



REGULAR AGENDA

For the **REGULAR MEETING** of Council to be held on Monday, January 26, 2026, taking place at 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

1. CALL TO ORDER

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Recommendation:

THAT the Agenda for the Regular Council Meeting of January 26, 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 January 26, 2026;
- ii. Minutes of the Regular Meeting of January 26, 2026;

b) Reports for receipt

- iii. Report from the Director of Recreation and Community Services Re: Recreation Department – 2025 Year End Update;
- iv. Memorandum from the Chief Administrative Officer Re: Update – Decriminalization of Drugs in BC;
- v. Memorandum from the Chief Administrative Officer Re: Road Closure Bylaw #3664 – Drawing;

Recommendation:

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

6. REPORTS

a) Report from the Director of Economic Development & Transportation Re: Business Façade Improvement

Recommendation:

THAT Council support the application to Northern Development Initiative Trust from The City of Prince Rupert for a grant of up to \$20,000 for the Business Façade Improvement Program.

7. COUNCIL ROUND TABLE
8. ADJOURNMENT



SPECIAL MINUTES

For the **SPECIAL MEETING** of Council, held on January 12, 2026, at 5:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

ABSENT: Councillor B. Cunningham
Councillor T. Forster

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 Randhawa THAT the meeting be closed to the public under Section 90 of the Community Charter to consider items relating to one or more of the following:

- 90.1 (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

3. ADJOURNMENT

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

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



MINUTES

For the **REGULAR MEETING** of Council, held on Monday, January 12, 2026, 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

ABSENT: Councillor B. Cunningham

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

1. CALL TO ORDER

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

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT the Agenda for the Regular Council Meeting of January 12, 2026, be adopted as presented and amended.

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.

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

CARRIED

6. REPORTS

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

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT Council considers the Highway Road Closure Bylaw No. 3664, 2026, and directs Staff to put the Bylaw out for Public Notification.

CARRIED

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

MOVED by Councillor Adey and seconded by Councillor Randhawa 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.

CARRIED

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

MOVED by Councillor Niesh and seconded by Councillor Forster 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.

CARRIED

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

MOVED by Councillor Forster and seconded by Councillor Niesh 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 6th 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*.

CARRIED

e) Report from the Deputy Chief Administrative Officer Re: 1040 2nd 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”)

MOVED by Councillor Randhawa and seconded by Councillor Adey 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*.

CARRIED

f) Report from the Deputy Chief Administrative Officer Re: 600 7th 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")

MOVED by Councillor Niesh and seconded by Councillor Randhawa 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 7th 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*.

CARRIED

7. BYLAWS

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

MOVED by Councillor Forster and seconded by Councillor Adey THAT Council give Fourth and Final Reading to the City of Prince Rupert Fire Control Bylaw No. 3663, 2025.

CARRIED

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

MOVED by Councillor Randhawa and seconded by Councillor Forster THAT Council give First and Second Readings to the City of Prince Rupert Highway Road Closure Bylaw No. 3664, 2026.

CARRIED

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

MOVED by Councillor Niesh and seconded by Councillor Adey THAT Council give Fourth and Final Reading to the City of Prince Rupert Official Community Plan Update Bylaw No. 3666, 2025.

CARRIED

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

MOVED by Councillor Niesh and seconded by Councillor Adey THAT Council give Fourth and Final Reading to the City of Prince Rupert Zoning Bylaw Amendment No. 3669, 2025.

CARRIED

8. COUNCIL ROUND TABLE

9. ADJOURNMENT

MOVED by Councillor Niesh and seconded by Councillor Skelton-Morven THAT the meeting be adjourned at 7:27 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



REPORT TO COUNCIL

DATE: Jan 14, 2026
TO: Richard Pucci, Chief Administrative Officer
FROM: Nicole Beauregard, Director of Recreation and Community Services
SUBJECT: Recreation Department – 2025 Year End Update

RECOMMENDATION:

THAT Council receives the Recreation Department activities update.

REASON FOR REPORT:

To update Council on the Recreation Department's 2025 year-end statistics and highlight initiatives and activities from the third and fourth quarters of the year.

BACKGROUND:

The Recreation and Community Services Department provides indoor/outdoor health and wellness opportunities for our community by delivering programs and services for the Earl Mah Aquatic and Fitness Centre, and the, Jim Ciccone Civic Centre and Arena.

