



REGULAR AGENDA

For the **REGULAR MEETING** of Council to be held on Monday, June 29, 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 June 29, 2026, be adopted as presented.

4. PRESENTATIONS

a) Presentation Re: 2025 Annual Report

5. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS

6. CONSENT AGENDA

a) Council minutes for approval

- i. Minutes of the Special Meeting to Close of June 5, 2026;
- ii. Minutes of the Special Meeting to Close of June 15, 2026;
- iii. Minutes of the Regular Meeting of June 15, 2026;

b) Reports for receipt

- iv. Report from the Director of Planning and Development Services Re: Notice of Contract Award over \$500K;

c) Correspondence for action

- i. North Coast Regional District Re: North and Central Pacific Coast Ferry Service Levels – Invitation for Joint Advocacy;
- ii. North Coast Regional District Re: Joint Advocacy Meeting regarding Alaska Ferry Reinstatement;
- iii. Request for Proclamation July 19-25, 2026 as National Drowning Prevention Week;
- iv. Request for Proclamation October 15, 2026 as Pregnancy and Infant Loss Awareness Day and October 2026 as Pregnancy and Infant Loss Awareness Month;
- v. City of Prince George Re: Support for the Northern-Rural Homeowners Grant;

d) Correspondence for receipt

- vi. Response to Council Inquiries;
- vii. North Central Local Government Association Re: 2026 AGM Highlights.

Recommendation:

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

7. REPORTS

a) Report from the Chief Administrative Officer Re: Totem Pole Program – Haida Gwaii Invitation

Recommendation:

THAT Council receives this Report and supports the Yahguudangang: To Pay Respect – Gwaii Haanas Repatriation Ceremonies Project.

b) Report from the Chief Administrative Officer Re: Adoption of the 2025 Annual Report

Recommendation:

THAT Council by resolution adopt the 2025 Annual Report.

c) Report from Planning Re: Devepment Variance Permit 26-04 (DVP-26-04) – 800 2nd Avenue West

Recommendation:

THAT Council approves of Development Variance Permit (DVP) #26-04.

d) Report from Planning Re: Devepment Variance Permit 26-06 (DVP-26-06) – 525 2^{bd} Avenue West

Recommendation:

THAT Council proceeds with the statutory notification process for Development Variance Permit #26-06.

e) Report from the Director of Operations Re: RFT 70018 – 6th Avenue West Watermain Replacement

Recommendation:

THAT Council award RFT 70018 for the 6th Avenue West Watermain Replacement to Knappett Industries (2006) Ltd. in the amount of \$11,595,755.00, excluding GST.

8. BYLAWS

a) Good Neighbour Bylaw No. 3558, 2025

Recommendation:

THAT Council give Third Reading to Good Neighbour Bylaw No. 3558, 2025.

b) Election Procedures Bylaw No. 3561, 2026

Recommendation:

THAT Council give Fourth and Final Reading to Election Procedures Bylaw No. 3561, 2026.

c) Highway Road Closure Bylaw No. 3672, 2026

Recommendation:

THAT Council give Fourth and Final Reading to Highway Road Closure Bylaw No. 3672, 2026.

d) Highway Road Closure Bylaw No. 3673, 2026

Recommendation:

THAT Council give Fourth and Final Reading to Highway Road Closure Bylaw No. 3673, 2026.

e) Highway Road Closure Bylaw No. 3675, 2026

Recommendation:

THAT Council give Third Reading to Highway Road Closure Bylaw No. 3675, 2026.

9. COUNCIL ROUND TABLE

10. ADJOURNMENT



SPECIAL MINUTES

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

PRESENT: Mayor H. Pond
Councillor Randhawa
Councillor B. Cunningham
Councillor T. Forster (Remote)
Councillor N. Adey
Councillor W. Niesh (Remote)

STAFF: R. Pucci, Chief Administrative Officer (Remote)
R. Miller, Deputy Chief Administrative Officer
C. Bomben, Chief Financial Officer
P. Vendittelli, Director of Economic Development & Transportation

ABSENT: Councillor R. Skelton-Morven

1. CALL TO ORDER

Councillor Randhawa called the Special Meeting of Council to order at 12:03pm.

2. RESOLUTION TO EXCLUDE THE PUBLIC

MOVED by Councillor Adey 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 (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.

CARRIED

3. ADJOURNMENT

MOVED by Councillor Cunningham and seconded by Councillor Randhawa
THAT the Meeting be adjourned at 12:03 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



SPECIAL MINUTES

For the **SPECIAL MEETING** of Council, held on June 15, 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 Randhawa
Councillor B. Cunningham
Councillor T. Forster
Councillor N. Adey
Councillor W. Niesh

STAFF: R. Pucci, Chief Administrative Officer (Remote)
R. Miller, Deputy Chief Administrative Officer
C. Bomben, Chief Financial Officer

ABSENT: Councillor R. Skelton-Morven

1. CALL TO ORDER

The Mayor called to 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 (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.

CARRIED

3. ADJOURNMENT

MOVED by Councillor Cunningham and 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, June 15, 2026, 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Miller, Deputy Chief Administrative Officer
C. Bomben, Chief Financial Officer
J. Schmidt, Director of Operations
V. Stewart, Manager of Communications, Engagement and Social Development
R. Paras, Planner

1. CALL TO ORDER

The Acting 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 Forster THAT the Agenda for the Regular Council Meeting of June 15, 2026, be adopted as presented.

CARRIED

4. PRESENTATIONS

- a) Presentation from Sergeant Marc Jones, Acting Officer in Charge Re: RCMP update
- b) Presentation from the Manager of Communications, Engagement and Social Development Re: 2025 Annual Report

5. PUBLIC COMMENT(S) REGARDING AGENDA ITEMS

6. CONSENT AGENDA

- a) **Council minutes for approval**
 - i. Minutes of the Special Meeting to Close of May 25, 2026;

- ii. Minutes of the Regular Meeting of May 25, 2026;

b) Reports for receipt

- i. Report from Planning Re: Development Activity Report – May 2026;
- ii. Report from the Chief Financial Officer Re: April 2026 Financial Variance Report;
- iii. Report from The Fire Chief Re: Monthly Fire / Rescue Report – May 2026;

c) Correspondence for action

- i. Request for Proclamation June 15, 2026 as World Elder Abuse Awareness Day;

d) Correspondence for receipt

- ii. Email from McDonald's Restaurant Re: Invitation to McHappy Day: Appreciation Letter;
- iii. North Coast Regional District Re: May 2026 Board Highlights;
- iv. Letter from the Corporation of the District of Central Saanich Re: Request for Dedicated Provincial Funding to Support Municipalities That Achieve Provincially Mandated Housing Targets;
- i. Memo from UBCM President Re: Heritage Conservation Act.

MOVED by Councillor Adey 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 Financial Officer Re: 2025 Audited Financial Statements (The "Statements")

MOVED by Councillor Forster and seconded by Councillor Randhawa THAT Council accepts the corrected 2025 Audited Financial Statements as presented.

CARRIED

b) Report from the Chief Financial Officer Re: 2025 Statement of Financial Information (SOFI)

MOVED by Councillor Adey and seconded by Councillor Forster THAT Council approves the 2025 Statement of Financial Information as presented.

CARRIED

c) Report from the Manager of Communications, Engagement and Social Development Re: Consideration of the 2025 Annual Report for Public Circulation

MOVED by Councillor Niesh and seconded by Councillor Forster THAT Council approve the circulation of the 2025 Annual Report;

AND THAT Council set the date of June 29, 2026, for the public meeting on the Annual Report.

CARRIED

d) Report from the Chief Administrative Officer Re: Regulations & Compliance Report

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT Council receives this Report for information purposes.

CARRIED

e) Report from Planning Re: Temporary Use Permit 26-01 (TUP-26-01) – 171 Mish-Aw Road

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council proceed with the final approval for Temporary Use Permit (TUP) #26-01 and include as a permit condition that the City retains a \$5000 cash bond until the temporary use is discontinued.

CARRIED

f) Report from the Chief Financial Officer Re: Election Procedures Bylaw No. 3561, 2026

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT Council proceed with consideration of repealing Elections Voting Procedure and Automated Vote Counting System Authorization Bylaw No. 3496, 2022;

AND THAT Council proceed with consideration of the Election Procedures Bylaw No. 3561, 2026

CARRIED

g) Report from the Deputy Chief Administrative Officer Re: Cemetery Bylaw 3562, 2026

MOVED by Councillor Adey and seconded by Councillor Niesh THAT Council consider the City of Prince Rupert Cemetery Bylaw No. 3562, 2026, which repeals and replaces Cemetery Bylaw No. 3237, 2007 and any amendments thereto.

CARRIED

h) Report from the Deputy Chief Administrative Officer Re: Good Neighbour Bylaw No. 3558, 2025 – Summary of Revisions Following Staff Review

MOVED by Councillor Adey and seconded by Councillor Niesh THAT Council receive this report for information outlining the substantive changes made to

the Good Neighbour Bylaw since the March 2025 draft, reflecting an extensive staff review and refinement process.

CARRIED

i) Report from the Director of Operations Re: RFT 70017 – 11th Ave East Watermain Replacement

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council award RFT 70017 for the 11th Avenue East Watermain Replacement to Infracon Construction Inc. in the amount of \$14,270,891.00, excluding GST.

CARRIED

8. BYLAWS

a) Election Procedures Bylaw No. 3561, 2026

MOVED by Councillor Cunningham and seconded by Councillor Randhawa THAT Council repeal Elections Voting Procedure and Automated Vote Counting System Authorization Bylaw No. 3496, 2022;

AND THAT Council introduce and give First, Second and Third Readings to Election Procedures Bylaw No. 3561, 2026.

CARRIED

b) Cemetery Bylaw No. 3562, 2026

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT Council repeal the City of Prince Rupert Cemetery Bylaw No. 3237, 2007;

AND THAT Council introduce and give First and Second Readings to City of Prince Rupert Cemetery Bylaw No. 3562, 2026.

CARRIED

MOVED by Councillor Cunningham and seconded by Councillor Forster THAT Council direct Staff to bring Section GG into compliance with the rest of the cemetery.

CARRIED

MOVED by Councillor Forster and seconded by Councillor Cunningham THAT Council direct Staff to prepare an amendment regarding the appeal for the headstone.

CARRIED

c) Good Neighbour Bylaw No. 3558, 2025

MOVED by Councillor Randhawa and seconded by Councillor Niesh THAT Council defer the matter pending a report back on the specific meaning of "Recreational Vehicle" and livestock reference.

CARRIED

d) Ticket Information Amendment Bylaw No. 3559, 2025

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council gives Third Reading to the City of Prince Rupert Ticket Information Amendment Bylaw No. 3559, 2025.

CARRIED

e) Ticket Information Amendment Bylaw No. 3560, 2025

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT Council gives Third Reading to the City of Prince Rupert Ticket Information Amendment Bylaw No. 3560, 2025.

CARRIED

9. COUNCIL ROUND TABLE

10. ADJOURNMENT

MOVED by Councillor Adey and seconded by Councillor Forster THAT the meeting be adjourned at 9:16 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE OFFICER



REPORT TO COUNCIL

Regular Meeting of Council

DATE: June 29, 2026
TO: Richard Pucci, Chief Administrative Officer
FROM: Myfannwy Pope, Director of Planning and Development Services

SUBJECT: NOTICE OF CONTRACT AWARD OVER \$500K

RECOMMENDATION

THAT Council receive this report for information purposes per the City's Purchasing Policy.

PURPOSE

The purpose of this report is to inform Council of an award to a local contractor for municipal civil works within the road right-of-way associated with the 62-unit housing development at 2300 Bellis Road for the value of \$528,739. All costs will be recovered through the Developer for the project and it will have no impact on City budget.

BACKGROUND

The City must complete municipal civil works (road right-of-way), including:

- Sanitary forcemain.
- Sidewalks.
- Associated infrastructure.

These works are required to support the 2300 Bellis Road development, a 62-unit BC Housing project.

The City has awarded the contract for this work to the local contractor currently under contract to the developer that is actively performing civil servicing works on the subject property, including installation of underground infrastructure up to the property line on the private side. The proposed municipal works represent a direct continuation of this infrastructure into the public road right-of-way.

This scope of work is concurrent with other civil works that municipal crews will be completing.

All costs associated with these works will be recovered from the proponent.

DISCUSSION

The decision to proceed with the local contractor for completion of the municipal works is based primarily on capacity, as well as efficiency of time and cost.

The contractor is already:

- Mobilized on-site with crews and equipment.
- Managing traffic control and site coordination.
- Installing infrastructure that directly connects to the required municipal works.

Utilizing the same contractor provides a seamless transition between private and public works, avoids duplication of effort and additional costs, and provides timely project delivery.

BUDGET IMPLICATIONS

The total cost of the municipal works is \$528,739.00

- All costs associated with the work will be fully recovered from the proponent.
- This has no impact on City budget.

Report Prepared By:

Report Reviewed By:

Myfannwy Pope,
Director of Development Services

Richard Pucci,
Chief Administrative Officer

Original signature available upon request



June 10, 2026

Central Coast Regional District
Email:
info@ccrd.ca

Council of the Haida Nation
Email:
chn.skidegate@haidanation.com

Gitga'at First Nation
Email:
Reception@gitgaat.ca

Gitxaala first Nation
Email:
DeborahR@GitxaalaNation.com

Lax Kw'alaams Band
Email:
adminassist@laxband.com

Metlakatla First Nation
Email:
kpahl@metlakatla.ca

Heiltsuk First Nation
Email:
info@coastalfirstnations.ca

Nuxalk First Nation
Email:
info@nunumus.ca

Kitsaoo First Nation
Email:
kitsaoo@gmail.com

Wuikinuxv First Nation
Email:
communication@wuikinuxv.net

City of Prince Rupert
Email:
cityhall@princerupert.ca

District of Port Edward
Email:
info@portedward.ca

Skidegate Band Council
Email:
haida@skidegate.ca

Old Masset Village Council
Email:
reception@omvc.ca

Village of Masset
Email
admin@masset.ca

Village of Daajing Giids
Email:
office@daajinggiids.ca

Village of Port Clements
Email:
Office@portclements.ca

Wuikinuxv Nation
Email:
communication@wuikinuxv.net

Re: North and Central Pacific Coast Ferry Service Levels – Invitation for Joint Advocacy

Dear Communities of the Northern and Central Pacific Coast,

On behalf of the Board of the North Coast Regional District (NCRD), I am writing to invite you to meet and discuss concerns regarding ferry service levels provided by BC Ferries and their impacts on coastal communities.

The NCRD has consistently advocated to the government of B.C., the Ministry of Transportation and Transit, BC Ferries, and other transportation stakeholders for improvements to ferry services servicing the North Coast, Haida Gwaii, and Southeast Alaska. Reliable ferry transportation is essential to the social and economic well-being of our coastal communities, and ongoing service challenges continue to affect residents, businesses, and visitors throughout the region.



730 2nd Avenue West
Prince Rupert BC, V8J 1H3



P: 250.624.2002
TF: 888.301.2002



W: www.ncrdbc.com
F: 250.627.8493



To strengthen these advocacy efforts, the NCRD is seeking to work collaboratively with ferry-dependent communities along the North and Central Pacific Coast to identify shared concerns and advocate for improved ferry service levels.

The NCRD proposes sending a joint-advocacy letter addressed to the Province of B.C., the Ministry of Transportation and Transit, and BC Ferries. NCRD staff are happy to coordinate drafting a proposed letter based on feedback received from participating stakeholders.

If you share these concerns regarding ferry service levels and would be interested in contributing to a coordinated advocacy effort, the NCRD would welcome the opportunity to meet with you.

Following these discussions, NCRD staff will circulate a revised advocacy letter for review and will respectfully request permission from participating signatories to include their logos and signatures.


If you are interested in meeting to discuss ferry service levels, or if you have any questions, please contact Daniel Fish, Chief Administrative Officer, by July 6, 2026 at Cao@ncrdbc.com. NCRD staff would be pleased to provide any additional information or support regarding these efforts.

Thank you for your time and attention to this matter, the NCRD is looking forward to collaboratively advocating with all who share concerns on this important topic.


Sincerely,

A handwritten signature in dark blue ink, appearing to read "Barry Pages".

Barry Pages
Chair



730 2nd Avenue West
Prince Rupert BC, V8J 1H3



P: 250.624.2002
TF: 888.301.2002



W: www.ncrdbc.com
F: 250.627.8493



June 10, 2026

Council of the Haida Nation

Email:
chn.skidegate@haidanation.com

Central Council of the Tlingit & Haida Indian Tribes of Alaska

Email:
communitynavigator@tingitandhaida.gov

Gitga'at First Nation
Email:
Reception@gitgaat.ca

Gitxaala First Nation

Email:
DeborahR@GitxaalaNation.com

Lax Kw'alaams Band

Email:
adminassist@laxband.com

Metlakatla First Nation
Email:
executive.director@metlakatla.ca

Metlakatla Indian Community

Email:
judi@www.metlakatla.com

Ketchikan Indian Community

Email:
aburns@kictribe.org

Craig Tribal Council
Email:
info@craigtribe.org

Alaska Native Brotherhood and Sisterhood

Email:
Eric.morrison@alaska.gov

Sealaska

Email:
corpcomm@sealaska.com

Re: Joint Advocacy Meeting Re: Alaska Ferry Reinstatement

Dear Chiefs and Councilors,

On behalf of the Board of Directors of the North Coast Regional District (NCRD), I am writing to respectfully invite you to meet and discuss opportunities for collaborative advocacy in support of reinstating the Alaska Marine Highway System (AMHS) service connecting the communities of Prince Rupert, B.C. and Ketchikan, AK.

For many residents of the North Coast, the suspension of the AMHS service in 2019 significantly disrupted longstanding social, cultural, and economic connections between communities in northern B.C. and southeast Alaska. Families, businesses, and Indigenous communities on both sides of the border have felt the impacts of reduced transportation access and diminished regional connectivity.

Since the suspension, the NCRD has continued to advocate with the Government of Canada, the Province of British Columbia, relevant provincial ministries, and ferry service operators for improved marine transportation options and the restoration of this vital



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Prince Rupert BC, V8J 1H3



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connection. We believe there is meaningful value in strengthening these efforts through a coordinated and unified voice among Indigenous governments, local governments, and regional partners who share these concerns and interests. For your reference, I have enclosed recent correspondence to stakeholders on the issue.

While there are challenges associated with reinstating the AMHS service, we remain encouraged by ongoing discussions and the positive momentum that advocacy efforts have generated to date. We believe that collective advocacy across borders could further advance meaningful progress toward restoring this important transportation link.

Should your Nation or organization share these concerns and have interest in participating in a joint discussion regarding advocacy opportunities, we would be honoured to meet with you. Your leadership, perspectives, and support would be invaluable in helping move this issue forward for the benefit of all coastal communities impacted by the loss of service.

If you are interested participating, or if you have any questions, please contact Daniel Fish, Chief Administrative Officer, at Cao@ncrdbc.com. NCRD staff would be pleased to provide any additional information or support regarding these efforts.

We are requesting a response from organizations by July 6, 2026, at which time we intend to coordinate a joint-virtual meeting with all interested parties. A date and time for this meeting will be coordinated with all interested parties that provide a response.

Thank you for your continued leadership, stewardship, and commitment to the wellbeing of northern Pacific coastal communities. We sincerely appreciate your consideration of this invitation and look forward to the opportunity to work together.

Respectfully,

Barry Pages
Chair
cc. City of Prince Rupert

730 2nd Avenue West
Prince Rupert BC, V8J 1H3

P: 250.624.2002
TF: 888.301.2002

W: www.ncrdbc.com
F: 250.627.8493

Olena Moshko

From: Dany Rubbo <danyr@lifesaving.bc.ca>
Sent: Monday, June 15, 2026 3:17 PM
Subject: Proclamation request for National Drowning Prevention Week
Attachments: NDPW 2026 - Proclamation Template.docx

Categories: Olena

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

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

Good afternoon,

Canada faces a major problem – and a preventable one: over 450 people die every year from drowning. In fact, the drowning burden is so great around the world that the United Nations General Assembly passed the UN Resolution on Drowning Prevention (A/75/L.76) and named July 25th of each year as World Drowning Prevention Day. On behalf of the Lifesaving Society – British Columbia & Yukon Branch, I am writing to ask that you **proclaim July 19th-25th, 2026 as NATIONAL DROWNING PREVENTION WEEK**. Please see attached a proclamation template.

