



## REGULAR AGENDA

For the **REGULAR MEETING** of Council to be held on Monday, January 12, 2026, taking place at 7:00 pm in the Council Chambers of City Hall, 424 – 3<sup>rd</sup> Avenue West, Prince Rupert, B.C.

### 1. CALL TO ORDER

### 2. INTRODUCTION OF LATE ITEMS

### 3. APPROVAL OF AGENDA

**Recommendation:**

THAT the Agenda for the Regular Council Meeting of January 12, 2026, be adopted as presented.

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

### 5. CONSENT AGENDA

#### a) Council minutes for approval

- i. Minutes of the Special Meeting to Close of December 8, 2025;
- ii. Minutes of the Regular Meeting of December 8, 2025;

#### b) Reports for receipt

- iii. Report from the Fire Chief Re: Monthly Fire / Rescue Report – December 2025;
- iv. Report from the Planning Re: Development Activity Report – December 2025;

#### c) Correspondence for receipt

- v. Letter of Support from the City of Quesnel for Prince George – North Vancouver Railway Engagement and Assessment; and,

#### d) Correspondence for Approval

- vi. Request from Clearly Coastal Charters for submission of formal comments re: DFO's Salmon Allocation Policy and Impacts on Prince Rupert's Economy.

**Recommendation:**

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

## 6. REPORTS

**a) Report from the Chief Administrative Officer Re: Highway Road Closure Bylaw No. 3664, 2026**

**Recommendation:**

THAT Council considers the Highway Road Closure Bylaw No. 3664, 2026, and directs Staff to put the Bylaw out for Public Notification.

**b) Report from the Director of Operations Re: Environmental Compliance Monitoring Services and Wastewater Characterization – RFP 25-0040**

**Recommendation:**

THAT Council award RFP 25-0040, Environmental Compliance Monitoring Services and Wastewater Characterization, to McElhanney Environmental in the amount of \$1,457,760.00 plus applicable taxes for a three-year term, with the option to extend for an additional three years.

**c) Report from the Director of Operations Re: Liquid Waste Management Plan – Restart of Stages 1 and 2 with Intent to Move to Stage 3**

**Recommendation:**

THAT Council support the restart of Stage 1 (Vision, Goals, Problem Definition, and Community Engagement) and Stage 2 (Liquid Waste Management Options) of the City's Liquid Waste Management Plan;

AND THAT Council direct staff to proceed with the redevelopment of Stages 1 and 2, with the intent of advancing the Liquid Waste Management Plan to Stage 3 for formal submission and adoption.

**d) Report from the Deputy Chief Administrative Officer Re: 1516 6<sup>th</sup> Avenue East: Remedial Action Order (Lot 1, Block H, District Lot 251, Range 5, Coast District Plan 1920) (PID:012-520-934) (the "Property")**

**Recommendation:**

THAT Council adopt the following resolution:

THAT pursuant to the *Community Charter*, ss. 72-74, the Council of the City of Prince Rupert hereby:

(a) Receives the Report of the Deputy CAO regarding the vacant and burnt-out building (the "Building") located on land civically and legally described as 1516 6<sup>th</sup> Avenue East, Prince Rupert, BC, PID: 012-520-934, Lot 1 Block H District Lot 251 Range 5 Coast District Plan 1920 (the "Property") and such other information presented to Council;

(b) Finds the Building, and debris surrounding the Building, to be in and create an unsafe condition;

- (c) Finds the Building to be a nuisance and so dilapidated and unclean as to be offensive to the community;
- (d) Orders the registered owner of the Property, Peter Herbert Foerster, and the administrator of that person's estate (collectively the "Owner"), to do all of the following:
  - (i) apply for and obtain a permit from the City to demolish the Building;
  - (ii) demolish and remove the Building;
  - (iii) remove all other waste and debris on the Property;
  - (iv) dispose of all waste and debris at an appropriate waste disposal facility; and
  - (v) fill in any resulting hole in the ground following the Building's demolition

(the "Remedial Action Requirement");

- (e) Requires the Owner to complete the Remedial Action Requirement within 45 days of notice of the Remedial Action Requirement being sent to the Owner;
- (f) Directs staff to give notice of the Remedial Action Requirement in accordance with section 77 of the *Community Charter*, and
- (g) If the Remedial Action Requirement is not fulfilled in the time required by Council, authorizes the City, by its staff and contractors, to:
  - (i) enter the Property and fulfill the Remedial Action Requirement pursuant to section 17 of the *Community Charter*, and
  - (ii) take such action at the expense of the Owner and recover the cost in accordance with sections 258 and 259 of the *Community Charter*.

**e) Report from the Deputy Chief Administrative Officer Re: 1040 2<sup>nd</sup> Avenue West: Remedial Action Order (Lot 25, Block 8, Section 1, District Lot 1992, Range 5, Coast District Plan 923) (PID:014-786-338) (the "Property")**

**Recommendation:**

THAT Council adopt the following resolution:

THAT pursuant to the *Community Charter*, ss. 72-74, the Council of the City of Prince Rupert hereby:

- (a) Receives the Report of the Deputy CAO regarding the vacant and dilapidated single-family dwelling (the "Building") located on land civically and legally described as 1040 2nd Avenue West, Prince Rupert, BC, PID: 014-786-338, Lot 25 Block 8 Section 1 District Lot 1992 Range 5 Coast District Plan 923 (the "Property") and such other information presented to Council;
- (b) Finds the Building to be in and create an unsafe condition;
- (c) Finds the Building to be a nuisance and so dilapidated and unclean as to be offensive to the community;
- (d) Orders the registered owner of the Property, Christian Peter Enockson (the "Owner"), to do the following:
  - (i) apply for and obtain a permit from the City to either demolish the Building or repair the Building;
  - (ii) either demolish the Building or repair the Building by replacing, removing, or repairing all dilapidated elements and make the structure safe for human habitation;
  - (iii) remove all debris and construction waste from the Property;
  - (iv) dispose of all waste and debris at an appropriate waste disposal facility; and
  - (v) fill in any resulting hole in the ground following the Building's demolition(the "Remedial Action Requirement")
- (e) Requires the Owner to:
  - (i) apply for and obtain from the City a permit under (d)(i) above within 45 days of notice of this Remedial Action Requirement being sent to the Owner; and
  - (ii) complete the remainder of the Remedial Action Requirement within 3 months after the issue of a demolition permit or within 12 months after the issue of a building permit to repair the Building;
- (f) Directs staff to give notice of the Remedial Action Requirement in accordance with section 77 of the *Community Charter*, and

- (g) If any required action under the Remedial Action Requirement is not fulfilled in the time required by Council for that action, authorizes the City, by its staff and contractors, to:
- (i) enter the Property and demolish the Building and otherwise fulfill the Remedial Action Requirement pursuant to section 17 of the *Community Charter*, and
  - (ii) take such action at the expense of the Owner and recover the cost in accordance with sections 258 and 259 of the *Community Charter*.
- f) **Report from the Deputy Chief Administrative Officer Re: 600 7<sup>th</sup> Avenue East: Remedial Action Order (Lot 1 and 2, Block 22, Section 6, District Lot 251, Range 5, Coast District Plan 923) (PID:014-546-701 and 014-546-728) (the “Property”)**

**Recommendation:**

That Council adopt the following resolution:

THAT pursuant to the *Community Charter*, ss. 72-74, the Council of the City of Prince Rupert hereby:

- (a) Receives the Report of the Deputy CAO regarding the vacant and fire-damaged single-family dwelling (the “Building”) located on land civically and legally described as 600 7<sup>th</sup> Avenue East, Prince Rupert, BC, PID: 014-546-728, Lot 2 Block 22 District Lot 251 Range 5 Coast District Plan 923 (the “Property”) and such other information presented to Council;
- (b) Finds the Building to be in and create an unsafe condition;
- (c) Finds the Building to be a nuisance and so dilapidated and unclean as to be offensive to the community;
- (d) Orders the registered owners of the Property, May Hing Chang and Lapky Chang (collectively the “Owner”), to do the following:
  - (i) apply for and obtain a permit from the City to either demolish the Building or repair the Building;
  - (ii) either demolish the Building or repair the Building to remove and replace all fire-damaged elements and make the structure safe for human habitation;
  - (iii) remove all debris and construction waste from the Property;
  - (iv) dispose of all waste and debris at an appropriate waste disposal facility; and

- (v) fill in any resulting hole in the ground following the Building's demolition

(the "Remedial Action Requirement");

(e) Requires the Owner to:

- (i) apply for and obtain from the City a permit under (d)(i) above within 45 days of notice of this Remedial Action Requirement being sent to the Owner; and
- (ii) complete the remainder of the Remedial Action Requirement within 3 months after the issue of a demolition permit or within 12 months after the issue of a building permit to repair the Building;

(f) Directs staff to give notice of the Remedial Action Requirement in accordance with section 77 of the *Community Charter*, and

(g) If any required action under the Remedial Action Requirement is not fulfilled in the time required by Council for that action, authorizes the City, by its staff and contractors, to:

- (i) enter the Property and demolish the Building and otherwise fulfill the Remedial Action Requirement pursuant to section 17 of the *Community Charter*, and
- (ii) take such action at the expense of the Owner and recover the cost in accordance with sections 258 and 259 of the *Community Charter*.

