted since the OCP's original adoption in 2021. All changes stem from plans and policies previously adopted by the City Council, and no new policy content is proposed beyond what Council has already approved in those plans and strategies.

BACKGROUND:

In 2023, the B.C. Legislature introduced several major legislative changes that reshape the local government land-use planning framework. The Housing Statutes Amendment

Act, 2023, along with Bill 44 – Housing Statutes (Residential Development) Amendment Act, 2023, Bill 46 – Housing Statutes (Development Financing) Amendment Act, 2023, and Bill 47 – Housing Statutes (Transit-Oriented Areas) Amendment Act, 2023, were reviewed to ensure alignment between provincial requirements and the City’s land-use policies.

Bill 44 – Housing Statutes (Residential Development) Amendment Act required all local governments to prepare an Interim Housing Needs Report (HNR) by January 1, 2025, and update their OCPs by December 31, 2025. Municipalities must align their OCPs with the findings of their HNRs, including policies that support a wider range of housing types such as affordable, rental, and family-oriented housing.

The provincial requirements focus on two areas:

Small-Scale Multi-Unit Housing (SSMUH):

SSMUH refers to ground-oriented housing options compatible in scale and form with established single-family neighbourhoods. These amendments require municipalities to meet minimum residential densities. Prince Rupert has completed the necessary Zoning Bylaw amendments to comply with SSMUH requirements.

Proactive Planning:

Establishes a standardized method for calculating housing needs and requires municipalities to ensure their OCPs can accommodate projected 20-year housing demand. The legislation also discontinues site-specific public hearings for rezonings for housing that are consistent with an OCP that has previously undergone a public hearing.

Council approved amendments to the City’s Zoning Bylaw in accordance with the SSMUH component of the Bill 44 legislation in May 2024.

The City completed its updated, interim Housing Needs Report in December, 2024. Following its completion, the City also undertook spatial analysis to determine whether projected 20-year housing needs could be met within the existing municipal boundary. The analysis confirmed that the City has adequate capacity to accommodate expected growth without requiring boundary expansion with the updated zoning amendments. This update complies with the remaining requirements under Bill 44.

In addition to provincial mandates, this OCP update incorporates policies and information from plans and strategies approved by Council since adoption of the 2021 OCP. Most amendments are minor and relate to formatting updates reflecting current City branding. Substantive changes integrate policy direction from the following Council-approved Community Plans and Strategies, ensuring the OCP remains current while continuing to support the long-term vision established in the original plan, which remains unchanged. These plans and strategies include the following:

- Accessibility Plan (2024)
- Asset Management Strategy and 3-Year Roadmap (2022)
- Child Care Assessment and Action Plan (2020)
- Climate Change Adaptation Plan (2025)
- Complete Communities Assessment (2024)
- Housing Acceleration Plan (2024)

- Reconciliation Policy Framework (2024)
- Social Development Assessment (2024)
- Connect Rupert – Transportation Plan (2023)
- Rupert Plays – Parks and Outdoor Recreation Plan (2023)

Each of these plans involved extensive public engagement and current data, and therefore any policy updated in the OCP is informed by community and best practice and already accepted policy direction by Council. The proposed OCP amendments have been referred to external organizations in accordance with Section 475 of the Local Government Act. These organizations may provide comments until the Public Hearing date. No comments were received at the time of writing this report.

SUMMARY OF CHANGES

The updated Official Community Plan (OCP) looks very different due to the incorporation of the City’s new branding, which was adopted several months after the OCP Bylaw No. 3460 but does not include significant substantive change beyond those mandated by the Province. The table below outlines the proposed changes to the OCP at a high level; however, the majority of changes can be classified under four themes:

1. Clarity of policy, conciseness of language, and readability or flow of the document. These changes include removing outdated information, and organizing the OCP’s policy into two primary sections, retaining the Land-use Policies Section and reorganizing other elements into a new section called “Community Development”. These amendments do not add substantive changes but improve the flow of documents and framing of certain policies that do not relate directly to land use.
2. Mandated changes under the residential policy section, which support meeting the housing needs identified in the Housing Needs Report, include policy supported already by Council through the Housing Acceleration Plan.
3. Alignment of certain policy sections with policy adopted by Council since 2021. Specifically, the policy laid out in the sections related to Climate, Social and Cultural Development, and Transportation have been updated to include policy from the plans and strategies since adopted by Council. The updated policy statements build on existing policies and reflect newer community input, council support, and data.
4. The maps have been updated to align with current City branding and to incorporate policy direction from previously supported plans and policies. No information from the original maps has been removed.

Previous OCP Section	Summary of Changes
Entire Document	<ul style="list-style-type: none"> • Edits to improve grammar and document consistency. • Outdated references to projects and legislation have been updated to reflect current information.

Previous OCP Section	Summary of Changes
	<ul style="list-style-type: none"> • Visual branding elements (e.g., logo and City colours) have been updated to align with current branding guidelines. • Created separate sections for policies related to land-use and community development for readability and clarity.
Introduction	<ul style="list-style-type: none"> • Updated content to ensure alignment with current legislative frameworks, specifically the updated Bill 44 – Housing Statutes Amendment Act. • Streamlined the section by removing non-essential engagement findings to enhance clarity and conciseness. Specifically, OCP survey results were summarized for conciseness.
Background	<ul style="list-style-type: none"> • Updated references to population growth and housing need to reflect current Housing Needs Report (2024), which uses census data and standardizes methodology for housing projections. Current growth projections built on the 2030 Vision, which has projections based on outdated port projections. The new projections predict a need for at least 500 new homes by 2026 from 2021 numbers, and between 1289-2000 new homes by 2041.
Planning Principles	<ul style="list-style-type: none"> • Updated the language regarding Complete Communities to reflect current best practices and the recent Complete Communities Assessment (2024).
Land Use Policies Introduction	<ul style="list-style-type: none"> • The introduction has been condensed while retaining key designations to improve clarity and conciseness.
4.1 Residential	<ul style="list-style-type: none"> • Revised content and policies to align with key findings and strategic directions outlined in the Housing Needs Report (2024), Child Care Assessment and Action Plan (2020), Complete Communities Assessment (2024), and Housing Acceleration Plan (2023), including encouraging childcare and residential as mixed uses, encouraging a variety of housing types, and looking at opportunities to implement partnerships for housing as the community grows. These actions will support meeting the housing needs identified in the HNR.

Previous OCP Section	Summary of Changes
4.2 City Core and Commercial Lands	<ul style="list-style-type: none"> • Added subsections referencing the Development Permit Areas within the City Core (Downtown District, Midtown District, Marina District) as well as Micro-Neighbourhood Centres and Building Heights. These sections divide the content for easier reading and the inclusion of Micro-Neighbourhood Centres allows for the OCP to reference this important asset in the community, which was a key finding of the Complete Communities plan on walkability.
4.3 Industrial	<ul style="list-style-type: none"> • Removed content referencing Prince Rupert Port Authority Gateway 2020 Vision, which was out of date, but retains references to the importance of the Port Authority in our community and the importance of working together to achieve a prosperous future.
4.4 Parks and Recreation	<ul style="list-style-type: none"> • Streamlined the section to enhance clarity and conciseness. • Revised content and policies to reference key findings and strategic directions outlined in Rupert Plays – Parks and Outdoor Recreation Plan (2023) and Accessibility Plan (2024), specifically related to accessibility of outdoor recreation amenities, access to waterfront, and considerations for park development. • Separated out “Recreation and Physical Literacy” as a distinct section from Parks, Trails, and Outdoor Recreation as the two functions are housed in different departments at the City of Prince Rupert. This change includes moving relevant policies to the recreation section. • Added lists of policies related to Parks, Trails, and Recreation and Physical Literacy. These policies are resultant from the key findings of the Rupert Plays Plan, including: <ul style="list-style-type: none"> ○ Develop and implement a Recreation Plan for the city to guide recreation direction and programming (already underway). ○ Upgrade parks and add more parks for population growth to increase access to nature in the city. This includes pursuing the acquisition and establishment of the new parks and open spaces identified in Map 3 where opportunity arises.
4.5 Soil and Gravel Extraction	<ul style="list-style-type: none"> • Moved to Community Development section. • Renamed to “Sand and Gravel” to more accurately reflect intent of section.

Previous OCP Section	Summary of Changes
4.6 Hazardous Conditions Restrictions	<ul style="list-style-type: none"> • Moved to Community Development section. • Renamed from “Hazardous Areas” to “Hazardous Lands” to more accurately reflect intent of section. • Revised content and policies to align with key findings and strategic directions outlined in the Climate Change Action Plan (2024), by adding Sea Level Rise Tsunami Risk Areas, and Interface Fire Hazard as a classification for Hazardous lands.
4.7 Environmentally Sensitive Lands Restrictions	<ul style="list-style-type: none"> • Added policies to recognize environmentally sensitive lands as natural assets, to ensure that they are recognized as essential components of sustainable service delivery. • Revise the policy referencing environmental impact assessments to clarify the intent by aligning the policy with relevant provincial legislation for future greenfield development.
4.8 Transportation	<ul style="list-style-type: none"> • Moved to Community Development section. • Streamlined the section to enhance clarity and conciseness • As the City has adopted a Transportation Master Plan, this recommendation from the previous plan was removed, and the section was extended and its content updated to align with the Connect Rupert – Transportation Plan (2024) and Complete Communities Assessment (2024). Some of the key findings from this plan, which have been incorporated into the proposed amendments, are related to enhancing modal interconnectivity, improving accessibility, support a broader range of transportation options, and support future-ready mobility.
4.9 Sewer, Water, Road, and Waste Infrastructure	<ul style="list-style-type: none"> • Moved to Community Development section. • Streamlined the section to enhance clarity and conciseness and update references.
4.10 Heritage Resources	<ul style="list-style-type: none"> • Moved to Community Development section. • The policy direction related to Heritage Resources of the 2021 OCP has been reorganized into four focused policy areas: landmarks, protection of First Nation heritage features, collaborative identification of additional heritage assets, and support for access and education related to local heritage resources. All of these components existed in the original

Previous OCP Section	Summary of Changes
	policy but separating them into distinct items improves clarity and helps staff interpret and carry out the policies in a more actionable way.
4.11 Institutional	<ul style="list-style-type: none"> Revised content and policies to align with key findings and strategic directions outlined in the Complete Communities Assessment (2024) and Asset Management Strategy and 3-year Roadmap (2022), specifically in reference to asset management commitments for civic buildings.
4.12 Major Projects	<ul style="list-style-type: none"> Moved to Community Development section. Updated Urban Containment Objectives to align with Housing Needs Report (2024) for new greenfield neighbourhoods. No change to the Urban Containment Boundary itself has been proposed.
4.13 Temporary Use Permits	<ul style="list-style-type: none"> Content remained unchanged, the section was moved to Implementation and Monitoring section.
4.14 Development Approval Information Area	<ul style="list-style-type: none"> Content was unchanged, but the section was moved to Development Permit Areas.
5.0 Climate Change and GHG Policy	<ul style="list-style-type: none"> Moved to Community Development section. Revised content to incorporate Prince Rupert specific findings from the Climate Action Plan, such as the risks from sea level rise, flooding, and landslides, as well as the acknowledgement of unique vulnerabilities and service delivery challenges during extreme weather events due to our remote location. Added policy direction items stemmed from the Climate Change Action Plan (2024), such as “Use and regularly review the Climate Change Adaptation Plan as the guiding document for identifying and responding to climate risks in land use, infrastructure, and community service planning”, “Use and regularly review the Community Energy and Emissions Plan as the guiding document for the City’s mitigation planning work”, among others, to reinforce the intentions to contributing efforts to reduce the global impacts of GHG emissions as delimited in the 2021 OCP.

Previous OCP Section	Summary of Changes
6.0 Food Systems	<ul style="list-style-type: none"> • Moved to Community Development section. • Streamlined the section to enhance clarity and conciseness
7.0 Social and Cultural Development	<ul style="list-style-type: none"> • Moved to Community Development section. • Streamlined the section to enhance clarity and conciseness. • Revised content and policies to align with key findings and strategic directions outlined in the Social Development Assessment (2024), Reconciliation Policy Framework (2024), and the Child Care Assessment and Action Plan (2020). Specific updates include references to commitment to UNDRIP under the Reconciliation Policy Framework and the Indigenous Relations Committee, supporting the development of new childcare spaces, and regularly reviewing the Social Development Strategy's goals and indicators as recommended in the corresponding Plans and Strategies.
8.0 Development Permit Areas	<ul style="list-style-type: none"> • Content was maintained, with the designated Development Permit Areas being the same, but the section was rewritten to be more concise.
9.0 Implementation and Monitoring	<ul style="list-style-type: none"> • Streamlined the section to enhance clarity and conciseness by translating existing content into a table. Added relevant plans, departments, and partners for further guidance.
Maps	<ul style="list-style-type: none"> • All: Updated to reflect new City branding. • All: Updated maps with new layers related to current and planned and planned transportation networks and other infrastructure. • Map 9: Urban Containment Boundary and Development Areas updated to reflect Housing Needs Report (2024) capacity assessment. This did not include any change to the Urban Containment Boundary. • Map 10 Wooden Trestle Bridges removed as it is no longer directly referenced in OCP. This has been added to broader transportation map. • Map 11: 3rd Avenue East Road Extension removed as it is no longer directly referenced in OCP. This has been added to broader transportation map.

Previous OCP Section	Summary of Changes
	<ul style="list-style-type: none"> Added maps related to mobility hubs, priority pedestrian networks, and priority cycling networks referenced in Connect Rupert – Transportation Plan (2023).

SUBSTANTIVE CHANGES RELATED TO COMMUNITY PLANS ADOPTED BY THE COUNCIL

Transportation Plan

Commissioning a Transportation Master Plan was one of the recommendations in the 2021 OCP. Connect Rupert – Transportation Plan, was drafted taking as a basis the intentions laid out in the 2021 OCP including interconnectedness with a focus on more transportation solutions. Connect Rupert was adopted by the Council in 2023.

In the proposed amendments, the recommendation to create a plan is removed, and instead the plan that was commissioned, Connect Rupert, is referenced and the policies that were created with its findings were incorporated into the content and policies in the transportation section.

Some of the policies that were added include the following:

- Pursue the commitments made in Connect Rupert to create a transportation network that serves community members of all ages and abilities through improvements to modal interconnectivity, active transportation, public transportation, and driving infrastructure.
- Support a broader range of transportation options by managing curbside use, aligning taxi supply with demand, encouraging ride-hailing, and partnering to improve school travel for children and youth.

In addition to the policies, maps 6A and 6B of this version of the plan illustrate city-wide streets framework, and include some of the observations of the plan, such as mobility hubs, priority pedestrian networks, and priority cycling networks referenced in Connect Rupert – Transportation Plan (2023).

Complete Communities Assessment

The Complete Communities Assessment (CCA) builds on the City’s Connect Rupert Transportation Plan, which emphasizes the provision of an equitable transportation system. The CCA analyzed the city through four key community lenses (Infrastructure, Transportation, Access to Daily Needs, and Housing) to measure community completeness and walkability levels. By undertaking a focused analysis of community walkability, the study evaluated not only how easily residents can move throughout the city, but also how walkability intersects with other components of a complete community—such as access to daily needs, housing, and opportunities related to planned infrastructure replacement.

The 2021 Official Community Plan identifies complete communities as a core planning principle. These proposed OCP amendments incorporate some of the language of the CCA, to maintain its relevancy. The Complete Communities planning principle was reworked to name the four lenses that were utilized to objectively study completeness in our community and notes the emphasis of the plan to enable the city to make data-driven decisions on implementing the pedestrian network for all ages and abilities.

An example of the references to the CCA in the OCP updates is the inclusion of Micro-Neighbourhood Centres. These are several neighbourhood grocery/convenience stores throughout the residential areas of Prince Rupert, and during the assessment it was found that they served an important role in Prince Rupert and that they were an important asset in reducing travel times and promoting vibrant, self-sufficient micro-communities within Prince Rupert.

Parks and Outdoor Recreation Plan

Content and policies have been revised to align with the key findings and strategic directions outlined in Rupert Plays – Parks and Outdoor Recreation Plan (2023) and the Accessibility Plan (2024).

In the Parks, Recreation, and Trails section (4.4), the updated document includes policies that directly reflect policies and findings of the Parks and Outdoor Recreation Plan (Rupert Plays, 2023). Primarily, the first of the parks policies is to: “Pursue the recommendations outlined in Rupert Plays and the Prince Rupert and Area Accessibility Plan to provide inclusive, affordable, and resilient parks and recreation amenities that enhance community wellbeing and inspire a healthy and active lifestyle.” The intent of this inclusion is to maintain the relevancy of the Parks and Outdoor Recreation Plan in future decision-making, ensuring that decisions are evidence- and public-input- based.

Housing Acceleration Plan

The Housing Acceleration Plan highlights several opportunities to support increasing housing supply within the community. Several of the proposed Residential Policies amendments were taken from that Plan, with the most substantive being the proposed exemption for affordable housing projects from the Downtown Building Heights Framework. This action supports the strategic direction to improve housing availability and support infill density downtown. This change means that proponents meeting the definition of affordable housing, which means buildings where units are subsidized for low- or median-income renters, would be allowed to apply for a variance higher than the building heights framework would otherwise permit subject to Council approval of a variance permit. For example, Council has already approved the Lax-38 BC Housing building to build up to 6 stories. This process would still allow Council to consider these proposals on a one-by-one basis, but remove delays associated with OCP amendments for housing proposals that must meet grant application deadlines. Note that the zoning bylaw in the City Core already permits buildings to build higher than the building heights framework in most cases. The Building Heights Framework would remain in effect for all other proposed buildings.

Climate Adaptation & Action Plan

The Climate Adaptation Action Plan (adopted by Council in 2025) informed several of the proposed amendments. Revisions to subsection 5.1, Climate Change and GHG Policy, and subsection 4.6, Hazardous Conditions Restrictions, ensure alignment with the key findings and direction of the Climate Adaptation Action Plan.

The updated version of the OCP expands the policies listed in the original OCP to include policy direction from the Climate Adaptation Action Plan. Policies such as “Use and regularly review the Climate Change Adaptation Plan as the guiding document for identifying and responding to climate risks in land use, infrastructure, and community service planning” and “Ensure that corporate directions, corresponding plans, infrastructure development, and capital projects consider climate change adaptation and mitigation measures.” are intended to ensure that staff are familiar with this document, that its content is taken into account when making decisions which affect the future of the community, and that climate adaptation and mitigation measures are evaluated.

LINKS TO COUNCIL PLANS AND POLICY DIRECTION:

LINK TO STRATEGIC PLAN:

The Official Community Plan seeks to promote the strategies from the city council, and supports policies created following Strategic Direction from council:

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

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

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

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

COMMUNITY SOCIAL, ENVIRONMENTAL AND EQUITY CONSIDERATIONS:

Social, environmental, and equity considerations informed the development of the city plans referenced in this proposal and the mandated changes from the Province. The updates proposed here are intended to advance Prince Rupert’s efforts toward its vision of becoming a vibrant, resilient, sustainable, prosperous, inclusive, and equitable World Class Port City.

Social Considerations

Housing remains a challenge across many Canadian communities, and Prince Rupert is no exception. The Housing Needs Assessment (2024) shows a substantial need for additional housing in our community. Recent provincial legislation guiding this plan aims to deliver more housing—in appropriate locations and on a faster timeline—helping to ease the housing burden for residents.

The updates in this plan are directly connected to actions and strategies already identified in adopted city documents, including the OCP, Housing Acceleration Plan, Transportation

Plan, Parks and Recreation Plan, and Climate Adaptation Action Plan. Each of these plans was developed through extensive community engagement, offering residents multiple ways to participate, such as in-person sessions, paper surveys, and online feedback opportunities.

Environmental Considerations

The Climate Adaptation Action Plan (adopted by Council in 2025) informed several updates in this version of the OCP. Developed through studies, research, data analysis, and extensive community input, the plan outlines local climate impacts and identifies strategies to improve resilience.

Revisions to subsection 5.1, Climate Change and GHG Policy, and subsection 4.6, Hazardous Conditions Restrictions, ensure the OCP aligns with the key findings and direction of the Climate Adaptation Action Plan. These amendments strengthen the City's capacity to address current and emerging environmental challenges.

Equity Considerations

Equity considerations are informed by community engagement, data analysis, and direction from the City's adopted strategies and plans. The provincially mandated amendments address housing affordability—an issue affecting all residents but with greater impact on lower-income and systemically marginalized groups. These updates aim to expand housing supply and diversity while promoting more equitable development.

The proposed changes also align with findings from the Social Development Assessment, Reconciliation Policy Framework, Complete Communities Assessment, and Child Care Assessment and Action Plan, enabling continued progress toward equity and community well-being.

COST:

There are no foreseen budget implications for the proposed Official Community Plan amendments as they are updated. The Official Community Plan does not commit Council to undertaking any specific actions. There may be penalty implications for not updating the OCP for those changes related to legislated requirements under Bill 44 - Housing Statutes (Residential Development) Amendments Act, which include the updates within the Residential Policy section and inclusion of updated housing projections. The Province has not indicated any specific financial penalty for non-conformance but may step in to update these plans themselves without municipal input.

CONCLUSION:

It is recommended that Council consider first and second reading to all proposed amendments in the Official Community Plan Amendment Bylaw #3666 and proceed to public hearing. Council will have the opportunity to table or deny specific amendments prior to 3rd Reading.

Report Prepared By:

Report Reviewed By:

Rodolfo Paras Diaz,
Planner

Richard Pucci,
Chief Administrative Officer

Originally signed available upon request



REPORT TO COUNCIL

Regular Meeting of Council

DATE: November 24, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Corinne Bomben, Chief Financial Officer

**SUBJECT: 2025 FIVE YEAR FINANCIAL PLAN AMENDMENT BYLAW
NO. 3670, 2025**

RECOMMENDATION:

THAT Council proceed with consideration of the City of Prince Rupert 2025 Five Year Financial Plan Amendment Bylaw No. 3670, 2025

REASON FOR REPORT:

Under the *Community Charter*, a municipality must adopt a Five-Year Financial Plan annually. A financial plan may also be amended by bylaw at any time. This report outlines the items included in the attached Financial Plan Amendment Bylaw.

BACKGROUND:

Subsequent to adopting the 2025 Five-Year Financial Plan Amendment Bylaw No. 3554, 2024 in April 2025, the City has initiated, by resolution, changes to the plan and has experienced unanticipated repairs which require an amendment. This report outlines the changes incorporated into the financial plan amendment bylaw.

ANALYSIS:

There are two attachments to this report. The first is a summary of the changes proposed and the reasons for the amendment. The second attachment is the amended financial plan bylaw after including the proposed changes.

The funds affected include the General Fund, the Water Fund and the Sanitary and Storm Sewer Fund, a description of which follows.

General Fund

At the October 14th Regular Meeting, Council resolved to reallocate unspent parks funding towards the 3rd and 4th Ave West stairway project. It was identified that the parks department was under budget due to staff vacancies experienced in 2025 and the savings would be adequate to supplement the stairway funding shortfall. The amendment captures Council's approval of this increased expenditure and the funding source now with a total cost of \$585,000.

The approved works to the second level accessible washroom at the Recreation Complex spanned 2024 and 2025 and were completed in the summer of 2025. The cost above budget of \$52,000 is proposed to be funded from general surplus. In October 2025 the Library boiler failed. Funding to conduct the \$35,000 worth of replacement is proposed to be funded from general surplus.

The City planned to have the 6th Avenue bridge repaved in 2025 after the rehabilitation efforts in 2024 which included a thinner layer of pavement at that time. It was determined mid-year that the repaving would not be necessary given the additional weight on the structure. Recently the 2nd Avenue bridge has been assessed, and the cantilevered pedestrian path needs to be replaced as a part of the bridge rehabilitation proposed for budget 2026. The assessment resulted in the closure of the path and temporary conversion of the bridge to single lane vehicle traffic. Funding for the closure in 2025 is proposed to be funded from the previously approved 6th Avenue bridge funding of \$300,000.

Water Fund

During the year the City was made aware of the need to change the fish screens at Woodworth Dam. Funding for this project is proposed to come from interest income and the reallocation of leftover dividend funding from the Woodworth Dam Road upgrades project. Total cost is estimated at \$540,000.

Sanitary and Storm Sewer Fund

The Comox Lift Station failed at the end of 2024 necessitating temporary repairs which were captured in the 2025 financial plan bylaw while a plan was being developed for proper rehabilitation. The cost of conducting this work results in the need to postpone the Omineca Lift Station project and use that funding to cover the increase in funding necessary to rehabilitate the Comox Lift Station. The total project cost is amended to \$798,000.

Public Comment

To obtain public feedback, notice of the proposed amendment to the Five-Year Financial Plan has been posted on the City Hall notice board, the City's website and will be advertised in the paper. Feedback received will be provided to Council to assist in deliberation on the Financial Plan amendment proposed.

LINK TO STRATEGIC PLAN:

This amendment to the Five-Year Financial Plan supports overall required service provision to the public.

CONCLUSION:

The *Community Charter* permits amendments to the financial plan. Council's approval of the attached bylaw to amend the 2025 Financial Plan will ensure the costs of the necessary capital repairs and additional expenditures are funded accordingly.

Report Prepared By:

Report Reviewed By:

Corinne Bomben,
Chief Financial Officer

Richard Pucci
Chief Administrative Officer

Originally signed available upon request

Attachments:

- Summary of Proposed Changes to Five-Year Financial Plan 2025

General Fund Summary

General Fund Proposed Funding Changes

Funding Source	Existing Approved Budget	Proposed Amendment	Difference	Notes
Approved, incomplete projects from 2024 rolled over to 2025				
Reserves (Northern Capital & Planning Grant Reserve)	\$300,000	\$0	(\$300,000)	The repairs to the 6th Ave Bridge in 2024 came in under budget. It was thought that this \$300,000 would be needed in 2025, but instead it's proposed that it will be used to begin assessment of the necessary repairs to the 2nd Ave Bridge
Total Change Proposed			(\$300,000)	
Additions to Budget/Changes in estimates				
Reserves (Northern Capital & Planning Grant Reserve)	\$0	\$300,000	\$300,000	Funds are needed to temporarily control traffic on the 2nd Ave Bridge, and repairs. This \$300,000 comes from unused funding allocated to the 6th Ave Bridge repairs.
Appropriated Surplus - Capital Purchases	\$113,000	\$200,000	\$87,000	The Library boiler has failed and \$35,000 is needed to replace the boiler and hot water tank. This is urgent, unanticipated work and so existing surplus is proposed to fund it. \$52,000 additional is also required to fund the completed Upstairs Washroom Accessibility Upgrade at Recreation.
Total Change Proposed			\$387,000	
Total Changes to Funding:			\$87,000	

General Fund Proposed Expenditure Changes

Expenditure	Existing Approved Budget	Proposed Amendment	Difference	Notes
Capital Purchases	\$21,132,000	\$21,454,000	\$322,000	Changes in Capital Purchases as detailed above
Parks Operating Budget	\$1,343,000	\$1,108,000	(\$235,000)	As previously detailed by Director Schmidt, the Parks Operating Budget is well under budgeted levels due to staff shortages. \$235,000 of this budget is proposed to be redirected to replacement of the 3rd and 4th Ave Walkway, bringing this Capital Purchase to \$585,000 from \$350,000.
Total Changes to Expenditure:			\$87,000	
Surplus/(Deficit)			\$0	

Water Utility Fund Summary

Water Utility Fund Proposed Funding Changes

Funding Source	Existing Approved Budget	Proposed Amendment	Difference	Notes
Interest revenue in the Water Fund	\$300,000	\$699,000	\$399,000	Grant revenue balances and interest rates both remain much higher than anticipated, leading to more interest revenue in the Fund than anticipated. A portion of this interest, \$399,000, will be used to fund mandated upgrades to the Fish Screens at the Woodworth Dam.
Total Changes to Funding:			\$399,000	

Water Utility Fund Proposed Expenditure Changes

Expenditure	Existing Approved Budget	Proposed Amendment	Difference	Notes
Capital Works	\$83,297,000	\$83,696,000	\$399,000	Other Woodworth Dam projects came in \$141,000 under budget, with the funding being reallocated, along with the \$399,000 in interest revenue mentioned above, to fund the upgraded Fish Screens at Woodworth Dam at a total estimated cost of \$540,000
Total Changes to Expenditure:			\$399,000	
Surplus/(Deficit)			\$0	

Sanitary and Storm Sewer Fund Summary

Sanitary and Storm Sewer Utility Fund Proposed Funding Changes

Funding Source	Existing Approved Budget	Proposed Amendment	Difference	Notes
Sewer Appropriated Surplus	\$1,279,000	\$1,279,000	\$0	The new total cost for the Comox Lift Station rehabilitation is \$798,000, up from \$298,000. To fund this, the Omineca Lift Station rehabilitation has been postponed. The \$250,000 in Surplus for the Omineca project is reallocated to fund the difference needed for the Comox Lift Station project
Sewer Existing Fees	\$1,850,000	\$1,850,000	\$0	The remaining \$250,000 in funding needed for Comox comes from the Sewer Operating funds dedicated to the Omineca project.
Total Changes to Funding:			\$0	

Sanitary and Storm Sewer Utility Fund Proposed Expenditure Changes

Expenditure	Existing Approved Budget	Proposed Amendment	Difference	Notes
Capital Works	\$44,304,000	\$44,304,000	\$0	The total cost of repairs and replacement in the Sewer fund is not budgeted to change, but the Omineca Lift station will be have to be done in the future with its 2025 budget reallocated to the Comox Lift Station that has failed.
Total Changes to Expenditure:			\$0	
Surplus/(Deficit)			\$0	

CITY OF PRINCE RUPERT

2025 FIVE YEAR FINANCIAL PLAN AMENDMENT BYLAW NO. 3670, 2025

A BYLAW FOR THE CITY OF PRINCE RUPERT TO AMEND THE 2025
FIVE YEAR FINANCIAL PLAN BYLAW NO. 3554, 2024

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

1. **Schedule “A”** attached hereto and made part of this Bylaw is hereby declared to be the Five Year Financial Plan of the City of Prince Rupert for the period ending December 31st, 2029.
2. This Bylaw may be cited as **“2025 Five Year Financial Plan Amendment Bylaw No. 3670, 2025”**.

Read a First time this ___ day of _____, 2025.

Read a Second time this ___ day of _____, 2025.

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

Final Consideration and Adopted this ___ day of _____, _____.

Mayor

Corporate Administrator

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

The *Community Charter* requires certain information be presented as part of the Five Year Financial Plan. The following Section citations reference the *Community Charter*:

1. Portion of Funding from Revenue Sources (Section 165 (3.1)a)

Table One (1) shows the proportion and value of the total revenue proposed to be raised from each funding source in 2025. Grants and other miscellaneous revenues form the largest portion of planned revenue as the City is undertaking many large Capital projects (for example, Water Line renewal, Sewer Line renewal, Waterfront Development) for which large grants have either been received or are proposed.

Property value taxes are the largest revenue source to support City *operations*. The property taxation system is relatively easy to administer and understand. It provides a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as fire protection, police protection, bylaw enforcement, libraries, and street maintenance. For these reasons, property value taxation will continue to be the major source of municipal revenue.

Transfers from reserves are the second largest funding source in 2025 as the City is drawing funds held in reserves (mainly grants from the Provincial government) to fund capital projects.

Table 1

Funding Source	Percentage (%) of Revenue	Amount (\$)
Municipal Property Taxes	13%	29,960,000
Payment in Lieu of Taxes & Prov. Grants	2%	4,259,000
User Fees & Charges	7%	15,560,000
Accruals	0%	600,000
Reserves	14%	32,097,000
Accumulated General Operating Surplus	0%	595,000
Accumulated Utilities Operating Surplus	2%	3,789,000
Grants and Other Miscellaneous Revenue	55%	126,758,000
Dividend- Prince Rupert Legacy	1%	3,411,000
Debt Financing	6%	13,354,000
Total	100%	230,383,000

Schedule “A”

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

Objective

- Council will attempt to increase the proportion of City revenue that is derived from sources other than property taxes.

Policy

- Council reviews the fees charged for various services to ensure that the users of the service are paying a fair portion of the operating and capital cost of the service;
- Council will supplement infrastructure expenditures by aggressively pursuing federal and provincial grants; and,
- Council will encourage staff to develop new revenue sources.

2. Distribution of Property Value Taxes (Section 165 (3.1)(b))

The City of Prince Rupert determines the current tax rate for each property class by first adjusting the prior year’s tax rate by the BC Assessment generated statistic for *Change in Property Assessment Market Value* for that property classification. The adjusted tax rate is then increased or decreased by the percentage tax increase that Council has set for the current Financial Year.

By providing this consistency, taxpayers in the various classes have stability and confidence in knowing how their future tax bills will be calculated. The City also is required to follow the Provincial Regulation which sets the maximum rates for Port Property Taxes at \$27.50/\$1,000, and \$22.50/\$1,000 for property and improvements that are listed in the Regulation.

Table (2) shows the current property tax revenues of each classification except those classes with zero tax revenue, based on the 2025 Revised Assessment Roll (which is subject to change):

Table 2

Property Class	% of Tax Revenue	Amount (\$)
Residential	32%	9,537,000
Utility	1%	376,000
Major Industry	26%	7,693,000
Major Industry Port Property Tax Act	15%	4,420,000
Light Industry	3%	850,000
Business	23%	7,060,000
Recreation	0%	24,000
Total	100%	29,960,000

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

Objective

- Council will encourage economic development by minimizing tax increases.

Policy

- Council will review user fees to ensure that they are appropriate;
- Council will rely primarily on new development and grant opportunities to fund infrastructure and new amenities;
- Council will encourage economic development by providing the stability of using a consistent methodology for calculating property tax levies;
- Council will continue to review its existing permissive property tax exemption practices;

3. Use of Permissive and Revitalization Tax Exemptions (Section 165 (3.1)(c) and Section 226)

Each year the City of Prince Rupert approves partial or full permissive tax exemptions for properties within the community.

Objectives

- Council will continue to provide permissive tax exemptions;
- Council will permit exemptions according to the Permissive Tax Exemption Policy;
- Council will permit exemptions to revitalize the downtown core and a targeted light industrial area

Policy

- Permissive tax exemptions will be considered in conjunction with:
 - a. The value of other assistance being provided by the Community;
 - b. The amount of revenue that the City will lose or forgo if the exemption is granted;
 - c. City of Prince Rupert Permissive Tax Exemption Bylaw No. 3521, 2023
 - d. The Permissive Property Tax Exemption Policy 180-02
 - e. Revitalization Tax Exemption Program Bylaw No. 3553, 2024

Table 3 shows the properties which are approved to receive permissive tax exemptions for 2025. The approximate amount of Municipal Tax permissively exempted is \$487,000. The approximate amount of Municipal Tax exempted for Revitalization is \$500. Permissive and Revitalization municipal tax exemptions total approximately \$487,500.

