



REGULAR MEETING

For the **REGULAR MEETING** of Council to be held on December 5, 2022 at 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

Recommendation:

THAT the Agenda for the Regular Council Meeting of December 5, 2022 be adopted.

3. MINUTES

a) Recommendation:

THAT the Minutes of the Special Council Meeting of November 21, 2022 be adopted.

(attached)

b) Recommendation:

THAT the Minutes of the Committee of the Whole Meeting of November 21, 2022 be adopted.

(attached)

c) Recommendation:

THAT the Minutes of the Regular Meeting of November 21, 2022 be adopted.

(attached)

4. REPORTS & RESOLUTIONS

a) Report from the Chief Financial Officer Re: 2023 Community Enhancement Grants.

(attached)

Recommendation

THAT Council direct staff as to which applicants will receive a Community Enhancement Grant and the value of each grant awarded.

b) Report from the Chief Financial Officer Re: Asset Management Strategy and Roadmap.

(attached)

Recommendation

THAT Council approve the City of Prince Rupert Asset Management Strategy and Roadmap.

c) Report from Planning Re: Development Variance Permit #22-21 for 539 – 6th Avenue West.

(attached)

Recommendation

THAT Council proceed with the approval for Development Variance (DVP) for 539 – 6th Avenue West.

d) Report from Planning Re: Development Variance Permit #22-22 for 1546 India Avenue.

(attached)

Recommendation

THAT Council proceed with the approval for Development Variance (DVP) for 1546 India Avenue.

e) Report from the Planning Manager Re: Housing Needs Reports.

(attached)

Recommendation:

THAT Council receive and adopt the Prince Rupert Housing Needs Report.

f) Report from the Communications Manager Re: UBCM Application for Cultural Humility Training Funding.

(attached)

Recommendation:

THAT Council resolve to support the City's funding application to UBCM to fund the implementation of Indigenous Cultural Humility Training for emergency support personnel.

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

Recommendation

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

h) Report from the Corporate Administrator Re: Request for Support

(attached)

Recommendation:

THAT Council direct staff to provide a letter of endorsement for the \$10aDay campaign Community Plan.

5. BYLAWS

a) City of Prince Rupert Zoning Amendment Bylaw No. 3493, 2022.

Recommendation:

THAT Council give fourth & final readings to the City of Prince Rupert Zoning Amendment Bylaw No. 3493, 2022.

b) City of Prince Rupert Official Community Plan Amendment Bylaw No. 3479, 2022 (OCPA-22-01).

(attached)

Recommendation:

THAT Council give first and second reading to City of Prince Rupert Official Community Plan Bylaw Amendment Bylaw No. 3479, 2022 to amend City of Prince Rupert Official Community Bylaw No. 3460, 2021 to specify that Council may allow a building height higher than contemplated by the Official Community Plan's building height framework for the City Core if Council considers a building to be low impact in terms of view obstruction;

AND proceed to Public Hearing.

c) City of Prince Rupert Zoning Amendment Bylaw No. 3505, 2022 (ZBLA-22-08).

(attached)

Recommendation:

THAT Council give first and second reading to City of Prince Rupert Zoning Amendment Bylaw No. 3505, 2022 to amend City of Prince Rupert Zoning Amendment Bylaw no. 3462, 2021 to permit one shipping container for temporary storage per property (placement on private property) in all zones with conditions as outlined in the current staff recommendation to Council under Framework 1 of this report;

AND proceed to Public Hearing.

d) City of Prince Rupert Trade or Business Licence Amendment Bylaw No. 3509, 2022.

(attached)

Recommendation:

THAT Council give fourth & final readings to the City of Prince Rupert Trade or Business License Bylaw No. 3509, 2022.

e) City of Prince Rupert Ticket Information Bylaw No. 3510, 2022.

(attached)

Recommendation:

THAT Council give fourth & final readings to the City of Prince Rupert Ticket Information Bylaw No. 3510, 2022.

- f) City of Prince Rupert Zoning Amendment Bylaw No. 3511, 2022.**
(attached)

Recommendation:

THAT Council introduce and give first and second readings to Zoning Amendment Bylaw No. 3511, 2022;

AND THAT Council waives the Public Notice requirement.

- g) City of Prince Rupert Zoning Amendment Bylaw No. 3511, 2022.**
(attached)

Recommendation:

THAT Council give third reading to the Zoning Amendment Bylaw No. 3511, 2022

- 6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL**
7. ADJOURNMENT



MINUTES

For the **SPECIAL MEETING** of Council held on November 21, 2022 at 5:00 p.m. in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

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

STAFF: R. Buchan, City Manager / City Planner
C. Bomben, Chief Financial Officer / Deputy City Manager
R. Miller, Corporate Administrator / Director of Recreation
R. Pucci, Director of Operations & Intergovernmental Relations

1. CALL TO ORDER

The Chair called the Special Meeting of Council to order at 5:00 p.m.

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 (c) labour relations or other employee relations; and,
- (d) security of property of the local government.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE ADMINISTRATOR



COMMITTEE OF THE WHOLE MINUTES

For the **COMMITTEE OF THE WHOLE MEETING** of Council held on November 21, 2022 in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, BC.

- 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
R. Miller, Corporate Administrator
C. Bomben, Chief Financial Officer / Deputy City Manager
R. Pucci, Director of Operations and Intergovernmental Relations
M. Pope, Planner
V. Stewart, Communications Manager

1. CALL TO ORDER

The Chair called the Committee of the Whole Meeting to order at 7 pm.

2. ADOPTION OF AGENDA

MOVED by Councillor Adey and seconded by Councillor Randhawa that the Agenda for the Committee of the Whole Meeting of November 21, 2022 be adopted as circulated.

CARRIED

3. PETITIONS & DELEGATIONS

Tom Kertes, Prince Rupert, BC Re: People for Public Infrastructure

4. REPORTS

- a) Director of Operations & Intergovernmental Relations Re: Water Treatment Facility Procurement & Operation Model

5. QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL.

6. ADJOURNMENT TO RECONVENE REGULAR COUNCIL MEETING.

MOVED by Councillor Adey and seconded by Councillor Cunningham THAT the meeting be adjourned at 7:35 p.m.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE ADMINISTRATOR



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 – 3rd 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

Confirmed:

MAYOR

Certified Correct:

CORPORATE ADMINISTRATOR



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022
TO: Robert Buchan, City Manager
FROM: Corinne Bomben, Chief Financial Officer

SUBJECT: 2023 COMMUNITY ENHANCEMENT GRANTS

RECOMMENDATION:

THAT Council direct staff as to which applicants will receive a Community Enhancement Grant and the value of each grant awarded.

REASON FOR REPORT:

Council provides an opportunity to award grants annually to community groups under the Community Enhancement Grant Policy. This report has been prepared for Council to deliberate and award the grants for the 2023 calendar year.

BACKGROUND:

Each year Council approves Community Enhancement Grants (CEG) to assist local organizations that are deemed by Council to provide services to the Community as defined in the Community Enhancement Grant Policy (attached for reference). Grants can be provided as 'Seed' or start up funding, for one-time projects, ongoing programs and services, and/or events and community promotion. Notice to the community of the opportunity to make application for a (CEG) was provided in late July. Applications meeting the criteria within the policy and the deadline of September 16th, 2022 have been compiled and were made available for Council to evaluate in advance of this meeting.

ANALYSIS:

Attached to this report is a schedule listing the qualifying applicants, along with the financial request (either monetary or in-kind contribution). The schedule is split between repeat applicants and new applicants. Funding by agreement for some organizations is also listed for Council to have a full picture of the financial contributions agreed to already for the 2023 year.

The Library has not provided the City with their request and will be unable to do so until 2023. Also, not finalized is the SPCA – Prince Rupert Branch agreement. Staff have included an estimate based on past trends and inflation.

The total amount of funding requested by all CEG applicants combined with the funding by agreements is estimated at \$1,886,000 (2022 \$1,640,000). Within this total is an increase in the amount requested by existing applicants of approximately \$136,000 (69% more than funded in 2022) and near \$24,000 in funding requested by new applicants.

As in the 2022 budget year, it is predicted that the operating fund will face funding challenges. There is minimal new taxation from new builds expected, along with potential federal grant in lieu losses and annual major industrial taxation reductions. This combined with anticipated cost increases due to inflation results in an expected tax increase larger than that adopted in the 2022 budget. Capital projects continue to be financed through as many other sources of revenues as possible to mitigate fee and tax increases for ongoing infrastructure renewal.

COST:

A 1% tax increase is estimated to bring in approximately \$200,000 in 2023. If Council were to award all the requests of the repeat and new applicants, the tax increase required to finance community enhancement grants would amount to approximately 0.80%. Adding in the funding by agreement/special conditions organizations, the tax increase rises by 0.40% for a total of 1.2%

CONCLUSION:

Council is asked to determine the recipients of a 2023 Community Enhancement Grant and the allocation of funding to all those who have applied that are not under agreement or special circumstances.

Report Prepared By:

Corinne Bomben
Chief Financial Officer

Report Reviewed By:

Robert Buchan,
City Manager

Attachments:

- Community Enhancement Grant Policy
- 2023 Schedule of Grant Application Requests

CITY OF PRINCE RUPERT

POLICY TITLE:	Community Enhancement Grants	POLICY NO:	620-01
EFFECTIVE DATE:	February 13, 2012	SUPERSEDES:	620-01
			11-24-08
APPROVAL:	February 13, 2012	PAGE:	1 of 3

POLICY:

Council may give Community Enhancement Grants (the “Grant”) at its discretion and subject to the requirements of the Community Charter; Local Government Act; and, provided Council has made an allocation of funds in the City’s Financial Plan. Council will, when possible, process Community Enhancement Grants in a timely manner in order to facilitate planning by applicants.

Any Grant considered by Council, to be contributing to the general promotion and economic benefit of the City, shall be funded from the Community Enhancement Grant account.

Grants are intended to indicate the City’s support and encouragement of a venture, and should not be expected to substantially fund any undertaking. Council may take into consideration whether the organization has or will receive a Permissive Tax Exemption.

As a condition of receiving the Grant, the recipient may be required to report back to Council on specified objectives that have been set by Council.

- 1) Consideration of any waiver or reduction in any rates, charges or rental fees shall be as a Grant and the amount of such waiver or reduction shall be through the Community Enhancement Grant account only.
- 2) To qualify for consideration of a grant, Programs/Activities/Events MUST:
 - strengthen and enhance the well-being of our community;
 - be of benefit to the City of Prince Rupert and its residents;
 - promote volunteering;
 - address community needs;
 - improve the community’s ability to identify needs and to implement self-help programs;
 - promote cultural, recreational and social understanding;
 - be well publicized in the community;
 - be sponsored by a local not-for-profit organization;

- demonstrate that they have made a reasonable attempt to obtain funding from other funding sources;
 - provide an annual financial statement showing how the City’s prior, if any funding, was spent,
 - provide a annual budget showing how the requested contribution by the City will be spent;
 - demonstrate the benefits that will be realized if the financial assistance is provided;
 - demonstrate sound financial and administrative management;
- .
- 3) Programs/Activities/Events MUST NOT:
- offer direct financial assistance to individuals or families;
 - duplicate services that fall within the mandate of either a senior government agency or a local agency, except where there is an established need; and,
 - be for any other form or section of a taxing or local government authority, such as School Districts, Regional Districts, Hospital Districts, etc.
- 4) Preference may be given to applications that:
- partner with other service providers in the community; request seed money in order to launch a program/activity/event, rather than requesting ongoing financial support; and,
 - Demonstrate wide based community support;.
- 5) Council grants the City Manager to approve as Community Enhancement Grants passes for the swimming pool and transit tickets and such approved value of Grants must be reported in the Public Agenda for Council’s Information.

The City may, at its sole discretion enter into funding agreements with organizations for up to a maximum of five (5) years.

Applicants for funds and Recipients of funding may, at Council’s sole discretion be required to make a public presentation to Council.

PROCEDURE:

- 1) Applications for Grants must be submitted to the City on the required “Community Enhancement Grant” application form.
- 2) Applications for Grants must be submitted by September 30 of each Calendar year.

- 3) Council will review Grants applications and make grants at its convenience.
- 4) Council may, depending on the circumstances, approve grant applications received after the annual September 30th deadline. Staff will ensure these applications are brought forward to Council for review.
- 5) Where the amount of the Grant is \$1,500 or more, the Council may require that a representative of the City be on the Board of Directors or other governing body, or otherwise be involved in the event or project.
- 6) Requests for pool passes and transit passes must be in writing and the applicant need not complete the Community Enhancement Grant application form for these two types of requests.

2023 Schedule of Grant Application Requests

Repeat Applicants	Amount Requested	Grant Disbursed	Change	Permissive Tax Exemption Estimate
	2023	2022		2023
AFFNO <i>In kind</i>	\$1,000.00	\$950.00	\$50.00	n/a
Ecotrust Canada	\$30,000.00	\$7,500.00	\$22,500.00	n/a
Evergreen Program - CHSS <i>In kind</i>	\$1,000.00 \$1,000	\$750.00 \$1,000	\$250.00 \$0	n/a
Kaien Island Trail Enhancement Society <i>(last applied for 2017)</i>	\$29,000.00	n/a	n/a	n/a
National Aboriginal Day Committee <i>In kind</i>	\$5,000.00	\$2,500.00	\$2,500.00	n/a
Prince Rupert Amateur Swim Club <i>(last applied for 2021)</i>	n/a \$35,267.71	n/a n/a	n/a n/a	n/a
Prince Rupert Community Arts Council	\$20,000	\$20,000	\$0	n/a
PR Community Hallowe'en Fest Society <i>In kind</i>	\$6,000.00	\$6,000.00	\$0.00	n/a
Prince Rupert Crime Stoppers <i>In kind</i>	\$500.00	\$300.00	\$200	n/a
PR Fire Dept. Guns 'n' Hoses Charity Game <i>(last applied for 2020)</i>	\$1,000.00	n/a	n/a	n/a
Prince Rupert Navy League <i>In kind</i>	\$4,500.00	\$4,000.00	\$500.00	\$646.83
Prince Rupert Skating Club <i>(last applied for 2021)</i> <i>In kind</i>	\$1,600.00	n/a	n/a	n/a
PR Special Events Society <i>In kind</i>	\$50,000.00 \$12,000.00	\$15,000.00 \$12,000.00	\$35,000.00 \$0.00	n/a
PR Wildlife Rehab Shelter	\$6,600.00	\$6,600.00	\$0.00	n/a
Tourism Prince Rupert	\$25,000.00	\$17,000.00	\$8,000.00	n/a
In Cash Grants	\$161,600.00	\$66,850.00	\$94,750.00	
In Kind Grants	\$67,867.71	\$26,750.00	\$41,117.71	
Repeat Applicants	\$229,467.71	\$93,600.00	\$135,867.71	

2023 Schedule of Grant Application Requests

New Applicants	Amount Requested	Funding Disbursed	Change	Permissive Tax Exemption Estimate
	2023	2022		2023
Prince Rupert Gymnastics Association		n/a		
<i>In Kind</i>	\$23,200.00		\$23,200.00	n/a
Prince Rupert Seniors Centre Association	\$1,000.00	n/a	\$1,000.00	
			\$890.93	
In Cash Grants	\$1,000		\$1,000	
In Kind Grants	\$23,200		\$23,200	
Total New Applicants	\$24,200		\$24,200	
TOTALS Repeats and New Applicants	\$253,668	\$93,600	\$160,067.71	

Funding By Agreement/Special Conditions	Amount Requested/Funding	Funding Disbursed	Change	Permissive Tax Exemption
	2023	2022		2023
Museum of Northern BC	\$175,000	\$171,000	\$4,000	\$57,000
Prince Rupert Performing Arts Centre Society	\$158,500	\$149,000	\$9,500	\$135,000
Prince Rupert Golf Society	\$160,000	\$160,000	\$0	\$31,000
SPCA - Prince Rupert Branch (estimate)	\$35,000	\$30,000	\$5,000	\$17,000
Prince Rupert Racquet Association	\$9,000	\$10,000	\$1,000	\$5,400
Tourism Prince Rupert (hotel tax)	\$280,000	\$280,000	\$0	
Prince Rupert Library (estimate)	\$815,000	\$746,000	\$69,000	
Total Funding by Agreement	\$1,632,500	\$1,546,000	\$86,500	
Total Funding granted prior year		\$1,640,000		
Total Funding Requests 2023	\$1,886,168		\$246,568	



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022
TO: Robert Buchan, City Manager
FROM: Corinne Bomben, Chief Financial Officer

SUBJECT: ASSET MANAGEMENT STRATEGY AND ROADMAP

RECOMMENDATION:

THAT Council approve the City of Prince Rupert Asset Management Strategy and Roadmap.

REASON FOR REPORT:

The City of Prince Rupert applied for and received a grant to develop an Asset Management Strategy and Roadmap from the Federation of Canadian Municipalities' Municipal Asset Management Program in 2020. Over the past two years, staff has worked closely with our contracted infrastructure planners at Urban Systems to complete this work. In fulfillment of the grant requirements, Council must consider and adopt the asset management strategy and roadmap developed with the grant funds. The strategy and roadmap set the path the City will undertake to manage its assets in a sustainable way, exercising good stewardship, and ensuring assets deliver desired levels of service over the long term.

BACKGROUND:

In August of 2020, Council approved an application for funding to develop an Asset Management Strategy and Roadmap to govern asset reinvestment and renewal decisions in the short and long term. This work has now been completed, and as previously mentioned, adoption of the final plan is a component of meeting our funding requirements. Addressing the City's infrastructure deficit is a priority of Council and an asset management strategy is often a requirement of many government grant opportunities. The Asset Management Strategy articulates what the City should focus on to improve its Asset Management practices and improve its asset health outcomes. The Asset Management Roadmap outlines the specific actions the City should take over the next 3 years to implement the Strategy. Together, the Strategy and Roadmap show

how the City can get from where it is today to a place where its Asset Management practices align with the commitments in the City's Asset Management Policy and best practices. This will help the City achieve better outcomes as they relate to service levels, financial health, and overall service sustainability.

ANALYSIS:

The Asset Management Strategy was developed by first considering what the City could do to manage its assets in a way that better aligns with best practice, through a lens of identifying assets at the highest risk, where there is a high benefit-to-cost ratio, and where there is already momentum. From this, four key focus areas were identified. They are:

- Get data in the door;
- Integrate asset management into master plans;
- Communicate information to Council, the community and senior levels of government;
- Organizational commitment and capacity.

The Asset Management Roadmap then outlines specific action items under each of the four focus areas that can be implemented over the next three years to move the organization towards improved asset management practices. Doing so will enable the City to achieve its broader goals of demonstrating good stewardship and delivering affordable and sustainable services while considering its legacy to future residents.

To further the City's commitment to implementing sound asset management practices, the City has begun developing a complementary Infrastructure Replacement Strategy, which will highlight the areas with high risk of asset failure and explore strategies for replacement over the next five years and beyond. This work is anticipated to be completed in early 2023.

CONCLUSION:

Staff recommends that Council approves the City of Prince Rupert Asset Management Strategy and Roadmap to provide the City with the governing policy on which to base future asset reinvestment and replacement decisions. It will also fulfill one of the reporting requirements in the grant funding agreement with the Federation of Canadian Municipalities.

Report Prepared By:

Corinne Bomben
Chief Financial Officer

Attachment:
Asset Management Strategy and Roadmap

Report Reviewed By:

Robert Buchan
City Manager



ASSET MANAGEMENT STRATEGY AND 3-YEAR ROADMAP

CITY OF PRINCE RUPERT

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The preparation of this project was carried out with assistance from the Government of Canada and the Federation of Canadian Municipalities. Notwithstanding this support, the views expressed are the personal views of the authors, and the Federation of Canadian Municipalities and the Government of Canada accept no responsibility for them.

CONTENTS

Overview	<ul style="list-style-type: none">▪ Overview of Asset Management▪ Purpose of the Strategy and Roadmap▪ Connection to other strategies and plans▪ Why the City needs a Strategy and Roadmap▪ Using the Strategy and Roadmap
Gap Assessment	<ul style="list-style-type: none">▪ Findings from Gap Assessment
Focus Areas	<ul style="list-style-type: none">▪ How the City decided what to focus on▪ Focus Areas
Actions	<ul style="list-style-type: none">▪ Actions

Attachment: Gap Assessment Details

OVERVIEW

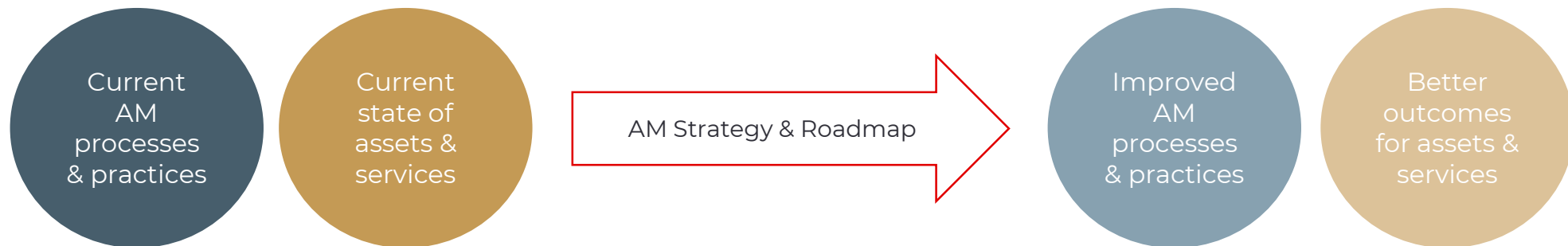
OVERVIEW OF ASSET MANAGEMENT

- Asset Management (AM) is the **integrated and continuous process** of bringing together skills, expertise, and activities of people; with information about the City's built and natural assets; and finances.
- The goal of AM is to make **informed decisions** that contribute to **sustainable service delivery**.
- AM is a continuous improvement process, not an individual activity, plan, or tool. The City is never "done".
- This is illustrated by the BC Framework for Sustainable Service Delivery, which the City of Prince Rupert has adopted to guide improvements to its AM practices. It provides guidance on how to continuously improve AM to get better asset and service outcomes.



PURPOSE OF THE STRATEGY AND ROADMAP

- The Asset Management **Strategy** articulates what the City should focus on doing to improve its AM practices to get better outcomes.
- The Asset Management **Roadmap** outlines the specific actions the City should take over the next 3 years to implement the Strategy.
- Together, the Strategy and Roadmap show how the City can get from where it is today to a place where its AM practices align with the commitments in the City's Asset Management Policy and best practices. This will help the City achieve better outcomes as they relate to asset condition, risk, service levels, financial health, and overall service sustainability.



CONNECTION TO OTHER PLANS AND STRATEGIES

- At the time of preparing the **Strategy and Roadmap**, the City was initiating a process to develop an **Infrastructure Replacement Strategy**. It will provide direction on priority replacement projects to address risk of asset failure due to condition.
- The City's **capital plan** outlines specific projects needed to address risks and meet community needs. It is informed by the Infrastructure Replacement Strategy as well as asset- and service-specific master plans.
- The **financial plan** describes how projects will be funded.
- Together these tools will help the City improve its asset management practices and asset management outcomes like asset condition, risk, service levels, financial health, and overall service sustainability.

WHY DOES THE CITY NEED A STRATEGY AND ROADMAP?

- As articulated in the City's Asset Management Policy, the City's goals are to:
 - exercise good stewardship
 - deliver affordable services
 - ensure assets deliver desired service levels over the long term
 - maintain and manage assets that support public safety, community wellbeing, and community goals
- However, a 2018 study showed that the total replacement cost of all the City's infrastructure is approximately \$285.8 M (2018 dollars); the average annual lifecycle investment needed for roads, storm, sanitary, and water assets alone was approximately \$5.5 M (2018 dollars), and the remaining life of these assets was approximately 35%. The state of assets, services, and funding levels present risks to achieving the City's goals.
- The City needs a Strategy and Roadmap to help it improve its asset management practices so that they align with the commitments in the City's AM Policy and with best practices, and better help the City achieve its goals.

USING THE STRATEGY AND ROADMAP

- The Strategy and Roadmap are corporate tools.
- They are for all staff involved in managing built and natural assets that deliver community services.
- They should be referenced:
 - Annually during business planning and budgeting to ensure implementation of actions and to measure progress
 - As part of onboarding new staff and Council to raise awareness of what asset management is, what the City is focusing on doing and why, and how they are involved

GAP ASSESSMENT

HOW GAPS WERE IDENTIFIED

- An assessment was completed of the City's current AM practices using the Asset Management Readiness Scale (AMRS) developed by the Federation of Canadian Municipalities (FCM).
- Current practices were also compared to the commitments made in the City's Asset Management Policy, which generally aligns with best practices.
- The City gathered internal and external perspectives on how well current practices align with the Asset Management Policy and with the best practices, and opportunities for improvement.
- Findings were categorized by AMRS category:
 - Policy and Governance
 - People and Leadership
 - Data and Information
 - Planning and Decision Making
 - Contribution to Asset Management Practice

GAPS AND OPPORTUNITIES



FOCUS AREAS

HOW DID THE CITY DECIDE WHAT TO FOCUS ON?

- There are many things the City could do to manage its assets in a way that better aligns with the commitments in its AM Policy and with best practices.
- The planning team considered what will MOST help the City achieve its goals, considering:
 - Where is there the most momentum?
 - Where is the benefit-to-cost ratio high?
 - Where are there efficiencies?
 - Where is there the most risk?

WHAT TO FOCUS ON

1: Communicating information to Council, the community, and senior levels of government

2: Organizational commitment and capacity

3: Getting data in the door

4: Integrating asset management into master planning

FOCUS AREA #1: ORGANIZATIONAL COMMITMENT & CAPACITY

What does this mean?

- Formally committing to asset management throughout the organization through an AM Policy
- Distributing leadership across all levels of the organization and across departments – its not one person’s job
- Raising staff and Council’s awareness of their role contributing to sustainable service delivery
- Investing financial and human resources to implement this Strategy
- Developing and implementing processes to track and report progress

Why do we need to do this?

- The City has been able to make some progress over the years but more widespread leadership and resources are needed to meaningfully change practices and get better outcomes

How will we know we’re moving in the right direction?

- Staff and Council increasingly “live by” the commitments made in the AM Policy
- There are increasing investments in human and financial resources to implement AM
- We know how we’re improving over time

FOCUS AREA #2: COMMUNICATING INFORMATION

What does this mean?

- Communicating information about assets, services, risks, and funding needs to Council and the public on a regular basis, especially during budgeting
- Advocating to senior levels of government for investments in Prince Rupert to address risks
- Doing this early, often, and in different ways

Why do we need to do this?

- If decision-makers are not informed about the needs, they can't make any changes to funding levels to contribute to better outcomes.

How will we know we're moving in the right direction?

- Council increasingly demonstrates greater asset management literacy, asks informed questions, and makes informed decisions
- Staff present asset, service, and financial information to Council more often
- Senior levels of government have solid information on which to make decisions about investments in Prince Rupert

FOCUS AREA #3: GETTING DATA IN THE DOOR

What does this mean?

- Integrating existing data into the GIS-based inventory
- Developing and implementing processes to keep the inventory up to date
- Ensuring all data collected has a specific purpose (a decision to inform)
- Making data available to those who need it when they need it
- Using data even if it is not perfect (as long as its limitations are clear)

Why do we need to do this?

- The City collects some data but it doesn't always get integrated into the inventory or used in planning and decision-making
- Data is currently housed in different places and in different formats
- There are no clear processes for getting data in the door from as-builts or from field inspections

How will we know we're moving in the right direction?

- The GIS-based inventory is improving over time in quality and completeness
- Our understanding of the assets we own, their condition, their lifecycle cost, etc. is increasingly more refined over time
- More staff are incorporating data into planning and decision-making more often
- Data is used increasingly more often when communicating with Council

FOCUS AREA #4: INTEGRATING AM INTO MASTER PLANNING

What does this mean?

- Using master planning processes to collect and use asset, service, and financial data to make more informed decisions
- Developing and using standardized tools to consistently consider cost, risk, level of service, and current and future asset needs in master plans

Why do we need to do this?

- The City has very limited resources. Master plans are processes/tools that are already used and understood by staff and Council, so they serve as an opportunity to integrate best practices in an efficient and effective way.