## 7. BYLAWS

### a) City of Prince Rupert Fire Control Bylaw No. 3663, 2025

**Recommendation:**

THAT Council give Fourth and Final Reading to the City of Prince Rupert Fire Control Bylaw No. 3663, 2025.

### b) City of Prince Rupert Highway Road Closure Bylaw No. 3664, 2026

**Recommendation:**

THAT Council give First and Second Readings to the City of Prince Rupert Highway Road Closure Bylaw No. 3664, 2026.

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

**Recommendation:**

THAT Council give Fourth and Final Reading to the City of Prince Rupert Official Community Plan Update Bylaw No. 3666, 2025.

**d) City of Prince Rupert Zoning Bylaw Amendment No. 3669, 2025**

**Recommendation:**

THAT Council give Fourth and Final Reading to the City of Prince Rupert Zoning Bylaw Amendment No. 3669, 2025.

**8. COUNCIL ROUND TABLE**

**9. ADJOURNMENT**



## SPECIAL MINUTES

For the **SPECIAL MEETING** of Council, held on December 8, 2025, at 5:00 pm in the Council Chambers of City Hall, 424 – 3<sup>rd</sup> Avenue West, Prince Rupert, B.C.

**PRESENT:** Mayor H. Pond  
Councillor B. Cunningham  
Councillor G. Randhawa  
Councillor N. Adey  
Councillor W. Niesh

**ABSENT:** Councillor R. Skelton-Morven  
Councillor N. Adey

**STAFF:** R. Pucci, Chief Administrative Officer  
R. Miller, Deputy Chief Administrative Officer  
C. Bomben, Chief Financial Officer

### 1. CALL TO ORDER

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

### 2. RESOLUTION TO EXCLUDE THE PUBLIC

MOVED by Councillor Niesh and seconded by Councillor Cunningham 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 (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;
- (g) litigation or potential litigation affecting the municipality; and,
- (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

**3. ADJOURNMENT**

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

CARRIED

Confirmed:

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MAYOR

Certified Correct:

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CORPORATE OFFICER



## MINUTES

For the **REGULAR MEETING** of Council, held on Monday, December 8, 2025, 7:00 pm in the Council Chambers of City Hall, 424 – 3<sup>rd</sup> Avenue West, Prince Rupert, B.C.

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

**STAFF:** R. Pucci, Chief Administrative Officer  
R. Miller, Deputy Chief Administrative Officer  
C. Bomben, Chief Financial Officer  
M. Pope, Director of Development Services

### 1. CALL TO ORDER

The Mayor called the regular meeting to order at 7:00 pm. About the cooperation between the City and Prince Rupert Port Authority

### 2. INTRODUCTION OF LATE ITEMS

4. a) **Presentation from Shaun Stevenson, President & CEO for the Prince Rupert Port Authority**

### 3. APPROVAL OF AGENDA

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT the Agenda for the Regular Council Meeting of December 8, 2025, be adopted as presented and amended.

CARRIED

### 4. PRESENTATION

a) **Presentation from Shaun Stevenson, President & CEO for the Prince Rupert Port Authority; and Presentation from the Mayor of the City of Prince Rupert to Shaun Stevenson.**

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

### 6. CONSENT AGENDA

a) Council minutes for approval

- i. Minutes of the Special Meeting to Close of December 1, 2025;
  - ii. Minutes of the Public Hearing Meeting of December 1, 2025;
  - iii. Minutes of the Committee of the Whole Meeting of December 1, 2025;
  - iv. Minutes of the Regular Meeting of December 1, 2025;
- b) Reports for receipt
- v. Report from the Fire Chief Re: Monthly Fire / Rescue Report – November 2025;
  - vi. Report from the Planning Re: Development Activity Report – October & November 2025;
  - vii. Report from the Planning Re: Planning and Development Services Department Annual Report 2025;
  - viii. MEMO from the Director of Recreation and Community Services Re: Summer Saturday Nights – Drop in Pilot Summary;
  - ix. Report from the Chief Financial Officer Re: September 2025 Financial Variance Report;
  - x. 2026 Council Calendar Update;
- c) Reports for approval
- xi. Report from the Economic Development Officer Re: Application to Rural and Remote Employment Initiatives Fund: Labour Market Research Plans; and
- d) Correspondence for receipt
- xii. North Coast Regional District Re: November 2025 Board Highlights.

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

CARRIED

## 7. REPORTS

### a) Report from the Chief Administrative Officer Re: Fire Control Bylaw No. 3663, 2025

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT Council consider the Fire Control Bylaw No. 3663, 2025.

CARRIED

### b) Report from the Director of Operations Re: Operations Major Project Update

MOVED by Councillor Forster and seconded by Councillor Randhawa THAT Council receives this Report for information purposes.

CARRIED

**c) Report from the Chief Financial Officer Re: 2026 Five Year Financial Plan Bylaw No. 3671, 2025**

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council proceed with consideration of the City of Prince Rupert 2026 Five Year Financial Plan Bylaw No. 3671, 2025,

AND THAT Council direct staff to proceed with 2026 spending as proposed.

CARRIED

**8. BYLAWS**

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

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT Council give Third Reading of the new City of Prince Rupert Fire Control Bylaw No. 3663, 2025.

CARRIED

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

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council give Fourth & Final Reading to the City of Prince Rupert 2025 Five Year Financial Plan Amendment Bylaw No. 3670, 2025 No. 3670, 2025.

CARRIED

**c) City of Prince Rupert 2026 Five Year Financial Plan Bylaw No. 3671, 2025**

MOVED by Councillor Forster and seconded by Councillor Adey THAT Council give First & Second and Third Readings to the City of Prince Rupert 2026 Five Year Financial Plan Bylaw No. 3671, 2025.

CARRIED

OPPOSED: Councillor Randhawa

**d) City of Prince Rupert Official Community Amendment Bylaw No. 3667, 2025**

MOVED by Councillor Adey and seconded by Councillor Forster THAT Council give Fourth and Final Reading to the City of Prince Rupert Official Community Plan Amendment Bylaw No. 3667, 2025.

CARRIED

**e) City of Prince Rupert Zoning Bylaw Amendment No. 3668, 2025**

MOVED by Councillor Niesh and seconded by Councillor Forster THAT Council give Fourth and Final Reading to the City of Prince Rupert Zoning Bylaw

Amendment No. 3668, 2025.

CARRIED

**9. COUNCIL ROUND TABLE**

**10. ADJOURNMENT**

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT the meeting be adjourned at 8:19 pm.

CARRIED

Confirmed:

\_\_\_\_\_  
MAYOR

Certified Correct:

\_\_\_\_\_  
CORPORATE OFFICER



# REPORT

January 1, 2026

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

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During the month of December 2025, the Prince Rupert Fire Rescue Department responded to 98 emergency incidents. No property sustained significant damage due to fire. The Fire Department attended: 2 small fire events, 14 fire related incidents, 1 rescue, 54 medical responses, 2 motor vehicle incidents, 2 fuel spills, 3 electrical events and other public service requests.

Location	Property Value	Property Loss
<b>Totals:</b>		<b>0 loss</b>

## INCIDENT COMPARISON

December	2025	98 Incidents
December	2024	102 Incidents
December	2023	75 Incidents
December	2022	82 Incidents
December	2021	162 Incidents

## FIRE SERVICE ACT INSPECTIONS

During the month of December Fire Rescue Department personnel conducted Fire Service Act inspections within 29 public buildings in Prince Rupert

## INSPECTION COMPARISON

December	2025	29 Public Building Inspections
December	2024	18 Public Building Inspections
December	2023	9 Public Building Inspections
December	2022	1 Public Building Inspections

**DEPARTMENT ACTIVITIES AND PROGRAMS**

**Fire Prevention and Public Education:**

PRFR replaced several smoke detectors this month as part of the Senior Smoke Detector Program.