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

Table 3

Registered Owner/ Occupier Identity/ Facility	Estimated annual Permissive Tax Exemption based on 2025 Rates/Values
<u>Places of Worship (Excluding Statutory Exempt Portion)</u>	
Bishop of New Caledonia (Anglican Cathedral)	\$ 528.40
Prince Rupert Congregation of Jehovah's Witnesses	503.43
Church of Jesus Christ of Latter Day Saints Church	756.81
Cornerstone Mennonite Brethren Church	360.72
Fellowship Baptist Church	460.58
The Salvation Army	1,535.27
Harvest Time United Pentecostal Church	206.78
Indo-Canadian Sikh Association Temple	192.64
Prince Rupert Church of Christ Church	86.96
Prince Rupert Native Pentecostal Revival Church	416.06
Prince Rupert Sikh Missionary Society Temple	998.13
First United Church	41.19
First United Church (parking lot)	895.81
First United Church (parking lot)	895.81
St. Paul's Lutheran Church of Prince Rupert	208.03
Sub-total Places of Worship	\$ 8,086.61

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

Table 3 (continued)

<u>Other Properties</u>	
School District No. 52 (Prince Rupert) (Pacific Coast School)	\$ 8,373.45
School District No. 52 (Prince Rupert) (Pacific Coast School)	142.26
Prince Rupert Senior Citizen's Housing Society	3,025.93
Kaien Senior Citizen's Housing	97.00
Prince Rupert Loyal Order of Moose/Moose Lodge	793.43
Prince Rupert Salmon Enhancement Society	3,407.62
BC Society for the Prevention of Cruelty to Animals	3,889.97
BC Society for the Prevention of Cruelty to Animals	18,093.93
BC Society for the Prevention of Cruelty to Animals	2,333.98
Prince Rupert Curling Club	22,117.28
Prince Rupert Racquet Association	5,397.85
Prince Rupert Performing Arts Centre Society	146,107.40
Prince Rupert Rod & Gun Club	1,898.31
Cultural Dance Centre & Carving House	14,626.30
Museum of Northern BC	46,479.63
Prince Rupert Golf Club	27,162.26
Prince Rupert Golf Club	6,075.54
Prince Rupert Golf Club	1,658.24
Prince Rupert Golf Club	489.03
Jim Pattison Ind. Ltd (Canfisco Municipal Boat Launch Facility and building, 37.5% of the lands and improvements)	48,702.47
Prince Rupert Gymnastics Association	8,367.11
North Coast Community Services Society	7,335.38
Friendship House Association of Prince Rupert	17,459.61
Prince Rupert Senior Centre Association	1,110.88
Kaien Island Daycare Services Family Resource Centre	1,476.06
Prince Rupert Aboriginal Community Services Society	2,885.70
The Royal Canadian Legion Branch 27 (Only area used by Legion)	1,067.61
Navy League Prince Rupert Branch	1,131.69
Cedar Village Housing Society (Only area assessed as "Residential/Not-for-profit")	20,649.05
Prince Rupert Rowing & Yachting Club (Only area assessed as "Recreation/Non-Profit")	3,482.43
Prince Rupert Indigenous Housing Society (Only area assessed as "Residential/Not-for-profit")	14,349.43
1279608 BC LTD (Municipal Public Works Facility)	38,677.45
Sub-total other Properties	\$ 478,864.27
Estimated Annual Total Permissive Property Tax Exemptions	\$ 486,950.89

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

4. Proposed Expenditures (Section 165(4)(a))

Table 4 shows the proposed expenditures for the current year by Fund:

Table 4

Proposed Expenditures	Amount (\$)
General Fund	88,041,000
Sewer Utility Fund	46,315,000
Solid Waste Fund	8,307,000
Water Utility Fund	87,720,000
Total	230,383,000

5. Proposed Funding Sources (Section 165(4)(b) & Section 165(7)(a-e))

Table 5 shows the proposed funding sources for the current year:

Table 5

Funding Source	Percentage (%) of Revenue	Amount (\$)
Municipal Property Taxes	13%	29,960,000
Payment in Lieu of Taxes & Provincial Grants	2%	4,259,000
User Fees & Charges	7%	15,560,000
Accruals	0%	600,000
Reserves	14%	32,097,000
Accumulated General Operating Surplus	0%	595,000
Accumulated Utilities Operating Surplus	2%	3,789,000
Grants and Other Miscellaneous Revenue	55%	126,758,000
Dividend- Prince Rupert Legacy	1%	3,411,000
Debt Financing	6%	13,354,000
Total	100%	230,383,000

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

6. Proposed Transfers Between Funds (Section 165(4)(c))

See items 11 and 12 (including Tables 8 and 9) of this Schedule.

7. Amount Required to Pay Interest & Principal on Municipal Debt (Section 165(6)(a))

The amount required to pay interest and principal on municipal debt is approximately \$5,127,000

8. Amount Required for Capital Purposes (Section 165(6)(b))

Capital Purchases

Table 6 shows the 2025 Capital Purchases:

Table 6

Department	Amount (\$)
Fire Protection	2,081,000
Building	6,208,000
Policing	300,000
Recreation	599,000
Real Estate	460,000
Civic Improvements	10,420,000
Transportation	51,000
Vehicles & Mobile Equipment (General)	1,335,000
Vehicles & Mobile Equipment (Water)	190,000
Total	21,644,000

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

Capital Works

Table 7 shows the 2025 Capital Works:

Table 7

Fund	Amount (\$)
Water Utility	83,696,000
Sewer Utility	44,304,000
Solid Waste Utility	2,420,000
Parks	432,000
Transportation	2,110,000
Total	132,962,000

9. The Amount Required for a Deficiency (Section 165(6)(c) & Section (165(9))

Nil

10. The Amount Required for Other Municipal Purposes (Section 165(6)(d))

Expenditures for other municipal purposes are \$70,650,000 which is the total from Table 4 of \$230,383,000 less the amounts under Items 7 and 9 (\$5,127,000 and Nil) and the totals from Tables 6 and 7 (\$21,644,000 and \$132,962,000).

11. Proposed Interfund Borrowing and Transfers of Reserves (Sections 165(8)(a) and 180)

There is no proposed interfund borrowing in 2025

Table 8 proposes the following transfers:

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

Table 8

	Transfer of Reserves	Amount (\$)
From:	General Capital Reserve	(200,000)
	RCMP Reserve	(1,628,000)
	Recreation Asset Management Reserve	(45,000)
	Public Works Equipment Reserve	(1,234,000)
	Land Acquisition and Disposal Reserve Fund	(125,000)
	Water Treatment Grant Reserve	(2,843,000)
	Growing Communities Fund Reserve	(4,456,000)
	Duncan Road Improvements Reserve	(405,000)
	Northern Capital and Planning Grant Reserve	(300,000)
	NWBC Regional Funding Reserve (RBA)	(20,861,000)
	General Operating Fund	(22,052,000)
	Water Utility Operating Fund	(190,000)
	Sewer Utility Operating Fund	(525,000)
	Solid Waste Utility Operating Fund	(98,000)
	Total	(54,962,000)
To:	Miscellaneous Reserves (interest)	200,000
	Rushbrook Parking Program Reserve	61,000
	Recreation Asset Management Reserve	62,000
	Ferry Maint. & Capital Replacement Reserve	175,000
	Water Capital Program Reserve	190,000
	Sewer Capital Program Reserve	525,000
	Solid Waste Capital Program Reserve	98,000
	NWBC Regional Funding Reserve (RBA)	20,581,000
	General Capital Reserve	459,000
	Public Works Equipment Reserve	514,000
	General Operating Fund loan payments	1,522,000
	General Operating Fund Capital Works	350,000
	General Operating Fund Special Projects	250,000
	General Operating Fund Capital Purchases	8,162,000

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

	Water Fund Capital Works	6,272,000
	Water Fund Capital Purchases	190,000
	Sewer Fund Capital Works	15,351,000
	Total	54,962,000

12. Proposed Transfers of Accumulated Surplus (Section 165(8)(b))

Table 9 shows the Accumulated Operating and Utility Fund Surpluses being used this year to fund operating activities, Special Projects and Capital expenditures.

Table 9

Transfers of Accumulated Surplus	Amount (\$)
From:	
General Operating Fund Surplus	(595,000)
Water Utility Fund Surplus	(1,846,000)
Solid Waste Utility Fund Surplus	(664,000)
Sewer Utility Fund Surplus	(1,279,000)
Total	(4,384,000)
To:	
General Operating Fund Special Projects	85,000
General Operating Fund Capital Purchases	200,000
General Operating Fund Capital Works	310,000
Water Utility Fund Capital Works	1,846,000
Solid Waste Utility Fund Operations	544,000
Solid Waste Utility Fund Capital Works	120,000
Sewer Utility Fund Capital Works	1,279,000
Total	4,384,000

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

General Operating Fund Departmental Budgets

Tables 10(a) & 10(b) show the General Operating Fund Budgets.

Table 10(a)

GENERAL OPERATING FUND	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029
<u>Revenues by Department</u>					
Airport Ferry	1,185,000	1,562,000	1,632,000	1,698,000	1,766,000
Bylaw Enforcement	133,000	136,000	139,000	142,000	142,000
Cemetery	144,000	164,000	170,000	177,000	184,000
Civic Properties	252,000	257,000	82,000	84,000	84,000
Corporate Administration	39,000	39,000	39,000	39,000	39,000
Cow Bay Marina	455,000	455,000	455,000	455,000	474,000
Development Services	313,000	319,000	316,000	323,000	323,000
Economic Development	70,000	70,000	70,000	70,000	70,000
FD 911 Services	73,000	72,000	71,000	70,000	69,000
FD Fire Protective Services	5,000	6,000	6,000	6,000	6,000
FD Emergency Measures	14,000	-	-	-	-
Finance	15,000	15,000	15,000	15,000	15,000
Fiscal Revenues	30,546,000	8,561,000	8,554,000	15,409,000	15,541,000
Information Technology	1,000	1,000	1,000	1,000	1,000
PW Engineering	5,000	5,000	5,000	5,000	5,000
PW Common Costs	70,000	71,000	72,000	73,000	74,000
RCMP	147,000	149,000	151,000	153,000	156,000
Rec. Centre Arena	276,000	280,000	284,000	288,000	293,000
Rec. Centre Civic Centre	423,000	440,000	449,000	467,000	487,000
Rec. Centre Community Services	3,000	15,000	15,000	15,000	15,000
Rec. Centre Pool	536,000	547,000	558,000	569,000	580,000
Transit	211,000	217,000	224,000	231,000	238,000
Victim Services	96,000	77,000	77,000	77,000	77,000
Watson Island	400,000	400,000	400,000	400,000	400,000
Subtotal	35,412,000	13,858,000	13,785,000	20,767,000	21,039,000
Property Taxes (existing)	28,457,000	29,960,000	30,454,000	31,158,000	31,906,000
Property Tax Increase (Decrease) - Non-market change	311,000	-	-	-	-
Property Tax Increase (Increase)	1,192,000	494,000	704,000	748,000	618,000
Total Operating Revenues	65,372,000	44,312,000	44,943,000	52,673,000	53,563,000
PR Legacy Inc contributions- Capital Purchases	335,000	-	-	-	-
Conditional Project Grants - Capital Works	382,000	-	-	-	-
Conditional Project Grants - Capital Purchases	10,622,000	-	-	-	-
Appropriated Reserves - Capital Works	350,000	-	-	-	-
Appropriated Reserves - Capital Purchases	8,162,000	-	-	-	-
Community Works Fund (Gas Tax) - Capital Purchases	53,000	-	-	-	-
Appropriated Surplus - Capital Purchases	200,000	-	-	-	-
Appropriated Surplus - Capital Works	310,000	-	-	-	-
PR Legacy Inc contributions- Special Projects	140,000	-	-	-	-
Appropriated Surplus - Special Projects	85,000	-	-	-	-
Conditional Project Grants - Special Projects	370,000	-	-	-	-
Appropriated Reserves - Special Projects	250,000	-	-	-	-
Loans from MFA - Capital Purchases	1,410,000	-	-	-	-
Total Capital Revenues	22,669,000	-	-	-	-
Total General Operating Fund Revenues	88,041,000	44,312,000	44,943,000	52,673,000	53,563,000

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

Table 10(b)

GENERAL OPERATING FUND	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029
<u>Expenditures by Department</u>					
Airport Ferry	2,543,000	2,777,000	2,867,000	2,975,000	3,070,000
Bylaw Enforcement	574,000	582,000	591,000	599,000	607,000
Cemetery	327,000	332,000	338,000	344,000	348,000
Civic Properties	773,000	785,000	796,000	807,000	818,000
Corporate Administration	1,210,000	1,219,000	1,243,000	1,267,000	1,291,000
Cow Bay Marina	455,000	468,000	477,000	486,000	496,000
Development Services	1,164,000	1,188,000	1,210,000	1,233,000	1,267,000
Economic Development	225,000	228,000	231,000	235,000	239,000
FD 911 Services	692,000	706,000	719,000	734,000	748,000
FD Fire Protective Services	6,006,000	6,069,000	6,219,000	6,373,000	6,526,000
FD Emergency Measures	46,000	46,000	46,000	46,000	46,000
Finance	1,433,000	1,462,000	1,313,000	1,339,000	1,366,000
Finance Cost Allocation	(519,000)	(577,000)	(631,000)	(690,000)	(724,000)
Fiscal Expenditures	5,034,000	3,634,000	3,662,000	3,666,000	3,671,000
Governance	353,000	380,000	392,000	405,000	418,000
Grants in Aid to Community Partners	1,915,000	1,963,000	2,000,000	2,032,000	2,067,000
Human Resources	507,000	517,000	528,000	541,000	554,000
Information Technology	843,000	856,000	869,000	882,000	895,000
Parks	1,108,000	1,366,000	1,389,000	1,412,000	1,434,000
PW Engineering	749,000	775,000	792,000	808,000	825,000
PW Common Costs	5,476,000	5,628,000	5,787,000	5,953,000	6,126,000
Allocation of PW Common Cost	(5,434,000)	(5,567,000)	(5,685,000)	(5,804,000)	(5,913,000)
PW Vehicles	1,995,000	2,061,000	2,088,000	2,115,000	2,142,000
Allocation of PW Vehicles	(1,996,000)	(2,061,000)	(2,088,000)	(2,115,000)	(2,142,000)
RCMP	7,756,000	7,919,000	8,113,000	8,311,000	8,507,000
Rec. Centre Arena	605,000	582,000	596,000	608,000	619,000
Rec. Centre Civic Centre	2,227,000	2,291,000	2,337,000	2,388,000	2,426,000
Rec. Centre Community Services	4,000	4,000	4,000	4,000	4,000
Rec. Centre Pool	1,620,000	1,635,000	1,673,000	1,701,000	1,724,000
Roads	2,699,000	2,792,000	2,886,000	2,933,000	2,980,000
Transit	1,008,000	1,092,000	1,018,000	1,059,000	1,099,000
Victim Services	196,000	198,000	201,000	204,000	207,000
Watson Island	400,000	400,000	400,000	400,000	400,000
Transfer to Reserves (Interest, RCMP Loan)	200,000	200,000	200,000	200,000	200,000
Transfer to Reserves (NWBCRF Agreement)	20,581,000	-	-	6,860,000	6,860,000
Transfer to General Capital Reserves	400,000	400,000	400,000	400,000	400,000
Total Operating Expenses	63,175,000	42,350,000	42,981,000	50,711,000	51,601,000
Provision for Special Projects	870,000	25,000	25,000	25,000	25,000
Provision for Capital Purchases	21,454,000	437,000	437,000	437,000	437,000
Provision for Capital Works	2,542,000	1,500,000	1,500,000	1,500,000	1,500,000
Total Capital Expenses	24,866,000	1,962,000	1,962,000	1,962,000	1,962,000
Total Operating Fund Expenditures	88,041,000	44,312,000	44,943,000	52,673,000	53,563,000
Surplus(Deficit)	-	-	-	-	-

Schedule "A"

CITY OF PRINCE RUPERT

2025 Five Year Financial Plan

13. Utility Funds Revenue & Expenditure Budgets

Table 11 shows the Utility Operating Funds proposed budgets.

Table 11

UTILITY OPERATING FUNDS	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029
Sanitary and Storm Sewer					
Operating Revenues	3,861,000	3,777,000	4,380,000	5,079,000	5,180,000
Grants	13,880,000	12,565,000	31,885,000	20,000,000	40,000,000
PR Legacy Inc contributions	-	450,000	200,000	700,000	200,000
Appropriated Surplus - Cap Works	1,279,000	25,000	25,000	25,000	25,000
Loans from MFA	11,944,000	17,435,000	8,165,000	-	-
Funding from Reserves	15,351,000	2,000,000	-	-	-
Capital Works	(44,304,000)	(33,475,000)	(41,275,000)	(21,725,000)	(41,225,000)
Revenue for operations	2,011,000	2,777,000	3,380,000	4,079,000	4,180,000
Expenditures	2,011,000	2,777,000	3,380,000	4,079,000	4,180,000
Surplus (Deficit)	-	-	-	-	-
Water					
Operating Revenues	5,233,000	4,745,000	4,754,000	4,835,000	5,944,000
Grants	73,710,000	48,129,000	8,853,000	8,063,000	10,000,000
PR Legacy Inc contributions	469,000	-	-	-	-
Appropriated Surplus- Cap Works	1,846,000	-	-	-	-
Loans from MFA	-	-	2,500,000	11,937,000	10,000,000
Funding from Reserves	6,462,000	1,871,000	3,929,000	-	-
Capital Purchases	(190,000)	-	-	-	-
Capital Works	(83,696,000)	(51,000,000)	(16,282,000)	(21,000,000)	(21,000,000)
Revenue for operations	3,834,000	3,745,000	3,754,000	3,835,000	4,944,000
Expenditures	3,834,000	3,745,000	3,754,000	3,835,000	4,944,000
Surplus (Deficit)	-	-	-	-	-
Solid Waste					
Operating Revenues	5,343,000	5,655,000	5,986,000	6,337,000	6,708,000
Appropriated Surplus - Cap Works	120,000	-	-	-	-
Funding from Accruals - CW	600,000	-	-	-	-
Community Works Fund (Gas Tax)	1,700,000	1,620,000	-	-	-
Capital Works	(2,420,000)	(1,620,000)	-	-	-
Revenue for operations	5,343,000	5,655,000	5,986,000	6,337,000	6,708,000
Appropriated Surplus for Rate Stabilization	544,000	387,000	163,000	(77,000)	(335,000)
Expenditures	5,887,000	6,042,000	6,149,000	6,260,000	6,373,000
Surplus (Deficit)	-	-	-	-	-



**COW BAY MARINA FEES AND REGULATIONS
BYLAW NO. 3662, 2025**

A BYLAW TO REGULATE THE FEES AND REGULATIONS OF COW BAY MARINA

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

Part 1 INTERPRETATION

Title

1.1 This Bylaw may be cited as “Cow Bay Marina Fees and Regulation Bylaw No. 3662, 2025”.

Interpretation

1.2 If any portion of this Bylaw is held to be invalid or illegal, that portion is severed from this Bylaw, and the remaining portion is to be read and construed as separate and distinct from the severed portion.

Schedules

1.3 The schedules attached to this Bylaw form part of this Bylaw and any fee or charge described in a schedule is hereby imposed under this Bylaw.

Part 2 ADMINISTRATION

Reference to other Bylaws or Enactments

2.1 Reference to any bylaw or enactment is a reference to that bylaw or enactment as consolidated, revised, amended, re-enacted or replaced unless otherwise expressly provided.

Notice

2.2 Where the Cow Bay Marina manager is required to give notice, notice is sufficiently given if it is sent to the owner by email, mail, left with the owner in person or by phone or deposited in the mailbox at the owner’s residence or place of business.

Commencement

2.3 This Bylaw comes into force effective January 1, 2026.

2.4 Despite section 2.3 and Schedule "A" of this Bylaw, during 2025 the fees set out in Schedule "B" of Cow Bay Marina Fees and Regulations Bylaw No. 3386, 2016 is deemed to apply to this Bylaw notwithstanding the repeal of Cow Bay Marina Fees and Regulations Bylaw No. 3386, 2016.

Repeal

2.5 Cow Bay Marina Fees and Regulations Bylaw No. 3386, 2016, Cow Bay Marina Fees and Regulations Amendment Bylaw No. 3422, 2018, and Cow Bay Marina Fees and Regulations Amendment Bylaw No. 3516, 2023 are repealed and replaced with this bylaw.

READ A FIRST TIME this ____ day of ____, 2025.

READ A SECOND TIME this ____ day of ____, 2025.

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

FINAL CONSIDERATION AND ADOPTED this ____ day of ____, 2025.

Mayor

Corporate Administrator

SCHEDULE A

DEFINITIONS AND REGULATIONS

INTERPRETATION

1. In this Bylaw:
 - (a) **“Annual Mooring”** means mooring for any 365 day period.
 - (b) **“Annual Mooring Agreement”** means an agreement entered into between the City and the Owner of a vessel substantially in the form attached hereto as Schedule “D” for the purpose of permitting Annual Mooring at the Cow Bay Marina.
 - (c) **“City”** means the City of Prince Rupert.
 - (d) **“Council”** means the Council of the City of Prince Rupert.
 - (e) **“Cow Bay Marina”** means those lands and premises comprising the area contained within the approximately .94 hectare portion of the water lot adjacent to Waterfront Block F. See Schedule “F”.
 - (f) **“Cow Bay Marina Manager”** means the City or any third party operator responsible for managing and operating the Cow Bay Marina.
 - (g) **“Live-aboard”** means any vessel that is occupied overnight at the Cow Bay Marina for more than two (2) consecutive weeks or for more than fourteen (14) consecutive or non-consecutive days in any one (1) month period.
 - (h) **“Mooring Agreement”** means an Annual Mooring Agreement, Short Term Mooring Agreement or Temporary Mooring Agreement.
 - (i) **“Owner”** means:
 - i. the person who is the legal owner of the vessel,
 - ii. the person in whose name the vessel is registered, or
 - iii. a person who is the documented conditional vendee or lessee and entitled to be in possession and is in possession of the vessel.
 - (j) **“Short Term Mooring”** means mooring for a minimum period of one month and less than 365 days.
 - (k) **“Short Term Mooring Agreement”** means an agreement entered into between the City and the Owner of a vessel substantially in the form attached hereto as Schedule “E” for the purpose of permitting Short Term Mooring at the Cow Bay Marina.
 - (l) **“Temporary Mooring”** means daily mooring for a maximum one month period.

- (m) **“Temporary Mooring Agreement”** means an agreement entered into between the City and the Owner of a vessel substantially in the form attached hereto as Schedule “E” for the purpose of permitting Temporary Mooring at the Cow Bay Marina.

RATES

2. Every person who moors a vessel at the Cow Bay Marina shall pay to the City the applicable rates and charges for mooring, electricity and pumping as required by this Bylaw and as set out in Schedule “B” to this Bylaw.

MOORING RULES

3. Every person who moors a vessel at the Cow Bay Marina shall abide by the mooring rules set out in Schedule “C” to this Bylaw.

ANNUAL MOORING

4. Every Owner of a vessel wishing to secure Annual Mooring space in the Cow Bay Marina shall first enter into an Annual Mooring Agreement, if space is available.
5. An Annual Mooring Agreement shall be in the form shown in Schedule “D”.
6. In any year where the Owner does not renew the Annual Mooring Agreement, the Owner shall remove his or her vessel from the Cow Bay Marina no later than December 31st of the contract year.
7. If an Owner terminates his or her Annual Mooring during the year, the City shall, provided the Owner is in compliance with the terms and conditions of this bylaw, refund to the Owner, without interest, any fees paid for the unexpired full calendar month portion of the term of the Annual Mooring Agreement in accordance with Schedule “B”.

SHORT TERM MOORING

8. An Owner of a vessel wishing to secure a Short Term Mooring space in the Cow Bay Marina shall enter into a Short Term Mooring Agreement, if space is available.
9. A Short Term Mooring Agreement shall be in the form shown in Schedule “E”.
10. If any Owner terminates his or her Short Term Mooring during the term of the Short Term Mooring Agreement, the City shall not refund to the Owner any rental fees paid for the unexpired portion of the term.
11. Upon termination of the Short Term Mooring Agreement, the Owner shall remove the vessel from the Cow Bay Marina immediately.

TEMPORARY MOORING

12. An Owner of a vessel wishing to secure Temporary Mooring space in the Cow Bay Marina shall enter into a Temporary Mooring Agreement, if space is available.
13. A Temporary Mooring Agreement shall be in the form shown in Schedule “E”.

14. If any Owner terminates his or her Temporary Mooring during the term of the Temporary Mooring Agreement, the City shall not refund to the Owner any rental fees paid for the unexpired portion of the term.

15. Upon termination of the Temporary Mooring Agreement, the Owner shall remove the vessel from the Cow Bay Marina immediately.

OVERSTAYING VESSELS

16. If an Owner has failed to remove his or her vessel from the Cow Bay Marina when his or her Mooring Agreement has expired or when he or she is otherwise legally required to vacate, then at the Owner's full expense, the City may take all necessary steps to remove the vessel from the Cow Bay Marina and may seek recovery of all unpaid costs and expenses, including in addition to all other available remedies, by the legal remedy of distress of the Owner's goods and chattels, including the vessel.

17. If a vessel continues to be moored at the Cow Bay Marina contrary to the provisions of this Bylaw, the Owner shall be guilty of an offence and sections 24 and 25 of the Bylaw shall apply.

ALLOCATION OF BERTHS

18. Mooring berths in the Cow Bay Marina shall be allocated to vessel Owners whose names appear on the waiting list as appropriate space becomes available.

19. The waiting list shall be maintained and kept current by the Cow Bay Marina Manager.

RELOCATION OF VESSEL

20. The City or the Cow Bay Marina Manager may relocate any vessel in the Cow Bay Marina without prior notice to an Owner.

NO LIVE-ABOARDS

21. Live-aboard vessels are not permitted at the Cow Bay Marina and no person shall use any vessel in the Cow Bay Marina as living quarters or for residential purposes. Owners under Temporary Mooring Agreement may stay aboard their vessel, subject to Section 23 of this Bylaw.

22. The Cow Bay Marina Manager is exempt from section 21 of this Bylaw, provided that he or she has entered into an existing Annual Mooring Agreement.

TEMPORARY STAY-ABOARDS

23. Notwithstanding Section 21 of this Bylaw, vessel Owners, operators, and crew members may stay aboard their respective vessels while under Temporary Mooring Agreement provided that each of the following conditions are met:

- (a) Prior to any overnight stay, all vessel Owners, operators, and crew members first notify the Cow Bay Manager, or his or her authorized personnel, of their intention to stay aboard and the expected length of their stay;
- (b) No vessel may be occupied overnight for more than two (2) consecutive weeks or for more than fourteen (14) consecutive or non-consecutive days in any one (1) month period;
- (c) Any vessel occupied on an overnight basis must be capable of movement under its own power and must have holding tanks and seals placed on all toilets;
- (d) No equipment, gear, personal belongings, or refuse may be attached to or placed on any floats within the Cow Bay Marina; and
- (e) The area of any mooring berths for vessels to be occupied on a temporary, overnight basis pursuant to this Bylaw will be determined by the Cow Bay Marina Manager, or his or her authorized personnel.

VIOLATION OF BYLAW

- 24. Any person who violates any provisions of this Bylaw or the mooring rules or who permits or allows any act or thing to be done in violation of this Bylaw or the mooring rules, is guilty of an offence and is liable, on summary conviction, to a fine of not more than \$10,000 for each separate offence.
- 25. Each day that a violation occurs or is permitted or continues shall constitute a separate offence.

EFFECTIVE DATE

- 26. This Bylaw shall be effective January 1, 2026.

SCHEDULE B

RATES

1. Annual Mooring

- a) The Annual Mooring rate shall be as outlined below:
 - 12 Month Prepaid \$18.00 per Foot / Month

*All rates are subject to applicable taxes
- b) The Annual Mooring rate shall apply to all days in a standard calendar year with a automatic termination date of December 31st.
- c) Annual Mooring rates are payable in advance upon execution of the Annual Mooring Agreement.
- d) Annual Mooring Agreements end December 31st of the calendar year, and shall only be renewed by payment in full at time of executing a new Annual Mooring Agreement.
- e) Upon cancellation of an existing Annual Mooring Agreement, there shall be a refund of the unused calendar months.

2. Short Term Mooring

- a) The Short Term Mooring rates shall be as outlined below:
 - Spring Months, April 1 – May 31 \$18.00 per Foot / Month
 - Peak Summer Months, June 1 – August 31 \$33.75 per Foot / Month
 - Fall Months, September 1 – 30 \$18.00 per Foot / Month
 - Winter Months, October 1 – March 31 \$13.50 per Foot / Month

*All rates are subject to applicable taxes
- b) The Short Term Mooring rates apply to all days in a standard calendar month, from the 1st day to the last day of the month.
- c) Short Term Mooring rates are payable in advance upon execution of the Short Term Mooring Agreement.
- d) Upon cancellation of an existing Short Term Mooring Agreement, there shall be no refund of any prepaid Short Term Mooring rates.

3. Temporary Mooring

- 0 – 80 Foot Temporary Moorage \$2.25 per Foot / Day
 - 81 – 140 Foot Temporary Moorage \$3.40 per Foot / Day
 - 141 + Foot Temporary Moorage \$5.00 per Foot / Day

*All rates are subject to applicable taxes
- b) The Temporary Mooring rate shall apply to all vessels, not under a different executed Agreement with the City of Prince Rupert and are not eligible for Hourly Mooring.
- c) There shall be a booking fee for each Temporary Mooring period:
 - 0 – 80 Foot Temporary Moorage \$2.50 per booking
 - 81 – 140 Foot Temporary Moorage \$32.50 per booking
 - 141 + Foot Temporary Moorage \$85.00 per booking

*All rates are subject to applicable taxes

- c) Visiting vessels shall apply online or in person to the Cow Bay Marina office for a berth, which may be granted if space is available, subject to the payment of the required Temporary Mooring rates and the booking fee.
- d) Temporary Mooring rates are payable in advance upon execution of the Temporary Mooring Agreement.
- e) Upon cancellation of an existing Temporary Mooring Agreement, there shall only be a refund, if cancellation is received by Marina staff 24 hours in advance of the scheduled arrival time. For all other reservations there will be a moorage fee of one-night moorage, booking fee, and taxes, taken from the reservation deposit.

4. Hourly Mooring

- a) Hourly mooring may be permitted at no cost, provided the marina office confirms space availability and that such hourly mooring does not exceed two hours in any 24 hour period.

5. Method of Calculation

- a) The calculation for the length of a vessel shall be the vessel length including all appurtenances rounded up to the nearest foot, or the length of the slip, whichever is greater.
- b) All additional charges, including and not limited to; additional Mooring dates, unreported vessel length increases, power usage, and additional services required will automatically be applied to the payment method provided.
- c) All rates are subject to all applicable government taxes and listed rates do not include these taxes.
- d) All rates are to be paid in advance or as soon as the vessel is properly secured.
- e) All rates are subject to change without notice, and apply immediately. Prepayments towards mooring agreement will be applied against the rate in effect at the start of the agreement.
- f) All unpaid invoice amounts will be automatically applied to the most recently used credit card.
- g) There is a 5% penalty charge applied to late payments and all additional charges incurred as a result of differences between booking details and actual service use. This includes, and is not limited to, unreported additional Vessel length overall, power usage, and required Vessel monitoring.
- h) Upon determination that a refund is to be issued, the refund will be refunded to the payment method provided.

6. Electricity Rates

- a) The following rates shall apply for the use of electricity in the Cow Bay Marina

For each 30 amp outlet	\$7.00 per day
	\$125.00 per month
For each 50 amp outlet	\$10.50 per day
	\$165.00 per month
For each 100amp outlet	\$21.00 per day

7. Additional Services Rates

- a) Monitoring, and associated services, of Vessel is determined by Marina or City management, as is deemed necessary, required by authorized authority or government agency, or requested by Owner, for security, environmental, safety or maintenance reasons. Marina or City management is not responsible for reporting to the Owner prior to commencing work, management will in timely manner, report upon completion of work.
- b) For all requested or required extra staff services for vessels there is a minimum one-hour charge, and all time afterwards is portioned up to the next 15-minute increment.
- c) Marina Security and Monitoring services \$150.00 per hour

SCHEDULE C

COW BAY MARINA MOORING RULES / REGULATIONS AND CONDITIONS

1. Check-in. Prior to commencing any use of the Cow Bay Marina, all Owners must first check-in with the Cow Bay Marina Manager at the Marina Office.
2. Liability Insurance. All vessel Owners using the Cow Bay Marina (Marina) shall obtain and maintain liability insurance. Proof of liability insurance in an amount of not less than \$3,000,000.00 must be provided to the Cow Bay Marina Manager, together with the first month's payment.
3. Owner Liability/Owner Indemnities.
 - a. The Owner of a vessel shall be liable and hereby agrees to pay and/or indemnify the City for any loss or damage to or disfigurement of Marina's facilities, floats, wharves, installations and premises, howsoever caused, whether by the Owner, or by his employees, servants, agents, guests, or invitees, or the Owner's vessel or whether by negligence or otherwise and shall pay for the same within 30 days of receiving an account for the same.
 - b. The Owner shall be liable and hereby agrees to pay and/or indemnify the City for any loss or damage caused to the Marina by the Owners vessel or crew, while under operation and/or care of the Owner or any other person on board with the Owner's consent, both jointly and severally with such person, and shall pay for the same within 30 days of receiving an account for the same.
 - c. Without limiting the generality of any other provision in this Schedule, the Owner will indemnify and save harmless the City and the Cow Bay Marina Manager from and against any and all payments and liabilities, claims, suits, actions, including actions of third parties, damages and costs (including legal fees on a solicitor and own client basis) which the City may incur out of or in connection with:
 - i. any breach or non-performance of the obligations of the Owner under the applicable Mooring Agreement;
 - ii. any loss or damage to property of the City howsoever caused by the use and occupation of the Marina by the Owner, its agents, employees, contractors, invitees and others for whom the Owner is in law responsible;
 - iii. Any wrongful act or neglect of the Owner, its agents, employees, contractors, invitees and others for whom the Owner is in law responsible in or about the Marina or arising out of or in connection with the use of the Marina by the Owner or those for whom the Owner is in law responsible.

4. Risk. All vessels and ancillary equipment of the Owner stored or moored in the Marina shall be solely at the Owner's risk, and the City shall not be responsible under any circumstances for any loss or damage caused thereto whether caused by the negligence of the City, its employees or agents or the acts of third parties, or otherwise. All vehicles parked on the Marina premises and the contents therein are left at the Owner's risk. The City will not be responsible under any circumstances for loss, damage, or theft to any such vessels or vehicles, including articles left on or inside the vessel or vehicle. All persons using the Marina facilities, floats and ramps do so at their own risk and the City assumes no responsibility whatsoever for the personal injury to the Owner or his employees, servants, agents, guests, or invitees occurring within the Marina premises from any cause whatsoever.
5. City/Cow Bay Marina Manager Not Liable. Notwithstanding any other provision herein contained, neither the City nor the Cow Bay Marina Manager will be liable to an Owner or any agents, employees, contractors or invitees of an Owner for any personal injury or property damage or claims arising from or in connection with an Owner's use of the Marina. An Owner waives all rights it may have at law or at equity to claim against the City or the Cow Bay Marina Manager for damages or equitable relief of any nature or kind whatsoever.
6. Safe Mooring. Each Owner is responsible for the safe mooring of their vessel. The Cow Bay Marina Manager reserves the right to rearrange the position of any vessel moored at any time in the Marina without prior notice to the Owner.
7. Acknowledgement. Owners acknowledge and agree that the Marina is located in an active partially open water environment, where adverse weather conditions including storms do occur from time to time. If Owners do not secure their boats, the Cow Bay Marina Manager reserves the right (but is not obligated) to relocate vessels to a safe location without prior notice to the Owner. The City accepts no responsibility for ensuring an Owner's vessel is relocated, nor any responsibility for damage done to the vessel during such relocation.
8. Safety of Vessels. Without limiting the generality of sections 5 and 6 above, Owners acknowledge and agree that:
 - a. the sole responsibility for the safety of moored vessel rests with the Owner;
 - b. vessel Owners are advised to check their vessels regularly, especially after heavy winds, rain, or snow;
 - c. the canvas covering and the pump-out of boats is the responsibility of the vessel Owner, as is the proper tying of mooring lines, and mandatory use of adequate bumpers;
 - d. Owners will be liable for any damage to Marina property or to other vessels as a result of their negligence; and

- e. under emergency conditions the City and/or the Cow Bay Marina Manager reserves the right to purchase fenders, new lines, or pump out the boat etc., to ensure the mooring safety of the vessel, at the Owner's expense and without prior notice to the Owner.
9. Heating/Dehumidifying Devices. Any heating/dehumidifying devices must be equipped with a "Tip over" switch and must be properly cleaned and maintained.
10. No Liveaboards. No person(s) are allowed to live aboard except as identified in this bylaw.
11. Safety Requirements. In the interest of safety for all, the main docks must remain free and clear at all times and:
 - a. bowsprits/platforms must not extend over the main docks;
 - b. all lines and ropes must be tightened down on sailboats to prevent banging against masts and booms;
 - c. no lines, canvas covers, bicycles, or any other gear or supplies are to be left on the main docks;
 - d. electrical cords and water hoses are to be made flush with the docks; and
 - e. wheelbarrows and other Marina property must be returned to the proper places.
12. Dinghies. Dinghies must not be left on the docks. They must be kept on board or in the water adjacent to the vessel as long as they do not impede access. Vessels over ten (10) feet are not considered dinghies.
13. No Environmental Damage. In the interest of the environment, no petroleum products shall be poured or pumped while vessels are within or tied to the Breakwater dock. No mixing, transferring or storage of petroleum products, whatsoever, will be permitted on Marina docks.
14. Compliance with Laws and Insurance. The Owner, at its expense, will promptly comply with and observe and will cause its agents, employees, contractors and invitees to comply with and observe all bylaws, ordinances, statutes, regulations and orders any time in force which are applicable to the use and occupation of the Marina and all policies of insurance from time to time in force with respect to the Owner's equipment or vessels within the Marina.
15. Pets. All pets must be kept on a leash and attended by their owner. Owners must clean up after their pets. Any damage caused by unattended pets is the responsibility of the Owner(s).
16. Children. Children, under the age of 13 years, are not allowed on Marina docks unless accompanied by an adult. Any damage caused by unattended children is the responsibility of the parent(s).
17. Reporting requirements. Owners must immediately report to the Cow Bay Marina Manager:

- a. When the Vessel will be away from its moorage for more than 48 hour period of time. The Owner expressly agrees and acknowledges that Cow Bay Marina reserves the right to use moorage space to accommodate visiting boats while the Owner is not using the moorage space, and;
 - b. All changes of address, telephone numbers and/or ownership of a Vessel shall be reported to Cow Bay Marina immediately.

