



## MINUTES

For the **REGULAR MEETING** of Council held on November 21, 2022 at 7:00 p.m. in the Council Chambers of City Hall, 424 – 3<sup>rd</sup> Avenue West, Prince Rupert, B.C.

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

**STAFF:** R. Buchan, City Manager / City Planner  
C. Bomben, Chief Financial Officer / Deputy City Manager  
R. Miller, Corporate Administrator / Director of Recreation  
M. Pope, Planning Manager  
V. Stewart, Communications Manager

### 1. CALL TO ORDER

The Chair called the Regular Meeting of Council to order at 7:36 p.m.

The City Manager presented the “Brownie” Award received for Watson Island as the Best Overall Large Project at the National Brownfield Awards.

### 2. ADOPTION OF AGENDA

MOVED by Councillor Niesh and seconded by Councillor Skelton-Morven THAT the Agenda for the Regular Council Meeting of November 21, 2022 be adopted as presented, with the addition of new item 4(a) Report from the Communications Manager Re: Support for Destination Development Funding Application with Tourism Prince Rupert.

CARRIED

### 3. MINUTES

- a) MOVED by Councillor Adey and seconded by Councillor Cunningham THAT the Minutes of the Special Council Meeting of October 24, 2022 be adopted, with a correction to remove Councillor Adey from the attendees present.

CARRIED

- b) MOVED by Councillor Niesh and seconded by Councillor Skelton-Morven THAT the Minutes of the Regular Meeting of October 24, 2022 be adopted, with a correction to remove Councillor Adey from the attendees present.

CARRIED

- c) MOVED by Councillor Niesh and seconded by Councillor Skelton-Morven THAT the Minutes of the Committee of the Whole Meeting of October 24, 2022 be adopted, with a correction to remove Councillor Adey from the attendees present.

CARRIED

#### 4. REPORTS & RESOLUTIONS

- a) **Report from the Communications Manager Re: Support for Destination Development Funding Application with Tourism Prince Rupert**

MOVED by Councillor Niesh and seconded by Councillor Forster THAT Council provide a letter of support to Tourism Prince Rupert for their application and act as a secondary applicant to the BC Destination Development Fund to implement designs currently under development to enhance Mariners Park.

CARRIED

- b) **Report from the Director of Operations & Intergovernmental Relations Re: Council Notification – Purchases Update**

MOVED by Councillor Niesh and seconded by Councillor Cunningham THAT Council receive and file the report as provided.

CARRIED

- c) **Report from the Director of Operations & Intergovernmental Relations Re: Request for Proposal 22-19 – Award CT Northern Contractors Alliance Limited Partnership**

MOVED by Councillor Skelton-Morven and seconded by Councillor Cunningham THAT Council award the City of Prince Rupert RFP 22-19 to CT Northern Contractors Alliance Limited Partnership (CTNCA).

CARRIED

- d) **Report from the Planning Manager Re: Service Agreements – Award Graham Capital and Northern Contract Alliance**

MOVED by Councillor Niesh and seconded by Councillor Randhawa THAT Mayor and Council award the Rapid Housing Initiative contract to Graham Capital and Northern Contract Alliance.

CARRIED

- e) **Report from Planner Re: Development Activity Report for October 2022**

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT Council receive and file this report as provided.

CARRIED

- f) **Report from the Chief Financial Officer & Deputy City Manager Re: 2022 Financial**

## **Variance Report**

MOVED by Councillor Cunningham and seconded by Councillor Skelton-Morven THAT Council receive and file this report.

CARRIED

### **g) Report from the Chief Financial Officer & Deputy City Manager Re: Authorizations for Short-Term Borrowing from the MFA**

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT WHEREAS under Section 175 of the *Community Charter* a Council may incur a liability;

AND WHEREAS Council adopted the 2022 Five Year Financial Plan Amendment Bylaw No. 3498, 2022 on July 25, 2022;

THEREFORE BE IT RESOLVED THAT Council gives authorization to borrow from the Municipal Finance Authority ("MFA") eight hundred and fifty thousand dollars (\$850,000) for the repair and rehabilitation of the failed section of waterline at the 300 block of McBride Street, repayment of which to be made over five (5) years with no provision for renewal.