**Training & Upgrading:**

During the month of December 2025, 18 in-house training sessions were conducted involving self-rescue, reviewing basement fire tactics, medetomidine overview, EMR ASA/Stroke practice, tourniquet/chest seals, forcible entry, recruit driver training with street familiarization, Office of the Fire Commissioner - Fire Inspections Course, Office of the Fire Commissioner – Fire Investigations course, truck equipment familiarization, running through CPR/utilizing LUCAS, studied pregnancy & diabetic emergency scenarios as well as performing mask up drills.

After review, Trench Rescue has been removed from the Department’s future training because of budget constraints.

**Daily Apparatus & Equipment Maintenance:**

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

**911 DISPATCH SUMMARY**

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

PR ADMIN	300
PR FIRE	17
PR AMB	188
PR EHS	91
PR RCMP	230
PR ALARM	17

PED ADMIN	2
PED FIRE	2
PED AMB	4
PED EHS	1
PED RCMP	4
PED ALARM	0

OTH FIRE	0
OTH AMB	1
OTH EHS	1
OTH RCMP	9

CITY	147
H/U	123
WRONG #	44
R.C.C.	0
CITYWEST	13
311	0

**Total: 1194**

Respectfully Submitted



Jeff Beckwith, Fire Chief



## REPORT TO COUNCIL

### Regular Meeting of Council

**DATE:** January 12th, 2025  
**TO:** Richard Pucci, Chief Administrative Officer  
**FROM:** Rodolfo Paras, Urban Planner

**SUBJECT: DEVELOPMENT ACTIVITY REPORT DECEMBER 2025.**

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#### RECOMMENDATION

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

#### REASON FOR REPORT:

This report summarizes development application activity in the City of Prince Rupert for December 2025. This report is intended to inform the Council on applications that have been received and their status to date.

**Report Prepared By:**

**Report Reviewed By:**

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Rodolfo Paras,  
Urban Planner

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Richard Pucci,  
Chief Administrative Officer

**Originally signed available upon request**

Attachments:

1. Development Activity Report for December 2025

### Development Activity Report – DECEMBER 2025

#### Planning and Zoning

File No.	Location	Proposal Description	Date Received	Status	Date of Decision
ZBLA-24-04	100 1 <sup>st</sup> Avenue E	Zoning amendment of property with existing building	Oct. 28, 2024	Waiting on Conditions to be met before 4 <sup>th</sup> Reading.	N/A
ZBLA-25-01	Unaddressed lots on Ridley Island Rd.	Zoning amendment to allow for Industrial Development (currently P1)	Oct. 7, 2025	Approved	Dec. 8, 2025
ZBLA-25-02	1800 8 <sup>th</sup> Ave E	Zoning amendment to allow for Higher density (R1 to RM2)	Oct. 20, 2025	Under review	N/A
DVP-25-07	121 9 <sup>th</sup> Ave E.	Variance to setbacks	Sep. 26, 2025	Approved	Nov. 05, 2025
DP-25-08	George Hills Way	Proposed development of a grocery store in City Core DPA	Apr. 22, 2025	Provisional Approval, Waiting on Provincial Approval	N/A
DP-25-19	735 1 <sup>st</sup> Ave W	Demolition of existing building.	Dec. 12, 2025	Approved	Dec. 16, 2025
DP-25-20	334 3 <sup>rd</sup> Ave W	Proposed signage for existing building in the City Core	Dec. 16, 2025	Under review	N/A

#### Building Department Permits - Summary December 2025

Number of Building Permits approved during December:	16
Number of Housing Units Approved during the December:	0
City Core Revitalization Fee Waiver recipients during the December:	3
Building Department Permits – Summary 2025	
Housing Units approved in 2025	70
City Core Revitalization Fee Waiver recipients in 2025	39

December 18, 2025

Via email: [ben@northerndevelopment.bc.ca](mailto:ben@northerndevelopment.bc.ca)

Ben Campbell, CEO  
Northern Development Initiative Trust  
301 – 1268 Fifth Avenue,  
Prince George, BC  
V2L 3L2

**Re: Letter of Support - Prince George–North Vancouver Railway Engagement  
and Assessment**

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Dear Mr. Campbell;

At the December 16, 2025, Regular Meeting of Quesnel City Council, Council resolved:

***J.2) Railroad from Prince George to North Vancouver - Mayor Paull to discuss***

26-06-44 MOVED Councillor Vik, Seconded Councillor McKelvie and resolved:  
THAT Council direct staff to prepare a letter to Northern Development  
Initiative Trust in support of their granting the funding necessary to  
conduct the study to save the Prince George to North Vancouver railroad.

CARRIED UNANIMOUSLY

Quesnel City Council supports the funding request to Northern Development Initiative Trust for the proposed assessment of the Prince George to North Vancouver rail corridor, including the section CN plans to return to BC Rail in July 2026.

This line from Vancouver to Prince George not only has benefits for freight, but also for passenger movement, taking into account the Rocky Mountaineer that stops overnight in Quesnel. The restoration of this rail line would enhance passenger travel, especially given the Rocky Mountaineer's existing overnight stop in Quesnel. Building on this established tourism connection, renewed rail service would improve mobility between communities, support local businesses that benefit from increased visitor traffic, and offer residents a reliable alternative to long highway trips.

The restoration of passenger rail service along the Prince George and North Vancouver corridor would significantly enhance mobility for Indigenous communities throughout the region. Many Nations are dispersed across vast distances, and reliable transportation is

**Mayor Ron Paull**

**Councillors Scott Elliott, Tony Goulet, Debra McKelvie, Laurey-Anne Roodenburg, Martin Runge, Mitch Vik,**



essential for accessing education, health care, cultural events, and inter-community gatherings. Improved passenger service would support stronger connections between Indigenous communities, foster greater participation in regional economic and cultural activities, and contribute to long-term reconciliation efforts by honouring Indigenous needs for safe and dependable transportation.

On behalf of Quesnel City Council, please give favourable consideration to the Prince George–North Vancouver Railway Engagement and Assessment.

Thank you for your time,

Mayor Ron Paull  
City of Quesnel

Cc:

BC Municipalities and Regional Districts

[reception@lhtako.com](mailto:reception@lhtako.com)

[BandAdmin@nazkoband.ca](mailto:BandAdmin@nazkoband.ca)

[bandmanager@esdilaghfn.com](mailto:bandmanager@esdilaghfn.com)

[bandadministrator@lhooskuz.com](mailto:bandadministrator@lhooskuz.com)

## Olena Moshko

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**From:** Jeff Easingwood <clearlycoastalcharters@gmail.com>  
**Sent:** Monday, December 22, 2025 12:15 PM  
**To:** Herb Pond  
**Cc:** Barry Cunningham; Teri Forster; Wade Niesh; Gurvinder Randhawa; Nick Adey; Reid Skelton-Morven; City Hall  
**Subject:** Fwd: DFO SAP Review Public Consultation

You don't often get email from clearlycoastalcharters@gmail.com. [Learn why this is important](#)

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

Subject: Urgent Concern Regarding Proposed Changes to DFO's Salmon Allocation Policy and Impacts on Prince Rupert's Economy

Dear Mayor Herb Pond and Members of Prince Rupert City Council,

I am a local charter fisherman operating guided salmon and halibut fishing charters in Prince Rupert. My business relies on stable, predictable recreational access to Chinook and Coho salmon to attract clients from across Canada and beyond.

I am writing to alert you to the ongoing review of Fisheries and Oceans Canada's (DFO) 1999 Salmon Allocation Policy (SAP), which includes proposals that could remove the recreational priority over commercial harvest for Chinook and Coho salmon. These changes, if implemented, would introduce significant uncertainty, leading to reduced opportunities, sudden closures, and devastating economic consequences for Prince Rupert and the North Coast.

Prince Rupert's economy and reputation as a premier sport fishing destination—once known as the "Halibut Capital of the World"—are deeply tied to recreational fishing tourism. Charter businesses like mine bring substantial economic revenue to the community by drawing thousands of visitors who come specifically for world-class Chinook and Coho angling in Chatham Sound and surrounding waters. These anglers support a wide range of local businesses:

- Hotels, lodges, and accommodations that host anglers
- Restaurants serving fresh local catches
- Tackle shops, marinas, fuel suppliers, and boat maintenance services
- Fish processing facilities
- Transportation and guiding services

Removing the recreational priority for Chinook and Coho and reallocating those fish to the commercial fleet would kill not only fishing charter operations but the entire recreational fishing industry in our region. It would render many trips unviable, drive away independent anglers and families who fish from their own boats or the shore, and eliminate the broad public access that sustains our tourism economy. Prince Rupert will see a significant drop-off in visitors during the critical spring and summer months, when sport fishing tourism peaks. This would mean fewer bookings, reduced tourist spending, empty

accommodations and marinas, and a sharp decline in revenue across the tourism sector—directly undermining our efforts to diversify the economy alongside the port and other industries.