The Lifesaving Society is a national, charitable organization working to prevent drowning and reduce water-related injury through our training programs, Water Smart® public education, drowning research and aquatic safety standards. The Lifesaving Society certifies Canada's National Lifeguards.

National Drowning Prevention Week is one of the Society's leading public education initiatives, with events taking place across the country to focus media and community attention on the drowning problem and drowning prevention. During this week, the Society urges individuals to:

- Supervise children in and around the water.
- Refrain from drinking alcoholic beverages while participating in aquatic activities.
- Wear a lifejacket when boating.

If every Canadian followed these steps, we could greatly reduce Canada's drowning rate.

A proclamation from your office would give greater exposure to our lifesaving efforts. I hope you will consider our request.

If you have any questions, please contact me at danyr@lifesaving.bc.ca.

Sincerely,

DANY RUBBO

Manager, Communications and Events

Lifesaving Society - BC & Yukon Branch
#112-3989 Henning Drive, Burnaby, BC V5C 6N5
604.299.5450 | @LifesavingBCYK
lifesaving.bc.ca

NATIONAL DROWNING PREVENTION WEEK PROCLAMATION 2026

WHEREAS the mission of Lifesaving Society Canada is to prevent drowning throughout this great country, and even one drowning in [province/territory] is one too many; and

WHEREAS most drownings are preventable in a Water Smart community, and only through Water Smart education and a healthy respect for the potential danger that any body of water may present can we genuinely enjoy the beauty and recreation opportunities offered by these bodies of water; and

WHEREAS the Lifesaving Society urges Canadians and residents of [city/municipality/province] to supervise children who are in and around the water, to refrain from drinking alcoholic beverages while participating in aquatic activities, and to always wear a lifejacket when boating; and

WHEREAS the United Nations General Assembly passed the UN Resolution on Drowning Prevention (A/75/L.76) and named July 25th of each year as World Drowning Prevention Day; and

WHEREAS Lifesaving Society Canada has declared July 19th-25th, 2026 National Drowning Prevention Week to focus on the drowning problem and the hundreds of lives that could be saved this year.

THEREFORE, BE IT RESOLVED THAT, I, [Name and Title] do hereby proclaim July 19th-25th, 2026 **NATIONAL DROWNING PREVENTION WEEK** in [city/municipality/province] and do commend its thoughtful recognition to all citizens of our [city/municipality/province].

Olena Moshko

From: Kristin Pichoskie <pichoskie7@gmail.com>
Sent: Thursday, June 18, 2026 8:24 AM
To: Kristin Pichoskie
Subject: Subject: Request for Proclamation – Pregnancy and Infant Loss Awareness Month and Day 2026

You don't often get email from pichoskie7@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.

Dear Mayor and Members of Council,

My name is Kristin Pichoskie, and I am the founder of Oak's Tree of Love, a Northern Ontario initiative created in memory of my son, Oak Beaudyn Noel.

Oak's Tree of Love respectfully requests that your Municipality proclaim October 15, 2026, as Pregnancy and Infant Loss Awareness Day and October 2026 as Pregnancy and Infant Loss Awareness Month.

We would also be grateful if the Municipality would consider a flag raising and/or the illumination of City Hall, a municipal building, bridge, landmark, sign, or other public feature in pink, blue, and white in recognition of this important awareness initiative.

Pregnancy, infant, and child loss affect thousands of Canadian families each year. Recognition of this day and month helps raise awareness, honour babies and children gone too soon, support bereaved families, reduce the stigma surrounding grief and loss, and encourage compassionate conversations about pregnancy loss, infant loss, stillbirth, and child loss within our communities.

Oak's Tree of Love provides memory boxes, remembrance projects, awareness initiatives, hospital partnerships, and support resources for families affected by the loss of a baby or child.

Thank you for your time, consideration, and support of bereaved families. We would be grateful to learn whether the Municipality plans to participate through a proclamation, flag raising, illumination, or another form of recognition for Pregnancy and Infant Loss Awareness Day and Month in 2026.

This request forms part of a Canada-wide awareness initiative seeking municipal, provincial, and territorial recognition of Pregnancy and Infant Loss Awareness Day and Month, and support for bereaved families.

Sincerely,

Kristin Pichoskie
Founder, Oak's Tree of Love
pichoskie7@gmail.com



OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9
p: 250.561.7600 | www.princegeorge.ca

Northern & Rural Governments in
British Columbia

Transmitted via email

June 23, 2026

RE: City of Prince George requesting support for the Northern-Rural Homeowners Grant

Dear Colleagues,

On behalf of Prince George City Council, thank you to the many local governments that have supported our request for the Province to reconsider its decision to end the Northern-Rural Homeowner Benefit.

Background

As outlined in our April 28 letter, the homeowner grant offered by the Government of British Columbia helps reduce the amount of property tax residents pay each year on their principal residence. The grant is available to homeowners who pay property taxes either to a municipality or directly to the Province if they live in a rural area.

The current regular grant amount is **\$570** for properties in the Capital, Metro Vancouver, and Fraser Valley Regional Districts. For all other areas of the province, the grant amount is **\$770**. Effective for the 2027 and subsequent taxation years, the additional **\$200** Northern and Rural Homeowner Benefit will be repealed.

Why this matters

Repealing this benefit will have a disproportionate impact on northern and rural communities, where residents and municipalities face persistent cost pressures—including higher transportation costs, longer supply chains, increased heating expenses, and limited access to services—that are not experienced to the same extent in southern urban centres.

Maintaining regional recognition within provincial programs remains essential to supporting affordability and fairness for northern and rural residents.

Requested action

We appreciate the responses and support received to date. UBCM has confirmed that it will not add local governments as additional sponsors after the submission deadline. If two local governments submit very similar or identical resolutions, UBCM will advance one for consideration and place the other in the Referred Resolutions section of the Resolutions Book, with each resolution cross-referenced in the Committee Comments.

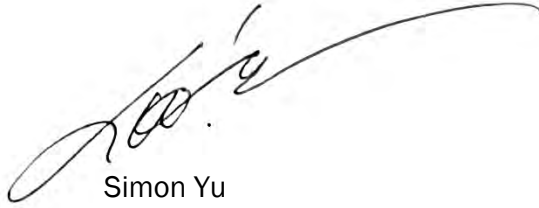
Although additional co-sponsors can no longer be added, we believe a strong, united voice against this planned provincial change remains important.

We ask northern and rural local governments affected by this decision to support the UBCM

resolution at the September 2026 convention by speaking at the Pro Mic and voting in favour of the resolution. We also welcome additional support letters from municipalities so that the City may leverage these during future advocacy (such as Minister meetings at UBCM).

We also encourage direct advocacy with your local MLAs to reinforce the importance of maintaining fair and regionally responsive provincial programs.

Respectfully,

A handwritten signature in black ink, appearing to read 'Simon Yu', with a long, sweeping flourish extending to the right.

Simon Yu
Mayor
City of Prince George



REPORT TO COUNCIL

Regular Meeting of Council

DATE: June 29th, 2026
TO: Mayor & Council
FROM: Richard Pucci, Chief Administrative Officer

SUBJECT: FOLLOW-UP TO COUNCIL INQUIRIES – CONSENT AGENDA

RECOMMENDATION:

THAT Council receives this Report for information purposes.

INQUIRIES:

- ***2nd Ave Bridge rerouting timeline.***

See attached Staff Memo.

- ***2nd Ave Bridge construction delay and rerouting.***

See attached Staff Memo.

- ***2nd Ave Bridge cost of delay.***

Staff acknowledge that there will be extra project costs associated with this 1-week delay and the work required to reroute pedestrian traffic through the Moresby Trail. Currently, the extra costs are limited to trail upgrades and any contractor delays. These costs will be tabulated and presented in full at a future budget variance meeting.

- ***Council request for Housing Data.***

Total Units Building Permits Approved	252
Under construction	110
“New Doors”	138
Expired or Cancelled	4

- ***Can Public Works provide portable toilets for more events?***

Public Works maintains a small number of portable toilet units; however, these units are intended for operational use. They are regularly deployed to support construction and maintenance projects where crews are working on-site for extended periods, reducing travel time back to City facilities and improving operational efficiency.

The department does not maintain surplus units for community use. If Public Works units were reassigned to external events, the City would need to rent replacement units to maintain ongoing operations, resulting in additional costs.

For community events requiring portable toilet facilities, Administration recommends that organizers contact Special Events, which maintains its own portable toilet inventory specifically for event-related use and may be able to assist depending on availability and event requirements.

- ***C. Forster Questions on Liquid Waste Site.***

Is it a requirement to have a liquid waste dump at our Landfill?

No. It is not required that we have a liquid waste dump at our landfill, and, in fact, it is not typical either. Typically, these waste disposal facilities are tied to a sewage treatment facility, where the waste can be properly treated alongside other common waste.

It is not required to have one in the community either; however, the next closest one is in the Terrace and Kitimat area.

Is the dump contributing to our compliance issues?

Yes. Adding liquid waste to our leachate increases the volume and the complexity for treatment.

In 2025/6 the Solid Waste Bylaw underwent five separate iterations during its development and review process with the Council.

In the initial versions presented to Council, the Administration recommended stronger controls over waste disposal, documentation requirements, and load verification processes. These measures were intended to improve regulatory compliance, enhance accountability, and support a cost-neutral operating model in which landfill operations would be funded by service users rather than subsidized by the utility.

Throughout Council's review, Administration received directions to revise several aspects of the proposed bylaw. This included reducing some of the proposed controls, particularly those related to combined loads and documentation requirements, as well as lowering the proposed fees and charges.

What are other communities doing?

Pretty much every other community has compliant sewer treatment; therefore, they do not have the same issues. The liquid waste is run through their sewer treatment facilities, not in a landfill.

What does this cost the City?

As noted above, based on the reduced fee structure ultimately adopted, Administration's assessment is that the solid waste service may no longer operate on a fully cost-recovery basis and may require some level of subsidy from the utility to maintain service levels and meet ongoing operating and regulatory requirements.

• C. Adey – What were the dates that the different Regulations were updated?**1. British Columbia Environmental Management Act (EMA)**

- **2010** – Contaminated sites and environmental management regulation amendments.
- **2013** – Updates to contaminated sites standards and remediation requirements.
- **2016** – Amendments affecting approvals, hazardous waste, and contaminated sites management.
- **2019** – Significant contaminated sites and environmental oversight amendments.
- **2021** – New site disclosure requirements and contaminated sites processes came into force.
- **2023** – Major "polluter pays" amendments received Royal Assent, expanding liability and environmental obligations.
- **2024** – New decommissioning and closure planning requirements for specified facilities were added.

2. Federal Wastewater Systems Effluent Regulations (WSER)

- **2012** – WSER enacted under the Fisheries Act.
- **2015** – National wastewater effluent quality standards came into force.
- **2024** – Regulations amended, increasing administrative and compliance requirements and updating transition provisions.

3. Drinking Water / Water System Regulation

British Columbia's drinking water regulatory framework has been progressively strengthened through updates to the:

- Drinking Water Protection Act
- Drinking Water Protection Regulation
- Health authority requirements and operator certification standards

4. Solid Waste Management and Landfill Regulation

Major regulatory updates affecting landfill operations occurred in:

- **2010–2013**
- **2016**
- **2019**
- **2021–2024**

C. Adey – Compliance Advocacy by Staff.

Staff are very active with advocacy around compliance. Staff have had several meetings with the Minister and ministry staff on both the federal and provincial level. Staff are

working with them to see if there is any way to give leniency to our community due to uncontrollable aspects we must endure. These aspects include saliant ocean discharge, geotechnical conditions and extreme weather conditions.

C. Cunningham – Can fines be used to assist with compliance?

When the City gets a fine, staff always participate in Oral Representations (OR). OR is an opportunity to provide more information and context to the compliance order. In OR, staff first try to get the fine reduced or removed, and if that is not an option, staff request that the fine be applied toward remedial repairs. Over the years, staff have been successful with this approach only once.

Report Prepared By:

Richard Pucci

Chief Administrative Officer

Original signature available upon request



MEMORANDUM

DATE: June 17th, 2026
TO: Richard Pucci, Chief Administrative Officer
FROM: Guneet Uppal, Engineering Services Manager
SUBJECT: 2nd Avenue Bridge – Temporary Closure Time and Duration

As part of the City's transportation and road infrastructure program, the existing trestle bridges play a critical role in supporting both vehicle and pedestrian traffic throughout the community.

As part of the 2026 Capital Works Budget, the 2nd Avenue Bridge Repair project was tendered and subsequently awarded to Surespan Construction Ltd. The award recommendation was based on an evaluation of the submissions, including cost, relevant experience and references, and the proposed construction schedule. The City's Engineering Department and the Structural Engineer of Record, Allnorth, independently reviewed each submission and provided recommendations based on these evaluation criteria. Following this review process, Surespan Construction Ltd. was identified as the preferred proponent.

At the time of award, the anticipated full bridge closure was approximately three weeks. The proposed closure duration formed part of the evaluation process, as the next lowest bidder proposed a bridge closure period of approximately five months, effectively the duration of the entire construction schedule. Following additional inspections, detailed discussions with the Engineer of Record, and further review of repair methodologies, and requirements, it was determined that an additional four weeks of bridge closure would be required.

This decision was made after careful consideration by the City's project team and the Engineer of Record. The additional closure period allows for the replacement of several bridge and deck members that have since been identified as requiring repair or replacement. Given that the bridge structure will already be fully exposed during construction, it is both efficient and cost-effective to complete these additional repairs now rather than defer them to a future project. This approach ensures that all members showing signs of wear or deterioration can be addressed while access is available. This will in turn decrease the chances of another full closure required within the next 5 years, and give the City more time to establish a more permanent bypass or alternative route.

Importantly, the extended closure period and additional repair work have NOT resulted in increased construction costs, contractor support costs, or traffic control costs charged by the contractor. However, the extended duration has created additional costs for the City related to traffic management and pedestrian accommodation measures required during the closure.

Regardless of the contractor selected, a full bridge closure was necessary to safely complete the work. A similar repair project, on the 2nd Avenue Bridge, undertaken in 2018 required a full bridge closure for approximately two months. Due to the limited space available on the bridge for personnel, equipment, materials, and machinery, maintaining pedestrian access during construction would significantly impact safety and productivity. The scope of work requires the removal of the entire bridge deck and pedestrian walkway, making partial access impractical. Allowing pedestrians on the structure during construction would likely prevent the project from being completed within this year's paving season.

The Canadian National Railway (CN) permitting requirements remain unchanged and would have been the same regardless of which contractor was awarded the project and what ever the duration may have been. Had the next lowest bidder been selected, the duration of the closure would have been substantially longer, resulting in significantly increased traffic management and closure-related costs due to the extended schedule.

The current estimated closure duration of seven to eight weeks represents a "worst-case" scenario. Surespan Construction Ltd. will continue to review construction methodologies and sequencing opportunities to reduce the overall closure period wherever possible. Any reduction in closure time also benefits the contractor, as extended traffic control requirements impact their allocated traffic control budget.

Surespan Construction Ltd. previously completed rehabilitation work on the City's 6th Avenue Bridge. While the project experienced some challenges at the outset, the work was ultimately completed on schedule and under budget. Keep in mind a full closure of the 6th Bridge was also required for the works, but alternative routes were favorable in that scenario. This successful performance by Surespan, combined with their experience and proposed schedule, was a significant factor in the recommendation made by both the City's Engineering Department and the Structural Engineer of Record.

Throughout construction, the City, the Engineer of Record, and Surespan Construction Ltd. will continue to actively review opportunities to reduce the duration of the full closure and restore pedestrian access as soon as it is safe and practical to do so. Progress will be monitored closely through regular construction meetings and daily schedule updates.

If you have any additional questions or concerns, please do not hesitate to contact the Engineering team.

Yours Respectfully,

Guneet Uppal, P. Eng.
Engineering Services Manager

Cc: Rosa Miller, Deputy CAO
Jordan Schmidt, Director of Operations

Original signature available upon request



MEMORANDUM

DATE: June 29th, 2026
TO: Mayor & Council
FROM: Richard Pucci, Chief Administrative Officer
SUBJECT: 2ND AVE BRIDGE REHABILITATION PROJECT - TRAFFIC UPDATE

Purpose

The purpose of this memorandum is to provide Council and the community with an update regarding the temporary traffic and pedestrian rerouting measures associated with the 2nd Avenue Bridge rehabilitation project, outline the challenges encountered during the initial implementation, and summarize the actions being taken to improve operations moving forward.

Background

The rehabilitation of the 2nd Avenue Bridge is a critical infrastructure project that requires a temporary closure of the bridge to safely complete construction activities. Prior to implementation, staff developed a traffic management plan that utilized the CN crossing as the primary detour route and obtained all necessary permits and approvals for its use.

While the plan was developed using the best information available at the time, the first day of operations revealed several challenges not fully anticipated during planning.

What We Learned

The most significant lesson learned was the extent to which the community relies on this transportation corridor.

Staff underestimated the volume of vehicle traffic, the consistency of traffic flow throughout the day, and the number of pedestrians who regularly use the bridge. While some delays were anticipated, actual traffic conditions exceeded expectations.

In addition, although all required approvals were secured, staff did not fully appreciate the operational limitations of the CN crossing. Vehicle traffic, rail operations, construction activities, and pedestrian movements cannot safely occur simultaneously within the crossing area. As a result, whenever pedestrians required access through the crossing, all other movements were temporarily halted to ensure safe passage. This reduced the overall efficiency of the detour route and contributed to traffic delays.

Staff also gained a greater understanding of CN's operational requirements, particularly the frequency of use of the wye track. Train turning movements can occupy the crossing area for approximately 30 minutes at a time, creating delays that can quickly compound during peak traffic periods.

The combination of rail operations, commuter traffic, and significant pedestrian activity, particularly during favourable summer weather, led to congestion that exceeded expectations during the planning phase.

Community Impacts

Although delays were longer than expected access to the area was maintained throughout the event. Residents, businesses, and emergency services were never completely cut off from the neighbourhood. Based on information available to staff, the longest delays experienced during the peak period were approximately 35 minutes.

The Administration recognizes that these delays were frustrating for residents and appreciates the community's patience.

Actions Taken

Following the initial implementation, staff immediately began reviewing operations and identifying opportunities for improvement.

Several measures have now been implemented, including:

- Reopening the bridge temporarily while improvements are made to the traffic management plan;
- Regrading and improving the alternate pedestrian trail route in Moresby Trail;
- Installing additional lighting and security measures to enhance safety;
- Continuing outreach and accommodation planning for residents with accessibility needs;
- Working directly with CN to develop a revised traffic management plan that removes pedestrian traffic from the crossing area; and
- Postponing construction activities for one week to allow these improvements to be implemented.

The revised plan will improve vehicle movement through the crossing and reduce delays while maintaining safe access for pedestrians.

Consideration of Alternatives

Staff explored several alternative approaches before selecting the CN crossing route. One option considered was maintaining pedestrian access on the bridge during construction. However, this approach was estimated to add approximately \$1.2 million to the project cost, as it would require dedicated crews to continuously relocate scaffolding, safety barriers, and protective systems throughout construction.

Other options, including alternative transportation services for pedestrians, were also reviewed. Based on the information available at the time, the CN crossing was determined to be the most practical and cost-effective solution.

As implementation progressed, it became clear that operations would need to be adjusted to better align with CN's safety requirements and operating procedures. As a result, pedestrian traffic has now been redirected to the Moresby route through a managed safe-passage program.

While this solution is not ideal, the area's geographic constraints mean access options are limited to the bridge, park routes, or CN infrastructure.

Moving Forward

This experience has reinforced the importance of advancing the City's Alternate Route Study, which is scheduled for completion this year.

The events of the past week have clearly demonstrated the community's reliance on a single transportation corridor. Establishing a long-term alternative access route will improve transportation resilience, support emergency preparedness, and reduce future disruptions caused by infrastructure maintenance or unexpected closures.

Administration acknowledges that aspects of the implementation could have been handled differently and is committed to applying the lessons learned from this experience. While no planning exercise can perfectly predict every operational scenario, staff are focused on making the necessary adjustments to improve outcomes and minimize impacts moving forward.

Administration will continue to keep Council and the public informed as the revised traffic management plan is finalized and bridge rehabilitation activities resume.