18. No Assignment or Subletting. The mooring space assigned to the Owner, or any space allocated to the Owner, shall not be sublet or assigned without the written consent of the City, which consent may be withheld at the City's sole discretion. A Mooring Agreement shall not be transferred or assigned by the Owner to another vessel or to a new owner thereof without the prior written consent of the City, which consent may be withheld at the City's sole discretion

19. Nature of Mooring Agreement. A Mooring Agreement is a revocable license only and any Owner's use and occupation of any portion of the Marina will not create or be deemed to create any interest in land in the Marina in the Owner's favour.

20. Renewal of Annual Mooring Agreements. In any year subsequent to the initial agreement year, an Annual Mooring Agreement will be automatically renewed if:
 - a. the Owner is not otherwise in breach of the terms of the Annual Mooring Agreement;
 - b. the Owner pays the full amount of the all applicable fees and charges required pursuant to this bylaw for the forthcoming year prior to December 31st, irrespective of whether an invoice has been issued to the Owner.
 - c. The City may require an Owner to execute a new form of Annual Mooring Agreement at the time of any renewal.

21. Cancellation of Mooring Agreements. The City reserves the right to cancel any Mooring Agreement and request that the Owner remove his/her vessel and all belongings from the Marina within forty-eight (48) hours, should the terms of the Mooring Agreement be breached, or, if the Owner or his guest(s) should act in a manner detrimental to the safe and proper operation of the Marina or to other tenants or surrounding area. The determination of such breach of the terms or unsafe conduct shall be in the sole discretion and opinion of the City and/or the Cow Bay Marina Manager.

22. Removal of Vessels upon Expiry or Cancellation of Mooring Agreement.
 - a. Upon the expiry or termination of an Annual Mooring Agreement, the Owner of the vessel shall remove his or her vessel from the Cow Bay Marina by no later than December 31st of that year.
 - b. Upon the expiry or termination of a Short Term Mooring Agreement or a Temporary Mooring Agreement, the Owner of the vessel shall remove his or her vessel from the Cow Bay Marina immediately.
 - c. Where an Owner fails to remove a vessel from the Cow Bay Marina when required to do so, the City may, in addition to any other available remedies,

impose an additional charge per day that the vessel remains in the Marina and the City may take all necessary steps to remove the vessel from the Marina and may seek recovery of all unpaid costs and expenses, including in addition to all other available remedies, by the legal remedy of distress of the Owner's goods and chattels, including the vessel.

- d. The boat Owner agrees that if the moorage fees and any other charges payable are not paid when due, or if there is a breach of the Moorage Agreement, this bylaw or regulations, the City of Prince Rupert may at its option:
- (i) demands the owner immediately remove the Vessel from City property, and in the event the Owner does not do so City may, but is under no obligation to, move the Vessel to a location of City's choice. The Owner hereby:
 - i. agrees any cost associated with the moving or storage of the Vessel will form part of City's lien under s. 22. d. (ii)-(iii) below;
 - ii. waives any past or present claim against City for damages arising from City's movement and storage of the vessel, even in the case of City's negligence; and
 - iii. agrees to hold City harmless from any claims by third parties arising from City's movement and storage of the Vessel;
 - (ii) to sell the Vessel and its contents as a Warehouse pursuant to the B.C. Warehouse Lien Act ("WLA"), though hereby agreeing that City is not at any time a bailee of the Vessel and has no duty to protect the Vessel from harm;
 - (iii) to seize and sell the Vessel as a Garage Keeper pursuant to s.2-3 of the B.C. Repairers Lien Act ("RLA") to the extent such remedy does not conflict with priorities under maritime law. The Owner further agrees that by the Owner removing the Vessel from City property with amounts owing under this Agreement City is not voluntarily surrendering the Vessel for the purposes of the RLA, WLA, or maritime law, and City may re-seize the Vessel and sell it to satisfy its unpaid account and expenses (including legal expenses) without registering a repairer's lien; and
 - (iv) the Owner agrees that any monies claimed by City as owing under this Agreement, including legal expenses for enforcing this agreement, are liquidated damages for the purposes of seizing and selling the Vessel or obtaining judgment against the Owner and Vessel.

23. Owners. The word "Owner" used in these conditions mean the person or persons or Company named in the applicable Mooring Agreement, notwithstanding that such person, persons is or are in fact legal owners of the vessel or boathouse described in such Mooring Agreement.

24. Notice. Any notices required to be given to the Owner pursuant to these conditions shall be sufficiently given if addressed to the Owner at the address set forth on the applicable Mooring Agreement (or at such other address as may be provided to the Marina in writing) and delivered to or mailed to that address. If mailed, notices shall be deemed and have been received three (3) days after the date of mailing.

25. No Advertising. No advertising or soliciting is permitted on any vessel using the Marina's facilities without the written permission of the City and/or the Cow Bay Marina Manager, which may be withheld at the City and/or Cow Bay Marina Manager's sole discretion.

26. Water. Water may be supplied free of charge provided it is, in the opinion of the Cow Bay Marina Manager, being used responsibly.

27. Conduct. Vessel owners, employees, servants, agents, guests and invites must conduct themselves in a manner that is not detrimental to the safety of the Marina or its guests or interfere with the quiet enjoyment of others.

CITY OF PRINCE RUPERT

FIRE CONTROL AND PROTECTION BYLAW NO. 3663, 2025

A BYLAW TO ESTABLISH A FIRE DEPARTMENT AND TO PROVIDE FOR THE REGULATION AND CONTROL OF FIRES AND FIRE PROTECTION IN THE CITY OF PRINCE RUPERT

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

PART 1 - CITATION

1. This Bylaw may be cited as “City of Prince Rupert Fire Control and Protection Bylaw No. 3663, 2025”.

PART 2 - INTERPRETATION

2. In this Bylaw, unless the context otherwise requires, the following expressions shall have the meanings hereinafter assigned to them, that is to say:

“**Approved**” means approved by an Officer.

“**Authority Having Jurisdiction**” means the “Fire Chief” or “Officer” or “Firefighter” or “Member” as defined in the Bylaw, and as may be appropriate to the duties, responsibilities and authorities of each in routine and Emergency Incident activities.

“**BC Structure Firefighter Minimum Training Standards**” means the British Columbia Structure Firefighter Minimum Training Standards manual developed and issued by the Office of the Fire Commissioner of British Columbia.

“**Building**” means a structure having a roof supported by columns or walls and used for the shelter or accommodation of Persons, animals or property.

“**Building Code**” means the British Columbia Building Code and regulations made under it and includes any and all amendments and successor codes.

“**City**” means the City of Prince Rupert, and, where the context requires, the jurisdictional area of the City of Prince Rupert.

“**City Administrator**” means the City Manager for the City of Prince Rupert or his or her designate.

“**Civilian Member**” means a person duly employed by the Fire Department that

is not a Firefighter.

“Combustible Liquid” means any liquid having a flash point at or above 37.8 Celsius and below 93.3 Celsius.

“Combustible Material” means any material that is able to catch fire and burn easily, and includes Combustible Liquids and Flammable Liquids.

“Council” means the Council of the City of Prince Rupert.

“Container” a metal transport container with an assigned gross vehicle weight that is designed for and customarily associated with road, rail or ocean transport with a maximum dimension of eight feet wide by forty feet long by eight feet high. For clarity, a container is a ‘Container’ for the purposes of this bylaw if it is being used for storage or as a Building or structure and is not being actively used for shipping.

“Control Zone” means Buildings, structures or areas as designated by an Officer, if an emergency arising from a Fire Hazard or from a risk of explosion causes an Officer to be apprehensive of imminent and serious danger to life or property, or of a panic, or space is required to perform all of the tasks required to mitigate, extinguish, or normalize an Emergency Incident and its effects.

“Dangerous Goods” means any product, substance or organisms that meets the definition of ‘dangerous goods’ under either the *Transportation of Dangerous Goods Act*, 1992, SC 1992, c 34 or the *Transport of Dangerous Goods Act*, RSBC 1996, c 458.

“Deputy Fire Chief” means a Member appointed by the Fire Chief to be the Deputy Chief Firefighter in charge of the Fire Department, its assets and firefighting personnel and shall include any Member of the Fire Department authorized by the Fire Chief to act on their behalf.

“Emergency Incident” means any situation that could cause public panic or where there is danger to life, Real Property or Improvements, or personal property. For clarity, ‘Emergency Incidents’ are not limited to fires.

“Emergency Response” means all actions taken in response to an Emergency Incident.

“Exempt Lands and Improvements” means any lands or improvements, the Owners, Occupiers or operators of which are not bound by this Bylaw as agents of His Majesty in right of Canada, because the bylaw is constitutionally inoperative or inapplicable, or for any other reason.

“Explosive” has the same meaning as in the Explosives Act.

“Explosives Act” means the *Explosives Act*, RSC 1985, c E-17.

“Firefighter” means any persons duly appointed to or employed in the Fire Department who may be involved in any direct fire prevention or suppression activities or other Emergency Response and work related to routine housekeeping of the Fire Hall and maintenance of Fire Department equipment and vehicles and includes those persons employed as part-time or auxiliary firefighters.

“Fire Chief” means a person appointed by the Council to be the Chief Firefighter in charge of the Fire Department, its assets and firefighting personnel and shall include any Member authorized by the Fire Chief to act on their behalf.

“Fire Code” means the British Columbia Fire Code and regulations made under it and includes any and all amendments and successor codes

“Fire Commissioner” means a person appointed pursuant to the Fire Safety Act and having the duties as defined therein.

“Fire Department” means the City of Prince Rupert Fire and Rescue Department and includes a person performing duties or functions on behalf of the City of Prince Rupert Fire and Rescue Department.

“Fire Hall” means the fire hall of the Fire Department located at 200 - 1st Avenue West, Prince Rupert, B.C., and includes any fire hall built in replacement thereof or any additional fire hall or fire halls owned or used by the Fire Department.

“Fire Hazard” means any condition, arrangement or act which increases the likelihood of fire or which may provide a ready fuel supply to augment the spread or intensity of a fire, or which may obstruct, delay, hinder, or interfere with the operations of the Fire Department or the egress of Occupants of a Building or Real Property in the event of a fire.

“Fire Inspector” has the same meaning as in the Fire Safety Act.

“Fire Investigation” has the same meaning as in the Fire Safety Act.

“Fire Investigator” has the same meaning as in the Fire Safety Act.

“Fire Protection” means all aspects of fire safety including, but not limited to, fire prevention, firefighting or fire suppression, pre-fire planning, fire investigation, public education and information, training or other staff development, and advising.

“Fire Safety Act” means the *Fire Safety Act*, SBC 2016, c 19.

“Fire Safety Inspection” has the same meaning as in the Fire Safety Act.

“Flammable Liquid” means any liquid having a flash point below 37.8 Celsius and having a vapor pressure not more than 275.8 kPa (absolute) at 37.8 Celsius.

“Garage” means any Building or portion of a Building used for placing, keeping,

repairing or demolishing one or more motor vehicles.

“Garbage” means all household and commercial waste or Refuse, whether it contains the remains of edible food or not.

“Hazardous Substance” a product or chemical, biological or physical agent that, by reason of a property that the product or agent possesses, is dangerous or detrimental to the safety or health of a person exposed to it.

“Improvements” has the same definition as found in the *Community Charter*, SBC 2003, c 26.

“Land” has the same definition as found in the *Community Charter*, SBC 2003, c 26.

“Member” means a person duly employed by the Fire Department as a Firefighter but does not include a Civilian Member.

“NFPA 68” means the standard published by the National Fire Protection Association and referred to as *NFPA 68: Standard on Explosion Protection by Deflagration Venting*. This standard applies to the design, location, installation, maintenance, and use of devices and systems that vent the combustion gases and pressures resulting from a deflagration within an enclosure.

“Occupant” means Owner, tenant, lessee, agent, licensee, and any other Person who has the right of access, the right to occupy or control of any Land, Building or Improvement to which any of the provisions of this Bylaw apply.

“Occupier”, “Owner”, and “Registered Owner” has the same definition as found in the *Community Charter*, SBC 2003, c 26.

“Officer” means the Fire Chief, a Deputy Fire Chief, a Captain, a Lieutenant, and Members acting in those capacities, as authorized in writing by the Fire Chief.

“Permit” means a document applied for or issued pursuant to this Bylaw.

“Person” means natural persons of either sex, or associations, corporations, bodies politic, co-partnerships, whether acting by themselves or by a servant, agent, or employee and the heirs, executors, administrators, or assigns or other legal representatives of such person to whom the context shall apply according to law. The singular shall, when necessary, be held to mean and include the plural; the masculine to include the feminine; and the converse thereof in each case.

“Public Hydrant” means any fire hydrant within the City that is not a Private Hydrant.

“Private Hydrant” means a fire hydrant located on private property as part of a system of Fire Protection for that property.

“Real Property” has the same definition as found in the *Community Charter*, SBC

2003, c 26.

“Refuse” means any waste or refuse from the clearing of Land, or reconstruction or construction of Buildings, and includes trees, branches, roots and stumps.

“Service Station” means any premises at which Flammable Liquids or Combustible Liquids are put into fuel tanks of Vehicles or vessels and includes marine service stations and self- service stations.

“Smoking” means the inhaling of, or exhaling of, the smoke of tobacco or other organic substance, or the carrying of a burning cigarette, cigar or any devise in which tobacco or any other organic substance is burning.

“Tank Vehicle” means any Vehicle, other than railroad tank cars and boats with a cargo tank having a capacity of more than 450 litres, mounted or built as an integral part thereof, used for the transportation Combustible Liquids or Flammable Liquids and including Tank Vehicles, trailers and semi-trailers.

“Vehicle” means a vehicle as defined in the *Motor Vehicle Act*, RSBC 1996, c. 318.

“Water Supply Main” means any main, pipeline or other conduit designed or used for the supply or distribution of water and located on private property as part of a system of fire protection for that property.

3. In this bylaw all words and phrases not otherwise defined shall be construed as having their ordinary meaning except those words and phrases defined in accordance with the Building Code, the Fire Safety Act or the Fire Code will have the same meanings as assigned in the Building Code, the Fire Safety Act or the Fire Code.
4. Reference to any enactment includes any regulations, orders or directives made under the authority of that enactment and is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided.

PART 3 – ADMINISTRATION

5. This Bylaw establishes the Fire Department and authorizes the Fire Department to provide Fire Protection and prevention services within the City, and encompasses all of those assets including Real Property and policies and procedures already established and which may be altered from time to time by the Council, and those Persons authorized to act under the authority of the Council.
6. The Fire Department shall consist of a Fire Chief, a Deputy Fire Chief or Chiefs and a number of firefighting personnel, which may be altered from time to time.
7. The Fire Chief is responsible to the Council through the City Administrator.
8. The names of all the Members with the dates of the commencement and end of their

employment with the Fire Department shall be recorded by the Fire Chief in a register to be kept by the Fire Chief for that purpose, which register shall contain any other particulars that the Fire Chief may deem expedient or necessary.

9. There is hereby established a Fire Hall at the following location in the City:

200 - 1st Avenue West
Prince Rupert, British Columbia
V8J 1A8

PART 4 – FIRE CHIEF DUTIES

10. In addition to such duties as may be prescribed by statute, or by other bylaws of the City, or by motions adopted by the Council from time to time, the Fire Chief shall have responsibility and authority over the Fire Department subject to the direction and control of the Council and in particular they shall be required to carry out or have carried out all Fire Protection and Emergency Response activities and such other activities as the Council directs, which include, without limitation:

- (a) keeping an accurate record in a convenient form of reference of all fires occurring in the City and operations of the Fire Department while in attendance of such fires;
- (b) ensuring that the Fire Chief, Deputy Fire Chief(s) or their designates are present at all fires in the City;
- (c) investigating or causing to be investigated the cause of all fires that occur in the City and to keep a record of all such investigations at the Fire Department's offices;
- (d) carrying out Fire Investigations and Fire Safety Inspections;
- (e) investigating all cases of violation of any rules or regulations of the Fire Department and determining and administering the appropriate discipline;
- (f) collecting and disseminating information regarding fires in the City, conducting studies into conditions under which fires are likely to occur and methods of fire prevention, and rendering advice and recommendations on fire prevention to City staff and residents upon the approval of the City Administrator;
- (g) making recommendations and suggestions to the Council regarding improving the Fire Department;
- (h) designating in writing persons or a class of persons as Fire Inspectors and Fire Investigators to conduct Fire Safety Inspections and Fire Investigations;
- (i) ensuring that a Deputy Fire Chief is trained to take over as Fire Chief in the Fire Chief's absence; and

- (j) ensuring that the Fire Chief, Deputy Fire Chief, other Officer, or a Member authorized by the Fire Chief attend all:
 - (i) emergency rescue operations including, without limitation Vehicle extrications;
 - (ii) Hazardous Substance and Dangerous Goods incidents;
 - (iii) Emergency Incident assistance calls;
 - (iv) public service calls; and
 - (v) Fire Investigations and Fire Safety Inspections.

- 11. The Fire Chief will manage the Fire Department generally, including all of the property of the Fire Department.

- 12. At every fire, the Fire Chief, or in their absence, an Officer, shall have sole control over all:
 - (a) equipment and property of the Fire Department;
 - (b) Members and Civilian Members; and
 - (c) Persons engaged at any fire.

- 13. Any Officer, Firefighter, Member, Civilian Member or other Person engaged in any fire who refuses or neglects to obey any lawful order of the Fire Chief or Chief Officer shall be subject to the penalties under this Bylaw.

- 14. No Fire Department equipment or property will be used for anything other than Fire Department activities.

- 15. The Fire Chief will report to the Council at least monthly and whenever specifically requested to do so by the Council's request regarding the following:
 - (a) the number and sufficiency of Officers, Firefighters, Members and Civilian Members of the Fire Department under their control;
 - (b) the quantity, condition and adequacy of the Fire Department's equipment and property;
 - (c) the number of fires and alarms of fire which occurred since the last report to Council;
 - (d) the extent of damage of all fires;
 - (e) the nature and occasion of all accidents resulting from fire, and all accidents whatsoever that have occurred to Firefighters and Civilian Members while on duty; and

- (f) the training of Firefighters and Civilian Members.

PART 5 – FIRE DEPARTMENT OPERATION

- 15. The Council hereby adopts the Fire Code and makes it part of this Bylaw. If there is a conflict between this Bylaw and the Fire Code, the provisions of this Bylaw shall prevail.
- 16. If there is any conflict between the provisions of this Bylaw and the Fire Safety Act, the provisions of the Fire Safety Act will prevail.
- 17. The Fire Department may establish and maintain a structured system of Emergency Incident command to deal with Emergency Incidents, as may be appropriate, and relate such system as information to any other jurisdiction through which assistance may be requested.
- 18. The Fire Department may establish and maintain an agreement under which a different municipality provides the Fire Department with assistance in the event of the substantial depletion of the Fire Department's resources. Such assistance includes providing supplies or materials for use at an Emergency Incident within the City's jurisdiction and the commitments therein may be reciprocal between the Fire Department and the other municipality.
- 19. The Fire Chief will ensure that each Firefighter of the Fire Department meets the following requirements:
 - (a) has received a BC Certificate of Graduation for completing the minimum number of credits to graduate high school or an Adult Graduation Diploma or completed a reasonably equivalent level of education as determined by the Fire Chief;
 - (b) is of good character;
 - (c) is medically and physically fit to meet the physical demands required of a Member, as certified by a physician and a recognized fitness assessor, in consultation with the Fire Chief;
 - (d) holds a class 5 British Columbia driver's license with an "on-highway" air brake endorsement;
 - (e) holds a National Fire Prevention Association (NFPA) 1001 certification with an International Fire Service Accreditation Congress seal or a Pro Board accreditation.
 - (f) successfully completes such written, practical and oral examinations as may be required by the Fire Chief.
- 20. The Fire Chief will ensure that each Firefighter of the Fire Department:
 - (a) maintains a minimum standard of performance, competence, education and

knowledge appropriate to the position held;

- (b) maintains mental alertness, capability and capacity appropriate to the duties and responsibilities of the position held;
 - (c) maintains the good order, conduct and reputation of the Fire Department through acts, deeds, work and personal conduct;
 - (d) complies with the rules and regulations of the Fire Department as established by the Fire Chief;
 - (e) maintains physical health and conditioning appropriate to the position held, as certified by a physician and a recognized fitness assessor every year, in consultation with the Fire Chief; and
 - (f) exercises and performs any duties, responsibilities and authority given as appropriate and required, in a timely, efficient and prudent manner, and reports all matters as required through the established or appropriate communication channels in a timely and prudent manner.
21. The Fire Chief may make and enforce rules and regulations for the efficient and effective administration and operation of the Fire Department and may alter, add to, replace or withdraw rules and regulations as they determine necessary and proper, and all Members and Civilian Members shall comply with those rules and regulations.
22. The Fire Chief may, but is not obliged to, review the plans and inspect the construction of all new Buildings and structures in the City.
23. No Person may obstruct, hinder or prevent the Fire Chief from entering into or upon any Lands, premises, Buildings or structures for the purpose of inspecting the same in the ordinary course of their duties and to ensure requirements of this Bylaw are being met.
24. The Fire Department shall maintain the service level of a Full-Service Operations Fire Department as defined by the BC Structure Firefighter Minimum Training Standards and as is appropriate to community needs under the confinements of the community's economic ability to maintain and improve that level of service.

PART 6 – EMERGENCY INCIDENTS

25. In the event of an Emergency Incident, an Officer may:
- (a) evacuate any area in the City, including Buildings and structures;
 - (b) evacuate or close down roads, highways and transportation routes within the City;
 - (c) establish a Control Zone; and
 - (d) enlist other emergency services personnel or personnel with specialized expertise to assist or advise an Officer.

26. An Officer may order the removal of any Vehicle, stock, chemical, object, material or supplies which in their opinion impedes the mitigation of, or contributes to the proliferation of any Emergency Incident.
27. During an Emergency Incident, no person shall impede, hinder or obstruct a Firefighter or other Person under the authority of an Officer who is engaged in or about to engage in the saving of life, or mitigation of damage to Land, property or Improvements, and any Person not in compliance with this Section of this Bylaw shall be subject to penalties and other actions as stated in this Bylaw and may be removed from such location of an incident by a police officer or a Member.
28. No Person, aside from a Member, shall:
 - (a) enter into or remain in a Control Zone unless authorized to do so by an Officer;
 - (b) impede, hinder or obstruct any Fire Department Vehicle accessing or egressing the Fire Hall or the Control Zone;
 - (c) impede, hinder or obstruct a Firefighter or other Person under the authority of an Officer at an Emergency Incident;
 - (d) disobey traffic control directions of a Member;
 - (e) refuse entry to a Building, structure or Land by Members in the execution of their Fire Department duties where a Member reasonably suspects that a condition or situation exists in the building, structure or on land that may:
 - (i) cause or increase the danger of fire; or
 - (ii) place life, Land, or property at risk.
29. A Member may take all necessary and reasonable steps to remove or have removed from a Control Zone Persons at risk or Persons in the Control Zone without authorization, and every Person at or inside the Control Zone shall comply with an order or direction of a Member.
30. An Officer may order the:
 - (a) demolition of any Building or part of a Building or other Real Property; and
 - (b) excavation, destruction, or alteration of Real Property,if doing so is reasonably necessary to mitigate or contain the effects an Emergency Incident.
31. All Persons present at any fire shall follow the orders of the Fire Chief, a Deputy Fire Chief or any other Officer and assist with all tasks as requested, including, without limitation:

- (a) extinguishing a fire;
 - (b) removing property from any Building on fire or in danger of being on fire;
 - (c) guarding and securing any Building on fire or in danger of being on fire; and
 - (d) demolishing a Building or structure.
32. Every non-Member Person ordered by the Fire Chief, a Deputy Fire Chief or any other Member to assist at a fire shall automatically be appointed as a Member of the Fire Department without the need for further ratification.
33. Every appointment made under Section 33 of this Bylaw shall be without remuneration except for the purposes of compensation under the provisions of the *Workers Compensation Act*, RSBC 2019, c 1.
34. For the purpose of this Bylaw, a senior Firefighter that answers a fire call or alarm will be an Officer until an Officer of the Fire Department arrives.
35. All movable property of the Fire Department shall have the paramount right-of-way at all times through all streets, lanes, and alleys in the City and no Person shall willfully or carelessly permit any Vehicle to obstruct the progress of the apparatus of the Fire Department at any time.

PART 7 – GENERAL

36. No non-Member Person shall ride on or in a Fire Department Vehicle or enter onto or in any Fire Department property without bona fide business to conduct or the express permission of a Chief Officer.
37. No non-Member Person shall remove, alter, adjust or interfere with property or equipment of the Fire Department and no Person shall drive a Vehicle on or over, or walk on or over, a charged or uncharged hose line under any circumstances, without permission from a Member present, or from any other Person authorized by a Member present.
38. No non-Member Person shall:
- (a) make or circulate, or cause to be made or circulated, any false alarm of an Emergency Incident;
 - (b) set or cause to be set any fire or create a hazardous condition which may put at risk life or property within the City;
 - (c) refuse to provide information related to an Emergency Incident to an Officer or authorized Member of the Fire Department;

- (d) damage or injure any Fire Department property; or
 - (e) use, attempt to use, tamper with, deface, obstruct, damage, remove or destroy or interfere with a Private Hydrant or Public Hydrant in the City except with the written permission of the Fire Chief.
39. No non-Member Person shall:
- (a) use or operate a standpipe or Public Hydrant without written permission from an Officer except employees of the City acting within the scope of their duties;
 - (b) modify, alter, or attach equipment to a standpipe or a Public Hydrant, and an Officer may remove and confiscate unauthorized attachment or equipment attached to a standpipe or Public Hydrant;
 - (c) except where necessary to avoid conflict with traffic, or to comply with the directions of a peace officer, traffic control device or traffic patrol, or where operating a Vehicle of a municipal or provincial or public utility while engaged in the duties of the utility, or in accordance with a permit issued by the City, stop, stand or park a Vehicle within five meters of any Public Hydrant or standpipe; or
 - (d) place, build, construct or locate a Building, structure or Improvement within one and a half meters of a Public Hydrant or standpipe.
40. All Real Property, Buildings and other structures within the City will be kept in a safe condition satisfactory to an Officer.
41. No Person shall place, permit, or allow to remain on any portion of the exterior of a Building, structure or Real Property any accumulation of any Combustible Material which, in the opinion of an Officer, may act as a fire accelerant.
42. No Person shall place, permit, or allow to remain on any portion of the exterior of a Building, structure or Real Property any accumulation of brush or trees resulting from Land clearing for a time period exceeding 90 days.
43. An Officer may enter upon Real Property and into a Building or structure to ensure compliance with and exercise their authority under this Bylaw, and no Person shall in any way prevent an Officer from doing so or refuse to provide information related to such exercise to an Officer upon their request.
44. The metal covers required on receptacles for Combustible Material under Article 2.4.1.3 Sentence (4) of the Fire Code shall be kept closed at all times and maintained in good repair and working order.
45. Where doors or shutters are installed in a Building to prevent the spread of fire, such doors or shutters shall at all times be kept and maintained in good and efficient repair and working order.

46. Whenever in any Building or on Real Property there exists any Combustible Material, or any dangerous or unnecessary accumulation of waste materials, or litter, of a nature especially liable to fire, and which materials are so situated, in the opinion of an Officer, so as to endanger life or property, or to obstruct ingress or egress from such Building or Real Property, in case of fire, or which may be liable to interfere with the operations of the Fire Department, or where any condition exists which is considered by the Officer to be a fire hazard, the Occupant of such Building or Real Property shall forthwith, on the order of the Officer, have Combustible Material, or any dangerous or unnecessary accumulation of waste materials or litter removed, disposed of, or otherwise dealt with as may be ordered or directed by the Officer, and any Occupant who fails, refuses, or neglects to carry out any such order of the Officer within the time specified therein, shall be guilty of an offence against this Bylaw.
47. No Person shall put, place, pour or deliver into any Container any Flammable Liquid or Combustible Liquid, unless the Container meets the requirements of Article 4.2.4.2. of the Fire Code.
48. Except as specifically permitted by this Bylaw, no Person shall store any Flammable Liquid or Combustible Liquid except:
 - (a) in accordance the applicable provisions of this Bylaw, the Fire Safety Act and its Regulations, and any other applicable legislation or enactment; and
 - (b) in a location where such storage will not endanger life, Buildings or property.
49. Any Occupant of an area where Flammable Liquids or Combustible Liquids are stored, received, or dispensed shall post adequate "No Smoking" signs of a type, and in such conspicuous place or places as required by an Officer.
50. It shall be unlawful to use Flammable Liquids or Combustible Liquids for cleaning floors, walls, furniture or woodwork within any Building.
51. No stationary internal combustion engine using Flammable Liquid or Combustible Liquid as fuel shall be installed or used in any Building except with written permission from an Officer.
52. Any Person who fails to post or removes, alters, or defaces a sign required under this Bylaw is guilty of an offence under this Bylaw.
53. Whenever or wherever within the City any premises or businesses licensed by the City shall be in a hazardous state or condition, in the opinion of an Officer, in respect to fire, or shall be dangerous to life or property, or which shall be in a condition which may cause fire, or assist in causing the spread of fire within the City, or which shall be hazardous and dangerous to surrounding or adjacent property, the Officer, may, by written notice served to the licensee of any such premises or business to whom or in whose name such license is issued, notify such Person that the Officer protests against issuing, granting, renewal, or holding of such license in respect of such premises or business, and shall state on such notice the reasons or grounds of such protest, and a true copy of such

notice shall be lodged with the license inspector of the City.

54. The notice given pursuant to Section 54 of this Bylaw shall specify a reasonable time within which the licensee to whom the notice is addressed shall be directed or ordered to remedy the condition, danger, hazard, or menace complained of.
55. The Owner of any vacant Building shall at all times ensure that the premises are free from debris and Combustible Material.
56. The Owner of any fire damaged Building shall, upon receiving the approval of the Fire Chief, ensure that the premises are secure and that all openings in the building are kept securely closed and fastened, so as to prevent the entry of unauthorized Persons.
57. No Person may, within the City, dispose of any Explosive, Combustible Material, Dangerous Goods, or petro-chemical liquid without first having obtained from the Fire Chief written permission, setting out the conditions and the location, if any, for such disposal.
58. It is the duty of the Occupant of Real Property, a Building, premises or a Vehicle to report immediately to the Fire Chief when an explosion, discharge, emission, escape or spill of a Hazardous Substance occurs, and to report to the Fire Chief where potential for an explosion, discharge, emission, escape or spill of a Hazardous Substance exists.
59. The authority and duty of the Council under the Fire Safety Act to establish, revise and implement a regular system of inspections of hotels and public Buildings is delegated to the Fire Chief and the Deputy Fire Chief, and, to other Members as directed by the Fire Chief.
60. The Occupant of a Building or Real Property, or any other Person having knowledge of that Building or Real Property, shall upon request, give to the Officer who is carrying out an inspection of that Building or Real Property, such assistance as they may require in the carrying out of the inspection.
61. *The Fireworks Act*, RSBC 1996, c 146, is hereby adopted.
62. An Officer may order the demolition of any Building or part of a Building or other Real Property that has been substantially destroyed by or during an Emergency Incident.

PART 8 – OPEN AIR BURNING

63. No Person shall light, ignite, or start, or allow or cause to be lit, ignited or started, an open air fire of any kind whatsoever without:
 - (a) obtaining a Permit from the Fire Chief; and
 - (b) except in accordance with any restrictions or requirements imposed under the *Wildfire Act*, SBC 2004, c 31.

64. Notwithstanding Section 64 of this Bylaw, the Council may officially designate a specific “clean up” period during which Persons may, without a Permit, burn garden and household Refuse:
 - (a) outdoors;
 - (b) on private property located in areas designated as “Residential Zones” in the City’s current zoning bylaw; and
 - (c) during daylight hours.
65. The Fire Chief may issue an open air fire Permit for the following activities:
 - (a) fire training exercises;
 - (b) the burning of brush, stumps, slash and like materials, resulting from the clearing of Land;
 - (c) the burning of dry garden Refuse;
 - (d) necessary burning by the City; and
 - (e) the burning of clean, untreated lumber.
66. No Person to whom a Permit has been issued under Section 66 of this Bylaw, shall:
 - (a) burn any materials aside from those outlined in Subsections 66(a) – (e) without express written permission from the Fire Chief; or
 - (b) discharge, permit or allow to be discharged, any smoke or fumes as to cause a nuisance.
67. Every Person to whom a Permit has been issued under Section 66 of this Bylaw, shall:
 - (a) place and keep a competent Person at all times in charge of the permitted fire while it is burning or smoldering and until it is completely extinguished; and
 - (b) provide that competent Person with the equipment needed to prevent the fire from getting beyond control, causing damage, or becoming dangerous to life or property.
68. The Fire Chief may refuse to issue a Permit if, in their opinion, the proposed fire would likely be hazardous or create a nuisance.
69. Without a Permit being secured, small confined fires may be set and used for cooking food in fireplaces, grills, propane fire places and barbecues.
70. Every Person setting and using a fire pursuant to Section 70 of this Bylaw, shall:

- (a) place and keep a competent Person at all times in charge of the permitted fire while it is burning or smoldering and until it is completely extinguished; and
- (b) provide that competent Person with the equipment needed to prevent the fire from getting beyond control, causing damage, or becoming dangerous to life or property.

PART 9 – PRIVATE HYDRANTS AND WATER SUPPLY MAINS

- 71. The Occupant of Real Property that has a Private Hydrant and Water Supply Main shall ensure that the hydrant and Water Supply Main are maintained in good working condition at all times and that inspection, servicing and testing of the hydrant is carried out by Persons qualified to perform these services.
- 72. The Owner of a Private Hydrant shall:
 - (a) not less than twice each year, at intervals of not less than six months, have the Private Hydrant flushed, drained and all threads of outlets and caps greased with waterproof grease;
 - (b) not less than once each year have all components of the Private Hydrant inspected, serviced and tested; and
 - (c) keep the ground surface around the Private Hydrant clear of shrubs, trees, structures and other obstructions of any kind, in order to facilitate use of the hydrant by the Fire Department.
- 73. All Private Hydrants and Public Hydrants must conform to City's fire hydrant standards set out in Section 75 of this Bylaw.
- 74. Fire Hydrant Standards – All Private Hydrants and Public Hydrants shall:
 - (a) conform to American Water Works Association Standard for dry barrel fire hydrants (AWWA C502);
 - (b) be the slide gate or compression type;
 - (c) meet or exceed the flow capacity of a hydrant having two 65 mm hose outlets and one 100 mm pumper outlet;
 - (d) have a minimum internal main valve opening of 115 mm or 10,000 mm²;
 - (e) have main operating stem, hose and pumper outlet threads that conform to the British Columbia standard fire hose thread (as specified in the Fire Code) for 65 mm fire hose couplings and allied fittings, and the threads of the 100mm pumper outlet shall have an outside diameter of 115.656 mm and six threads per 25 mm.;
 - (f) be automatic self-draining;

- (g) have a minimum clearance between the ground and the centre of the lowest outlet of at least 450 mm;
- (h) have a main operating stem and independent cut off valve stem that open in a counter-clockwise direction; and
- (i) be arranged in a lay out and spaced in a way that complies with the Fire Underwriters Survey administered by OPTA Information Intelligence.