Recreational fishing generates significantly greater economic benefits than commercial salmon harvesting. Province-wide, salmon-specific recreational angling contributes \$241 million to GDP and supports 2,448 direct jobs, with broader tidal and freshwater recreational fishing adding over \$626 million to GDP from \$1.16 billion in annual expenditures. In contrast, the commercial salmon sector supports far fewer jobs with much lower average incomes.

Removing recreational priority for Chinook and Coho would erode this vital tourism driver, resulting in fewer visitors, canceled bookings, shuttered businesses, and lost jobs. It would trigger a domino effect across our rural economy. Prince Rupert cannot afford to lose this high-value, inclusive public fishery that maximizes social and economic returns from our shared salmon resource.

I know that you, Mayor Pond, and Council are already deeply connected to federal and provincial politicians, as demonstrated by the successful lobbying efforts that secured major funding for the City's critical water pipe repairs and infrastructure upgrades. That advocacy has delivered tangible benefits for our community, and I believe the same strong voice is needed now to protect our tourism economy. With this in mind, I urge Mayor and Council to reach out directly to our MLA Tamara Davidson and MP Ellis Ross, in addition to submitting formal comments to DFO, to advocate strongly on behalf of the City against these harmful proposals.

I have already submitted detailed feedback directly to DFO opposing these changes and urging the maintenance of the 1999 SAP's recreational priority. For your reference, I have attached a copy of the email I sent to the DFO SAP Review team. I have also forwarded the same submission to our MP Ellis Ross and MLA Tamara Davidson.

I strongly encourage the City of Prince Rupert to advocate against proposals that would diminish public recreational access, particularly the removal of priority for Chinook and Coho. The City should submit formal comments to DFO emphasizing the profound socio-economic risks to our community and calling for allocations that prioritize the greatest benefits to coastal residents.

The public consultation deadline is January 23, 2026. Feedback can be sent to: [DFO.SAPReviewBC-PASRevueBC.MPO@dfo-mpo.gc.ca](mailto:DFO.SAPReviewBC-PASRevueBC.MPO@dfo-mpo.gc.ca)

Please consider this critical issue and take action to protect Prince Rupert's tourism-based economy, jobs, and way of life.

Thank you for your attention and leadership on this matter.

Sincerely,  
Jeff Easingwood  
CC: [cityhall@princerupert.ca](mailto:cityhall@princerupert.ca)

Attachments:  
- Submission\_to\_DFO\_SAP\_Review.pdf (or .docx – my email to DFO)

----- Forwarded message -----

From: **Jeff Easingwood** <[clearlycoastalcharters@gmail.com](mailto:clearlycoastalcharters@gmail.com)>

Date: Mon, Dec 22, 2025 at 1:00 PM

Subject: DFO SAP Review Public Consultation

To: <[DFO.SAPReviewBC-PASRevueBC.MPO@dfo-mpo.gc.ca](mailto:DFO.SAPReviewBC-PASRevueBC.MPO@dfo-mpo.gc.ca)>

Cc: <[ellis.ross@parl.gc.ca](mailto:ellis.ross@parl.gc.ca)>, Rattee.MLA, Claire <[Claire.Rattee.MLA@leg.bc.ca](mailto:Claire.Rattee.MLA@leg.bc.ca)>, <[Tamara.Davidson.MLA@leg.bc.ca](mailto:Tamara.Davidson.MLA@leg.bc.ca)>

Dear DFO SAP Review Public Consultation Team,

I am writing to provide my personal feedback on the proposed amendments to the 1999 Salmon Allocation Policy (SAP). As a charter fisherman based in **Prince Rupert, British Columbia**, this is my full-time job and livelihood. For years, I have operated guided salmon and halibut fishing charters out of Cow Bay Marina, taking locals, families, and tourists onto the rich waters of Chatham Sound and the North Coast. My business employs deckhands and relies entirely on stable, predictable recreational access to Chinook and Coho salmon to attract clients who travel here for world-class sport fishing. Prince Rupert's reputation as a premier destination—once known as the Halibut Capital of the World and a gateway to abundant Pacific salmon—depends on this public fishery.

I am deeply concerned—and **strongly oppose**—any proposals to **remove the recreational priority over commercial harvest for Chinook and Coho salmon**. Maintaining this priority, established in the 1999 SAP, is essential for providing the certainty and stability needed to plan seasons, book trips months in advance, and sustain businesses like mine. Removing it would introduce unacceptable uncertainty, leading to sudden closures, reduced opportunities, canceled bookings, lost income, and the very real risk of business closures. The damage would extend far beyond individual operators, devastating sport fishing in northern BC and eliminating thousands of jobs across coastal communities.

The recreational fishing sector generates **significantly greater economic benefits** than the commercial salmon sector, delivering far more revenue, jobs, and support to coastal communities. According to Fisheries and Oceans Canada's 2023 Economic Profile of the BC Salmon Fishery:

- Salmon-specific recreational fishing contributes **\$241 million to provincial GDP**, supports **2,448 direct jobs** in guiding, chartering, and related activities, and generates **\$162 million in household income**.
- In contrast, the commercial salmon sector supports only **881 jobs** with an average annual income of less than **\$9,000** (total income pool of \$7.9 million).

Broader recreational fishing in BC (tidal and freshwater combined) adds over **\$626 million to GDP** annually from \$1.16 billion in expenditures, supporting thousands more indirect jobs in tourism, hospitality, and services. These figures demonstrate that recreational angling—driven largely by Chinook and Coho—provides exponentially higher value per fish through tourist spending on accommodations, meals, transportation, gear, fuel, and experiences. This injects vital discretionary dollars into rural economies like Prince Rupert and the North Coast, sustaining hotels, lodges, restaurants, tackle shops, marinas, fish processing facilities, boat maintenance businesses, and countless service jobs in small coastal towns.

Removing recreational priority for Chinook and Coho would trigger a domino effect: fewer visitors, empty docks, shuttered businesses, declining tourism, and families forced to leave in search of work. Why risk eroding a sector that delivers **25 times more GDP impact** and vastly more jobs than commercial salmon harvesting, especially when the latter has become increasingly part-time and low-income?

I also oppose introducing fixed caps, shares, or sub-regional boards that could fragment management and favor vested interests. Allocation decisions must prioritize socio-economic optimization and **public access over commercial harvest to maximize the social and economic value of this shared resource**. The public recreational fishery is inclusive, self-sustaining (through license fees and conservation stamps), and provides broad benefits to all Canadians without subsidies. Prioritizing public access ensures the greatest return on our limited salmon stocks—supporting thriving coastal communities, tourism diversification, and a healthy way of life for residents and visitors alike.

If additional allocations are required for reconciliation and First Nations rights-based fisheries, they should come from retiring non-Indigenous commercial licenses with fair compensation—not by diminishing public recreational access, which offers the highest socio-economic returns.

Please carefully consider these profound impacts on Prince Rupert, northern BC, and coastal communities province-wide. Protect and maintain the recreational priority for Chinook and Coho to safeguard our economy, jobs, public access, and the maximum value from this precious public resource.

Thank you for considering my input.

Sincerely,

Jeff Easingwood

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Jeff Easingwood  
Clearly Coastal Charters

Follow us on our Social Media:

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<https://www.clearlycoastal.ca/>



## REPORT TO COUNCIL

### Meeting of Council

**DATE:** January 12th, 2026  
**FROM:** Richard Pucci, Approving Officer & CAO

**SUBJECT: ROAD CLOSURE BYLAW NO. 3664, 2026**

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#### **RECOMMENDATION:**

**THAT Council Introduces and gives First & Second Readings to Road Closure Bylaw No. 3664, 2026, and directs Staff to put the Bylaw out for Public Notification.**

#### **ANALYSIS:**

Legacy Inc., the owner of Lot 9, wants to prepare the site for future development now that it has received its Approval in Principle from the Ministry of Environment.

To accommodate a future development, a road would need to be constructed from 3rd Avenue East to connect to Georges Hills Way. This potential road has been designed and would be ready for construction if a developer were interested in developing on Lot 9.