How will we know we're moving in the right direction?

- Terms of reference for master plans include asset management
- Both existing and future assets are considered in master plans
- Master plans are considered affordable and contribute to sustainable service delivery

ACTIONS

ACTIONS

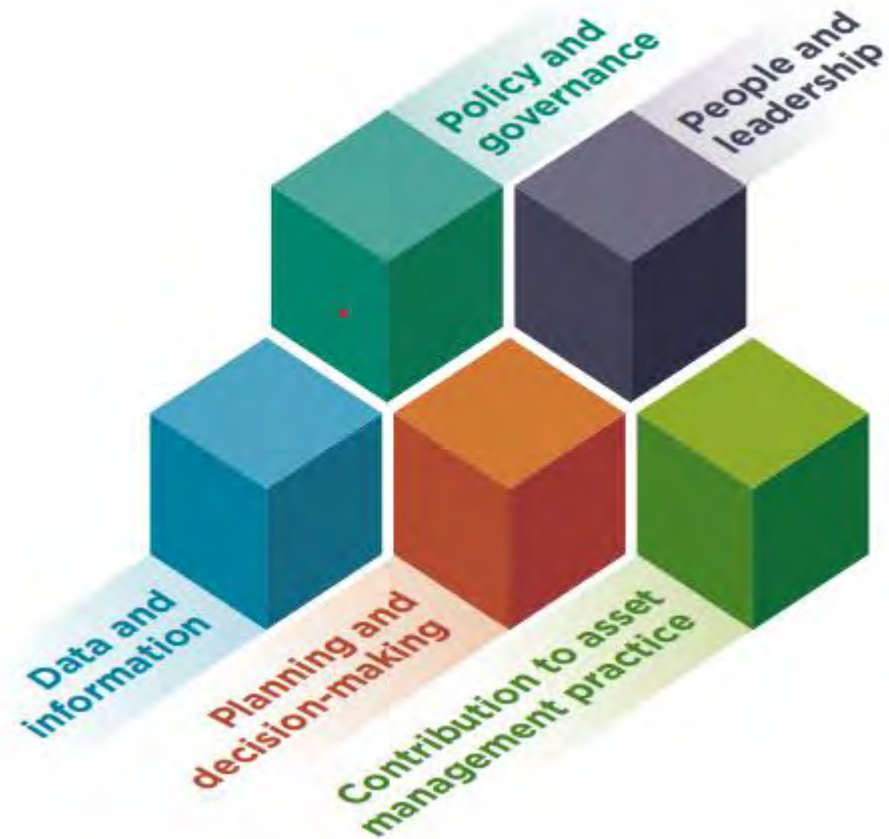
(SEE APPENDIX A FOR TIMING AND DETAILS)

#1: Communicating Information	#2: Organizational Commitment and Capacity	#3: Getting Data in the Door	#4: Integrating AM into Master Planning
<ul style="list-style-type: none">• Communicate infrastructure costs to council to inform decision-making• Conduct an AM onboarding session with the new Council• Engage public in discussions on levels of service and increase communication on state of assets	<ul style="list-style-type: none">• Seek Council endorsement of the AM Policy• Measure, track, and communicate progress on implementation of the state of assets, services, risks, and financial sustainability• Measure, track, and communicate progress of state of AM processes and practices, and implementation of the AM Strategy and Roadmap• Integrate AM in staff roles and responsibilities• Identify staffing needs	<ul style="list-style-type: none">• Implement the Data Governance Framework• Integrate asset condition information into the GIS-based asset inventory• Develop and implement an Infrastructure Replacement Strategy and then integrate into capital plan and budget• Expand the Asset Inventory to address current gaps• Develop AM cost reporting standards	<ul style="list-style-type: none">• Integrate AM information into Master Plans, and then integrate into capital plan and budget• Develop and implement a risk framework and level of service framework for application to master plans and AMPs



ATTACHMENT:
GAP ASSESSMENT

ASSESSMENT AND PLANNING FRAMEWORK



ASSESSMENT AND PLANNING FRAMEWORK

Outcome Area	Policy and Governance	People and Leadership	Data and Information	Planning and Decision-Making	Contribution to Asset Management Practice
A	Policy and Objectives	Cross-Functional Teams	Asset Data	Documentation and Standardization	Training and Development
B	Strategy and Roadmap	Accountability	Performance Data	Asset Management Plans	Internal Communication and Knowledge Sharing
C	Measurement and Reporting	Resourcing and Commitment	Financial Data	Budgets and Financial Planning	External Communication and Knowledge Sharing

ASSESSMENT AND PLANNING FRAMEWORK

- The City's **AM Policy** also provides a lens for assessing and planning
- It provides strategic direction for where you want to be
 - The key goals (desired outcomes) you want to achieve
 - Commitments (objectives) for getting there

COMMITMENTS: POLICY & GOVERNANCE

- Consider and incorporate AM in other corporate plans
- Report on the status and performance, or work related to the implementation of this AM Policy
- Define and articulate service, maintenance and replacement levels and outcomes
- Consider environmental, social, and sustainability goals



INITIAL FINDINGS: POLICY & GOVERNANCE

- The City's recently adopted internal AM Policy (2020) aligns with best practice and sets direction for the Strategy and Roadmap
- The AM Policy and the Asset Management Working Group (AMWG) Terms of Reference (TOR) are supporting tools



COMMITMENTS: PEOPLE & LEADERSHIP

- Establish organizational accountability and responsibility for asset inventory, condition, use and performance



INITIAL FINDINGS: PEOPLE & LEADERSHIP

- The City's AM Champion (GIS Coordinator) and AMWG have spearheaded progress in AM to date
- The City has an AMWG, which is a cross-disciplinary team with a documented mandate
- The City's AM needs appear to exceed the City's current capacity
- Council and Senior Management support improving in AM



COMMITMENTS: DATA & INFORMATION

- Develop and maintain asset inventories of all infrastructure
- Determine, maintain and update replacement value, condition, and expected service life of assets as necessary



INITIAL FINDINGS: DATA & INFORMATION

- There has been significant initiative and progress in identifying and addressing gaps in data and information with the resources that are available
- A centralized Asset Register in GIS exists for critical assets but data is not collected in a consistent format for updating the asset register
- There is a lack of clarity on what type of information is tracked, how it will be used, by who, and to inform what



COMMITMENTS: PLANNING & DECISION- MAKING

- Integrate existing and future corporate, financial, business, technical and budgetary planning for infrastructure assets
- Develop asset renewal and replacement strategies that are informed through the use of full life cycle costing principles and risk analysis
- Plan financially for the appropriate level of maintenance of assets to extend the useful life of assets, where appropriate
- Minimize total life cycle costs of assets, risks to users, and risks associated with failure



INITIAL FINDINGS: PLANNING & DECISION- MAKING

- City staff have identified advancing initiatives across the organization in an integrated way as a priority
- Decision-making processes vary across departments and renewal priorities are based on historic and institutional knowledge
- Annual budgeting processes require each department to prioritize asset investments but financial needs are based on estimated data
- The estimated funding gap for asset replacement presents risks to long-term sustainable service delivery
- AM knowledge, processes, and practices are not consistent across departments



COMMITMENTS: CONTRIBUTION TO AM PRACTICE

- Consult with stakeholders when and where appropriate
- Pursue best practices where available



INITIAL FINDINGS: CONTRIBUTION TO AM PRACTICE

- Those involved in the AM Program and decision-making may have some training in AM; formalized training would support getting everyone on the same page
- There is a wealth of knowledge held in the minds of long-term staff and steps have been taken to document this institutional knowledge
- The City shares information related to current and future capital projects with the public through annual capital budgeting and reporting
- There is a need for the public to understand the value of investing in AM as a way of making the highest and best use of tax dollars



Appendix A - Asset Management Roadmap

Focus Area	Action	GUIDANCE	Q3 2022	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Q3 2024	Q4 2024
Focus Area #1 COMMUNICATING INFORMATION	Communicate infrastructure costs to council to inform decision-making	- Communicate costs to replace and maintain existing infrastructure, as well as costs to acquire, maintain, and eventually replace new infrastructure, to inform budget decisions.										
	Conduct an AM onboarding session with the new Council	- Conduct AM onboarding session with the new Council to introduce key AM concepts and practices, and to review the AM Strategy, Roadmap and Infrastructure Replacement Strategy (IRS).										
	Engage public in discussions on levels of service and increase communication on state of assets	- Integrate level of service, risk, and cost into public engagement processes when developing master plans, land use plans, progress reporting, and in future updates to the Official Community Plan (OCP). Gather input from the public on levels of service, willingness to pay, and funding strategies.										
Focus Area #2 ORGANIZATIONAL COMMITMENT & CAPACITY	Seek Council endorsement of the AM Policy	- Update the existing the AM Policy and adopt as a Council policy. - Review during budgeting to reinforce commitments.										
	Measure, track, and communicate progress on implementation of the state of assets, services, risks, and financial sustainability	Develop a progress reporting template that: - communicates the story of the City's assets and implementation progress to a non-technical audience, and - informs decision making. This could be expressed as an infrastructure report card or similar. At least annual progress reporting is recommended.										
	Measure, track, and communicate progress of state of AM processes and practices, and implementation of the AM Strategy and Roadmap	- Review the Strategy and Roadmap on an annual basis to identify what has been completed, what has been postponed, and why. - Assess the maturity of AM processes and practices on an annual basis using the AMRS scale. - Review, complete, and update the AM Strategy and the Roadmap in 3 years. - Communicate progress and implications for budgeting to Council annually.										
	Integrate AM in staff roles and responsibilities Identify staffing needs	- Identify positions requiring technical knowledge/experience in AM and integrate AM in roles and responsibilities when hiring/onboarding new staff. - Identify staffing needs to implement Roadmap and build organizational capacity over time.										
Focus Area #3 GETTING DATA IN THE DOOR	Implement the Data Governance Framework	- Consistently apply the Data Governance Framework to guide the flow and responsibility of data and information within the organization. - Integrate Outfall I data (completed).										
	Integrate asset condition information into the GIS-based asset inventory	- Collect asset condition data based on direction from the IRS, and integrate information into the GIS-based asset inventory. - Refer to the Data Governance Framework to apply consistent approach for onboarding new information.										
	Develop and implement an Infrastructure Replacement Strategy and then integrate into capital plan and budget	- Develop IRS to report on information about City assets, finances, risk, and levels of service; the strategies being taken to balance risk, cost, and LOS; and prioritize replacement. - Integrate costs for asset renewal (e.g., replacement by corridor) into the City's capital plan and budgeting on an ongoing basis.										
	Expand the Asset Inventory to address current gaps Develop AM cost reporting standards	- Continue to expand upon the asset inventory by integrating more asset categories such as Parks, Municipal Buildings, Vehicle Fleet, etc. - Identify the reporting requirements that are needed to develop and maintain asset replacement costs specifically for AM reporting. - Integrate the above into procurement processes (e.g., require contractors to provide unit costs when going to tender).										
Focus Area #4 INTEGRATING AM INTO MASTER PLANNING	Integrate AM information into Master Plans, and then integrate into capital plan and budget:	- Integrate level of service, risks, lifecycle costs, and longterm asset replacement needs into the development/update of relevant infrastructure plans/strategies. - Integrate costs for asset renewal, alongside new infrastructure, for each service area into the City's capital plan and budgeting.										
	- Parks, Recreation, & Open Spaces Master Plan											
	- Prince Rupert Transportation Plan											
	- Long Term Parking Strategy											
	- Liquid Waste Management Plan											
	- Water Treatment Plan											
	- Landfill Master Plan											
Develop and implement a risk framework and level of service framework for application to master plans and AMPs	In support of the previous action: - develop and apply a risk framework to provide a common approach to assessing risk, assigning risk ratings to assets, and considering risk in planning and decision making, and - develop a Level of Service (LOS) framework to provide a common approach to defining and measuring LOS, and considering LOS in planning and decision making.											

Last Updated: November 28, 2022

Legend:

Ongoing practice
Ongoing practice
Ongoing practice
Ongoing practice
Action with a specific start and end point
Action with a specific start and end point
Action with a specific start and end point
Action with a specific start and end point



REPORT TO COUNCIL

Regular Meeting of Council

DATE: October 24th, 2022

TO: Robert Buchan, City Manager

FROM: Daniel Rajasooriar, Planner

**SUBJECT: DEVELOPMENT VARIANCE PERMIT #22-21
FOR 539 6TH AVENUE WEST**

RECOMMENDATION:

THAT Council proceed with the statutory notification process for Development Variance Permit (DVP) application #22-21.

REASON FOR REPORT:

An application was received for a Development Variance Permit for the property located at 539 6th Avenue West.

The application involves:

1. A request for a variance of the City of Prince Rupert Zoning Bylaw, Section 5.2.6 (b) to have a 1.24968-metre setback from the rear property line in order to accommodate an existing/proposed second-storey alteration. The required setback from the rear property line in an R2 zone is 3.0 metres.
2. A request for a variance of the City of Prince Rupert Zoning Bylaw, Section 5.2.6 (c) to have a 0.85344-metre setback from the side property line in relation to the southwestern side property line in order to accommodate an existing/proposed second-storey alteration. The required setback from a side property line in an R2 zone is 1.2 metres.

The Site Plan and Building Plan are included as Attachments 1 and 2, respectively.

BACKGROUND AND ANALYSIS:

The proposed rear property line setback and side property line setback variances are requested by the applicant to accommodate an existing/proposed second-storey alteration. The non-conforming second-storey alteration was completed without obtaining a Development Variance Permit and a Building Permit for the work, as necessary for it to be legal.

The applicant has only received Building Permits for the following work:

- “Flooring, 9 Windows (4 First Floor, 1 Staircase, 4 Main Floor) Same Size, Some Siding Repair & Completion”
- “Plumb 4 Fixtures On 1st Floor”

On March 21st 2022, one of the City’s building inspectors was called to the subject property for an insulation and vapour barrier inspection in relation to the first of those Building Permits. The building inspector noticed work done for a second-storey alteration, outside of that Building Permit’s scope of work, and directed the applicant to meet with one of the City’s planners to discuss the City’s Development Variance Permit application process due to the work’s non-conformity with the City’s Zoning Bylaw.

On June 24th 2022, the applicant met with one of the City’s planners to discuss the Development Variance Permit application process.

On September 23rd 2022, the applicant’s Development Variance Permit application package was accepted by the City.

The applicant rationalized the proposed variances in two ways. First, they note that the existed/proposed second-storey alteration has added much-needed headroom for a longstanding second-storey living space within the non-conforming building. Second, they note that the existing/proposed second-storey alteration is within the non-conforming building’s longstanding building footprint.

There are no known negative impacts of the proposed variances on the surrounding neighbourhood and the public will have the opportunity to provide input during the public consultation period.

The Draft Development Variance Permit is included as Attachment 3 (A-B).

COST AND BUDGET IMPACT:

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

CONCLUSION:

It is recommended that Council proceed with the statutory notification process for this Development Variance Permit application, giving affected property owners and tenants the opportunity to express their views prior to Council's final consideration of the permit application.

Report Prepared By:

Report Reviewed By:

Daniel Rajasooriar,
Planner

Robert Buchan,
City Manager

Attachments:

- Attachment 1: Site Plan
- Attachment 2: Building Plan
- Attachment 3 (A-B): Draft Development Variance Permit

Previous report
for reference only

PREPARED FOR:
KAMALDEEP BEDI
539 6th AVENUE WEST
PRINCE RUPERT, BC
V8J 1Z7

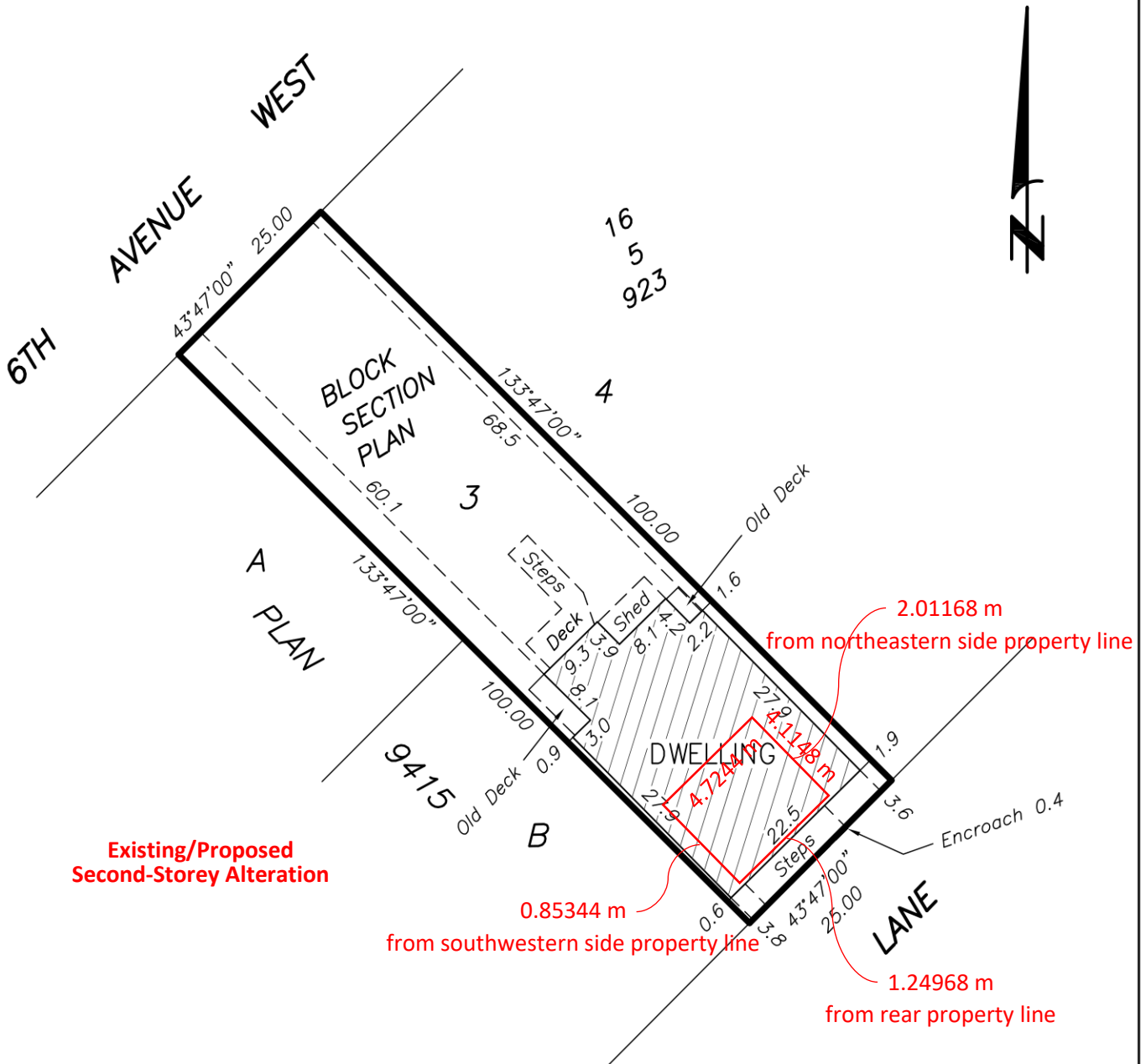


McElhanney Associates Land Surveying Ltd.

1 - 5008 POHLE AVENUE, TERRACE, BC V8G 4S8 TEL: 250-635-7163

OUR FILE: 2321-5010-14
FIELD SURVEY DATE: JUNE 30, 2022

BRITISH COLUMBIA LAND SURVEYOR'S CERTIFICATE OF LOCATION SHOWING
IMPROVEMENTS OVER LOT 3, BLOCK 16, SECTION 5, DISTRICT LOT 251,
RANGE 5, COAST DISTRICT PLAN 923.



Existing/Proposed
Second-Storey Alteration

Note: All markings in red are not from McElhanney Associates Land Surveying Ltd.

NOTE:
THIS PROPERTY MAY BE AFFECTED BY THE FOLLOWING CHARGES:
- SEE TITLE FOR CHARGES

ALL MEASUREMENTS SHOWN ARE IN FEET AND DECIMALS THEREOF. OFFSET DIMENSIONS ARE TO EXTERIOR SIDING AND ARE PERPENDICULAR TO PROPERTY LINES, UNLESS OTHERWISE SHOWN.



THE INTENDED PLOT SIZE OF THIS PLAN IS 8.5x14 INCHES (LEGAL SIZE) WHEN PLOTTED AT A SCALE OF 1"=20'.

DIMENSIONS DERIVED FROM PLAN 923

CIVIC ADDRESS: 539 6th AVENUE WEST
PRINCE RUPERT, BC

PID: 014-670-038

THIS BUILDING LOCATION CERTIFICATE HAS BEEN PREPARED FOR CITY ZONING PURPOSES AND IN ACCORDANCE WITH THE PROFESSIONAL REFERENCE MANUAL AND IS CERTIFIED CORRECT ACCORDING TO LAND TITLE AND SURVEY AUTHORITY RECORDS AND FIELD SURVEYS. UNREGISTERED INTERESTS HAVE NOT BEEN INCLUDED OR CONSIDERED.

Todd Basky
WINQ46

Digitally signed by Todd Basky
WINQ46
Date: 2022.06.30 13:06:39 -07'00'

TODD BASKY

BCLS 899

THIS DOCUMENT IS NOT VALID UNLESS DIGITALLY SIGNED

THIS BUILDING LOCATION CERTIFICATE WAS PREPARED FOR THE EXCLUSIVE USE OF OUR CLIENT. THIS DOCUMENT SHOWS THE RELATIVE LOCATION OF THE SURVEYED STRUCTURES AND FEATURES WITH RESPECT TO THE BOUNDARIES OF THE PARCEL DESCRIBED ABOVE. THIS DOCUMENT SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS. THE SIGNATORY ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF ANY DECISIONS MADE, OR ACTIONS TAKEN BASED ON THIS DOCUMENT.

ALL RIGHTS RESERVED. NO PERSON MAY COPY, REPRODUCE, TRANSMIT OR ALTER THIS DOCUMENT IN WHOLE OR IN PART WITHOUT THE CONSENT OF THE SIGNATORY.

From prior meeting - for reference purposes only.

539 6th AVE WEST.

19 JULY 2022

PR BC V85 127. RAFTERS (2x10)

RIDGE BOARD

ROOF STRUCTURE
RIDGE BOARD

ROOF TYPE
MODIFIED BITUMINOUS
MEMBRANE.

PROPOSED LATERAL STABILITY AND
ADDED SUPPORT REACTION TO EXISTING
ROOF RAFTERS.

STEEL
TIES

EXISTING
STRAUTS

RAFTERS (2"x4")

CEILING JOISTS (2"x4")

TWO SIDE
WALLS
AND
CENTER
WALL.
BRACED/
PLATED

4"x10"
BEAM

POST
AND WALL

WALL

N

12x6 BEAM

10x8 BEAM

10x8
BEAM

(10"x6") BEAM.

(10x10) BEAM.

EXISTING
ROOF
RETAINED

WALL

WALL
CORNER
POST

REFER FIRST FLOOR
PLAN FOR DETAILS.

8'-2"

7'-9"

4'

6'

2(6"x6")+4"x4" BEAM.

REFER FOUNDATION PLAN
FOR DETAILS.

CONCRETE LOAD BEARING
WALL

HARD ROCK.

0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28

TYPICAL SECTION

PREPARED BY
KAMALDEEP BEOJI/RB

SCALE: 1 SQUARE = 1 SQUARE FEET

UNLESS NOTED.



DEVELOPMENT VARIANCE PERMIT
FILE NO. DVP-22-21

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: Kamaldeep Bedi

APPLICANT: Kamaldeep Bedi

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 3 Block 16 Section 5 District Lot 251 Range 5 Coast District Plan 923

CIVIC ADDRESS:

539 6th Avenue West

2. This permit varies the City's Zoning Bylaw (Bylaw #3462) as follows:
 - a. Section 5.2.6 (b) is varied from a 3.0-metre setback from the rear property line to a 1.24968-metre setback from the rear property line in relation to the existing/proposed second-storey alteration, in accordance with the Site Plan and Building Plan attached as Schedules 1 and 2, respectively.
 - b. Section 5.2.6 (c) is varied from a 1.2-metre setback from a side property line to a 0.85344-metre setback from a side property line in relation to the southwestern side property line and the existing/proposed second-storey alteration, in accordance with the Site Plan and Building Plan attached as Schedules 1 and 2, respectively.
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 Site Plan and Building Plan attached as Schedules 1 and 2, respectively.
 - 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 Plan
 - b. Schedule 2: Building Plan

ISSUED ON THIS _____ DAY OF _____, 2022.

CITY OF PRINCE RUPERT
By an authorized signatory

Rosamaria Miller
Corporate Administrator



REPORT TO COUNCIL

Regular Meeting of Council

DATE: October 24th, 2022

TO: Robert Buchan, City Manager

FROM: Daniel Rajasooriar, Planner

**SUBJECT: DEVELOPMENT VARIANCE PERMIT #22-22
FOR 1546 INDIA AVENUE**

RECOMMENDATION:

THAT Council proceed with the statutory notification process for Development Variance Permit (DVP) application #22-22.

REASON FOR REPORT:

An application was received for a Development Variance Permit for the property located at 1546 India Avenue.

The application involves:

1. A request for a variance of the City of Prince Rupert Zoning Bylaw, Section 5.2.4 to have a lot coverage of 52.47% in order to accommodate a proposed attached garage. The maximum lot coverage in an R2 zone is 50%.
2. A request for a variance of the City of Prince Rupert Zoning Bylaw, Section 5.2.6 (b) to have a 1.28016-metre setback from the rear property line in order to accommodate a proposed attached garage. The required setback from the rear property line in an R2 zone is 3.0 metres.
3. A request for a variance of the City of Prince Rupert Zoning Bylaw, Section 5.2.6 (c) to have a 0.4572-metre setback from the side property line in relation to the southwestern side property line in order to accommodate a proposed

attached garage. The required setback from a side property line in an R2 zone is 1.2 metres.

The Site Plan and Building Plan are included as Attachments 1 (A-B) and 2 (A-B), respectively.

BACKGROUND AND ANALYSIS:

The proposed maximum lot coverage, rear property line setback, and side property line setback variances are requested by the applicant to accommodate a proposed attached garage. The applicant rationalized the proposed variances in four ways. First, they note that the proposed attached garage would allow them to park their large truck in a location that is off-street and weather-protected. Second, they note that the proposed attached garage would enable them to safely access and easily utilize their truck during the winter. Third, they note that the proposed attached garage would provide adequate space for exercising. Fourth, they note that the proposed attached garage would be built with the same distance from the southwestern side property line as the existing house.

There are no known negative impacts of the proposed variances on the surrounding neighbourhood and the public will have the opportunity to provide input during the public consultation period.

Spanning lot lines, the proposed development would not conform with the City of Prince Rupert Zoning Bylaw, Section 5.2.6 (c) concerning the setback from a side property line. Therefore, the Draft Development Variance Permit includes a subject clause that the permittee(s) successfully has/have the lots consolidated or the interior lot lines cancelled prior to the issuance of a Building Permit.

The Draft Development Variance Permit is included as Attachment 3 (A-B).

COST AND BUDGET IMPACT:

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

CONCLUSION:

It is recommended that Council proceed with the statutory notification process for this Development Variance Permit application, giving affected property owners and tenants the opportunity to express their views prior to Council's final consideration of the permit application.