Respectfully submitted,

Richard Pucci,
Chief Administrative Officer

Original signature available upon request



June 16, 2026

Dear NCLGA Members,

Thank you to everyone who participated in the 2026 NCLGA AGM and Convention in Prince George. This year's event demonstrated the strength of local government leadership across northern and central British Columbia and reinforced the value of working together to address shared opportunities and challenges.

For those I have not yet had the opportunity to meet, I currently serve as a Councillor with the City of Dawson Creek and have been actively involved with the NCLGA Board for several years. I am honoured to serve as President for the 2026–2027 term and look forward to working with members throughout the region to advance the priorities that matter most to our communities.

I would also like to recognize Past President Gladys Atrill for her leadership and ongoing contributions to the Association, as well as Judy Greenaway and the many Board members whose efforts have helped strengthen the NCLGA's advocacy role and member engagement in recent years.

2026 AGM Highlights

The 2026 AGM and Convention brought together local government leaders, First Nations representatives, government partners, and stakeholders from across the region. Key outcomes included:

- Adoption of 44 member resolutions addressing issues of regional, provincial, and national significance
- Election of the 2026–2027 Board of Directors and Executive
- Productive discussions on transportation, healthcare, housing, economic development, public safety, emergency management, watershed sustainability, climate resilience, and reconciliation
- Continued collaboration among communities committed to advancing solutions for northern and central British Columbia.

The resolutions adopted at the AGM now form the foundation of the NCLGA's advocacy efforts for the coming year.

Advocacy Priorities for 2026–2027

The Board's focus now shifts from resolution development to advocacy and implementation. Working with members, partner organizations, and senior governments, we will advance the priorities identified through the resolutions process and ongoing member engagement.

Transportation infrastructure and connectivity continue to be recurring concerns across our region and will remain a significant advocacy priority. Reliable transportation networks are essential to economic development, public safety, healthcare access, trade, and community well-being.

The Board will also continue to advocate on a broad range of issues identified by members, including:

- Healthcare access and workforce challenges
- Housing availability and affordability
- Economic development and community prosperity
- Emergency preparedness and disaster resilience
- Public safety and community well-being

- Reconciliation and meaningful partnerships with First Nations.

Over the coming year, the NCLGA Executive and Board will continue engaging with Ministers, Parliamentary Secretaries, MLAs, MPs, and senior government officials to advance these priorities and ensure the perspectives of northern and central British Columbia are represented in government decision-making.

Member Engagement

The strength of the NCLGA has always been its members. Effective advocacy depends on understanding local priorities and identifying opportunities for collective action.


I encourage elected officials to connect with members of the Executive, Board, and NCLGA staff to discuss emerging issues, opportunities for collaboration, and priorities that would benefit from regional advocacy. We will continue to engage members through committee meetings, webinars, newsletters, regional discussions, and direct outreach throughout the year.

I also encourage members to review the resolutions adopted at the 2026 AGM and consider how they may support local priorities within your community. These resolutions represent the collective voice of our membership and provide a strong foundation for advancing meaningful change throughout the region.

By working together, we can continue to strengthen the voice of northern and central British Columbia and advance practical solutions that support resilient, prosperous, and healthy communities.

Thank you for your continued commitment to local government leadership and to the communities you serve. I look forward to working with you throughout the year ahead.

Sincerely,



Kyle MacDonald
President
North Central Local Government Association

Quick Links

2026 AGM Resolutions - <https://www.nclga.ca/advocacy/2026-resolutions>

2026–2027 Board of Directors - <https://www.nclga.ca/board-staff/board>

Contact the NCLGA - <https://www.nclga.ca>



REPORT TO COUNCIL

Regular Meeting of Council

DATE: June 29th, 2026
TO: Richard Pucci, Chief Administrative Officer
SUBJECT: TOTEM POLE PROGRAM – HAIDA GWAII INVITATION

RECOMMENDATION:

THAT the Council receives this Report and supports the Yahguudangang: To Pay Respect – Gwaii Haanas Repatriation Ceremonies Project.

PURPOSE:

The purpose of this Report is to advise Council of an important opportunity presented to the City of Prince Rupert by the Haida Gwaii Museum and its partners regarding the Yahguudangang: To Pay Respect – Gwaii Haanas Repatriation Ceremonies Project, and to provide recommendations regarding the City's participation and the future direction of the City's totem pole program.

BACKGROUND:

The Haida Gwaii Museum, in partnership with Gwaii Haanas/Parks Canada, the Council of the Haida Nation Hereditary Chiefs Council, and the Skidegate Repatriation Committee, is leading a significant cultural repatriation initiative to return seven historic Haida poles to their villages of origin on Haida Gwaii.

As outlined in the attached overview materials, six of the seven poles were originally removed from Haida Gwaii in the 1930s and brought to Prince Rupert as part of tourism and beautification efforts led by the City of Prince Rupert, Indian Affairs, and Canadian National Railway interests of that era. The original poles were later removed from Prince Rupert, and most were repatriated back to the Haida Nation in the 1970s.

Importantly, the Haida Gwaii Museum and project representatives have approached the City in a very constructive and respectful manner. Their message has been clear: they view this project as an opportunity to right historical wrongs, while recognizing that the actions of the past were undertaken in a very different time and context and were not the actions of the current City Administration or Council.

They have expressed a desire to work collaboratively with the City, open-armed and without resentment toward present-day leadership, in a spirit of reconciliation and mutual respect.

ANALYSIS:

As Council is aware, there are many differing views within the community regarding the totem poles that currently stand in Prince Rupert. The subject has generated strong opinions and numerous public voices over the years regarding ownership, authenticity, preservation, interpretation, and future direction.

During discussions with representatives of the Haida Gwaii Museum, I specifically asked for clarification regarding the poles currently standing in Prince Rupert.

The Museum advised that the poles currently standing in Prince Rupert are not the original historic poles removed from Haida Gwaii. Rather, they are reproductions or copies created in the 1960s. Museum representatives referred to them respectfully as “relatives” or “brother/sisters” of the original poles.

Importantly, the Museum representatives stated that they would support the City retaining the existing poles in Prince Rupert, provided they are appropriately restored, preserved, and interpreted with accurate historical context explaining what they are, where they came from, and why they are present in the community today.

They further acknowledged that the poles are beautiful works of art and remain culturally and visually significant.

Administration believes this perspective provides an important opportunity for closure and a path forward regarding the City’s totem pole program. Rather than continuing ongoing debates regarding removal or uncertainty, the City now has an opportunity to preserve these works respectfully while properly acknowledging and sharing their history.

BUDGET/STRATEGIC PRIORITIES:

The Haida Gwaii Museum has provided a budget breakdown for the repatriation program and advised that several major partners are already contributing financially to the initiative, including:

- Parks Canada / Gwaii Haanas
- Haida Gwaii Museum
- The Repatriation Committee
- The Council of the Haida Nation / Band Council partners

The project currently faces an approximate funding shortfall, and the City has been asked to participate in the initiative and contribute what it can toward closing the remaining gap.

The City currently has \$50,000 approved in the Annual Budget towards an approved Pole Program.

CONCLUSION:

Administration recommends that the City participate in this important reconciliation initiative by contributing \$25,000 toward the Yahguudangang: To Pay Respect – Gwaii Haanas Repatriation Ceremonies project. Administration believes this contribution

would demonstrate the City's willingness to participate in a positive, collaborative effort to acknowledge history, support cultural repatriation, and strengthen relationships with Indigenous neighbours.

Administration further recommends allocating the remaining \$25,000 toward a professional assessment of the existing poles currently standing in Prince Rupert. This assessment would include a review of the structural condition of the poles, identification of preservation and restoration requirements, estimated lifecycle and ongoing maintenance costs, and the development of a multi-year restoration and preservation strategy.

This overall approach would allow the City to meaningfully participate in a constructive reconciliation initiative while continuing to respect Indigenous history, culture, and art. It would also position the City to develop a responsible long-term preservation strategy for the existing poles within Prince Rupert.

Report Prepared By:

Richard Pucci, Chief Administrative Officer

Original signature available upon request



REPORT TO COUNCIL

Regular Meeting of Council

DATE: June 29th, 2025
TO: Richard Pucci, Chief Administrative Officer
FROM: Veronika Stewart, Manager of Communications, Engagement and Social Development

SUBJECT: ADOPTION OF THE 2025 ANNUAL REPORT

RECOMMENDATION:

THAT Council by resolution adopt the 2025 Annual Report.

BACKGROUND:

Preparation of an Annual Report is a statutory requirement of the Community Charter. The scope of the report is specified in the Charter. The City of Prince Rupert must also set the date, time and place of an Annual Public Meeting for consideration of the Report in accordance with the provisions of the Act regarding Public Notice. The meeting allows the public to make submissions and ask questions about the report.

The date of the Annual Meeting must be at least fourteen (14) days after the annual report is available for public inspection. The Annual report has been placed on the City's website under notices and printed copies made available for public inspection according to those guidelines. The Annual Public Meeting will have been held at the outset of this meeting, concluding all statutory requirements associated with the Report's adoption.

ANALYSIS:

The 2025 Annual Report has been completed and opportunity for public comment provided. Updates have been provided following the goals identified in the Strategic Plan, with additional statistics, detailed project descriptions, reporting linked to different planning documents, and financial information also supplied.

COST AND BUDGET IMPLICATIONS:

Preparation of the Annual Report is completed by City staff with Notice and the draft Report is posted on the City website. Notice of the Report is additionally posted in the

local newspaper, at an approximate cost of \$300. A few paper copies are printed on our color photocopier. All photographs are taken by staff or donated.

CONCLUSION:

Council by approving the 2025 Annual Report following tonight's Annual Public Meeting will enable the City to meet its Annual Report legislated obligations.

Report Prepared By:

Report Reviewed By:

Veronika Stewart
Manager of Communications, Engagement
and Social Development

Richard Pucci,
Chief Administrative Officer

Original signature available upon request



REPORT TO COUNCIL

Regular Meeting of Council

DATE: June 29th, 2026
TO: Richard Pucci, Chief Administrative Officer
FROM: Rodolfo Paras, Planner

SUBJECT: DEVELOPMENT VARIANCE PERMIT #26-04 – 800 2ND AVENUE W.

RECOMMENDATION:

THAT Council approves of Development Variance Permit (DVP) #26-04.

REASON FOR REPORT:

Pursuant to Division 9 of the Local Government Act, Council may issue a Development Variance Permit under Section 498(1) to vary provisions of a zoning bylaw adopted under Division 5 of the Act.

An application was received for a Development Variance Permit for the property located at 525 2nd Avenue West. Council is requested to consider the approval of proceeding to public notice related to the specific variance outlined below:

1. A request to vary Section 10.1.2 of the City of Prince Rupert Zoning Bylaw respecting parking requirements, to permit the redevelopment of an existing building without the provision of off-street parking, a variance of eleven (11) parking stalls. The Proposed Building Drawings are included in Attachment 2.

The approval to proceed to public notice for a Development Variance Permit by Council does not constitute approval of the overall development, land use, building design, building code compliance, business licensing, or any other permits or regulatory approvals that may be required.

BACKGROUND:

The applicant is requesting a parking variance to facilitate the redevelopment of the existing building into ten (10) multiple-family dwelling units and one (1) office space. The property is zoned Core Commercial (C1), where both residential and office uses are permitted. However, under Section 10.1.2 of the Zoning Bylaw, multiple-family residential developments are required to provide one (1) parking space per dwelling unit, while office uses require one (1) parking space per 35 m² of gross floor area (GFA).

Based on the proposed development, a total of eleven (11) off-street parking spaces are required. The proposal does not include any off-street parking spaces.

The requested variance is primarily driven by the physical limitations of the existing building, which was constructed to the property line and does not provide sufficient space for additional parking. While the building currently contains limited parking areas, the applicant has indicated that converting those spaces into additional residential units is necessary to improve the project's financial viability.

The applicant has stated that the redevelopment would increase housing opportunities within a centrally located area that is within walking distance of retail businesses, restaurants, grocery stores, and the college campus. The applicant further notes that the project is intended to attract tenants who wish to access daily amenities without reliance on a personal vehicle. The property is also located immediately outside the Parking Specified Area, where off-street parking requirements are waived for mixed-use developments.

In 2023, the property was the subject of a previous Development Variance Permit approval under DVP-23-18. That approval granted a variance reducing the required off-street parking by six (6) spaces to support a redevelopment proposal consisting of short-term rental accommodations and multiple-family housing. The applicant has advised that, due to changes in provincial legislation related to short-term rentals, as well as broader economic pressures, that proposal was not pursued. The current application has subsequently been developed as an alternative redevelopment concept that does not include any off-street parking.

LINK TO STRATEGIC PLAN:

Council's Strategic Plan identifies the following: "The City of Prince Rupert will support and encourage new and renewed housing working with industry, senior government and First Nations." By allowing the proposed variances on this project to provide long-term rentals downtown, Council will be encouraging the creation of housing alternatives in the downtown area of the City, an area established in the Official Community Plan to need more housing options.

COMMUNITY SOCIAL, ENVIRONMENTAL AND EQUITY CONSIDERATIONS:

Environmental considerations:

The applicant has expressed a commitment to attracting tenants who are interested in using walking, cycling, and public transit as their primary modes of transportation. Encouraging alternative transportation options supports the City's broader sustainability objectives by helping reduce vehicle dependency and contributing to efforts to lower the community's overall carbon footprint.

LINKS TO COUNCIL PLANS AND POLICY DIRECTION:

[Interim Housing Needs Report \(2024\)](#)

The cost and availability of rental housing is a source of concern. During engagement for the 2022 HNR, housing providers, First Nations, social service agencies, and other

interested and affected groups referenced the challenges residents were experiencing trying to find safe and affordable rental housing. Many participants during the 2022 HNR engagement process highlighted that the rising cost of rental housing is a barrier to finding new housing that meets their needs.

In the summary of findings of the report, housing need for singles, and need for housing near transit and active transportation infrastructure were highlighted for our community. With the report stating how important it is that the City approaches transportation through a people-first lens that prioritizes active transportation and sustainability to address broader social, environmental, and economic objectives.

The Housing Needs Report summary also highlights how international students are living in unsuitable housing due to lack of options. Students are one of the target demographics that the applicant has mentioned and this development may aid in alleviating some of the student housing issues.

According to the Complete Communities Assessment, this projects takes place in a location with the highest score in walkability, access to daily needs, and strong scores in transit permeability, which makes it a site were life without reliance on a personal vehicle viable (more information on the Complete Communities below).

Housing Acceleration Plan (2024)

In the Housing Acceleration Action Plan document, approved by the City Council in October of this year, the council signaled their commitment to support an increase in housing supply that strategically meets the community's needs. In that document, the City observed the current housing need, as informed by the Interim Housing Needs Report (2024), and acknowledged the importance of creating more housing options to maintain a healthy housing stock that offers diversity to the community and is capable of absorbing the population growth that is expected in this community. Furthermore, one policy recommendation within the Housing Acceleration Plan under the Removing Development Barriers program was to reduce parking requirements where alternative transit exists. In this case, the proposed building is downtown and within walking distance of various amenities, employment centers and transit.

Complete Communities Assessment

Some of the opportunities found in the Complete Communities Assessment are:

- Increase options for adding housing in the Downtown area to support a variety of residential needs.
- Expand housing development in areas with low-density housing but high walkability, such as the Downtown area, to utilize existing infrastructure and amenities while promoting more sustainable and accessible living.
- Increase housing density in areas with high access to daily needs to better align residential growth with the availability of essential services. This approach will enhance convenience for residents, reduce travel distances to amenities, and promote more sustainable communities in Prince Rupert.

This project seeks to increase the rental housing stock in Prince Rupert, by adapting a vacant property into a mixed use development with multifamily and office space. Thus the project is well aligned with the main findings of the aforementioned assessment.

Official Community Plan

By redeveloping this building to allow for multiple family dwelling units, this development aligns with the overall intent of the Midtown District as per the Official Community Plan. The Midtown District, which encompasses this property, has been identified by the OCP as an area intended to transition into a primarily residential neighbourhood with a wide range of housing choices and tenures. By allowing this development in an area that enjoys close proximity to amenities and is well served to public transit, the City would be expanding the City's housing stock and choices.

Within the Residential Policy of the Official Community Plan (OCP, page 42) it is recommended that low-scale multifamily forms be allocated in the Midtown District. Both of these policies from the OCP favour this kind of development in the area.

The OCP further outlines an approach to accommodate projected housing growth in various building forms, including townhouses or apartments in condominium or rental tenure and other forms of gentle infill.

Transportation Plan and Parking Specified Area (PSA)

In November 2023, City Council approved the removal of off street parking requirements within the Parking Specified Area (PSA) as part of a broader strategy to encourage redevelopment in the downtown area. This approach recognizes that the parking requirements established under the Zoning Bylaw can create a barrier to the redevelopment of existing downtown buildings, particularly for mixed use and residential projects.

Although the subject property is located outside of the PSA boundary, it is directly adjacent to the area and the proposed redevelopment would meet the definition of mixed use development. As such, the proposal generally aligns with the intent of the City's Parking Management Strategy by supporting downtown revitalization, reducing redevelopment barriers, and encouraging additional residential density within the urban core.

The removal of minimum parking requirements may contribute to increased demand for on-street parking in the surrounding area, particularly for longer term and overnight parking associated with residential uses. While some parking overflow onto nearby streets may occur, all on-street parking would remain subject to existing parking regulations, including posted time limits and enforcement provisions under the City's Traffic and Parking Bylaws. The area is already included within the City's regular parking enforcement route; however, approval of the variance may increase the need for ongoing parking enforcement and monitoring within the downtown area to address potential parking pressures.

Granting the requested parking variance would support additional housing opportunities within the downtown area, which has been identified as an important component of

addressing the City's overall housing needs. Due to the property's proximity to the PSA and its compatibility with the surrounding mixed use context, the proposed development is generally consistent with the character and intent of the area. For these reasons, staff recommend that Council allow the application to proceed to statutory notification, where the public will have an opportunity to provide comments or express concerns regarding the proposal.

ADDITIONAL CONSIDERATIONS:

Under Section 10.2.3(c) of the Zoning Bylaw, "Special Parking Provisions," a cash in lieu contribution may be considered as an alternative should the requested parking variance not be granted. Where approved, developments within the Downtown Core Areas may provide a cash in lieu contribution to the City in the amount of twelve thousand five hundred dollars (\$12,500) per parking space not provided. The applicant's development team has been informed of this alternative approach.

SUBSEQUENT REVIEW AND APPROVAL PROCESSES:

Should Council approve the requested variance, the applicant would be required to obtain a Development Permit prior to undertaking the proposed redevelopment. As the property is located within the City Core Development Permit Area, the proposal would be subject to a Character and Form review to evaluate its consistency with the applicable Development Permit Area guidelines.

Staff have been in communication with the applicant's design team throughout the preliminary stages of the project and have provided feedback regarding the Development Permit requirements. Based on the information submitted to date, staff consider the proposed redevelopment to be generally consistent with the intent of the applicable Development Permit Area guidelines.

In addition, a Building Permit would be required prior to the commencement of construction. The applicant has met with Building Department staff and has provided preliminary documentation for review. The applicant has indicated that the proposed redevelopment is intended to meet or exceed all applicable requirements of the BC Building Code. Any future Building Permit application would be subject to a detailed technical review to confirm compliance with all applicable regulations.

COST:

There are no costs or budget impacts to the City from granting or not granting the variance.

INPUT FROM STATUTORY NOTIFICATION

Letters were sent out to neighbours within 50m of the subject properties on June 18, 2025. No input has been received by Development Services Department as per the writing of this report; however, Council is encouraged to request an update during council proceedings.

Report Prepared By:

Report Reviewed By:

Rodolfo Paras Diaz,
Planner

Richard Pucci,
Chief Administrative Officer

Original signature available upon request

Attachment(s):

- Attachment 1: Draft Development Variance Permit
- Attachment 2: Architectural Drawings. These plans are only indicative, and applicant will need a Development Permit approval to ensure that the proposed development is consistent with Development Guidelines.
- Attachment 3: Letter of intent from the projects Architect on behalf of the property owner.
- Attachment 4: Public comments.



DEVELOPMENT VARIANCE PERMIT
FILE NO. DVP-26-04

PERMIT ISSUED BY: The City of Prince Rupert (the City), a municipality incorporated under the *Local Government Act*, 424 3rd Avenue, Prince Rupert, BC, V8J 1L7

PERMIT ISSUED TO OWNER(S): 769177 B.C. LTD.