Completing this Road Closure Bylaw will be the first step toward a future subdivision that would allow the construction of a road on Lot 9 to accommodate future development.

Road construction will occur only if a significant development proceeds on Lot 9.

#### **COSTS AND BUDGET IMPACT:**

There is no impact on the Annual Budget or Strategic Priorities for the Staff.

January 12, 2026

Page 2

**CONCLUSION:**

**THAT Council Introduces and gives First & Second Readings to Road Bylaw No. 3664, 2026 and directs staff to go to Public Notification.**

**Report Prepared By:**

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Richard Pucci,  
Approving Officer &  
Chief Administrative Officer

Originally signed available upon request



**REPORT TO COUNCIL**  
Regular Meeting of Council

**DATE:** January 12, 2026  
**TO:** Richard Pucci, Chief Administrative Officer  
**FROM:** Jordan Schmidt, Director of Operations  
**SUBJECT:** **ENVIRONMENTAL COMPLIANCE MONITORING SERVICES AND WASTEWATER CHARACTERIZATION – RFP 25-0040**

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**RECOMMENDATION:**

**THAT Council award RFP 25-0040, Environmental Compliance Monitoring Services and Wastewater Characterization, to McElhanney Environmental in the amount of \$1,457,760.00 plus applicable taxes for a three-year term, with the option to extend for an additional three years.**

**REASON FOR REPORT:**

The City is required to maintain ongoing environmental compliance monitoring and wastewater characterization in accordance with provincial and federal operating permits. Accurate data collection, laboratory analysis, and regulatory reporting are critical to meeting permit conditions and ensuring continued compliance across landfill, wastewater, and industrial discharge facilities.

This contract supports the City’s ongoing environmental compliance obligations and provides the required professional services to collect, analyze, and report environmental data over a multi-year period.

**ANALYSIS:**

RFP 25-0040 was issued publicly through BC Bid for the provision of Environmental Compliance Monitoring Services and Wastewater Characterization. Four (4) compliant proposals were received.

Proposals were evaluated using the criteria outlined in the RFP. Scoring was completed independently by internal City staff and an external consultant, with the final scores representing the average of the internal and external evaluation results. The evaluation considered qualifications and experience, team capacity and commitment, project approach, local content and Indigenous partnerships, and total proposed cost. The evaluation results are summarized below:

<b>Proponent</b>	<b>Technical Score (%)</b>	<b>Price (excluding tax)</b>	<b>Summary of Evaluation</b>
Ambipar Response Canada Inc.	65	\$1,412,160.79	Lowest-cost submission; limited demonstrated experience with municipal environmental compliance monitoring and reduced technical depth.

<b>Proponent - continued</b>	<b>Technical Score (%)</b>	<b>Price (excluding tax)</b>	<b>Summary of Evaluation</b>
Gitxaala Environmental	75	\$1,772,866.35	Technically acceptable submission with strong Indigenous participation; higher overall cost.
Khtada Environmental Services	79	\$1,602,697.73	Solid technical approach and relevant experience; higher cost and lower overall score compared to the preferred proponent.
McElhanney Environmental	95	\$1,457,760.00	Strong technical submission with demonstrated experience in multi-permit environmental compliance monitoring; well-resourced team and best overall value.

McElhanney Environmental achieved the highest overall score based on the combined evaluation and is recommended for award. While not the lowest-priced submission, McElhanney’s proposal demonstrated superior technical merit, relevant experience, and best overall value for the City.

**COST:**

The total contract value is \$1,457,760.00 plus applicable taxes for the initial three-year term.

Funding is provided through the approved 2026–2029 Capital Budget (Sewer and Solid Waste) and is within the existing capital budget.

**CONCLUSION:**

Awarding RFP 25-0040 to McElhanney Environmental ensures the City continues to meet its environmental compliance and wastewater characterization requirements, supports ongoing regulatory reporting obligations, and provides reliable data necessary to maintain compliance across municipal facilities.

**Report Prepared By:**

**Report Reviewed By:**

\_\_\_\_\_  
 Jordan Schmidt  
 Director of Operations

\_\_\_\_\_  
 Richard Pucci  
 Chief Administrative Officer

Originally signed available upon request



## REPORT TO COUNCIL

### Regular Meeting of Council

**DATE:** January 12, 2026  
**TO:** Richard Pucci, Chief Administrative Officer  
**FROM:** Jordan Schmidt, Director of Operations  
**SUBJECT:** **LIQUID WASTE MANAGEMENT PLAN – RESTART OF STAGES 1 AND 2 WITH INTENT TO MOVE TO STAGE 3**

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#### **RECOMMENDATION:**

##### **THAT Council:**

- 1. Support the restart of Stage 1 (Vision, Goals, Problem Definition, and Community Engagement) and Stage 2 (Liquid Waste Management Options) of the City’s Liquid Waste Management Plan; and,**
- 2. Direct staff to proceed with the redevelopment of Stages 1 and 2, with the intent of advancing the Liquid Waste Management Plan to Stage 3 for formal submission and adoption.**

#### **REASON FOR REPORT:**

The purpose of this report is to seek Council support to restart the Liquid Waste Management Plan (LWMP) process to maintain and strengthen compliance with evolving provincial and federal regulatory requirements related to wastewater treatment and liquid waste management.

While Stage 1 and Stage 2 of the LWMP were previously completed, the work is outdated and does not reflect current regulatory expectations, infrastructure conditions, growth projections, or best practices. Restarting the LWMP process is required to provide a defensible, up-to-date framework that supports compliance and enables the City to advance toward Stage 3 submission and adoption.

#### **ANALYSIS:**

##### **Liquid Waste Management Plan Overview**

A Liquid Waste Management Plan is a long-term planning framework used by local governments to manage wastewater and other liquid waste in a manner that protects public health and the environment. As outlined in the Province of British Columbia’s Guide to Preparing Liquid Waste Management Plans, an LWMP is developed through a three-stage process:

- Stage 1 – Vision, Goals, Problem Definition, and Community Engagement
- Stage 2 – Evaluation of Liquid Waste Management Options
- Stage 3 – Preparation, Submission, and Adoption of the Final Plan

Once approved, an LWMP becomes enforceable under provincial legislation and provides authorization to implement wastewater treatment and management measures consistent with the Plan.

### **Current Status and Need to Restart**

The City previously completed Stage 1 and Stage 2 of the LWMP; however, these stages are now outdated due to changes in regulatory direction, infrastructure condition, growth assumptions, and expectations for public and Indigenous engagement. As a result, the existing work does not provide a sufficient or defensible basis to proceed directly to Stage 3. Restarting Stages 1 and 2 will allow the City to:

- Renew community and Indigenous engagement;
- Update technical analysis and identification of risks;
- Re-evaluate wastewater management and treatment options using current data; and,
- Establish a sound foundation for advancement to Stage 3.

### **Pathway to Stage 3 and Wastewater Treatment**

Liquid waste management is governed through both provincial and federal frameworks. The City has received direction from Environment and Climate Change Canada (ECCC) with a mandate to move toward wastewater treatment to better protect the receiving environment.

Restarting the LWMP provides a structured and transparent pathway to respond to this direction by evaluating treatment options at the community level and progressing toward Stage 3 submission and adoption, which will support long-term regulatory compliance and infrastructure planning.

### **COST:**

The 2026 Budget includes a line item under City-Wide Path to Compliance – Sewer Master Plan in the amount of \$500,000, which will be used to support the restart of Stage 1 of the Liquid Waste Management Plan.

Each subsequent stage of the LWMP (Stage 2 and Stage 3) will require its own budget consideration and Council approval. Funding requirements, scope, and timing for each phase will be refined as the work progresses and brought forward to Council through future budget processes or separate reports.

### **CONCLUSION:**

Restarting Stage 1 and Stage 2 of the Liquid Waste Management Plan ensures the City advances toward wastewater treatment in alignment with provincial and federal requirements, supports informed infrastructure planning, and establishes the technical and engagement foundation required for Stage 3 submission and adoption.