Report Prepared By:

Report Reviewed By:

Daniel Rajasooriar,
Planner

Robert Buchan,
City Manager

Attachments:

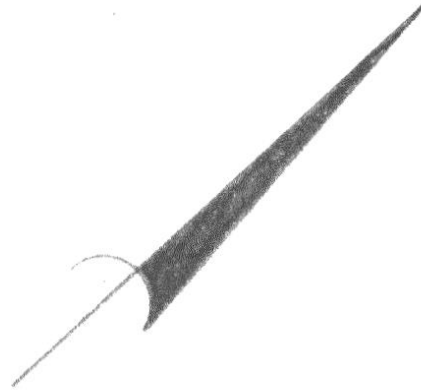
- Attachment 1 (A-B): Site Plan
- Attachment 2 (A-B): Building Plan
- Attachment 3 (A-B): Draft Development Variance Permit

Prior report
for reference only

SURVEY CERTIFICATE COVERING
LOTS 17 AND 18
BLOCK 45 SECTION 8
DL 251, R.S.C. PLAN 923

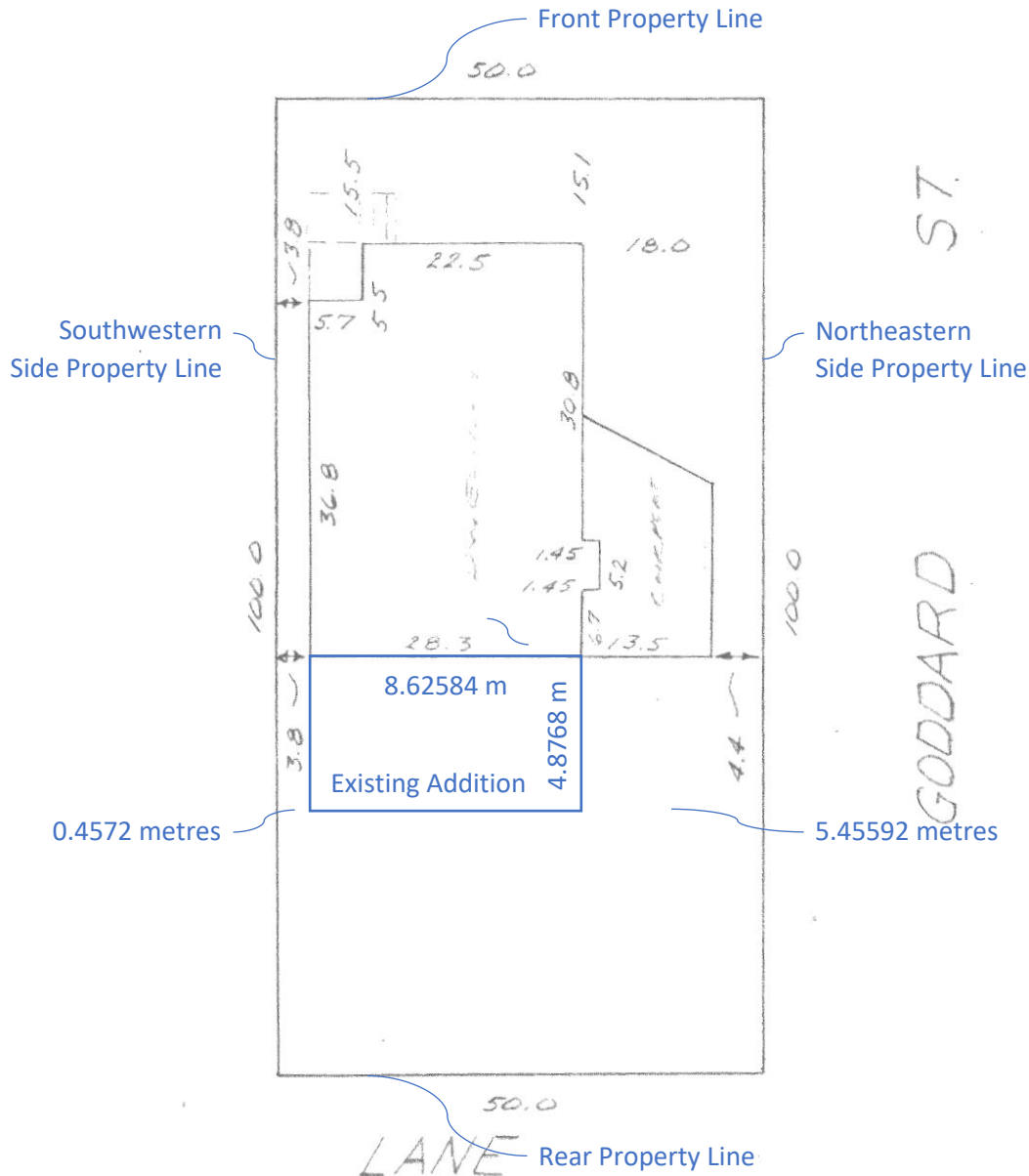
THE DIMENSIONS SHOWN ON THIS
CERTIFICATE ARE NOT TO BE USED
TO DEFINE BOUNDARIES.

Scale: 1 inch = 20 feet



EXISTING SITE PLAN

INDIA AVE.



Note: All markings in blue and red are not from McElhanney Associates Professional Land Surveyors

CERTIFIED CORRECT

As. Dizze B.C.L.S.

Dated this 8th day of August, 1980

McELHANNEY ASSOCIATES
PROFESSIONAL LAND SURVEYORS

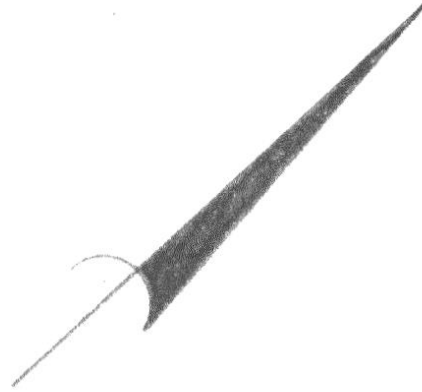
205 - 4630 Lazelle Avenue
Terrace, B.C.

FILE: 042315-3

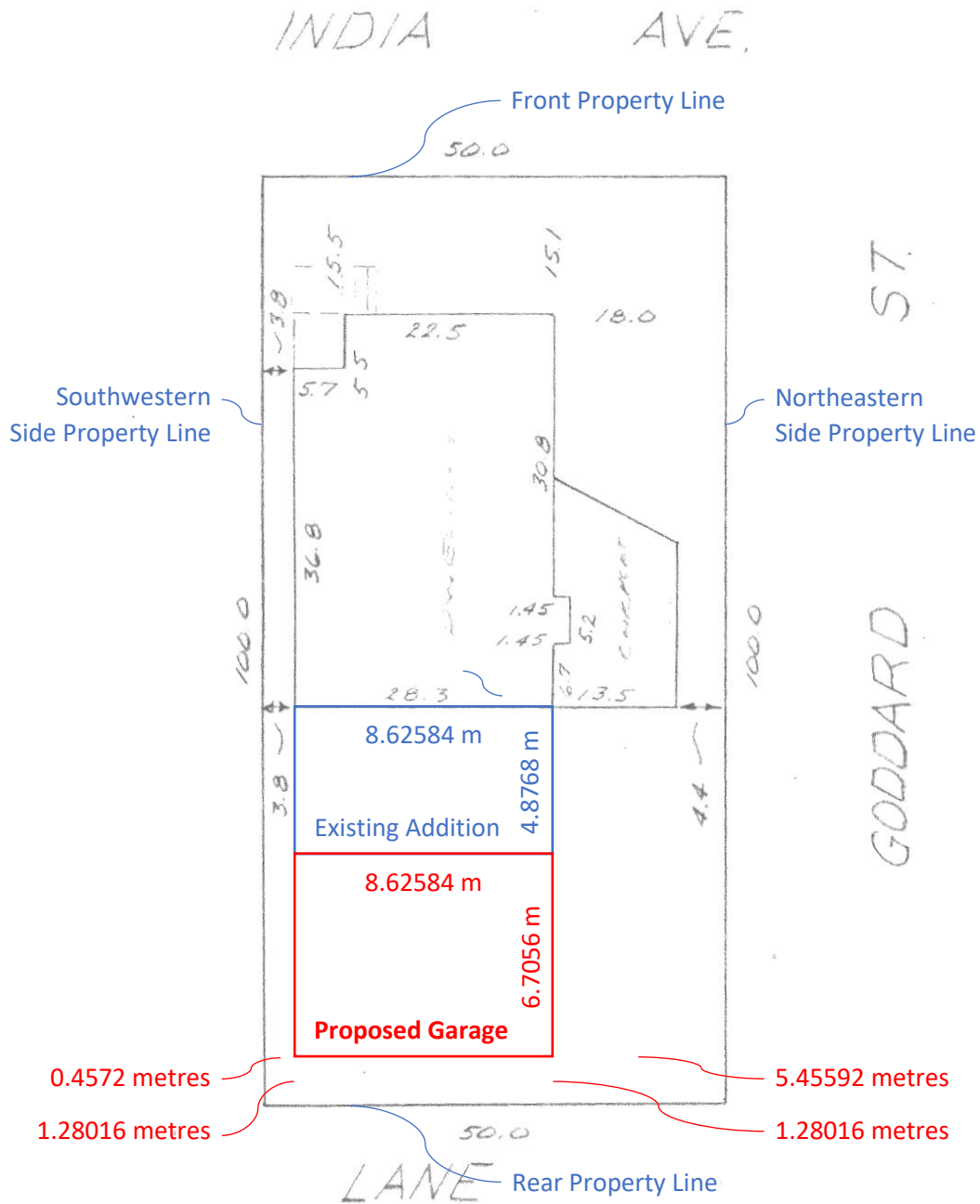
SURVEY CERTIFICATE COVERING
LOTS 17 AND 18
BLOCK 45 SECTION 8
DL 251, R.S.C. PLAN 923

THE DIMENSIONS SHOWN ON THIS
CERTIFICATE ARE NOT TO BE USED
TO DEFINE BOUNDARIES.

Scale: 1 inch = 20 feet



PROPOSED SITE PLAN



Note: All markings in blue and red are not from McElhanney Associates Professional Land Surveyors

CERTIFIED CORRECT

As. Dizze, B.C.L.S.

Dated this 8th day of August, 1980

McELHANNEY ASSOCIATES
PROFESSIONAL LAND SURVEYORS

205 - 4630 Lazelle Avenue
Terrace, B.C.

FILE: 042315-3

ELEVATION PLAN
1546 INDIA AVE
PRINCE RUPERT

Lot 17 & 18 Block 45 Plan PRP923
District Lot 251 Section 8 Range 5
Land District 14



ELEVATION PLAN
1546 INDIA AVE
PRINCE RUPERT

From prior meeting - for reference purposes only.

Lot 17 & 18 Block 45 Plan PRP923
District Lot 251 Section 8 Range 5
Land District 14





DEVELOPMENT VARIANCE PERMIT
FILE NO. DVP-22-22

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 OWNERS: Jordy Bouillet and Carol Susan Bouillet

APPLICANTS: Jordy Bouillet and Carol Susan Bouillet

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 17-18 Block 45 Section 8 District Lot 251 Range 5 Coast District Plan 923

CIVIC ADDRESS:

1546 India Avenue

2. This permit varies the City's Zoning Bylaw (Bylaw #3462) as follows:
 - a. Section 5.2.4 is varied from a maximum lot coverage of 50% to a maximum lot coverage of 52.47%, in accordance with the Site Plan and Building Plan attached as Schedules 1 (A-B) and 2 (A-B), respectively.
 - b. Section 5.2.6 (b) is varied from a 3.0-metre setback from the rear property line to a 1.28016-metre setback from the rear property line in relation to the proposed attached garage, in accordance with the Site Plan and Building Plan attached as Schedules 1 (A-B) and 2 (A-B), respectively.
 - c. Section 5.2.6 (c) is varied from a 1.2-metre setback from a side property line to a 0.4572-metre setback from a side property line in relation to the southwestern side property line and the proposed attached garage, in accordance with the Site Plan and Building Plan attached as Schedules 1 (A-B) and 2 (A-B), respectively.
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 Site Plan and Building Plan attached as Schedules 1 (A-B) and 2 (A-B), respectively.
 - b. The permittee(s) successfully has/have the lots consolidated or the interior lot lines cancelled prior to the issuance of a Building Permit.

- c. 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 (A-B): Site Plan
 - b. Schedule 2 (A-B): Building Plan

ISSUED ON THIS _____ DAY OF _____, 2022.

CITY OF PRINCE RUPERT
By an authorized signatory

Rosamaria Miller
Corporate Administrator



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022

TO: Robert Buchan, City Manager

FROM: Myfannwy Pope, Planning Manager

SUBJECT: Housing Needs Report

RECOMMENDATION:

THAT Council receive and adopt the Prince Rupert Housing Needs Report (Attachment 1).

REASON FOR REPORT:

The Housing Needs Report (HNR) has been developed to meet a legislated requirement by the Province for local governments to complete housing needs reports to inform housing policy at both local and provincial levels. The attached report summarizes key areas of current and anticipated housing need within Prince Rupert. These findings will inform a comprehensive housing strategy and be used to inform our future planning and development processes.

When a housing needs report is complete, a local government is required to receive the report at a council or board meeting that is open to the public and publish the report on an internet site that is publicly and freely accessible.

The final report can be found in Attachment 1, with an infographic summary in Attachment 2.

BACKGROUND & ANALYSIS:

As of April 16, 2019, local governments are required to collect data, analyze trends, and present reports that describe current and anticipated housing needs. This HNR fulfills these legislative requirements, which are outlined in the *Local Government Act* (mainly Part 14) and Housing Needs Report Regulation. Legislation includes requirements to develop a housing needs assessment by 2022, and every 5 years thereafter. To meet this

requirement, the City engaged CitySpaces Consulting Ltd through a Request for Proposals process in early 2022 to develop a Housing Needs Report. This report meets the requirements and informs our own understanding of the housing needs in Prince Rupert. Funding support for this housing assessment project was received from the Union of BC Municipalities (UBCM).

The approach to completing a Housing Needs Report is governed by provincial legislation. The findings on current and anticipated need, as well as identification of challenges to housing supply and affordability, were developed from quantitative and qualitative analysis. This analysis included use of housing data from various sources, including the 2021 census and forecasts for Port growth among others. Input from engagement with local First Nations, local government representatives, housing and service providers, large employers, building and development industry representatives in Prince Rupert added to and contextualized these findings. The Report and accompanying documents will be posted online so that it is publicly and freely accessible.

While the report includes some recommendations for actions to address the housing challenges identified, it is not a housing strategy. This report is an important step to developing a more comprehensive housing strategy, which will build on our interim strategy and be developed with further public input. The housing strategy will be developed in 2023.

COST:

This resolution has no cost implications on the City's budget.

CONCLUSION:

THAT Council receive and adopt the Prince Rupert Housing Needs Report (HNR).

Report Prepared By:**Report Reviewed By:**

Myfannwy Pope,
Planning Manager

Robert Buchan,
City Manager

Attachments:

1. Prince Rupert Housing Needs Report
2. Housing Needs Report Infographic



HOUSING NEEDS REPORT

City of Prince Rupert
December 2022

CITY  SPACES



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Land Acknowledgement

The authors of the Prince Rupert Housing Needs Report respectfully acknowledge the Ts'msyen people on whose unceded traditional territory this work has been undertaken. This acknowledgement is a reminder of the discriminatory, racist, and colonial practices that have had a lasting legacy and continue to create barriers for Indigenous peoples and communities in Prince Rupert.



Executive Summary

In 2022, the City of Prince Rupert retained CitySpaces Consulting to complete a Housing Needs Report in accordance with Provincial legislation. While this is the City's first housing needs report as per legislation, this Report builds on previous studies and engagement initiatives related to housing completed in Prince Rupert over the past fifteen years. This Report is intended to provide an understanding of current and anticipated housing needs within Prince Rupert. Key trends include:

- Prince Rupert has experienced limited growth in recent decades. Forecasts to 2030 outlined in the Prince Rupert 2030 Vision indicate there will be an increase in anticipated population, which will result in a growth rate 67 times more than what was seen previously in the city between 2016 and 2021.
- To accommodate the projected change in population, additional housing units will be **needed to maintain Prince Rupert's income and housing diversity**. Of the 4,840 new homes projected to be needed by 2030, 35% will need to accommodate families with 3 or more bedrooms, and 47% will need to serve households earning less than \$60,000 per year.
- It is very challenging to build new housing in Prince Rupert as the geotechnical conditions limit the areas available for new development and result in cost increases. As the “last stop” on Highway 16, it is also time-consuming and costly to send the necessary materials to Prince Rupert and find available contractors to complete the work. **As a result, the City's housing stock is old – 75% constructed before 1980 and 14% in need of major repair.**
- With limited new construction in recent decades, more market and non-market housing is needed in Prince Rupert to meet existing needs and provide housing options for new residents. Recruitment for local employers has become increasingly challenging because there is limited housing available. For the Port and related industries to thrive, additional housing must be constructed to accommodate the projected population growth.
- The labour force dynamics in Prince Rupert are reflective of the larger region, as both Prince Rupert and North Coast Regional District have similar labour force participation and unemployment rates. With the port expansion and associated spin-off employment opportunities, median incomes in Prince Rupert are higher than incomes seen across the region and province. With the **growth of Prince Rupert's economy**, recruitment has become challenging for employers unable to offer high paying jobs.



- Affordability challenges persist in Prince Rupert despite higher household incomes. Historically, Prince Rupert has been a more affordable community in the northwest when compared to other major centres (e.g., Terrace, Smithers). This dynamic has shifted and feedback from engagement highlighted challenges moderate-income households are experiencing trying to find affordable rental and ownership housing in good condition.
- The proportion of households in core housing need declined between 2016 and 2021, from 12.2% to 7.3%, primarily as a result of improvements in affordability. This trend is evident across Canada and demonstrates the impact of pandemic benefit programs in reducing household expenses. Feedback from community housing providers, however, indicates the need for non-market housing remains, evident in long waitlists at newly opened housing facilities and the number of people on BC Housing's waitlist for non-market housing (88 applicants as of July 2022).
- There is a growing need for seniors housing with varying levels of supports. Many older residents live in inaccessible single detached homes which come with significant maintenance requirements. Accessible multi-unit development (e.g., apartment with an elevator, single-storey townhouses) are needed for aging residents and singles looking for smaller units, as well as assisted living facilities with dedicated supports.
- Feedback from engagement highlighted the need for housing with supports for people living with complex mental health challenges and acquired brain injuries. Necessary support identified included mental health counselling and life skills support.
- There is also a need for 2+ bedroom units for larger families. Participants indicated young adults cannot afford to live on their own and, as a result, it is becoming increasingly common for several generations to live together. Intergenerational living arrangements are also more common among Indigenous families and close to 40% of Prince Rupert's residents identify as Indigenous.
- Recent non-market housing projects completed by First Nations and BC Housing showcase the strength of partnerships in delivering new housing that is culturally safe for Indigenous community members. Several participants expressed a desire for increased collaboration between governments, industry, and non-profits on housing issues. Suggestions included creating a Housing Committee or Standing Roundtable on housing issues that would provide space for discussion and improved communications with residents.



Introduction

The City of Prince Rupert Housing Needs Report (HNR) provides an understanding of the populations most challenged to afford suitable and adequate housing in Prince Rupert. As of April 16, 2019, local governments are required to collect data, analyze trends, and present reports that describe current and anticipated housing needs. This HNR fulfills the legislative requirements outlined in the *Local Government Act* (mainly Part 14) and Housing Needs Report Regulation.

Quantitative data highlighted in this Report is summarized in [Appendix A: Community Profile](#). Research sources include 2006, 2011, 2016, and 2021 Census counts in Canada, Canada Mortgage and Housing Corporation (CMHC), BC Stats, BC Housing, Northern Real Estate Board, BC Assessment, and City of Prince Rupert.

Further to the quantitative data collection, there were opportunities for key informants to provide insights and comments on housing in Prince Rupert. In June and July 2022, engagement was completed with local First Nations, social service organizations, non-profit housing providers, developers, and local government representatives. These opportunities provided the project team with valuable feedback to help inform key findings identified in this Report.

The findings of this Report will help provide Council and staff with a better understanding of Prince Rupert's housing needs and gaps and outline opportunities and focus areas for development decisions and policy formulation. Building on a framework established in the 2015 Housing Action Plan, the City of Prince Rupert is well-positioned to enact new policy and advocate to other levels of government for further assistance.

Process Overview

The project timeline spans eight months, beginning May 2022 and concluding December 2022. Initial project stages focused on data analysis and public engagement. Given 2021 Census release schedule, additional data collection and analysis occurred in September 2022. In addition to quantitative data, consultation activities in Summer 2022 allowed for robust discussion and information exchange. The engagement process provided a more detailed picture of the current housing needs and challenges in Prince Rupert.

The approach to completing a Housing Needs Report is governed by provincial legislation. To fulfill these requirements, methodical data analysis creates an initial “picture” of the housing

story. Connecting with residents to learn from their experiences and perspective helps to frame the numbers and data. These data sets together create a narrative explored through the course of this Report, highlighting key takeaways and areas of housing need for local residents.

DATA LIMITATIONS

The Prince Rupert Housing Needs Report benefits from recent Census data, released over the course of 2022. The majority of this information is included within this Report; however, certain datasets available by tenure have not yet been published by the provincial government.

- The Province of BC works with Statistics Canada to obtain a custom, crosstab of Census data by tenure (i.e., renter and owner households). This data is anticipated to be available in 2023, at which point the City of Prince Rupert may issue an update to this Housing Needs Report. The primary 2021 data points not available include income by tenure and certain core housing need indicators by tenure. Given the importance of this data, it is recommended City staff provide an update memorandum once the custom Census data is available.
- In addition to the custom Census information, there is limited rental data available for Prince Rupert, above and beyond CMHC provisions for the community. CMHC data is included in Appendix A but is misleading and not representative of the Prince Rupert context. Feedback from engagement highlighted average rental prices are much higher than what is reported by CMHC. This is an issue in many rural and remote jurisdictions across BC. To supplement the data on purpose-built rental housing as reported by CMHC, this Report includes a scan of secondary market rental information from platforms like Facebook Marketplace, Craigslist, and Kijiji. Many of the rental units in Prince Rupert are secondary rental housing¹, which is not captured in CMHC's rental market inventory. It is important to use supplementary data sources to understand current rental prices as CMHC data is not reflective of the local context.
- The population projections available from BC Statistics for the Prince Rupert Local Health Area do not incorporate growth related to the port expansion. Custom population projections available in the Prince Rupert 2030 Vision show a much higher growth trend

¹ Refers to units built for ownership that are then purchased by an individual or group that intends to rent and manage the units directly or through a property management firm (e.g., secondary suites and rented condominium apartment units).

than what is forecast by BC Statistics, as the custom projections incorporate anticipated industrial growth. These custom projections were used in this report to inform current and future housing needs.

Housing Network

The housing network is an illustrative diagram (see Figure 1: Housing Network) that helps communicate the full range of potential housing types and tenures in a community. It is a fluid system of housing options allowing households to find and afford a home that meets their needs. A household should be able to navigate this network of housing options as their lifecycle and life circumstances change over time – including in times of crises.

Each source of supply within the housing system is interrelated and constraints in any one supply type impacts others. For local seniors in Prince Rupert, there is a mismatch between what is available and what meets their needs. Many of the older post-war bungalows have barriers to people with limited mobility. The need for more accessible housing, moderate-income housing, and housing for single people can be accommodated through multi-unit housing, which can be more affordable than detached development. Providing more housing options and choice for residents helps build mobility within the housing system – seniors can downsize from larger detached homes, thereby making them available for young families looking for extra space.

The cost of housing has also increased dramatically. Renter households are unable to access home ownership and remain “stuck” in their units. This in-turn creates pressure on non-market housing units as low-income households previously able to access rental housing in the private market are challenged to find available units. With new non-market housing projects reaching completion in recent months, it will be important to monitor occupancy and waitlist data to determine if further housing options are needed. Across the housing network, a range of market and non-market development is needed to create greater housing mobility.

Figure 1: Housing Network

Complete and healthy communities have diverse housing options that include market and non-market options.



Context

Location

The City of Prince Rupert is located on the traditional and unceded territory of the Ts'msyen people, which includes the western-most coast of Kaien Island, approximately 770 kilometres northwest of Vancouver, 144 kilometres west of Terrace, and 715 kilometres west of Prince George² (see Figure 2: Prince Rupert Context Map). Accessible by bridge, the city is positioned at the terminus of Trans-Canada Highway 16 and Canadian National Railway. As the final stop on several major transportation corridors, Prince Rupert serves as the regional service hub for healthcare, employment, education, amenities, and retail.

GEOGRAPHY

The city is situated between the Pacific Ocean and Mount Hays. Due to this, Prince Rupert has a small footprint spanning a land area of only 66 square kilometres. The compactness of city limits is attributed to its geotechnical location. Pockets of muskeg and bedrock scattered along the foothills of Mount Hays limit the amount of developable land and inflate construction costs significantly. As a result, development along the eastern boundaries of the city is challenging. Although Prince Rupert's geography poses obstacles for development, the unique geography and coastal rainforest environment generate many economic opportunities for the community and surrounding area.

ECONOMY

Prince Rupert is strategically important for the region, province, and country. Historically, the lush vegetation, old-growth forests, and deep open water stimulated periods of positive economic growth for the city, supporting both fishing and forestry industries. Given the long-term focus on natural resource industries, the community has experienced economic booms and busts as well as correlated population fluctuations.

Prince Rupert's resiliency and geographical advantage – specifically proximity to deep water – bolstered the development of the Port of Prince Rupert, sustaining local economies through shifting economic conditions. At present, Prince Rupert's access to major Pacific trade routes has positioned the Port to become the second largest container port and third largest by measure of trade in Canada. Employment in port-related activities supports 3,700 people in

² City of Prince Rupert, Official Community Plan (2021)

Prince Rupert's workforce. As a result, the Port's operational and economic influence on the community dynamic is noteworthy.³ Aspirations for economic development including the planned redevelopment of the Port speaks to the need for growth in all areas of the community including public services, infrastructure, amenities, retail, and housing stock.

Figure 2: Prince Rupert Context Map



³ Prince Rupert Port Authority, Economic Impact Assessment (2021).

History

Since time immemorial, Indigenous peoples have inhabited the northern coast of British Columbia. The First Nations of Kaien Island and surrounding area – collectively known as Ts'msyen First Nations comprise Gitxaala (Kitkatla), Lax Kw'alaams, and Metlakatla Nations.⁴ Together, Ts'msyen Nations harvest the wealth of natural resources through trapping and fishing. These traditional practices sustained a subsistence-based economy with bilateral seafaring and land trade amongst neighbouring Nations.⁵ Today, Ts'msyen First Nations ethos is intrinsically woven into the cultural fabric of Prince Rupert. Indigenous peoples represent 37% of Prince Rupert's population.⁶ As a result, traditional practices such as hunting, trapping, and food preparation are still widely practiced in the community.⁷

The arrival of Europeans continued the tradition of trade as the basis of Prince Rupert's economy. The establishment of the Grand Trunk Railway saw Prince Rupert replace Port Essington as the primary North Coast economic centre. By the early 1900s, Prince Rupert's infrastructure expanded to include roads, schools, neighbourhoods, a drydock and shipyard, and the Canadian Fish & Cold Storage plant. Prince Rupert continued as a northern hub of major trade, sustaining lucrative salmon, halibut, and forestry industries through to the 1980s.⁸ As regional natural resource economies waned, focus shifted to Prince Rupert's deep harbour and global trade opportunities. Since the late 1970s, significant port development including the Fairview Terminal (currently DP World), coal, grain and liquid propane terminals on Ridley Island, Trigon Pacific Terminals, Westview Wood Pellet Terminal, Prince Rupert Grain Terminal, and Northland Cruise Terminal have secured Prince Rupert's position in the world economy. Currently, the Port of Prince Rupert accounts for 1.4 billion dollars generated through economic activity in Northern British Columbia.⁹ Over the upcoming decade, plans to further develop the Port and expand operations are expected to create over 1,900 jobs, as well as bring an additional 8,000 – 10,000 residents into the community.¹⁰ As such, the City must plan for a 'business as usual' scenario, alongside a growth scenario as projected by the Port of Prince Rupert. Concurrent development throughout Prince Rupert – updates to existent

⁴ Tsimshian Treaty Society, 2015, (tftreaty.ca).

⁵ The Canadian Encyclopedia, Tsimshian (2022) (<https://www.thecanadianencyclopedia.ca/>).

⁶ Statistics Canada, 2021 Census Profile

⁷ City of Prince Rupert, Official Community Plan (2021).

⁸ City of Prince Rupert, About Prince Rupert (2018) (<https://www.princerupert.ca/>).

⁹ Prince Rupert Port Authority, Economic Impact Assessment (2021)

¹⁰ Beasley & Associates, Planning Inc., Prince Rupert 2030 The Vision, 2019.



infrastructure, public works, education facilities, service amenities, and housing stock – will be required to support population growth.