PART 10 – FOREST CLOSURES

- 75. The Fire Chief may, by written order, close any forested or woodland area or any portion thereof within the City if the Fire Chief determines that the area constitutes a fire hazard.
- 76. No Person shall enter an area closed pursuant to Section 76 for any reason without the authorization from the Fire Chief.

PART 11 – SERVICE AGREEMENTS

- 77. The Fire Department may provide Fire Protection and Emergency Response services in accordance with agreements between the City and any Owner or Occupier of Exempt Lands and Improvements and other entities not within the City.

PART 12 – PERMITS

- 78. Application for a Permit required by this Bylaw shall be made in the form prescribed by the Fire Chief and shall contain the following:
 - (a) name and address of the applicant;
 - (b) the activity for which the Permit is requested;
 - (c) location or address of the Permit location;
 - (d) information about the intended use of the premises subject to the Permit;
 - (e) if applicable, two copies of the specifications, site plan and scale drawings of all Buildings on the premises subject to the Permit that include:
 - (i) the location and dimensions;
 - (ii) the proposed use of each room or floor area;
 - (iii) fire protection installations, including the location of portable extinguishers, fire alarms and smoke detectors;
 - (iv) means of access and egress to and from the Building; and

(v) siting and access roads.

79. The Fire Chief may issue a Permit where:

- (a) an application has been made;
- (b) the proposed activity to be authorized by the Permit conforms with this Bylaw and any other applicable enactments; and
- (c) the permit fee, if required, has been paid.

80. The Fire Chief may before or after issuance, impose on a Permit any conditions, restrictions, or requirements they consider necessary.

81. In addition to any specific conditions imposed on a Permit, each Permit is issued subject to the following conditions:

- (a) the Permit is not transferrable;
- (b) the Permit only authorizes the activity specified in the originating application made in accordance with Section 79 of this Bylaw to be carried out in the location specified in that application; and
- (c) the Fire Chief may suspend or revoke a Permit if:
 - (i) the Permit holder violates any condition under which the permit was issued, this Bylaw, or any other applicable enactment;
 - (ii) the Fire Chief determines that the activity authorized by the Permit is or is likely to become hazardous or creates a nuisance; or
 - (iii) the Fire Chief deems such suspension or revocation necessary to prevent, suppress, or stop the spread of a fire.

PART 13 – PERMIT AND INSPECTION FEES

82. Fees for Permits and inspections issued and carried out pursuant this Bylaw shall be as specified by the Council in the *Prince Rupert Fee-Setting Bylaw* No.3165, 2003.

PART 14 – UNDERGROUND FLAMMABLE AND COMBUSTIBLE LIQUID STORAGE TANKS

83. All underground Flammable Liquid and Combustible Liquid storage tanks installed after passing of this Bylaw shall comply with the Fire Code.

PART 15 – CONTAINERS

84. Shipping Containers used for temporary storage will meet the requirements outlined in this Part 15.
85. No smoking shall be allowed in Containers.
86. Dispensing of Flammable Liquids or the storage of open containers within a Container is prohibited.
87. Shipping Containers will:
 - (a) meet or exceed all relevant requirements of all relevant British Columbia safety codes for Buildings, including the Fire Code, the Building Code, and the B.C. Electrical Code adopted under the *Electrical Safety Regulation*, B.C. Reg 100/2004;
 - (b) where Flammable Liquids and Combustible Liquids are stored in the Container, combustible construction shall be removed from the Container, provisions for spill containment installed in the Container and the Container shall be electrically grounded;
 - (c) be fully explosion proof;
 - (d) not be used to store Dangerous Goods other than those Approved at the permit stage and any changes to the type of dangerous goods must be Approved by the City;
 - (e) not be used for the storage of compressed gases; and
 - (f) not be used to store aerosols except in limited amounts, and provided such aerosols are stored solely in fully enclosed metal cabinets.
88. All Containers will be sited and located as follows:
 - (a) There must be a minimum of 1.5 meters of separation between any Container and any structure constricted via Noncombustible Construction to allow for Firefighter access to the exposed structures.
 - (b) The Container must be located at least 6 meters from all exits, windows and unprotected openings of a Building.
 - (c) Greater separation distances will be required based upon exposure to any combustible materials or structures constructed using Combustible Construction.
 - (d) The Container doors will be positioned such that they face away from any other structure and any means of Vehicle access to the Container.

- (e) No combustible materials will be stored within 6 meters of a Container unless the Fire Chief or their designate provides written approval indicating that a distance less than 6 meters is acceptable.
- (f) Containers shall not be located or sited so that any part of the Container is located directly below power lines.

89. Containers must be identified as follows:

- (a) For Containers being used to store Dangerous Goods, the relevant UN Number as defined in the *Transportation of Dangerous Goods Regulations*, SOR/2001-286 and Safety Marks as defined in the *Transport of Dangerous Goods Act*, RSBC 1996, c 458, c 34, must be located on at least two sides of such containers and must be visible at a distance of 10 meters from the Container.
- (b) Containers shall include the name of the company or Person responsible for the container and an emergency contact number marked on a side of the container and visible from a distance of 10 meters from the Container.
- (c) The Container and contents must be identified in the fire safety plan encompassing the Container if a fire safety plan is required under the Fire Code.

90. Containers must have the following safety features in place prior to being used for any use, including storage:

- (a) One ventilation opening located in the Container door that is primarily used for opening and access, with such ventilation opening being within 150 mm of the Container floor.
- (b) One ventilation opening located on the opposite end of the Container from the door that that is primarily used for opening and access, with such ventilation opening being within 150 mm of the top of the Container. Containers must be sited such that the ventilation openings do not directly vent toward any structures outside of the Container.
- (c) The following additional ventilation openings must be installed in a Container to the following minimum specifications:
 - (i) two 0.3 meter x 0.3 meter openings for a Container 6 meters in length or less; and
 - (ii) two 0.5 meter x 0.5 meter openings for a Container over 6 meters in length.
- (d) All ventilation openings will be covered by open grate wire mesh with greater than 50% free area.
- (e) The ventilation opening in the Container that is the furthest vertical distance from the Container floor will include a wind vent device that is designed to generate a

“venturi effect” during low wind speeds.

- (f) No ventilation opening will be obstructed at any time and must be kept clean of internal and external debris.
 - (g) Where heavier than air Flammable Liquids and Combustible Materials are stored in a Container, the Container must include a ventilation opening located on the opposite end of the Container from the door that that is primarily used for opening and access, with such ventilation opening being within 150 millimeters of the floor of the Container
 - (h) Where 1A flammable liquids in quantities greater than 4 liters are stored in the Container, the Container will be constructed to the requirements for withstanding an internal explosion as per the Fire Code, Building Code and NFPA 68.
91. An individual may present the City with Container design specifications that are different from those outlined in this Part 15. The City will consider the proposed specifications and, if the City determines that the specifications are sufficient to ensure the City’s storage and safety goals, the City will approve the specifications by notifying the applicant in writing of such approval and indicating which requirements of this Part 15 no longer apply to the design of the Container.

PART 16 – ENFORCEMENT

92. If the Fire Chief finds that any provision of this Bylaw has been contravened or has not been complied with or has been complied with improperly or only in part, or that conditions exist in or upon a Building or Real Property to which the Bylaw applies and which in their opinion constitute a fire hazard or otherwise constitute a hazard to life or property or both, they may make such order as to ensure full and proper compliance with this Bylaw, and in particular but without limiting the generality of the foregoing, may:
- (a) make to the Occupant of the building or real property such recommendations as they deem necessary to correct the contravention, or to ensure compliance with this Bylaw or to remove the hazards or make such orders as they deem necessary with respect to any of the matters referred to in this Bylaw;
 - (b) require that work shall be done in conformity with higher standards than specified in this Bylaw, if, at their discretion, they deem that such higher standards are reasonably necessary in the interest of safety, and may use the fire code(s) of the National Fire Protection Association (NFPA) and the Fire Code as terms of reference in this regard;
 - (c) after the examination of any work, issue a written rejection, which shall have the same force and effect as an order issued pursuant to Subsection (a) under this Section.

All tests and corrective measures are to be carried out in conformance with Article 4.4. of the Fire Code or, if the Fire Code is amended, the Article of the Fire Code dealing with

leak detection in storage tanks.

93. An order made under this Bylaw shall be served by:
- (a) delivering it or causing it to be delivered to the Person to whom it is directed; or
 - (b) sending the order by registered mail to the last known Real Property Owner; or
 - (c) posting a copy of the order in a conspicuous place on the Building or Real Property if the Person to whom it is directed cannot be found or is not known or refuses to accept service of that order; or
 - (d) where an order has been posted in accordance with this Section, no Person may remove, deface or destroy the order.
94. Any Person against whom an order has been made under this Bylaw may appeal such order to the Council before the expiration of 10 days after the order was made, and the Council may review and amend, revoke or confirm the order appealed against or substitute another order which the Fire Chief could have made in place of the order appealed against.

PART 17 – PENALTY

95. Every Person who:
- (a) violates a provision of this Bylaw;
 - (b) permits any act or thing to be done that violates a provision of this Bylaw; or
 - (c) fails to do anything required to be done by a provision of this Bylaw
- commits an offence and is liable upon summary conviction to pay a fine of not less than \$50.00 and not more than \$10,000.00.
96. Each day that a violation of the Bylaw continues to exist shall constitute a separate offence.
97. This Bylaw may be enforced by means of a ticket issued under the *City of Prince Rupert Ticket Information Bylaw No. 2783, 1992*.

PART 18 – SEVERABILITY

98. If a court of competent jurisdiction holds that any section, subsection, sentence, clause or phrase of this Bylaw is invalid, then that section, subsection, sentence, clause or phrase shall be severed and the remainder of this Bylaw shall be deemed to have been enacted without the invalid section, subsection, sentence, clause or phrase.

PART 19 – APPLICATION

99. This Bylaw shall come into full force and effect upon its adoption.

PART 20 – REPEAL

100. *City of Prince Rupert Fire Control and Protection Bylaw No. 2944, 1995* is hereby repealed.

READ THE FIRST TIME this ____ day of _____, 2025.

READ THE SECOND TIME this ____ day of _____, 2025.

READ THE THIRD TIME this ____ day of _____, 2025.

READ THE FOURTH AND FINAL TIME this ____ day of _____, 2025.

MAYOR

CORPORATE OFFICER

Schedule E to Prince Rupert Fee Setting Bylaw 3165

**CITY OF PRINCE RUPERT FIRE AND RESCUE DEPARTMENT PERMIT,
INSPECTION & REPORT FEES AND CHARGES**

- (a) The Fees specified in this Schedule, shall be paid to the City of Prince Rupert by all applicants for any permit required by Bylaw, or under any Code adopted by Bylaw or by the regulations passed pursuant to the provisions of the *Fire Safety Act*, SBC 2016, c 19, and for the inspection of any work or thing for which the said permit is required or for any service named herein, that is requested by an applicant.
- (b) Pursuant to Section 194 of the *Community Charter*, SBC 2003, Chapter 26, there is hereby levied fees for City of Prince Rupert Fire and Rescue Department Services as follows:

Service or Regulation	Fee
1. Open air burning permit	\$20.00
2. Inspection of lands, buildings or premises other than routine inspection required by the <i>Fire Safety Act</i>	\$50.00
3. Report of a file search for lands, buildings or premises other than routine inspections required by the City of Prince Rupert Fire and Rescue Department	\$50.00
4. Fire Hydrant Flow Testing Report	
(a) 1 to 5 hydrants	\$100.00 each
(b) For each additional hydrant more than 5	\$20.00
5. Hydrant Inspection	
(a) 1 to 5 hydrants	\$100.00 each
(b) For each additional hydrant more than 5	20.00
6. Fire Investigations	
(a) Reports (copying)	\$10.00 per report
(b) Photos (printing)	\$40.00 per report



CITY OF PRINCE RUPERT

OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT BYLAW NO. 3666, 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 public meeting, enacts as follows:

1. That the City of Prince Rupert Official Community Plan Bylaw No. 3460, 2021 be amended as follows:
 - i. Amend wording throughout to improve grammar and update outdated references to projects and legislation as indicated in Schedule A of this Bylaw.
 - ii. Amend the design throughout to reflect the City of Prince Rupert Brand Guidelines as indicated in Schedule A of this Bylaw.
 - iii. Amend wording in Section 1 Introduction to align with current legislation and streamline content as indicated in Schedule A of this Bylaw.
 - iv. Amend wording in Section 2 Background to update references to population growth and housing need from the City of Prince Rupert Interim Housing Needs Report 2024 as indicated in Schedule A of this Bylaw.
 - v. Amend wording in Section 3 Planning Principles to update references to complete communities from the City of Prince Rupert Complete Communities Assessment 2024 as indicated in Schedule A of this Bylaw.
 - vi. Amend introductory wording in Section 4 Land Use Policies to enhance clarity and conciseness as indicated in Schedule A of this Bylaw.
 - vii. Amend Section 4.1 Residential to update content and policies to align with City of Prince Rupert Interim Housing Needs Report 2024, City of Prince Rupert Complete Communities Assessment 2024, City of Prince Rupert Housing Acceleration Plan 2024, and the City of Prince Rupert Child Care Assessment and Action Plan 2020 as indicated in Schedule A of this Bylaw.
 - viii. Amend Section 4.2 City Core and Commercial Lands to update content and policies to align with the City of Prince Rupert Complete Communities Assessment 2024 and Connect Rupert – City of Prince Rupert Transportation Plan 2023 as indicated in Schedule A

of this Bylaw.

- ix. Amend Section 4.3 Industrial to update content referencing Prince Rupert Port Authority Gateway 2020 Vision as indicated in Schedule A.
- x. Amend Section 4.4 Parks and Recreation to update content and policies to align with Rupert Plays – City of Prince Rupert Parks and Outdoor Recreation Plan 2023, City of Prince Rupert Accessibility Plan 2024, the City of Prince Rupert Recreation Plan in progress as indicated in Schedule A.
- xi. Amend Section 4.4 Parks and Recreation to separate Recreation and Physical Literacy into a separate subsection as indicated in Schedule A.
- xii. Rename Section 4.5 Soil and Gravel Extraction to Sand and Gravel and move it to new Community Development section as indicated in Schedule A.
- xiii. Amend Section 4.5 Soil and Gravel Extraction to clarify policies regarding extracting as indicated in Schedule A.
- xiv. Rename Section 4.6 Hazardous Conditions Restrictions to Hazardous Lands and move it to new Community Development section as indicated in Schedule A.
- xv. Amend Section 4.6 Hazardous Conditions Restrictions to update content and policies to align with the City of Prince Rupert Climate Change Adaptation Plan 2025 as indicated in Schedule A.
- xvi. Move Section 4.7 Environmentally Sensitive Lands Restrictions to Development Permit Area section as indicated in Schedule A.
- xvii. Amend Section 4.7 Environmentally Sensitive Lands Restrictions to add policies recognizing environmentally sensitive lands as natural assets, clarify policies referring to environmental impact assessment, and reference relevant provincial legislation for future greenfield development as indicated in Schedule A.
- xviii. Move Section 4.8 Transportation to new Community Development section as indicated in Schedule A.
- xix. Amend Section 4.8 Transportation to update content and policies to align with Connect Rupert – City of Prince Rupert Transportation Plan 2024 and City of Prince Rupert Complete Communities Assessment 2024 as indicated in Schedule A.
- xx. Move Section 4.9 Sewer, Water, Road, and Waste Infrastructure to new Community Development section as indicated in Schedule A.
- xxi. Amend wording in Section 4.9 Sewer, Water, Road, and Waste Infrastructure to streamline content and update references to projects as indicated in Schedule A.
- xxii. Move Section 4.10 Heritage Resources to new Community

- Development section as indicated in Schedule A.
- xxiii. Amend Section 4.10 Heritage Resources to clarify intention of existing policy as indicated in Schedule A of this Bylaw.
 - xxiv. Amend Section 4.11 Institutional to update content and policies to align with City of Prince Rupert Complete Communities Assessment 2024 and City of Prince Rupert Asset Management Strategy and 3-Year Roadmap 2022 as indicated in Schedule A of this Bylaw.
 - xxv. Amend Section 4.12 Major Projects to update content and policies to align with City of Prince Rupert Interim Housing Needs Report 2024 as indicated in Schedule A of this Bylaw.
 - xxvi. Amend Section 4.12 Major Projects to update content and policies to update area names for Urban Containment Objectives as indicated in Schedule A of this Bylaw.
 - xxvii. Move Section 4.13 Temporary Use Permits to Implementation and Monitoring section as indicated in Schedule A of this Bylaw.
 - xxviii. Move Section 4.14 Development Approval Information Area to Development Permit Areas section as indicated in Schedule A of this Bylaw.
 - xxix. Move Section 5.0 Climate Change and GHG Policy to new Community Development section as indicated in Schedule A of this Bylaw.
 - xxx. Amend Section 5.0 Climate Change and GHG Policy to update content and policies to align with City of Prince Rupert Climate Change Action Plan 2024 as indicated in Schedule A of this Bylaw.
 - xxxi. Move Section 6.0 Food Systems to new Community Development section as indicated in Schedule A of this Bylaw.
 - xxxii. Amend Section 6.0 Food Systems to update content and policies to reflect City of Prince Rupert Local Food System Strategy in progress as indicated in Schedule A of this Bylaw.
 - xxxiii. Move Section 7.0 Social and Cultural Development to new Community Development section as indicated in Schedule A of this Bylaw.
 - xxxiv. Amend wording in Section 7.0 Social and Cultural Development Policy to update content and policies to align with align with City of Prince Rupert Social Development Assessment 2024, City of Prince Rupert Reconciliation Policy Framework 2024, and City of Prince Rupert Child Care Assessment and Action Plan 2020 as indicated in Schedule A of this Bylaw.
 - xxxv. Amend wording in Section 8.0 Development Permit Areas to streamline content for clarity and conciseness as indicated in Schedule A of this Bylaw.
 - xxxvi. Amend wording in Section 9.0 Implementation and Monitoring to

add relevant plans, departments, and partners for further guidance as indicated in Schedule A of this Bylaw.

xxxvii. Amend design of Map 1A City Wide Land Use Framework, Map 1B Townsite Land Use Framework, Map 1C City Core Conceptual Land Use Framework, Map 2 City Core Building Heights Framework, Map 3 Townsite Parks and Open Spaces Framework, Map 4 City Wide Sand and Gravel Quarry Locations, Map 5 Townsite Slopes 30%, Map 6 City Core Streets Framework, Map 7 Townsite Water Main Replacement, Map 8 Townsite Streets Framework, Map 9 Urban Containment Boundary and Development Areas, Map 12 Riparian DP Areas to reflect the City of Prince Rupert Brand Guidelines as indicated in Schedule A of this Bylaw.

xxxviii. Amend Map 1A City Wide Land Use Framework, Map 1B Townsite Land Use Framework, Map 1C City Core Conceptual Land Use Framework, Map 2 City Core Building Heights Framework, Map 3 Townsite Parks and Open Spaces Framework, Map 4 City Wide Sand and Gravel Quarry Locations, Map 5 Townsite Slopes 30%, Map 6 City Core Streets Framework, Map 7 Townsite Water Main Replacement, Map 8 Townsite Streets Framework, Map 9 Urban Containment Boundary and Development Areas, Map 12 Riparian DP Areas to update layers related to current and planned transportation networks and other infrastructure as indicated in Schedule A of this Bylaw.

xxxix. Amend Map 9 Urban Containment Boundary and Development Areas to align layers with the capacity assessment completed for the City's new housing need outlined in the City of Prince Rupert Interim Housing Needs Report 2024 as indicated in Schedule A of this Bylaw.

xl. Remove Map 10: Townsite Wooden Trestle Bridges and Map 11: 3rd Ave E Extension and add updated information to existing transportation maps as indicated in Schedule A of this Bylaw.

xli. Amend the bylaw to add maps regarding mobility hubs, priority pedestrian networks, and priority cycling networks referenced in Connect Rupert – Transportation Plan 2023 as indicated in Schedule A of this Bylaw.

2. This Bylaw may be cited as "City of Prince Rupert Official Community Plan Amendment Bylaw No. 3666, 2025."

3. If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

Read a First time this ____day of _____, 2025.

Read a Second time this ____day of _____, 2025.

Public Hearing this ____day of _____, 2025.

Read a Third time this ____day of _____, 2025.

Read a Fourth & Final time this ____day of _____, 2025.

MAYOR

CORPORATE OFFICER

ATTACHMENT A

Updated OCP (Post-Signature Version)

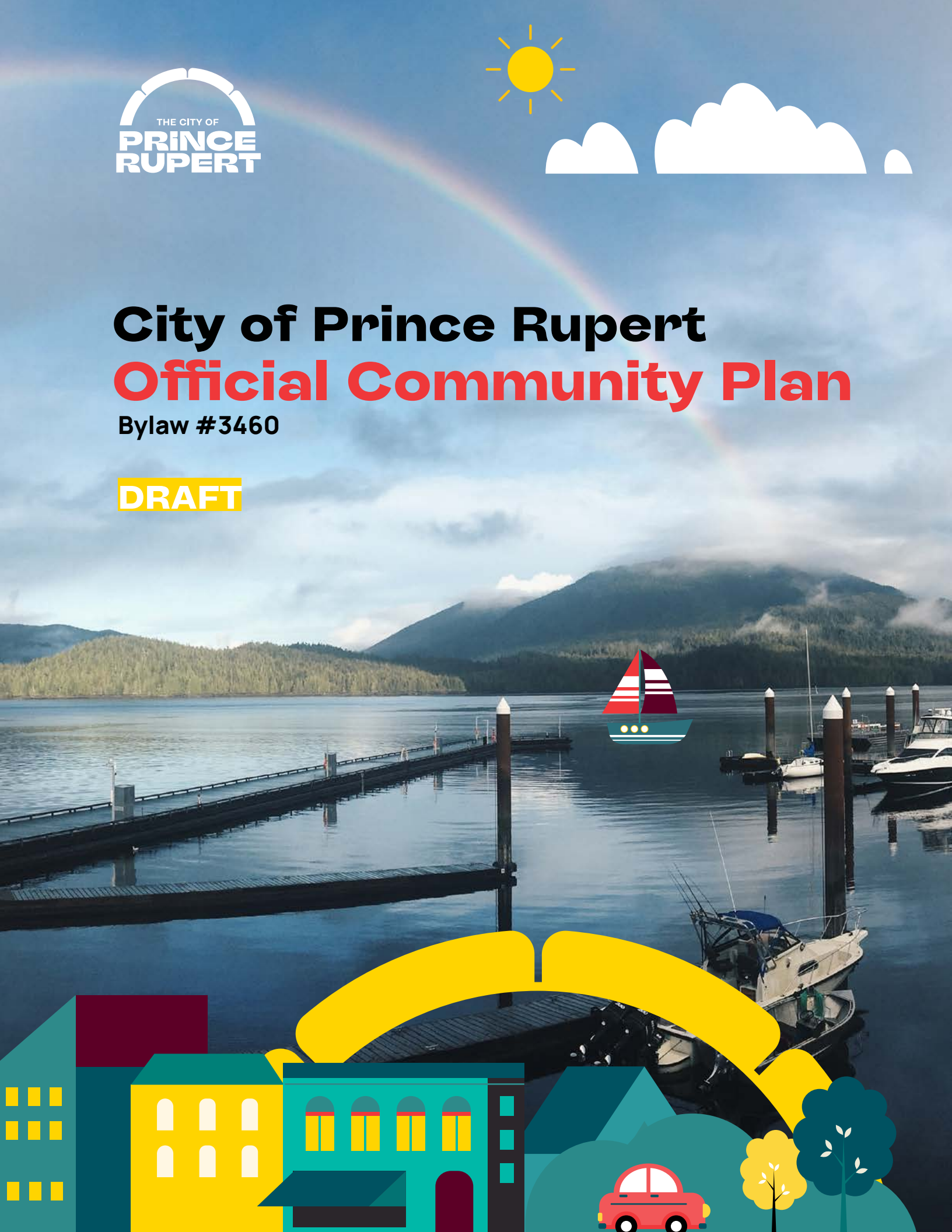
This attachment constitutes the updated version of the OCP, effective immediately and incorporated herein following execution of the signature pages.

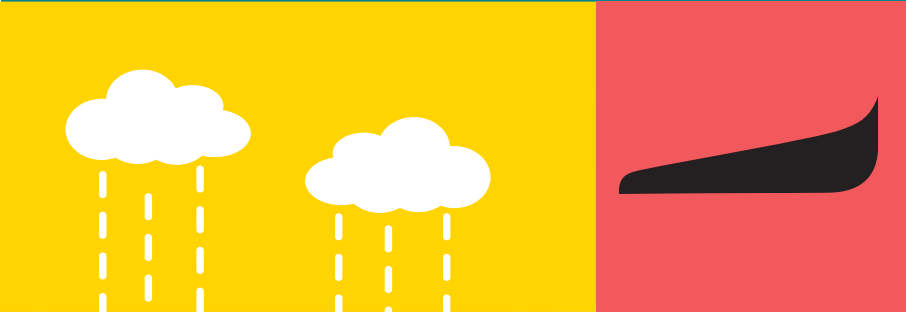


City of Prince Rupert Official Community Plan

Bylaw #3460

DRAFT





PREPARED FOR:

City of Prince Rupert
424 3rd Avenue West
Prince Rupert, BC V8L 1L7

PREPARED BY:

Urban Systems Ltd.
344 2nd Avenue West
Prince Rupert, BC V8J 1G6

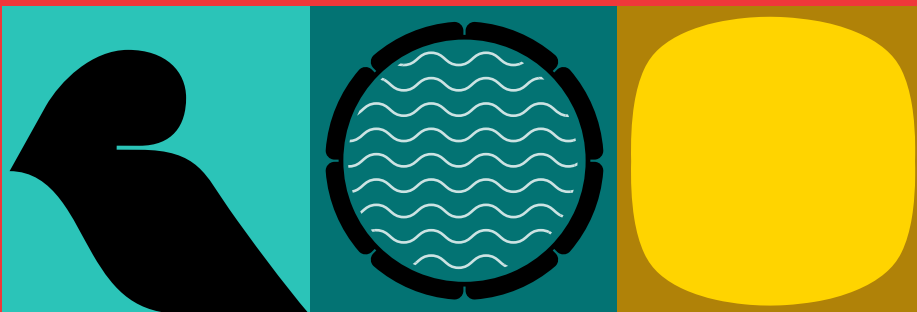
November 2025

All images provided by the City of Prince Rupert or Urban Systems unless noted otherwise.



TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that what is now known as Prince Rupert is the traditional, ancestral, unceded territory of the Ts'msyen people. There are recommendations in this plan that can be undertaken by the City as part of Truth and Reconciliation. This plan is by no means the answer to meaningful reconciliation, but it is intended to promote and support the continued dialogue to learn from and engage with Indigenous partners.







OUR VISION

Prince Rupert, a World-Class Port City, is:

VIBRANT

RESILIENT

SUSTAINABLE

PROSPEROUS

ACTIVE AND VITAL

SAFE AND BEAUTIFUL

HEALTHY AND ACTIVE

PROUD OF ITS HERITAGE

INCLUSIVE AND EQUITABLE

PROUD OF ITS COMMUNITY

NESTLED CAREFULLY IN NATURE

A PLACE THAT PEOPLE WANT TO BE



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- **MAP 1A:** City-Wide Land Use Framework
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- **MAP 1C:** City Core Conceptual Land Use Framework
- **MAP 2:** City Core Building Heights Framework
- **MAP 3:** Townsite Parks and Open Spaces Framework
- **MAP 4:** City-Wide Sand and Gravel Quarry Locations
- **MAP 5:** Townsite Slopes 30%
- **MAP 6A:** Townsite Streets Framework
- **MAP 6B:** City Core Streets Framework
- **MAP 6C:** Mobility Hubs
- **MAP 6D:** Priority Pedestrian Network
- **MAP 6E:** Priority Cycling Network
- **MAP 7:** Townsite Water Main Replacements
- **MAP 8:** Urban Containment Boundary and Development Areas
- **MAP 9:** Riparian DP Areas

APPENDICES:

- **Appendix A:** City Core Development Permit Guidelines for Commercial, Industrial and Multi-Family Development
- **Appendix B:** Development Permit Guidelines Multifamily Areas
- **Appendix C:** Development Permit Guidelines, General Commercial Areas
- **Appendix D:** Development Permit Guidelines, Industrial Areas
- **Appendix E:** Development Permit Guidelines, Riparian Areas
- **Appendix F:** Development Permit Guidelines, Hazardous Areas



INTRODUCTION

The OCP is an important bylaw that describes the long-term vision of community and land development in Prince Rupert.





The Official Community Plan (OCP) is a cornerstone document of any community and represents its proactive effort to plan for the future. As a community, Prince Rupert already has an excellent track record of setting bold visions for its near and long-term development. However, these visions have been challenged in recent years as critical failures in the city’s infrastructure systems have resulted in large unforeseen costs and attention. In response to these challenges, the City has undertaken careful and detailed infrastructure reporting to achieve millions of dollars of new funding in 2023 (\$65 million) and 2024 (\$77 million). In addition to successes in planning for the city’s underlying infrastructure, the City has also been proactive in improving its transportation, parks, and social systems through various other plans and policy updates. These efforts continue with important projects on climate change, complete communities, and others.

These initiatives form the foundation for the City’s 2025 Official Community Plan update.

This Official Community Plan, updated in 2025, continues to reflect the community vision developed by the Prince Rupert 2030 Vision strategy (The 2030 Vision) and the community’s desired direction identified in the 2021 OCP engagement process. The 2025 targeted update of this OCP includes reference to new regulations from the Province, incorporates relevant outputs from recent plans and policies, and adds action-oriented language to achieve the community’s vision.

Prince Rupert endured a population decline, along with the resulting challenges created for the local economy and health of the downtown and residential areas, since the 1980s, but now faces the real prospect of economic and population growth. How the City manages this growth will profoundly affect its attractiveness

for new residents and businesses. This OCP sets out a framework for the city’s future and principles for growth management that will encourage quality of life and vitality, bolster the pride and affection residents have for this city, and encourage new residents and businesses to make Prince Rupert their home.

This OCP recognizes that the quality and vitality of the city are linked symbiotically to the health of the port industry. If the new workforce required to service port growth is not attracted to live in Prince Rupert, the port will have significant challenges securing the human resources required for its operations. In other words, building and maintaining an attractive and vibrant city with the services required and desired by residents is a fundamental part of the port’s success – a quality downtown and attractive residential areas support economic growth.



1.1 LEGISLATIVE FRAMEWORK AND AUTHORITY

Once an OCP is adopted as a bylaw, all future decisions (e.g., zoning, park development, construction of City buildings, and road development initiatives) must be consistent with the objectives and policies outlined in the plan. An OCP is principally a policy document which does not compel Council to undertake any specific project.

The effective implementation of an OCP requires several tools. These include using regulations and guidelines such as the zoning bylaw, development permit area guidelines, planning for capital expenditures, and road construction standards bylaws. These bylaws and regulations must be consistent with the principles and policies of the plan. Recognizing that circumstances can change over time (e.g., community values, environmental, and economic conditions), the provincial legislation that directs the development of OCPs provides Council the ability to amend the OCP, subject to a public hearing, to allow the community to have input into the proposed amendment.

In determining the content of the OCP, the City is guided by the Local Government Act's (LGA) definition of the purpose of municipal government. This legislation establishes a broad purpose that allows for a municipality to:

- Provide for the good government of its community
- Provide for services, laws, and other matters for community benefit
- Provide for stewardship of the public assets of its community
- Foster the economic, social and environmental well-being of its community

In addition to the broadly defined municipal purpose, the LGA defines specific content and process requirements for developing a new Official Community Plan. These are reviewed in the next sections.

MANDATORY OCP CONTENT

The Local Government Act requires that an OCP must have certain statements and map designations for the following matters:

- a. Residential development required to meet anticipated housing needs over a period of at least 20 years, as determined by the community's Housing Needs Report
- b. The approximate location, amount and type of present and proposed commercial, industrial, institutional, agricultural, recreational, and public utility land uses
- c. The approximate location and area of sand and gravel deposits that are suitable for future sand and gravel extraction
- d. Restrictions on the use of land that is subject to hazardous conditions or that is environmentally sensitive to development
- e. The approximate location and phasing of any major road, sewer, and water systems
- f. The approximate location and type of present and proposed public facilities, including schools, parks, and waste treatment and disposal sites



The LGA also requires an official community plan to include:

- a. Housing policies of the local government respecting affordable housing, rental housing, and housing for people with other specific needs
- b. Targets for reducing greenhouse gas emissions in the area covered by the plan, along with the policies and actions of the local government that are proposed to achieve those targets

Without the above mandatory plan elements, the plan would not qualify as an Official Community Plan.

OPTIONAL OCP CONTENT

In addition to the mandatory plan elements, and consistent with the broad range of municipal purposes, the Local Government Act allows municipalities to include other policy matters in their OCPs as follows:

- a. Policies of the local government relating to social needs, social well-being, and social development
- b. A regional context statement if there is a Regional Growth Strategy (RGS) in place for the region (Note: there is no RGS in place for the North Coast Regional District)
- c. Policies of the local government respecting the maintenance and enhancement of farming on land in a farming area or in an area designated for agricultural use in the community plan
- d. Policies of the local government relating to the preservation, protection, restoration and enhancement of the natural environment, its ecosystems and biological diversity

With respect to matters that are not within the jurisdiction of the City, the provincial legislation provides that a Council can have policy statements regarding those matters, but that such statements can only be made as broad objectives of the Council unless the Province provides specific permission to have more detailed and specific policy.

ENGAGEMENT

Engagement with the residents and stakeholders in a community is a fundamental part of preparing an OCP. This is reflected in the Local Government Act's requirement that during the development or amendment of an OCP, the City must provide at least one opportunity for consultation with people, organizations, and authorities that the City considers will be affected by the OCP. When this plan was updated in 2021, the City chose to undertake early, ongoing, and broad consultations, including, but not limited to, the following:

- a. Prince Rupert Residents
- b. Neighbouring First Nations
- c. Prince Rupert Port Authority
- d. Prince Rupert School District
- e. Community Futures of the Pacific Northwest
- f. North Coast Regional District
- g. District of Port Edward
- h. Non-Profit Organizations

The 2021 OCP update, which forms the foundation of this document, built on the 2030 Vision by affirming its core values and goals. The engagement process for the 2021 OCP update was designed to ensure broad participation and incorporate diverse inputs from various sources and events. In 2021, the public engagement confirmed strong



community support with 617 site visits and 125 survey responses overwhelmingly endorsing the 2030 Vision's core elements. This new OCP update recognizes the importance of retaining valuable elements from earlier planning efforts.

In 2025, Prince Rupert undertook minor updates to the OCP to comply with new regulations from the Province and incorporate relevant outputs from the City's recent plans and policies.