#### **Report Prepared By:**

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Jordan Schmidt  
Director of Operations

#### **Report Reviewed By:**

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Richard Pucci  
Chief Administrative Officer

Originally signed available upon request



## REPORT TO COUNCIL

Open Meeting of Council

**DATE:** January 12, 2026  
**TO:** Richard Pucci, CAO  
**FROM:** Rosa Miller, Deputy CAO

**SUBJECT: REMEDIAL ACTION ORDER: 1516 6<sup>TH</sup> AVE EAST**

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### RECOMMENDATION:

That Council adopt the following resolution:

**THAT** pursuant to the *Community Charter*, ss. 72-74, the Council of the City of Prince Rupert hereby:

- (a) Receives the Report of the Deputy CAO regarding the vacant and burnt-out building (the “Building”) located on land civically and legally described as 1516 6<sup>th</sup> Avenue East, Prince Rupert, BC, PID: 012-520-934, Lot 1 Block H District Lot 251 Range 5 Coast District Plan 1920 (the “Property”) and such other information presented to Council;**
- (b) Finds the Building, and debris surrounding the Building, to be in and create an unsafe condition;**
- (c) Finds the Building to be a nuisance and so dilapidated and unclean as to be offensive to the community;**
- (d) Orders the registered owner of the Property, Peter Herbert Foerster, and the administrator of that person’s estate (collectively the “Owner”), to do all of the following:**
  - (i) apply for and obtain a permit from the City to demolish the Building;**
  - (ii) demolish and remove the Building;**
  - (iii) remove all other waste and debris on the Property;**

- (iv) dispose of all waste and debris at an appropriate waste disposal facility; and
  - (v) fill in any resulting hole in the ground following the Building's demolition
- (the "Remedial Action Requirement");
- (e) Requires the Owner to complete the Remedial Action Requirement within 45 days of notice of the Remedial Action Requirement being sent to the Owner;
  - (f) Directs staff to give notice of the Remedial Action Requirement in accordance with section 77 of the *Community Charter*; and
  - (g) If the Remedial Action Requirement is not fulfilled in the time required by Council, authorizes the City, by its staff and contractors, to:
    - (i) enter the Property and fulfill the Remedial Action Requirement pursuant to section 17 of the *Community Charter*; and
    - (ii) take such action at the expense of the Owner and recover the cost in accordance with sections 258 and 259 of the *Community Charter*.

#### **REASON FOR REPORT:**

This report is brought forward to Council to address the continuing unsafe and unsightly condition of the property located at 1516 6th Avenue East, which poses an ongoing risk to public safety and negatively impacts the surrounding neighbourhood. The property remains in a hazardous and dilapidated state following a structure fire in 2025, and conditions have continued to deteriorate over time. Photos have been appended for your review and information.

Despite prolonged staff efforts to secure voluntary compliance, no remedial action has been undertaken by an owner or occupier of the property.

Given the lack of progress, the cessation of communication from a relative of the deceased owner, Peter Herbert Foerster, and the absence of any recent indication that the site will be cleaned up, staff are recommending that Council exercise its authority under the *Community Charter* to formally require remediation. A Remedial Action Order provides a clear and effective mechanism for addressing unsafe and nuisance conditions while ensuring procedural fairness and preserving the City's ability to act should the work not be completed within the specified timeframe.

Remedial Action Requirements are authorized under Part 3, Division 12 of the *Community Charter*. Council may impose such a requirement where a property

constitutes a hazardous condition or a nuisance, must provide notice and an opportunity for reconsideration, and may carry out the required work in default and recover associated costs. The process outlined in this report is consistent with statutory requirements and established case law respecting procedural fairness, reasonableness, and municipal authority.

**BACKGROUND:**

A fire occurred at 1516 6th Avenue East in early 2025, resulting in significant damage to structures on the property and leaving behind fire debris, unstable remnants of construction, and other hazardous materials. Following the fire, the property became the subject of increasing concern due to its unsafe condition, visual degradation, and potential risk to adjacent properties and members of the public.

Although the property is subject to probate, no probate proceedings have been completed to date, and no active estate representative has taken responsibility for remediation. In mid-2025, the City received confirmation from a party associated with the property that the debris would be cleaned up. Despite this assurance, no cleanup work has been undertaken. Subsequent follow-ups and emails by City staff to the decedent's represented (relative and not court appointed) were unsuccessful, communications eventually ceased, and repeated promises to remediate the site were not honoured.

In September 2025, the property was sold at tax sale and to date has not been redeemed. No one bid on the property, so the City was declared the purchaser. If the property is not redeemed by September 29, 2026, the City will become the owner of the property. Notwithstanding this potential outcome, staff are of the view that the Remedial Action process should still be followed to ensure transparency, procedural fairness, and clear authority for remediation and cost recovery even if the property is redeemed. As shown in the attached photos, the conditions on site constitute both a hazardous condition and a nuisance within the meaning of sections 73 and 74 of the *Community Charter*, and the ongoing deterioration of the property encourages intervention. The continued presence of debris and unsafe structures is unacceptable and presents a risk that must be addressed without further delay.

**COST:**

Currently, there is no direct cost to the City if the remedial actions are completed by the person subject to the order within the prescribed timeframe. Given that the registered owner is believed to be deceased, the City may need to incur legal fees in order to effect substituted service under section 161 of the *Community Charter*. Staff time associated with monitoring compliance would be absorbed within existing operational budgets.

If the work is not completed and the City is required to undertake the remediation in default, upfront costs would be incurred for activities such as debris removal, transportation and disposal fees, site security measures, demolition of remaining unsafe structures, contractor mobilization, and associated administrative and legal costs. While precise costs will depend on site conditions and contractor availability at the time of

action, all expenditures incurred by the City would be recoverable in accordance with section 17 of the *Community Charter*. These costs may be recovered as a debt and placed on the tax roll to be collected in the same manner as property taxes, thereby minimizing long-term financial exposure to the City. As noted above, the property has been sold at tax sale and the City is the deemed purchaser. In the event that the property is not redeemed and title to the property is conveyed to the City, the City will have the opportunity to recover its costs by sale of the property.

**Report Prepared By:**

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Rosamaria Miller, Deputy CAO

Attach.: property photos (taken Jan 5, 2026)

Originally signed available upon request











PAST  
PROFESSIONAL  
ING SCHOOL

B-7945





## REPORT TO COUNCIL

### Meeting of Council

**DATE:** January 12, 2026  
**TO:** Richard Pucci, CAO  
**FROM:** Rosa Miller, Deputy CAO

**SUBJECT: REMEDIAL ACTION ORDER: 1040 2<sup>ND</sup> AVENUE WEST**

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#### RECOMMENDATION:

That Council adopt the following resolution:

**THAT** pursuant to the *Community Charter*, ss. 72-74, the Council of the City of Prince Rupert hereby:

- (a) Receives the Report of the Deputy CAO regarding the vacant and dilapidated single-family dwelling (the “Building”) located on land civically and legally described as 1040 2nd Avenue West, Prince Rupert, BC, PID: 014-786-338, Lot 25 Block 8 Section 1 District Lot 1992 Range 5 Coast District Plan 923 (the “Property”) and such other information presented to Council;**
- (b) Finds the Building to be in and create an unsafe condition;**
- (c) Finds the Building to be a nuisance and so dilapidated and unclean as to be offensive to the community;**
- (d) Orders the registered owner of the Property, Christian Peter Enockson (the “Owner”), to do the following:**
  - (i) apply for and obtain a permit from the City to either demolish the Building or repair the Building;**
  - (ii) either demolish the Building or repair the Building by replacing, removing, or repairing all dilapidated elements and make the structure safe for human habitation;**

- (iii) remove all debris and construction waste from the Property;
  - (iv) dispose of all waste and debris at an appropriate waste disposal facility; and
  - (v) fill in any resulting hole in the ground following the Building's demolition
- (the "Remedial Action Requirement")

**(e) Requires the Owner to:**

- (i) apply for and obtain from the City a permit under (d)(i) above within 45 days of notice of this Remedial Action Requirement being sent to the Owner; and
- (ii) complete the remainder of the Remedial Action Requirement within 3 months after the issue of a demolition permit or within 12 months after the issue of a building permit to repair the Building;

**(f) Directs staff to give notice of the Remedial Action Requirement in accordance with section 77 of the *Community Charter*; and**

**(g) If any required action under the Remedial Action Requirement is not fulfilled in the time required by Council for that action, authorizes the City, by its staff and contractors, to:**

- (i) enter the Property and demolish the Building and otherwise fulfill the Remedial Action Requirement pursuant to section 17 of the *Community Charter*; and
- (ii) take such action at the expense of the Owner and recover the cost in accordance with sections 258 and 259 of the *Community Charter*.

**REASON FOR REPORT:**

This report is presented to Council to address the long-standing unsafe and deteriorated condition of the property located at 1040 2nd Avenue West. Despite repeated engagement efforts and assurances from the property owner over an extended period of more than 18-months, necessary remedial actions have not been voluntarily completed. The condition of the property has continued to decline and now necessitates formal enforcement action by the City.