Existing Housing Policy Framework

The City of Prince Rupert is aware of the current housing context, existence of gaps, and the need to address areas of concern. Recent progress on housing policy and related initiatives provides a strong foundation for this research study. The Prince Rupert Housing Needs Report expands on the existing housing policy landscape, supplemented with new data gained from research and engagement with community members to identify further gaps and challenges.

Prince Rupert's Official Community Plan (OCP) was established in 2021 and reflects the community's long-term vision to become more vibrant, prosperous, and resilient. The Plan focuses on city-wide land use policies with an emphasis on strategic long-term sustainability that port operations and expansions will generate. In addition, the OCP recognizes the need to develop stable and inclusive neighbourhoods through thoughtful development, attention to existing infrastructure, and consideration to the natural landscape. Housing policies outlined in the OCP recognize the need to provide numerous housing types, as well as affordable rental and specialized housing.

To meet the diverse residential needs of the city, the OCP includes the following residential policy¹¹:

1. *The determination of density and form of housing in neighbourhoods outside of the Downtown may include well designed, integrated, and scaled multi-family forms of housing that blend into neighbourhoods.*
2. *All new residential development for the next 10 years can be accommodated within the development footprint originally contemplated by the 1907 Brett and Hall plan. Within this footprint, the OCP directs new housing units to the following areas:*
 - a. *2,000 market units of new mostly single-family residential development, with suites and some multifamily residential units in existing neighbourhoods;*
 - b. *400 market short stay strata-titled apartments in the downtown core;*
 - c. *600 market units in the Midtown area near Five-corners. These would be a mix of single family and low-scale multifamily forms;*

¹¹ Policies in bold have already been implemented by the City of Prince Rupert.

- d. 500 market units in mix-use buildings in the Marina District east of Cow Bay; and
 - e. 1,000 non-market units of secure special needs housing located throughout the city (including at least 50 additional units of transitional housing) controlled by statutory housing agreements, covenants, or both.
3. While this OCP is only applicable to the lands within the City of Prince Rupert, it is acknowledged that there will need to be about 500 housing units located outside the city boundaries and not subject to the plan for First Nations' communities shared among each of the First Nations.
 4. The delivery of non-market and subsidized housing will be heavily dependent upon funding being secured, likely from several sources including, for example, BC Housing, Federal Government programs as they arise, industry (for short stay housing), Community Renewal Fund, Community Amenity Contributions, and Federal/Provincial Indigenous Housing funds (for First Nation housing).
 5. For market housing, the City has created an incentive program for housing development to help reinvigorate a local housing development industry capable of meeting the housing demand into the future.
 6. The City has developed a bylaw to respond to reno-victions.
 7. The effective delivery of housing that meets the needs of existing and new residents will be a complex challenge that would benefit from the active involvement of industry, the City, and other government authorities. Council may consider establishing a wholly owned subsidiary Community Housing Corporation to assist in finding resources, funding, partnering, encouraging, and promoting the type and quality of housing needed for the city to realize its potential as a world class port city.
 8. The average Gross Unit Size of housing units will be approximately 100 square meter (apartments), 150 square meter (town houses) and 250 square meter (detached).

In addition to the residential policies outlined in the OCP, the Prince Rupert Interim Housing Development Strategy (2021) provides a range of housing tools and strategies to guide short-term actions. The strategies include a mix of planning strategies, zoning tools, development standards, approval processes, and supplementary tools. These strategies provide direction to decision-making related to market and non-market housing developments. The endorsed strategies of the Interim Housing Development Strategy are summarized below, some of which have been implemented or in the process of implementation:

Interim Housing Development Strategies	Implemented or Underway	Not Yet Implemented
Planning Strategies	<ul style="list-style-type: none"> Promote mixed land use neighbourhoods Plan infill development in existing neighbourhoods Increase transportation choices 	
Zoning Tools	<ul style="list-style-type: none"> Allow secondary suites Lower parking requirements Develop efficient approval processes and prioritize affordable housing 	<ul style="list-style-type: none"> Inclusionary zoning of affordable housing in new developments
Other Tools	<ul style="list-style-type: none"> Establish revitalization tax exemption bylaws Land bank for affordable housing projects Lobby other governments to provide affordable housing Establish regulations to control renovation evictions Conduct housing needs assessments 	<ul style="list-style-type: none"> Establish a housing commission, agency, or corporation Build housing Establish partnerships to generate more resources

Prince Rupert 2030 The Vision (2019) was developed to provide a 10-year roadmap for the community of Prince Rupert. The report outlines guiding principles, intentions, and actions necessary for growth. Specifically, the Vision offers a clear objective for housing in Prince Rupert, detailing numerous key actions to facilitate housing, including:

- Kick-start the nascent existing housing market with incentives:
To do this, implement a Civic Incentive Program for housing development.
- Kick-start the regular ongoing housing market by motivating new housing projects:
To do this, implement a Seeding Program for new housing.
- Kick-start the building renovation market for existing housing and other buildings:
To do this, implement a Building Rehab Support Program.

- Provide a dedicated agency to kick-start the housing market, fill market gaps in housing, negotiate housing, and model ongoing best housing performance:
To do this, found a Community Housing Corporation.
- Secure dedicated collaboration for all kinds of housing partnerships:
To do this, partner with BC Housing and Include CMHC and other public-interest investors for Catalyst Projects.



Key Findings

Important Conclusions from Research

The following section contains key data sets that inform the affordability profiles and corresponding analysis. These high-level trends build from the information contained in [Appendix A: Legislative Requirements](#) (page 56), which is a comprehensive summary of demographic, employment, and housing data.

DEMOGRAPHIC TRENDS

- **Between 2016 and 2021, Prince Rupert's growth rate was** double that of the North Coast Regional District. Prince Rupert's population grew at an annual rate of 0.14%, from 12,220 to 12,300, compared to the North Coast Regional District's 0.06% annual rate. Over the last five years, population growth in the northwest occurred at a much slower rate than that of the province overall.

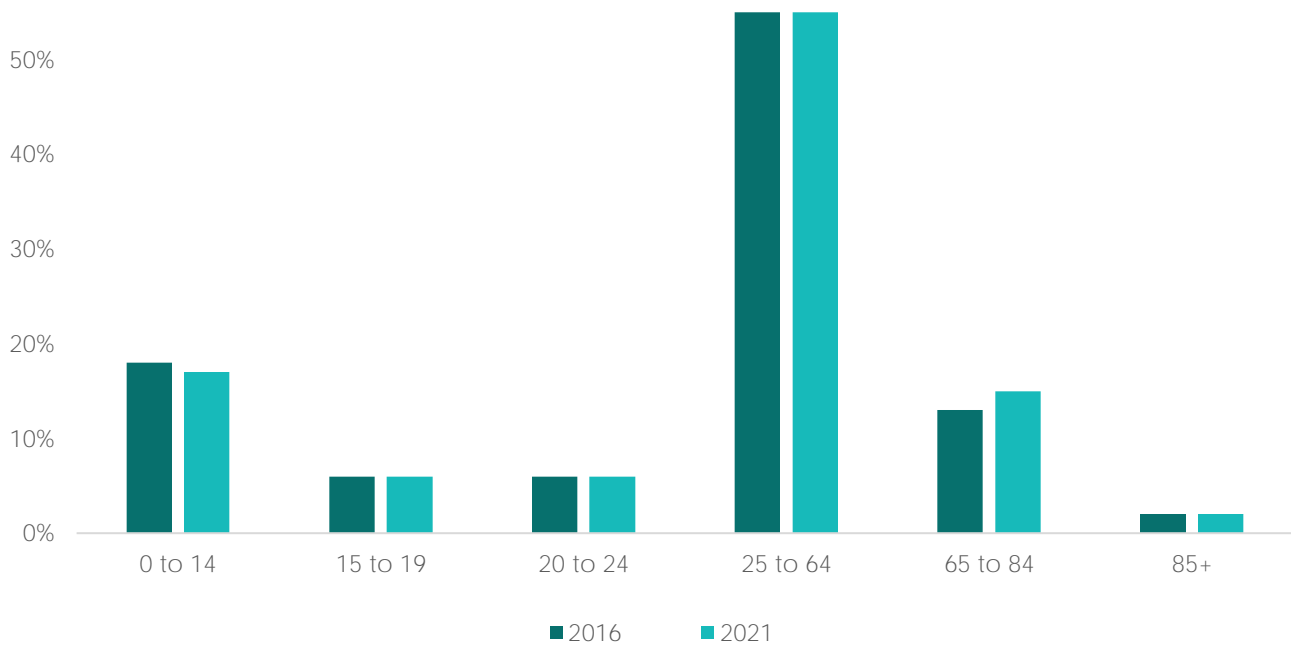
Table 1: Population Change, City of Prince Rupert, (2016 to 2021)

Community	2016 Population	2021 Population	Growth, 2016–2021	Percent Change, 2016–2021
Prince Rupert	12,220	12,300	80	0.7%
North Coast Regional District	18,133	18,181	48	0.3%
British Columbia	4,648,055	5,000,879	600,822	13.6%

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

- The typical Prince Rupert resident is slightly younger than in the North Coast region – in 2021, median age was 39.6 in Prince Rupert and 41.2 in the North Coast Regional District. Between 2016 and 2021, Prince Rupert maintained a very consistent age profile, except for a slight increase in the proportion of seniors.
- The proportion of people who identify as Indigenous in Prince Rupert (37.3%) is slightly less than the proportion of people who identify as Indigenous in the North Coast region (42.6%). These proportions are much higher than what is seen across the province, where 5.9% of the population identifies as Indigenous.

Figure 3: Population by Age Group, City of Prince Rupert (2016, 2021)



Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population

- Looking forward, the number of residents is projected to increase by 9,700 people (or 79%) between 2021 and 2030. Given the rate at which growth occurred in Prince Rupert between 2016 and 2021, this represents a marked increase, principally driven by immigration associated with the port and related industry. Over the next nine years, Prince Rupert is projected to grow 67 times more than what was seen previously in the city between 2016 and 2021.
- To determine anticipated population, projections from the Prince Rupert 2030 Vision were used as a baseline for the City's 2030 population. The general trends from the Prince Rupert Local Health Area related to age group breakdown were then applied to the projected population. Given the limited extent household size is projected to change at the Local Health Area level, the 2021 persons per household number was held constant to 2030. While the Prince Rupert Local Health Area does not correspond with the geographic boundaries of the City of Prince Rupert, the general trends used by BC Statistics are useful to determine how the population is projected to change over the next nine years.
- While population projections can be helpful to plan for the future, it is also important to track “live-time” indicators to understand housing and associated infrastructure needs. The city's rental vacancy rate and BC Housing's social housing waitlist provide a snapshot of the housing needs that require attention.

Table 2: Anticipated Population, City of Prince Rupert, (2022 to 2027)

Community	2022	2024	2026	2028	2030	Growth, 2022–2030	Percent Change, 2022–2030
Prince Rupert	13,378	15,533	17,689	19,844	22,000	9,700	79%
British Columbia	5,263,772	5,409,721	5,551,841	5,695,963	5,837,368	573,596	11%

Source: Beasley and Associates, Planning Inc., *Prince Rupert 2030 The Vision*, 2019; BC Statistics

- Based on BC Statistics data available for the Prince Rupert Local Health Area, the population is projected to age over the next nine years. Prince Rupert can anticipate an increase of 33% in the 65 to 84 age group and an increase of 200% for the 85+ age group over the next five years. While population loss is expected for those 0 to 14 years of age (-13%) and for those between the ages of 25 to 64 (-9%), growth is anticipated for those between the ages of 15 to 19 (20%). The proportion of the population between the ages of 20 to 24 is not expected to increase in the next nine years. This reflects feedback received from consultation regarding the need for accessible housing. Many seniors are overhoused and, while they may wish to downsize, there is a lack of available housing that meets their needs. Population aging is happening province-wide and Prince Rupert's demographic dynamics reflect such trends. Given the Prince Rupert population projections are based on anticipated employment growth, proportional change in age groups may be distinct from those outlined at the Local Health Area level.

LABOUR FORCE DATA

- The labour force dynamics in Prince Rupert are reflective of the larger region. Both the City of Prince Rupert and North Coast Regional District saw similar participation in the labour force and rates of unemployment. These dynamics are distinct from trends seen at a provincial level, where the rate of participation and unemployment are lower. Given the boom-and-bust nature of the local economy, higher unemployment rates are typical in the northwest. The higher proportion of people in the labour force can be attributed to the younger populations in Prince Rupert and North Coast Regional District. With more working age people residing in the northwest, there are more people participating in the labour force.

Table 3: Labour Force Statistics (2016)

	Prince Rupert	North Coast Regional District	British Columbia

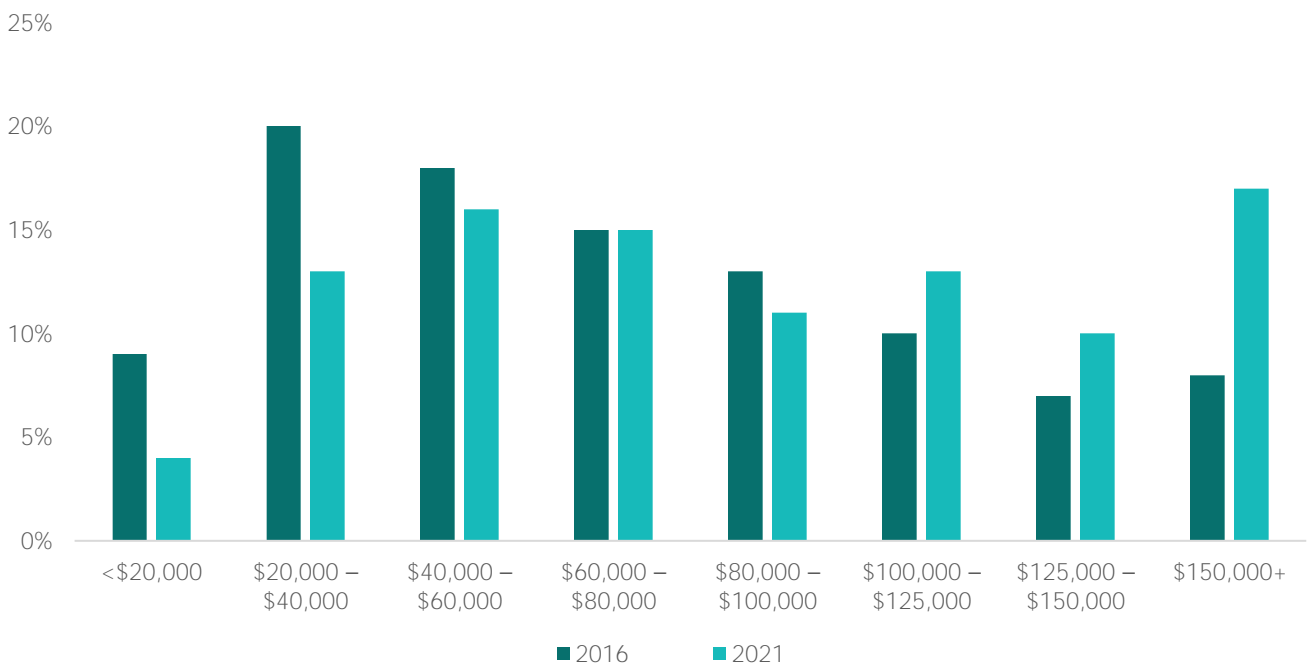
Population Aged 15+	9,790	14,625	3,870,375
% Population in Labour Force	67.9%	66.7%	63.9%
Unemployment Rate	12.6%	12.3%	6.7%

Source: Statistics Canada, Census of Population, 2016

- Key informants highlighted the challenges of working seasonally as certain jobs (e.g., fish processing) are only available from June to September. The higher incidence of seasonal employment is a contributing factor to the city's unemployment rate. Without full-time work, many households struggle to earn enough money to pay for housing and groceries.
- The largest proportion of residents worked in the transportation and warehousing sector, which reflects local context. Given Prince Rupert's location at the end of Highway 16 and deep-water port, many of the jobs available locally involve transporting passengers and goods, warehousing and storing goods, and providing services to these establishments.
- In 2020, median after-tax household income in the City of Prince Rupert was \$83,000. This was higher than the regional (\$74,000) and provincial (\$76,000) median after-tax household income. Given Prince Rupert's connection to the port, there are many higher paying positions available locally. For example, feedback from engagement indicated an administrative assistant at Prince Rupert Regional Hospital earns an annual salary of \$42,000 – \$50,000, but the same position at the port earns \$75,000 per year. This dynamic has contributed to vacancies at local businesses as industry positions are more lucrative.
- While engagement highlighted the stress and difficulties people are experiencing in finding affordable housing, recent Census data indicates the proportion of low-income households has declined in Prince Rupert. This is likely in large part due to pandemic benefits:
 - > Working-age adults and families with children were a primary focus of federal government support, including two Canada Child Benefit (CCB) payments;
 - > Emergency benefits (mostly federal) reached two-thirds of adults (aged 15+) across Canada; and

- > Households received an average of \$8,920 in federal emergency benefits and \$560 in top-ups, while the provinces sent out an average of \$520 per household.¹²
- BC had the second highest reduction in poverty and highest take-up of benefits: 75% of BC residents received some form of pandemic support, with 56% receiving one or more provincial benefits.¹³
- While pandemic benefits are likely responsible for the decline in the proportion of low-income households, the growth in the proportion of high-income households is distinct and likely related to the boom times that continue at the Port of Prince Rupert.

Figure 4: Median After-Tax Household Income, City of Prince Rupert (2016, 2021)



Statistics Canada, 2021 Census of Population, 2016 Census of Population

HOUSING INDICATORS

- **Three-quarters of Prince Rupert’s housing stock was constructed before 1980, meaning** many homes are reaching end-of-life and in need of major repair. With limited new construction, it is challenging for people to find safe, adequate housing. Many households are living in housing that is not adequate given the lack of options. One interviewee during

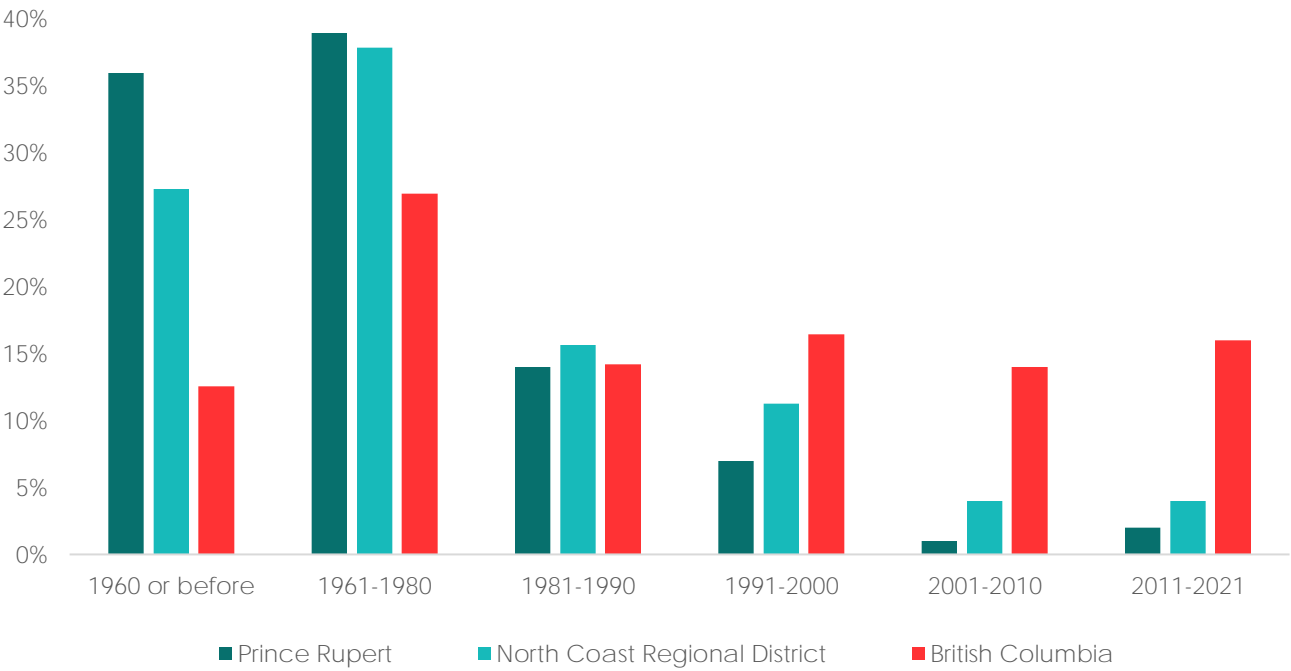
¹² Scott, “An unexpected consequence of the pandemic: Poverty declined sharply in Canada”, *The Monitor*, An unexpected consequence of the pandemic: Poverty... | The Monitor (monitormag.ca).

¹³ Ibid.

engagement expressed, “any human should not have to deal with black mold, yet many do”.

- The proportion of homes in need of major repair is much higher in Prince Rupert and North Coast region (14.0% and 16.6%, respectively) when compared to the provincial average (5.8%). As is demonstrated in Figure 5: Age of Housing by Community (2021), very few new dwellings have been completed in recent years, meaning households are principally relying on older units that require significant renovation.

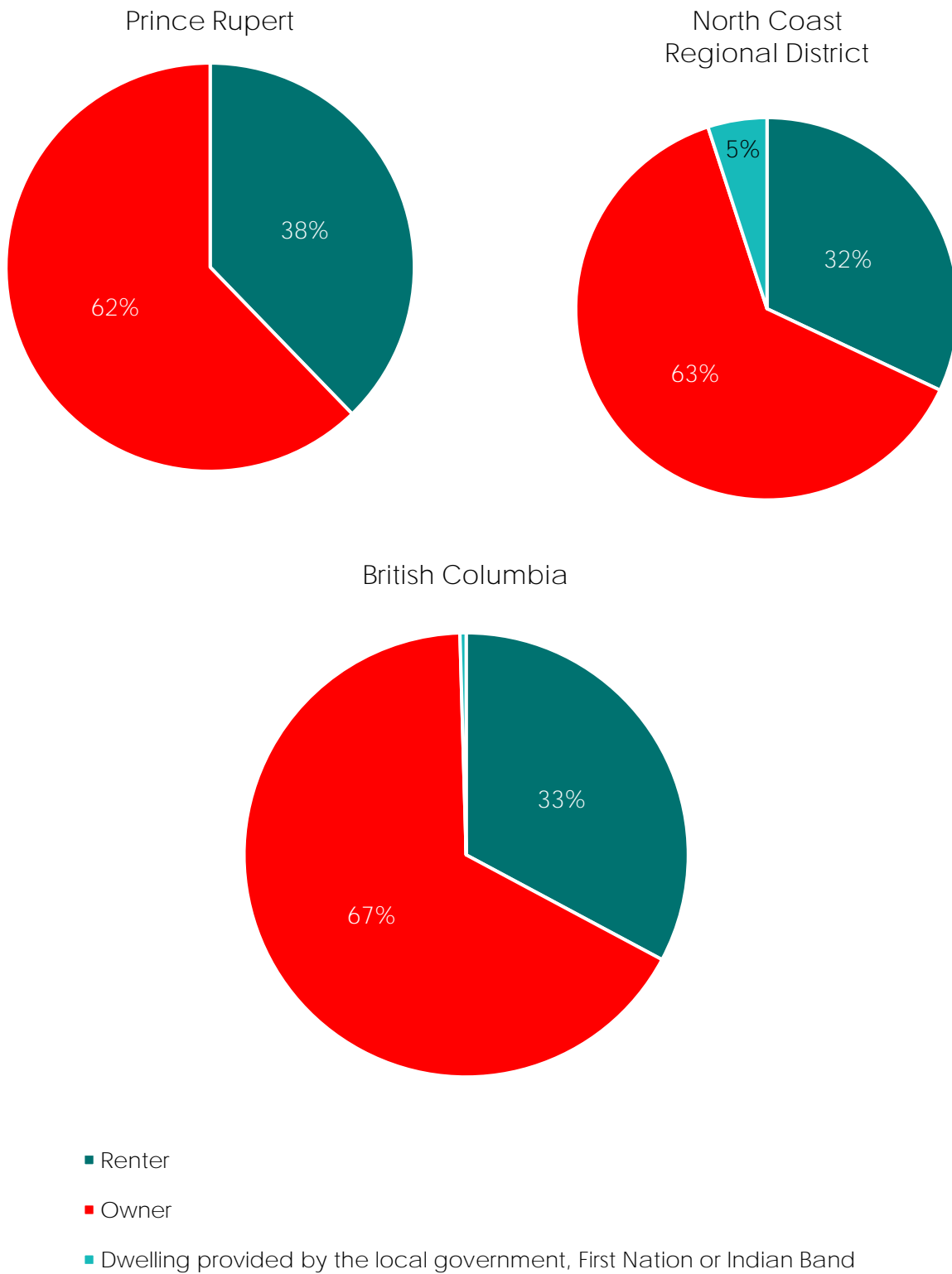
Figure 5: Age of Housing by Community (2021)



Source: Statistics Canada, 2021 Census of Population

- Prince Rupert has a higher proportion of renters when compared to the North Coast region and the province overall [see Figure 6: Tenure by Community (2021)]. Feedback from engagement outlined Prince Rupert's strategic importance as an employment hub which has led to many people moving to Prince Rupert for work. This may contribute to a higher proportion of renters, particularly those with short-term jobs. Historically, rental housing in Prince Rupert was also more affordable compared to the price of rental housing in other cities in the northwest. The proportion of renters in Prince Rupert declined between 2016 and 2021, from 40.2% to 37.8%, which may be related to the rise in prices and other factors such as the COVID-19 pandemic.