OTHER LEGISLATION

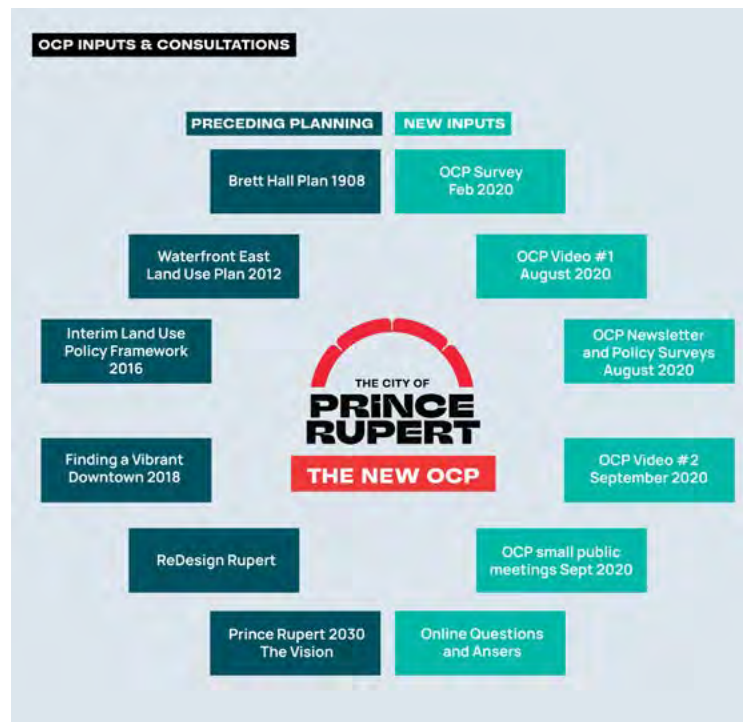
In addition to the guidance of the Province of British Columbia's Local Government Act, the City is also affected by other legislation.

Federal and provincial statutes and regulations impact the business of the City of Prince Rupert. Some of the more notable statutes and regulations include the Riparian Areas Protection Act (governing development in riparian areas), the Highway Act (governing provincial highways), the Canada Transportation Act (governing railways), the Canada Marine Act (governing ports), the Aeronautics Act (governing airports), and the Environmental Management Act (governing sewage disposal).

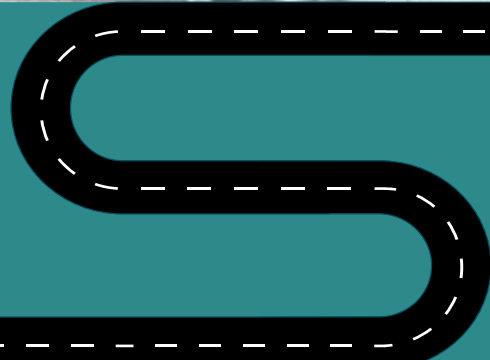
In 2023, the Province of British Columbia introduced Bill 44 – 2023: Housing Statutes (Residential Development Amendment Act, 2023), which had several transformative impacts on land use planning and residential development in Prince Rupert. Bill 44 had two focuses:

1. **Small-Scale Multi-Unit Housing (SSMUH):** Mandated minimum allowable densities for residential areas. To comply, Prince Rupert had to update its zoning bylaw to permit small-scale multi-unit housing in its low density residential zones.

2. **Proactive Planning:** Bill 44 established a new standardized approach to calculating housing needs and requires municipalities to prepare an interim Housing Needs Report and update their OCP to ensure it can accommodate the community's 20-year housing needs. Bill 44 also phases out one-off and site-by-site public hearings for housing project rezonings consistent with OCPs that have already had a public hearing. Public notice is still mandatory for projects that do not hold public hearings. To comply, Prince Rupert prepared an updated Housing Needs Report in late 2024 and has confirmed the capacity to deliver to accommodate the City's total housing need in this updated OCP.



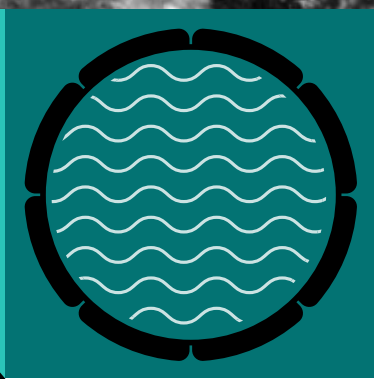
OCP INPUTS



BACKGROUND

The history of Prince Rupert and the surrounding area is rich and extends much further back in time than the date of incorporation in 1910. Since time immemorial, Kaien Island and the outlying area have been the home of the Ts'msyen. Nestled into the mountain shadow, our community is well known for rain, which gives us year-round greenery and abundance. In addition, our deep natural waters have made us a strategic location for trade – now, as in the time of the Grease Trails.

AVE. PRINCE RUPERT B C





A VIEW OF PRINCE RUPERT FROM THE WEATHER STATION LOCATED ON TOP OF MOUNT HAYS

2.1 GEOGRAPHIC CONTEXT

Affectionately known as the City of Rainbows, Prince Rupert is the largest community on the northwest coast of British Columbia. It is located on Kaien Island, about 770 kilometres northwest of Vancouver and only 90 kilometres from the Alaskan Panhandle. The island is the western terminus of the Trans-Canada (Yellowhead) Highway 16 and the Canadian National Railway, and is linked to the mainland by a short bridge. It is 144 kilometres west of Terrace and 715 kilometres west of Prince George.

The majority of the city is on the coast at the base of Mount Hays, which rises 732 metres above sea level. The city boundaries also include the comparatively level Ridley Island, Watson Island and an area of land known as District Lot 444, which is situated on the mainland across Fern Passage to the north. Kaien, Ridley, and Watson Islands are characterized by underlying bedrock covered by organic soils and muskeg ranging from less than one meter to more than eight metres in

depth. The muskeg conditions pose a challenge and expense for land development.

The southern streams on Kaien Island support Cutthroat trout and Dolly Varden. Hays Creek in the northwest townsite area also supports Pink and Coho salmon. The nearby Skeena River and Ocean waters support salmon, halibut and herring fish as well as a number of other marine species.

Because of the area's abundant precipitation, combined with its location on the coast and amid coastal mountains, Prince Rupert enjoys a majestic natural setting characterized by landscapes of green and blue. This palette is periodically accented with red, orange, yellow, green, blue, indigo and violet displays in the rainbows that share their colours over Prince Rupert. The area's vegetation is indicative of the Montane zone, which includes Mountain Hemlock, Red Cedar, Alder, Pine, and Sitka Spruce.



1907 BRETT AND HALL PLAN (PRINCE RUPERT'S ORIGINAL TOWNSITE PLAN/MAP)

2.2 HISTORICAL CONTEXT

This new Official Community Plan is not the first OCP or plan prepared for Prince Rupert. Indeed, planning in Prince Rupert began with its initial conception in the 1907 Brett and Hall plan (see Figure 1), which laid out a vision of beautiful crescents, human-scaled blocks, and an efficient street grid in the City Beautiful tradition of planning, which was the leading planning model of the time. While several community plans have been prepared for the city since 1907, the Brett and Hall plan structure endured up to the 2007 OCP and was embraced by the 2021 OCP update.

The 2025 OCP update continues to respect and agree with the Brett and Hall plan layout. It is also informed by the previous OCPs and subsequent planning work including, for example, The Water Front East Land Use Plan (2012), the Interim Land Use Policy Framework (2016), Finding a Vibrant Downtown (2018), and the Prince Rupert 2030 Vision document. Developing an OCP should be seen as an evolutionary process. It emerges out of a

context and in a community with a long history; the context is rich, having benefited from the sharing and melding of knowledge from the local population with professional expertise. The heritage of trade as a foundational economic activity in Prince Rupert did not begin with the initial Brett and Hall Plan. Prior to European settlement, Kaien Island was a significant location for Aboriginal trade. Prince Rupert's establishment and the arrival of the rail line continued the land use tradition of the Ts'msyen First Nations.

A plan is more meaningful and valuable if it builds on and recognizes all of the past energy and values invested and found in the previous work and development. It also necessarily looks forward to and guides the next steps in the community's growth, considering new realities of local, regional and global influences (such as trade, climate change, and public values) as they impact the City's potential with constraints and opportunities.



CONTAINER VOLUMES HAVE STEADILY GROWN SINCE THE OPENING OF THE CONTAINER FACILITY IN 2007, IN ADDITION TO OTHER EXPORT-BASED DEVELOPMENTS.

.....

The City is within reach of realizing its long-held aspirations for full development as a vital, prosperous port city. To be clear, there have been very positive economic times for the City in its 110-year history as an incorporated city, with the boom of the fishing and forestry sectors. There have also been times when prosperity stalled because of the decline of those sectors. Prince Rupert's census population reached a high of 16,714 in 1996 but declined to 12,220 in 2016 (Census Canada). During the 1990s, the population would swell significantly in the summer due to the seasonal fishing industry, making the 16,000 estimate on the lower end of the actual population. According to Census Canada, the population decline slowed from 2011 to 2016, with a decline of only 288 people. It should be noted that the actual population during these census periods was probably higher, as the census methodology does not effectively capture the entire population.

At this time in the history of Prince Rupert, the original vision of the city becoming a key and bustling port serving the Pacific trade region promises to be realized due to the expected rapid expansion of the port facilities and the growth and prosperity that can be generated from that expansion. The Prince Rupert 2030 vision document was prepared as a specific response to the promise of port development, and it heavily influences and guides this plan. It is now anticipated that the Prince Rupert population will increase significantly as port expansions bring in new workers for the port and the construction of new facilities, workforce housing, and service and retail businesses required for the new workers.

Growth that adds considerably to the local quality of life for residents and neighbouring First Nation communities will take considerable effort and collaboration. The expected boom the port generates can be positive or negative,



depending on how it is managed and directed. This speaks to the need for preparation, resources, communication, collaboration, and difficult decision-making by all parties involved in the development of a community; topics that will be further addressed in the section on implementation.

2.3 REDESIGN RUPERT 2030 VISION

This new OCP builds on preceding work, including the Prince Rupert 2030: The Vision strategy (the 2030 Vision). The 2030 Vision Document was the culmination of work that began in 2015 and continued to 2019, when Redesign Rupert engaged residents to determine their needs and wants for the community.

The 2030 Vision presents an ambitious aspiration for the community. It is presented as a vision that will inevitably be different in its details when achieved. This advice is given by the author of the strategy to help focus on the broader vision rather than becoming overly focused on details. In other words, there will need to be some acceptance and flexibility in how the vision is realized. This is especially true because implementation will involve additional processes, including this OCP, where residents and stakeholders will have opportunities for receiving further information and providing input based on plan aspirations, ongoing municipal operations, projects, industry investments, and available funding, resources, and capacities.

2.4 FIRST NATIONS

It is impossible to understand the history of Prince Rupert without acknowledging the people who inhabited this land long before contact with Europeans and before Prince



THE 2030 VISION DOCUMENT WAS RELEASED IN DECEMBER OF 2019, FOLLOWING MULTIPLE PUBLIC ENGAGEMENTS AND A MAJOR UNVEILING EVENT.



Rupert was incorporated. British Columbia comprises dozens of diverse Indigenous groups with distinct languages, cultures, and histories. In Prince Rupert, it is the Ts'msyen nations of Lax Kw'alaams and Metlakatla whose territory we reside on.

The Ts'msyen people are the descendants of the Nine Tribes of the Ts'msyen who have lived in their territories since time immemorial. In defence of invading Tlingit from the north about 2000 years ago, the Nine Tribes consolidated their efforts and became one of the region's most powerful political, economic, and military powers. In terms of trade, the Nine Tribes influence extended along the North Coast and into the interior as far as Kispiox, following the Grease Trails used for transporting Eulachon. At the time of contact in the 1790s, when the fur trade brought settlers to the BC coastline, the Nine Tribes were a significant source of power on the North Coast.

In 1834, what was then called Fort Simpson was built at a site known as Lax Kw'alaams (Place of the Wild Roses), where the reserve community continues to be located. This site was owned by a dynasty of Chiefs from the Gispaxlo'ots tribe (of the Nine Tribes) known as the Legex. For the use of his territory, Legex imposed a fee on anyone who wanted to trade at the fort.



PICTOGRAPH MARKING THE TERRITORY OF THE HOUSE OF LEGEX ALONG THE SKEENA RIVER
.....

A painting indicating the territory of Legex is still visible on a rock wall at the mouth of the Skeena.

The Metlakatla First Nation, meanwhile, is located about five kilometres north of Prince Rupert on an ancient site occupied by the Ts'msyen for thousands of years. Metlakatla means "Saltwater Pass" in Sm'algyax, which is the language of the Ts'msyen people. Historically, the site was the collective winter village of the Nine Tribes of the lower Skeena River.

Post-contact, despite the impacts of colonization and the residential school system, the Ts'msyen continue to maintain a strong presence in Prince Rupert and are a vital part of our social and cultural fabric. Sm'algyax is now taught in the local School District, and the Ts'msyen and Indigenous People generally in Prince Rupert continue to practice traditional customs, food gathering and preparation, and learn their languages and histories. In addition to Ts'msyen people, Prince Rupert is also home to a diaspora of Indigenous Peoples from the surrounding areas – including Nisga'a, Haida, Gitksan, Haisla, and Tlingit, among others. Approximately half of the population of Prince Rupert is Indigenous, and Indigenous Peoples, as well as Prince Rupert residents in general,

also come together to celebrate events like National Indigenous Peoples Day, Salmon Fest, and, of course, the All Native Basketball Tournament.

2.5 POPULATION GROWTH AND HOUSING NEEDS

Prince Rupert considered population growth when developing residential, commercial, industrial, and other land use policies. Projecting population growth involves many uncertain factors such as migration, fertility, and the economic climate. In 2024, the Province of British Columbia established a new standardized approach to calculate housing need, which must be reflected in a community's Official Community Plan. This standardized approach uses an average of local and regional household growth projections from BC Stats to project growth.¹

The Province of British Columbia's Housing Needs methodology estimates that the City of Prince Rupert will need 1,289 new housing units over the next 20 years (see Table 1).

.....
1 Please note that the Housing Need methodology developed by the Province likely underrepresents the total housing need in Prince Rupert. Given changes to homelessness counts and vacancy data since 2021, as well as the lack of consideration for any anticipated changes to population growth patterns despite major investment and expansion of the port industries, the provincial methodology for estimating housing need over the next five and 20 years could underestimate actual housing need by over 200 units with existing data, and likely another several hundred with anticipated growth from the Prince Rupert Port. For more information, please refer to the City of Prince Rupert's [Interim Housing Needs Report](#).

TABLE 1. TOTAL 5-YEAR AND 20-YEAR HOUSING NEED, CITY OF PRINCE RUPERT, 2021 – 2041

Individual Components of Provincial Housing Need Methodology	5-Year Need (2021 - 2026)	20-Year Need (2021 - 2041)
Component A: Supply of Units to Reduce Extreme Core Housing Need	43	171
Component B: Supply of Units to Reduce Homelessness	67	135
Component C: Supply of Units to Reduce Suppressed Household Formation	62	246
Component D: Supply of Units to Meet Household Growth Over the Next 5 and 20 Years	293	467
Component E: Supply of Units Needed to Meet at Least a 3% Vacancy Rate	0	0
Component F: Supply of Units Needed to Meet Local Demand (Demand Buffer)	67	269
Total Units Needed	532	1,289

Source: Housing Assessment Resource Tools, 2024



The City is also required to ensure the OCP has enough capacity to accommodate the 1,289 housing units. Population growth and resulting housing development will depend on several factors outside the City's control, including local economic conditions, developer interest, local trades capacity, and senior government funding. This includes projections for port expansion and the associated population growth outlined in the 2030 Vision, which anticipates a significantly higher growth rate than the estimates produced using the provincial methodology. This OCP ensures land-use patterns and capacity anticipate the known need for housing and the potential increase to ensure housing remains accessible.

Through an analysis of the OCP's land use capacity for new housing, Prince Rupert confirmed there are several opportunities by which the current OCP can accommodate the 1,289 housing units:

- **Existing Small-Scale Homes:** There are currently 2,950 single-family dwelling units. If each were to add a secondary suite or Accessory Dwelling Unit (ADU), the City could increase its housing stock by up to 2,950 units. While not all single-family homes will integrate a suite or ADU, this figure reflects the available regulatory capacity, which is well in excess of what is currently required by the Province.
- **Future Neighbourhoods:** [Map 1B](#) identifies Future Greenfield Neighbourhoods in Prince Rupert, which can accommodate future housing development. Excluding known development constraints, this area has the opportunity to accommodate approximately 213 to 1,065 new housing units, depending on the density.



PLANNING PRINCIPLES

This OCP is based on and guided by a number of broad and specific planning principles. These principles are used to guide the policies for the future development of the City of Prince Rupert, focusing on long-term livability and economic success. Many of these principles overlap with shared goals of community-wide health, long-term livability and a vibrant, walkable community. The broad planning principles include: Sustainable Cities, Smart Growth, Healthy Communities, Complete Communities, and Engagement and Consultation.





3.1 SUSTAINABLE CITIES

The 1987 Brundtland Report, commissioned by the United Nations, presented the argument for sustainable development, which it defined as “meeting the needs of the present without compromising the ability of future generations to meet their own needs.” At a fundamental level, sustainability can be defined as “able to be sustained,” where the root “sustain” means to keep something going continuously. Sustainability speaks to a state where we stay within our means or natural income. In comparison, resilience speaks to the capacity of a system to absorb shocks and maintain function. The latter emphasizes natural and social diversity as a characteristic of high resiliency. A sustainable city prioritizes policy that maintains economic growth while creating a livable city, focusing on resource efficiency, cleanliness, and green technologies. In developing a sustainable city, partnerships must be facilitated between the community, the public, and the private sectors. The vision of sustainable development requires that resource efficiency be met through responsible resource consumption and production. This can be achieved through the principles of a circular economy (reduce, reuse, recycle) and efficient use of green energy technologies. Following these principles will encourage clean, green, and healthy cities with a reduced ecological footprint, ensuring the long-term success of a city and its economy.

3.2 SMART GROWTH

Smart growth guides the planning process with principles that promote walkable communities, compact development, and mixed land uses. Smart growth policy encourages a range of housing opportunities, including single-use and multi-family housing, to increase neighbourhood density and housing diversity while maintaining the community character.

Dense, walkable neighbourhoods support local commercial centers. Smart growth encourages compact community design to protect wildlife within the community and create walkable neighbourhoods with retail and other services. Smart growth principles can help neighbourhoods achieve a strong sense of community and place, while increasing accessibility of housing, transportation, and employment. Prince Rupert’s future vision incorporates smart growth principles to enhance existing neighbourhoods and provide options for housing, transportation, and amenity services within a walkable distance.


3.3 HEALTHY COMMUNITIES

A healthy community is a general concept defined as “a place where healthy built, social, economic, and natural environments give citizens the opportunity to live to their full potential” (Canadian Institute of Planners,



THE MARINA DISTRICT ENCOMPASSES THE CURRENT COW BAY DISTRICT, A BUSTLING COMMERCIAL AREA OF PRINCE RUPERT.





2019). A healthy community policy addresses the built environment, the natural and rural environments, and the social environment. Like smart growth, green spaces are provided throughout the community to ensure proximity to all residents and promote a walkable community and physical activity. Healthy community design increases social connection through reinforcing infrastructure such as parks and trails, creating a stronger sense of community. Community centres are placed within communities, and social events are desired. Accessible housing for all community members is a critical goal in healthy communities. A healthy community policy encourages affordable housing and accessible community amenities to produce a socially inclusive and cohesive community. The healthy community approach requires consultation and engagement with Indigenous and non-Indigenous communities, the private sector, and the general public to address diverse perspectives, needs, and concerns.

3.4 COMPLETE COMMUNITIES

A complete community provides diverse housing to meet identified community needs, accommodate people at all stages of life and abilities, and provide a wider range of employment opportunities, amenities, and services within a walkable distance. Creating a more complete community can support a range of identified community goals and offer many interrelated benefits, including more housing and transportation options, increased walkability, accessibility, age-friendliness, and equity, greater efficiency with servicing and infrastructure, environmental sustainability, and preservation of the natural environment by reducing urban sprawl.

In 2024, the City of Prince Rupert undertook a Complete Community Assessment (CCA) through funding from the Union of BC Municipalities. The CCA analyzed the city through four key community lenses (Infrastructure, Transportation, Access to Daily Needs, and Housing) to measure community completeness and walkability levels. The key outcomes of this work included a detailed assessment of walkability in Prince Rupert and new suggested street cross sections for improved walkability and accessibility throughout the community. This report enables the City to make data-driven decisions on implementing the pedestrian network for all ages and abilities envisioned in the Connect Rupert Transportation Plan.

3.5 ENGAGEMENT AND CONSULTATION

It is a core principle that city planning includes meaningful engagement and consultation with all stakeholders. A collaborative approach between stakeholders, councils, and citizens is essential to strengthening relationships and creating diverse and inclusive community plans. Participation can occur at many levels within the community, from creating solutions to identifying needs to planning future projects. Effective engagement allows policymakers and elected officials to recognize the community's diversity of needs and aspirations.



3.6 OUR PLANNING PRINCIPLES

In addition to the above principles, more focused principles guide this OCP. Regarding principles for the successful renewal of Prince Rupert, the 2030 Vision document proposes five principles:

- Growth and change in Prince Rupert must enhance community well-being.
- Growth and development in Prince Rupert must enhance community sustainability and resilience.
- Growth and development in Prince Rupert must add or enhance unique local character in tune with the special natural setting.
- Growth and change in Prince Rupert must embrace diversity.
- Growth and development in Prince Rupert must facilitate communities/ port mutual supports, commitments, and accords.

During engagement for the 2021 OCP update, these principles were brought back to the community which confirmed alignment and support.

LAND USE POLICIES

Official Community Plans include designations that describe permissible uses within different community areas. The primary designations in Prince Rupert's OCP are Residential, City Core, Commercial, Industrial, and Parks and Recreation. Each category of land use has accompanying policies that dictate how lands are used in those areas.





THIS RESIDENTIAL AREA IS JUST ABOVE RUSHBROOK AND OVERLOOKS THE PRINCE RUPERT HARBOUR.

This Official Community Plan designates the lands within the city’s boundaries for a variety of land uses on [Map 1A \(City-Wide\)](#) and [1B \(Townsite\)](#). [Maps 1A](#) and [1B](#) identify three land use areas in the City Core’s Midtown, Downtown, and Marina Districts. Permitted uses in each of these areas are as follows:

- a. The Midtown District allows mixed-use, residential, restaurants, cafes, hotels, retail, offices, institutional, and personal services.
- b. The Downtown District allows mixed-use, residential, retail, restaurants, cafes, offices, institutional, hotel, traveller accommodations, port uses, marine uses, live-work units, studios, galleries, distillery, and personal services.

- c. The Marina District permits mixed-use, residential, retail, restaurants, cafes, traveller accommodations, marine, galleries, institutional, live-work units, light industrial manufacturing, tourist commercial, technology development, studios, recreational uses, distillery, and personal services.

In addition to the specific uses identified in [Map 1A](#), urban agricultural uses are allowed, subject to appropriate zoning and regulation.

These three areas have a broad range of designated land uses within their boundaries. [Map 1C](#) represents the 2030 Vision conceptual land use framework and presents one possible distribution of these land uses. This map does not designate land uses but serves as a guide to the type and pattern of uses intended to achieve this plan’s broad goals. During the finalization of the 2030 Vision, it was emphasized that the fine-grained land use patterns in that strategy were conceptual and likely to vary over time. It is presented here as a desired pattern of land uses to assist Council and the community in assessing any future rezoning and land development proposals in the City Core. Proposals that vary from [Map 1C](#) but are consistent with [Maps 1A](#) and [1B](#) are considered consistent with the OCP. Council, however, can consider the merits of each rezoning application in terms of several factors, including, for example, fit with [Map 1C](#), servicing issues, public input, and compliance with the other policies of this OCP.

The following sections in this chapter speak to the details and policy of each land use designation.



THE MARINA DISTRICT ENCOMPASSES THE CURRENT COW BAY DISTRICT, A BUSTLING COMMERCIAL AREA OF PRINCE RUPERT.



THE CEDAR VILLAGE SENIORS' HOUSING FACILITY IS A COLOURFUL ADDITION TO 7TH AVENUE EAST, COMPLETE WITH A TRADITIONAL CEDAR WOVEN HAT FEATURE AND COMMON AREAS FOR GATHERING.

4.1 RESIDENTIAL

Lands designated as General Residential (detached, townhouse, or apartment) and Future Greenfield Neighbourhoods on [Maps 1A](#) and [1B](#) allow residential uses. While the [Zoning Bylaw](#) shall determine the density and form, the residential areas outside of the Downtown District shall be principally characterized by detached residential uses, along with some well-designed, integrated, and scaled multi-family forms of housing that blend into neighbourhoods. The City Core area includes residential designations allowing townhouse and apartment housing forms. It also includes mixed-use retail designations, allowing residential uses above commercial uses. In the design and approval of greenfield sites, care should be taken to provide adequate buffering from residential areas to any adjacent industrial uses.

Having housing stock that meets the community's diverse needs is a foundation upon which the health and prosperity of the city depend. The type of housing provided needs to address, for example, the differing capacity to afford homes, sufficient room for families, places to comfortably grow old in, places to start as an individual or couple, support for those with special needs, and places that are close to services and amenities.

Housing is also a core concern of industry. If there is no housing available that meets the needs of new workers to service industry expansion, industry will have a very difficult time expanding, limiting economic growth. To address the need for diverse, affordable, attractive, and inviting housing, the City and its partners will need to work together to address the community's housing needs. The City has outlined its commitments to addressing housing challenges in the Housing Acceleration Action Plan.

While this OCP only applies to the lands within the City of Prince Rupert, it is acknowledged that there will be housing units outside the city boundaries and that they are not subject to the plan for First Nations' communities shared among each of the First Nations.

RESIDENTIAL POLICY

1. Pursue the commitments made in the Housing Acceleration Action Plan to address the barriers to market and non-market housing development to meet the City's 20-year housing need of 1,289 new units.
2. Monitor local economic conditions and development trends to ensure infrastructure, servicing, and land use capacity can accommodate population growth that may exceed current projections.



3. Direct most of the new residential growth to existing neighbourhoods and areas designated as Future Greenfield Neighbourhoods in this plan. Multi-family residential, including supportive housing developments, will also be directed to all commercial zones.
4. Prioritize the development of affordable housing, including housing for families, renters, seniors, workers, people living with complex mental health challenges and acquired brain injuries, and intergenerational households.
5. Encourage new childcare spaces as part of multi-family housing development.
6. Regularly review the Business Regulation and Licensing (Rental Units) Bylaw to ensure it can protect renters and manufactured home park residents from the impact of “reno-victions.”
7. Allow affordable multi-unit housing, defined as housing providing non-market affordable or special needs rental housing units secured by covenant, to exceed OCP density limits. The density limits that can be exceeded include the framework for building heights in the City Core area (see [Map 2](#)).
8. Encourage a variety of housing typologies and tenures that are designed to blend into existing neighbourhoods, including:
 - a. Small-scale multi-unit housing in existing residential neighbourhoods
 - b. Multi-unit development in walkable areas
 - c. Rental housing development in higher-density areas through multi-unit development and in low density areas through secondary suites and accessory dwelling units
 - d. Short-stay strata-titled apartments in the downtown core
 - e. A mix of small-scale multi-unit housing in the Midtown District near Five Corners
 - f. Mixed-use development in the Marina District east of Cow Bay
 - g. Non-market units throughout the city controlled by statutory housing agreements, covenants, or both
9. Implement new housing actions in collaboration with local partners as the community grows, including:
 - a. Establishing a Community Housing Corporation to assist in finding resources, funding, partnering, encouraging, and promoting the type and quality of housing needed for the city to realize its potential as a world-class port city.
 - b. Undertaking a financial analysis to explore the impact of development cost charges, amenity cost charges, and inclusionary housing programs that create clear and consistent expectations for developers.
 - c. Developing an incentive program for housing development to help reinvigorate a local housing development industry capable of meeting the housing demand into the future. This could include zoning and heritage incentives and relaxations, some relief from development fees and charges, tax relief through a downtown revitalization bylaw, and City-driven/financed projects and partnerships to catalyze new development and establish the quality of development desired by example.



THE ATLIN TERMINAL AND COW BAY MARINA ARE BOTH LOCATED WITHIN THE MARINA DISTRICT.

4.2 CITY CORE AND COMMERCIAL LANDS

Commercial (e.g., retail, hotel, services, and office) uses in Prince Rupert are principally located in the City Core neighbourhoods in the Downtown, Marina, and Midtown Districts (see Maps 1A, 1B, and 1C). These areas contain the majority of commercial uses, mixed with park, residential, cultural, transportation, institutional, and tourist service land uses.

The plan accommodates 400,000 square feet of retail and 200,000 square feet of large-format/service retail in the Downtown area, with 100,000 square feet of retail in two neighbourhood retail nodes outside of the Downtown.

DOWNTOWN DISTRICT

The Downtown District is distinguished by two sub-neighbourhoods, the Upper Town and the Lower Town. The Upper Town hosts shopping streets, offices, terminal buildings, theatres, the Courthouse, hotels, supermarkets, social and health services, along with residential and marina uses. The Lower Town is anchored by the Cow Bay waterfront area marinas, along

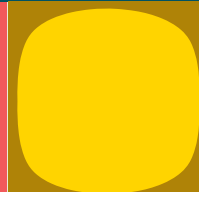
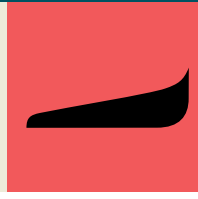
with specialty shopping, restaurants/cafes, neighbourhood licensed establishments, live-work studios, residential, and office uses.

MIDTOWN DISTRICT

The Midtown District includes some retail uses (e.g., grocery stores, ground floor retail in mixed-use buildings, restaurants/cafes, neighbourhood licensed establishments, shopping centres including mid-sized and large format retail, and educational facilities). This mix of uses in this area includes a significant number of ground-oriented, multi-family buildings, rentals, condos, and social housing.

MARINA DISTRICT

The Marina District is a newly designated commercial area in Prince Rupert intended to develop with a character complementary to, and reflective of, the Cow Bay neighbourhood. Commercial uses in this comprehensively designed area may include ground floor shops and services, commercial serving recreation and tourism, personal services, supermarkets, public markets, industrial, and mid-sized, large



format retail. The area is also a creative hub for technological enterprises, restaurants/cafes, neighbourhood licensed establishments, studios, galleries, marine manufacturing, education, and live-work uses. As this is also a mixed-use neighbourhood, there are residential uses in the form of condominiums, townhouses, and floating homes. Adding to the livability of this neighbourhood are recreational services, parks, and open spaces that serve the residents and visitors.

MICRO-NEIGHBOURHOOD CENTRES

Beyond the City Core neighbourhoods are several neighbourhood grocery/convenience stores throughout the residential areas of Prince Rupert. The City's Complete Community Assessment (2024) identifies micro-neighbourhood centers that could be enhanced to create more availability for daily needs, particularly in areas with a higher housing density. This approach will enhance accessibility, reduce the need for longer travel times, and promote vibrant, self-sufficient micro-communities within Prince Rupert.

BUILDING HEIGHTS

Map 2 illustrates the framework for building heights in the City Core. Most building heights are to be up to four stories throughout the Core, but eight-story buildings will be considered in the Marina District, six-story buildings in the hotel area on 1st Avenue, as well as at the McBride Avenue gateway into the Downtown District between 4th and 3rd Avenues. The intent is to have higher-rise buildings in the new Downtown, but buildings will be lower-rise and less dense as they approach the existing small-scale residential areas west of the City Core.

CITY CORE POLICY

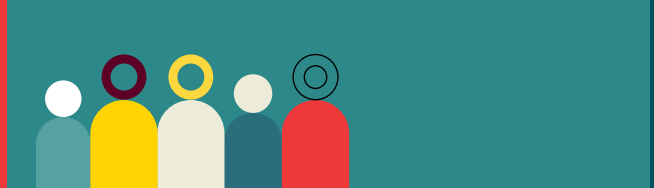
1. The City Core will be a mixed-use area distinguished by three main areas: Downtown, Midtown and the Marina Districts.
2. Explore opportunities to provide access and protect views to the waterfront with all development proposals in the City Core.
3. The City Core building heights will follow a framework identified in Map 2. Building heights will be reduced gradually as they approach small-scale residential neighbourhoods to the west.
4. Improve personal safety and security by incorporating Crime Prevention Through Environmental Design into the City Core.

COMMERCIAL USE POLICY

1. Support enhancements in the City's existing micro-neighbourhood centers through commercial and institutional development to create more availability for daily needs, particularly in areas with a higher housing density.
2. Enable neighbourhoods outside Downtown to develop additional daily needs by leveraging existing commercial use locations as nodes for development.

4.3 INDUSTRIAL

1. Present and proposed industrial uses are designated on Maps 1A and 1B. The growth and vitality of the industrial uses will likely be the main drivers of development in Prince Rupert for decades to come. The City of Prince Rupert is in the process of renewal after decades of economic challenges resulting from the decline of the fishing and forestry industries. The growth in the shipping business through the port



of Prince Rupert has been significant in the past decade and sustained through the local workforce left by the fishing and forestry industries. The Prince Rupert Port Authority anticipates considerable port growth over the next decade. For this to happen positively, renewal of the city, including new residential stock and an attractive, vital City Core, will need to occur. A prosperous future for the City and the Port Authority depends on both working together, such that development is mutually supportive and complementary. Industrial Use Policy

2. This OCP designates port lands as industrial lands on Maps [1A](#) and [1B](#). [Map 1A](#) identifies all industrial (existing and future) lands within the city, including District Lot 444.
3. Recognize the importance of a diverse economy, and seek to enable other industries to develop within the city to create resiliency to negative changes in the port’s activity levels. In addition to creating resiliency, local industrial development can take advantage of the proximity of the port facilities and further add to the local economy.
4. Along with supporting and encouraging industrial development, encourage sustainability practices for new and existing industries. Considerations for new industrial development proposals may include:
 - a. Incorporating one industry’s by-product as feedstock for another industry.
 - b. Using technology and infrastructure to minimize energy use and Greenhouse Gas (GHG) emissions and reduce environmental impact.
 - a. Ensuring that the local environment is protected from industrial uses.

5. Pursue and encourage industry and the Port Authority to expand public access to waterfront lands consistent with the City Core policy.
6. Find opportunities for those industrial properties near the City Core to provide waterfront access and protect views to the waterfront.

4.4 PARKS, RECREATION, AND TRAILS

PARKS AND TRAILS

Parks and trails are essential to the health, identity, and livability of Prince Rupert. As the city grows and evolves, its green spaces, trails, and outdoor amenities must also grow. The community’s unique setting offers extraordinary opportunities to connect people with nature, culture, and each other. The City’s updated Vision for parks and trails is guided by the City’s 2023 Parks and Outdoor Recreation Plan – Connect Rupert and the 2024 Prince Rupert and Area Accessibility Plan.

This section of the OCP recognizes that parks and outdoor spaces are not just recreational assets – they are critical infrastructure that supports environmental resilience, social inclusion, cultural expression, and economic vitality. As Prince Rupert anticipates significant population growth, the City must ensure its parks and recreation system is inclusive, accessible, and responsive to the needs of all residents – youth, Elders, families, newcomers, and Indigenous communities alike.

Together, these policies will help realize the community’s aspiration to become “A City Within a Park” – a place where outdoor spaces are abundant, meaningful, beautiful, and deeply connected to the people who live here.



PARKS POLICIES:

1. Pursue the recommendations outlined in Rupert Plays and the Prince Rupert and Area Accessibility Plan to provide inclusive, affordable, and resilient parks and recreation amenities that enhance community wellbeing and inspire a healthy and active lifestyle.
2. In collaboration with others, provide more access to and along the waterfront by developing vibrant public spaces and uses, including improvements at Harbour Landing Park and a new waterfront park.
3. Upgrade parks and add more parks for population growth to increase access to nature in the city. This includes pursuing the acquisition and establishment of the new parks and open spaces identified in [Map 3](#):
 - a. A new major waterfront park in the Marina District, which may include open space play areas, an event area and stage, gardens and plazas, a seawall, beach area for water access, First Nations structure, interpretive and programming elements, and food/ café uses.
 - b. A new public wharf in the Lower Town area of the Downtown District. This may include cafes and restaurants, marine berthing facilities, a grand stair and funicular connection to Upper Town, and visitor information services.
 - c. A new Harbour Landing Park with green space, water access, ferry landing, and restaurant/public house services.
 - d. A new Midtown Park serving the Midtown District residents.
4. Replace aging equipment and add more amenities to parks so residents have access to a wide range of outdoor recreation amenities including ball

diamonds, basketball courts, community gardens, off-leash dog parks, a golf course, an outdoor performance area, playgrounds, a pump track/bike park, a running track, a skate park, sports fields, and tennis courts.