While property taxes for 1040 2nd Avenue West are currently up to date, compliance with taxation obligations does not mitigate the City's or Owner's responsibility to address properties that present hazards or nuisances within the community. The continued state of disrepair poses potential risks to public safety and negatively affects the surrounding neighbourhood. Given the prolonged lack of follow-through by the owner and the need for timely remediation, staff are recommending that Council exercise its authority to ensure the matter is resolved in a clear, fair, and enforceable manner.

Council's authority to impose a Remedial Action Requirement is set out under Part 3, Division 12 of the *Community Charter*, which allows municipalities to address hazardous conditions and nuisances through a resolution-based process that includes notice, an opportunity for reconsideration, and the ability for the City to complete the work in default and recover its costs. The recommended approach aligns with statutory requirements and established case law and ensures that procedural fairness is maintained while protecting public safety and community well-being.

**BACKGROUND:**

The property at 1040 2nd Avenue West has been in a deteriorated condition for a considerable period. City staff have documented concerns related to unsafe conditions, visible neglect, and elements of the property that are offensive to community standards and potentially hazardous. Over the course of this period, the property owner has provided assurances that remedial work would be undertaken to address these issues. Despite these commitments, little to no progress has been made, and the conditions giving rise to concern remain substantially unchanged.

Staff have made multiple attempts to encourage voluntary compliance, including numerous emails and verbal conversations with the property owner, recognizing that cooperation with property owners is generally the most effective means of achieving timely remediation. However, ongoing delays and a failure to act on prior commitments have resulted in the current situation, where the property's condition requires immediate attention to prevent further deterioration and potential harm. The circumstances now warrant the use of a Remedial Action Order to formally require corrective action and to establish clear timelines and consequences for non-compliance

**COST:**

There is no direct financial impact to the City if the property owner undertakes and completes the required remedial actions within the timeframe established by Council. Administrative and monitoring efforts associated with the order would be managed within existing departmental resources.

Should the owner fail to comply, and the City be required to carry out the remedial work in default, upfront costs may be incurred for activities such as debris removal, securing or dismantling unsafe structures, contractor fees, equipment and disposal costs, and any necessary administrative or legal support. While the final cost would depend on the scope of work required at the time of enforcement, all costs incurred by the City would be recoverable pursuant to section 17 of the *Community Charter*. These costs may be

collected as a debt and, if necessary, added to the property's tax roll, thereby ensuring that the City can recover expenses associated with addressing the hazardous and nuisance conditions.

**Report Prepared By:**

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Rosamaria Miller, Deputy CAO

Attach.: property photos (taken Jan 5, 2026)

Originally signed available upon request





SALE



1040

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## REPORT TO COUNCIL

Meeting of Council

**DATE:** January 12, 2026  
**TO:** Richard Pucci, CAO  
**FROM:** Rosa Miller, Deputy CAO

**SUBJECT: REMEDIAL ACTION ORDER: 600 7<sup>TH</sup> AVENUE EAST**

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### RECOMMENDATION:

That Council adopt the following resolution:

**THAT** pursuant to the *Community Charter*, ss. 72-74, the Council of the City of Prince Rupert hereby:

- (a) Receives the Report of the Deputy CAO regarding the vacant and fire-damaged single-family dwelling (the “Building”) located on land civically and legally described as 600 7<sup>th</sup> Avenue East, Prince Rupert, BC, PID: 014-546-728, Lot 2 Block 22 District Lot 251 Range 5 Coast District Plan 923 (the “Property”) and such other information presented to Council;**
- (b) Finds the Building to be in and create an unsafe condition;**
- (c) Finds the Building to be a nuisance and so dilapidated and unclean as to be offensive to the community;**
- (d) Orders the registered owners of the Property, May Hing Chang and Lapky Chang (collectively the “Owner”), to do the following:**
  - (i) apply for and obtain a permit from the City to either demolish the Building or repair the Building;**
  - (ii) either demolish the Building or repair the Building to remove and replace all fire-damaged elements and make the structure safe for human habitation;**

- (iii) remove all debris and construction waste from the Property;**
  - (iv) dispose of all waste and debris at an appropriate waste disposal facility; and**
  - (v) fill in any resulting hole in the ground following the Building's demolition**
- (the "Remedial Action Requirement");**

**(e) Requires the Owner to:**

- (i) apply for and obtain from the City a permit under (d)(i) above within 45 days of notice of this Remedial Action Requirement being sent to the Owner; and**
- (ii) complete the remainder of the Remedial Action Requirement within 3 months after the issue of a demolition permit or within 12 months after the issue of a building permit to repair the Building;**

**(f) Directs staff to give notice of the Remedial Action Requirement in accordance with section 77 of the *Community Charter*; and**

**(g) If any required action under the Remedial Action Requirement is not fulfilled in the time required by Council for that action, authorizes the City, by its staff and contractors, to:**

- (i) enter the Property and demolish the Building and otherwise fulfill the Remedial Action Requirement pursuant to section 17 of the *Community Charter*; and**
- (ii) take such action at the expense of the Owner and recover the cost in accordance with sections 258 and 259 of the *Community Charter*.**

**REASON FOR REPORT:**

This report is being brought forward to Council to address the continuing unsafe and deteriorated condition of the property located at 600 7th Avenue East. Although property taxes are currently up to date, the condition of the site presents ongoing concerns related to public safety, neighbourhood impact, and compliance with community standards. Staff are recommending a Remedial Action Order to ensure that these conditions are formally and timely addressed.

The property has remained in a compromised state following a significant structure fire at the end of 2022. Given the severity of the fire and the length of time that has passed without full remediation, the City now requires a clear and enforceable mechanism to ensure the property is made safe. A Remedial Action Requirement provides Council with the necessary authority to require corrective action while ensuring procedural fairness and legal clarity.

Council's authority to impose a Remedial Action Requirement is established under Part 3, Division 12 of the *Community Charter*, which enables municipalities to address hazardous conditions and nuisances by resolution. The statutory process requires proper notice, an opportunity for reconsideration, and allows the City to fulfill the remedial work in default and recover costs where compliance is not achieved. The recommended approach aligns with legislative requirements and relevant case law, and ensures that Council's decision-making balances procedural fairness with the need to protect public safety and community well-being.

**BACKGROUND:**

A fire occurred at 600 7th Avenue East in late 2022, resulting in extensive damage to the property. Tragically, the incident resulted in the loss of a life. Fire and investigative authorities conducted an investigation into the cause of the fire; however, no cause was determined and the investigation has since been closed. The City acknowledges the seriousness and sensitivity of this incident and has approached this enforcement action at this property with appropriate care.

Since the fire, the property has remained in a damaged and deteriorated state, with fire-impacted materials, structural damage, and other conditions that continue to pose potential safety risks and adversely affect the surrounding area. While the property owner has maintained tax payments and remains in good standing from a taxation perspective, no substantive remediation has been completed to address the condition of the site. Compliance with taxation obligations does not mitigate the City's – or an owner's – responsibility to address properties that present hazards or nuisances within the community.

Over time, it has become clear that the property requires formal intervention to ensure that hazards and nuisance conditions are addressed in a timely and consistent manner. The prolonged presence of fire damage, combined with the absence of rehabilitative or cleanup work, meets the threshold for a hazardous condition and nuisance under sections 73 and 74 of the *Community Charter*, and warrants the issuance of a Remedial Action Order.

**COST:**

There is no immediate financial impact to the City if the property owner completes the required remedial work within the timeframe set out in the Council resolution. Costs associated with administration, inspection, and monitoring of compliance would be managed within existing departmental resources.

If the owner fails to comply and the City is required to carry out the remedial work in default, upfront costs may be incurred related to debris removal, securing or demolishing unsafe structures, contractor services, disposal fees, and associated administrative or legal support. The extent of these costs will depend on the final scope of work required at the time of enforcement. In accordance with section 17 of the *Community Charter*, all costs incurred by the City may be recovered from the property owner as a debt and may be added to the property tax roll to be collected in the same manner as property taxes.

**Report Prepared By:**

---

Rosamaria Miller, Deputy CAO

Attach.: property photos (taken Jan 5, 2026)

Originally signed available upon request

















Beautiful British Columbia  
MG 9724

# 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

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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.

**“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 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 mm<sup>2</sup>;
  - (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 treads 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 lands located outside of the City's municipal boundaries or that are within the City's boundaries but are otherwise not subject to this Bylaw.