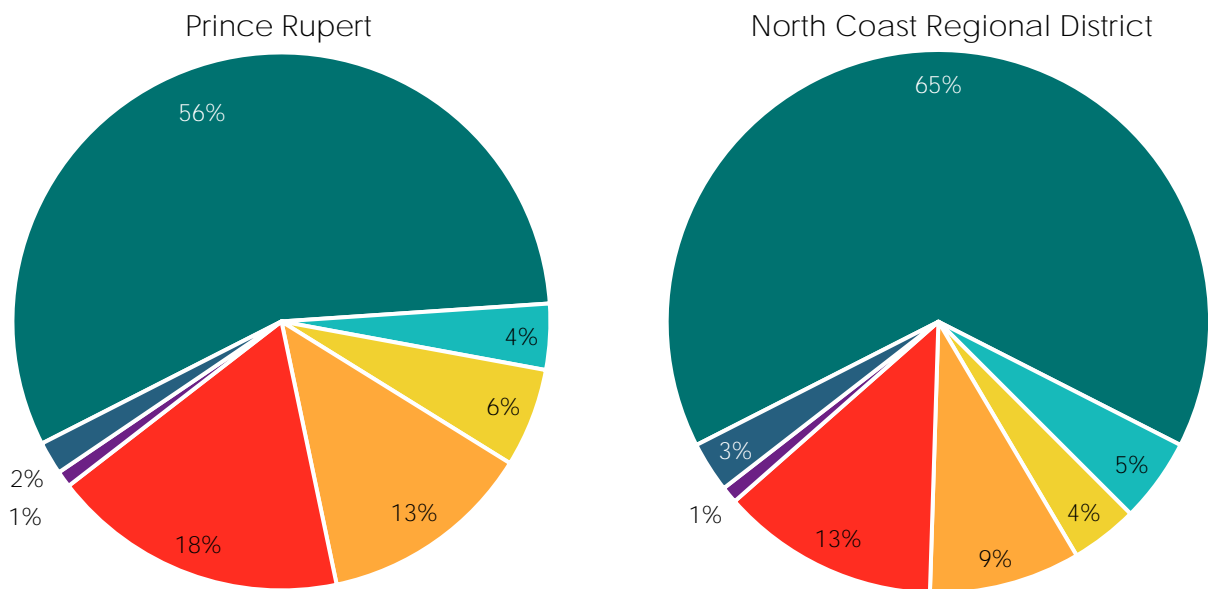
Figure 6: Tenure by Community (2021)



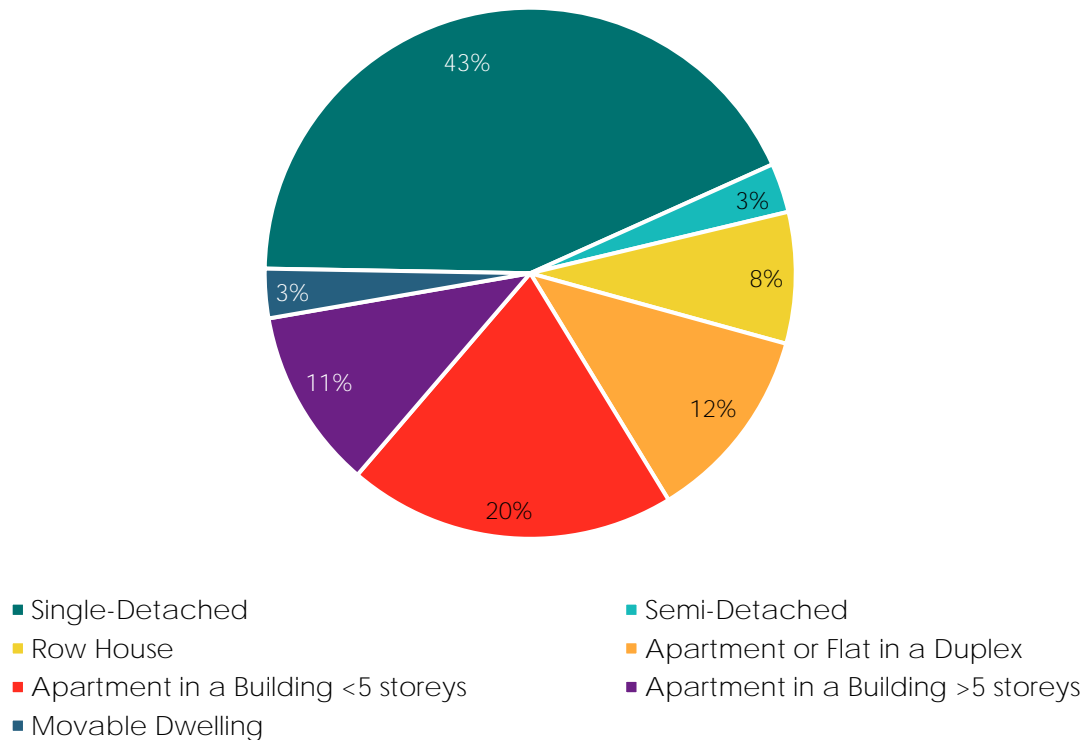
Source: Statistics Canada, 2021 Census of Population

- **Prince Rupert's housing stock has not changed substantially since 2016**, as there has been limited new construction over the last five years. In both the City of Prince Rupert and North Coast Regional District, 65% of units comprise three or more bedrooms. Feedback during engagement referenced the need for a greater diversity of housing units, such as one- and two-bedroom units in larger multi-unit developments. Larger homes in need of major repair are increasingly challenging for seniors to manage and young couples and singles want additional housing choice. With elevators, multi-unit development can also be an accessible option for people living with mobility challenges.
- When compared to the North Coast Regional District, **Prince Rupert's housing stock is** slightly more diverse, with a larger proportion of row houses and low-rise apartments, as well as "apartment or flats in a duplex" which primarily describes a unit with a secondary suite. Both the City of Prince Rupert and North Coast Regional District have less housing diversity than the province overall, as there is a much smaller proportion of single-detached homes across BC.
- Looking ahead, Prince Rupert 2030 outlines an approach to accommodate projected housing growth in a variety of building forms, including townhouses or apartments in condominium or rental tenure and other forms of gentle infill. The Vision indicates there is ample room to place all new housing within the footprint of the existing city in areas already developed, developing, or designated for development.

Figure 7: Housing Mix by Community (2021)



British Columbia



Source: Statistics Canada, 2021 Census of Population

RENTAL HOUSING INDICATORS

- Data available from CMHC regarding rental housing in Prince Rupert is not reliable. In addition to data quality issues, the information is not comprehensive as CMHC does not include information about secondary market rental housing¹⁴, such as secondary suites and rented houses or apartments. There is limited purpose-built rental housing¹⁵ in Prince Rupert and many renters live in secondary market rental housing.
- Feedback from engagement highlighted the challenges people are experiencing in finding available and adequate rental housing. Affordability concerns are top-of-mind for many Prince Rupert renters, as the price of housing has increased substantially in recent years. Key informants indicated Prince Rupert historically was a more affordable

¹⁴ Refers to units built for ownership that are then purchased by an individual or group that intends to rent and manage the units directly or through a property management firm.

¹⁵ Refers to multi-unit buildings (i.e., 3 units or more) designed and built expressly as long term rental housing. Purpose-built rental units are considered to form the primary rental market.

community, with rents below regional averages. This dynamic has recently shifted and significant price increases have left many people with limited options.

"Something renting for \$2,000 today was renting for \$800 four years ago."

"In four and a half years, rents went up somewhere between 50% and 100%."

– Quotes from engagement

- Facebook and Kijiji listings for Prince Rupert provide a general indication of average rental prices. A scan was completed from July 21 to August 8, 2022 to better understand availability and affordability of rental housing in the city. During the two-week period, 25 rental listings were found online. Average rental prices based on this data are highlighted in Table 4. The cost of rent has likely increased since Summer 2022.

Table 4: Average Rental Prices, City of Prince Rupert (July-August 2022)

One Bedroom Units	Two Bedroom Units	Three Bedroom Units	All Units
\$1,420	\$1,880	\$2,440	\$1,950

Source: Facebook, Kijiji

- During a workshop with non-profit housing providers and other social service agencies, many participants highlighted the challenges families are experiencing in finding rental housing that meets their needs. There is limited family-friendly purpose-built rental housing in Prince Rupert, with 17% of the purpose-built rental units in the city comprising three or more bedrooms.
- With the increasing availability of higher-paying jobs associated with the port and related industry, new units are often purchased or rented by "industry people" earning more than median wages. Employment in other sectors is impacted by the lack of housing and housing that is affordable to people earning median salaries.
- Local businesses and industry specified a lack of housing has impacted their recruitment, as new residents cannot find housing that meets their needs. This includes the need for additional market houses and apartments. The Health Authority has specifically lost 18 staff members in the last two years due to housing. These individuals experienced challenges related to housing affordability, as many of the 18 staff members that left Prince Rupert were not high-income earners. As a result of these challenges, Northern Health is now

involved with finding housing for new staff members. Northern Health rents houses in the city for people that have just arrived, providing them with space to catch their breath and save a bit of money.

HOMEOWNERSHIP INDICATORS

- Feedback from engagement indicates the cost of housing has increased dramatically. Interviewees and focus group participants highlighted current prices are no longer attainable for Prince Rupert residents. With very little new construction over the past few decades, available housing options in Rupert are often limited to older post-war bungalows in inadequate condition. Renovation requirements can be extensive, which is costly and usually out-of-reach for people earning median income.

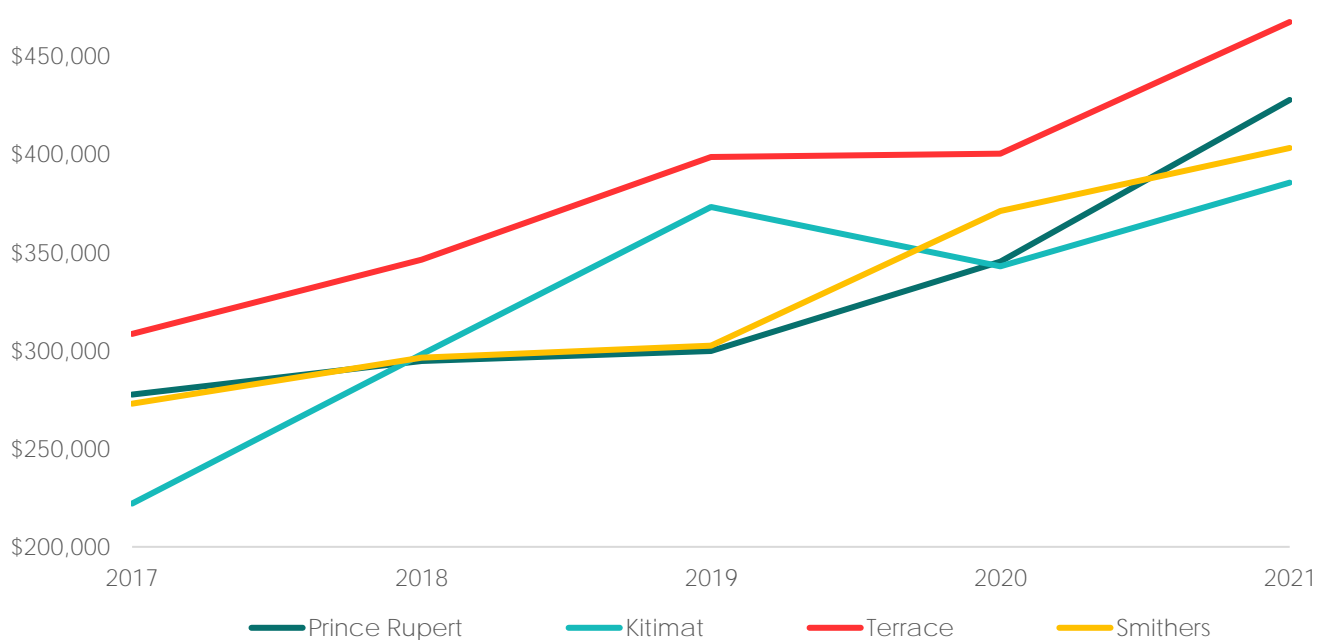
“Anything that you build has to be for the top third of income earners in Rupert unless we are given money.”

“There are no homes you can buy that are suitable in the \$350,000 range.”

– Quotes from engagement

- As outlined in Figure 8: Average Sale Price, Detached Houses in Northwest BC (2017–2021), the average sale prices of detached houses in northwest BC have increased over the past five years. In Prince Rupert, sale prices increased by 54% between 2017 and 2021, from \$277,611 to \$427,776. The northwest is “booming” with the positive Final Investment Decision to proceed with LNG in Kitimat and the port expansion projects underway in Prince Rupert. In this economic climate, there is greater desire for labour, materials, and higher demand as people move to these communities for work. Many of these factors are contributing to the increase in sales prices seen over the past five years. As of August 2022, the average sale price of a detached house in Prince Rupert was \$468,167, an increase of 3.6% from August 2021.

Figure 8: Average Sale Price, Detached Houses in Northwest BC (2017–2021)



Source: Northern Real Estate Board, 2017-2021

NON-MARKET HOUSING INDICATORS

- Feedback received through consultation indicates there is a growing mismatch between what low-income households can afford and is available in the community. While the number of non-market housing units in BC Housing’s Prince Rupert inventory has increased in the last five years (Table 5), the need for additional non-market units continues, as recent projects already have waitlists.
- **Between 2017 and 2022, the number of applicants on BC Housing’s waitlist** decreased by 3, from 91 to 88 applicants. Of the total number of applicants, families represent 52% of Prince Rupert households currently looking for non-market housing.

Table 5: BC Housing Shelters and Non-Market Housing (2017 & 2022)

Non-Market Category	Non-Market Sub-Category	2017	2022
Addressing Homelessness	Homeless Housed	13	49
	Homeless Shelter	*	35
Housing with Support Services	Special Needs	*	46

	Supportive Seniors Housing	51	51
	Women and Children Fleeing Violence	15	15
Social Housing	Independent Seniors	47	54
	Low Income Families	265	264
	Total	391	514

Source: BC Housing, 2017 & 2022

- Feedback received through consultation highlighted how the **city's non-**market housing supply has changed in recent years, with fires destroying older apartment buildings and replacement taking the form of new construction. There was a desire for greater clarity around the non-market housing landscape given the number of newly completed and committed projects. Figure 9 provides a visual summary of the new non-market projects in Prince Rupert.
- In addition to non-market housing, BC Housing also provides rent supplements to people experiencing homelessness, as well as low-income seniors and families. The number of rent supplements provided in 2022 remains roughly constant with the number provided in 2017. Housing providers specified additional subsidies are needed to support households that are struggling to afford rent. It was also recognized there are limited options to assist residents earning more than the qualifying incomes for rent subsidy programs. Additional housing options for people earning moderate incomes is needed, particularly for families and seniors.

Table 6: BC Housing Rent Supplements (2017 & 2022)

Supplement Source	2017	2022
Canada Housing Benefit	0	12
Homeless Rent Supplements	30	30
Rent Assist Families	11	*
Rent Assist Seniors	33	36

Total	74	78
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*Values less than 10 are suppressed for privacy

Source: BC Housing, 2017 & 2022

- The cost of housing in Prince Rupert has driven some Indigenous community members to look for housing on-reserve. As there is limited housing available on reserve, Indigenous residents are struggling to find affordable and adequate housing options. Local service providers specified they have seen an increase in the number of people experiencing homelessness, which is reflected in **the City's Point-in-Time Count**¹⁶. The top reasons people experiencing homelessness lost their housing include not enough income (47%), unfit/unsafe housing (32%), and substance use issue (25%). The cost of rent is a major factor in people experiencing housing precarity as residents on income assistance struggle to afford housing costs.
- Between 2018 and 2021, the number of people counted as experiencing homelessness grew from 71 to 118. The majority of people experiencing homelessness are adult men, and because of structural barriers related to colonialization and racism, Indigenous people are overrepresented among the **people experiencing homelessness in Prince Rupert**. The City's Point-in-Time Count indicates 87% of people experiencing homelessness identified as Indigenous, as compared to 39% of the general population. This highlights the importance of culturally safe housing options and trauma-informed service delivery.

¹⁶ It is important to note PiT counts are an undercount and represent only those individuals identified during a 24-hour period. This is because not everyone experiencing homelessness can be found and not everyone found consents to be surveyed.

Figure 9: Recent and Upcoming Non-Market Housing Developments



Anticipated Housing Units

The Housing Needs Report estimates the number of homes needed to be created across the housing spectrum at a variety of prices and of sizes (number of bedrooms) to meet growing demand and address the existing housing shortage. The anticipated housing units outlined below help to illustrate the depth and scale of Prince Rupert's current and future housing needs and identify areas where the City can focus their policy and advocacy.

The Housing Assessment Resource Tools (HART) methodology was used to guide the development of housing targets. This approach was created by the University of British Columbia's Housing Research Collaborative with funding by Impact Canada and CMHC's Housing Supply Challenge. Several inputs were considered, including the pre-existing deficits of housing and the changes in population expected over the next ten years. It is important to note the HART methodology relies on custom census data related to income that is not yet available for 2021. The targets outlined below carry 2016 income distributions forward to 2030.

Table 7: Housing Targets (2021 - 2030), City of Prince Rupert

Income Group	1-Bedroom	2-Bedroom	3-Bedroom	4+ Bedroom	2030 Targets
Very Low	295	50	0	0	345
Low	600	340	130	145	1,215
Moderate	275	230	110	115	730
Average	195	310	105	150	760
High	175	670	380	565	1,790
Total	1,540	1,600	725	975	4,840
<i>Share of Units</i>	32%	33%	15%	20%	

Source: Statistics Canada, 2016 Census Profile

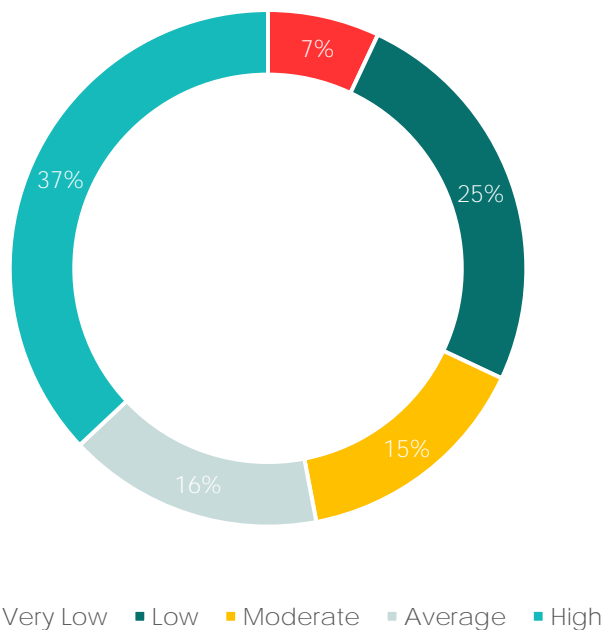


Table 8: Income Groups and Affordability

	Very Low	Low	Moderate	Average	High
Monthly Maximum Housing Costs	<\$375	\$375-\$875	\$875-\$1,500	\$1,500-\$2,250	\$2,250+
Annual Household Pre-Tax Income	<\$15,000	\$15,000 - \$35,000	\$35,000 - \$60,000	\$60,000-\$90,000	\$90,000+

Source: Statistics Canada, 2016 Census Profile

Figure 10: Unit Target Income Distribution (2021-2031)



The housing targets illustrate the amount and type of housing required across the housing spectrum in order to maintain Prince Rupert's income and housing diversity. Of the 4,840 new homes projected to be needed by 2030, 35% will need to accommodate families with 3 or more bedrooms, and 47% will need to serve households earning less than \$60,000 per year. The City cannot achieve these targets alone, as partnerships with senior government are necessary to deliver below-market housing.

Households in Core Housing Need

For the purposes of this Report, core housing need is used to measure affordability. The following section provides an explanation of the metrics that comprise core housing need.

- Statistics Canada specifies, “A household is said to be in **‘core housing need’** if its housing falls below at least one of the adequacy, affordability or suitability and it would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (meets all three housing standards).”
- Adequate housing is reported by their residents as not requiring any major repairs.
- Affordable housing has shelter costs equal to less than 30% of total before-tax household income.
- Suitable housing has enough bedrooms for the size and composition of resident households according to National Occupancy Standard (NOS) requirements.
- Non-family households with at least one maintainer¹⁷ aged 15 to 29 attending school are considered not to be in “core housing need” regardless of their housing circumstances. Attending school is considered a transitional phase and low incomes earned by student households are viewed as a temporary condition.
- A household is in extreme core housing need if it is in core housing need and spending at least 50% of its income on shelter costs.

The following tables demonstrate renters are consistently faring worse than homeowners on all housing standards, and particularly with affordability and suitability. In 2021, 24.3% of renter households were spending 30% or more of income on shelter costs, compared to 8.5% of owner households. Overall, affordability challenges have improved for those residents most challenged to afford housing, as the proportion of households in core housing need declined from 12.2% to 7.3% from 2016 to 2021. This pattern was replicated across Canada, as the share of households living in unaffordable housing declined, leading to a decrease in core housing

¹⁷ A maintainer refers to whether a person residing in the household is responsible for paying the rent, mortgage, taxes, electricity, or other services or utilities. Where several people may contribute to the payments, more than one person may be identified as household maintainer.

need. This is largely a result of pandemic financial supports and is likely to a “statistical aberration”¹⁸ given benefit programs have since expired.

In terms of adequacy, the proportion of households with dwellings in need of major repair has increased overall between 2006 and 2016, as aging housing is falling into a further state of disrepair.¹⁹ The proportion of households in overcrowded dwellings has improved overall between 2006 and 2016, principally due to improvements among owner households. These standards provide a snapshot of the housing challenges experienced by Prince Rupert households, and a more thorough affordability analysis is provided in the following snapshots section.

Table 9: Households Spending 30%+ of Income on Shelter, City of Prince Rupert (2011-2021)

	2011		2016		2021	
	#	%	#	%	#	%
Renter	610	32.6%	570	29.7%	465	24.3%
Owner	375	13.0%	340	11.7%	270	8.5%
Total	985	20.7%	910	18.8%	730	14.3%

Source: Statistics Canada, Census of Population, 2016

- To provide further context, the proportion of households in the North Coast Regional District spending 30%+ of their income on shelter costs was 14.2% in 2021 (23.4% for renter households, 9.2% for owner households). Across the province, 25.5% of households spent more than 30% of their income on shelter costs (37.8% for renter households, 19.3% for owner households). The proportion of households below the affordability standard in Prince Rupert was lower when compared to the province.

¹⁸ Steve Pomeroy, as quoted in “Housing woes a national problem, especially acute in B.C.: New data”, Dan Fumano, Vancouver Sun. (<https://vancouversun.com/opinion/columnists/dan-fumano-housing-woes-a-national-problem-especially-acute-in-b-c-new-data>).

¹⁹ While 2021 data regarding adequacy for all households is now available, this information is not yet available by tenure. Detailed data by tenure is anticipated to be available mid 2023. Given the timing of this report, 2016 data is used in certain places where 2021 data is not yet available as a full data set.

Table 10: Households in Dwellings Requiring Major Repairs, City of Prince Rupert (2006-2016)

	2006		2011		2016	
	#	%	#	%	#	%
Renter	210	11.4%	280	15.0%	295	15.4%
Owner	280	9.2%	330	11.5%	375	12.9%
Total	490	10.0%	605	12.7%	670	13.9%

Source: Statistics Canada, Census of Population, 2016

- For comparison purposes, the proportion of North Coast Regional District households in dwellings requiring major repair was 15.4% overall in 2016 (16.4% for renter households, 14.8% for owner households). For the province, 6.1% of households were living in dwellings in need of major repair (7.6% for renter households, 5.4% for owner households). The proportion of households below the adequacy standard was much higher in the northwest when compared to provincial averages, yet Prince Rupert had a slightly lower proportion of households below the adequacy standard when compared to the regional district.

Table 11: Households in Overcrowded Dwellings, City of Prince Rupert (2006-2016)

	2006		2011		2016	
	#	%	#	%	#	%
Renter	215	11.7%	185	9.9%	220	11.5%
Owner	170	5.6%	95	3.3%	60	2.1%
Total	390	8.0%	280	5.9%	280	5.8%

Source: Statistics Canada, Census of Population, 2016

- Similar to Prince Rupert, the proportion of North Coast Regional District households living in overcrowded dwellings was 5.4% in 2016 (10.6% renter households, 2.5% for owner households). At the provincial level, 5.3% of households lived in overcrowded dwellings in 2016 (10.1% of renter households, 3.0% of owner households). The proportion of households below the suitability standard was slightly higher in Prince Rupert when compared to the regional district and province.

Table 12: Households in Core Housing Need, City of Prince Rupert (2011-2021)

	2011		2016		2021	
	#	%	#	%	#	%
Renter	540	28.9%	475	24.7%	265	13.8%
Owner	160	5.6%	115	4.0%	100	3.2%
Total	695	14.6%	590	12.2%	365	7.3%

Source: Statistics Canada, Census of Population, 2016

- Prince Rupert has a lower proportion of households in core housing need when compared to the North Coast Regional District and the province. The proportion of households in the North Coast Regional District in core housing need was 9.6% in 2021 (15.1% for renter households, 6.6% for owner households). Across the province, 13.4% of households experienced core housing need in 2021 (24.7% for renter households and 8.0% for owner households).

Table 13: Households in Extreme Core Housing Need, City of Prince Rupert (2006-2016)

	2006		2011		2016	
	#	%	#	%	#	%
Renter	150	8.1%	180	9.6%	185	9.6%
Owner	80	2.6%	60	2.1%	55	1.9%
Total	225	4.6%	245	5.2%	240	5.0%

Source: Statistics Canada, Census of Population, 2016

- Regionally, the proportion of households in extreme core housing was 5.1% in 2016 (9.3% for owners and 2.5% for renters), meaning renter households in Prince Rupert fared slightly worse on affordability measures when compared to the North Coast Regional District. This demonstrates renters in Prince Rupert are particularly challenged to afford adequate and suitable housing when compared to renters across the region. Across the province, the proportion of households in extreme core housing need was 6.5% for all households (12.5% for renter households and 6.5% for owner households), higher than the proportion in Prince Rupert.

Affordability Snapshots

In order to supplement the quantitative data provided by Statistics Canada, an affordability “snapshot” has been completed for five different household types. The following snapshots are based on feedback provided by First Nations, social service providers, and City staff. Each snapshot illustrates a different housing experience and outlines the challenges that may be experienced when trying to secure affordable, safe, and adequate housing.

The affordability of housing in a community is calculated by comparing average shelter costs (rent or mortgage) and a household's before-tax income.

What are Shelter Costs?

- For renters, shelter costs include rent and utilities.
- To qualify for mortgage, a gross debt service formula is used to determine a household's ability to afford homeownership and meet debt obligations, which takes into account mortgage payments (principal and interest), property taxes, condominiums / strata fees (if any), and heating costs.
- Housing is one factor in the overall cost of living for individuals and families; other factors include the cost of groceries, transportation, childcare, and medical expenses.

Affordability in this section uses different measures:

- For rental housing, the CMHC standard is used, which outlines that housing is considered unaffordable when a household spends 30% or more of its before-tax income on shelter costs;
- In order to qualify for a mortgage, financial institutions typically require a Gross Debt Service (GDS) Ratio of no more than 32%, meaning that household total monthly housing costs (mortgage payments, property taxes and heating costs, etc.) should be no more than 32% of before-tax monthly income; and,
- For mortgage eligibility, a 7.19% mortgage stress test rate and 5.19% mortgage rate over a 5-year fixed term was applied to the following scenario calculations, along with the assumption of a 25-year amortization period.



SNAPSHOT #1

A member of Metlakatla First Nation, Celeste has lived in Prince Rupert for 25 years. She owns a two-storey, three-bedroom home. A few years ago, her husband Tom passed away and Celeste has found it difficult to maintain her home given its size. She recently moved her bedroom to the first floor because her arthritic hip and knees make climbing stairs difficult. It also has been challenging for Celeste to get into the house with groceries due to a steep staircase from the street up to the front door. Financially, she relies on a fixed monthly income of \$728 from her monthly Canadian Pension Plan benefit (\$8,730 a year) and retirement savings.²⁰ After discussions with her children, Celeste feels it is time to sell her home and move into independent seniors' housing in the community.

Under this scenario, it is assumed Celeste sells her three-bedroom home at the median sale price (2021) of \$418,000²¹. Since Celeste is mortgage free at the time of sale, she plans to allocate her finances as follows:

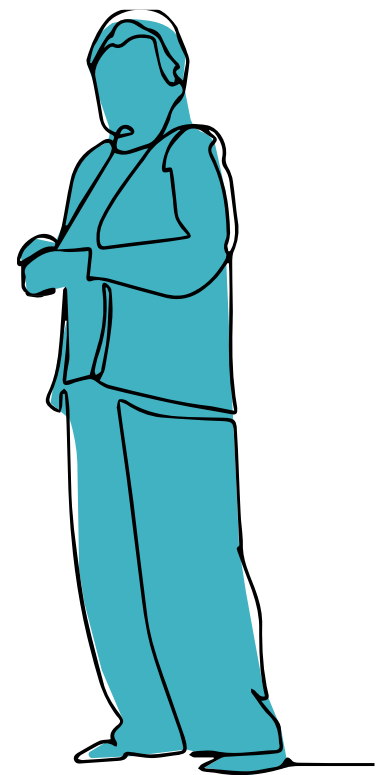
Savings

- > Retirement savings: \$60,000;
- > CPP: \$8,730/year; and
- > Income from sale: \$418,000.

Income available for living expenses

- > Surplus funds for emergency/personal use, including some income from sale and retirement savings: \$100,000; and
- > Allocate towards rent and living expenses: \$358,000 (+ \$8,730/year).

If Celeste were to utilize \$358,000 in addition to \$8,730 from CPP to rent a unit at a seniors housing building for the next ten years, she could afford \$1,113 per month.



²⁰ Government of Canada, CPP Retirement Pension, 2022 Canada Pension Plan - How much could you receive - Canada.ca (<https://www.canada.ca/en/services/benefits/publicpensions/cpp/cpp-benefit/amount.html>).

²¹ Northern Real Estate Board, 2021

WHAT ARE CELESTE'S OPTIONS?

In 2022, there are five developments specifically designed for seniors' independent and/or assisted living in Prince Rupert.