APPLICANT: KEVIN ZHANG

1. This Development Variance Permit applies to those lands within the City of Prince Rupert that are described below, and any and all buildings, structures, and other development thereon:

LEGAL DESCRIPTION:

LOTS 15 & AMENDED LOT 16 (SEE 991251) BLOCK 10 SECTION 1 DISTRICT
LOT 1992 RANGE 5 COAST DISTRICT PLAN 923

CIVIC ADDRESS(ES):

800 2ND AVENUE W.

2. This permit varies the City's Zoning Bylaw (Bylaw #3462) as follows:
 - b. Section 10.2.1 varies from eleven (11) parking spaces to zero (0) parking spaces, following the Site and Building Plans attached in Schedule 1.
3. This permit is issued subject to the following conditions to the City's satisfaction:
 - a. The permittee(s) develop(s) the proposed development in accordance with the Architectural Drawing Set attached as Schedule 1.
 - b. Compliance with all of the bylaws of the City of Prince Rupert applicable thereto, except as specifically varied or supplemented.
4. If the permittee(s) does/do not substantially commence the development permitted by this permit within 24 months of the date of this permit, the permit shall lapse and be of no further force and effect.
5. This permit is **NOT** a Building Permit or Subdivision Approval.

6. This permit does not authorize works on adjacent properties. Encroachment on any adjacent property for the purposes of excavation, or the deposit or removal or fill requires the written consent of the owner of such adjacent property.
7. The terms and conditions contained in this permit shall inure to the benefit of, and be binding upon, the owner(s), their executors, heirs or administrators, successors and assignees as the case may be or their successors in title to the land.
8. The following plans and specifications are attached to and form part of this permit:
 - a. Schedule 1: Architectural Drawing Set

ISSUED ON THIS _____ DAY OF _____, 2026.

CITY OF PRINCE RUPERT
By an authorized signatory

Rosamaria Miller
Deputy Chief Administrative Officer

PROPOSED OLD RCMP BUILDING RENOVATION

800 2nd AVE W.
PRINCE RUPERT, BC V8J 1H5

ISSUED FOR PRELIMINARY REVIEW OF ELEVATIONS

JUNE 18, 2026

DRAWING LIST	
A-100	COVER SHEET
A-101	SITE PLAN, EXTERIOR LIGHTING PLAN, PROJECT DATA AND SPATIAL SEPARATION AREA PLAN
A-102	AREA PLAN
A-201	LOWER LEVEL FLOOR PLAN
A-202	UPPER LEVEL FLOOR PLAN
A-301	ELEVATIONS
A-302	3-D RENDERINGS
A-303	3-D RENDERINGS



26.004 MULTIFAMILY DWELLING

RECEIVED

MAY 05 2026

City of Prince Rupert

April 16, 2026

OMEGA ARCHITECTURE STUDIO

Júlio Daniel Ribeiro Areias
Architect AIBC, M. ARCH., BAS

LETTER OF INTENT

The City of Prince Rupert
424 3rd Ave West
Prince Rupert, BC, V8J 1L7

Attn: Planning Department
800 2nd Avenue, Prince Rupert B.C.

Dear Planning Department,

I am writing to request a development permit variance to waive the standard parking requirements for the proposed conversion of an existing two storey building commercial building into residential housing at the above noted address.

This project is designed to provide much-needed housing in Prince Rupert, directly supporting our community's residents who face limited housing options. By converting an existing underutilized commercial property into ten housing units, we aim to increase housing availability in a central, accessible location.

We respectfully request a variance from the parking requirements based on the following key considerations:

1. **Support for Affordable Housing:** Affordable housing remains a significant challenge in Prince Rupert. This development will provide safe, attainable homes for individuals and families, aligning with municipal priorities to improve housing diversity and accessibility.
2. **Walkable, Accessible Location:** The property is centrally located, within walking distance of public transit, shops, schools, and essential services. Residents will have ready access to alternatives to private vehicles, reducing the need for on-site parking. The target demographic for this rental development consists primarily of tenants who rely on public transit, walking, and cycling as their main forms of transportation.
3. **Sustainability and Reduced Vehicle Dependence:** Encouraging active transportation and transit use supports the City's environmental and sustainability goals. By limiting parking, the project promotes lower vehicle usage and a smaller carbon footprint.

To further encourage active transportation, the client is allocating approximately 200 square feet of dedicated bicycle storage space for tenant use. This secure storage area is intended to support sustainable transportation choices and to meet the needs of residents who do not rely

OMEGA ARCHITECTURE STUDIO

Júlio Daniel Ribeiro Areias
Architect AIBC, M. ARCH., BAS

on personal vehicles.

4. **Parking Specified Area:** The development is outside the Parking Specified Area (PSA), which is directly across the street on both 2nd Avenue and 7th Street from a Parking Specified Areas, which waives off-street minimum parking requirements for new or upgraded commercial/mixed-use developments. With this we are asking to consider this property as a Parking Specified Area, given that we are reutilization an existing building to provide much needed housing for the community.
5. **Practical Site Limitations:** The existing structure and lot configuration make the provision of on-site parking challenging. Requiring parking would significantly increase project costs and reduce the number of dwelling units, undermining the community benefit.
6. **Positive Community and Economic Impact:** Converting a vacant or underused commercial building into residential housing contributes to a vibrant downtown core and supports local businesses. It also enhances safety, livability, and community cohesion.

We are committed to working collaboratively with City staff to ensure that the project integrates smoothly with the surrounding neighbourhood. Potential mitigation, such as secure bicycle storage and promoting transit access for residents, will further reduce reliance on private vehicles.

Granting this variance represents an opportunity for Prince Rupert to take a meaningful step in addressing housing affordability, promoting sustainability, and revitalizing the downtown area. We respectfully request your support in approving this variance and would be pleased to provide additional information or attend a meeting to discuss the proposal in detail.

Thank you for your consideration,

Sincerely,

Júlio Areias, Principal
Architect AIBC, M. Arch., BAS.

A handwritten signature in black ink, appearing to be 'Julio Areias', written in a cursive style with a large loop at the end.

Olena Moshko

From: Rosamaria Miller
Sent: Friday, June 26, 2026 1:48 PM
To: Olena Moshko
Subject: FW: Development Variance Permit Application No. DVP-26-04

Please include.



Rosamaria (Rosa) Miller
Deputy Chief Administrative Officer (DCAO)

Phone: (250) 627 0963

Email: rosamaria.miller@princerupert.ca

princerupert.ca

This message and any attachment may contain confidential and privileged information. If you are not the intended recipient, please notify the sender immediately by telephone and destroy any copies. Any dissemination of this information by a person other than the intended recipient is unauthorized and may be illegal. Thank you.

From: Cam McIntyre <cam@highlinerhotel.com>
Sent: Tuesday, June 23, 2026 4:26 PM
To: Rosamaria Miller <Rosamaria.Miller@princerupert.ca>; planning <planning@princerupert.ca>
Cc: James Warburton <james@highlinerhotel.com>; Corrine Warburton <corrine@highlinerhotel.com>
Subject: Development Variance Permit Application No. DVP-26-04

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.

Hi Rodolfo and Rosa,

First let us say we are excited by the prospect of the building at 800 2nd Avenue being redeveloped. This will greatly improve the atmosphere in this part of the city.

We are writing to express some concerns with the above noted application, and a possible solution.

Parking in the area of the hotel can often be difficult. The following factors contribute to these challenges:

- Times of high occupancy in the hotel.
- Large banqueting events in the hotel.
- Concurrent events in the Moose Hall across the street.
- Extra traffic for the Airport Shuttle – including instances where cars are left while their owners go on trips.

We also understand that the empty lot across the street (where the Elizabeth Apartments once stood) may be closed off to parking as the owners look to future development of the property.

Adding 11 residences with no parking will put added pressure on the limited parking spaces in the area.

We have observed that there are rarely cars parked on Second Avenue West.

Our suggestion is to ask the owners of the property to prioritize, in some way, parking of their vehicles on Second Avenue West.

Future development of the other lots on Second Avenue West could put more pressure on parking. Hopefully those developments can include underground parking (accessed from the lane) to alleviate that pressure on parking.

Highliner Hotel & Conference Centre

Cam McIntyre
General Manager



REPORT TO COUNCIL

Regular Meeting of Council

DATE: June 29th, 2026
TO: Richard Pucci, Chief Administrative Officer
FROM: Rodolfo Paras, Planner

SUBJECT: DVP-26-06 – 525 2nd Avenue W.

RECOMMENDATION:

THAT Council proceeds with the statutory notification process for Development Variance Permit #26-06.

REASON FOR REPORT:

Pursuant to Division 9 of the Local Government Act, Council may issue a Development Variance Permit under Section 498(1) to vary provisions of a zoning bylaw adopted under Division 5 of the Act.

An application was received for a Development Variance Permit for the property located at 525 2nd Avenue West. Council is requested to consider the approval of proceeding to public notice related to the specific variance outlined below:

1. A variance of the City of Prince Rupert Zoning Bylaw, Section 6.1.0, minimum dimensions required for yards, to 0 m to allow for the redevelopment of the existing building with the intended use of entertainment centre, and theatre.

The approval to proceed to public notice for a Development Variance Permit by Council does not constitute approval of the overall development, land use, building design, building code compliance, business licensing, or any other permits or regulatory approvals that may be required.

BACKGROUND:

The applicant requests the proposed setback variance to allow for the redevelopment of the existing building, intending to accommodate the proposed use as movie theatre, entertainment centre, and restaurant. As the building is located in a Core Commercial Zone (C1), all proposed uses are allowed, but the Zoning Bylaw, under 6.1. C1: Core Commercial dictates that certain landuses, including theatre and entertainment centre, require a two-metre (2 m) setback from the front lot line. The existing building is located

up to the property line, and while no change to the footprint of the building is proposed, a variance is needed to accommodate the proposed change in use..

Previously, the Building was used as a movie theater and benefitted from existing non-conformance, but as that land use was discontinued for over six months the legal non-conforming status has expired per the Local Government Act, Part 14, Division 14 – Non-conforming Use and Other Continuations.

ANALYSIS:

LINK TO STRATEGIC PLAN

The redevelopment supports the objectives of the City of Prince Rupert Strategic Plan, particularly Goals A and D.

Goal A states that: "The City of Prince Rupert will provide appropriate laws and services to cost effectively provide for the needs of residents in their use and enjoyment of private and public lands." The proposed development would contribute to this objective by providing a new recreational and entertainment amenity that enhances the community's use and enjoyment of private property within the downtown area.

Goal D states that: "The City of Prince Rupert will encourage, support, and undertake community renewal to ensure it becomes a world class port city." Approval of this application would support the revitalization of an existing downtown building, contribute to the renewal of the City Centre, and encourage investment in the community. These outcomes are consistent with the intent of Goal D and the broader objectives of the Strategic Plan.

LINKS TO COUNCIL PLANS AND POLICY DIRECTION:

Official Community Plan

The proposed redevelopment is consistent with the Official Community Plan. As a large format commercial use, the proposal aligns with the Conceptual Land Use Framework identified in Map 1C of the OCP. The subject property is located within the Midtown District and the City Core Development Permit Area (DPA). While the DPA guidelines encourage the maintenance of a continuous street wall throughout much of the district, the proposal will be further evaluated through the Development Permit process to ensure consistency with the applicable design objectives and guidelines.

City Core Spring Spruce Up Campaign

Although the proposed redevelopment will require a Development Permit if a variance is approved, the objectives of the City Core Spring Spruce Up Campaign are relevant to the proposal. The redevelopment would support local business activity and involve improvements to an existing commercial building that contribute to a cleaner, more attractive, and welcoming downtown environment. These considerations will form part of staff's review during the Development Permit process.

Parking Specified Area

This development is a commercial development within the parking specified area, no parking requirements will be triggered. The activation of the building may trigger additional visitors, which may have impacts on on-street parking.

Complete Communities Assessment and Plan

The redevelopment supports the objectives of the Complete Communities Assessment and Plan by contributing to the vitality of the downtown area and enhancing the mix of commercial uses available within the community. The proposal may positively influence measures related to commercial density and land use diversity, both of which are factors used to assess walkability and community completeness. In addition, the development makes use of existing municipal infrastructure and services, supporting efficient growth within the City's established urban area.

ADDITIONAL CONSIDERATIONS:

The subject property contains an existing commercial building within a predominantly commercial area of the City. The proposed redevelopment involves interior and exterior improvements and a change in tenancy but does not alter the building footprint. The proposed use is generally consistent with previous commercial uses of the property.

Potential concerns associated with the proposal may include noise generation and increased parking demand. However, given the nature of the proposed use and the property's commercial surroundings, noise levels are expected to be comparable to those generated by previous occupants of the building. As such, significant negative impacts on neighbouring properties are not anticipated.

The proposal seeks to activate this building, which currently sits empty, such activation may result in more community members seeking to park near the property. However, all on-street parking would remain subject to existing parking regulations, including posted time limits and enforcement provisions under the City's Traffic and Parking Bylaw.

As part of the statutory notification process, neighbouring property owners and members of the public will have an opportunity to review the proposal and provide comments regarding any perceived impacts or concerns associated with the application. Any feedback received will be considered as part of Council's review of the proposal.

COST:

There are no costs or budget impacts to the City from granting or not granting the variance.

Report Prepared By:

Report Reviewed By:

Rodolfo Paras Diaz,
Urban Planner

Richard Pucci,
Chief Administrative Officer

Original signature available upon request

Attachment(s):

- Site plan
- Conceptual rendered Images of proposed redevelopment.



DEVELOPMENT VARIANCE PERMIT
FILE NO. DVP-26-06

PERMIT ISSUED BY: The City of Prince Rupert (the City), a municipality incorporated under the *Local Government Act*, 424 3rd Avenue, Prince Rupert, BC, V8J 1L7

PERMIT ISSUED TO OWNER(S): RODHOS PIZZA LTD.

APPLICANT: RISHIKA PENDEY

1. This Development Variance Permit applies to those lands within the City of Prince Rupert that are described below, and any and all buildings, structures, and other development thereon:

LEGAL DESCRIPTION:

LOT 1 THROUGH 4 OF BLOCK 21A SECTION 1 DISTRICT LOT 251 RANGE 5
COAST DISTRICT PLAN 923B

CIVIC ADDRESS(ES):

525 2ND AVENUE WEST

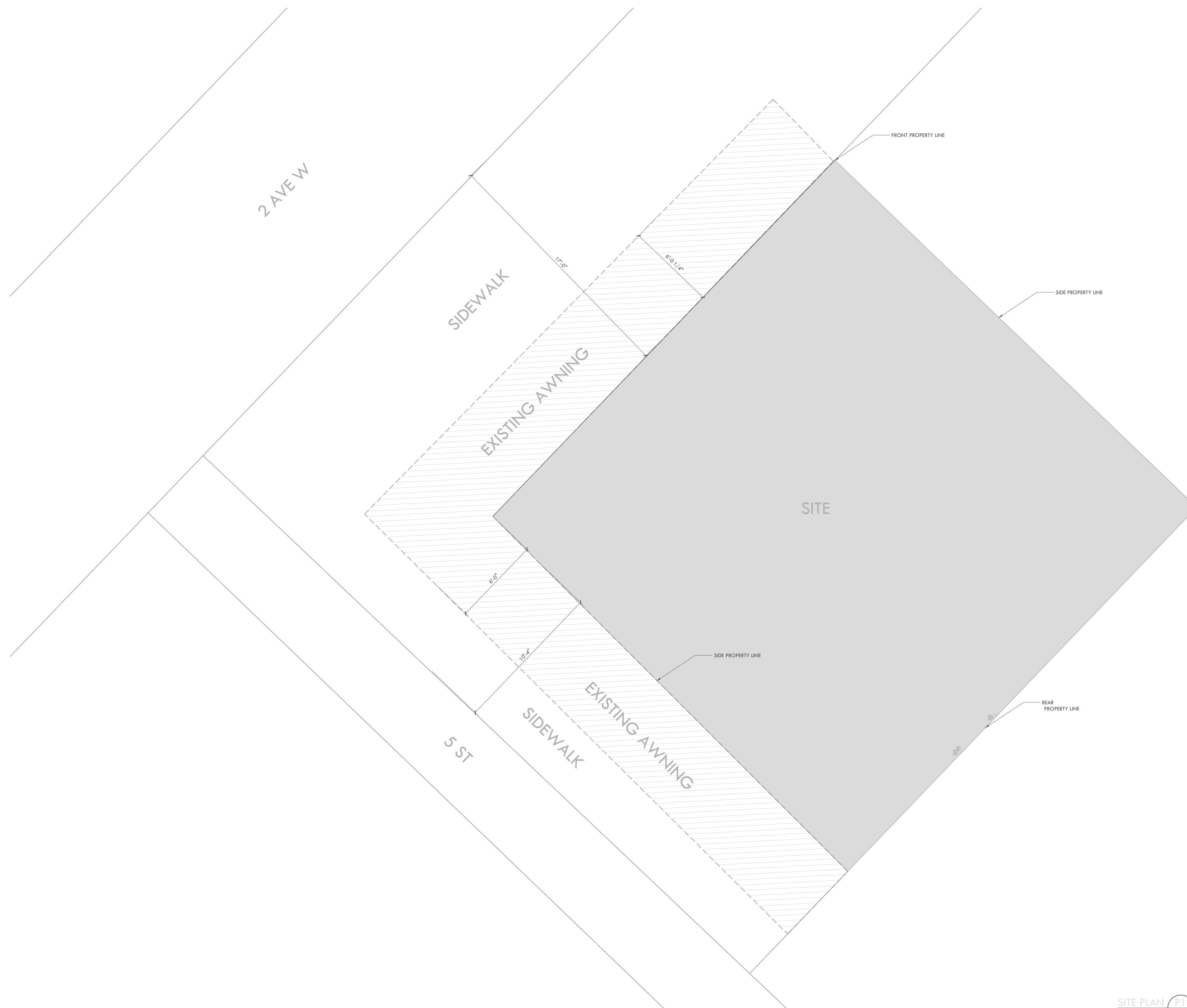
2. This permit varies the City's Zoning Bylaw (Bylaw #3462) as follows:
 - a. Section 6.1.0; Minimum Dimensions Required for Yards; is varied from a 2-metre setback from the front property line to a 0-metre setback from the front property line, in accordance with the Site Plan attached as Schedule 1.
3. This permit is issued subject to the following conditions to the City's satisfaction:
 - a. The permittees develop the proposed development in accordance with the Site and Building Plan attached as Schedule 1.
 - b. Compliance with all of the bylaws of the City of Prince Rupert applicable thereto, except as specifically varied or supplemented.
4. If the permittee(s) does/do not substantially commence the development permitted by this permit within 24 months of the date of this permit, the permit shall lapse and be of no further force and effect.
5. This permit is **NOT** a Building Permit or Subdivision Approval.

6. This permit does not authorize works on adjacent properties. Encroachment on any adjacent property for the purposes of excavation, or the deposit or removal or fill requires the written consent of the owner of such adjacent property.
7. The terms and conditions contained in this permit shall inure to the benefit of, and be binding upon, the owner(s), their executors, heirs or administrators, successors and assignees as the case may be or their successors in title to the land.
8. The following plans and specifications are attached to and form part of this permit:
 - a. Schedule 1: Site and Building Plan

ISSUED ON THIS _____ DAY OF _____, 2026.