5. In new developments where a 5% parkland dedication may be required, the City will decide the location and amount of such parkland or whether cash in lieu of dedication is acceptable.

TRAIL POLICIES

1. Pursue the recommendations outlined in Rupert Plays and the Prince Rupert and Area Accessibility Plan to improve trails and add more trail connections that enhance community wellbeing and inspire a healthy and active lifestyle.
2. Encourage the dedication and construction of a connected trail system through the formalization of existing trails and the establishment of new trails in priority areas as identified in [Map 3](#), including:
 - a. Improving connections to the multi-use path along the waterfront.
 - b. Improving nature trails within the urban area.
 - c. Improving nature trails outside the urban area.
 - d. Future connections to recreation destinations such as Port Edward, Oliver Lake, and others. Future major projects on Kaien Island will be reviewed in terms of their ability to accommodate part of such a trail network.
3. The approving officer must consider trail dedication as part of highway requirements for future subdivisions.
4. Open and develop historic subdivided and dedicated unconstructed road-ends to the sea as public trails.



THE TRAIL NEXT TO THE PRINCE RUPERT FISH HATCHERY IS AMONG MANY IN OUR AREA.

RECREATION AND PHYSICAL LITERACY

Recreation supports community capacity building by promoting and improving mental and physical health and strengthening social connections. The role of recreation has evolved from solely providing sport, culture, and leisure facilities and programs to becoming an active partner in public initiatives that foster healthier, more inclusive communities. Canada's aging population presents both challenges and opportunities for the recreation sector to play a meaningful role in addressing societal needs. Keeping older adults active and engaged enhances physical, mental, and social health—reducing hospitalization rates and supporting the ability to age in place. This, in turn, can ease the strain on the local health care system.

Recreation and Physical Literacy Policies:

1. Develop and implement a Recreation Plan for the city.
 2. Regularly review fees and processes for recreation services in the city.
 3. Address barriers in outdoor recreational spaces to promote inclusive access to recreational and preventative health opportunities.
5. Encourage trail development and improvements that allow access to nature and viewpoints for people of all abilities (including those in wheelchairs, strollers and walkers), and by a variety of users, as well as interconnections between different community areas.
 6. Encourage trail improvements, including trail signage, adequate parking, benches, and related maintenance, to increase the level of satisfaction with the trail experience and to build on this as a defining feature of an active city.
 7. Put in place a process for review and approval of all trail works by the City prior to the construction of new trails by public groups.
 8. Secure all required land tenures prior to the construction of new trails.

4.5 INSTITUTIONAL FACILITIES

Schools and community facilities may be permitted within any of the Long Range Land Use map designations on Maps [1A](#) and [1B](#). Generally, all other institutional facilities are encouraged to locate in the City Core.

The primary jurisdiction for providing schools in Prince Rupert lies with the Province, School District No. 52 (SD52). In addition to the



schools provided by SD52, the Catholic Church provides a kindergarten to Grade 8 facility in Annunciation School. There is also a post-secondary school in Prince Rupert that offers full-time programming, including university courses and associate degrees, diplomas, certificates, a variety of flexible career and college preparation courses, and short-term continuing studies, along with online and workforce-ready certificates.

The City has the following policies concerning the location and management of schools and public recreation facilities:

INSTITUTIONAL POLICIES

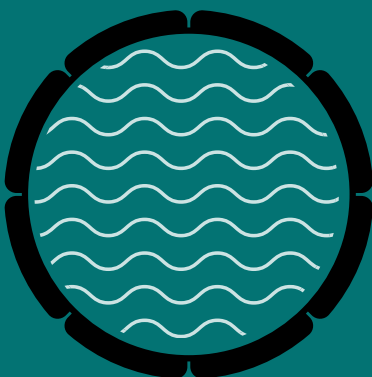
1. Maintain and regularly update the Asset Management Strategy and Roadmap to ensure the management of its institutional facilities is sustainable, data-informed, and aligned with long-term growth, fiscal planning, and community service levels.
2. Each elementary school should serve a local residential neighbourhood and should therefore be included in developing new greenfield neighbourhoods.
3. Elementary schools should not be developed adjacent to arterial roads.
4. School facilities should be designed and managed to maximize joint public use of recreational activities.
5. Municipal parks may be acquired and located adjacent to schools where mutually beneficial.
6. The provision of off-site road, sidewalk, boulevard, transit bay, and utilities required to service a school use should be secured prior to rezoning or developing lands for school use.
7. Sufficient school on-site vehicle passenger loading and unloading facilities will be required.
8. As the need for improvements and/or replacement of civic facilities becomes apparent and as resources allow, the City may upgrade existing facilities and/or provide new ones. Buildings that may require upgrading or replacement in the future include City Hall and the Recreation Complex.
9. Encourage collaborations and partnerships with the School District with a view to maximizing public benefit by:
 - a. Consulting on recreation programs that support School District learning objectives.
 - b. Developing joint use agreements for school and City property and facilities when opportunities arise (e.g., after-hour community use of School District properties or School use of the City's recreational facilities).
 - c. Finding community uses for potential surplus properties.
 - d. Future schools are permitted in any of the land use designations in [Map 1A](#). However, elementary schools are encouraged to locate within new residential neighbourhoods.
10. Support new micro-neighbourhood centres in existing residential areas through programming of community facilities, schools, childcare and other public buildings through partnerships with community organizations to enhance social services, recreation, education, and food security.

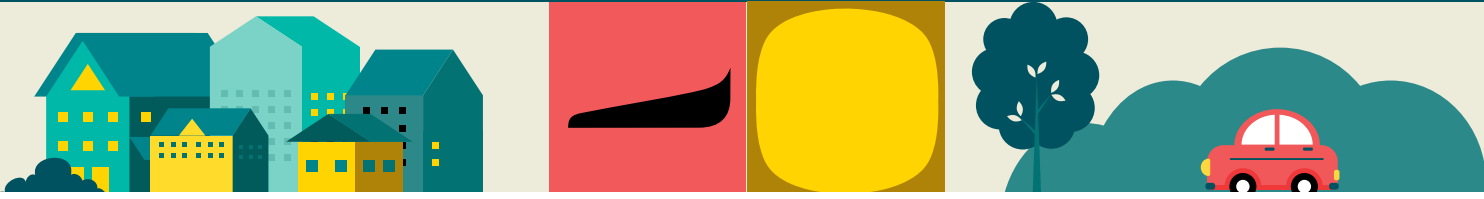


COMMUNITY DEVELOPMENT POLICIES

In addition to the required components of an Official Community Plan, the *Local Government Act* enables municipalities to include policies on a broader range of community priorities such as environmental management, cultural and heritage resources, transportation, infrastructure, and more.

These topics are often addressed through separate, more detailed plans. This OCP provides overarching direction and a unifying vision for these community priorities, while the individual plans will guide implementation and action on specific issues.





5.1 CLIMATE CHANGE AND GHG EMISSIONS

Prince Rupert is already experiencing the impacts of climate change, including more frequent and intense storms, increased rainfall, changing ecosystems, and risks from sea level rise, flooding, and landslides. As a coastal and remote community, Prince Rupert also faces unique vulnerabilities and service delivery challenges during extreme weather events.

The City's Climate Change Adaptation Plan (2025) outlines the risks, vulnerabilities, and priority actions needed to prepare for and respond to these impacts. This section of the Official Community Plan (OCP) establishes the land use and infrastructure policy direction that integrates climate resilience into future development and municipal decision-making.

By embedding adaptation into the OCP, the City aims to reduce risk to people, property, and critical infrastructure; ensure continuity of essential services; and support a safe, healthy, and sustainable community under changing climate conditions.

The City has a number of tools it can consider for reducing community Greenhouse Gas (GHG) emissions including Development Permit Areas (DPAs), Roads and Subdivision Bylaw, Civic Buildings, Fleet Management, Transit Oriented Development, and Natural Carbon Sequestration, the Energy Step Code, building retrofitting programs including Property Assessed Clean Energy, neutralization of GHG emissions from demolitions, traffic and transportation management, electrification of buildings and vehicles, use and encouragement of alternative clean energy and promotion of cycling and walking in relation to all decision-making.

CLIMATE CHANGE AND GHG EMISSIONS POLICIES

The following policies will guide the City of Prince Rupert in its actions to mitigate and adapt to Climate Change:

1. Use and regularly review the Climate Change Adaptation Plan as the guiding document for identifying and responding to climate risks in land use, infrastructure, and community service planning.
2. Use and regularly review the Community Energy and Emissions Plan as the guiding document for the City's mitigation planning work.
3. Ensure that corporate directions, corresponding plans, infrastructure development, and capital projects consider climate change adaptation and mitigation measures.
4. Aspire to meet or exceed an 80% GHG reduction of 2007 levels by 2050.
5. Ensure residents have access to a resilient transportation infrastructure and emergency public transit.
6. Reduce the likelihood of negative human and wildlife interactions by supporting a resilient tree canopy, encouraging invasive species reporting, and raising awareness of Prince Rupert's biodiversity.
7. Undertake long-term planning with a climate lens for water major assets to reduce water system disruptions and potential declines in the fresh water supply.



8. Focus on temporary shelter, household and community emergency preparedness and uptake of climate resilience retrofits to support health and wellbeing. DPA guidelines include developing energy efficiency guidelines for small-scale homes, duplexes, and multi-family residential, commercial, industrial, and institutional buildings.
9. Address potential disruptions in access to essential services by improving household adaptive capacity, exploring partnerships to improve trust with vulnerable populations, bolstering emergency support services, and improving energy and telecommunications during emergency response.
10. Support improvements to local food infrastructure to address potential declines in the local food supply.
11. Support the electrification of vehicles and the use and encouragement of alternative clean energy.
12. Support building retrofitting programs, including Property Assessed Clean Energy and neutralizing GHG emissions from demolitions.

5.2 ENVIRONMENTALLY SENSITIVE LANDS RESTRICTIONS

In reviewing future development proposals, the City may require the protection of sensitive natural areas and will also encourage the retention of significant naturally vegetated areas between development nodes. These natural areas may include provision for trail linkages and interpretive sites.

The City's development footprint for residential and commercial uses has largely been contained within the original Brett and Hall plan. The city's challenging topography creates natural protection for its natural spaces, which offer limited development opportunities.

ENVIRONMENTALLY SENSITIVE LANDS POLICY

1. Map 1A identifies parks and open spaces, which include wilderness lands. These are environmentally sensitive lands and are intended to remain ecologically intact.
2. Ensure natural assets are managed to recognize, evaluate, and protect ecological infrastructure as essential components of sustainable service delivery.
3. Public Access to the wilderness lands will be allowed, but in accordance with good stewardship practices. To this end, the City may develop a Wilderness User Master Strategy in consultation with First Nations. In addition, public utilities, rifle ranges, beekeeping, and roads may also be considered in this area.
4. In addition to the protection of the wilderness lands, the City also has the following policy directions regarding environmentally sensitive lands:
 - a. New development on greenfield sites in the City will be required to follow relevant provincial regulations pertaining to environmental protection, ecological function and riparian areas.



- b.** Streams and their riparian areas will be protected. Any development that infringes on these areas will be done in accordance with the Riparian Areas Regulation and under the guidance of a qualified professional biologist. The City has a Development Permit Area designation and process to achieve this policy.
- c.** Slopes in excess of 30% should retain their vegetation, and where infringement on these areas is necessary, a geotechnical assessment and measures must be prepared and followed.
- d.** Intertidal marsh areas are critical marine life habitats, providing both refuge and spawning habitat, and therefore will be protected from development impacts.
- e.** The quality of local marine waters is important to the health of marine life and those who live off it. Therefore, the City may undertake actions to ensure these waters are clean. Such actions may include:
 - » Working with the Prince Rupert Port Authority to ensure its operations protect local marine water quality.
 - » Improving the quality of storm and sewer water discharge into the Marine water through treatment and source control measures.

5.3 FOOD SYSTEMS

Food security is an increasingly important issue for municipal governments. Prince Rupert's Official Community Plan includes a dedicated section on Food Systems to ensure that future development supports the subsistence needs of future generations. While the city lacks a tradition of land-based agriculture due to limited arable land, local food has long been central to the region's identity. First Nations communities continue to harvest over a hundred marine and terrestrial foods, and the surrounding waters have historically sustained both the Tsimshian people and inland Nations. Though the commercial fishing industry has declined, initiatives like the Coastal Shellfish scallop farm demonstrate the potential of combining traditional knowledge with modern aquaculture.

Despite the absence of large-scale agriculture, informal food production – such as greenhouses, small orchards, and shared harvests – remains active in Prince Rupert. Interest in local food systems is growing, driven by concerns about sustainability, climate change, and public health. Urban agriculture and marine-based food initiatives offer promising opportunities to enhance food security, improve community health, and support local economies. This section of the OCP outlines how Prince Rupert can support these efforts through resource provision, community programs, advocacy, and policy development tailored to the city's unique environmental and cultural context.



FOOD SYSTEMS POLICY

1. Implement and regularly review the City's Local Food System Strategy to guide the City's role and work in the local food system.
2. Recognize the value of food production in the history of the people inhabiting the area and the potential of local food production in the future of the city.
3. Support and participate in local food initiatives, actors, and action plans as capacity and resources permit, recognizing the City's role in advancing community food security and resilience.
4. Support urban agriculture. The City's residential and commercial land designations include urban agriculture as a permitted use. These will be implemented by zoning amendments following the preparation of a community food strategy.
5. May undertake actions to encourage local food entrepreneurs to grow, process, and sell food.
6. May encourage the development of a local food market in the Downtown District to enable local small-scale producers and new industry to showcase local food.
7. Support community and/or demonstration gardens in neighbourhoods and downtown locations.
8. May facilitate knowledge and skill development for growing and preserving food in recreation center programming and on the City's website.
9. May create new community-wide celebrations around food.
10. Encourage the establishment of local food processing and distribution.

11. May develop urban agriculture guidelines and regulations to ensure farming in urban areas is compatible with surrounding land uses.
12. May amend the Zoning Bylaw and Business Bylaw to permit urban agriculture and sales as appropriate. Regulations should ensure that urban agriculture uses do not create rodent or odour problems in neighbourhoods.

5.4 HAZARDOUS LANDS

This section outlines policies for hazardous lands not currently addressed in the City's Hazardous Areas Development Permit Area. A comprehensive review of all development permit areas will be undertaken in the future to ensure they reflect current and emerging hazard considerations.

STEEP SLOPES

Steep slopes are currently covered under the existing Hazardous Areas Development Permit Area.

SEA LEVEL RISE

In January 2018, the Province of British Columbia adopted an amendment to the Flood Hazard Area Land Use Management Guidelines by incorporating sea level rise into building standards in all coastal areas to include storm surge, wave effect, and freeboard when determining the Flood Construction Level (FCL) of new building construction.

Prince Rupert's Climate Change Adaptation Plan indicates that the rate of sea level rise is expected to increase in Prince Rupert in the future. However, projections of the rise in sea level are highly uncertain. The Sea Level Rise



Policy for British Columbia (BC Ministry of Environment and Parks, 2011b) recommends using a 1.0 metre rise in global mean sea level between the year 2000 and 2100 for planning purposes.

The Climate Change Adaptation Plan indicates that the City should consider a local sea level rise analysis. This could include detailed local analysis, including general sea level rise predictions, local coastal conditions, and anticipated wave effects. The result of this analysis can serve to provide informed decisions for construction projects within anticipated inundation areas beyond the high-level guidance from the BC Ministry of Environment.

Sea Level Rise Policy

1. Undertake local sea level rise analysis and mapping to enable the development of projects along the waterfront that will be protected from anticipated sea-water flooding.
2. Review the Hazard Areas Development Permit Area to ensure that policies reflect appropriate consideration of rising sea levels.

TSUNAMI RISK

In 2019, the City of Prince Rupert had a Tsunami Risk Assessment prepared, which found no current residential or commercial buildings, schools, emergency services, or critical infrastructure at risk from seismically generated Tsunami hazards. It was found that there was some risk for port facilities and marine infrastructure. It also found some risk resulting from a landslide-generated tsunami. While there are no observed slopes in the area that might be unstable, it was recommended

to conduct a regional slope assessment to determine any slopes that might pose a risk. It was also recommended that low areas considered for waterfront development be assessed for tsunami risk and that houseboats not be permitted in high wave velocity areas like Fern Passage.

Tsunami Risk Policy

1. Consider undertaking a regional slope assessment to determine any unstable slopes that might pose a tsunami risk.
2. Any low areas that might be considered for waterfront development will be assessed for tsunami risk at the owner's cost.
3. Houseboats will not be permitted in high wave velocity areas like Fern Passage.
4. Review the Hazard Areas Development Permit Area to ensure policies reflect appropriate consideration of tsunami risk.

INTERFACE FIRE HAZARD

While interface fire is a significant risk in most places in British Columbia, Prince Rupert's year-round climate conditions reduce wildfire risk; however, the City's Climate Change Adaptation Plan does highlight an increased risk of wildfire over time. Although the climate indicators show an increasing threat of a wildfire, the natural environment is on a natural fire break and less likely to change in a future climate.

Interface Fire Hazard Policy

1. Assess wildfire risk with the fire department and BC Wildfire Service every five years, to determine if changes are needed to the City's current wildfire approach.
2. Review the Hazard Areas Development Permit Area to ensure policies reflect appropriate interface fire risk consideration.



5.5 HERITAGE RESOURCES

The City has designated three properties as heritage sites. These are the First Presbyterian Church, the Pillsbury House, and the Provincial Courthouse. An updated assessment will be made of historic and heritage landmarks both inside and outside the City’s Core to allow for better interpretation of heritage buildings and access to features of historic value, including some of the Second World War fortifications above the harbour area.

HERITAGE POLICY

1. Stewardship of historic landmarks, including but not limited to the “thousand steps,” totem poles, and petroglyphs. This includes ongoing maintenance, protection, and recognition of their cultural and historical significance.
2. Engage residents and First Nations in meaningful dialogue to guide the preservation and interpretation of heritage features. This engagement will ensure that diverse perspectives and traditional knowledge inform decision-making.
3. Through collaborative processes, identify and prioritize heritage features for preservation based on cultural, historical, and community values.
4. Where appropriate, support public access to heritage features and develop interpretive materials or experiences that foster education and appreciation of these sites.



IN THE ENTRANCE TO DOWNTOWN, THE PROVINCIAL COURTHOUSE IS ONE OF PRINCE RUPERT’S MOST PROMINENT HERITAGE BUILDINGS.

5.6 MAJOR PROJECTS

Prince Rupert is promised a bright future, with the expected port development to double over the next ten years. Given past interest in other major projects in Prince Rupert, it is prudent to have a policy that would allow the City to respond to the demands of such a project materializing. This section benefits from the recent work done by Prince Rupert planning staff and Council, who have developed a policy to guide major projects. Major projects are defined as:

- a. New industrial projects with a capital expenditure in excess of \$250 million.
- b. Any multi-year project requiring an outside workforce and resulting in a shadow population of transient workers.

Major project review will be evaluated in terms of the following objectives and policies.



URBAN CONTAINMENT OBJECTIVES

The original Townsite Plan (Figure 1) development footprint shall be an urban containment boundary to ensure that all new residential and commercial development in Prince Rupert falls within the urban footprint outlined in the 1907 Townsite Plan. New residential and commercial development will not be permitted outside the proposed 1907 footprint area. New development applications in support of a major project will be prioritized as follows:

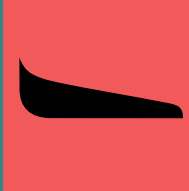
- » Priority #1: Infill Development Areas
- » Priority #2: Future Neighbourhoods

These development areas are located within the Urban Containment Boundary and identified in [Map 8](#).

MAJOR PROJECT POLICIES

Staff and Council originally drafted a portion of this policy suite during the Planning for Major Projects initiative. Policies were developed to address needs identified in a community-wide survey on housing and other community priorities, population projections if one or more major projects were to come to Prince Rupert, an evaluation of local housing densities, conditions, and vacancies, as well as other relevant data sets.

1. Only industrial, transportation, utility, roads, and parkland uses will be permitted outside of the Urban Containment Boundary.
2. Council will consider temporary and fully serviced camps for a major project on a case-by-case basis.
3. The City of Prince Rupert will allow the extension of municipal services and roads to Future Neighbourhoods Areas at any time as long as the Development Proponent pays all associated costs.
4. All new multi-family residential and mixed-use developments on sites developed to serve major projects larger than 0.4 ha (1 acre) should include the key elements of complete communities and a mixture of densities and building forms over the entire development site.
5. All new multi-family residential and mixed-use developments on sites developed to serve major projects should provide community amenities for occupants in accordance with the City Community Amenity Policy and be located within close proximity, no more than 1 kilometre or a 20-minute walk from existing parks and recreation facilities.
6. Major new project proposals should prepare a Fire Protection plan in consultation with the City's Fire Department to ensure that people and property within and adjacent to major project sites are adequately protected from fire risk.
7. The City of Prince Rupert should develop and implement Amenity Cost Charges for major projects to ensure that such projects contribute tangibly to services and amenities that significantly contribute to the quality of life for Prince Rupert residents. This will include, among other possible amenities, a contribution of the amenities or cash in lieu, having a value of \$2,000 per bed in work camps for use in affordable housing projects.



8. Council shall consider the timeframe associated with any major project. For example, if a major project will have a temporary need for housing (e.g., less than 10 years) then subject to the BC Building Code, temporary housing forms will be considered provided that:
 - a. Sufficient bonding is provided to ensure the removal of the temporary housing supply.
 - b. All necessary infrastructure services (water, sewer, roads, etc.) meet current municipal construction standards.

However, if the need for housing the workers associated with major projects is a long-term need (greater than 10 years), such housing and residential development shall meet the same standards and quality as any other new residential development, complete with neighbourhood services such as parks, trails, bike paths, recreation, etc.

5.7 SOCIAL AND CULTURAL DEVELOPMENT

The strength and vitality of a community depend on a healthy environment and a strong economy that benefits everyone with services, employment opportunities, and recreational services that help with residents' physical health. It is also dependent on the community's diverse social and cultural needs being addressed. This includes social services to help residents, cultural services to enrich residents' lives, social events, celebrations, and festivals to develop and maintain positive community experiences and satisfaction. A community

with a high degree of social satisfaction attracts and keeps newcomers.

Social and cultural services are not frivolous efforts. The social and economic well-being of a community are mutually interdependent. Business growth in the city requires new workers to be recruited to live in Prince Rupert; new workers and their families will assess the City's social services to determine if they meet their needs. Currently, the City has important cultural facilities in the Downtown District, such as the Kwintsa Railway Museum, Museum of Northern British Columbia, and Port Interpretive Centre.

This section of the Official Community Plan builds on the City's 2024 Social Development Assessment, 2022 Reconciliation Policy Framework, and 2020 Child Care Assessment and Action Plan, which provide a comprehensive understanding of the community's strengths, gaps, and opportunities.

The City's role in social development is not to replace the responsibilities of senior governments, but to act as a convener, advocate, and enabler by supporting local organizations, facilitating partnerships, and embedding considerations of social development and childcare into the City's policies and practices.

SOCIAL AND CULTURAL POLICIES

1. Align social and cultural planning, policy development, and implementation with the guiding principles, findings, and recommendations of the 2024 Social Development Assessment, 2022 Reconciliation Policy Framework, and 2020 Child Care Assessment and Action Plan.



2. Develop and maintain a Social Development Strategy that includes measurable goals, timelines, and indicators. This strategy will be reviewed and updated every five years, and progress will be reported publicly to ensure transparency and accountability.
3. The City of Prince Rupert has adopted the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) as the framework for reconciliation and commits to developing an implementation plan in partnership with Indigenous governments, organizations, and individuals.
4. Given the historic presence of First Nations and their ongoing use of the lands in their territory, pursue opportunities to recognize the territory and culture of First Nations in the Downtown District and on the waterfront.
5. Continue to support and participate in the Indigenous Relations Committee and engage Indigenous Nations and service providers in all aspects of social planning, including housing, health, and cultural initiatives.
6. Encourage a very high maintenance of local cultural facilities and explore opportunities to integrate cultural programming into public spaces, including parks, civic buildings, and community events.
7. Support regular convening of social service providers to foster collaboration, reduce duplication, and identify emerging needs. This includes maintaining and updating a community service inventory.
8. Advocate for senior levels of government to sustain investment in housing, mental health, addiction services, and homelessness prevention, and support local organizations in accessing funding and resources.
9. Support the development of new childcare spaces by:
 - a. Supporting community childcare programs and funding applications.
 - b. Supporting childcare spaces in all commercial and public zones.
 - c. Introducing revitalization tax exemption bylaws to create incentives for developing new childcare spaces and continue considering permissive tax exemptions.
 - d. Supporting community partners in developing additional childcare spaces in the community using City property if available.
 - e. Considering partnerships and advocacy for childcare services.
 - f. Working with senior levels of governments and service organizations, as many childcare issues are beyond the sole influence and scope of the City.

5.8 SEWER, WATER, AND WASTE INFRASTRUCTURE

The Local Government Act requires the OCP to describe and identify the approximate location and phasing of any major road, sewer, water, and waste disposal systems. The City's infrastructure was built to service 25,000 people, but it is old, constructed in some cases with substandard materials, and has incurred significant deferred maintenance. With much of the network at the end of its useful service life, and the escalating costs of replacement, the infrastructure gap is large.



AN OVERHEAD VIEW OF THE ROAD UP TO THE DAM AT WOODWORTH LAKE, DEVELOPED IN 2017 - 2018.

THE BIG PROJECT

The Big Infrastructure Gap (BIG) project is the City of Prince Rupert's plan to upgrade and replace the most critical water and sewer infrastructure. Through the Infrastructure Replacement Strategy, the City identified 26 kilometres of water mains that are a combination of high-risk-of-failure and high-likelihood-of-failure infrastructure. This is a significant generational investment into the City's infrastructure that will help secure it for years to come. It will improve the reliability of service delivery, enhance water quality, and minimize future disruptions in the distribution system.

WATER AND SEWER SYSTEM

Water System

The City's water distribution system can deliver up to 10 million gallons of potable water daily, serving commercial needs and a population of about 25,000. Water is sourced from the Woodworth Lake Reservoir and flows by gravity to a chlorination station near Shawatlan Lake. From there, it travels through submarine crossings and pump stations before reaching homes and businesses. Much of the infrastructure was installed between 1950 and 1980, meaning a large portion is now reaching the end of its useful life. Over half of the system is more than 50 years old, and about 14 percent is over 90 years old.



Many older pipes were installed before the 1960s using materials and construction methods now considered substandard. The City has already addressed some of these issues, including replacing the 110-year-old Woodworth Lake Dam in 2022 and upgrading 2.2 kilometres of cast iron pipe with modern materials. Despite these improvements, critical components such as one of the submarine crossings at Fern Point remain in poor condition and require replacement. A water treatment feasibility study completed in 2018 led to a grant for a new treatment facility, which is currently in the engineering phase.

While replacing this infrastructure is costly, continuing to repair frequent breaks is even more expensive. Investing in proactive infrastructure renewal is more cost-effective than repeatedly repairing failing systems. The City has faced decades of limited budgets due to reduced tax revenues, but staff and Council are now working to secure new funding sources to prevent service disruptions and avoid the risk of catastrophic failure.

Sewage System

The City's sewage system includes collection lines, trunk sewers, and outfalls that discharge into the ocean. Wastewater is collected from properties and flows through a network of increasingly larger pipes. The system dates back to the early 1900s and includes ten major catchment areas that release into Prince Rupert Harbour. Ideally, stormwater and sanitary sewage should be separated, where feasible, to prevent flooding during heavy rain and to allow for future treatment.

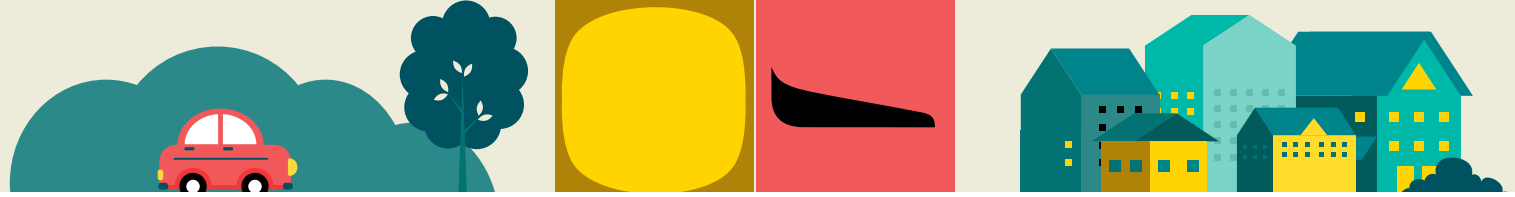
Sewer pipes typically last 60 to 80 years if installed properly. The City has about 90 kilometres of sanitary sewer, which would require replacing 1.1 kilometres yearly to stay on track. Over the past 20 years, only 6 kilometres

have been replaced. It is estimated that 40 kilometres of the system are now beyond their expected lifespan, while 50 kilometres remain within their expected lifespan. The age and condition of the pipes vary, and installation records are incomplete, making it difficult to plan upgrades effectively.

The City is actively responding to a Federal mandate for wastewater treatment by 2030, reducing the number of outfalls in the community, and working to twin storm/sewer lines in failing areas as pre-cursor works. For treatment, the City is beginning to implement an environmentally friendly and cost effective wastewater treatment method using a wetland treatment system along Park Avenue to treat sewage from approximately 100 homes, with the intent to expand that technology throughout the community once it is confirmed successful. This system uses natural processes involving soil, plants, and microbes to treat wastewater, and is an alternative to mechanical/chemical treatment methods that are more energy and staffing intensive.

WASTE DISPOSAL

The City owns and operates a landfill, liquid waste disposal site, and recycling facility on Ridley Island Road. Prince Rupert's landfill currently meets capacity thanks to a recent expansion to the municipal landfill, however with community renewal, development, and removal of dilapidated buildings comes additional strain on space. To mitigate future capacity issues, the City may seek to promote principles like the circular economy and zero-waste practices. Considering these principles, the City may explore opportunities to utilize waste-to-energy and recycling programs allowable under the Environment Management Act, building on the recycling program already in place. Such programs may include, but are



not limited to, composting facilities, organics diversion, or solid waste combustion facilities. These programs aim to minimize the solid waste input into landfill facilities while utilizing the energy potential these refuse contain. The City should ensure that any option pursued for waste reduction will align with the City's goal of Greenhouse Gas (GHG) Emissions Reductions.

Waste Disposal Policy

1. Close the current landfill cell and open a new cell to service the City for the next 50 years.
2. Continue to support the City's recycling program, and consider additional options towards an overall aim of waste diversion .

LANDFILL

Prince Rupert's landfill capacity is sufficient for the next several years, however with community renewal, development, and removal of dilapidated buildings comes additional strain on space and there is anticipated need to increase capacity within the next decade. To mitigate future capacity issues, the City may seek to promote principles like the circular economy and zero-waste practices. Considering these principles, the City may explore opportunities to utilize waste-to-energy and recycling programs allowable under the Environment Management Act, building on the recycling program already in place. Such programs may include, but are not limited to, composting facilities, organics diversion, or solid waste combustion facilities. These programs aim to minimize the solid waste input into landfill facilities while utilizing the energy potential these refuse contain. The City should ensure that any option pursued for waste reduction will align with the City's goal of Greenhouse Gas (GHG) Emissions Reductions.

Landfill Reduction Policy

1. Aim to increase public awareness and action in Reducing, Reusing, and Recycling (the Three R's) by:
 - a. Improving access to recycling and re-use opportunities.
 - b. Supporting public education on the benefits of the Three R's.
 - c. Promoting the purchasing habits that prioritize the least GHG-intensive products and services.
2. Aim to reduce the rate of solid waste disposal into the landfill by:
 - a. Continuing to monitor the per capita rate of waste disposal and recycling as the primary means of measuring achievement of such waste reduction objectives.
 - b. Exploring waste-to-energy infrastructure with consideration of the proposed GHG reduction goals to reduce the physical footprint of solid waste while using the energy resources the waste contains.
 - c. Pursuing ways to allow conversion, waste burning and demolition/ disposal sites.
3. Aim to improve the current landfill by:
 - a. Encouraging the use of new technology to minimize odours and other pollutants.
 - b. Pursuing ways to allow for the rehabilitation of the existing landfill.



A LOCAL QUARRY THAT SERVICES PRINCE RUPERT

5.9 SAND AND GRAVEL EXTRACTION

Soil and Gravel aggregates are an essential resource for the development and maintenance of the City. They are required for road construction, housing, and commercial and industrial development. Prince Rupert has a particular need for good fill in new development, given the presence of, often deep, muskeg within the city limits. As sand is not available within the city boundaries it has to be imported into the community. [Map 4](#) identifies locations where gravel is sourced. When gravel extraction from a site is complete, the City should ensure that it is either returned to an acceptable natural, vegetated condition without any unstable slopes or open pits, or it should be repurposed and prepared for other development, if that is consistent with [Maps 1A and 1B](#).

SAND AND GRAVEL POLICY

1. Regularly evaluate policies that manage sand and gravel in Prince Rupert.
2. When the sand and gravel extraction from a site is complete, take actions to see that the site is either returned to an

acceptable natural, vegetated condition without any unstable slopes or open pits, or is repurposed and prepared for other development, if that is consistent with the land use [Map 1A](#) and [1B](#), which are located in the Appendix.

3. Explore District Lot 444 for the presence of usable sand and gravel resources.
4. Discourage aggregate resource extraction that creates undue impact on neighbourhood residential uses or excessive truck traffic, safety, and road condition issues.

5.10 TRANSPORTATION

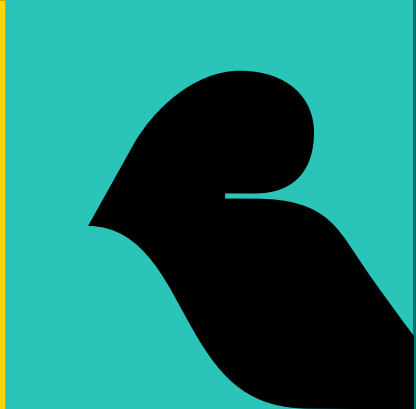
The approach to transportation planning has increasingly focused on the interconnectivity of different modes (e.g., walking, transit, cycling) and on achieving a shift of modes from automobiles to other forms. This approach coordinates and rationalizes the connections between modes and maximizes the efficiencies and effectiveness of the different modes.



Connect Rupert, the City's Transportation Plan, establishes a strategic vision and values that will guide the City's transportation and land-use decisions, public investments over the next 5- to 10 years, and the long term. The plan guides the City towards its vision of being a world-class port city that is vibrant, resilient, and sustainable.

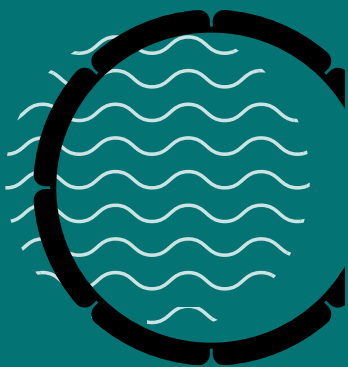
TRANSPORTATION POLICY

1. Pursue the commitments made in Connect Rupert to create a transportation network that serves community members of all ages and abilities through improvements to modal interconnectivity, active transportation, public transportation, and driving infrastructure.
2. Enhance modal interconnectivity by improving the quality of connections within mobility hubs (as identified in [Map 6C](#)), improving the accessibility of travel information, and improving access to and from station, terminal areas, and Prince Rupert.
3. Enhance the city's active transportation network by developing complete street standards, building a connected and accessible sidewalk and cycling network (as shown in [Maps 6D](#) and [6E](#)), and designing universally accessible streets, trails, and crossings.
4. Focus on quick-build, year-round infrastructure and support programs that encourage walking, cycling, and rolling for people of all ages and abilities.
5. Improve public transportation by working with BC Transit to enhance service reliability, connectivity, and accessibility while improving the overall customer experience.
6. Support a broader range of transportation options by managing curbside use, aligning taxi supply with demand, encouraging ride-hailing, and partnering to improve school travel for children and youth.
7. Make the road network safer for all users by designing people-first streets, maintaining infrastructure, and improving safety and accessibility for all modes of travel.
8. Support future-ready mobility by accommodating goods movement, electrification, automation, and shared transportation, while managing parking to meet the needs of residents, visitors, and businesses.