Housing Development	Number of Units	Average Rent	Waitlist
Cedar Village	32	N/A	Occupancy: full Waitlist: N/A
Wayne Place	25	\$370 – \$395 1-bedroom (2015)	Waitlist: N/A
Kootenay Place	10	\$420 one-bedroom	Waitlist: 84
Kaien Senior Citizen Apartments	26	\$370 – \$395 1-bedroom (2015)	Waitlist: 20 (2015)
Acropolis Manor	15 residential apartments	80% after-tax income	Waitlist: ~6 (2015)

In addition to the existing buildings, there is another planned project that will be ready for tenants soon. The Lax Kw'alaams housing project at 11 Street East is currently under construction and will accommodate Lax Kw'alaams seniors and those with accessibility needs.

Assuming minimal rent increases at the assisted living / senior-friendly facilities, Celeste can afford rent and additional living expenses. However, all five facilities are at-capacity and have waitlists. It will be challenging for Celeste to find a new home given the limited availability at existing seniors buildings.

SNAPSHOT #2

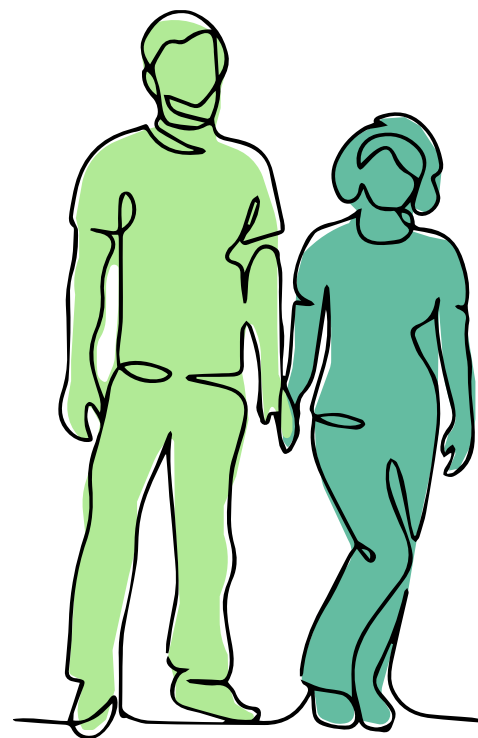
The ongoing Port expansion has made Prince Rupert a desirable community for people seeking employment. Carlos and Mallory have decided to move to Prince Rupert as Mallory was offered a position in logistics at the Port. Carlos works in healthcare administration and has secured a position at the hospital. Carlos and Mallory are planning to start a family within the next few years and would like to purchase a 3-bedroom house with a garage and yard. Given how busy they are with work, they would like to find a home that does not need extensive renovations.

Annual Income	Maximum Mortgage	Monthly Mortgage Payment	Purchase Price with 20% Down	Median Price: Detached House (2021)
\$130,200	\$429,071	\$2,542	\$536,339	\$418,000

WHAT ARE CARLOS AND MALLORY'S OPTIONS?

Carlos and Mallory are well within their means to purchase a three-bedroom house. However, as discovered through engagement and research, most of Prince Rupert's housing was built before 1980 and many units are in need of repair. Additionally, there were less than five new single-detached homes registered in 2021. With limited new construction, there aren't many homes available that meet their household needs.

Should Carlos and Mallory end up buying an older unit, it will be challenging to find an available contractor to complete the necessary repairs. Supply chain shortages also mean there are significant delays to receive materials, which may result in a much longer renovation than desirable. Key informants also indicated Prince Rupert does not have any home warranty-qualified contractors required by the province to certify newly constructed homes, meaning no one local would be able to certify a new house for Carlos and Mallory. There may not be many available options that suit the needs of Carlos and Mallory, and with limited rental availabilities, it will be difficult for them to find housing that meets their needs.



SNAPSHOT #3

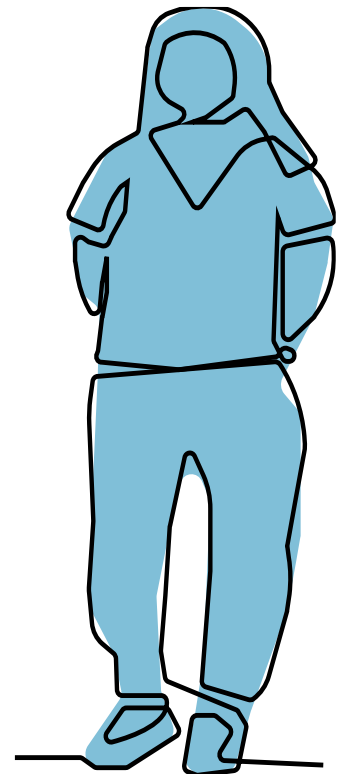
In 2016, there were 840 professionals working in retail in Prince Rupert, representing one of the largest employment sectors in the community. Sophia is a post-secondary student working at a local shop earning minimum wage (\$15.65 per hour as of June 2022). Sophia is currently looking for a place to rent while she takes online courses during her evenings and weekends. Since her courses are online, Sophia can work full-time earning an annual income of \$30,518.

Monthly Rent at 30% of Income	Average Monthly Rentals in Prince Rupert 2021		
	1-Bedroom	2-Bedroom	3-Bedroom
\$762	\$1,420	\$1,880	\$2,440

WHAT ARE SOPHIA'S OPTIONS?

Sophia can afford up to \$762 per month towards rent. Compared to the average cost of a one-bedroom unit in Prince Rupert, Sophia would be significantly over-stretched – spending over 50% of her income – to afford housing in the community. It is likely Sophia would need to find shared accommodation with a roommate, which is typically more affordable than living alone.

There is very limited rental availability in Prince Rupert, with most available options concentrated in the secondary rental market. With secondary market rentals, there is greater risk of displacement when owners decide to sell or when family members move into the rented unit. Purpose-built rental housing offers greater security of tenure, yet close to half of Prince Rupert's purpose-built rental housing was constructed prior to 1980 and many units are in need of repair.



SNAPSHOT #4

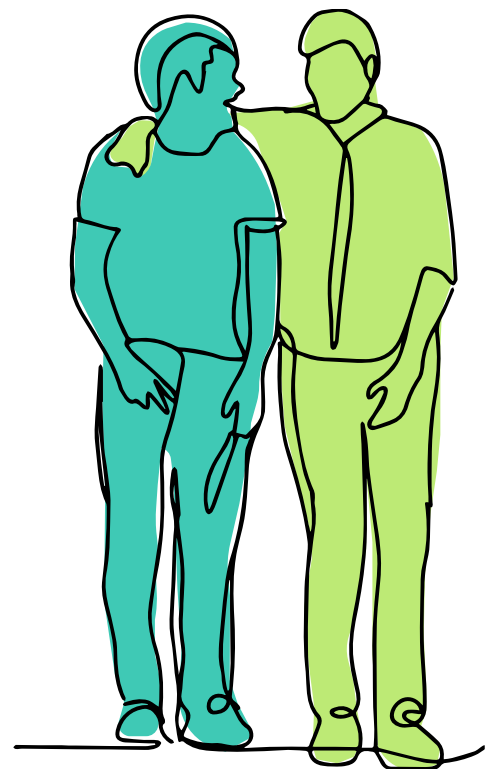
Farhan and Jeff have lived in Prince Rupert for the past five years; Jeff works in transportation and earns \$70,000 annually and Farhan is not working due to an injury. They are currently renting a 1-bedroom unit but recently decided to adopt a baby and would like to rent a larger unit or purchase their first home to accommodate the new member of their family.

Monthly Rent at 30% of Income	Average Monthly Rentals in Prince Rupert 2021		
	1-Bedroom	2-Bedroom	3-Bedroom
\$1,750	\$1,420	\$1,880	\$2,440

WHAT ARE FARHAN AND JEFF'S OPTIONS?

Farhan and Jeff can afford up to \$1,750 per month on rent – while they can afford a 1-bedroom, they would need to spend more than 30% of their income to afford a two-bedroom unit. Given their desire for more space, it will be hard to find a rental home that meets their needs and is affordable.

Farhan and Jeff could afford a home with a purchase price of \$254,436, which is less than the median price of a detached house in 2021. As of August 2022, the median price of a detached home had increased to \$469,000, which is much more than Farhan and Jeff could afford. With rising interest rates and ongoing labour and material shortages, it is difficult to predict how house prices will change over the coming months. Farhan and Jeff are hopeful they can find something that meets their needs and Farhan is planning to return to work within the year, which will increase their purchasing power and housing choices in Prince Rupert.



Annual Income	Maximum Mortgage	Monthly Mortgage Payment	Purchase Price with 20% Down	Median Price: Detached House (2021)
\$70,000	\$203,549	\$1,206	\$254,436	\$418,000

SNAPSHOT #5

In 2021, 118 community members were counted as sleeping rough or experiencing homelessness, a 66% increase from the Point-in-Time count conducted in 2018. Most people experiencing homelessness have low-incomes, multiple health concerns, and may be living with substance use disorders and mental health challenges.²² At present, the provincial government offers income assistance, providing up to \$375 per month towards shelter costs.

Sheri has recently fallen on hard times as multiple health concerns have left her unable to work. She relies on the \$375 income assistance benefit to pay for rent but cannot find any rental housing available in Prince Rupert for that price. In order to afford rent, Sheri would require additional rental supplements or other forms of income assistance. For the last few weeks, Sheri has been staying with friends but needs to find a place of her own for her mental health.

Monthly Rent at 30% of Income	Average Monthly Rentals in Prince Rupert 2021		
	1-Bedroom	2-Bedroom	3-Bedroom
\$375	\$1,420	\$1,880	\$2,440

WHAT ARE SHERI'S OPTIONS?

With fires destroying older apartment buildings and new construction coming online, the city's non-market housing stock has changed considerably over the past few years. While these changes are positive, limited options remain for Sheri as new non-market housing buildings are already full.

- Crow's Nest Lodge, a new supportive modular housing project, opened its doors in March 2019 and was full within one week of opening. Key informants indicated the waiting list has been double the facility's capacity, indicating greater need for more of this type of housing.
- In addition to Crow's Nest Lodge, the Prince Rupert Indigenous Housing Society redeveloped the former Anchor Inn to provide 46



²² Azizi, 2021, Prince Rupert homeless count finds 66% increase in homelessness in three years. (cftktv.com)

non-market housing units for community members. Within one week of opening, the waitlist to access housing was at 140 people.

- Sheri is determined to access a rent supplement from BC Housing, through their Homeless Rent Supplement program. As of March 2022, this program provided rent supplements to 30 people in Prince Rupert.

These snapshots illustrate the challenges people like Sheri experience in accessing safe and secure housing. While it is encouraging to see new projects come online, more non-market housing supply is needed for low-income residents. Moderate-income residents are also struggling to find affordable housing. Across British Columbia, local governments are exploring housing policy to deliver units at varying income levels, and inclusionary housing policies tend to target moderate income households, delivering housing at 10%-20% below market prices using incentives like density bonuses and parking relaxations. There is also a need for new housing across the housing spectrum, as much of the City's existing housing was constructed before 1980 and many units need major repair.



Key Areas of Local Need

Housing Need Summary Statements

Based on analysis of data and feedback received during engagement, the following summary statements describe the current and anticipated needs:

AFFORDABLE HOUSING

- The cost of housing has increased significantly in Prince Rupert over the last five years, creating a growing gap between what people can afford and is available. Feedback from key informants expressed concern that middle-income households can no longer afford homeownership, and with limited rental housing availability, there are not many housing options for those earning median wages. Historically, Prince Rupert was a more affordable community than other cities in the northwest, yet that dynamic has begun to shift with rising housing prices.
- Interviews with neighbouring First Nations also demonstrate the impacts of affordability challenges in communities close to Prince Rupert. Members are moving back to reserve because of the cost of housing in Prince Rupert, yet there is limited availability on-reserve. As the central hub for business and employment in the northwest, growing affordability concerns in Prince Rupert have cascading impacts beyond the city's borders.
- While housing prices for both rental and homeownership have increased recently, Census data illustrates the proportion of households experiencing core housing need declined over the last five years, from 12.2% to 7.3%. This trend is evident across Canada and indicative of the impact of government income supports in reducing poverty. With 69.5% of Prince Rupert residents receiving some form of pandemic benefit, the proportion of households spending more than 30% of their income on shelter costs declined between 2016 and 2021. Given most pandemic benefit programs have since ended, it will be important to assess how core housing need changes over the coming years, as recent improvements were principally driven by a reduction in the proportion of households spending 30% or more of their after-tax income on rent.

RENTAL HOUSING

- The cost and availability of rental housing is a source of concern. Housing providers, First Nations, social service agencies, and other interested and affected groups referenced the challenges residents are experiencing trying to find safe and affordable rental housing.



While many participants indicated the rising cost of rental housing to be a barrier in finding housing that meets their needs, others focused on the limited supply as well as concerns related to the condition and quality of the housing available.

- Reliable and comprehensive data on rental housing is lacking in many small to mid-sized Canadian communities, as CMHC data excludes secondary market rentals, which form a significant component of Prince Rupert's rental housing supply. Feedback from engagement indicates prices have increased substantially, from \$800 four years ago to \$2,000 today. The lack of rental housing has impacted recruitment, as evidenced by the Health Authority losing 18 staff members in the last two years due to housing specifically.
- There was a recognition by key informants that new rental housing projects are also out-of-reach for moderate-income households. Participants referenced "industry people" as the target market for new construction but also acknowledged that people moving to Prince Rupert for employment are not exclusively working in high-paying positions. There was a need for more rental housing options for moderate-income households as well as non-market housing for low-income households.

SPECIAL NEEDS HOUSING

- Special needs housing or housing with support services is typically intended to house youth or adults with mental and/or physical disabilities. Prince Rupert is home to 46 non-market special needs housing units, and there are 10 or less people²³ with disabilities on the non-market housing waitlist. Engagement feedback indicated there is a need for additional housing with support services to accommodate the needs of different population groups. Currently, adults with acquired brain injuries have limited housing options and can only access housing with supports through long-term care. This is not an appropriate option and greater diversity is needed to provide dignified support and care for people living with brain injuries.
- The connection between health care and housing is important to highlight, as many people requiring housing with support services also need regular access to medical professionals. Health Authority staff **indicated the need to explore a variety of "levels" of** housing with support services, as people recovering from illness or trauma unable to live alone require light supports, distinct from the higher levels of care currently offered in

²³ BC Housing suppresses values of less than 10 for privacy.

supportive housing facilities. This form of housing is not currently available in Prince Rupert and there was desire to explore alternate models of care to ensure people can access the assistance required.

- Housing for persons with disabilities and mental health needs continues to be in demand. It is anticipated this could be accommodated through new units that meet accessible/adaptable guidelines, through a variety of in-home services, and dedicated special needs housing.

HOUSING FOR SENIORS

- Throughout engagement, numerous participants emphasized the need for additional seniors housing including accessible housing, independent seniors housing, and assisted living facilities. Currently, 56% of Prince Rupert's housing comprises single-detached dwellings. For seniors looking to downsize and stay in the community, there are limited options. Engagement feedback highlighted the challenges seniors experience in maintaining larger detached dwellings, as well as older units in need of major repair. For these households, smaller accessible units are needed, such as one- or two-bedroom units in single-storey buildings or apartment buildings with elevators.
- Cedar Village, a seniors housing project built by BC Housing in partnership with Metlakatla First Nation, was referenced by many as an important new addition to the city's housing stock. **Participants during engagement indicated "more Cedar Villages" are needed, as there are 31 seniors remaining on BC Housing's waitlist for non-market seniors housing.** The prevalence of seniors among people experiencing homelessness and accessing the Unemployment Action Centre is increasing, which suggests there is a need for more **affordable seniors' housing** that could be facilitated through BC Housing's SAFER rent subsidy.
- Special consideration should be given to the fact that housing meant to accommodate seniors should be within close walking distance to transit and services, single-level or include an elevator in multi-unit development, and adaptable to ensure it meets the needs of seniors as they continue to age-in-place. For those with mobility limitations, many municipalities have directed policy and regulation to include accessible and adaptable housing in all new condominium and apartment buildings. For all federally funded projects, CMHC requires new developments to have full universal design or a minimum of 20% accessible units as a prerequisite of funding. Prince Rupert should consider establishing a

set of guidelines for accessible and adaptable housing to meet the needs of seniors and those with physical disabilities.

HOUSING FOR FAMILIES

- Over the past five years, **Prince Rupert's demographic profile has remained relatively static**, with many working age people comprising most of the city's population. Given the port expansion and associated economic opportunities, it is anticipated Prince Rupert will continue to attract young families re-locating for employment. With the median price of a single-detached home reaching \$469,000 in August 2022, it is difficult for moderate-income families to afford housing in Prince Rupert. Key informants highlighted most new builds are for the top third of income earners unless subsidies or other incentives are provided by senior government.
- Engagement feedback indicated many felt the existing housing options may not be adequate given the extent of repairs required on most units. Participants highlighted there has been very little new construction in the last 30 years and it is increasingly difficult to make new projects work in Prince Rupert given the challenging construction context. With cost escalations, supply chain issues, and rising interest rates, the current market conditions are not conducive to new development. One participant expressed, "*Rupert has to be by far one of the most expensive places to build.*"
- Participants during engagement highlighted the need for housing with multiple bedrooms to accommodate large families. Feedback received also indicates young adults cannot afford to live on their own and, as a result, it is becoming increasingly common for several generations to live together. Intergenerational living arrangements are also common among Indigenous families. To ensure culturally safe housing options are available, it may be beneficial to explore a family-friendly housing policy that encourages larger units in new multi-unit development.

HOUSING FOR SINGLES

- Single people living in Rupert do not have many housing options as there are few multi-unit apartment buildings with affordable one-bedroom units. With very little new construction over the past few decades, available housing options are often limited to older post-war bungalows in inadequate condition. Renovation requirements can be substantial, which can be costly and usually out-of-reach for single people earning median income.

SHELTERS FOR PEOPLE EXPERIENCING OR AT-RISK OF EXPERIENCING HOMELESSNESS

- There has been recent investment in the non-market housing sector as older buildings have been replaced and new projects have come forward with the support of BC Housing. This housing is critical for people experiencing or at-risk of experiencing homelessness, and with an increase in the number of people counted during the City's 2021 Point-in-Time Count, such investments are timely. Feedback from providers demonstrates the need for additional non-market housing remains as recently opened projects already have waitlists.
- As housing solutions are explored, it will be important to employ an equity lens to understand how to address structural barriers like racism and ableism that result in an over-representation of Indigenous people and people with disabilities among people experiencing homelessness. Indigenous-led housing options, such as Git Lach M'oon, are key examples of culturally safe housing options. There is an opportunity for the City to continue to explore partnerships with senior levels of government and First Nations to provide additional non-market housing options in Prince Rupert.

Additional Housing Challenges

In addition to housing needs and gaps, other related factors must be considered to understand the current Prince Rupert housing context:

INFRASTRUCTURE DEFICIT

For many years, there was limited private and public investment in Prince Rupert, meaning critical infrastructure was not updated and is now in need of major repair. Feedback from engagement indicates the City's infrastructure (e.g., water mains, sewer pipes) is reaching a point of critical failure and may limit the extent to which the City can accommodate projected growth. The City does not have sufficient resources to tackle this challenge and requires support from senior levels of government. The urgency and extent of the infrastructure deficit also means it is difficult for the City to invest in housing-related initiatives.

REMOTE LOCATION

For many communities in the northwest, Prince Rupert is a hub and service centre, yet its remote location at the end of Highway 16 makes it hard to access from major urban areas. Engagement participants indicated the challenges that come with securing tradespeople and materials in such a remote location. Contractors driving on Highway 16 from Prince



George would have little reason to continue to Rupert when other construction projects in Terrace and Smithers need tradespeople. It is difficult to attract skilled workers to Prince Rupert to build new housing and the lack of new development in recent years is reflective of this reality.

CHALLENGING BUILDING CONTEXT

In addition to being at “the end of the road”, Prince Rupert is a challenging place to build new housing, given the geotechnical conditions (e.g., muskeg, rock). With natural urban boundaries, there is not a lot of developable land available for new construction. With cost escalations, supply chain issues, and rising interest rates, the current market conditions are not conducive to new development. One participant expressed, “Prince Rupert has to be by far one of the most expensive places to build”. Developers in Prince Rupert struggle to get financing in place, as there are limited new developments that can serve as comparisons to satisfy bank conditions.

Given the limited number of units that have come online in recent years, the City is hesitant to impose affordability requirements at risk of disincentivizing new construction. Within this context, it is important for the City to explore other ways to support non-market development, such as the provision of City-owned land for new affordable housing projects. Relying on inclusionary zoning to deliver new non-market units in a context where there is little new development is not likely to be feasible. Other opportunities to support both market and non-market development must be explored.

Addressing Housing Needs + Gaps

The Role of Municipal Local Government

Local governments can support, encourage, facilitate, or incentivize housing development while also preserving and protecting affordable housing units; they are governed by legislation including the *Local Government Act*, *Community Charter*, *Strata Property Act*, and *Local Government Statutes (Housing Needs Reports) Amendment Act*.

While a Housing Needs Report identifies housing needs and gaps as well as potential best practices for consideration, it does not outline actions that a local government can employ to address housing issues. A further step is required, such as completing a Housing Action Plan or Affordable Housing Strategy.

Some local governments reference Housing Needs Reports to inform other planning initiatives, such as Official Community Plan Updates or Zoning Bylaw Amendments. There are typically five major categories of practice or implementation when a municipality considers next steps:

Table 14: Enabling Measures for Local Governments to Address Housing Needs, Gaps, and Issues

Policy Measures	Clear, consistent policies express commitment to affordable housing. Policies include land use designations as well as the housing typologies and tenures supported in a community.
Regulatory Measures	Effective use of regulatory powers encourages the private market to build housing that is affordable for moderate income households and supports non-profit housing providers with moving through development procedures. Regulatory measures include the Zoning Bylaw.
Financial Measures	The strategic, proactive use of municipal resources to help support the capital development and operation of affordable housing. Wide ranging, financial measures can include land contributions, waived fees, in-kind time, and cash investments (e.g., grants).
Partnerships	Collaboration with the business and non-profit sectors, First Nations, provincial agencies, and community organizations to create solutions to existing and emerging housing issues.
Awareness + Advocacy	Improve the community's understanding of affordable housing including education and ongoing advocacy to senior government for funding and program support helps to facilitate affordable housing at the local level.

Regional District

Regional governments provide a general framework for growth and land use in the region, often with an emphasis on concentrating growth in the urban centres. Affordable housing policy and practice should also align with the regional government's own housing plans and policies.

Provincial Government

The legislated responsibility for housing falls on the provincial government. As such, much of the legislation that impacts land use and housing is under provincial jurisdiction. In addition to a directly managed portfolio, the Province also provides funding and support to non-profits to build and operate emergency shelters and safe houses as well as transitional, supported and independent non-market housing. It also funds several rent supplement programs to assist lower income individuals and households to access market housing. Recent investments by provincial government have created new tools, regulations and capital/operating investment dollars and further announcements are expected to support the creation of many rental and affordable housing units across the province within the next ten years.

First Nations

First Nations are responsible for providing and managing housing on-reserve. The Government of Canada provides funding to First Nations for safe and affordable on-reserve housing. In most cases, First Nations communities receive an annual capital allocation for housing from the federal government. Annual allocations have been designed with the flexibility that First Nations may use the funding at their discretion for a range of eligible housing needs, including: construction, renovation, maintenance, insurance, capacity building, debt servicing, and the planning and management of their housing portfolio.

Partnerships between different levels of government demonstrate alternate approaches to providing suitable, adequate, and affordable housing options, including on-reserve housing. For instance, **BC Housing's** Indigenous Housing Fund is the first of its kind in Canada, supporting new on-reserve housing projects. First Nations can play an important advocacy role to communicate housing needs of their community members and determine culturally safe housing solutions. A recent affordable housing project in Prince Rupert between **Lax Kw'alaams WAAP Housing Society**, the **City of Prince Rupert**, and **BC Housing** demonstrates how partnerships can be leveraged to create new housing units in community.



Federal Government

The federal government provides mortgage insurance to homeowners through the Canada Mortgage and Housing Corporation (CMHC) and sets the rules and requirements for government-backed mortgage insurance. They also implement a variety of programs, including the provision of capital funding and operational assistance for non-market housing. The release of the National Housing Strategy in 2017 and recent funding announcements demonstrate a renewed commitment towards housing and homelessness by the Canadian government.

Private Sector

This sector includes landowners, developers, builders, investors, and landlords, and is responsible for the development, construction, and management of a range of housing forms and tenures, including ownership and rental. The private sector has been increasingly involved in delivering the rental supply, with a large proportion of rental housing comprising of secondary suites and condominiums rented through the secondary rental market.

Non-Profit Sector

The non-profit housing sector creates and manages non-market housing units and may include support services (e.g., life skills, employment training). The sector includes community-based non-profit organizations that typically receive some form of financial assistance from other levels of government to enable them to offer affordable rents to low-income households.

Key Considerations

The intent of this report is to provide the City with a clear understanding of local housing issues in Prince Rupert. The Housing Needs Report will be used as a tool by the City as it determines what forms of housing are needed in the community, to inform future housing related policy, and to support housing providers and other organizations applying for affordable housing project funding. The following table summarizes report findings, and identifies key considerations based on the housing needs and gaps identified through this study. In terms of next steps, the City of Prince Rupert may consider developing a Housing Strategy that identifies priorities to address housing gaps. As part of this process, a policy review exercise to explore tools and vet applicability and viability should be undertaken.



Housing Need	Housing Gap	Key Considerations
Housing for Low-Income Households	Non-Market Rental Housing	<ul style="list-style-type: none"> • Review policies that secure affordability in perpetuity, such as Housing Agreements • Explore opportunities to use public or local government land for affordable housing • Support organizations to renew aging non-market housing • Support local non-profits applying to provide BC Housing's new rent supplement programs, the Canada-BC Housing Benefit, the Supported Rent Supplement Program (SRSP), and the monthly \$600 rent supplement available to youth ageing out of care • Explore partnerships with First Nations to build new housing on- and off-reserve
Housing for Moderate-Income Households	Market Rental Housing Affordable Home Ownership Opportunities	<ul style="list-style-type: none"> • Explore policies to incentivize the construction of market rental units, including waiving fees, parking reductions, and application fast-tracking • Consider capacity-building workshops for the local developer/building community on housing programs available to the sector purpose-built rental housing (e.g., CMHC low-cost financing) • Explore infill and intensification opportunities in existing urban neighbourhoods • Explore family-friendly housing policies, including requirements for a minimum of 2+ bedroom units • Explore partnership opportunities with federal and provincial government to create affordable homeownership initiatives, such as down payment assistance programs
Culturally Safe Housing	Indigenous-Led Housing Projects	<ul style="list-style-type: none"> • Explore partnerships with First Nations to build new housing on- and off-reserve
Housing for Seniors	Accessible & Adaptable Housing	<ul style="list-style-type: none"> • Explore accessible and adaptable housing policies that require a proportion of new units in multi-unit development to be built to accessible or adaptable standards • Explore partnerships with non-profit organizations to obtain input into housing needs and design for program clients that require accessibility features



		<ul style="list-style-type: none"> • Promote BC Housing's Rebate for Accessible Home Adaptations program
Housing for Persons Experiencing Homelessness or At-Risk of Experiencing Homelessness	Transitional & Low-Barrier Rental Housing	<ul style="list-style-type: none"> • Consider education campaigns to build public awareness and understanding and reduce stigma • Explore strategies to increase the supply of supportive housing with wrap-around, 24/7 supports • Support Northern Health partnerships to strengthen mental health and substance use support services
Housing for People with Acquired Brain Injuries	Supportive Housing	<ul style="list-style-type: none"> • Support Northern Health partnerships to provide supportive housing for people with acquired brain injuries
Housing for Large Families	2+ Bedroom Units	<ul style="list-style-type: none"> • Explore family-friendly housing policies, including requirements for a minimum of 2+ bedroom units • Explore detached accessory dwelling unit programs to determine viability and feasibility in Prince Rupert
Housing for Singles	Multi-unit Apartments	<ul style="list-style-type: none"> • Explore opportunities to support diverse housing forms that offer livability and an alternative to single-detached housing • Consider advocacy measures to help address the infrastructure deficit as the City does not have sufficient resources



Closing Comments

Prince Rupert is projected to experience significant population growth over the next decade as the Port expansion continues and employment opportunities bring new residents to the northwest. To accommodate this growth, new housing is needed, yet data and feedback from engagement highlighted the extent to which this has yet to occur. The building environment in Prince Rupert is challenging, which has contributed to the lack of new housing in the community.