## **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 24<sup>th</sup> day of November 2025.

READ THE SECOND TIME this 24<sup>th</sup> day of November 2025.

READ THE THIRD TIME this 8<sup>th</sup> day of December, 2025.

READ THE FOURTH AND FINAL TIME this \_\_\_\_day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
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:

<b>Service or Regulation</b>	<b>Fee</b>
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



## HIGHWAY ROAD CLOSURE BYLAW NO. 3664, 2026

BEING A BYLAW TO CLOSE A PORTION OF HIGHWAY ALLOWANCE

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Pursuant to Section 40 of the *Community Charter*, Prince Rupert City Council may, by bylaw, close a portion of a highway to traffic and remove the dedication of the highway, if prior to adopting the bylaw, Council publishes notices of its intention in a newspaper and provides an opportunity for persons who consider they are affected by the bylaw to make representations to Council;

The Council of the City of Prince Rupert deems that it is in the public interest to close to traffic, remove the dedication of highway comprising of approximately 1783 sqm of dedicated Highway on Plan 923, which is shown outlined in bold black on the reference plan EPP145751 prepared by McElhanney, a reduced copy of which is attached hereto (*the "Road Closure Plan"*);

The City intends to close that portion of highway to accommodate future development.

Notices of Council's intention to close that portion of highway to traffic, to remove its dedication as highway, and published in a newspaper and posted in the public notice posting place, and the Council has provided an opportunity for persons who consider they are affected by the closure and disposition to make representations to Council; and

The Council of the City of Prince Rupert does not consider that the closure of the Closed Road will affect the transmission or distribution facilities or works of utility operators.

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

1. Attached to this Bylaw as Schedule "A" and forming part of this Bylaw is a reduced copy of the explanatory plan of highway closure (*the "Road Closure Plan"*).
2. The City hereby authorizes the closure to traffic and removal of highway dedication of the 1783 sqm portion of highway which was dedicated as

highway at the New Westminster Land Title Office by Plan 923, outlined in Bold on the Road Closure Plan (the “Closed Road”).

3. On deposit of the Road Closure Plan and all other documentation for the closure of the road allowance in the New Westminster Land Title Office, the Closed Road is closed to public traffic, it shall cease to be public highway, and its dedication as a highway is cancelled.
4. The Mayor and Corporate Administrator are authorized to execute all deeds of land, plans and other documentation necessary to effect this road closure and disposition.
5. This Bylaw may be cited as **“HIGHWAY CLOSURE BYLAW NO. 3664, 2026”**

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

PUBLIC NOTIFICATION this \_\_\_\_ day of \_\_\_\_\_, 2026.

MINISTRY OF TRANSPORTATION APPROVAL this \_\_\_\_ day of \_\_\_\_\_, 2026 (APPROVAL NO. \_\_\_\_\_).

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ A FOURTH AND FINAL TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

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Mayor

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Corporate Administrator





## **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.**

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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 24<sup>th</sup> day of November, 2025.

Read a Second time this 24<sup>th</sup> day of November, 2025.

Public Hearing this 1<sup>st</sup> day of December, 2025.

Read a Third time this 1<sup>st</sup> day of December, 2025.

Read a Fourth & Final time this \_\_\_\_day of \_\_\_\_\_, 2025.

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MAYOR

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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**

**ZONING BYLAW AMENDMENT BYLAW NO. 3669, 2025**

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

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

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

1. Amend "Attachment A" Zoning Map by rezoning the lot legally described "LOT 1 DISTRICT LOT 251 RANGE 5 COAST DISTRICT PLAN EPP82864", as indicated in "Attachment A" of this Bylaw from R1: Small Scale Residential to RM2: Multifamily Residential.
2. This Bylaw may be cited as Prince Rupert Zoning Bylaw Amendment No. 3669, 2025.

READ A FIRST TIME this 1<sup>st</sup> day of December, 2025.

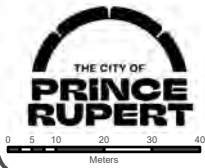
READ A SECOND TIME this 1<sup>st</sup> day of December, 2025.

READ A THIRD TIME this 1<sup>st</sup> day of December, 2025.

READ THE FOURTH AND FINAL TIME this \_\_\_\_ day of \_\_\_\_\_, 2025.

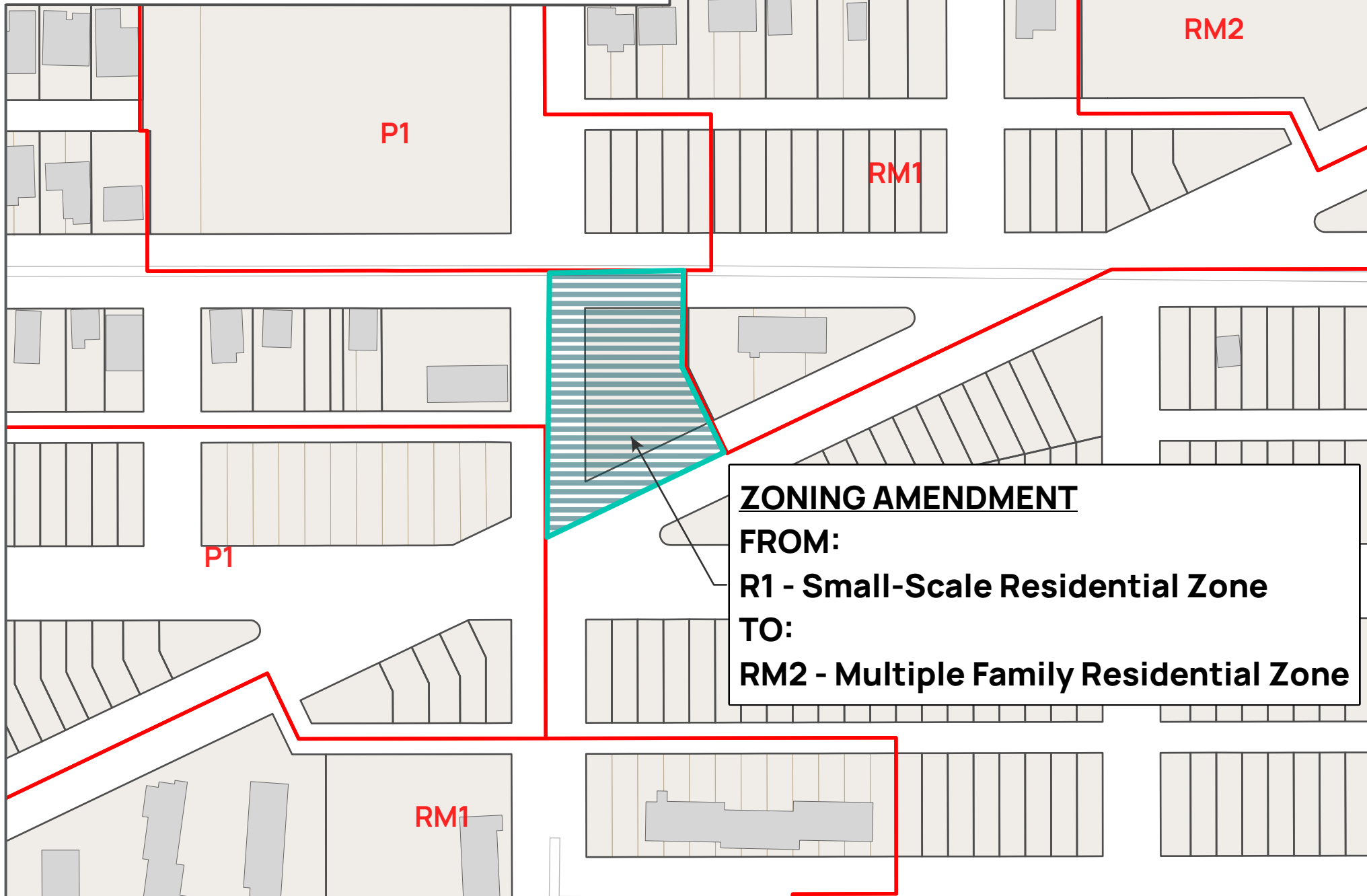
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



**ATTACHMENT A - ZONING AMENDMENT  
AMENDMENT BYLAW NO 3669 2025  
1800 8TH AVENUE EAST**

Project #: ZBLA-25-02 Date: 2025 / 10 / 21



**ZONING AMENDMENT**  
**FROM:**  
**R1 - Small-Scale Residential Zone**  
**TO:**  
**RM2 - Multiple Family Residential Zone**