Recreation experiences foster physical literacy as the gateway to physical activity, fitness, leisure and sport. Physical literacy is the physical competence, motivation and confidence for a person to be active for life; research show that developed physical literacy reduces injury and increases ability to participate in recreation, vocation and community.

In partnership with many community organizations, the recreation team facilitates opportunities for accessibility and equity through health and wellness initiatives. The recreation team also supports cultural and community education experiences.

ANALYSIS: This report presents year-end 2025 statistics in comparison with 2024 and summarizes departmental activities undertaken during the latter half of the year (June–December 2025). The information outlined below provides an overview of key performance indicators (KPI's) and operational highlights.

Department Statistics and KPI's

Recreation Category	2024 (Participant #'s)	2025 (Participant #'s)
Birthday Parties	<i>Did not track</i>	119
Camps (<i>Spring, Summer, ProD</i>)	206	142
Fitness (<i>Annual Scans</i>)	15796	4610 <i>*tracking missing – training & record keeping gaps identified*</i>
KidSport	71	39
ParticipAction Event		3990 (<i>Inaugural Event</i>)
Pool (annual scans)	33828	33830
Private/Minor Ice Groups	555	528
Public Ice Programs	1723	1922
Recreation Access Program	129	98
Rec Programs	15498	10907
Staff & Community Training	108	138
Swim Lessons	169	506
Swim Private Lessons	<i>Focused on Training Lifeguards</i>	86
Swim Group Lessons	<i>Focused on Training Lifeguards</i>	10
User Groups	33	37
Unplug and Play Event		296 (<i>Inaugural event</i>)

Foundational annual departmental statistics are now being tracked. Recreation management continues to explore new methods to analyze data and trends to support future planning and inform service delivery

Capital Projects & Facilities: Project Status

- Arena Geotech Assessment: Complete
- Polar Engineering Refrigeration Plant CRIS GHG Study: Complete
- 2nd Floor Bathroom and Shower at the Civic Centre: Complete
- 3 Pool Filters and Drain Cover Engineering: Complete
- Auditorium Ceiling Investigation:
 - Phase 1: Abatement & BCHydro Lighting Audit - Complete.
 - Phase 2: In Progress - Lights and potential baffling install anticipated completion first quarter 2026
- Aquatic Centre Cladding:
 - Phase 1: Draft Architect Drawings – Complete
 - Phase 2: In Progress – Architect/Engineering finalization and construction anticipated second quarter 2026

Special Projects:

- SPARC BC Grant Award: \$25,000 for cardio fitness equipment - Complete
- Recreation and Wellness Plan: \$25,000 Grant Award
 - Phase 1: Data Collection, Analysis and Engagement - Complete
 - Phase 2: Age Friendly Assessment and Recreation and Wellness Plan Draft preparation and finalization – anticipated completion second quarter 2026.
- Vision Zero Grant Award: \$20,000 towards Active Transportation.
 - Phase 1 Complete: Meeting with Operations Dept. and BC Transit for bus stop move - Complete
 - Phase 2: Traffic Calming Reduction & Safety Strategies - In-progress anticipated completion second or third quarter 2026.

Community Engagement, Programming and Events

- Fall Community Registration Night: registration evening for all sports, culture and recreation groups (~125 participants)
- ParticipACTION Community Better Challenge – FREE partnered activities for the month of June. \$1000 Grant Awarded. This inaugural event hosted 55 free events with 20 community partners. Prince Rupert ranked 7th in BC, 45th in Canada where 672 municipalities/recreation departments across Canada participated. (3990 participants)
- New Programs or Initiatives:
 - Wheelchair Basketball Try It Sessions – Partnership with Haidi Gwaii Recreation and Northern Adapted Sports Association.
 - Grief Literacy 101 – Partnership with RCMP Victim Services and Hospice
 - Tsunami High Ground Hike, partnership with District of Port Edward
 - National Accessibility Week – featured wheelchair and chair yoga sponsored by Special Olympics
 - Introduction to Cricket
- Aquatics:
 - Monthly Fun Friday – Free dinner and pool admission for youth ages 13-17 (~20)
 - World Drowning Prevention Week Initiatives
 - Hosted four Free Swim Lessons Pilot – Realistic class setting to train new swim instructors
 - Special Seasonal Events
 - Halloween Teen Swim – Lead by Youth for Youth, facility opened later for a night swim (~ 100 participants)
 - Grinch Swim - Reel on social media reach 10,000 views (~25 participants)

City of Prince Rupert Employee Wellness:

- Wellness Works Committee - Employee Kids Christmas Party (~ 40 total participants – employees' children and/or grandchildren)

Recreation Staff Training: (participant #'s in brackets)

- National Lifeguard Pathway Courses: Bronze Cross & Bronze Medallion (15)
- Monthly Lifeguard in-service training and crew talks
- Ice Maker Apprentice – In-training (1)
- viaSport Bystander Intervention Training (10)
- Refrigeration Safety Awareness Training (Regional) (6)
- KidsAction Coaching (Community) (8)

COMMUNITY SOCIAL, ENVIRONMENTAL AND EQUITY CONSIDERATIONS:

The role and goals of a municipal recreation department is to support the physical, cognitive, cultural and social wellbeing of all residents in our community, with a further additional lens of equity, diversity, inclusion and accessibility.

In consultation with evidence-based designs and community best practices our primary focus is to support quality of life through departmental capital projects, programs and services. As a department we are the community connectors and can facilitate sustainable access models by reducing barriers through policy, community engagement and a cross-sectoral partnerships.

LINKS TO COUNCIL PLANS AND POLICY DIRECTION:

This department update meets the objectives or actions in the following plans or assessments:

- OCP
- Accessibility Plan
- Social Development Assessment
- Equity Lens Policy
- Connect Rupert
- Parks and Outdoor Plan
- Strategic Plan

FINANCIAL IMPLICATIONS

No financial implications, this report is for information only.

CONCLUSION:

This report has been prepared as an update to Council to share the initiatives and activities on how recreation, sport and culture is a gateway to community health and wellness. The Recreation Department contributes to Council's Strategic Plan by

developing community capacity building, improving citizens quality of life and supporting community renewal.

Report Prepared By:

Nicole Beauregard, BKin
Director of Recreation and Community Services

Report Approved By:

Richard Pucci, P.L.Eng
Chief Administrative Officer

Originally signed available upon request



MEMORANDUM TO COUNCIL

DATE: January 26th, 2026
TO: Mayor & Council
FROM: Richard Pucci, Chief Administrative Officer
SUBJECT: UPDATE - DECRIMINALIZATION OF DRUGS IN BRITISH COLUMBIA

Background:

British Columbia implemented a pilot decriminalization program under a federal exemption to the *Controlled Drugs and Substances Act* that came into effect on January 31, 2023. This exemption allowed adults (18+) to possess certain controlled substances without criminal penalties for personal use. The policy was intended to reduce stigma, encourage access to health and social services, and treat substance use as a public health issue rather than a criminal justice problem.

Current Status (January 2026):

- **Pilot Program Ending:** The three-year decriminalization pilot is scheduled to **expire on January 31, 2026**. Recent government announcements indicate that the province will not seek to extend the federal exemption, as it “has not delivered the results hoped for” in terms of reducing harms and encouraging treatment.
- The province continues consultations with the federal government on future approaches that balance public health and safety.

Implications for Council Consideration:

- The imminent end of the pilot means BC will revert to stronger enforcement of criminal penalties for possession of controlled substances.
- Council may want to consider how provincial and federal policy shifts affect local public health, policing priorities, harm reduction services, and community safety.
- Engagement with regional health authorities, law enforcement, and community partners will be important to understand the transition and prioritize supports for people who use drugs.