**CITY OF PRINCE RUPERT
By an authorized signatory**

Rosamaria Miller
Deputy Chief Administrative Officer



SITE PLAN P1

GENERAL NOTE:
**ALL MEASUREMENTS
 TO BE CONFIRMED
 ON SITE**

CLIENT INFORMATION:
 BHALINDER + DALJIT

PROJECT ADDRESS:
 525 2 AVE W
 PRINCE RUPERT,
 BC V8J 1G9

ISSUE:

NO.	DATE	DESCRIPTION
01	14.05.2026	ISSUED FOR DEVELOPMENT PERMIT

DRAWING TITLE:
**EXISTING
 SITE PLAN**

SCALE:
 AS NOTED



DESIGN PHASE:
**ISSUE FOR
 CONSTRUCTION**



SITE PLAN P1
SCALE: 1/8" = 1'-0"

GENERAL NOTE:
**ALL MEASUREMENTS
 TO BE CONFIRMED
 ON SITE**

CLIENT INFORMATION:
 BHALINDER + DALJIT

PROJECT ADDRESS:
 525 2 AVE W
 PRINCE RUPERT,
 BC V8J 1G9

ISSUE:

NO.	DATE	DESCRIPTION
01	14.05.2026	ISSUED FOR DEVELOPMENT PERMIT

DRAWING TITLE:
**EXISTING
 SITE PLAN**

SCALE:
 AS NOTED



DESIGN PHASE:
**ISSUE FOR
 CONSTRUCTION**



Arcade

Restaurant

Bowling

Movies

*Rodhos
Center*



REPORT TO COUNCIL

Regular Meeting of Council

DATE: June 29, 2026
TO: Richard Pucci, Chief Administrative Officer
FROM: Jordan Schmidt, Director of Operations
SUBJECT: RFT 70018 - 6TH AVENUE WEST WATERMAIN REPLACEMENT

RECOMMENDATION:

THAT Council award RFT 70018 for the 6th Avenue West Watermain Replacement to Knappett Industries (2006) Ltd. in the amount of \$11,595,755.00, excluding GST.

REASON FOR REPORT:

The design for the 6th Avenue West Watermain Replacement Project, part of the Watermain Replacement Program (BIG Project), is complete and was issued for competitive tender as RFT 70018. Staff recommend awarding the contract so this phase can proceed in the 2026 construction season.

ANALYSIS:

RFT 70018 was advertised on BC Bid and closed June 11, 2026, with six compliant submissions (GST excluded):

Contractor	Bid Price
Knappett Industries (2006) Ltd.	\$11,595,755.00
TwinCon Enterprises Ltd.	\$12,530,585.00
Hazelwood Construction Services Inc.	\$13,390,752.43
Infracon Construction Inc.	\$14,024,716.00
CTE & Progressive Ventures Limited Partnership	\$14,317,567.61
CT Northern Contractors Alliance Limited Partnership	\$15,309,687.30
<i>Class A Cost Estimate (based on 90% design)</i>	\$11,667,226.00

All tenders were checked for errors and included bid bonds and required appendices, with no material irregularities. The low bid from Knappett Industries (2006) Ltd. is within 1% of the Class A estimate, and all tenders fall within 35% of the low bid, indicating a competitive result. WSP reviewed the submission and confirmed sufficient contractor and superintendent experience, with no subcontractor concerns. One minor item, an under allocation to Pay Item #1.4, will be resolved through a negotiated Change Order and does not affect tender validity or Knappett's standing as low bid.

COST:

The recommended award of \$11,595,755.00 (excluding GST) is within the Class A estimate and fully accommodated within the BIG Project's approved multi-year funding envelope.

Report Prepared By:

Jordan Schmidt
Director of Operations

Original signature available upon request

Report Reviewed By:

Richard Pucci
Chief Administrative Officer



CITY OF PRINCE RUPERT

GOOD NEIGHBOUR BYLAW NO. 3558, 2025

A BYLAW TO ENHANCE THE QUALITY OF LIFE FOR THE
CITIZENS OF THE CITY OF PRINCE RUPERT

WHEREAS, the Council for the City of Prince Rupert desires to protect Quality of Life for its citizens, and endeavors to promote civic responsibility, and further, strives to encourage good relationships between neighbours;

AND WHEREAS the *Community Charter* authorizes officers, employees and agents of the municipality to enter at all reasonable times on any property to ascertain compliance with the municipality's bylaws;

AND WHEREAS Council deems it appropriate to require an OWNER of property to safeguard, secure and protect abandoned or unoccupied buildings from property damage, unauthorized entry or occupation for the protection of PERSONS and property;

NOW THEREFORE the Council of the City of Prince Rupert in open meeting assembled, hereby **ENACTS AS FOLLOWS**:

1. INTERPRETATION:

- 1.1. This Bylaw may be cited as "CITY OF PRINCE RUPERT GOOD NEIGHBOUR BYLAW NO. 3558, 2025.
- 1.2. Words or phrases defined in the British Columbia *Interpretation Act*, *Motor Vehicle Act*, *Local Government Act* or *Community Charter*, or any successor legislation, shall have the same meaning when used in this Bylaw unless otherwise defined in this Bylaw.
- 1.3. In this Bylaw, unless the context otherwise requires, the singular shall include the plural, and the masculine includes all genders.
- 1.4. The headings contained in this Bylaw are for convenience only and are not to be construed as defining, or in any way limiting, the scope or the intent of the provisions of this Bylaw.

DEFINITIONS

"ACCUMULATION" means a buildup, growth or collection, either scattered amassed or piled, existing at the time of inspection.

"BOARD OR BOARDED OR BOARDING" shall mean a building whose doors and windows have been covered with plywood or other material for the purpose of preventing entry into the building by PERSONS or animals. The boarding requirements are outlined in Schedule "B".

"BOULEVARD" means that portion of highway between the curb lines or the lateral boundary lines of a roadway and the adjoining property or between the curbs on median strips or islands, but does not include curbs, sidewalks, ditches or driveways.

"BUILDING INSPECTOR" includes The Chief Building Inspector and Building Inspectors, and those designated by the City of Prince Rupert.

"BYLAW ENFORCEMENT OFFICER" means the PERSONS duly appointed by Council as such and shall include any PEACE OFFICER.

"CERTIFIED PROFESSIONAL" means a PERSON who is a member, in good standing, of the Association of Professional Engineers and Geoscientists of the Province of British Columbia.

"CHIEF BUILDING INSPECTOR" means the PERSON appointed from time to time as the Building INSPECTOR for the City of Prince Rupert.

"CITY" means the City of Prince Rupert or the area within the municipal boundaries as the context may require.

"COUNCIL" means the Council of the City of Prince Rupert.

"DERELICT" (dilapidated) shall mean a building or structure deserted by an OWNER or keeper, abandoned.

"DERELICT VEHICLE" means any vehicle or part thereof, propelled otherwise than by muscle power which:

- Is physically wrecked or disabled; and
- Is not capable of operating under its' own power.

"DISCARDED MATERIALS" includes the ACCUMULATION of wood, appliances, furniture, mattresses, motor vehicle parts or tires, construction materials, toys, recreational or sporting equipment carpeting or any other materials or equipment whereby its placement upon the REAL PROPERTY is not consistent with its intended normal use or due to its condition and or state of disrepair is not usable for its normal intended use.

"EXCESSIVE NUISANCE ABATEMENT FEES" the actual costs and expenses incurred by the City in responding to a Nuisance Service Call for the purpose of abating nuisance conduct, activity or condition, including but not limited to:

- The cost of Police and City staff time, including wages and benefits;
- The cost of using Police, Fire and City equipment and vehicles;
- Administrative costs incurred by the City in responding to the Nuisance Service Call; and
- The cost of repairs to damaged City equipment, vehicles or property.

"EXTINGUISHED" shall mean no visible flame, sparks, glowing embers or SMOKE.

"FILTH" means foul or putrid matter.

"FIRE CHIEF" means the PERSON appointed from time to time as the Chief of the Fire Department by the COUNCIL of the City of Prince Rupert or Designate.

"FIREWOOD" includes pieces of logs, split logs, tree limbs or branches, pruning's, lumber, scrap wood, manufactured logs or any other wood based materials.

"GRASS" shall include plants that are commonly known or referred to as grass.

"HAZARD OR HAZARDOUS" shall mean a physical condition created by neglect, a controlled substance property, fire or flood damage and is considered unsafe for habitation or storage without remedial action. Hazardous conditions could arise from:

- Substantial mold growth;
- Water damage which could contribute to mold or structural failure;
- Subsiding of foundations which could lead to water damage and structural failure;
- Incomplete construction (expired permit) which could deteriorate and lead to structural failure or hazards to adjacent properties and or general public;
- Incomplete demolition or standing water in excess of 24" in depth; and
- Electrical, plumbing, mechanical or a combination of which could adversely affect structural integrity.

"HIGHWAY or OTHER PUBLIC PLACE" includes every STREET, road, land, boulevard, sidewalk, LANE, bridge, viaduct and any other way open to public use and any park, building, conveyance, private place or passageway to which the public has, or is permitted to have access or is invited.

"INSPECTOR" means a BYLAW ENFORCEMENT OFFICER, PEACE OFFICER, FIRE CHIEF or his designate.

"LANE" means a public thoroughfare or way which affords only a secondary means of access to a lot at the side or rear.

"LICENCE INSPECTOR" means a person appointed by the City to administer and enforce bylaws related to business licensing.

"MANAGER" means the Chief Administrative Officer or designate.

"MONITORING" shall mean a periodic site review to ascertain whether the:

- Buildings that are the subject to complaints;
- Buildings that are dilapidated;
- Buildings that are eyesores (nuisance);
- Buildings that are dangerous (hazard);
- BOARDED buildings; and
- Buildings that have been vacant for extended periods of time.

"NOXIOUS WEED" means any WEED designated by regulation to be a NOXIOUS WEED pursuant to the *British Columbia Weed Control Act*, or successive legislation.

"NUISANCE" means anything that annoys or gives trouble, or that which is offensive, irritating or a pest to anyone residing within the CITY; or any building, structure or property that does not meet the standards set forth under Schedule "A" of this Bylaw:

- Exterior not up to Code;
- Windows and/or doors are BOARDED, not ready for occupancy;
- Structure is a neighborhood blight and may include debris or broken windows;
- Structure attracts transients, pests or crime;
- Structure is neglected by OWNER;
- Outdoor light casting directly into a neighbouring window or that "unreasonably interferes" with a neighbour's enjoyment of the land;
- Paint peeling throughout structure; and
- Standing water.

"NUISANCE SERVICE CALL" means a CITY or Police response to and abatement of any NUISANCE or other activity, conduct or condition occurring on or near REAL PROPERTY which substantially and unreasonably interferes with another PERSON'S use and enjoyment of a public place or of REAL PROPERTY occupied by that PERSON, or which causes injury to the health, comfort or convenience of an occupier of REAL PROPERTY and which is caused by or arises from a PERSON'S failure to comply with the requirements of this Bylaw.

"OCCUPANT" includes:

- A PERSON residing on or in the property;
- The PERSON entitled to the possession of property if there is no PERSON residing on or in the property; and
- A leaseholder, and shall include the agent of any such PERSON.

"OFFENSIVE MATTER" means physical objects which are objectionable to the public.

"OWNER" means the PERSON (s) or organization listed as the registered OWNER on a property's legal Certificate of Title.

"PEACE OFFICER" has the same meaning as in the *British Columbia Interpretation Act* and includes a BYLAW ENFORCEMENT OFFICER.

"PERSON" includes a natural persons, company, corporation, partnership, firm, association, society, or party and the personal or other legal representatives of a person, whether acting by themselves or by a servant, agent, or employee, and the heirs, executors, administrators, or assigns to whom the context can apply according to law.

"REAL PROPERTY" means land, with or without improvements so affixed to the land as to make them in fact and in law a part of the real property, and includes, as the context requires, individual premises located on the real property.

"RECREATIONAL VEHICLE" means ~~a~~any vehicle, trailer, or vessel designed or used for travel, transportation, or accommodation on a temporary basis for recreational purposes, including but not limited to motorhomes, travel trailers, fifth-wheel trailers, camper vans, ~~and~~ tent trailers, boats, watercraft, and similar recreational equipment, whether mounted on a trailer or not, but does not include passenger vehicles or commercial vehicles.

"RUBBISH", in addition to its common dictionary meaning, shall include decaying or non-decaying solid and semi-solid wastes, including, but not limited to, both combustible and non-combustible wastes, such as paper, trash, refuse, cardboard, waste material, cans, glass, bedding, mattresses, crates, rags, barrels, boxes, lumber not neatly piled, scrap iron, tin and other metal, scrap paving material, construction and demolition waste, DERELICT VEHICLES and other vessels, tires, machinery, mechanical or metal parts, discarded or dilapidated appliances, discarded or dilapidated furniture, ashes from fireplaces and on-site incinerators, yard clippings and brush, wood, dry vegetation, dirt, WEEDS, dead trees and branches, stumps, and piles of earth mixed with any of the above.

"SMOKE" means the gases, particulate matter and all other products of combustion emitted into the atmosphere when a substance or material is burned, including without limitation smoke, dust, gas, sparks, ash, soot, cinders and fumes.

"SPECIAL SAFETY INSPECTION" means a specific on-site review to ascertain the status of health, structural and life safety conditions of a building and may include the BUILDING INSPECTOR, the FIRE CHIEF of the CITY, a member of the Royal Canadian Mounted Police of the CITY, a Provincial Health INSPECTOR, BC Safety Authority INSPECTOR or the deputy or designate of such a PERSON.

"STORED VEHICLE" means a motor vehicle that is stored or parked upon a REAL PROPERTY and is not licenced and insured for operation on public HIGHWAYS.

"STREET" means any HIGHWAY, roadway, sidewalk, BOULEVARD, place or right of way which the public is ordinarily entitled or may be permitted to use for the passage of vehicles or pedestrians and includes a structure located in any of those areas;

"UNSIGHTLY", in addition to its common dictionary meaning and regardless of the condition of other properties in the neighbourhood, shall include property having any one or more of the following characteristics:

- (i) The storage, location or ACCUMULATION visible to a PERSON standing on a public HIGHWAY or on nearby property, or in a building or structure situate on a public HIGHWAY or nearby property, of FILTH, RUBBISH, graffiti or any other DISCARDED MATERIALS;
- (ii) The untidy storage, location or placement of building materials on a site where construction is not taking place, except where they cannot be seen from a public HIGHWAY or from nearby property, or from a building or structure situate on a public HIGHWAY or nearby property;
- (iii) Landscaping or vegetation that is dead or characterized by uncontrolled growth or lack of maintenance, or is damaged; and
- (iv) Any other similar conditions of disrepair, dilapidation, or deterioration.

"VACANT BUILDING" shall mean a building or structure, which is without lawful resident or OCCUPANT or which is not being put to a lawful commercial, residential, or industrial use for a continuous period of over forty-five (45) days within a consecutive sixty (60) day period or which, may be unoccupied and unsecured; occupied and secured by BOARDING or other similar means; unoccupied and deemed a NUISANCE or hazardous building or structure or no longer hold a valid building permit.

"WEED" means any unplanned or uncultivated plant growth or bush and shall include any landscaping that is damaged, excessively overgrown or characterized by a lack of maintenance, but does not include any tree.

2. SEVERABILITY:

- 2.1. If any part of this Bylaw is for any reason held invalid by any court of competent jurisdiction, the invalid portion shall be severed and the severance shall not affect the validity of the remainder.

3. GENERAL REGULATIONS:

- 3.1. No PERSON shall obstruct or interfere with a BYLAW ENFORCEMENT OFFICER in the exercise of his duties.
- 3.2. A BYLAW ENFORCEMENT OFFICER shall have the right to enter upon the property of any owner or occupant at all reasonable times and in a reasonable manner for the purposes of inspecting property and declaring whether the property is UNSIGHTLY or otherwise not in determining compliance with the provisions of this Bylaw.

4. ADMINISTRATION:

- 4.1. The Chief Administrative Officer or designate is hereby authorized to administer and carry out the provisions of this Bylaw.
- 4.2. Words defining responsibilities and authority shall be construed to be an internal administrative direction and not as creating a duty.

5. STREET NUISANCES: Restrictions on General NUISANCES

- 5.1 No PERSON shall apply graffiti on walls, fences or elsewhere on or adjacent to any park or public place.
- 5.2 No PERSON shall possess drug paraphernalia used for the purposes of storing, transporting or using illegal drugs in any park or public place.
- 5.3 No PERSON shall relieve oneself on a HIGHWAY, sidewalk, BOULEVARD or in any public place except those places so designated for such purposes.
- 5.4 No PERSON shall create a NUISANCE or disturbance upon any portion of a HIGHWAY or OTHER PUBLIC PLACE by participating in a fight or other similar physical confrontation between consenting or non-consenting PERSONS.

6. NOISE REGULATION:

Exemptions

- 6.1. Notwithstanding anything contained herein, no PERSON shall be guilty of an infraction of this Bylaw while:
 - 6.1.1. Operating any vehicle or equipment of the Municipality, Fire Department, the RCMP or any other public body engaged in carrying out a public service or carrying out work in or on a HIGHWAY, park or the Municipal Public Works Yard.
 - 6.1.2. Performing works of an emergency nature for the preservation or protection of life, health or property, provided that, the onus shall be on the PERSON performing the work to show cause that the work was of an emergency nature.
 - 6.1.3. Lawfully carrying on a trade or industry at a commercial, industrial or light industrial zoned area, provided that the sound or noise therefrom does not exceed the sound or noise common to such trade or industry where carried out in accordance with generally accepted industry standards using equipment and facilities in good operating order.
 - 6.1.4. Operating residential household equipment including, but not limited to heating and cooling units, exhaust fans, hot tub pumps, provided that the sound or noise therefrom does not exceed the sound or noise common to such

household equipment when in good operating order and being used in accordance with generally accepted industry standards.

6.1.5. Approved Special Event Permit or Noise Exemption Permit issued by the City

6.1.6. The use of a lawnmower between the hours of 0700 hrs. and 2200 hrs. on any day.

Special Exemptions Construction Exemptions:

6.2 Where the CITY's CHIEF BUILDING INSPECTOR considers that it is impossible or impractical for a PERSON to comply with Section 6.7 (e) and (f) the CHIEF BUILDING INSPECTOR may, grant an exemption to carry out work that is found to be necessary, at designated hours on designated days and on such other terms and conditions as the CHIEF BUILDING INSPECTOR considers reasonable in the circumstances.

Community Notification

6.2.1 Where an exemption to the noise bylaw is granted the applicant will notify businesses and residents within 45 meters of the parcel property lines. The applicant will also send a copy of the community notification to relevant CITY departments and the R.C.M.P. The notification will be in writing and forwarded at least 24 hours and no more than 7 days prior to the exempted noise. The notification shall include:

The applicant's information:

- i) The company and or construction company name, address, and telephone number;
- ii) The project name and address of the construction site; iii) The 24 hour monitored contact name and contact number.

The details of the exempted work:

- i) Potential disruptions and other relevant activity including lights construction cranes, trucks, etc.;
- ii) The reasons why the noise exempted work is necessary. iii) Information about the exemption granted as well as any limitations or conditions imposed by the CITY regarding the exemption as well as a description of any steps taken or planned to minimize the noise NUISANCE.
- iv) Telephone numbers for the "City of Prince Rupert and the RCMP."

General Prohibitions:

6.3 No PERSON shall make or cause, or permit to be made or caused, any noise in or on a HIGHWAY or OTHER PUBLIC PLACE in the CITY which disturbs or tends to

disturb the quiet, peace, rest, enjoyment, comfort or convenience of any PERSON or PERSONS in the neighbourhood or vicinity of that place.

- 6.4 No PERSON being the OWNER, occupier or tenant of REAL PROPERTY shall allow or permit such REAL PROPERTY to be used so that noise or sound which occurs thereon or emanates there from, disturbs or tends to disturb the quiet, peace, rest, enjoyment, comfort or convenience of any PERSON or PERSON on the same property or in the neighbourhood or vicinity of that property.

Specific Prohibitions:

6.5 Without limiting the generality of Sections 6.5 and 6.6 herein:

- (a) No PERSON shall play or operate any radio, stereophonic equipment or other instrument or any apparatus for the production or amplification of sound either in or on private premises or on any HIGHWAY or OTHER PUBLIC PLACE in such a manner as to disturb the quiet, peace, rest, enjoyment, comfort or convenience of any PERSON or PERSONS in the neighbourhood or vicinity of those premises or place.
- (b) No PERSON being the OWNER, occupier or tenant of REAL PROPERTY shall allow or permit his REAL PROPERTY to be used by a PERSON or PERSONS for playing or operating any radio or stereophonic equipment or other instrument or other apparatus for the production or amplification of sound in such a manner as to disturb the quiet, peace, rest, enjoyment, comfort or convenience of any PERSON or PERSONS in the neighbourhood or vicinity of said REAL PROPERTY.
- (c) Subject to Sub-Section 6.2 (c), no PERSON shall ~~cause, suffer or permit own, keep or harbour any animal or bird, but excluding other than a dogs, to make noise which by its cries~~ or sounds unduly disturbs the peace, quiet, rest, enjoyment, comfort or convenience of any other person in tranquility of the surrounding neighbourhood or of PERSONS in the vicinity. For certainty, the keeping, housing and regulation of animals and livestock within the City is governed by other applicable City bylaws. If a dog's barking is constant, loud and disruptive, it can be considered NUISANCE.
- (d) No PERSON may operate, or cause, suffer or permit the operation of, any motorized lawn-grooming or garden equipment in the CITY between the hours of 2200 hours and 0700 hours.
- (e) Subject to Section 6.3, no PERSON in the CITY shall, on any day before 0700 hours or after 2200 hours, construct, erect, reconstruct, alter, repair or demolish any building, structure or thing, or excavate or fill in land in any manner which causes noise or sounds in or on a HIGHWAY or elsewhere in the CITY which disturbs or tends to disturb, the quiet, peace, rest, enjoyment, comfort or convenience of any PERSON or PERSONS in the neighbourhood or vicinity.