DEVELOPMENT PERMIT AREAS

Major city areas are divided into Development Permit Areas, with corresponding guidelines to guide the development of each area.





6.1 DEVELOPMENT PERMIT AREA DESIGNATION

The Local Government Act allows municipalities to designate Development Permit Areas (DPA) within their OCPs. These DPAs can be established for several reasons, including protecting natural areas or discouraging development in hazardous lands. Unless exempted under Section 6.9, the Local Government Act stipulates that no subdivision of land or alteration of land (including removing vegetation, construction of, addition to, or alteration of a building or other structure) is to occur unless the applicant first obtains a Development Permit (DP).

A Development Permit issued must follow the Development Permit Area (DPA) guidelines, which identify what is permissible in each DPA. Where a guideline is not appropriate to the particular circumstances, the City of Prince Rupert may deem the guideline not applicable. The Guidelines are provided in Appendices A to F. Sections 6.2 to 6.7 outline each DPA's designation, justification, and objectives.

The City of Prince Rupert OCP designates DPAs for the protection of the natural environment, the protection of development from hazardous conditions, and the establishment of objectives for the form and character of commercial, industrial or multi-family residential development. In particular, the following areas are designated DPAs:

1. City Core (includes multifamily, industrial and commercial lands)
 - 1.1 Marina District
 - 1.2 Downtown District
 - 1.3 Midtown District
2. General Multifamily Areas
3. General Commercial Areas

4. Industrial Areas
5. Environmentally Sensitive (Riparian) Areas
6. Hazardous Areas

The issuance of a DP is the formal approval from the City for the built form, character, and layout of a proposed new development or redevelopment. The DP addresses the siting, massing, form, and character of buildings, landscape plans, parking layout and requirements, environmental protection in environmentally sensitive areas, and protection of development from hazardous conditions. Development Permits are required before Building Permits can be issued or before subdivisions are approved.

In accordance with the Local Government Act, the OCP must:

- a. Describe the special conditions or objectives that justify the designation.
- b. Specify guidelines respecting the manner by which the special conditions or objectives will be addressed.
- c. Specify conditions under which a Development Permit under section 489 would not be required. The Development Permit Area sections listed below list specific exemptions for developments from DP processes.

The Local Government Act also allows the City to include some variances (except for land use or density variances) in a Development Permit, provided that the variances enable the proposed development to comply with the adopted DP guidelines or help achieve an OCP policy or objective.



6.2 DEVELOPMENT PERMIT EXEMPTIONS

The following are exempt from the form and character development permit application approval process:

1. Interior renovations.
2. Renovations or maintenance to the façade of a building that do not change colour, materials, or façade articulation.
3. Minor renovations less than 55 m² (592 square feet) gross floor area are added to the building or constructed as a new detached building, and the changes are either:
 - a. consistent with the existing building, having no substantial changes in materials, colours, or façade articulation; or
 - b. consistent with the development permit guidelines for “Form and Character Considerations”, “Colour”, and applicable “Additional Architectural Guidelines” addressing materials, colour, and façade articulation.
4. Decks or patios not exceeding an area of 20 m² (215 square feet).
5. Replacement of a roof with the same or similar style and building materials.
6. Underground service connections.
7. Addition of rooftop equipment within a screened area approved by the City.
8. Replacement of sign faces with no change in the location, size, or type of signage.
9. Addition of canopies or other decorative building features such as mullions (decorative strip between window panel casements), and windows.

10. Utility buildings (e.g., pump stations, electrical and telephone kiosks) not exceeding an area of 200 m², and accessory buildings not exceeding an area of 50 m².
11. Interpretive signage, approved by the City, which provides general or tourist information and is located on City-owned property, other publicly owned property, or any road right-of-way.

For areas designated within the Riparian Development Permit Area, these conditions do not require a development permit:

1. The reconstruction or repair of a permanent structure in accordance with Sections 528 and 529 of the Local Government Act, if the structure remains within its existing boundaries.
2. The construction of accessory buildings outside of the Streamside Protection and Enhancement Area (SPEA) designated by a Development Permit previously issued by Council, in accordance with the terms of that Development Permit.
3. Changes to existing buildings or structures' exterior cladding and roofs.
4. Removal of invasive vegetation with the consultation of a qualified environmental professional and the immediate replacement with native vegetation.
5. Existing land uses and buildings, provided that the land area is not increased and the existing building is not expanded.
6. If the applicant submits a letter from a professional qualified biologist certifying that the entire proposed development area is outside of the Riparian Development Permit Area.



- 7. The development and upkeep of works by the City or its authorized person(s) are exempt from the formal development approval process, but the works must comply with the assessments and recommendations of a professional qualified biologist under the Riparian Areas Regulation Assessment methodology and other applicable environmental regulations.

6.3 DEVELOPMENT APPROVAL INFORMATION AREA

PURPOSE

The Local Government Act provides the authority for the City to specify circumstances and designate areas in which development may not proceed until information about potential impacts is provided and assessed by the City. This additional information can be required where the activity involves a rezoning, development permit or temporary use permit. This information may be regarding:

- Transportation patterns, including traffic flow
- Local infrastructure
- Public facilities, including schools and parks
- Community services
- The natural environment of the area affected

AREA AFFECTED AND CIRCUMSTANCES

The entire area within the City of Prince Rupert is established as a Development Approval Information Area.

OBJECTIVE

The intent of establishing this Development Approval Information Area is to ensure that potentially negative impacts of proposed developments are identified and documented during the development review process. This allows the City to request mitigation measures to improve the proposal and minimize potential negative impacts.

JUSTIFICATION

The Local Government Act provides the City with the authority to establish Development Approval Information Areas. The City wishes to use this authority to ensure that developments do not have a negative impact on the natural environment, surrounding properties and the character of the city.

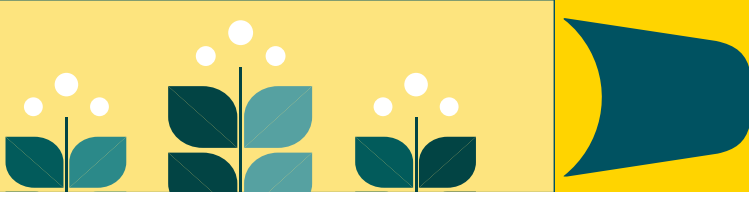
DEVELOPMENT APPROVAL INFORMATION AREA PROCESS AND REQUIREMENTS

The procedures and policies on the process for requiring development approval information and the substance of the information that may be required are set out in the Development Approval Information bylaw.

6.4 CITY CORE

DESIGNATION

All lands zoned for commercial, industrial, or multifamily uses in the Downtown, Midtown and Marina Districts in the City Core area (see Map 1A and 1B) of the City of Prince Rupert are designated Development Permit Areas pursuant to Section 488 1 (d, f, and j) of the Local Government Act for the purpose of establishing objectives for the development of these lands.



JUSTIFICATION

Given the critical importance that the City Core has in attracting visitors, providing residents with an attractive and vital urban setting, and attracting new families and workforce, the City Core area and its three sub-districts need to be well designed. The quality of the built environment in the Core area will directly impact future economic development, quality of life and the City's image.

6.5 GENERAL MULTIFAMILY AREAS

DESIGNATION

All lands zoned multifamily outside of the City Core area (see Maps [1A](#) and [1B](#)) are also designated as Development Permit Areas pursuant to Section 488 1 (f) of the Local Government Act for the purpose of establishing objectives for the development of commercial lands.

JUSTIFICATION AND OBJECTIVES

To encourage multi-family developments that are well designed and enhance Prince Rupert's built environment, all properties zoned and developed for multi-family housing (townhouses and apartments where the site or building contains three or more units) are designated in the Multi-Family Housing Development Permit Area. Applicants within this designation shall include provision for landscaping, building form, and parking layout. Particular attention is to be paid to screening surface parking areas, building orientation to take advantage of views, and interesting architectural treatment of building facades.

6.6 GENERAL COMMERCIAL AREAS

DESIGNATION

All lands zoned commercial outside of the City Core (see Maps [1A](#) and [1B](#)) are also designated as Development Permit Areas pursuant to Section 488 of the Local Government Act for the purpose of establishing objectives for the development of commercial lands.

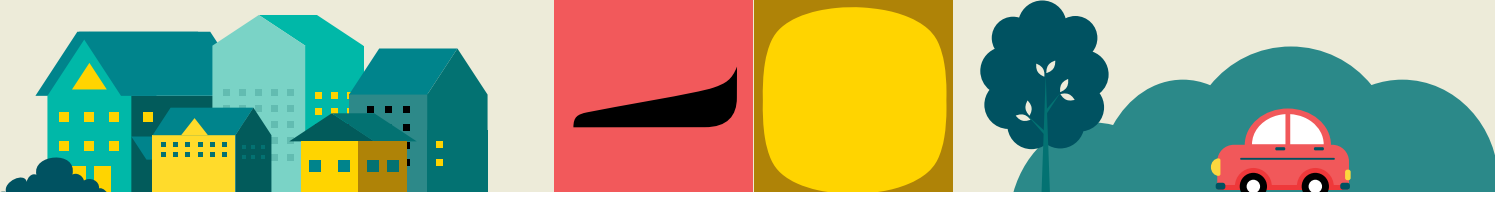
JUSTIFICATION AND OBJECTIVES

Given that commercial developments are high-profile land uses and influence the character of the City and its neighbourhoods, it is important to carefully guide the development of commercial uses. This designation aims to ensure a high quality of building design and landscaping, to ensure commercial developments are complementary to neighbourhoods and contribute to the city's quality.

6.7 INDUSTRIAL AREAS

DESIGNATION

All lands zoned industrial in the City of Prince Rupert (see Map [1A](#) and [1B](#)) are designated as Development Permit Areas under Section 488 1 (f) of the Local Government Act for the purpose of establishing form and character objectives for the development of industrial lands.



JUSTIFICATION AND OBJECTIVES

The City of Prince Rupert designates all Industrial land as a Development Permit Area. The justification for this designation is to ensure that the City has the ability to establish conditions on developments such that the form and character of new industrial development are of high quality, and best suited to the surrounding properties and the vision of Prince Rupert as expressed in the OCP. The objectives of this Development Permit area designation are to ensure that new industrial development:

1. Is compatible with surrounding land uses.
2. Complements this OCP's social, economic, and environmental goals.
3. Is constructed to high standards, both material and aesthetic.

6.8 ENVIRONMENTALLY SENSITIVE (RIPARIAN) AREAS

DESIGNATION

The Prince Rupert shown on [Map 9](#) as Riparian is designated as a development permit area pursuant to Section 488 (1) (a) of the Local Government Act. This includes all land within 30 metres of the natural boundary/high water mark of each natural boundary of a watercourse or water body.

JUSTIFICATION AND OBJECTIVES

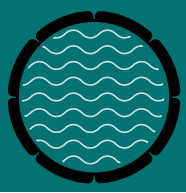
Riparian areas are areas of land that border streams and rivers. They maintain water quality by filtering chemicals and water-borne sediments, providing wildlife corridors and

habitat, providing additional green space, and may assist in flood protection and preventing erosion. Removing vegetation from these riparian areas may increase erosion, destabilize the bank, and permit the introduction of deleterious substances into the watercourse. Increased development in riparian areas provides less surface area for filtration, which may affect fish habitats and reduce water storage capacity. A Development Permit is required to ensure that the ecological value of streams has been considered prior to development, and measures will be taken to mitigate damage to these ecosystems.

In compliance with the Riparian Areas Regulation, enabled by the provincial Fish Protection Act in 2005, the guidelines and regulations below are put in place to protect riparian environments within the City of Prince Rupert.

The objectives of this DPA are to:

1. Preserve and protect environmentally sensitive areas such as streams, wetlands, estuaries, and the foreshore and their supporting upland riparian habitats.
2. Minimize site disturbance and design sites to protect riparian zones and watercourses.
3. Protect riparian areas providing fish habitat, in accordance with the Fish Protection Act, and for the protection of the natural environment and ecosystems that help to protect and maintain the City's watershed.
4. The guidelines described in **Appendix F** are intended to clarify where and how lands might be developed in and around riparian areas.



6.9 DEVELOPMENT PERMITS INCLUDING VARIANCES

A Development Permit issued by the City can include variances in zoning, subdivision, signage, and other bylaws, except that land use, density, or flood plain requirements may not be varied. The DP can include a variance provided that the variance would enable the proposed development to comply with a development guideline, or OCP policy or objective. For all other variances, a separate Development Variance Permit will be required.

This designation will enable the City to manage development in steep slope areas in a manner that reduces the risk to life and property, prevents erosion and potential risks to down-slope properties, prevents destabilization of slopes and protects the aesthetic quality of the slopes.

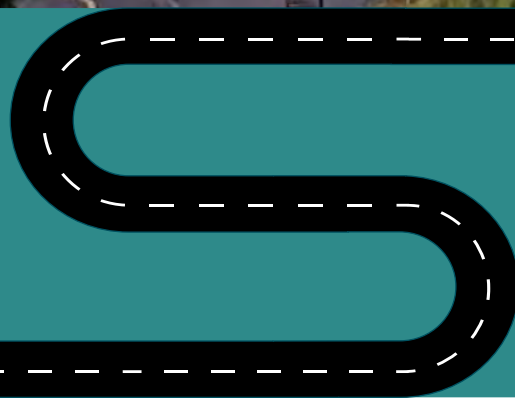
6.10 HAZARDOUS AREAS

STEEP SLOPES DESIGNATION

That part of Prince Rupert shown on [Map 5](#) with slopes of 30 percent or greater is designated as a Development Permit Area pursuant to Section 488 (1) (b) of the Local Government Act. This Development Permit Area includes all areas with slopes exceeding 30% (17.2 degrees) over a minimum six metre run.

JUSTIFICATION AND OBJECTIVES

Steep topography and thin soil cover make some areas of Prince Rupert susceptible to erosion and possible unstable slopes. Site disturbance, such as land clearing, road construction, changes in slope profiles or construction of buildings, could increase the risk to life and property and harm the environmental value of the slopes.



IMPLEMENTATION AND MONITORING

An Official Community Plan is a future-oriented document. It speaks to a desired future and is based on the best available information relating to the type and amount of expected growth and the current understanding of the future economy. If economic conditions do not occur as predicted, then the pace and even nature of development may also not occur as assumed. In such cases, it may be that the plan is realized as presented, but just over a longer or possibly a shorter time frame. Or, in the case of major structural changes to society and the economy, the future of the city may need to go in a different direction. The possible different outcomes are reasons why OCPs need to be updated periodically to ensure that assumptions and conditions are still relevant.





In addition to its future-oriented focus, the OCP encourages and enables certain actions to work towards the future vision. It is a legal requirement that all bylaws adopted and works undertaken by the City must be consistent with the OCP. The OCP does not require the City to undertake any action, but these actions must be consistent with the OCP.

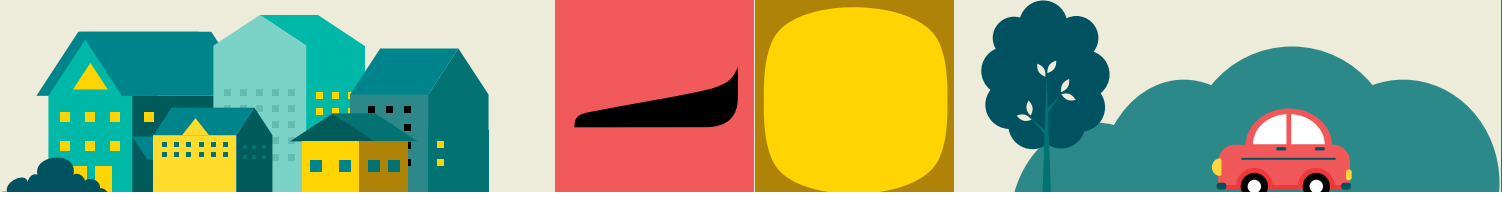
The City's vision is optimistic and aspirational, based on the port industry's growth predictions. The future assumes significant economic growth that is partly dependent on port industry growth and partly upon the City's ability to work with industry and other governments to finance the improvements needed to attract new workers and retain them.

The improvements needed are a refreshed and renewed City Core and a renewed physical infrastructure. The old, and in some cases beyond life expectancy, infrastructure presents a critical challenge to the City and its leaders. This challenge will require significant funding and a strategic phasing of improvements to ensure that works, services and street improvements are renewed efficiently and effectively. For example, renewing streets before the underground services are upgraded would result in the value of those street investments being lost when the underground works and services are repaired or replaced.

Other social and cultural needs are layered on top of the need for renewed infrastructure and a revitalized and attractive downtown. Addressing all of these together will require partnerships, assistance, and private sector support, along with a strategic approach to investments. To develop this strategic approach, the City will need accurate information. This will require investment in additional planning to develop subsequent plans, other bylaws, and amendments to enable the implementation of this OCP.

Organizational capacity is also a critical resource needed to take on the tasks for overall City renewal. Undertaking studies and plans, developing partnerships, administering contracts for developments and construction, and operating and maintaining the City's assets all take financial and human resources. This is a critical point, as expectations from the community, industry, and Council regarding what can be undertaken and operated and the necessary resources are involved. Because of the past economic and population decline trend in the City, there was an associated reduction in the City's human resources. There will need to be an associated increase in this critical resource once the anticipated growth cycle begins. Indeed, the demands associated with preparing the City for this growth, and the demands of responding to an infrastructure that is often well past its serviceable life, may require some additional human resource capacity before the onset of the growth.

The public recognizes that while all the OCP objectives may be important, some are more urgent than others. Early in the consultation, the public was asked to rate the importance and urgency of different City functions. Table 2 displays the results of this input and shows that the public recognizes that core City functions like roads and sewers are both important and urgent.



The results show an understanding of critical social issues like affordable housing. They also show that some areas, while important (e.g., bike paths and cultural services), are not urgent. These results indicate support for a strategic phasing approach to renewal investments. Not everything can be done simultaneously; however, early development of an overall long-term investment strategy may help show recognition and commitment to achieving everything important over time. This overall long-term strategy should identify and prioritize the most important and urgent areas.

TABLE 2: RELATIVE IMPORTANCE AND URGENCY OF CITY SERVICES

City Service to improve or maintain	This is critically important	This is important	This is not important	This is urgent	This is not urgent	Important and urgent
Recreation services	48	70	4	50	70	
Cultural services	20	71	31	22	98	
Sewage collection and treatment	92	27	4	97	25	Yes
Good roads	83	35	3	82	39	
Parks	36	74	11	99	23	Yes
Bus transit	21	70	29	29	92	
Bike paths	29	47	46	30	92	
Pedestrian paths	54	56	13	69	53	Yes
A busy and attractive downtown	65	49	8	83	39	Yes
A healthy environment	72	48	3	84	37	Yes
Employment opportunities	58	51	13	84	37	Yes
Economic Development	66	47	10	75	47	Yes
Affordable housing	74	33	15	87	34	Yes
Diversity of housing options	56	46	20	68	53	Yes



7.1 FUNDING AND RESOURCING

While the quantum of funding and resources required to implement the vision in this OCP has not been fully determined, it is very large given the considerable urgent and important investments needed in the City's infrastructure and revitalizing the City Core. Property taxes will continue to be critical for resources, but will not be sufficient. The City will need to find and use a range of funding sources and will need to continue to find and develop key partnerships and collaborations to increase its ability to achieve the OCP goals and objectives.

- Property Taxes/Fees and Charges
- Senior Government Funding
- Industry Partnerships
- NGO Partnerships
- Development Cost Charges
- Community Amenity Contributions
- Revenue Generation Through the Sale of Services
- Sale and Leasing of City Property
- Being Entrepreneurial

PROPERTY TAXES/FEES AND CHARGES

Given the scale of the investments required to return the City's infrastructure to a reliable and good state, Council may consider making annual contributions to an infrastructure fund to work towards a level that will cover a significant portion, if not all, of its current infrastructure gap.

As much as striving for zero tax increases is a popular goal with Local Governments, as an ongoing practice, such fiscal results actually result in smaller real-dollar budgets, making investments in the City and its human resources very difficult, if not improbable, to achieve.

SENIOR GOVERNMENT FUNDING

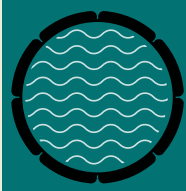
The City of Prince Rupert will likely need significant senior government assistance to fund its infrastructure replacement. City staff have successfully secured some funding; however, such funding is never 100%. Therefore, the City will need access to its own funding when grants are only partial. This underscores the need for the City's own significant infrastructure fund.

INDUSTRY PARTNERSHIPS

Prince Rupert is fortunate to have a potential partner in the Prince Rupert Port Authority and port-related industries. This partnership was identified in the 2030 Vision process and the resulting strategy. The Prince Rupert Port Authority and its tenants are cognizant of the need to make significant investments in the City to enable the Port and City to attract new workers with their families. This partnership should continue to receive focused attention from Council and the port community.

NGO PARTNERSHIPS

In addition to working with industry, developing and stewarding partnerships and collaborations with non-government organizations (NGOs) can benefit the city in terms of delivering services. First, this reduces the human resources the City may need to deliver a service. Second, NGOs may be able to bring skills and resources (including volunteer resources) to an initiative that the City does not have. Third, NGOs may be able to access other funding for which the City may not otherwise qualify.



DEVELOPMENT AND AMENITY COST CHARGES

Given that the City is facing a significant amount of new development and that this will require infrastructure and amenity upgrades, the City should consider adopting Development Cost Charge (DCC) and Amenity Cost Charge (ACC) bylaws to enable the new development to pay its share of the service improvement costs.

AMENITY COST CHARGES

Because Development Cost Charges (DCCs) are limited to funding core infrastructure such as water, sewer, roads, and drainage, and given the City's need to provide a broader range of amenities to support a growing population, it may be prudent for the City to implement an Amenity Cost Charge (ACC) program. ACCs, recently introduced by the Province of British Columbia, allow local governments to collect funds from new developments to support community amenities such as recreation centres, libraries, childcare facilities, and affordable housing. To encourage a new development cycle in the city, it may be strategic to delay the implementation of ACCs until a few successful developments have been completed. This phased approach would help establish Prince Rupert as a viable and attractive investment destination for developers, while laying the groundwork for a more predictable and transparent amenity funding framework in the future.

SALE OF CITY PROPERTY

The City owns significant land within its boundaries that can be developed and sold for residential purposes. As market conditions improve and demand increases, this may be a significant funding source for City investments. Where possible, long-term leases should be considered instead of fee simple sales, particularly for industrial land, because the City would benefit over the long term in ongoing rental revenues in addition to the land appreciation.

BEING ENTREPRENEURIAL

With funding demands being so high and traditional sources limited in ability, the City can and has benefited from entrepreneurial actions. Prince Rupert's actions and results in the ongoing Watson Island reclamation and development initiative are an outstanding example of how a local government can achieve positive outcomes by being creative and entrepreneurial. The administrative and political culture that enables this approach deserves attention to ensure it is fostered and continually supported.



7.2 MONITORING

To assist with effective implementation of the Prince Rupert OCP, it is important to measure and monitor the success of implementation actions and resulting effects. To this end, reporting of key development statistics and indicators in the City’s annual report would be helpful. The following indicators are suggested, although these may evolve over time to better track and determine the success of the OCP objectives and implementation efforts.

TABLE 3: OCP MONITORING FRAMEWORK

Monitoring Focus	Indicators	Key Documents / Departments	Partners
Port Development	Tracking new projects, population growth, and business licensing.	Economic Development Department Zoning Bylaw Subdivision and Servicing Standard Bylaw	PRPA Local Indigenous Nations
Development in City Core vs. Greenfield	Tracking the number of new development applications in the city core.	Complete Communities Assessment Social Development Assessment Connect Rupert Zoning Bylaw	Local Indigenous Nations Chamber of Commerce Market and non-market housing developers and operators
Housing Supply	Tracking building permits and development permits by building type, the diversity of housing supply by proportion of housing types, and the number of affordable housing units.	Housing Needs Report Housing Acceleration Action Plan	Local Indigenous Nations Market and non-market housing developers and operators
Commercial	Tracking the number of business licences, assessed value of Class 6 properties, commercial floorspace, and location in downtown and mixed-use areas.	Business Licensing Economic Development Department BC Assessment Roll	Local Indigenous Nations Chamber of Commerce



Monitoring Focus	Indicators	Key Documents / Departments	Partners
Industrial	Tracking the number of business licences and assessed value of Class 5 properties.	Business Licensing Economic Development Department BC Assessment Roll	Local Indigenous Nations Chamber of Commerce PRPA Proponents
Parks, Trails & Open Space	Tracking the number of hectares of protected passive and active space, distance of developed trails, amount and type of open space protected through new development, and parkland acquisitions as indicators of the community's social health.	Rupert Plays Recreation Plan Operations Department Recreation Department	Local Indigenous Nations Local recreation clubs and organisations
Infrastructure	Tracking investment in renewal versus new capital construction, maintenance spending, and frequency of emergency response.	Capital Plan Operations Plan Asset Management Strategy and 3-Year Roadmap Infrastructure Replacement Strategy	Local Indigenous Nations Provincial and Federal Governments
Maintenance of Secondary Plans, Strategies and Bylaws	Ensuring all secondary plans, strategies, and bylaws are updated at least once every ten years or as required by legislation.	Relevant departments and documents	Local Indigenous Nations Relevant community groups, partners, and government agencies

7.3 TEMPORARY USE PERMITS

The Local Government Act enables the City to designate areas of the City in the OCP for Temporary Use Permits (TUPs) where temporary commercial and industrial uses may be allowed. It also allows the City to specify general conditions regarding the issue of temporary commercial and industrial use permits in those areas.

TUPs allow for the temporary use of land not otherwise permitted in the Zoning Bylaw and may be issued for a period of up to three years with one renewal. Conditions under which a temporary use may be allowed are established in the permit, including the site design and layout, and the length of time the temporary use can occur. Security deposits, site restoration plans and letters of undertaking may also be required to ensure conditions are met.

The entire City is designated for Temporary Use Permits. Temporary use permit applications shall be reviewed with respect to the following conditions:

GENERAL TUP CONDITIONS

1. Temporary uses must not negatively affect existing business or surrounding properties regarding noise, lighting, parking, traffic, nuisance, or other impacts.
2. An application for a TUP will be considered in relation to:
 - a. Demonstration that the use is temporary
 - b. Surrounding land uses
 - c. Potential conflict with residential land uses
 - d. Potential impacts on environmentally sensitive areas
 - e. Provision of adequate servicing that meets health requirements
 - f. Duration of the proposed temporary use
 - g. Relevant policies within other sections of this plan
3. TUPs may be issued subject to conditions imposed by the City, such as, but not limited to:
 - a. The buildings or structures that may be used
 - b. The period of applicability of the permit
 - c. The area, duration, or timing of use
 - d. Required site rehabilitation upon cessation of the use
4. There must be a strong rationale, including the matters set out in conditions above for a temporary permit instead of an application for a regular zoning change.

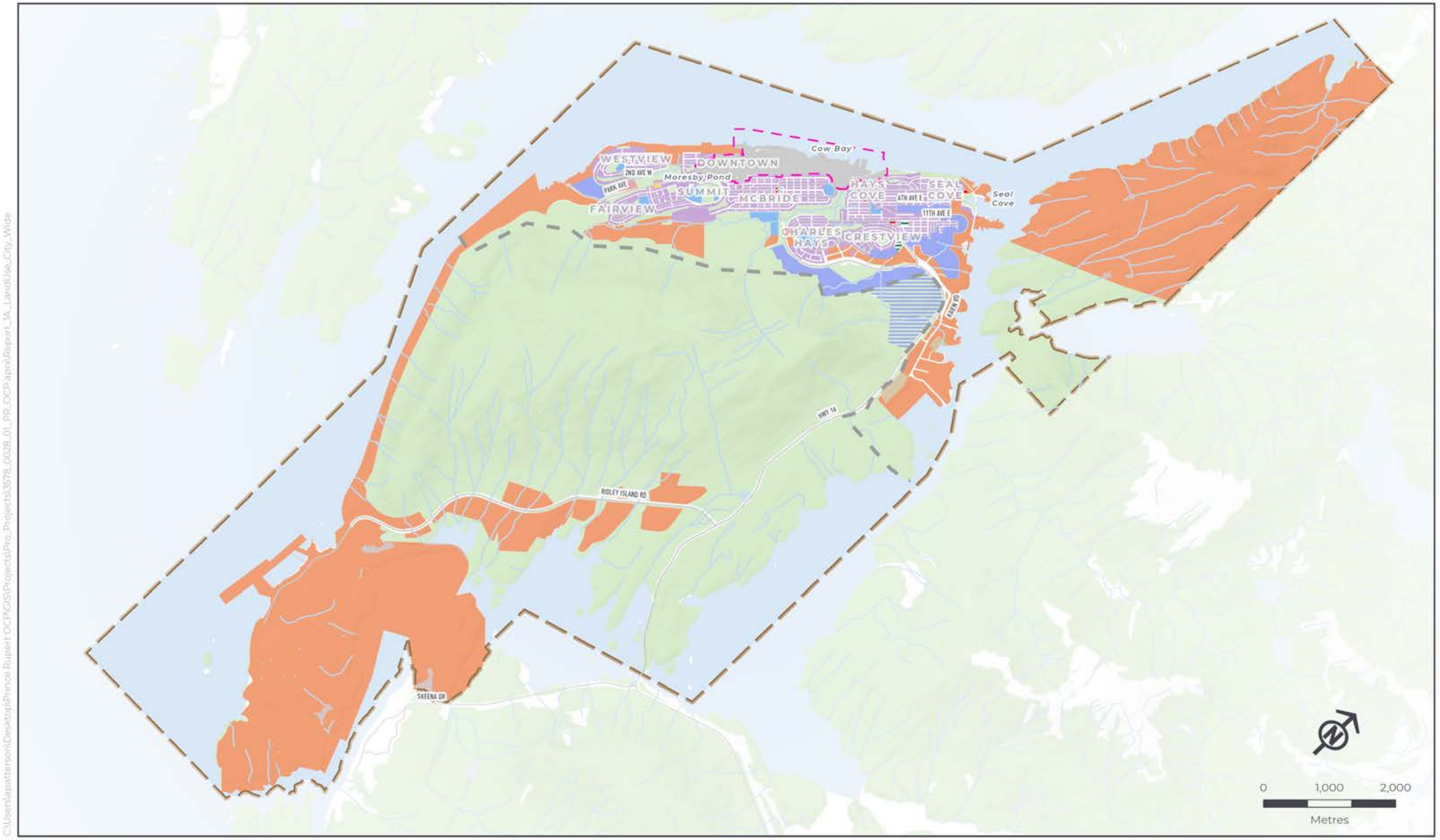
MAPS:

- **MAP 1A:** City-Wide Land Use Framework
- **MAP 1B:** Townsite Land Use Framework
- **MAP 1C:** City Core Conceptual Land Use Framework
- **MAP 2:** City Core Building Heights Framework
- **MAP 3:** Townsite Parks and Open Spaces Framework
- **MAP 4:** City-Wide Sand and Gravel Quarry Locations
- **MAP 5:** Townsite Slopes 30%
- **MAP 6A:** Townsite Streets Framework
- **MAP 6B:** City Core Streets Framework
- **MAP 6C:** Mobility Hubs
- **MAP 6D:** Priority Pedestrian Network
- **MAP 6E:** Priority Cycling Network
- **MAP 7:** Townsite Water Main Replacements
- **MAP 8:** Urban Containment Boundary and Development Areas
- **MAP 9:** Riparian DP Areas

APPENDICES:

- **Appendix A:** City Core Development Permit Guidelines for Commercial, Industrial and Multi-Family Development
- **Appendix B:** Development Permit Guidelines Multifamily Areas
- **Appendix C:** Development Permit Guidelines, General Commercial Areas
- **Appendix D:** Development Permit Guidelines, Industrial Areas
- **Appendix E:** Development Permit Guidelines, Riparian Areas
- **Appendix F:** Development Permit Guidelines, Hazardous Areas

MAP 1A: CITY-WIDE LAND USE FRAMEWORK

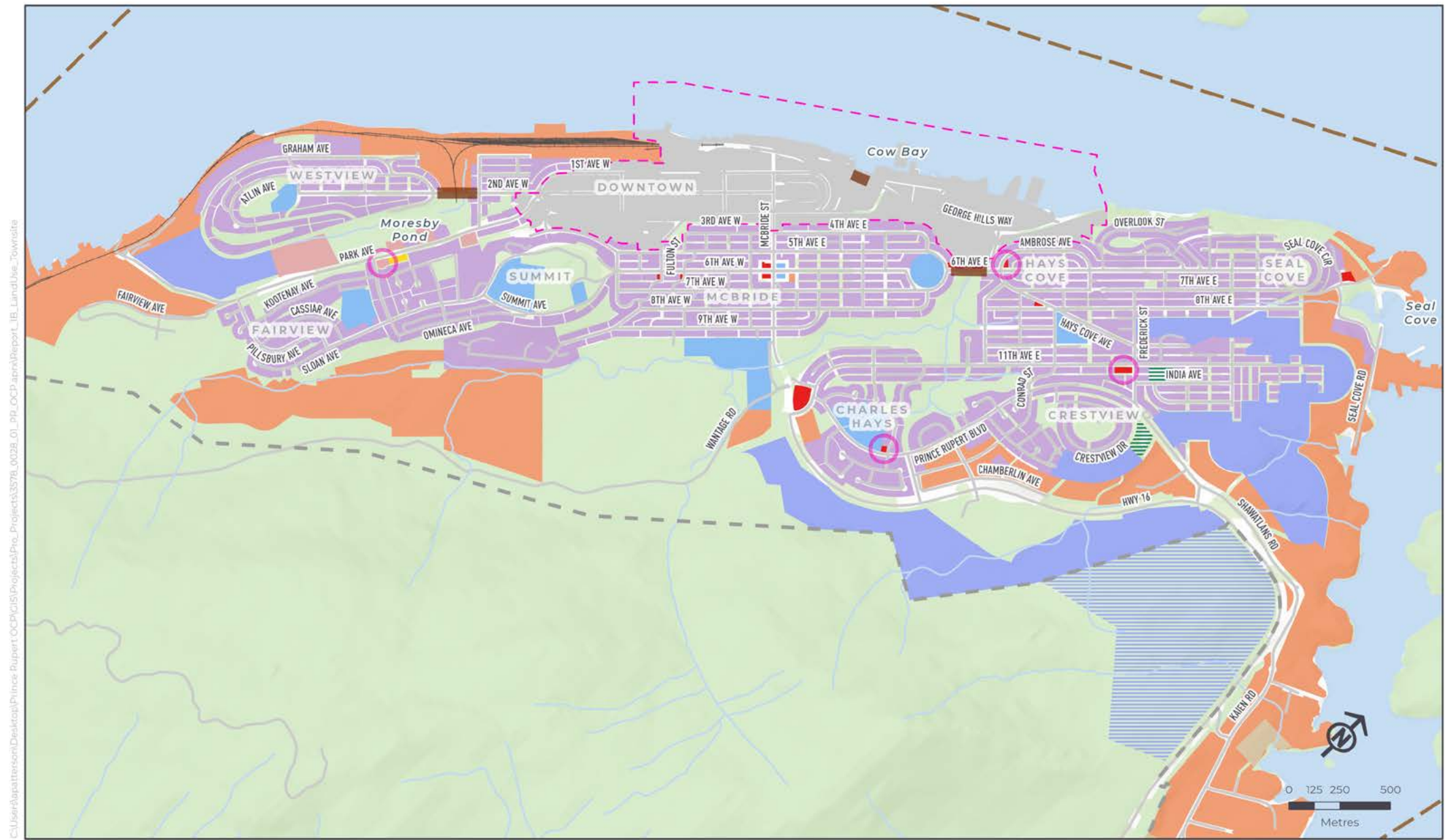


Land Use

- Local Retail/Mixed Use
- Large Format/Service Retail/Mixed Use
- Residential
- Industrial
- Civic/Community
- Park/Open Space
- Future Neighbourhoods
- Residential/Industrial Flex
- Potential New Park Location
- Hotel
- Urban Containment Area
- City Core
- Municipal Boundary
- First Nation Reserve