Findings from this Report demonstrate the cost of housing has made it challenging for moderate-income households to afford the cost of rental or homeownership units. While new non-market projects have been completed in recent years, more subsidized units are needed for a variety of income levels. This Housing Needs Report explores those challenges in greater detail through household profiles to determine key areas of need.

Feedback from engagement reflects the need for more seniors housing – from accessible units to independent seniors housing and assisted living facilities. There are limited options available for people with mobility considerations as the existing housing stock primarily comprises single-detached dwellings, many of which are older and in need of repair. Multi-unit development in areas close to services would also benefit singles seeking one-bedroom units.

The need for a diversity of housing options continues, as larger families are struggling to find units with several bedrooms to accommodate their household members. Part of the engagement for this Report included discussion with neighbouring First Nations, which highlighted the potential of further partnerships and information sharing meetings to facilitate a collaborative approach to housing solutions.

As Prince Rupert navigates the challenges facing many communities in the North Coast, it will be important to explore ways to incentivize new construction, given the difficult building context and challenges related to the supply chain and the city's **remote location**. Enabling policy and associated regulations will help to advance housing affordability, accessibility, and sustainability and address the needs outlined in this Report.

APPENDIX A

Legislative Requirements



DATA LIMITATIONS

The Prince Rupert Housing Needs Report benefits from recent Census data, released over the course of 2021. The majority of this information is included within this Report; however, certain datasets available by tenure have not yet been published by the provincial government.

- The Province of BC works with Statistics Canada to obtain a custom, crosstab of Census data by tenure (i.e., renter and owner households). This data is anticipated to be available in 2023, at which point the City of Prince Rupert may issue an update to this Housing Needs Report. The primary 2021 data points not available include income by tenure and certain core housing need indicators by tenure. Given the importance of this data, it is recommended City staff provide an update memorandum once the custom Census data is available.
- In addition to the custom Census information, there is limited rental data available for Prince Rupert, above and beyond CMHC provisions for the community. This is an issue in many rural and remote jurisdictions across BC. To supplement the data on purpose-built rental housing, this Report includes a scan of rental information from platforms like Facebook Marketplace, Craigslist, and Kijiji. Many of the rental units in Prince Rupert are secondary rental housing²⁴, which is not captured in CMHC’s rental market inventory.

POPULATION

Table 15: Population and Population Change, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

	2011	2016	2021	Growth, 2011-2021	Percent Change, 2011-2021
Prince Rupert	12,508	12,220	12,300	-208	-1.66%
North Coast Regional District	18,784	18,133	18,181	-603	-3.21%

Table 16: Average and Median Age, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

²⁴ Refers to units built for ownership that are then purchased by an individual or group that intends to rent and manage the units directly or through a property management firm (e.g., secondary suites and rented condominium apartment units).

Year	Average Age	Median Age
2011	38	39.3
2016	39.6	40.5
2021	40.4	39.6

Table 17: Age Group Distribution, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

Age Group	2011		2016		2021	
	#	%	#	%	#	%
0-14	2,405	19.2%	2,225	18.2%	2,110	17%
15-19	940	7.5%	785	6.4%	690	5.6%
20-24	835	6.6%	770	6.3%	770	6.2%
25-64	6,840	54.6%	6,700	54.8%	6,730	54.7%
65-84	1,345	10.7%	1,555	12.7%	1,805	14.6%
85+	145	1.1%	185	1.5%	195	1.5%
Total	12,510	100%	12,220	100%	12,300	100%

Table 18: Mobility, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

Mobility Status	2011	2016	2021
Non-movers	10,315	10,105	10,560
Non-migrants	1,320	1,200	1,035
Migrants	545	590	470

Table 19: Individuals Experiencing Homelessness, City of Prince Rupert, (2018 and 2021)

Source: Homelessness Services Association of British Columbia, 2021

Year	#
2018	71
2021	118

Table 20: Number of Students Enrolled in Post-Secondary Institutions, City of Prince Rupert, (2011 to 2021)

Source: BC Ministry of Advanced Education Skills and Training, Post-Secondary Finance Branch, 2022

Institution	2011	2016	2021
Coast Mountain College	1,271	959	462
University of Northern British Columbia	2,884	2,632	2,563

HOUSEHOLDS

Table 21: Total Number of Households, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

Year	#
2011	4,980
2016	4,920
2021	5,072

Table 22: Average Household Size, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

	2011	2016	2021
Average Household Size	2.5	2.4	2.4

Table 23: Breakdown of Households by Size, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

Household Size	2011		2016		2021	
	#	%	#	%	#	%
1 Person	1,360	27.3%	1,450	29.4%	1,585	31%
2 Persons	1,640	32.9%	1,660	33.7%	1,660	32%
3 Persons	835	16.7%	760	15.4%	775	15%
4 Persons	715	14.3%	620	12.6%	605	11%
5+ Persons	430	8.6%	430	8.7%	445	8%
Total	4,980	100%	4,920	100%	5,070	100%

Table 24: Housing Tenure, City of Prince Rupert, (2011 to 2021)

Source: 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

Housing Tenure	2011		2016		2021	
	#	%	#	%	#	%
Owner	2,980	59.8%	2,940	59.8%	3,170	62.3%
Renter	2,000	40.2%	1,980	40.2%	1,920	37.7%
Total	4,980	100%	4,920	100%	5,085	100%

Table 25: Renter Households in Subsidized Housing, City of Prince Rupert, (2011 to 2021)

Source: 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

	2011		2016		2021	
	#	%	#	%	#	%
Number of Households	305	15.3%	275	13.9%	250	13.1%

ANTICIPATED POPULATION AND HOUSEHOLDS

Table 26: Anticipated Population, City of Prince Rupert, (2022 to 2030)

Source: Beasley and Associates, Planning Inc., Prince Rupert 2030 The Vision, 2019

Year	Projected Population
2022	13,378
2023	14,456
2024	15,533
2025	16,611
2026	17,689
2027	18,767
2028	19,844
2029	20,922
2030	22,000

Table 27: Anticipated Population Growth, City of Prince Rupert, (2022 to 2030)

Source: Beasley and Associates, Planning Inc., Prince Rupert 2030 The Vision, 2019

Growth (2022-2030)	Percent Change (2022-2030)
8,622	64.4%

Table 28: Anticipated Population Growth by Age, City of Prince Rupert, (2022)

Source: BC Statistics, Local Health Area Anticipated Population, Prince Rupert; Beasley and Associates, Planning Inc., Prince Rupert 2030 The Vision, 2019

Age Group by Year	Anticipated Population (2022)	%
0 to 14	2,142	16%
15 to 19	716	5%
20 to 24	777	6%
25 to 64	7,569	57%
65 to 84	1,989	15%
85+	185	1%
Total	13,378	100%

Table 29: Anticipated Population Growth by Age, City of Prince Rupert, (2030)

Source: BC Statistics, Local Health Area Anticipated Population, Prince Rupert; Beasley and Associates, Planning Inc., Prince Rupert 2030 The Vision, 2019

Age Group by Year	Anticipated Population (2030)	%
0 to 14	3,110	14%
15 to 19	1,232	6%
20 to 24	1,328	6%
25 to 64	11,366	52%
65 to 84	4,406	20%
85+	558	3%
Total	22,000	100%

Table 30: Anticipated Number of Households, City of Prince Rupert, (2022 to 2030)

Source: BC Statistics, Local Health Area Anticipated Population, Prince Rupert; Beasley and Associates, Planning Inc., Prince Rupert 2030 The Vision, 2019

Growth (2022-2030)	Percent Change (2022-2030)
3,593	64.5%

Table 31: Anticipated Average Household Size, City of Prince Rupert, (2022 to 2030)

Source: BC Statistics, Local Health Area Anticipated Population, Prince Rupert; Beasley and Associates, Planning Inc., Prince Rupert 2030 The Vision, 2019

Year	Average Household Size	Households
2022	2.4	5,574
2023	2.4	6,023
2024	2.4	6,472
2025	2.4	6,921
2026	2.4	7,370
2027	2.4	7,819
2028	2.4	8,269
2029	2.4	8,718
2030	2.4	9,167

HOUSEHOLD INCOME

Table 32: Average and Median Total Household Income, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

Year	Average	Median
2011	\$74,196	\$59,118
2016	\$87,489	\$73,334
2021	\$113,200	\$95,000

Table 33: Total Household Income, City of Prince Rupert, (2011 to 2021)

Source: Statistics Canada, 2021 Census of Population, 2016 Census of Population, 2011 National Household Survey

Income Range	2011		2016		2021	
	#	%	#	%	#	%
Under \$5,000	175	4%	50	1%	35	1%
\$5,000 to \$9,999	125	3%	70	1%	15	0%
\$10,000 to \$14,999	140	3%	125	3%	50	1%
\$15,000 to \$19,999	270	5%	210	4%	100	2%
\$20,000 to \$24,999	280	6%	260	5%	190	4%
\$25,000 to \$29,999	190	4%	160	3%	145	3%
\$30,000 to \$34,999	310	6%	190	4%	135	3%
\$35,000 to \$39,999	265	5%	190	4%	145	3%
\$40,000 to \$44,999	195	4%	225	5%	140	3%
\$45,000 to \$49,999	160	3%	170	3%	170	3%
\$50,000 to \$59,999	410	8%	390	8%	335	7%
\$60,000 to \$69,999	355	7%	340	7%	350	7%
\$70,000 to \$79,999	250	5%	250	5%	295	6%
\$80,000 to \$89,999	220	4%	285	6%	290	6%
\$90,000 to \$99,999	310	6%	330	7%	245	5%
\$100,000 to \$124,999	495	10%	530	11%	580	11%
\$125,000 to \$149,999	380	8%	370	8%	485	10%
\$150,000 to \$199,999	285	6%	495	10%	700	14%
\$200,000 and over	165	3%	275	6%	670	13%
Total	4,980		4,920		5075	

*Income data available for 2021 for all households, not yet available by tenure

Table 34: Average and Median Renter Household Income, City of Prince Rupert, (2006 to 2016)
 Source: Statistics Canada, 2006 Census of Population, 2011 Census of Population, 2016 Census of Population

Year	Average	Median
2006	\$43,004	\$31,989
2011	\$45,959	\$34,232
2016	\$57,890	\$44,443

Table 35: Average and Median Owner Household Income, City of Prince Rupert, (2006 to 2016)
 Source: Statistics Canada, 2006 Census of Population, 2011 Census of Population, 2016 Census of Population

Year	Average	Median
2006	\$87,152	\$81,539
2011	\$93,126	\$82,611
2016	\$107,466	\$98,281

Table 36: Renter Household Income, City of Prince Rupert, (2006 to 2016)

Source: Statistics Canada, 2006 Census of Population, 2011 Census of Population, 2016 Census of Population

Income Range	2006		2011		2016	
	#	%	#	%	#	%
Under \$5,000	80	4%	105	5%	30	2%
\$5,000 to \$9,999	70	4%	65	3%	65	3%
\$10,000 to \$14,999	140	7%	115	6%	105	5%
\$15,000 to \$19,999	230	12%	230	12%	145	7%
\$20,000 to \$24,999	135	7%	180	9%	180	9%
\$25,000 to \$29,999	210	11%	125	6%	100	5%
\$30,000 to \$34,999	160	8%	200	10%	115	6%
\$35,000 to 39,999	145	7%	160	8%	140	7%
\$40,000 to 44,999	120	6%	115	6%	135	7%
\$45,000 to 49,999	50	3%	75	4%	85	4%
\$50,000 to \$59,999	165	8%	140	7%	160	8%
\$60,000 to \$69,999	130	7%	125	6%	145	7%
\$70,000 to \$79,999	80	4%	45	2%	90	5%
\$80,000 to \$89,999	35	2%	70	4%	105	5%
\$90,000 to \$99,999	30	3%	75	4%	135	7%
\$100,000 to \$124,999	65	3%	100	5%	70	4%
\$125,000 to \$149,999	50	3%	40	2%	90	5%
\$150,000 to \$199,999	15	1%	25	1%	70	4%
\$200,000 and over	15	1%	0	0%	25	1%
Total	1945		1,990		1,990	



Table 37: Owner Household Income, City of Prince Rupert, (2006 to 2016)

Source: Statistics Canada, 2006 Census of Population, 2011 Census of Population, 2016 National Household Survey

Income Range	2006		2011		2016	
	#	%	#	%	#	%
Under \$5,000	50	2%	65	2%	20	1%
\$5,000 to \$9,999	30	1%	60	2%	10	0%
\$10,000 to \$14,999	25	1%	20	1%	20	1%
\$15,000 to \$19,999	150	5%	40	1%	65	2%
\$20,000 to \$24,999	80	3%	105	4%	80	3%
\$25,000 to \$29,999	90	3%	60	2%	60	2%
\$30,000 to \$34,999	70	2%	110	4%	75	3%
\$35,000 to \$39,999	100	3%	105	4%	50	2%
\$40,000 to \$44,999	100	3%	85	3%	90	3%
\$45,000 to \$49,999	125	4%	85	3%	85	3%
\$50,000 to \$59,999	235	7%	275	9%	230	8%
\$60,000 to \$69,999	245	8%	230	8%	200	7%
\$70,000 to \$79,999	240	8%	210	7%	155	5%
\$80,000 to \$89,999	275	9%	155	5%	185	6%
\$90,000 to \$99,999	220	7%	230	8%	195	7%
\$100,000 to \$124,999	490	16%	395	13%	460	16%
\$125,000 to \$149,999	275	9%	345	12%	285	10%
\$150,000 to \$199,999	255	8%	260	9%	425	14%
\$200,000 and over	85	3%	145	5%	255	9%
Total	3,140		2,980		2,940	

ECONOMIC SECTORS AND LABOUR FORCE

Table 38: Total Number of Workers, City of Prince Rupert, (2006 to 2016)

Source: Statistics Canada, 2016 Census of Population, 2011 Census of Population, 2006 National Household Survey

Year	Number of Workers
2006	6,915
2011	6,520
2016	6,650

Table 39: Unemployment and Participation Rates, City of Prince Rupert, (2006 to 2016)

Source: Statistics Canada, 2016 Census of Population, 2011 Census of Population, 2006 Census of Population

	2006	2011	2016
Unemployment Rate	12.8%	14.6%	12.6%
Participation Rate	68.3%	65.5%	67.9%

Table 40: Commuting Destination, City of Prince Rupert, (2006 to 2016)

Source: Statistics Canada, 2016 Census of Population, 2011 Census of Population, 2006 Census of Population

Year	Number of people commuting to a different census subdivision, within census subdivision of residence
2006	100
2011	150
2016	330

Table 41: Number of Workers by Industry, City of Prince Rupert, (2006 to 2016)

Source: Statistics Canada, 2016 Census of Population, 2011 Census of Population, 2006 Census of Population

Industry	2006	2011	2016
Agriculture, forestry, fishing, and hunting	670	430	290
Mining, quarrying, and oil and gas extraction	15	0	60
Utilities	15	35	15
Construction	295	265	475
Manufacturing	690	250	360
Wholesale trade	150	115	55
Retail trade	750	840	750
Transportation and warehousing	810	980	1,130
Information and cultural industries	85	125	55
Finance and insurance	220	265	150
Real estate and rental and leasing	40	60	50
Professional, scientific and technical services	140	135	160
Management of companies and enterprises	0	0	10
Administrative and support, waste management and remediation services	220	180	250
Educational services	515	525	435
Health care and social assistance	575	660	685
Arts, entertainment, and recreation	155	170	140
Accommodation and food services	640	420	550
Other services (except public administration)	275	205	280
Public administration	465	675	580
Total	6,725	6,335	6,480

HOUSING UNITS

Table 42: Total Housing Units, City of Prince Rupert, (2021)

Source: Statistics Canada, 2021 Census of Population

	Housing Units
Total Private Dwellings	5,747
Private Dwellings Occupied by the Usual Residents	5,072

Table 43: Housing Units by Structural Type, City of Prince Rupert, (2021)

Source: Statistics Canada, 2021 Census of Population

Structure Type	#	%
Single-detached House	2,875	57%
Semi-detached House	200	4%
Row House	285	6%
Apartment or Flat in Duplex	635	13%
Apartment or Building with Fewer than Five Storeys	910	18%
Apartment in a Building with Five or More Storeys	55	1%
Other Single-attached House	10	0%
Movable Dwelling	95	2%
Total	5,065	



Table 44: Housing Units by Size (2021)

Source: Statistics Canada, 2021 Census of Population

Number of Bedrooms	# of Housing Units
No bedrooms	25
1 bedroom	600
2 bedrooms	1,160
3 bedrooms	1,870
4 or more bedrooms	1,430
Total	5,085

*Housing unit totals vary from totals reflected throughout the report because Housing Units by Size was calculated from the 25% Sample of Census.

Table 45: Housing Units by Date Built (2021)

Source: Statistics Canada, 2021 Census of Population

Date of Build	#	%
1960 and before	1,830	36%
1961 to 1980	2,000	39%
1981 to 1990	720	14%
1991 to 2000	355	7%
2001 to 2005	40	1%
2006 to 2010	25	0%
2011 to 2015	40	1%
2016 to 2021	85	2%
Total	5,065	100%



Table 46: Subsidized Housing Units, City of Prince Rupert, (2022)

Source: BC Housing, Housing Continuum for Prince Rupert, 2022

Subsidized Housing Units	#
Supportive Seniors	51
Special Needs	46
Women and Children Feeling Violence	15
Total	112
Independent Social Housing	#
Low Income Families	264
Independent Seniors	54
Total	318

Table 47: Rental Vacancy Rate, City of Prince Rupert, (2022)

Source: Canada Mortgage and Housing Corporation, Primary Rental Market, 2022

Structure Type	#	Data Quality
Bachelor	*Suppressed for privacy	
1 Bedroom	3%	C
2 Bedroom	*Suppressed for privacy	
3 Bedroom	*Suppressed for privacy	
Total	4.6%	D

Estimate Reliability of Data:

A – Excellent

B – Very Good

C – Good

D - Fair (Use with Caution)

Table 48: Shelter Beds and Housing Units for People Experiencing or at Risk of Homelessness, City of Prince Rupert, (2017 and 2022)

Source: BC Housing, Housing Continuum for Prince Rupert, 2022

Service Allocation Subgroup	2017	2022
Homeless Housed	13	49
Homeless Shelters	*	35
Homeless Rent Supplements	30	30
Total	43	114

* Data suppressed when <=10 for privacy

Table 49: Overall Loss of Units in Housing Stock, City of Prince Rupert, (2012 to 2022)

Source: City of Prince Rupert, 2022

Year	# Units Lost
2012	3
2013	2
2014	3
2015	0
2016	3
2017	4
2018	1
2019	5
2020	0
2021	21
2022	0
Total	42



Table 50: Loss of Units by Housing Type, City of Prince Rupert, (2012 to 2022)

Source: City of Prince Rupert

Year	Single	Semi-detached	Row Housing	Apartment	Triplex
2012	2	1	-	-	-
2013	2	-	-	-	-
2014	3	-	-	-	-
2015	-	-	-	-	-
2016	3	-	-	-	-
2017	-	-	-	4	-
2018	1	-	-	-	-
2019	1	-	-	4	-
2020	-	-	-	-	-
2021	2	-	-	19	-
2022	-	-	-	-	-
Total	14	1	0	27	0

Table 51: New Housing Units, City of Prince Rupert, (2012 to 2022)

Source: City of Prince Rupert

Year	# of Units Added
2012	1
2013	0
2014	3
2015	4
2016	14
2017	11
2018	5
2019	3
2020	7
2021	13
2022	3
Total	64

Table 52: New Housing Units by Type, City of Prince Rupert, (2012 to 2022)

Source: City of Prince Rupert

Year	Single	Semi-detached	Row Housing	Apartment	Triplex
2012	1	-	-	-	-
2013	0	-	-	-	-
2014	2	-	-	1	-
2015	4	-	-	-	-
2016	14	-	-	-	-
2017	8	-	-	3	-
2018	5	-	-	-	-
2019	2	-	-	-	1
2020	5	2	-	-	-
2021	3	10	-	-	-
2022	1	2	-	-	-
Total	45	14	0	4	1

Table 53: Overall Registered New Homes, City of Prince Rupert, (2016 to 2021)

Source: BC Housing

	2016	2017	2018	2019	2020	2021
Single-detached	12	*	6	*	5	*
Multi-unit Homes	*	*	*	5	*	*
Rental	*	*	*	*	6	*

*For privacy reasons data has been suppressed for communities where there are less than 5 homes registered in a year

HOUSING VALUES

Table 54: Overall Assessed Average Value, City of Prince Rupert, (2021)

Source: BC Assessment Authority

Overall Assessed Average Value	2021
Average Value	\$242,813

Table 55: Average Assessed Value by Structure Type, City of Prince Rupert, (2021)

Source: BC Assessment Authority

Structure Type	Average Value
Single Detached	\$305,274
Strata-lot Residence (condominium)	\$104,847
Residential Dwelling with Suite	\$191,929
Duplex, Non-Strata Side by Side or Front / Back	\$94,745
Duplex, Strata Side by Side	\$114,313
Manufactured Home (Not In Manufactured Home Park)	\$106,719
Row Housing (Single Unit Ownership)	\$198,032
Manufactured Home (Within Manufactured Home Park)	\$10,640
Triplex	\$221,088

Table 56: Average Assessed Value by Unit Size, City of Prince Rupert, (2021)

Source: BC Assessment Authority

Single Detached	Average Value
1 bed	\$200,080
2 bed	\$214,302
3 bed	\$295,736
4 bed	\$339,844
5 bed	\$368,241
6 bed	\$383,445
7 bed	\$356,570
8 bed	\$461,100
9 bed	\$224,500
Strata-lot Residence (Condominium)	Average Value
1 bed	\$82,139
2 bed	\$124,780
3 bed	\$79,163
4 bed	\$360,000
Residential Dwelling with Suite	Average Value
1 bed	\$195,900
2 bed	\$142,150
3 bed	\$176,501
4 bed	\$188,793
5 bed	\$193,977
6 bed	\$208,639
7 bed	\$233,826
8 bed	\$215,160
10 bed	\$466,500
Duplex, Non-Strata Side by Side or Front / Back	Average Value
2 bed	\$61,858
3 bed	\$106,613
4 bed	\$86,036
5 bed	\$81,819
6 bed	\$88,725
7 bed	\$77,255
8 bed	\$95,410
9 bed	\$111,707
10 bed	\$114,150
12 bed	\$81,500
Duplex, Strata Side by Side	Average Value



1 bed	\$289,500
2 bed	\$279,500
3 bed	\$108,175
4 bed	\$97,888
Manufactured Home (Not in Manufactured Home Park)	Average Value
1 bed	\$57,000.00
2 bed	\$87,109
3 bed	\$127,143
4 bed	\$217,000
Row Housing (Single Unit Ownership)	Average Value
1 bed	\$277,000
2 bed	\$150,123
3 bed	\$214,095
4 bed	\$261,150
Triplex	Average Value
4 bed	\$272,340
5 bed	\$213,166
5 bed	\$159,000
7 bed	\$189,040
8 bed	\$397,200
Manufactured Home (Within Manufactured Home Park)	Average Value
2 bed	\$10,640

Table 57: Overall Average Sales Price, City of Prince Rupert, (2021)

Source: BC Assessment Authority

Overall Assessed Average Sales Price	2021
Average Sales Price	\$335,957



Table 58: Average Sales Price by Structure Type, City of Prince Rupert, (2021)

Source: BC Assessment Authority

Structure Type	Average Price
Single Detached	\$347,381
Strata-lot Residence (condominium)	\$125,064
Residential Dwelling with Suite	\$398,222
Duplex, Non-Strata Side by Side or Front / Back	\$259,755
Duplex, Strata Side by Side	\$265,833
Manufactured Home (Not In Manufactured Home Park)	\$118,000
Row Housing (Single Unit Ownership)	\$353,833
Manufactured Home (Within Manufactured Home Park)	N/A
Triplex	N/A

Table 59: Average Sales Price by Unit Size, City of Prince Rupert, (2021)

Source: BC Assessment Authority

Single Detached	Average Price
1 bed	\$241,000
2 bed	\$232,203
3 bed	\$344,853
4 bed	\$419,600
5 bed	\$426,103
6 bed	\$216,500
7 bed	\$205,000
8 bed	N/A
9 bed	N/A
Strata-lot Residence (Condominium)	Average Price



1 bed	N/A
2 bed	\$183,687
3 bed	\$78,166
4 bed	N/A
Residential Dwelling with Suite	Average Price
1 bed	N/A
2 bed	\$250,000
3 bed	\$418,300
4 bed	\$369,500
5 bed	\$413,249
6 bed	\$443,944
7 bed	N/A
8 bed	\$559,000
10 bed	N/A
Duplex, Non-Strata Side by Side or Front / Back	Average Price
2 bed	N/A
3 bed	\$185,000
4 bed	\$309,000
5 bed	\$267,500
6 bed	\$314,900
7 bed	N/A
8 bed	N/A
9 bed	N/A
10 bed	N/A
12 bed	N/A
Duplex, Strata Side by Side	Average Price
1 bed	N/A
2 bed	N/A
3 bed	\$268,750
4 bed	\$260,000
Manufactured Home (Not in Manufactured Home Park)	Average Price
1 bed	N/A
2 bed	N/A
3 bed	\$118,000
4 bed	N/A
Row Housing (Single Unit Ownership)	Average Price
1 bed	N/A
2 bed	\$129,000



3 bed	\$415,000
4 bed	\$334,000
Triplex	Average Price
4 bed	N/A
5 bed	N/A
5 bed	N/A
7 bed	N/A
8 bed	N/A
Manufactured Home (Within Manufactured Home Park)	Average Price
2 bed	N/A

Table 60: Average Rental Price by Unit Size, City of Prince Rupert, (2018-2021)

Source: Canadian Mortgage and Housing Corporation, Primary Rental Market

Unit Size	2018	2019	2020	2021
0 Bedrooms (Bachelor)	\$636	\$643	\$631	\$806
1 Bedroom	\$849	\$874	\$904	\$948
2 Bedrooms	\$873	\$887	\$1,136	\$959
3 + Bedrooms	\$903	\$873	\$974	\$946
Total	\$847	\$858	\$1,001	\$945

APPENDIX B

Summary Form



Housing Needs Reports – Summary Form

MUNICIPALITY/ELECTORAL AREA/LOCAL TRUST AREA: _____

REGIONAL DISTRICT: _____

DATE OF REPORT COMPLETION: _____ (MONTH/YYYY)

PART 1: KEY INDICATORS & INFORMATION

Instructions: please complete the fields below with the most recent data, as available.

LOCATION	Neighbouring municipalities and electoral areas:
	Neighbouring First Nations:

POPULATION	Population:	Change since	:	%	
	<i>Projected</i> population in 5 years:	<i>Projected</i> change:		%	
	Number of households:	Change since	:	%	
	<i>Projected</i> number of households in 5 years:	<i>Projected</i> change:		%	
	Average household size:				
	<i>Projected</i> average household size in 5 years:				
	Median age (local):	Median age (RD):	Median age (BC):		
	Projected median age in 5 years:				
	Seniors 65+ (local):	%	Seniors 65+ (RD):	%	Seniors 65+ (BC):
	<i>Projected</i> seniors 65+ in 5 years:				%
	Owner households:	%	Renter households:	%	
	Renter households in subsidized housing:				%

	Median household income	Local	Regional District	BC
INCOME	All households	\$	\$	\$
	Renter households	\$	\$	\$
	Owner households	\$	\$	\$

PART 2: KEY FINDINGS

Table 1: Estimated number of units needed, by type (# of bedrooms)

	Currently	Anticipated (5 years)
0 bedrooms (bachelor)		
1 bedroom		
2 bedrooms		
3+ bedrooms		
Total		

Comments:

Table 2: Households in Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in core housing need						
Of which are owner households						
Of which are renter households						

Comments:

Table 3: Households in *Extreme* Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>		100		100		100
Of which are in extreme core housing need						
Of which are owner households						
Of which are renter households						

Comments:

Briefly summarize current and anticipated needs for each of the following:

1. Affordable housing:

2. Rental housing:

3. Special needs housing:

4. Housing for seniors:

5. Housing for families:

6. Shelters for people experiencing homelessness and housing for people at risk of homelessness:

7. Any other population groups with specific housing needs identified in the report:

Were there any other key issues identified through the process of developing your housing needs report?