- (f) Subject to Section 6.3, no OWNER of REAL PROPERTY shall, on any day before 0700 hours or after 2200 hours, cause, permit or allow a PERSON to construct, erect, reconstruct, alter, repair or demolish any building, structure or thing, or excavate or fill in land in any manner which causes noise or sounds in or on any REAL PROPERTY, a HIGHWAY or elsewhere in the CITY which disturbs the quiet, peace, rest, enjoyment, comfort or convenience of any PERSON or PERSONS in the neighbourhood or vicinity.

7. PROPERTY MAINTENANCE:

Exemptions

- 7.1 Part 7 of this Bylaw does not apply to the orderly outdoor storage of goods and chattels when permitted by the City of Prince Rupert Zoning Bylaw No. 3462, 2021 and amendments thereto and as amended from time to time.

Regulations

- 7.2 Except as permitted under Section except as permitted under Section 7.1 of this Bylaw, no OWNER or occupier of REAL PROPERTY shall cause, suffer or permit:
 - (a) **RUBBISH, Garbage and Discarded Material:** All OWNERS shall not permit the ACCUMULATION of RUBBISH, Garbage or Discarded Material upon REAL PROPERTY and shall remove the same therefrom.
 - (b) **ACCUMULATION of Offensive Matter:** All OWNERS shall not permit Offensive Matter upon REAL PROPERTY in plain sight and shall remove the same therefrom.
 - (c) **ACCUMULATION of Water:** No OWNER shall permit water to collect or accumulate or otherwise hold water upon a REAL PROPERTY that has become sufficiently stagnant as to permit the breeding of mosquitoes which may result in the spread of West Nile virus or other harmful disease-bearing insects.
 - (d) **ACCUMULATION of the Vegetation:** No OWNER shall permit the ACCUMULATION of dead landscaping, vegetation, NOXIOUS WEEDS or other growths to occur or to remain on the REAL PROPERTY.
 - (e) **ACCUMULATION of FIREWOOD:** Unless otherwise regulated by the Fire Protection and Control Bylaw, all OWNERS shall not permit the ACCUMULATION of FIREWOOD upon REAL PROPERTY, and shall remove the FIREWOOD therefrom unless stored in open stacked rows and not exceeding 1.2 meters (4 feet) in width and 1.5 meters (5 feet) high.
 - (f) **ACCUMULATION of Motor Vehicle Parts or Other Mechanical Parts:** Except where the storage of motor vehicles parts is a permitted use pursuant to the City of Prince Rupert, OWNERS shall not permit the ACCUMULATION of motor

vehicle parts or other mechanical parts upon REAL PROPERTY and shall remove the same except where the storage of motor vehicles is a permitted use pursuant to the City of Prince Rupert Bylaws.

- (g) **Motor Vehicles:** Except where the storage or parking of motor vehicles is a permitted use pursuant to the City of Prince Rupert's Bylaws, all OWNERS shall not permit the ACCUMULATION of motor vehicles that are not registered, licensed and insured to operate on a public HIGHWAY and shall remove the same therefrom, save and except where the storage or parking of motor vehicles is a permitted use pursuant to the City of Prince Rupert Bylaws or one (1) STORED VEHICLE.

~~(h) **Recreational Vehicles:** In residential zones no more than two (2) recreational vehicle may be parked per dwelling unit on the OWNER'S property and not on CITY property. Additional recreational vehicles may be parked or stored on the property such that the vehicle is entirely enclosed within a building.~~

~~a No person shall park or store a recreational vehicle, including a boat or other vessel, on a highway, boulevard, lane, or any City property, except as may per permitted under another City bylaw.~~

~~b Recreational vehicles may only be parked or stored on private property.~~

~~c In residential zones, no more than two (2) recreational vehicles may be parked per dwelling unit on an owner's property.~~

~~(h)d Additional recreational vehicles may be parked or stored only where such vehicles are entirely enclosed within a building, or unless otherwise permitted by the City under a valid permit and in all cases must comply with all applicable City bylaws.~~

- (i) **CITY Infrastructure:** No OWNERS shall permit trees or bushes or their root systems located on their property to become injurious to or interfere with CITY roadways, sidewalks, electrical utilities or other utilities or works and shall remove the offending trees and or bushes or the offending portions of trees and or bushes therefrom.

- (j) **Graffiti:** All OWNERS shall not permit graffiti to remain on REAL PROPERTY for which they are the OWNER thereof and shall remove the graffiti therefrom.

- (k) **ACCUMULATION of Building Materials:** All OWNERS shall not permit the ACCUMULATION of building materials upon REAL PROPERTY and shall remove the same therefrom except that building materials that are permitted upon REAL PROPERTY where the OWNER is in possession of a valid and existing building permit issued by the CITY or is otherwise in the process of construction or improvements upon the REAL PROPERTY.

CITY BOULEVARD & LANES

- 7.3 No OWNER or occupier of REAL PROPERTY adjacent to a BOULEVARD or LANE, or any other PERSON, shall deposit or permit the deposit of any garden or

vegetation waste materials containing WEEDS on or upon a BOULEVARD or LANE adjacent to the REAL PROPERTY.

Snow and RUBBISH Removal

- 7.4 Every OWNER or occupier of any building or premises within the CITY shall remove from the roofs, gutters, projections, or cornices or buildings situated upon such buildings or premises, all ACCUMULATIONS of ice, icicles, snow, RUBBISH or dirt that could slip, slide, fall or be blown upon or across any sidewalk or STREET.
- 7.5 Every OWNER or occupier of any building or premises, including any vacant lot, within the CITY, shall clear the sidewalk of snow and ice adjacent to the property before the hour of twelve o'clock (12:00 pm) on the day following the snow event.
- 7.6 Every OWNER or occupier of any building or premises, including any vacant lot, within the CITY, shall not deposit snow, ice or RUBBISH onto a CITY HIGHWAY or portion thereof.

VACANT BUILDINGS

Regulations

- 7.7 Every OWNER or occupier of a REAL PROPERTY that contains a VACANT BUILDING shall:
- (a) Maintain \$2M in liability insurance and obtain a VACANT BUILDING Registration (VBR) permit within thirty (30) days of an order by a BYLAW ENFORCEMENT OFFICER.
 - (b) Maintain the building in compliance with the standards set out in Schedule "A".
 - (c) BOARD the building in compliance with the standards set out in Schedule "B".

Exemptions

- 7.8 No PERSON shall allow a building or structure for human, industrial, or commercial use, or occupancy to stand vacant for more than sixty (60) days unless one of the following applies:
- (a) The building is the subject of an active building permit for repair or rehabilitation, or a valid permit for demolition, and the OWNER is progressing diligently to complete the repair or rehabilitation.
 - (b) The building meets all applicable codes, does not contribute to blight, is ready for occupancy and is actively being offered for sale, lease, or rent. The building is to be supplied with minimum utilities to maintain the proper functioning of the facilities as well as to prevent damage to mechanical and plumbing facilities from

freezing. Commercial buildings that are classified to have a fire alarm and or fire suppression systems must maintain electrical and heating systems to maintain these life safety components.

- (c) The BUILDING INSPECTOR determines in accordance with Schedule “A” and this Bylaw that the building does not contribute a NUISANCE or hazardous condition requiring building permits for remedial work or demolition.

Determinations under this section shall be made in accordance with the standards set out in Schedule “A”.

Permits and Inspections

7.9 Where a BYLAW ENFORCEMENT OFFICER reasonably believes the building or structures on property are considered a VACANT BUILDING, the BYLAW ENFORCEMENT OFFICER shall notify the OWNER of the VACANT BUILDING in writing to:

- (a) Apply for VACANT BUILDING Registration Permit; or
- (b) Apply for a Building Permit to renovate a building or structure to a state of safe occupancy as per Section 7.8(b) or this Bylaw; or
- (c) Demolish the structure(s) within ninety (90) days in compliance with City of Prince Rupert Building Bylaw 3314, 2012 as amended from time to time; and
- (d) The BUILDING INSPECTOR may require in addition to the above, a Certified Professional licensed or registered to practice in British Columbia to perform a field evaluation of an existing structure and any required remedial work to make the structure safe for occupation or further inspections.

Inspections of Exterior of VACANT BUILDING without Notice

7.10 A BYLAW ENFORCEMENT OFFICER may enter onto land without notice to and without the consent of the OWNER in order to monitor a building that is BOARDED or appears to be vacant in order to determine:

- (a) Whether the building is vacant;
- (b) Whether a VACANT BUILDING is to be BOARDED; and
- (c) Whether the building complies with this bylaw.

VACANT BUILDING Registration Permit

7.11 In order to obtain a VACANT BUILDING Registration (VBR) permit, an OWNER must:

- (a) Apply to the CHIEF BUILDING INSPECTOR for a SPECIAL SAFETY INSPECTION within thirty (30) days of receiving an order and pay the fee hereby imposed for such SPECIAL SAFETY INSPECTION as specified in Schedule "C" of this Bylaw.
- (b) Provide an address for service of notices and orders during the period that the permit is valid and thereafter, provide prompt notice of any change in the address given for service.
- (c) Pay any application or permit fee as established within Schedule "C" of this Bylaw.
- (d) Provide the BUILDING INSPECTOR with a copy of the Certificate of Insurance required in paragraph 7.7(a) above.
- (e) Ensure that all combustible materials within a VACANT BUILDING are removed to reduce any potential fire load.

Commercial, Multi-family, Industrial Permit

7.12 Upon payment of permit fees, the OWNER of a commercial, multi-family or industrial building(s) may obtain a permit for a period of 24 months from the date it is issued. The permit is automatically transferred to the next OWNER of the property.

Residential - (Small-scale Residential)

7.13 Upon payment of the permit fees, the OWNER of a vacant residential building is entitled to obtain a single permit for the building(s), valid for a period of one (1) year from the date it is issued. The permit is automatically transferred to the next OWNER of the building.

Display of Permits

7.14 OWNERS shall display the permit in a prominent location as determined by the BUILDING INSPECTOR.

MONITORING Inspections

7.15 Every OWNER with a permit shall allow for entry of a BYLAW ENFORCEMENT OFFICER no less than on a monthly basis into a VACANT BUILDING for the purposes of ensuring:

- (a) The building is maintained as per Schedule "A" of this bylaw; or

- (b) The building is secured against unauthorized entry as per Schedule "B" of this bylaw; and to ensure
 - (i) That all combustible materials within a VACANT BUILDING are removed to reduce any potential fire load;
 - (ii) There is no illegal occupancy; and
 - (iii) There is no existence of rodents or any other potential health or safety risks to the community.

No Additional Permits without COUNCIL Approval

7.16 Once a permit has been issued, no additional permit may be issued in respect to the building until and unless COUNCIL has approved an additional permit to be issued under Section 7.18.

Partial Refund of Permit Fee

7.17 The current OWNER of a permit is entitled to a partial refund of the permit fee referred to in Sub-Sections 7.11(c) if the building is brought into compliance with Section 7.8 of this Bylaw. Any outstanding fees, utility charges or penalties imposed on the OWNER pursuant to this or another Bylaw are to be deducted from any refund paid within six (6) months of permit issuance.

COUNCIL May Order Additional Permit to be Issued

7.18 Upon application by an OWNER whose VACANT BUILDING has been issued a permit under Section 7.12 and 7.13, and payment of any additional fees or penalties, COUNCIL may direct the CHIEF BUILDING INSPECTOR to issue an additional permit in respect of the building(s).

Criteria for Additional Permit

7.19 In determining whether to approve an additional permit, COUNCIL must consider:

- (a) That the building(s) do not create a HAZARD or NUISANCE on adjacent buildings and the surrounding neighbourhood;
- (b) The viability and credibility of the OWNER'S plans to bring the building into compliance and maintain it thereafter in compliance with this Bylaw and other bylaws;
- (c) The likelihood that building will be re-occupied or demolished in the future; and

- (d) The OWNER'S record of compliance or non-compliance with this Bylaw and other bylaws of the CITY and the subject property and elsewhere.

Conditions of Additional Permit

- 7.20 In approving the issuance of an additional permit, COUNCIL may require that any conditions it considers reasonable are imposed on the additional permit. The permit is valid for twelve (12) months and may be cancelled by the CHIEF BUILDING INSPECTOR who concludes that the conditions imposed on it have not been met or have been breached.

Additional Permit Fees

- 7.21 An additional permit issued under Section 7.17 is conditional upon payment as described in the applicable bylaw.
- 7.22 Any additional inspections performed by staff beyond MONITORING inspections of the permit as described in the applicable bylaw.

Demolition of VACANT BUILDING s by CITY

- 7.23 If the Owner is unable to comply with the requirements of this Bylaw and Council determines that the Vacant Building is a nuisance or hazard, then the CITY may order the OWNER to remove the VACANT BUILDING (s) on thirty (30) days' notice by the CITY. If the OWNER does not remove the VACANT BUILDING (s) within thirty (30) days, the CITY or its contractors, employees or agents may enter onto the property and perform the required work to remove the VACANT BUILDING (s) and the cost of such removal may be added to the property taxes for the property. The OWNER may seek reconsideration by COUNCIL of the Order requiring the removal of the VACANT BUILDING (s) within fourteen (14) days of receiving the order by delivering written notice to the CITY.

Recovery of CITY Costs through Sale of Property

- 7.24 Under the *Community Charter*, if remedial action requirements have not been satisfied by the date specified for compliance, the CITY may sell the matter or thing in relation to which the requirement was imposed or any part or material of it.

Compliance Orders

- 7.25 If, in the opinion of the BYLAW ENFORCEMENT OFFICER, the OWNER of REAL PROPERTY or other responsible PERSON fails to comply with a requirement of this Bylaw, the BYLAW ENFORCEMENT OFFICER may issue an order requiring that the OWNER or other responsible PERSON bring the REAL PROPERTY into compliance with the provisions of this Bylaw within a time period specified in the notice, which shall not exceed fourteen (14) days unless otherwise specified.

Service of an Order

7.26 Service of an Order referred to in Section 7.25 will be sufficient if a copy of the order is:

- (a) Served personally or mailed by prepaid registered mail to the OWNER of the REAL PROPERTY as shown on the current year's REAL PROPERTY assessment roll; and
- (b) Either posted on the REAL PROPERTY or delivered or mailed by regular mail to the occupier of the REAL PROPERTY.

7.27 Notice issued under Section 7.25 herein must state:

- (a) The civic address of the subject REAL PROPERTY;
- (b) The legal description of the subject REAL PROPERTY;
- (c) The particulars of the UNSIGHTLY nature of the REAL PROPERTY or other non-compliance with this Bylaw to be remedied;
- (d) That the UNSIGHTLY nature of the property or other non-compliance with this Bylaw must be remedied within fourteen (14) days of the date of delivery of the notice, or, in the case of snow, ice or RUBBISH on a sidewalk or footpath, within 24 hours from the time the snow, ice or RUBBISH is deposited thereon;
- (e) That if the OWNER or OCCUPANT fails to comply with the notice, the CITY may, without further notice, proceed to carry out the work required, and the cost of such work will be added to the taxes of the REAL PROPERTY, and the OWNER or OCCUPANT or both may be subjected to prosecution for an offence under this Bylaw.

7.28 Notice issued under Section 7.25 herein may give specific instructions to remedy the UNSIGHTLY nature of the REAL PROPERTY or other non-compliance with this Bylaw including, but not limited to, any one or more of the following directions:

- (a) Remove UNSIGHTLY ACCUMULATIONS of materials or RUBBISH from the REAL PROPERTY;
- (b) Remove snow, ice or RUBBISH from sidewalks and footpaths;
- (c) Clean, stack or cover any material;
- (d) Clear the REAL PROPERTY of brush, trees, NOXIOUS WEEDS or other growths;
- (e) Cut GRASS or WEEDS present on the REAL PROPERTY;

- (f) Prune trees or shrubs:
- (g) Remove RUBBISH, or cut GRASS, WEEDS or other growth from adjacent BOULEVARDS or LANEWAYS;
- (h) Obtain a VACANT BUILDING Registration Permit;
- (i) Maintain a building as outlined in Schedule "A";
- 0) Secure a building as outlined in Schedule "B"; and
- (k) Otherwise remediate, maintain or repair the REAL PROPERTY or buildings as specified in the notice, so as to bring it into compliance with this Bylaw.

7.29 If the OWNER of REAL PROPERTY or other responsible PERSON fails to comply with the BYLAW ENFORCEMENT OFFICER'S compliance order within the time period specified in such notice, the CITY, by its workers or others, may at all reasonable times and in a reasonable manner, enter the REAL PROPERTY and bring about such compliance at the cost of the defaulting OWNER or other responsible PERSON. Such costs shall consist of all costs and expenses incurred by the CITY to achieve compliance with this Bylaw including, without limitation, administrative costs, costs to attend property by CITY employees or its contractors and the costs of removal, clean up and disposal.

7.30 If an OWNER of REAL PROPERTY or other responsible PERSON defaults in paying the cost referred to in Section 7.27 to the CITY within thirty (30) days after receipt of a demand for payment from the CITY, the CITY may either recover from the OWNER or other responsible PERSON, in any court of competent jurisdiction, the cost as a debt due to the CITY, or direct that the amount of the cost be added to the REAL PROPERTY tax roll as a charge imposed in respect of work or service provided to the REAL PROPERTY of the OWNER, and be collected in the same manner as property taxes.

7.31 Service of a demand for payment referred to in Section 7.28 will be sufficient if a copy of the demand is served personally or mailed by regular mail to the OWNER of the REAL PROPERTY as shown on the current year's REAL PROPERTY assessment roll.

8. NUISANCE SMOKE:

8.1 This Bylaw applies to campfires, wood burning appliances and outdoor fireplaces as defined and regulated by the CITY bylaws.

8.2 No PERSON may set out, start or kindle a fire that emits opaque or dense SMOKE, or noxious odours.

- 8.3 An INSPECTOR may order the extinguishing of any fire producing SMOKE in violation of this Bylaw.
- 8.4 Every fire ordered EXTINGUISHED under this bylaw must be EXTINGUISHED immediately. Any fire that continues to burn after an Order to Extinguish has been issued may be EXTINGUISHED by the City of Prince Rupert Fire Department under the orders of the FIRE CHIEF. All costs for the response may be recovered under the provisions of the *Community Charter*.

9. ENFORCEMENT AND PENALTY:

Enforcement

- 9.1 The provisions of this Bylaw may be enforced by any BYLAW ENFORCEMENT OFFICER.

Penalty

- 9.2 Every PERSON who contravenes or violates any provision of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any provision of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any provision of this Bylaw, commits an offence and, upon conviction, shall be liable to a fine or penalty not less than \$100.00, and not exceeding \$10,000, and a jail term as outlined by the courts.
- 9.3 Where the offence is a continuing one, each day the offence continues shall be a separate offence.

10. REPEAT NUISANCE SERVICE CALLS:

- 10.1 Where a member of the RCMP, a BYLAW ENFORCEMENT OFFICER, or other CITY Official is required to respond to a REAL PROPERTY for:
- (a) More than one NUISANCE SERVICE CALL within a twenty-four (24) hour period;
or
 - (b) More than three (3) NUISANCE SERVICE CALLS within a twelve (12) month period; the OWNER of the REAL PROPERTY shall be liable to pay the actual costs incurred by the City, as defined as Excessive NUISANCE Abatement Fees, for each additional NUISANCE SERVICE CALL responded to at the same REAL PROPERTY within the twelve (12) month period following the date of the notice referred to in Section 10.3.
- 10.2 Despite Section 10.1, where legal title to a REAL PROPERTY is transferred, NUISANCE SERVICE CALLS made before the date that the new OWNER obtains legal title to the REAL PROPERTY shall not apply to a determination under Section 10.1 of whether EXCESSIVE NUISANCE ABATEMENT FEES are payable. The new

OWNER shall, in any event, be liable for all unpaid Excessive NUISANCE fees imposed against the REAL PROPERTY in respect of past NUISANCE SERVICE CALLS.