Regards,

Richard Pucci,
Chief Administrative Officer

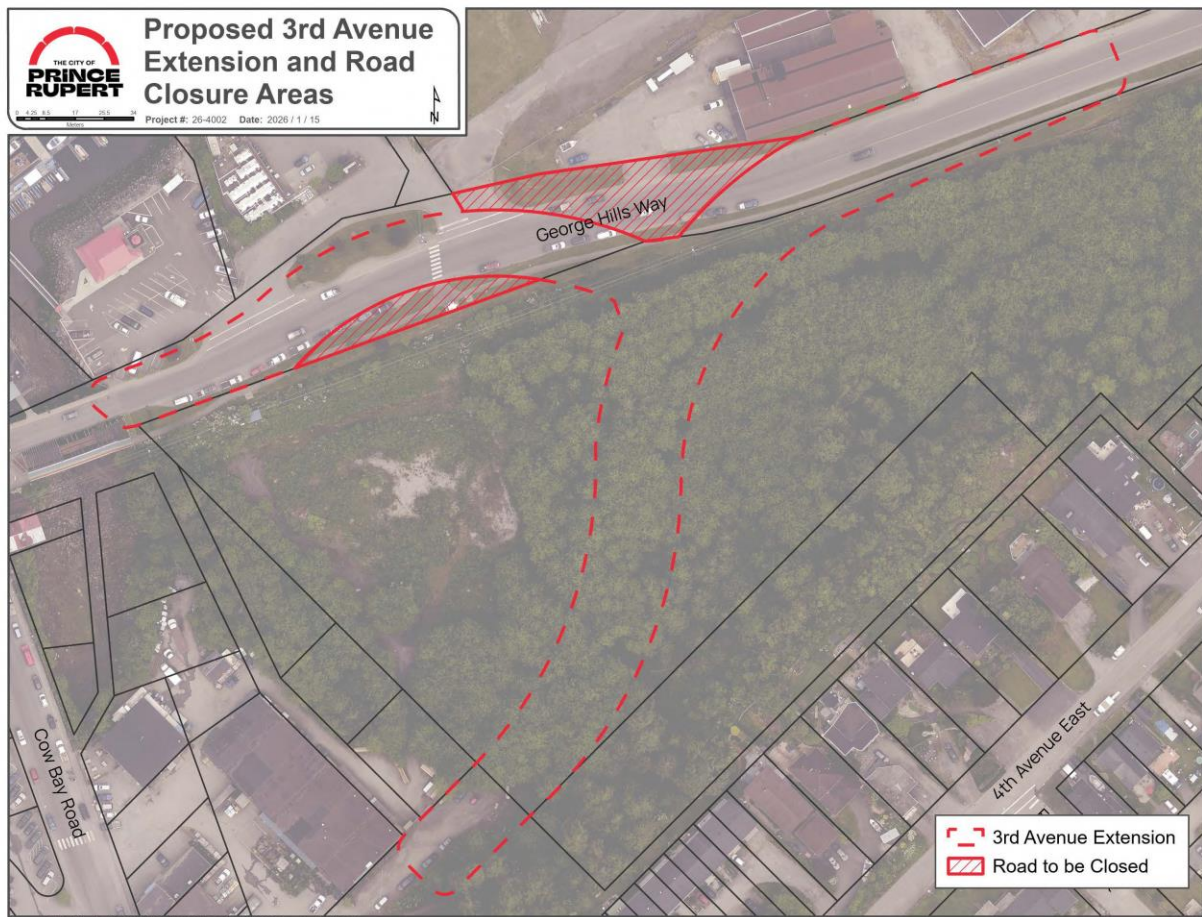
Originally signed available upon request



MEMORANDUM TO COUNCIL

DATE: January 26th, 2026
TO: Mayor & Council
FROM: Richard Pucci, Chief Administrative Officer
SUBJECT: ROAD CLOSURE BYLAW #3664 - DRAWING

As requested by the Council, please see below a more legible drawing for Road Closure Bylaw #3664.



Regards,

Richard Pucci,
Chief Administrative Officer

Originally signed available upon request



REPORT TO COUNCIL

Regular Meeting of Council

DATE: January 26, 2026
TO: Richard Pucci, Chief Administrative Officer
FROM: Paul Vendittelli, Director of Economic Development & Transportation

SUBJECT: Business Façade Improvement

RECOMMENDATION:

THAT Mayor and Council support the application to Northern Development Initiative Trust from The City of Prince Rupert for a grant of up to \$20,000 for the Business Façade Improvement Program.

REASON FOR REPORT:

The City of Prince Rupert intends to provide property owners and business owners with grant money for façade improvement. This application with Northern Development Initiative Trust requires a resolution of support from Mayor and Council.

BACKGROUND:

The Business Façade Improvement program provides annual grant funding for municipalities and regional districts. Annual funding of \$20,000 is available to each municipality and regional district to enhance economic development by encouraging private sector investment in businesses façade improvements. The Program is managed and administered by the City of Prince Rupert Economic Development Office.

ANALYSIS:

The Program is designed to assist property and business owners with rehabilitating the commercial façades of their properties for the purpose of creating a positive visual impact, stimulating private investment, and complementing other community revitalization efforts

COST:

There are no Cost or Budget Implications associated.

January 26, 2026

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CONCLUSION:

That Mayor and Council support the recommendations of the Economic Development Director and provide a resolution of support for the application to Northern Development Initiative Trust.

Report Prepared By:

Report Reviewed By:

Paul Vendittelli,
Director of Economic Development &
Transportation

Richard Pucci,
CAO

Originally signed available upon request