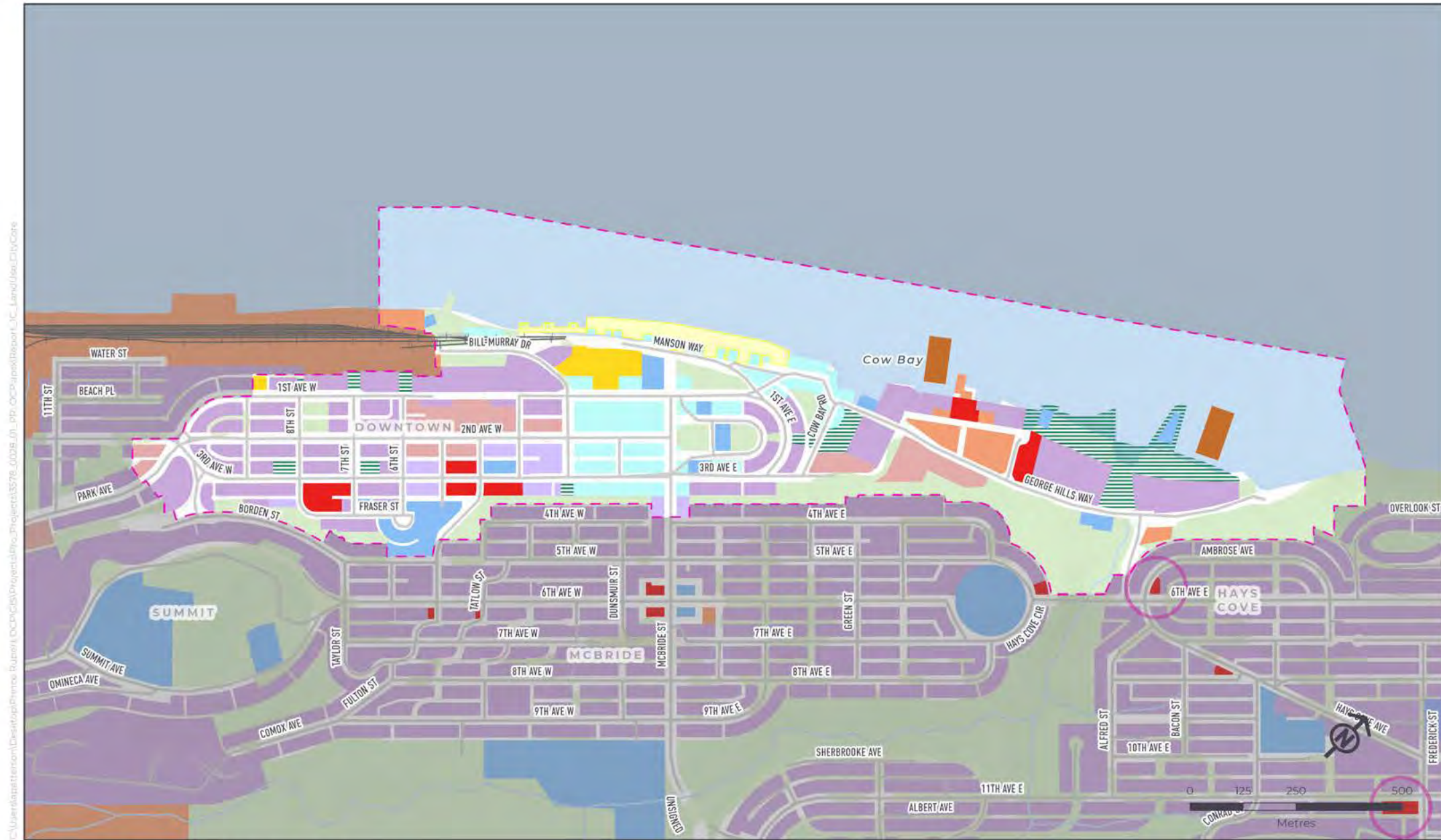
MAP 1B: TOWNSITE LAND USE FRAMEWORK



- | | | | |
|---------------------------------------|-----------------------|-----------------------------|------------------------|
| Land Use | Industrial | Residential/Industrial Flex | Wooden Trestle Bridge |
| Local Retail/Mixed Use | Civic/Community | Potential New Park Location | Urban Containment Area |
| Large Format/Service Retail/Mixed Use | Park/Open Space | Hotel | Neighbourhood Centre |
| Residential | Future Neighbourhoods | | City Core |
| | | | Municipal Boundary |
| | | | First Nation Reserve |



MAP 1C: CITY CORE CONCEPTUAL LAND USE FRAMEWORK



Land Use

- Local Retail/Mixed Use
- Large Format/Service Retail/Mixed Use
- Residential
- Industrial

- Civic/Community
- Park/Open Space
- Future Neighbourhoods
- Residential/Industrial Flex
- Potential New Park Location

- CBD Retail/Mixed Use
- Floating Village
- Hotel
- Office
- Public Dock

- Railway
- Neighbourhood Centre
- City Core



MAP 2: CITY CORE BUILDING HEIGHTS FRAMEWORK



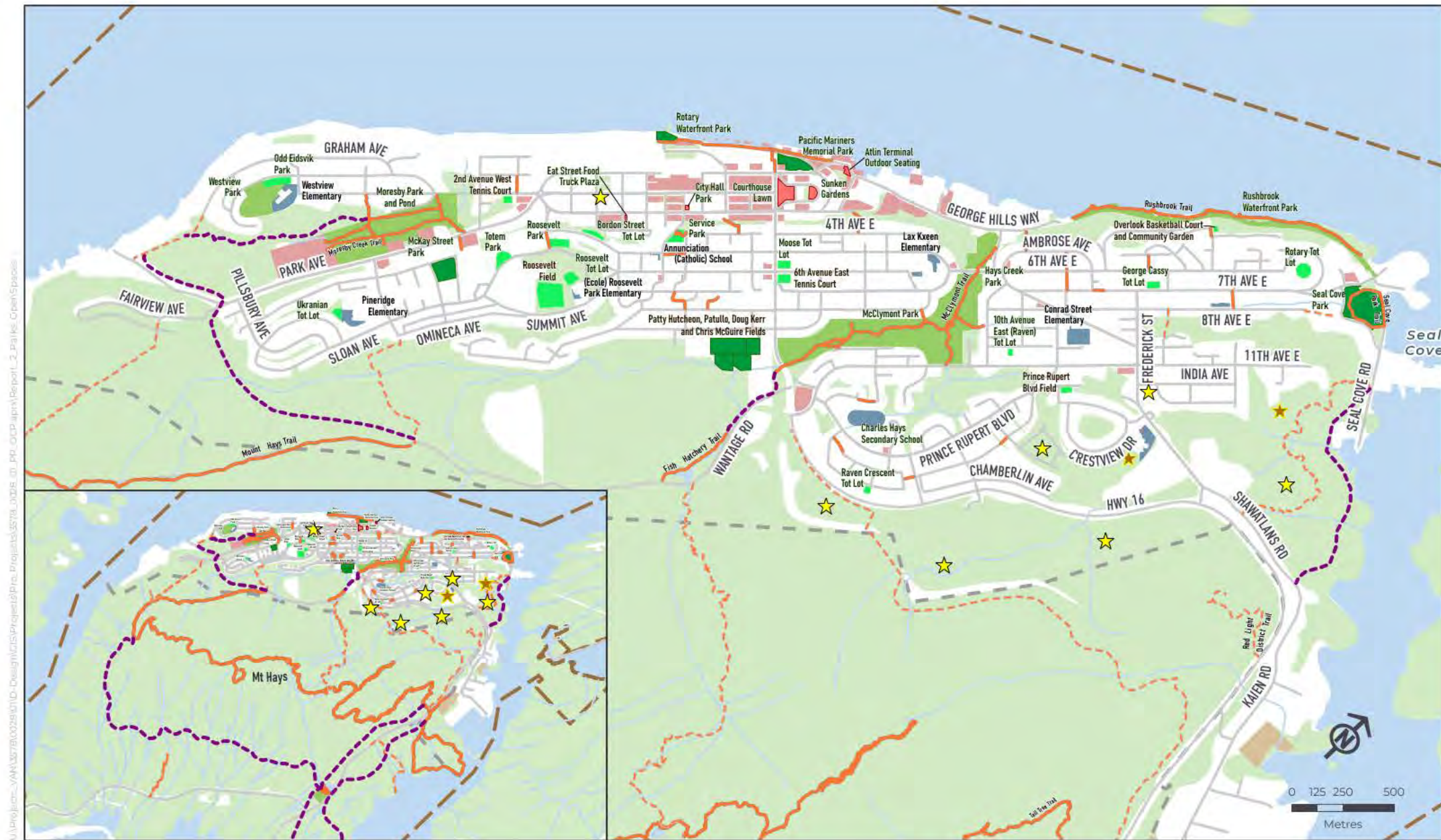
Downtown Core Building Heights

- 1-2 Storeys
- 3-4 Storeys
- 5-6 Storeys
- 7-8 Storeys

- Railway
- City Core
- School
- Public Dock
- Commercial / Mixed Use
- Park / Open Space / Forested Area



MAP 3: TOWNSITE PARKS AND OPEN SPACES FRAMEWORK



Parks & Open Space

- Community Park
- Urban Open Space
- Neighbourhood Park
- Natural Park
- School Site

- ★ Proposed Community Park
- ★ Proposed Neighbourhood Park

Trails

- Designated Trail
- - - Non-designated Trail
- - - Proposed Trail








- - - Urban Containment Area
- ▭ Municipal Boundary
- Commercial / Mixed Use
- Park / Open Space / Forested Area
- First Nation Reserve



MAP 4: CITY-WIDE SAND AND GRAVEL QUARRY LOCATIONS

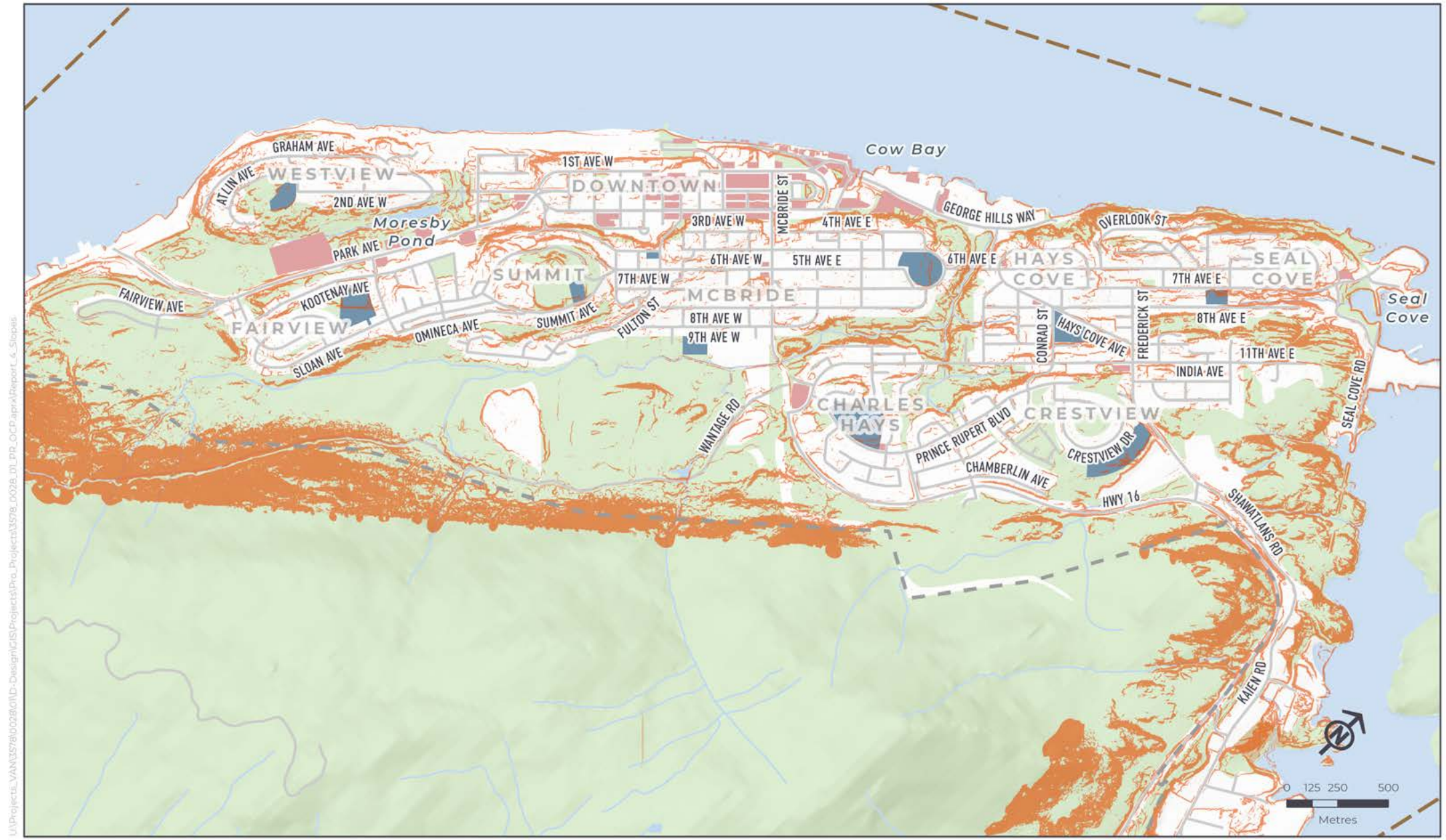


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-  Sand or Gravel Quarry
-  Commercial / Mixed Use
-  Railway
-  Park / Open Space / Forested Area
-  Urban Containment Area
-  First Nation Reserve
-  Municipal Boundary



MAP 5: TOWNSITE SLOPES 30%

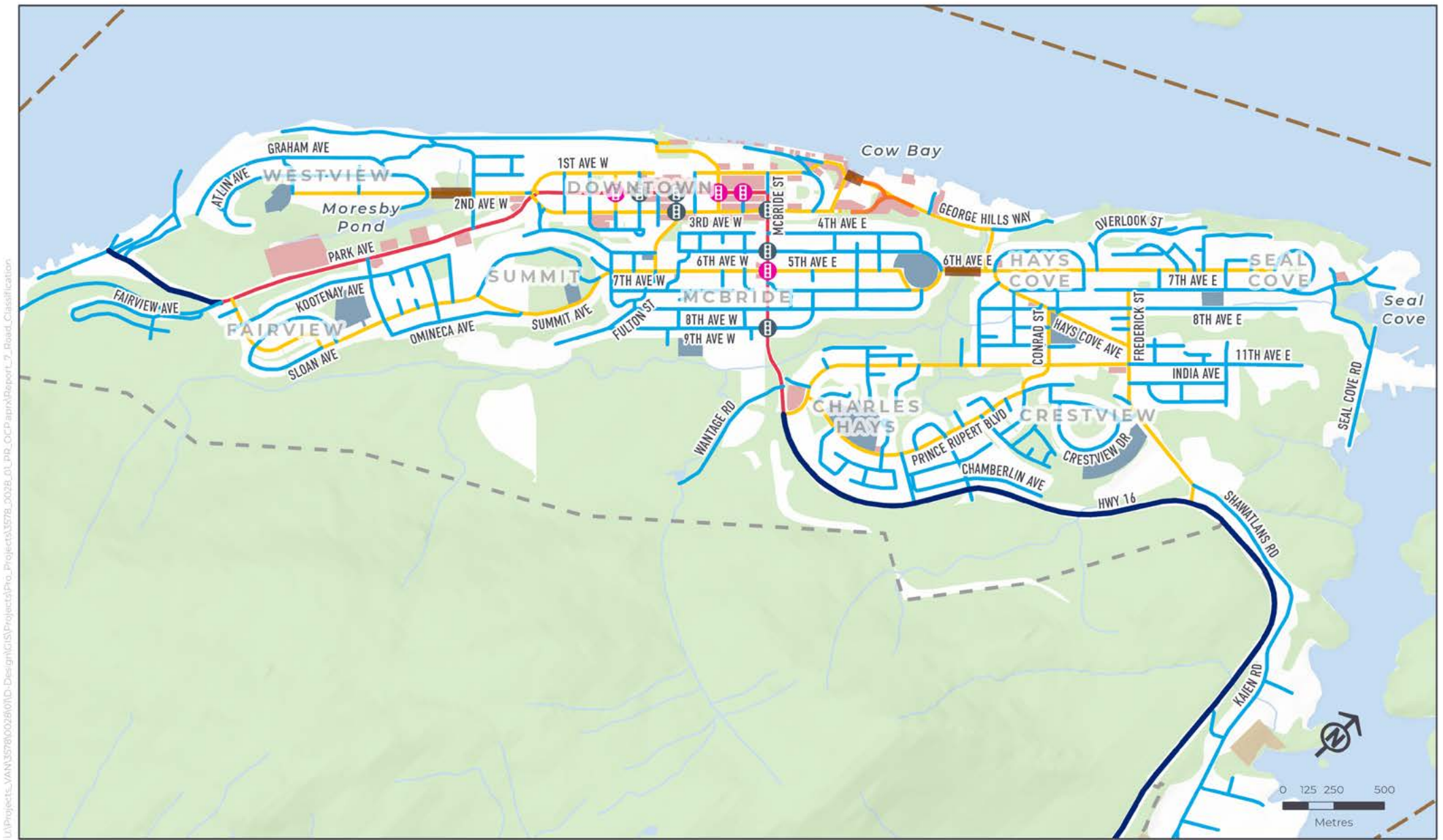


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- Slope > 30%
- Commercial / Mixed Use
- Urban Containment Area
- Park / Open Space / Forested Area
- Municipal Boundary
- School
- First Nation Reserve



MAP 6A: TOWNSITE STREETS FRAMEWORK

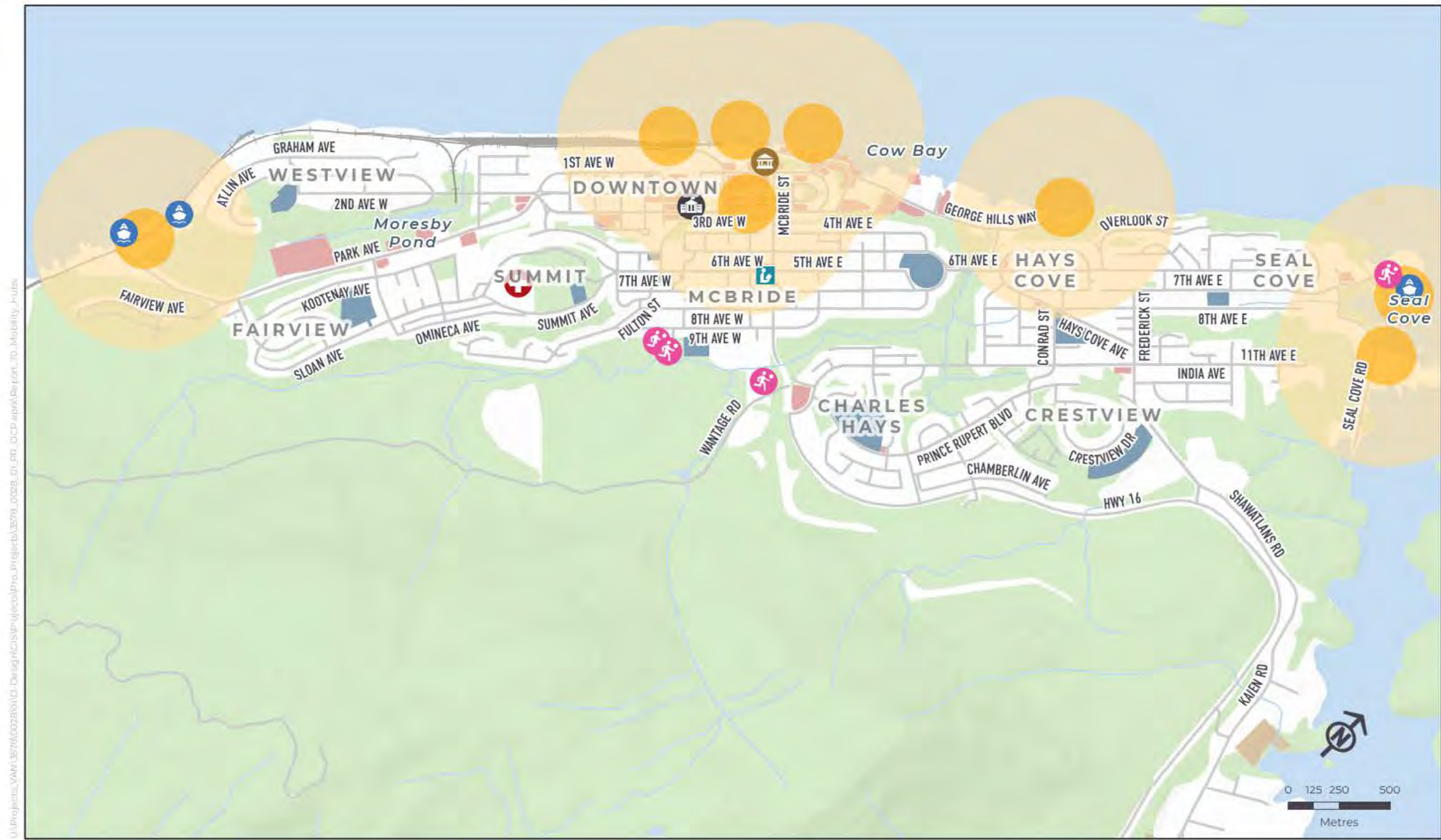


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|-------------------------|------------------------|-----------------------------------|
| Existing Traffic Signal | Third Avenue Extension | Commercial / Mixed Use |
| Proposed Traffic Signal | Wooden Trestle Bridge | Park / Open Space / Forested Area |
| Highway | Urban Containment Area | School |
| Arterial | Municipal Boundary | First Nation Reserve |
| Collector | | |
| Future Collector | | |
| Local | | |



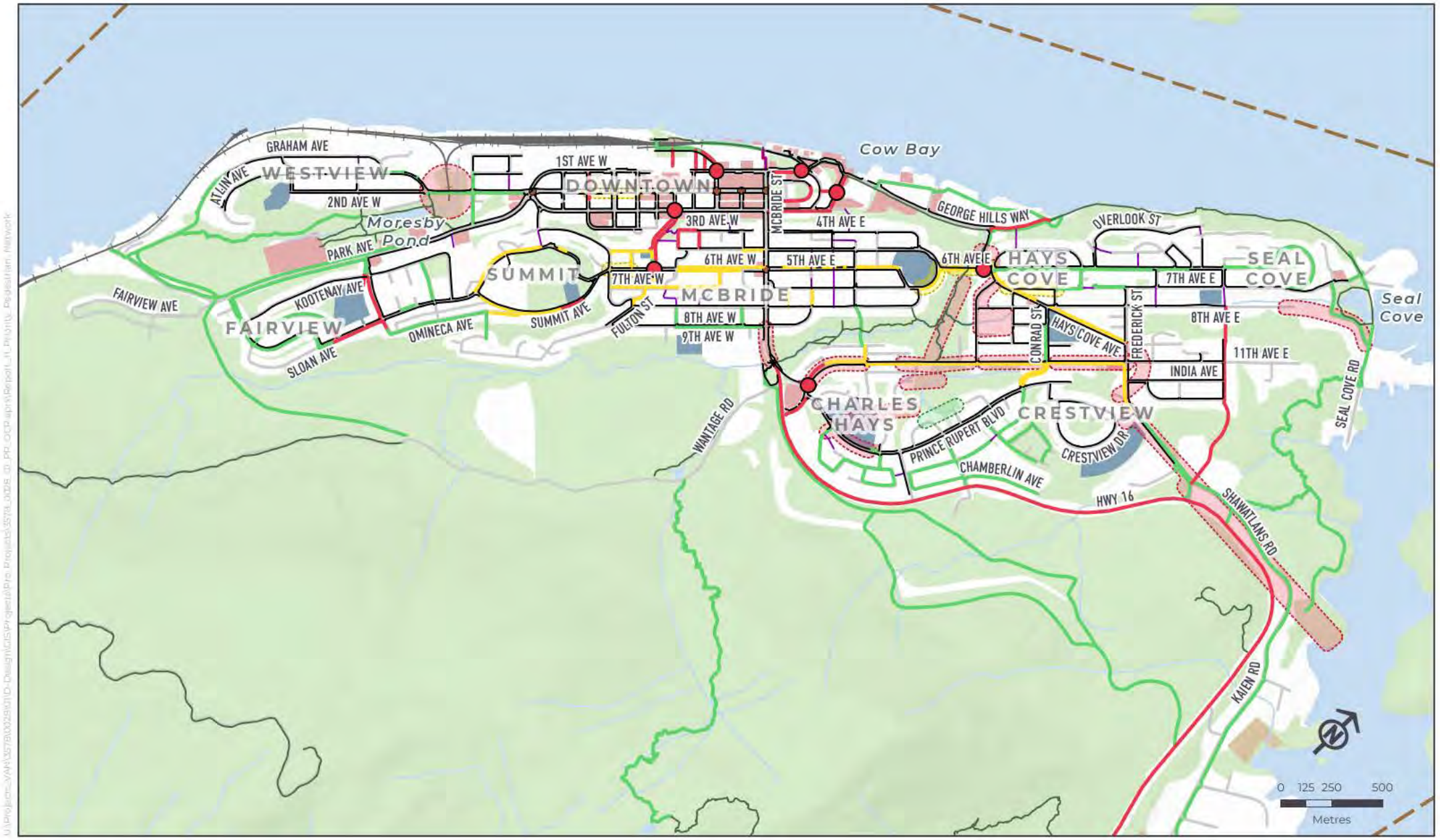
MAP 6C: MOBILITY HUBS



- | | | |
|---|---|---|
|  Mobility Hub |  Ferry Terminal |  Prince Rupert Public Library |
|  Mobility Hub Buffer (400 m) |  Recreation Facility |  Prince Rupert Regional Hospital |
| |  Museum of Northern British Columbia |  Commercial / Mixed Use |
| |  Prince Rupert Airport |  Park / Open Space / Forested Area |
| |  Prince Rupert City Hall |  School |
| | |  First Nation Reserve |



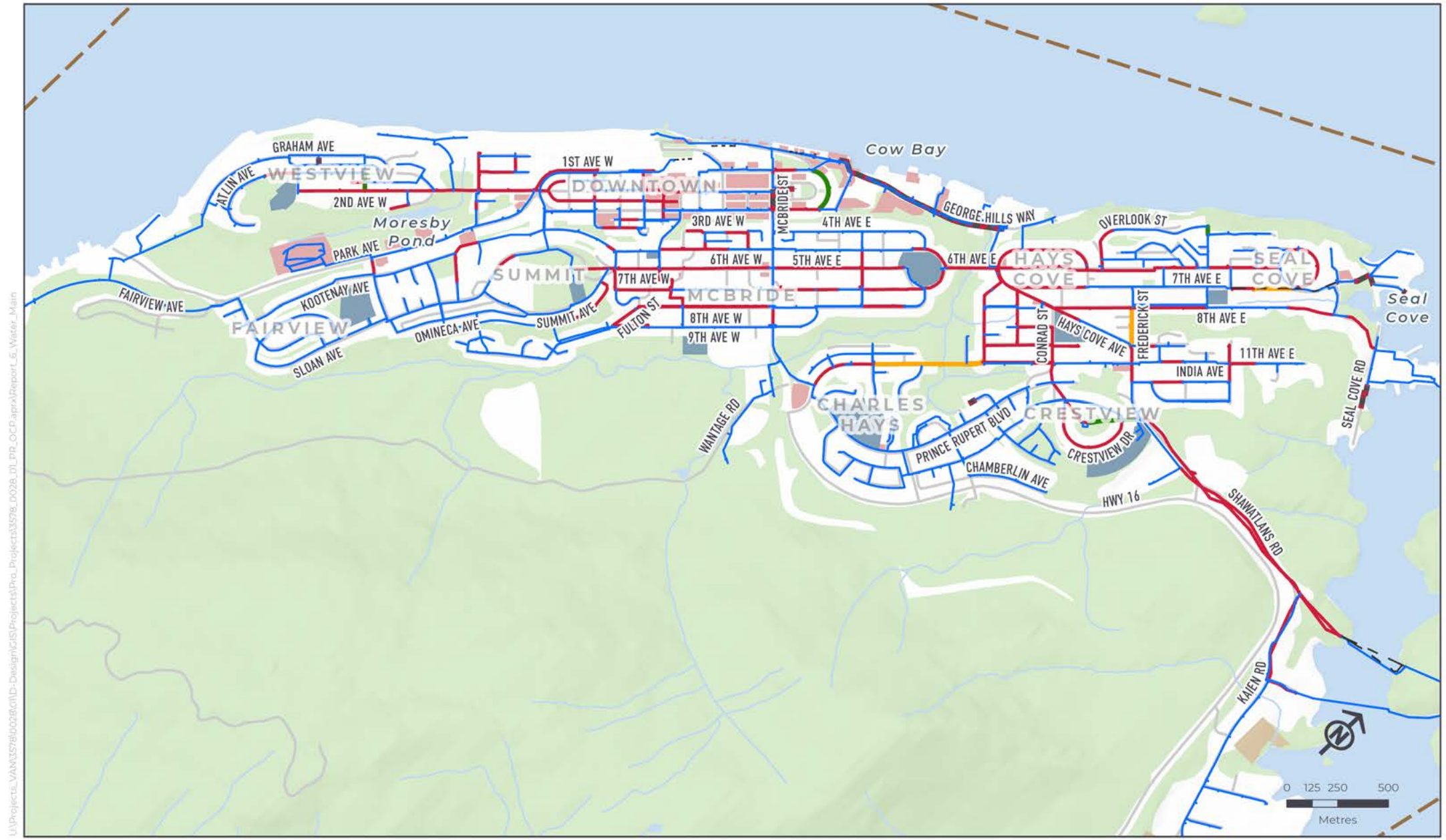
MAP 6D: PRIORITY PEDESTRIAN NETWORK



- Pedestrian Safety and Placemaking Improvement Site - Short Term Priority
- Short Term Priority
- Medium Term Priority
- Long Term Priority
- Short Term Priority
- Medium Term Priority
- Long Term Priority
- Existing Sidewalk
- Existing Walking Path / Stairs
- Existing Trail
- Railway
- Municipal_Boundary
- Commercial / Mixed Use
- Park / Open Space / Forested Area
- School
- First Nation Reserve



MAP 7: TOWNSITE WATER MAIN REPLACEMENT



- Status**
- Replacement Completed
 - Additional Replacement
 - High LOF or ROF Removed
 - High LOF or ROF
 - Existing
 - - - Abandoned
 - Municipal Boundary
 - Commercial / Mixed Use
 - Park / Open Space / Forested Area
 - School
 - First Nation Reserve



MAP 8: URBAN CONTAINMENT BOUNDARY AND DEVELOPMENT AREAS



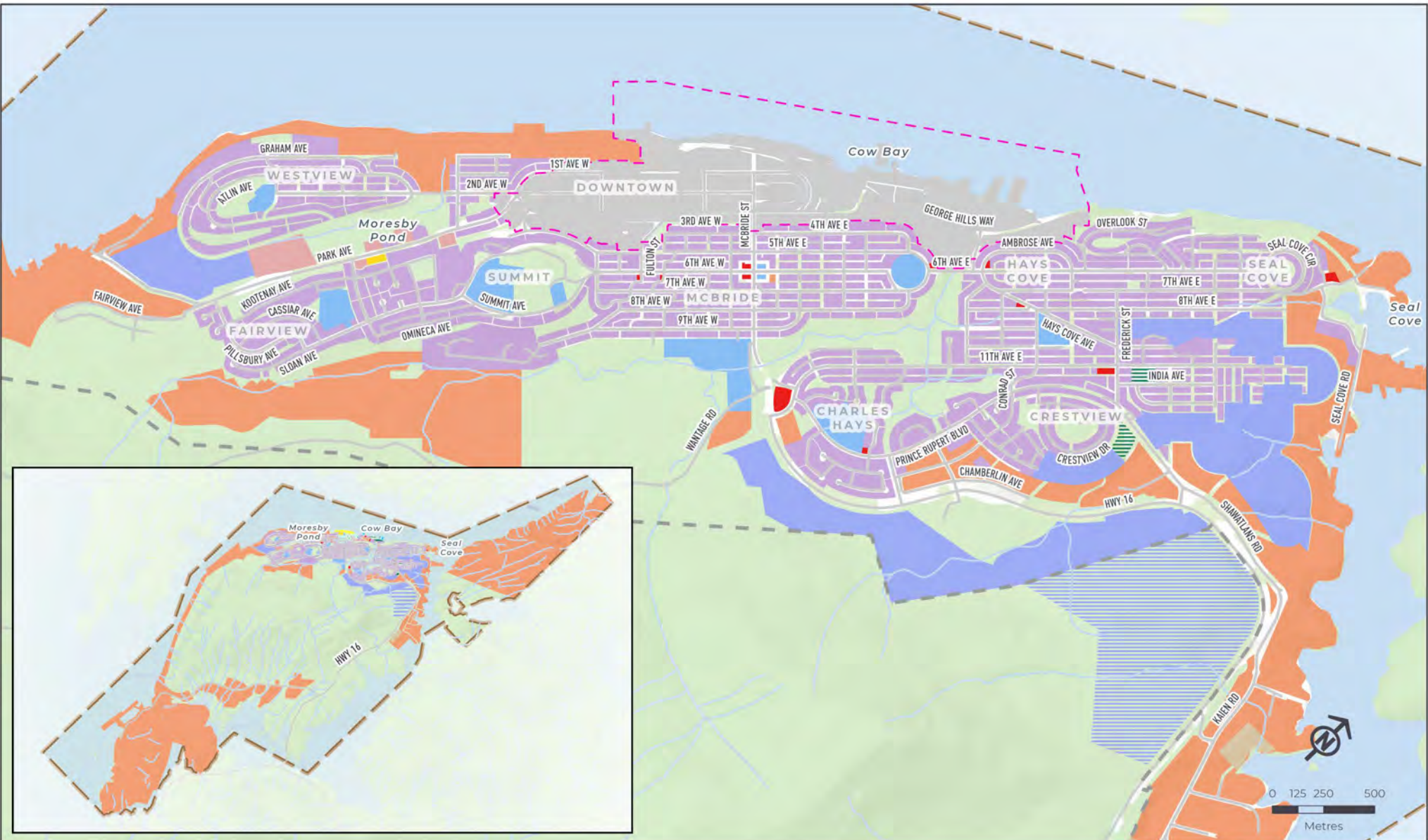
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|---|--|
|  Potential Infill Capacity |  Railway |
|  Future Neighbourhoods |  Urban Containment Area |
|  Residential |  Municipal_Boundary |
|  Park / Open Space / Forested Area |  First Nation Reserve |





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LONG RANGE LAND USE

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|---------------------------------------|-----------------------|-----------------------------|------------------------|
| Land Use | Industrial | Residential/Industrial Flex | Urban Containment Area |
| Local Retail/Mixed Use | Civic/Community | Potential New Park Location | City Core |
| Large Format/Service Retail/Mixed Use | Park/Open Space | Hotel | Municipal Boundary |
| Residential | Future Neighbourhoods | | First Nation Reserve |