10.3 Before imposing an Excessive NUISANCE Abatement Fee, written notice shall first be provided to the OWNER of the REAL PROPERTY:

- (a) Describing in reasonable detail the nature of the NUISANCE conduct, activity or condition that occurred, or was maintained or permitted in, on or near the REAL PROPERTY; and
- (b) Advising the OWNER that EXCESSIVE NUISANCE ABATEMENT FEES will be imposed for each additional NUISANCE SERVICE CALL to the same REAL PROPERTY and that the imposition of such fees is in addition to the CITY'S right to seek other legal remedies or actions for abatement of the NUISANCE.

10.4 Service of the Notice Referred to in Section 10.3 will be sufficient if the notice:

- (a) In the case of service on an individual, is served personally or mailed by prepaid registered mail to the address of the OWNER shown on the current year's REAL PROPERTY assessment roll for the REAL PROPERTY for which the notice is issued;
- (b) In the case of service on a corporation, is served personally on a director, officer or MANAGER of the corporation or by leaving it at or mailing it by prepaid registered mail to the registered office of the corporation.

10.5 EXCESSIVE NUISANCE ABATEMENT FEES shall be paid by the OWNER on receipt of an invoice from the CITY. If the amount of each invoice is not paid in full before the 31st day of December in the year received, on written notice to the OWNER, the amount shall be added to and form part of the taxes on the REAL PROPERTY, as taxes in arrears.

10.6 An OWNER may, within thirty (30) days of receipt of an invoice demanding payment of EXCESSIVE NUISANCE ABATEMENT FEES, require that COUNCIL reconsider the requirement to pay, or the amount of, the EXCESSIVE NUISANCE ABATEMENT FEES, at which time the OWNER of the REAL PROPERTY shall have an opportunity to be heard by COUNCIL.

Read a First time this 10th day of March, 2025.

Read a Second time this 10th day of March, 2025.

Read a Third time this ____ day of _____, 2026.

Read a Fourth & Final time this ____ day of _____, 2026.

MAYOR

CORPORATE OFFICER

SCHEDULE "A"

The OWNER of a VACANT BUILDING must comply with the following maintenance standards of this Schedule.

Exterior walls

1(1) The exterior of every building must be constructed, repaired and maintained in a manner that;

- (a) Ensures the integrity of the building envelope to protect the building from the weather and from infestations of insects, rodents and other pests; and
- (b) Prevents a substantial depreciation in property values in the immediate neighbourhood.

1(2) Without restricting the general obligation set out in subsection (1):

- (a) All exterior surfaces must consist of materials that provide adequate protection from the weather;
- (b) All exterior walls and their components, including coping and flashing, must be maintained in good repair;
- (c) All exterior walls must be free of holes, breaks, loose or rotting boards or timbers and any other condition which might permit the entry of insects, rodents or other pests to the interior of the wall or the interior of the building;
- (d) Exterior wood surfaces must be adequately protected against deterioration by the periodic application of paint, stain or other protective coating;
- (e) No more than 25% percent of any painted area of any exterior wall may be blistered, cracked, flaked, scaled, or chalked away;
- (f) The mortar of any masonry or stone exterior wall may not be loose or dislodged.
- (g) The exterior of every building must be free of graffiti; and
- (h) Loose material must be removed from exterior walls, doors and window openings.

Roofs

2(1) Roofs must be constructed and maintained so as to prevent:

- (a) Rainwater or melting snow falling on the roof from entering the building;
- (b) Rainwater or melting snow falling on the roof from negatively affecting neighbouring buildings or properties; and
- (c) Objects and materials from falling from the roof.

2(2) Without restricting the general obligation set out in subsection (1):

- (a) Roofs, including fascia boards, soffits, cornices, flashing, eaves troughing and downspouts must be maintained in a watertight condition.
- (b) Roof drainage must be controlled in order to eliminate or minimize runoff to neighbouring properties that:
 - (i) Accumulates or causes ground erosion;
 - (ii) Causes dampness in the walls, ceilings or floors of any portion of any neighbouring building; and
 - (iii) Accumulates on sidewalks or stairs in a manner so as to create a hazardous condition.
- (c) Loose or unsecured objects and materials, including ACCUMULATIONS of snow or ice or both that are likely to fall on passersby or are likely to result in the collapse of the roof, must be removed from the roof of a building or an accessory building.

Fire protection systems

3(1) Unless a fire protection system has been decommissioned by permission of the FIRE CHIEF, it must be maintained in an operational condition.

3(2) Unless a fire alarm system has been decommissioned by permission of the FIRE CHIEF, it must be connected to an approved fire signal receiving centre in compliance with all appropriate regulations, adopted and published by the Underwriters' Laboratories of Canada, so as to notify the Fire Department of a fire alarm activation in the building.

SCHEDULE "B"

The OWNER of a VACANT BUILDING must comply with either **Part I** or **Part II** of this Schedule.

PART I

In order to comply with Part I of this Schedule, the OWNER of a VACANT BUILDING in a residential or commercial area must ensure that:

- (a) All exterior doors to the dwelling are operational, fit tightly within their frames when closed and are locked so as to prevent entry;
- (b) All windows are either permanently sealed or locked so as to prevent entry;
- (c) All windows, doors, basement and attic hatchways and their frames are so constructed and maintained to completely exclude rain and substantially exclude wind from entering the building; and
- (d) All windows are in good repair, and properly glazed.

PART II

In order to comply with Part II of this Schedule, the OWNER of a VACANT BUILDING in a residential area must ensure that the following requirements are met:

- (a) All doors, windows and other openings, other than the principal entrance, at the basement and main (first) floor levels must be covered in compliance with this Part with a solid piece of plywood, at least 11 millimeters thick and secured with coated spikes at least 75 millimeters in length, spaced not more than 150 millimeters on centre.
- (b) The principal entrance must be covered in compliance with this Part with a solid piece of plywood, at least 11 millimeters thick, adequately secured with screws at least 50 millimeters in length, spaced not more than 150 millimeters on centre.
- (c) Windows, doors and other openings at the second floor level must be covered in compliance with this Part with a solid piece of plywood, at least 8 millimeters thick and secured with coated spikes at least 75 millimeters in length, spaced not more than 150 millimeters on centre.
- (d) Windows, doors and other openings at the third floor level or higher must be either:
 - i. Secured in accordance with Part I of this Schedule; or

- ii. Covered in compliance with this Part with a solid piece of plywood, at least 8 millimeters thick and secured with coated spikes at least 75 millimeters in length, spaced not more than 150 millimeters on centre.
- (e) Windows, doors and other openings at the third floor level or higher may be secured from inside the building; plywood applied to all other openings must be secured from the exterior.
- (f) Plywood applied to openings must be installed and maintained in a way that is weather-tight and must be protected from the elements with at least two coats of white paint. A hole must be cut in the plywood just large enough for the door hardware to protrude.
- (g) All floors above the first floor must be rendered inaccessible to entry by raising fire escapes and ladders to a height of at least four meters or guarding them in some other manner acceptable to an Enforcement Officer.
- (h) All areaways must be adequately secured either by:
 - i. Filling them with concrete or unshrinkable fill; or
 - ii. Covering opening to them with a metal plate of at least 8 millimeters thick and securing it so as to prevent it from shifting.
- (i) Electricity, natural gas and water must not be cut off if they are necessary to maintain fire protection systems or fire alarms.
- (j) Where it is not necessary to maintain fire protection systems or fire alarms, electricity, natural gas and water must not be cut off except in a manner satisfactory to an Enforcement Officer.

SCHEDULE "C"

VACANT BUILDING Registration Fees

VACANT BUILDING Registration Application Fee	\$540.00
Fee for SPECIAL SAFETY INSPECTION prior to registration permit	\$500.00
Fee for subsequent inspections not related to VACANT BUILDING Registration Permit	\$130.00 per inspection
Fee for VACANT BUILDING Registration Permit (12 months. Max.) For each building or structure located on a single or two family zoned properties	\$1,500.00
Fee for VACANT BUILDING Registration Permit (24 months. Max.) for each building or structure located on all other zoned properties	\$3,500.00
Fee for additional VACANT BUILDING Registration (12 months. Max)	\$1,500.00
Attendance by City of Prince Rupert Fire Services	Actual costs incurred by the CITY for related labour, materials, & equipment.
Fee reduction for VACANT BUILDING Registration Permit Notwithstanding any outstanding fees, utility charges, or penalties imposed on the OWNER.	75% of VACANT BUILDING Permit Fee may be refunded if it is remediated or demolished withing first six months of registration.



ELECTION PROCEDURES BYLAW NO. 3561, 2026

The purpose of this Bylaw is to authorize various procedures for the conduct of elections and other voting, including the use of automated voting machines and mail ballots.

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WHEREAS the Council of the City of Prince Rupert wishes to establish various voting procedures and requirements under the authority of the *Local Government Act*;

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

PART 1 – INTERPRETATION

Title

- 1 This Bylaw may be cited as the “Election Procedures Bylaw”.

Definitions & interpretation

- 2 (1) In this Bylaw

“acceptable mark”

means a mark that is identifiable by the vote tabulating unit, and is made by an elector in the space provided on the ballot opposite the name of any candidate or opposite either ‘yes’ or ‘no’ on a question.

“automated vote counting system”

means a system that counts and records votes, processes and stores election results, and is comprised of the following equipment having the functions indicated:

- (a) a number of ballot-scanning vote tabulating units, each of which rests on a ballot box, and
- (b) a number of portable ballot boxes;

“ballot”

means a single automated ballot card designed for use in an automated vote counting system, which shows

- (a) the names of all of the candidates for each of the offices to be filled; and
- (b) all of the choices on all of the questions on which the opinion or assent of the electors is sought;

“ballot return override procedure”

means the use, by an election official, of a device on a vote tabulating unit, that causes the unit to accept a returned ballot;

“election headquarters”

means Jim Ciccone Civic Centre, 1000 McBride Street, Prince Rupert, British Columbia;

“election”

means an election for the number of persons required to fill an office on the City Council;

“elector”

means a resident elector or non-resident property elector of the City;

“general local election”

means the election held in 2026 and in every 4th year after 2026 for the mayor and councillors of the City.

“general voting day”

means

- (a) for a general local election, the 3rd Saturday of October in the year of the election,
- (b) for elections other than a general local election, the date set under sections 54, 55 of the *Local Government Act*,
- (c) for other voting, the date set under section 174 of the *Local Government Act*;

“memory card”

means the storage device that stores all of the permanent results for the vote tabulating unit;

“other voting”

means voting on a matter referred to in section 170 of the *Local Government Act*;

“portable ballot box”

means a ballot box that is used as a voting place where a vote tabulating unit is not being used or is not functioning;

“question”

means the bylaw or other matter on which the assent or the opinion of the electors is sought by other voting;

“register tape”

means the printed record, generated from a vote tabulating unit at the close of voting on general voting day, that shows the number of votes

- (a) for each candidate for the office of Mayor and each office of councillor, and
- (b) for and against each question;

“returned ballot”

means a voted ballot, inserted into a vote tabulating unit, that is not accepted and is returned by the unit to the elector with an explanation of the marking error that caused the ballot to be unacceptable;

“secrecy sleeve”

means an open-ended folder or envelope used to cover ballots to conceal the choices made by each elector;

“vote tabulating unit”

means a device into which voted ballots are inserted, and that scans each ballot and records the number of votes for each candidate and for and against each question.

- (2) Any enactment referred to herein is a reference to an enactment of British Columbia and regulations thereto, as amended, revised, consolidated or replaced from time to time.
- (3) If any part, section, sentence, clause, phrase or word of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that it is invalid shall not affect the validity of the remainder which shall continue in full force and effect and be construed as if the Bylaw had been adopted without the invalid portion.

Application

- 3 This Bylaw applies to all elections and all other voting.

PART 2 – CONDUCT OF ELECTIONS & OTHER VOTING

Nomination deposits

- 4 (1) A nomination for election to hold office as a member of Council must be accompanied by the following nomination deposits:
- (a) \$100.00 for each candidate for the office of Mayor;
 - (b) \$100.00 for each candidate for the office of councillor.
- (2) A nomination deposit must be held and dealt with by the chief election officer in accordance with section 88 of the *Local Government Act*.

Number of nominators

- 5 A nomination for election to hold office as a member of Council must be made by at least the following number of qualified nominators:
- (1) 25 for each candidate for the office of Mayor;
 - (2) 25 for each candidate for the office of councillor.

Order of names

- 6 The order of names of candidates on the ballot will be determined by lot in accordance with section 117 of the *Local Government Act*.

Number of scrutineers at voting places

- 7 As authorized under section 120 of the *Local Government Act*, the number of scrutineers for each candidate that may attend at an election is one scrutineer for each ballot box in use.

Provincial list of voters

- 8 (1) As authorized under section 76 of the *Local Government Act*, the most current Provincial list of voters prepared under the *Election Act*, available at the time an election or other voting is to be held, is the register of resident electors for the City.
- (2) The Provincial list of voters becomes the register of resident electors no later than 52 days before general voting day for each election or other voting.
- (3) A person who, on the basis of the Provincial list of voters, appears to meet the qualifications to be registered as a resident elector of the City is deemed to be registered as a resident elector of the City.

Voter identification

- 9 (1) The chief election officer or the presiding election official is authorized to require an elector to produce identification in the form of any class of document set out in section 3 of B.C. Regulation 380/93 [*Local Government Elections Regulation*].
- (2) The chief election officer or the presiding election official may take other reasonable precautions to ensure that an elector is qualified to vote and votes only once in an election.

Additional general voting opportunities

- 10 As authorized under sections 106 and 170 of the *Local Government Act*, additional voting opportunities for general voting day shall be held as follows:
- (a) electors, who for medical reasons (or because of infirmity) cannot leave their residence for general voting day, can request a mobile voting station operated by City of Prince Rupert voting staff to attend their place of residence to allow that person to vote. Requests to have a mobile voting station attend a residence on general voting day must be received by the chief election officer or a designate before 4:30 p.m. of the second day before the general voting day; and
 - (b) authorize the chief election officer to designate the voting hours for the additional voting opportunities under subsection (a) within the notice requirements and limits set out in section 106(2)-(4) of the *Local Government Act*.

Required advance voting opportunities

- 11 As required under sections 107, 170 and 175 of the *Local Government Act*, advance voting opportunities must be held, for each election and for other voting, on the following days before general voting day:
- (a) on the 10th day before general voting day; and
 - (b) on the 3rd day before general voting day.

Additional advance voting opportunities

- 12 As authorized under section 108, 170 and 175 of the *Local Government Act*, the chief election officer is authorized to establish dates for additional advance voting opportunities and to designate the voting places and set the dates and voting hours for those additional advance voting opportunities.

Special voting opportunities

- 13
- (1) The chief election officer must establish the dates and voting hours when and the places where special voting opportunities will be conducted for each election or other voting in accordance with this section and any additional requirements under the *Local Government Act*.
 - (2) The only electors who may vote at a special voting opportunity are
 - (a) electors who, on the date on which the special voting opportunity is held and before the end of the voting hours for that special voting opportunity, have been admitted as patients to the hospital or are residents at Northern Health Authority's long term care facility. Bedside voting through a mobile poll, operated by election officials will be provided to enable electors to vote.
 - (b) staff of the designated special voting location will be eligible to vote at a stationary voting space within the special voting location.
 - (3) The voting hours for a special voting opportunity must not be earlier than 9:00 a.m. or later than 4:00 p.m. of the day on which the special voting opportunity takes

place.

- (4) The chief election officer may limit the number of candidates' representatives who may be present at a special voting opportunity, subject to section 109(3) of the *Local Government Act*.

PART 3 – AUTOMATED VOTING

Use of voting machines

- 14 As authorized under section 112 of the *Local Government Act*, voting may be conducted in a general local election and other voting in the City by using an automated vote counting system.

Automated voting procedures

- 15 (1) When an elector enters a voting place, and before a ballot is issued to the elector, the presiding election official must direct an election official to provide a demonstration of the method for voting by using an automated vote counting system to the elector, if requested by the elector.
- (2) After receiving a demonstration under subsection (1), if applicable, an elector must proceed to the election official responsible for issuing ballots.
- (3) The election official responsible for issuing ballots
- (a) must ensure that the elector
- (i) is qualified to vote in the election, and
- (ii) completes the voting book as required by the *Local Government Act*; and
- (b) after satisfying paragraph (a), must give to the elector a ballot, a secrecy sleeve if the elector requests it, and any further instructions requested by the elector.
- (4) After receiving a ballot, an elector
- (a) must proceed immediately to a voting compartment;
- (b) may vote only by making an acceptable mark on the ballot
- (i) beside the name of each candidate of choice up to the maximum number of candidates to be elected for the office of mayor and for each office of councillor, and
- (ii) beside either 'yes' or 'no' in the case of each question;
- (c) must place the marked ballot into a secrecy sleeve, if applicable, proceed to the vote tabulating unit, and under the supervision of the election official in attendance, insert the ballot directly into the vote tabulating unit; and

- (d) may request a replacement ballot from the election official in attendance if
 - (i) before inserting a ballot into the vote tabulating unit the elector decides that they made a mistake when marking the ballot, or
 - (ii) a ballot is returned by the vote tabulating unit.
- (5) The presiding election official or alternate presiding election official must carry out the following procedures if an elector requests a replacement ballot in accordance with subsection (4)(d):
 - (a) issue the replacement ballot to the elector;
 - (b) mark as “spoiled” the ballot that is being replaced; and
 - (c) retain all spoiled ballots separately from all other ballots.
- (6) Spoiled ballots must not be included in the counting of votes on ballots.
- (7) For the purpose of counting acceptable marks, the presiding election official must reinsert a returned ballot into the vote tabulating unit by using the ballot return override procedure if the elector
 - (a) has not damaged the returned ballot to the extent that it cannot be reinserted; and
 - (b) does not want a replacement ballot.
- (8) A ballot counted by the vote tabulating unit is valid and all acceptable marks contained on that ballot must be counted subject to a determination made under a judicial recount.
- (9) An elector must immediately leave the voting place after the vote tabulating unit indicates that the elector’s ballot has been accepted.
- (10) The election official supervising a vote tabulating unit must insert into a portable ballot box all ballots delivered by electors during a time when the vote tabulating unit is not functioning and is not replaced.
- (11) An election official must carry out the following procedures under the supervision of the presiding election official as soon as is reasonably possible after a nonfunctioning vote tabulating unit becomes operational or is replaced with another vote tabulating unit:
 - (a) remove the ballots contained in the portable ballot box that temporarily replaced the nonfunctioning vote tabulating unit; and
 - (b) insert into the functioning vote tabulating unit the ballots removed under paragraph (a).

- (12) For the purpose of counting acceptable marks after the close of voting on general voting day, and under the supervision of the presiding election official, an election official must use the ballot return override procedure to reinsert into a vote tabulating unit ballots that were temporarily stored in a portable ballot box under subsection (10) and that are treated as returned ballots by the vote tabulating unit into which they were placed under subsection (11).

Advance voting opportunity procedures

- 16 (1) Vote tabulating units must be used to conduct the vote at all advance voting opportunities.
- (2) Voting procedures at advance voting opportunities must follow as closely as possible those described in section 15.
- (3) At the close of voting at each advance voting opportunity the presiding election official must ensure that
- (a) no additional ballots are inserted in the vote tabulating unit;
 - (b) the portable ballot box is sealed to prevent insertion of any ballots;
 - (c) the register tapes in the vote tabulating unit are not generated; and
 - (d) the memory card of the vote tabulating unit is secured.
- (4) At the close of voting at the final advance voting opportunity the presiding election official must
- (a) ensure that any remaining ballots in the portable ballot box are inserted into the vote tabulating unit;
 - (b) secure the vote tabulating unit so that no more ballots can be inserted; and
 - (c) deliver the vote tabulating unit together with the memory card and all other materials used in the election to the chief election officer at election headquarters.