CARRIED

### **h) Committee Appointments**

MOVED by Councillor Adey and seconded by Councillor Niesh THAT Council resolve to make committee appointments as follows:

THAT Council appoints Councillor Niesh to the Prince Rupert Airport Authority;

AND THAT Council appoints Councillor Forster to the Prince Rupert Library Board;

AND THAT Council appoints Councillor Adey to the Performing Arts Centre;

AND THAT Council appoints Councillor Adey to the Healthy Communities Committee;

AND THAT Council appoints Councillor Randhawa to the board for Tourism Prince Rupert;

AND THAT Council appoints Councillor Randhawa to the NDIT – Northwest Regional Advisory Committee;

AND THAT Council appoints Councillor Cunningham to the BC Ferries & Central Advisory Committee.

CARRIED

MOVED by Councillor Adey and seconded by Councillor Niesh THAT Council resolve to make committee appointments as follows:

THAT Council discontinue appointments to the Recreation Commission and rescind the City of Prince Rupert Recreation Commission Bylaw No. 3342, 2014;

DEFEATED

MOVED by Councillor Skelton-Morven and seconded by Councillor Forster THAT Council maintain the Recreation Commission Bylaw No. 3342 and direct staff to conduct a further review.

Councillor Niesh – OPPOSED  
CARRIED

**i) Report from the Corporate Administrator Re: Kaien Island Trails Society Request for Support**

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT Council direct staff to provide a letter of support to the Kaien Trails Society for their Cloudberry Trail project, as requested.

CARRIED

**j) Report from the Corporate Administrator Re: Tourism Prince Rupert Request for Support**

MOVED by Councillor Skelton-Morven and seconded by Councillor Niesh THAT Council direct staff to provide a letter of support to Tourism Prince Rupert for their Northern Development Initiative Trust ("NDIT") application for the development of new visitor merchandise, as requested.

CARRIED

**k) Report from the Corporate Administrator Re: Signing Authority**

MOVED by Councillor Niesh and seconded by Councillor Forster THAT Council rescinds all preceding resolutions regarding access and control of City of Prince Rupert bank accounts;

AND THAT Council designates the following members of Council to have signing authority and the following members of staff to have countersigning authority:

<u>Account</u>	<u>Elected Signing Authority</u>		<u>Countersigning Authority</u>
General	Mayor	Herb Pond	CFO Corinne Bomben
	Councillor	Nick Adey	CAO Robert Buchan
	Councillor	Wade Niesh	Fin Mngr Christine Yew Asst Fin Mngr Tristan Higginson
Cemetery	Mayor	Herb Pond	CFO Corinne Bomben
	Councillor	Barry Cunningham	CAO Robert Buchan
	Councillor	Reid Skelton-Morven	Fin Mngr Christine Yew Asst Fin Mgr Tristan Tiggison
US Dollar	Mayor	Herb Pond	CFO Corinne Bomben
	Councillor	Gurvinder Randhawa	CAO Robert Buchan
	Councillor	Teresa Forster	Fin Mngr Christine Yew Asst Fin Mngr Tristan Higginson

CARRIED

**l) Report from the Corporate Administrator Re: 2023 Appointment of Acting**

## **Mayors**

MOVED by Councillor Niesh and seconded by Councillor Adey THAT Council appoint and approve an Acting Mayor Schedule for the year 2023.

CARRIED

### **m) Report from the Corporate Administrator Re: 2023 Council Meeting Schedule**

MOVED by Councillor Randhawa and seconded by Councillor Cunningham THAT Council approve the 2023 Council Meeting Schedule as presented.

CARRIED

## **5. BYLAWS**

### **a) City of Prince Rupert Council Procedure Bylaw No. 3508, 2022**

MOVED by Councillor Cunningham and seconded by Councillor Forster THAT Council give First, Second and Third Readings to the City of Prince Rupert Council Procedure Bylaw No. 3508, 2022.

CARRIED

### **b) City of Prince Rupert Trade or Business License Amendment Bylaw No. 3509, 2022; and City of Prince Rupert Ticket Information Amendment Bylaw No. 3510, 2022**

MOVED by Councillor Cunningham and seconded by Councillor Niesh THAT Council give first, second and third readings to the City of Prince Rupert Trade or Business License Amendment Bylaw No. 3509, 2022; and,

THAT Council give first, second and third readings to the City of Prince Rupert Ticket Information Amendment Bylaw No. 3510, 2022.

CARRIED

## **6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL**

## **7. ADJORNMENT**

MOVED by Councillor Randhawa and seconded by Councillor Adey THAT the meeting be adjourned at 8:28 pm.

CARRIED

These meeting minutes  
were adopted by Council.  
To view the signed original,  
contact City Hall  
Administration at  
(250) 627 0934 or email  
cityhall@princerupert.ca

Confirmed:

\_\_\_\_\_  
MAYOR

Certified Correct:

\_\_\_\_\_  
CORPORATE ADMINISTRATOR