Special voting opportunity procedures

- 17 (1) A portable ballot box must be used for all special voting opportunities unless the chief election officer determines that it is practical to use a vote tabulating unit.
- (2) The presiding election official at a special voting opportunity must proceed in accordance with
- (a) sections 15(2), (3), and (4)(a), (b), and (c) to the extent that they are applicable when a portable ballot box is being used; and
 - (b) section 16 when a vote tabulating unit is being used.

- (3) The presiding election official at a special voting opportunity
 - (a) must ensure that a portable ballot box is secured when not in use; and
 - (b) at the close of voting at the final special voting opportunity must seal a portable ballot box and return it together with all other election materials to the chief election officer.

PART 4 – MAIL BALLOTS

Mail ballot voting and registration authorized

- 18 (1) Voting by mail ballot is authorized.
- (2) All electors may apply to vote by mail ballot in accordance with section 19.
- (3) Once a mail ballot package has been accepted by the chief election officer, that elector may only vote by mail ballot.
- (4) Eligible mail ballot voters must have registered to vote 53 days prior to general voting day with Elections BC and be included on the Provincial list.
- (5) The chief election officer is authorized to establish time limits in relation to voting by mail ballot.

Application procedure for mail ballot

- 19 (1) An elector must only apply to vote by mail ballot in the manner and form required by the chief election officer, within the time limits established by the chief election officer,
- (2) The chief election officer must make mail ballot applications available at least 21 days in advance of an election.
- (3) Upon receipt of a request for a mail ballot and as soon as practicable, the chief election officer or designated election official must:
 - (a) make available to the applicant, a mail ballot package as specified in section 110(7) of the *Local Government Act*; and
 - (b) record and, upon request, make available for inspection:
 - (i) the name and address of the person to whom the mail ballot package was issued; and
 - (ii) information as to whether or not the person is registered as an elector.

Voting procedure for mail ballot

- 20 (1) In order to vote using a mail ballot, the elector must mark the ballot in accordance with the instructions contained in the mail ballot package provided by the chief election officer.
- (2) After marking the mail ballot, the elector must:
- (a) place the mail ballot in the secrecy sleeve, and seal the secrecy sleeve;
 - (b) place the secrecy sleeve in the certification envelope, complete and sign the certification on such envelope, and then seal the certification envelope;
 - (c) place the certification envelope, in the outer envelope, and then seal the outer envelope; and
 - (d) return the outer envelope and its contents to the chief election officer at the address specified so that it is received no later than the close of voting on general voting day.

Mail ballot acceptance or rejection

- 21 (1) The chief election officer or designated election official must:
- (a) record the date a mail ballot package is received;
 - (b) examine the certification envelope and make a mark on the certification envelope as “accepted” if satisfied or “rejected” if not satisfied as to:
 - (i) the identity and entitlement to vote of the elector;
 - (ii) the completeness of the certification envelope;
 - (iii) whether the mail ballot has been received before the close of general voting day; and
 - (c) retain certification envelopes to deal with a challenge of an elector under section 23.
- (2) If a certification envelope is marked as rejected under subsection 1(b), the chief election officer or designated election official must note the reasons for the rejection and the mail ballot must not be counted in the election.

Counting of mail ballots through vote tabulating unit

- 22 (1) The following procedures must be followed in counting mail ballots accepted under section 21(1):
- (a) certification envelopes must only be opened by the chief election officer or designated election official in the presence of at least one other person, including any scrutineers present;
 - (b) the chief election officer or designated election official must place all secrecy envelopes into a designated ballot box;
 - (c) under the direction of the chief election officer, after the secrecy envelopes have been placed in the designated ballot box, then:
 - (i) the ballot box containing the secrecy envelopes must be opened;
 - (ii) the secrecy envelopes must be removed and opened; and
 - (iii) the ballots contained in the secrecy envelopes must be inserted into a vote tabulating unit.
- (2) The chief election officer must initiate the process in subsection (1) at least two days before the general voting day but, in order to process a high volume of mail ballots, may carry out the process every day between 9:00 a.m. to 6:00 p.m. beginning on the Monday five days prior to general voting day until the close of general voting day.
- (3) The chief election officer or a designated election official must notify candidates of the scheduled dates and times for counting mail ballots by vote tabulating units at least 24 hours prior to the count.

Challenge of elector: mail ballots

- 23 (1) A person exercising the right to vote by mail ballot may be challenged in accordance with, and on the grounds specified in section 126 of the *Local Government Act* from the time a mail ballot package is requested up until 4 p.m. on the day the mail ballot package is received by the chief election officer or designated election official.
- (2) The provisions of section 126(2) to (5) of the *Local Government Act* apply when challenging a person's right to vote.
- (3) If a challenge has been resolved and the person is permitted to vote, the chief election officer must process the mail ballot package in accordance with section 22(1) and keep a record in accordance with section 126(5) of the *Local Government Act*.

Elector's name already used

- 24 Where, upon receiving a request for a mail ballot, the chief election officer determines that another person has voted or has already been issued a mail ballot in that elector's name, the provisions of section 127 of the *Local Government Act* apply.

Replacement of spoiled mail ballot

- 25 (1) Where an elector unintentionally spoils a mail ballot before returning it to the chief election officer, the elector may request a replacement ballot by advising the chief election officer or designated election official and returning the spoiled ballot to the chief election officer or designated election official.
- (2) Where a request has been made in accordance with subsection (1), the chief election officer or a designated election official must issue a new mail ballot package in accordance with subsection (1) until the close of general voting day.
- (3) The chief election officer must keep a record of returned spoiled mail ballot packages.

PART 5 – POST-ELECTION PROCEDURES**Procedures after close of voting on general voting day**

- 26 (1) After the close of voting on general voting day, each presiding election official at a voting opportunity, other than advance and special voting opportunities in an election must
- (a) ensure that any remaining ballots in the portable ballot box are inserted into the vote tabulating unit;
 - (b) secure the vote tabulating unit so that no more ballots can be inserted;
 - (c) generate three copies of the register tape from the vote tabulating unit; and
 - (d) deliver one copy of the register tape together with the vote tabulating unit to the chief election officer at election headquarters.
 - (e) account for the unused, spoiled and voted ballots and place them, packaged and sealed separately, into the election materials transfer box along with one copy of the register tape;
 - (f) complete the ballot account and place the duplicate copy in the election materials transfer box;
 - (g) seal the election materials transfer box;

- (h) place the voting books, the original copy of the ballot account, one copy of the register tape, completed registration cards, keys and all completed administrative forms into the election materials box; and
 - (i) transport all equipment and election materials to election headquarters.
- (2) At the close of voting on general voting day the chief election officer must direct the presiding election official for the advance voting opportunity and any special voting opportunities where vote tabulating units were used, to proceed in accordance with subsections (1) and (2).
- (3) Under the direction of the chief election officer, at the close of voting on general voting day the following procedures must be followed:
- (a) all portable ballot boxes used in the election must be opened;
 - (b) all ballots in portable ballot boxes must be removed and for counting be inserted into a vote tabulating unit;
 - (c) after the procedures set out in paragraphs (a) and (b), the procedures set out in subsections (1) and (2) must be followed to the extent that they are applicable.

Recount procedure

- 27 If a recount is required, it must be conducted under the direction and supervision of the chief election officer using the automated vote counting system and in accordance with the following procedures:
- (a) the memory cards of all vote tabulating units must be cleared;
 - (b) vote tabulating units must be designated for each voting place;
 - (c) all ballots must be removed from the sealed ballot boxes; and
 - (d) all ballots, except spoiled ballots, must be reinserted in the vote tabulating units.
 - (e) any ballots returned by the vote tabulating unit during the recount process shall be reinserted in the vote tabulating unit using the ballot return override procedure set out in section 15(7) to ensure that any acceptable marks are counted; and
 - (f) to obtain election results, the chief election officer or designate shall place the results of each voting place on spreadsheets to tally the total election result.

Tie votes after judicial recount

- 28 A tie vote that exists after a judicial recount will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

PART 6 – GENERAL

Repeal

29 Bylaw No. 3496-2022, the Elections Voting Procedure and Automated Vote Counting System Authorization Bylaw, is repealed.

Effective date

30 This Bylaw comes into force on adoption.

READ A FIRST TIME the	15 th	day of	June	2026
READ A SECOND TIME the	15 th	day of	June	2026
READ A THIRD TIME the	15 th	day of	June	2026
ADOPTED on the	th	day of		2026

Mayor

Corporate Administrator



HIGHWAY ROAD CLOSURE BYLAW NO. 3672, 2026

BEING A BYLAW TO CLOSE A PORTION OF HIGHWAY ALLOWANCE

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 942.1 sqm of dedicated Highway on Lots 1 & 3 WF Block F, Sec 1; Lot 2, Plan 1948; Lots 6, 9, WF Block F, Sec 1; Lots 4,5,7,8 Plan 1948, DL 251, R5, CD, which is shown outlined in bold black on the reference plan EPP150915 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 reduce liability and 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 942.1 sqm portion of highway, which was dedicated as highway at the New Westminster Land Title Office by Lots 1 & 3 WF Block

F, Sec 1; Lot 2, Plan 1948; Lots 6, 9, WF Block F, Sec 1; Lots 4,5,7,8 Plan 1948, DL 251, R5, CD, 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. 3672, 2026"**

READ A FIRST TIME this 27th day of April, 2026.

READ A SECOND TIME this 27th day of April, 2026.

PUBLIC NOTIFICATION this 7th day of May, 2026.

MINISTRY OF TRANSPORTATION APPROVAL this ____ day of _____, 2026 (APPROVAL NO. _____).

READ A THIRD TIME this 25th day of May, 2026.

FINALLY CONSIDERED AND ADOPTED this ____ day of _____, 2026.

Mayor

Corporate Administrator



ROAD CLOSURE BYLAW NO. 3672



Date: 2026 / 4 / 30





HIGHWAY ROAD CLOSURE BYLAW NO. 3673, 2026

BEING A BYLAW TO CLOSE A PORTION OF HIGHWAY ALLOWANCE

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 619 sqm of dedicated Highway on Plan 4016, DL 251, R5, CD which is shown outlined in bold black on the reference plan EPP151009 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 reduce liability and 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 619 sqm portion of highway, which was dedicated as

highway at the New Westminster Land Title Office by Plan 4016, DL 251, R5, CD, 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. 3673, 2026”**

READ A FIRST TIME this 27th day of April, 2026.

READ A SECOND TIME this 27th day of April, 2026.

PUBLIC NOTIFICATION this 7th day of May, 2026.

MINISTRY OF TRANSPORTATION APPROVAL this ____ day of _____, 2026 (APPROVAL NO. _____).

READ A THIRD TIME this 25th day of May, 2026.

FINALLY CONSIDERED AND ADOPTED this ____ day of _____, 2026.

Mayor

Corporate Administrator

SCHEDULE "A" – ROAD CLOSURE PLAN BYLAW NO. 3673, 2026

REFERENCE PLAN OF ROAD CLOSURE TO ACCOMPANY BY-LAW No. 3673 (PRINCE RUPERT, BC) TO CLOSE ROAD DEDICATED ON PLAN 4016, DISTRICT LOT 251, RANGE 5 COAST DISTRICT

PLAN EPP151009

**PURSUANT TO SECTION 120 OF THE LAND TITLE ACT AND
SECTION 40 OF THE COMMUNITY CHARTER**

BCGS 103J.039



ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF

THE INTENDED PLOT SIZE OF THIS PLAN IS 280 mm IN WIDTH BY 432 mm IN HEIGHT (B-SIZE) WHEN PLOTTED AT A SCALE OF 1:500.

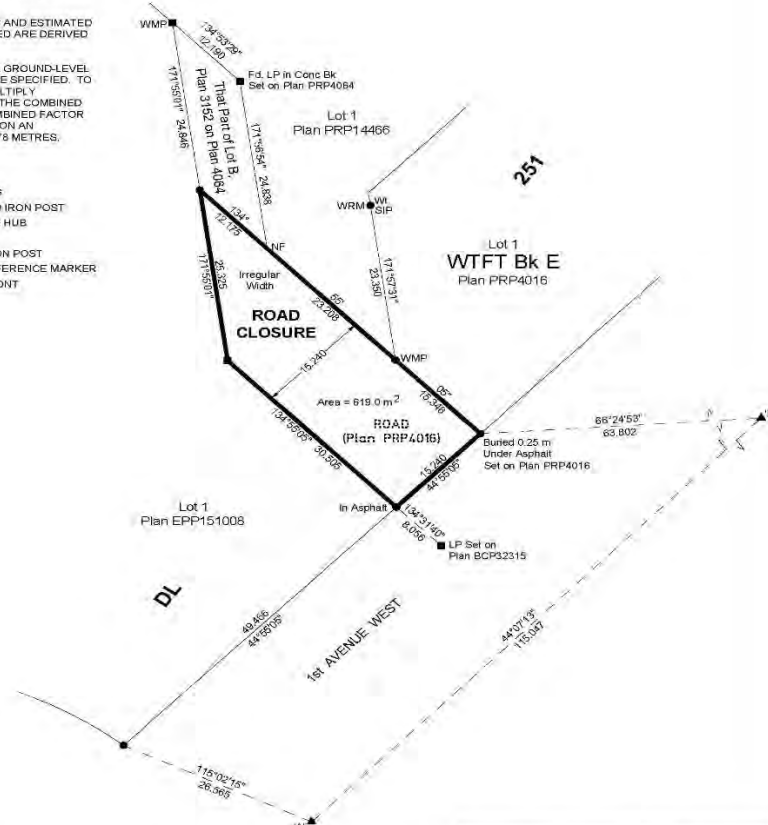
GRID BEARINGS ARE DERIVED FROM PLAN EPP151008.

THE UTM ZONE 9 COORDINATES AND ESTIMATED ABSOLUTE ACCURACY ACHIEVED ARE DERIVED FROM PLAN EPP151008.

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES, UNLESS OTHERWISE SPECIFIED, TO COMPUTE GRID DISTANCES. MULTIPLY GROUND-LEVEL DISTANCES BY THE COMBINED FACTOR OF 0.9999987. THE COMBINED FACTOR HAS BEEN DETERMINED BASED ON AN ELLIPSOIDAL ELEVATION OF 15.78 METRES.

LEGEND

- | | | | |
|------|-------|--------|-----------------------|
| ■ | FOUND | PLACED | LEAD PLUG |
| ● | | | STANDARD IRON POST |
| ▲ | | | TRAVERSE HUB |
| Bk | | | BLOCK |
| SIP | | | SHORT IRON POST |
| WRM | | | WOOD REFERENCE MARKER |
| WTFT | | | WATERFRONT |



THIS PLAN SHOWS ONE OR MORE WITNESS POSTS WHICH ARE NOT SET ON THE TRUE CORNER(S). SOME POSTS AND LINES ARE EXAGGERATED FOR CLARITY.

THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED ON THE 27th DAY OF JANUARY, 2026. TRISTAN P. ARCHER, BCLS #1072

THIS PLAN LIES WITHIN THE NORTH COAST REGIONAL DISTRICT.

GNSS CONTROL STATIONS NAD83 (CSRS) 2002.0, UTM ZONE 9			
GNSS CONTROL STATION	UTM NORTHING	UTM EASTING	ESTIMATED ABSOLUTE ACCURACY
'A'	801932.34	413781.45	0.03
'B'	8019434.60	413861.52	0.03

McElhanney Associates Land Surveying Ltd.
1 - 5008 Potlatch Avenue, Terrace BC V8G 4S8
Tel. 250-635-7163

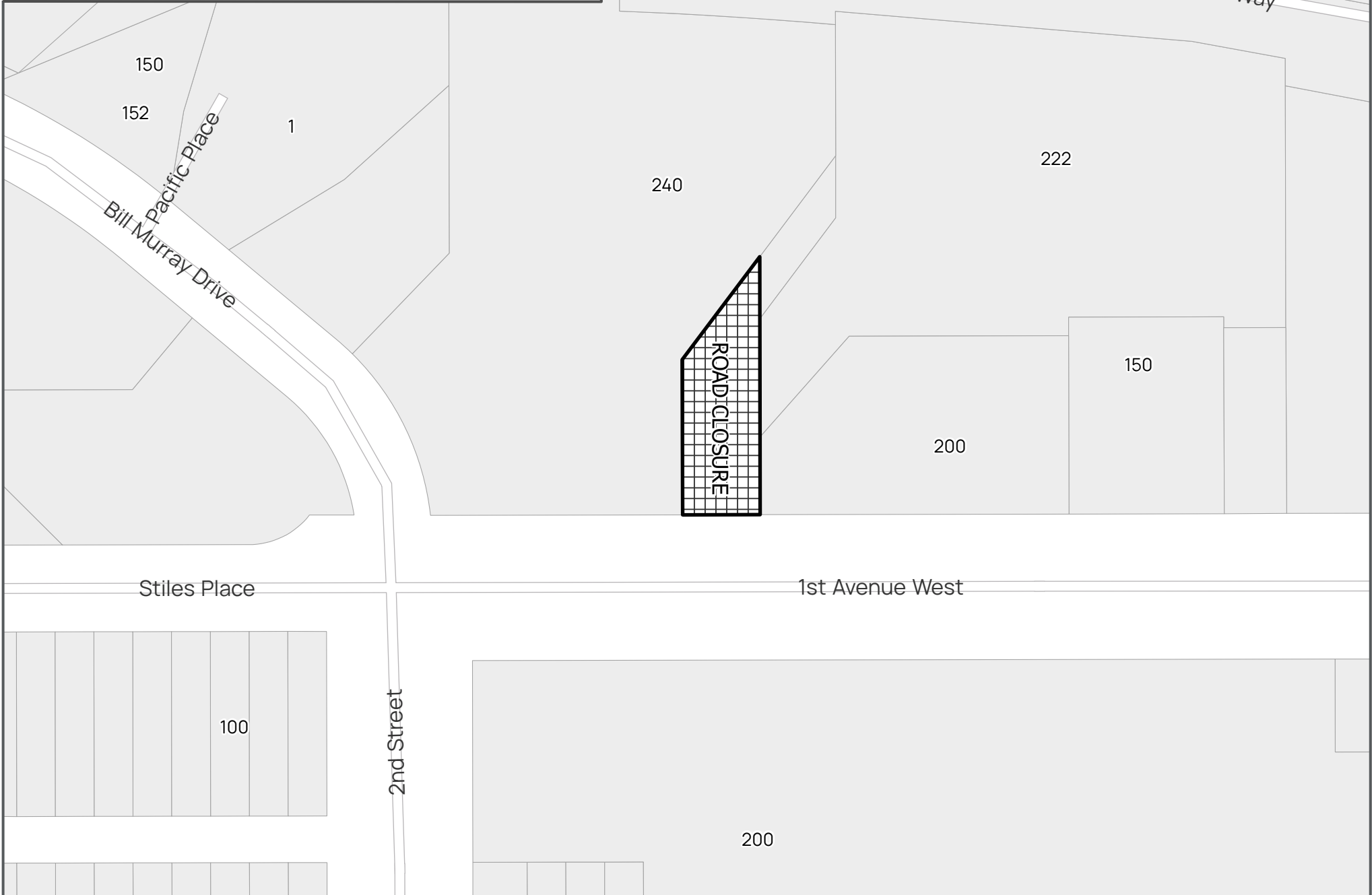
PLAN ID.
23215018100-VL-REFE-002



ROAD CLOSURE BYLAW NO. 3673



Date: 2026 / 4 / 30





HIGHWAY ROAD CLOSURE BYLAW NO. 3675, 2025

BEING A BYLAW TO CLOSE A PORTION OF HIGHWAY ALLOWANCE

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 69.6 sqm of dedicated Highway on Plan 923, which is shown outlined in bold black on the reference plans EPP152176 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 sell for consolidation with a neighbouring lot.

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 69.6 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. 3675, 2025”**

READ A FIRST TIME this 27th day of April, 2026.

READ A SECOND TIME this 27th day of April, 2026.

PUBLIC NOTIFICATION this 7th day of May, 2026.

MINISTRY OF TRANSPORTATION APPROVAL this ____ day of _____, 2026 (APPROVAL NO. _____).

READ A THIRD TIME this ____ day of _____, 2026.

FOURTH & FINAL READING this ____ day of _____, 2026.

Mayor

Corporate Officer

SCHEDULE "A" – ROAD CLOSURE PLAN (DRAFT) BYLAW NO. 3675, 2025