CITY  SPACES

CITY OF PRINCE RUPERT HOUSING SNAPSHOT

This snapshot highlights key contextual demographic and housing data used to determine housing needs and gaps in Prince Rupert.

POPULATION

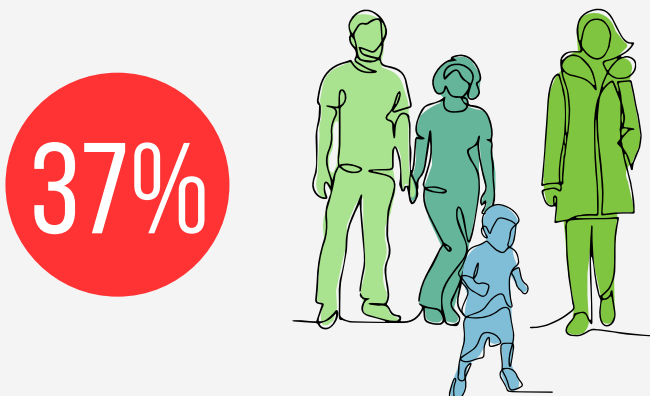
The City's population grew by 0.7% between 2016 and 2021.



As outlined in the Prince Rupert 2030 Vision, the population is projected to increase to **22,000 people by 2030**. More housing will be needed to accommodate this growth.

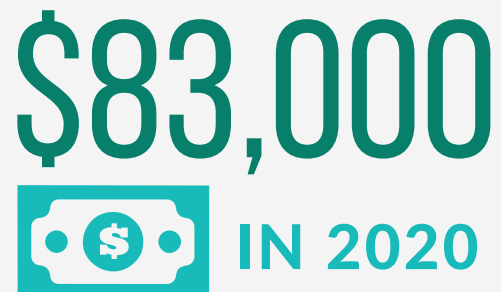
INDIGENOUS IDENTITY

In 2021, 37% of the population in the City of Prince Rupert identified as Indigenous.



HOUSEHOLD INCOME

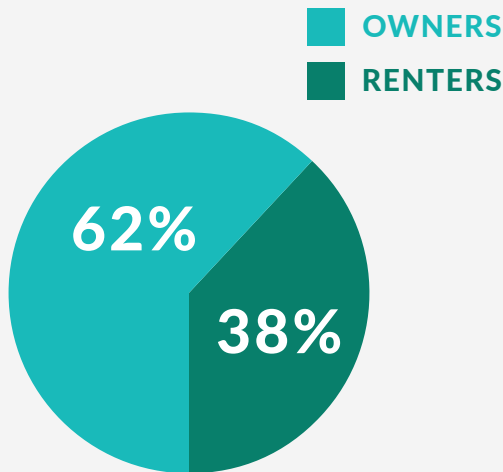
In 2020, median after-tax household income in Prince Rupert was \$83,000.



CITY OF PRINCE RUPERT HOUSING SNAPSHOT

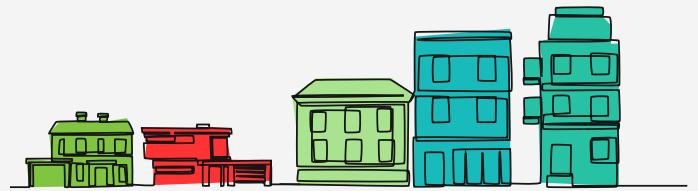
HOUSING

As of 2021, Prince Rupert had a higher proportion of renters when compared to the North Coast region and the province overall.



HOUSING STOCK

As of 2021, 75% of Prince Rupert's housing stock was constructed before 1980, meaning many homes are reaching end-of-life and in need of major repair.



14% of homes in Prince Rupert are in need of major repair.

AVERAGE RENTAL PRICE, CITY OF PRINCE RUPERT, JULY - AUG 2022

The cost of rent is increasing, above what is reported by CMHC.

1-BEDROOM

2-BEDROOM

3-BEDROOM

ALL UNITS

\$1,420

\$1,880

\$2,440

\$1,950

Source: Facebook, Kijiji

CITY OF PRINCE RUPERT HOUSING SNAPSHOT

SALE PRICES

In Prince Rupert, sale prices increased by 54% between 2017 and 2021, from \$277,661 to \$427,776.



Source: Northern Real Estate Board

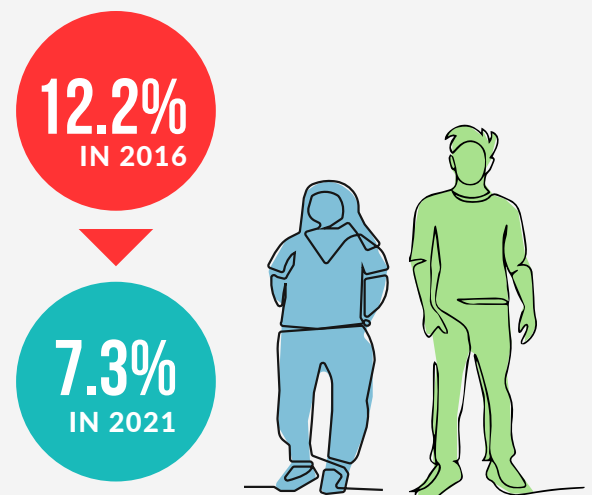
HOUSING UNITS

There are 514 non-market housing units in BC Housing's Prince Rupert inventory, but there is a need for additional units giving recent project wait lists.



CORE HOUSING NEED

Core housing need decreased from 2016 to 2021, from 12.2% to 7.3%, largely due to pandemic financial support which improved affordability.



CITY OF PRINCE RUPERT HOUSING SNAPSHOT

HOUSING TARGETS

City of Prince Rupert, 2021 - 2031

INCOME GROUP	1-BEDROOM	2-BEDROOM	3-BEDROOM	4+ BEDROOM	2030 TARGETS
Very Low	295	50	0	0	345
Low	600	340	130	145	1,215
Moderate	275	230	110	115	730
Average	195	310	105	150	760
High	175	670	380	565	1,790
TOTAL	1,540	1,600	725	975	4,840
Share of Units	32%	33%	15%	20%	

Source: Statistics Canada, 2016 Census Profile

SUMMARY OF HOUSING NEEDS + GAPS

Accessible housing
for seniors

Multi-unit
development for
singles

Larger units for
families

Housing with
support services

New market housing
including detached
homes, townhouses,
and apartments

Rental housing for
low- and
moderate-income
households



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5th, 2022

TO: Robert Buchan, City Manager

FROM: Veronika Stewart, Communications Manager;

SUBJECT: UBCM APPLICATION FOR CULTURAL HUMILITY TRAINING FUNDING

RECOMMENDATION:

THAT Council resolve to support the City's funding application to UBCM to fund the implementation of Indigenous Cultural Humility Training for emergency support personnel.

REASON FOR REPORT:

The City recently passed a Policy Framework for Reconciliation that provides direction to pursue opportunities for training that improves staff understanding of both indigenous culture and how to support indigenous peoples. This funding via UBCM's Indigenous Cultural Humility Training stream of the Community Emergency Preparedness Fund enables the City to achieve this objective at no financial cost, as the program is fully funded.

BACKGROUND:

The intent of this funding stream is to support eligible applicants to enhance cultural safety and humility in the delivery of local emergency management programs and services. Activities include cultural safety and humility training, adapting emergency management tools to be inclusive of Indigenous peoples, and activities related to partnering with, or providing assistance to, Indigenous communities during emergency mitigation, preparedness, response, and recovery.

Funding would be used to support the coordination of both an in-person workshop event to provide local Ts'msyen context to staff, supplemented by an online training component that provides not only an overview of indigenous history, but also practical skills. These skills will be specifically targeted to focus on developing cultural humility and sensitivity in an health and emergency-service provision setting. We feel this complement of training will best serve our personnel with knowledge that is both culturally specific to our territory, hands-on, and also specific to their field - which involves serving people when they are most vulnerable and needing of a trauma-informed approach.

ANALYSIS:

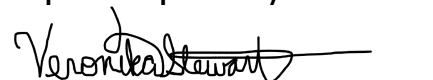
If successful, this application for funding will provide City emergency personnel the opportunity to better anchor themselves in local Ts'msyen culture, and have the tools to have a culturally sensitive response during emergencies. This will support staff in their understanding of inter-cultural competency, conflict resolution and anti-racism. Training will also support staff in understanding the context of residential schools, inter-generational trauma/resiliency, and will improve our collective ability to work with indigenous peoples. Given Council's recent adoption of the Reconciliation Policy Framework and associated objectives, staff recommends taking advantage of this funding opportunity.

COST:


The cost to the City would be in-kind staff time to coordinate and participate training, as well as to report any potential learnings/policy recommendations afterwards. The approximately \$23,000 projected total costs for online training and workshop coordination will be covered by the grant.

CONCLUSION:

It is recommended that Council resolve to support the City's funding application to UBCM to support the implementation of Indigenous Cultural Humility Training for emergency support personnel.

Report Prepared By:

Veronika Stewart,
Communications Manager

Report Reviewed By:

Robert Buchan,
City Manager



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022
TO: Robert Buchan, City Manager
FROM: Paul Vendittelli, Director of Economic Development & Transportation

SUBJECT: Business Façade Improvement

RECOMMENDATION:

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

REASON FOR REPORT:

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

BACKGROUND:

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

December 5, 2022

Page 2

ANALYSIS:

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

COST:

There are no Cost or Budget Implications associated.

CONCLUSION:

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

Report Prepared By:

Report Reviewed By:

Paul Vendittelli,
Director of Economic Development &
Transportation

Robert Buchan,
City Manager



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022
TO: Robert Buchan, City Manager
FROM: Rosamaria Miller, Corporate Administrator

SUBJECT: REQUEST FOR SUPPORT

RECOMMENDATION:

THAT Council direct staff to provide a letter of endorsement for the \$10aDay campaign Community Plan.

REASON FOR REPORT:

The City of Prince Rupert has received a request for endorsement from the Chairperson of the Board of Directors on behalf of the Discovery Childcare Centre. The letter is attached to this report and references the City's recently adopted Official Community Plan.

The campaign seeks to increase awareness of the program and to help spread accessible and affordable children for the residents of Prince Rupert.

COST

There is no cost to the City in providing this endorsement.

Report Prepared By:

Report Reviewed By:

Rosamaria Miller,
Corporate Administrator

Dr. Robert Buchan,
City Manager



To whom it may concern,

Discovery Daycare Board Members in Prince Rupert, BC, invite Mayor, Council and any delegated City of Prince Rupert Staff to attend a small event at Discovery Daycare on November 30th at 11:30 am, in recognition of *Canada Wide Day of Action for Childcare*. It would be wonderful to have local representation present in support of the event.

We will have a small gift for our local Early Childhood Education (ECE) providers thanking them for their dedication and hard work shaping the minds of the future and would love to see local representatives to attend and show their support to childcare workers.

In addition to attendance at the November 30th event, our Board is also formally requesting an official endorsement of the \$10aDay campaign Community Plan. We are seeking Council to consider providing a Resolution of Support at its upcoming December 5th Council Meeting, accompanied by a letter to the province in support of this initiative. We understand that childcare has been a priority for Council, with the inclusion of childcare as a priority in the recently adopted Official Community Plan. Additionally, support for this campaign aligns with the City of Prince Rupert's 2019 Childcare Action Plan. The Plan explicitly notes Council's commitment to work on promoting affordable childcare as well as wage subsidy programs for ECEs.

We are looking for a formal endorsement of the \$10aDay campaign initiative to increase awareness of the program and to help spread accessible and affordable childcare for the residents of Prince Rupert. The City of Prince Rupert is a key partner in facilitating growth of Early Years Centre Networks, and we hope that we can count on your support.

Thank you for considering the endorsement of the \$10aDay campaign Child Care Program.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher Try". The signature is stylized with a large, looping initial "C" and a long, sweeping horizontal stroke that extends to the right.

Christopher Try
Chairperson of the Board of Directors, Discovery Childcare Center

CITY OF PRINCE RUPERT

ZONING BYLAW AMENDMENT BYLAW NO. 3493, 2022

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

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

That the City of Prince Rupert Zoning Bylaw No. 3462, 2021 be amended as follows:

1. That sections of the City of Prince Rupert Zoning Bylaw No. 3462, 2021 shall be amended according to Schedule A attached hereto and forming a part of this Zoning Bylaw Amendment Bylaw No. 3493, 2022.
2. This Bylaw may be cited as "Zoning Bylaw Amendment Bylaw No. 3493, 2022".
3. If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

Read a First time this 25th day of April, 2022.


Read a Second time this 25th day of April, 2022.

Public Hearing this 27th day of June, 2022.

Read a Third time this 27th day of June, 2022.

Ministry of Transportation & Infrastructure this 16th day of August, 2022.

Final Consideration and Adopted this ___ day of ___, 20__.

Approved under the Transportation Act
 this 16th day of August 2022

Ministry of Transportation & Infrastructure

MAYOR

CORPORATE ADMINISTRATOR

Section 1 – Definitions

Section	Change From	Change To/Add
Creative Industry	CREATIVE INDUSTRY refers to a range of economic activities which are concerned with the generation or exploitation of knowledge and information. This includes technology development, operations and manufacture, Studios (creating and sales of product), galleries, marine manufacture spaces, live-work spaces, education uses and facilities	CREATIVE INDUSTRY refers to a range of economic activities which are concerned with the generation or exploitation of knowledge and information. This includes technology development, operations and manufacture, studios (creating and sales of product), galleries, museums, aquariums, marine manufacture spaces, live-work spaces, education uses and facilities
Gross Floor Area	GROSS FLOOR AREA means the total floor area as measured to the outer walls of the building, but excludes parking structures, swimming pools and deck, balcony and patio areas as long as such structures or areas do not exceed 0.6m above the average ground elevation	GROSS FLOOR AREA means the total floor area as measured to the extreme outer limits of the external walls of the building, with the exclusion of exterior wall thickness that is exclusively used for the provision of insulating materials and non-structural exterior cladding. Gross Floor Area does not include parking structures, swimming pools, or decks, balcony, and patios that are not fully enclosed.
Home Occupation	HOME OFFICE means a home occupation which operates without the on-site attendance from clients or customers.	HOME OFFICE means a home occupation which operates without the regular on-site attendance from clients or customers.
Off Street Parking	OFF STREET PARKING means a use providing for temporary parking or storage of vehicles.	OFF STREET PARKING means a use providing for parking or storage of vehicles.
1 Definitions		Add LOCK-OFF SUITE means an accessory dwelling unit located within a multi-family dwelling unit, with a separate lockable entrance access to a shared common hallway and shared internal access, and which can be locked-off from the

Schedule A

		primary dwelling unit, but does not include a secondary suite.
1 Definitions		<p>Add</p> <p>BUILDING FOOTPRINT means the horizontal area as seen in plan, measured from outside of all exterior walls and supporting columns. It includes dwellings and any area of attached garage. It does not include areas of porch, deck, and balcony more than 0.6 metres above average ground elevation; cantilevered covers, porches or projections; or ramps and stairways required for access.</p>
1 Definitions		<p>Add</p> <p>ANIMAL HOSPITAL or CLINIC means the use of land, buildings or structures for the care, examination, diagnosis and treatment of sick, ailing, infirm, or injured pets, including medical intervention, surgery, and may include accessory short-term accommodation of pets, pet grooming, and the sale of medicine and pet supplies.</p>
Single Family Dwelling	(b) SINGLE FAMILY DWELLING means a detached building that is used for a residential use. It must contain one dwelling unit, or one dwelling unit with a secondary suite if permitted. This does not apply to any mobile or modular units.	(b) SINGLE FAMILY DWELLING means a detached building that is used for a residential use. It must contain one dwelling unit, or one dwelling unit with a secondary suite if permitted. This does not apply to any mobile units.
Two-Family Residential Dwelling	(c) TWO-FAMILY RESIDENTIAL DWELLING means a building or single lot that contains two principal dwelling units. These units may be either one above another and separated by a ceiling and floor that extends from an exterior wall	(c) TWO-FAMILY RESIDENTIAL DWELLING means a building or single lot that contains two principal dwelling units, and may include up to one secondary suite per principle dwelling. These principle dwelling units may be either one above

	<p>to exterior wall, or they may be located side by side and separated by a common party wall that extends from ground to roof. This includes detached dwelling units that are connected by a carport or garage if they share a continuous permanent foundation and common roof area.</p>	<p>another and separated by a ceiling and floor that extends from an exterior wall to exterior wall, or they may be located side by side and separated by a common party wall that extends from ground to roof. This includes detached dwelling units that are connected by a carport or garage if they share a continuous permanent foundation and common roof area. This does not apply to any mobile units.</p>
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Section 3 – General Provisions

Section	Change From	Change To/Add
<p>3.4.0 Secondary Suites & 3.4.1 General Regulations for Secondary Suites</p>	<p>3.4.0 Secondary Suites A suite is permitted as an accessory use to a single family dwelling, or other type of dwelling unit as permitted in Section 5 of this Bylaw.</p> <p>3.4.1 General Regulations for Secondary Suites</p> <p>a) There is only one suite permitted for each applicable lot. b) The secondary suite must be completely contained within the single family dwelling. c) The secondary suite must have a floor area of no more than 90m², or 40% of the buildings habitable area, whichever is less. d) A single additional off-street parking space must be provided for the exclusive use of the tenant. e) The suite and the single family dwelling must be a single real estate entitlement,</p>	<p>3.4 Accessory Dwelling Units</p> <p>a) A Secondary Suite is permitted as an accessory use to a single or two-family dwelling as permitted in Section 5 of this Bylaw. b) A Lock-off Suite is permitted as an accessory use to a dwelling unit within multifamily housing, or other type of dwelling unit as permitted in Section 5 and 6 of this Bylaw.</p> <p>3.4.1 General Regulations for Secondary and Lock-Off Suites</p> <p>a) Secondary suites must have a floor area of no more than 90m², or 40% of the buildings habitable area, whichever is less. b) Lock-offs suite must have a floor area of no more than 45m² or 40% of the buildings habitable area, whichever is less.</p>

Schedule A

	<p>Strata titling is not permitted. To achieve this, the owner shall register a covenant that specifically prohibits stratification of the suite.</p> <p>f) A secondary suite must not be short term rental (less than one month).</p>	<p>c) The minimum size for an accessory dwelling unit is 22 m²</p> <p>d) The suite and primary dwelling must be a single real estate entitlement, Strata titling is not permitted. To achieve this, the owner shall register a covenant that specifically prohibits stratification of the suite.</p> <p>e) A suite must not be short term rental (less than one month).</p> <p>f) There is only one suite permitted for each principle dwelling.</p> <p>g) The suite must be completely contained within the primary dwelling.</p> <p>h) A single additional off-street parking space per accessory dwelling must be provided for the exclusive use of the occupants.</p>
<p>3.1.0 Uses Permitted in Several Zones</p>		<p>Add</p> <p>l) Shipping containers are permitted for up to 60 days for temporary storage in all zones.</p>
<p>3.19 Shipping Containers</p>	<p>3.19.0 Shipping Containers</p> <p>Intentionally Deleted</p>	<p>Intentionally Deleted</p>

Section 5 – Zoning Regulations & Requirements: Residential zones.

Section	Change From	Change To/Add
5.1.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted	Subject to general provisions, the following accessory uses and no others are permitted: (a) One Secondary Suite.	Subject to general provisions, the following accessory uses and no others are permitted: (a) One Accessory Dwelling Unit.
5.2.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted	Subject to general provisions, the following accessory uses and no others are permitted: (a) One Secondary Suite.	Subject to general provisions, the following accessory uses and no others are permitted: (a) Accessory Dwelling Units.
5.3.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted		Add (c) Accessory Dwelling Units.
5.4.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted		Add (c) Accessory Dwelling Units.
5.5.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted		Add (c) Accessory Dwelling Units.
5.6.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted		Add (f) Accessory Dwelling Units.

Schedule A

5.7.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted		Add (c) Accessory Dwelling Units.
5.8.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted		Add (c) Accessory Dwelling Units.
5.9.0 Permitted Uses: Subject to general provisions, the following accessory uses and no others are permitted		Add (c) Accessory Dwelling Units.

Section 6 – Zoning Regulations & Requirements: Commercial zones

Section	Change From	Change To/Add
6.2.0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted:	6.2.0 C2: General Commercial Zone Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted: (a) Retail use. (b) Cannabis retail stores (subject to section 3.17.0). (c) Personal service establishment. (d) Office. (e) Entertainment centre. (f) Traveler accommodation. (g) Child Care Facility.	6.2 C2: General Commercial Zone Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted: (a) Retail use. (b) Cannabis retail stores (subject to section 3.17.0). (c) Personal service establishment. (d) Office. (e) Traveler accommodation. (f) Child Care Facility. (g) Theater. (h) Multiple family dwelling buildings. (i) Sales of alcoholic beverages on lots with a minimum area 250m ² .

Schedule A

	<p>(h) Theater. (i) Multiple family dwelling Buildings. (j) Sales of alcoholic beverages on lots with a minimum area of 250m². (k) Entertainment centre located beyond 200 metres of a school property line. (l) Student housing. (m) Entertainment centre located beyond 200 metres of a school property line.</p>	<p>(j) Student housing. (k) Entertainment centre located beyond 200 metres of a school property line.</p>
<p>6.5.0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted:</p>		<p>Add (k) Creative Industry. (l) Animal Hospital or Clinic.</p>
<p>6.1.0 Permitted Uses: Subject to general provisions, the following accessory uses or buildings and no others are permitted in retail and personal service use buildings</p>		<p>Add (b) Accessory Dwelling Units.</p>
<p>6.1.0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted:</p>		<p>Add (j) Animal Hospital or Clinic.</p>
<p>6.2.0 Subject to general provisions, the following accessory uses or buildings and no others are permitted in retail and personal service use buildings</p>		<p>Add (b) Accessory Dwelling Units.</p>

Schedule A

<p>6.3.0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted:</p>		<p>Add (j) Animal Hospital or Clinic.</p>
<p>6.3.0 Permitted Uses: Subject to general provisions, the following accessory uses or buildings and no others are permitted in retail and personal service use buildings</p>	<p>(a) Multiple family dwellings with separate exterior entrances.</p>	<p>(a) Multiple family dwellings with separate exterior entrances that may include accessory dwelling units.</p>
<p>6.4. 0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted:</p>		<p>Add (f) Animal Hospital or Clinic.</p>
<p>6.3.4 Permitted Uses: Minimum Dimensions Required for Yards</p>	<p>Minimum Dimensions Required for Yards Front yard 3.6 metres.</p>	<p>Minimum Dimensions Required for Yards For service stations, traveler accommodation, and theatres the minimum front yard shall be 3.6 metres.</p>
<p>6.4.0 Permitted Uses: Subject to general provisions, the following accessory uses or buildings and no others are permitted in retail and personal service use buildings</p>	<p>(a) Multiple family dwellings with separate exterior entrances.</p>	<p>a) Multiple family dwellings with separate exterior entrances that may include accessory dwelling units.</p>
<p>6.5.0 Permitted Uses: Subject to general provisions, the following accessory uses or buildings and no others are permitted in retail and personal service use buildings</p>	<p>(a) Multiple family dwellings with separate exterior entrances.</p>	<p>a) Multiple family dwellings with separate exterior entrances that may include accessory dwelling units.</p>
<p>6.6.0 Permitted Uses: Subject to general provisions, the following</p>		<p>Add (k) Animal Hospital or Clinic.</p>

Schedule A

principal uses and no others are permitted		
6.6.0 Permitted Uses		Add Subject to general provisions, the following accessory uses or buildings and no others are permitted in multiple family dwelling buildings: (a) Accessory Dwelling Units

Section 7 – Zoning Regulations & Requirements: Industrial zones.

Section	Change From	Change To/Add
7	Section 7 – Zoning Regulations & Requirements: Industrial Zones	Section 7 – Zoning Regulations & Requirements: Marina District
7.1.0 Permitted Uses: Subject to general provisions, the following accessory uses or buildings and no others are permitted in retail and personal service use buildings		Add (b) Accessory Dwelling Units.
7.1.0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted		Add (k) Animal Hospital or Clinic.
7.2.0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted		8.1.1 Add (m) Animal Hospital or Clinic. (n) Creative Industry.
7.3.0 Permitted Uses: Subject to general provisions, the following principal uses and no others are permitted		8.2.1 Add (v) Animal Hospital or Clinic.

Section 9 – Off-Street Parking and Off-Street Loading

Section	Change From	Change To/Add
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Schedule A

9.1.2 Parking Requirements		Add Row to Parking Requirement Table Marina Use 1 space per 2 mooring spaces and 1 space per 2 rental boats
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Section 10 - Signs

Section	Change From	Change To/Add
10.1.0 Definitions		Add DOMESTIC SIGN means a sign used for domestic purposes.
10 Signs		Add 11.18 Projecting Signs Projecting Signs are permitted as follows: (a) Projecting Signs are permitted in all Commercial Zones and Marine District Zones
10 Signs		Add and Renumber 11.19 Domestic Signs Domestic Signs are permitted as follows: (a) Domestic Signs are permitted in all Residential Zones
10.1.0 Definitions	CANOPY means a non-retractable, solid projection which extends from the wall of a building and includes a structure commonly known as the theatre marquee but does not include normal architectural features such as lintels, sills, and mouldings.	Canopy means a rigid structure extending out from the building face to provide shelter from sun and rain, and is entirely supported from the building. It does not include normal architectural features such as lintels, sills, and mouldings.
10.12.0 Painted Wall Sign	10.12.0 Painted Wall Sign Painted Wall Sign are permitted as follows: (a) Painted wall signs are permitted in the C- commercial zones, M-industrial zones and P zones. (b) One painted wall sign shall be permitted per business for every wall facing a highway or yard.	11.12 Wall Signs Wall Signs are permitted as follows: (a) Wall signs may be painted or attached through poster frames. (b) Wall signs are permitted in the C- commercial zones, M-industrial zones, MD- marina district zones and P- public facilities zones.

Schedule A

	<p>(c) For each wall the maximum area permitted for painted signs shall not exceed 25 percent of the façade upon which the sign or signs have been painted.</p>	<p>(c) One painted wall sign and one poster frame shall be permitted per business for every wall facing a highway or yard.</p> <p>(d) For each wall the maximum area permitted for painted signs shall not exceed 25 percent of the façade upon which the sign or signs have been painted or attached.</p>
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REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022

TO: Robert Buchan, City Manager

FROM: Daniel Rajasooriar, Planner

SUBJECT: OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT BYLAW NO. 3479, 2022 (OCPA-22-01)

RECOMMENDATION:

THAT Council:

- 1) GIVE first and second reading to City of Prince Rupert Official Community Plan Bylaw Amendment Bylaw No. 3479, 2022 to amend City of Prince Rupert Official Community Bylaw No. 3460, 2021 to specify that Council may allow a building height higher than contemplated by the Official Community Plan's building height framework for the City Core if Council considers a building height to be low impact in terms of view obstruction.
- 2) PROCEED to Public Hearing.

REASON FOR REPORT:

This report is presented so that Council considers proceeding with City of Prince Rupert Official Community Plan Amendment Bylaw No. 3479, 2022, which would specify that Council may allow a building height higher than contemplated by the Official Community Plan's building height framework for the City Core if Council considers a building height to be low impact in terms of view obstruction.

BACKGROUND AND ANALYSIS:

Council has enacted Official Community Plan Bylaw No. 3460, 2021 and Zoning Bylaw No. 3462, 2021. The aspects of the Official Community Plan and Zoning Bylaw relevant to this report pertain to maximum building heights in the City Core. The Official Community Plan, which guides zoning amendments, specifies the desired building height range, in storeys, for locations across the City Core (refer to the building heights framework mentioned in the City Core policy, and identified in Map 2, of the Official Community Plan). The Zoning Bylaw specifies the permitted maximum building height, in metres, for particular zones and/or categories of buildings.

In a scenario with a property in a location where the Official Community Plan identifies a desired building height range of 1-2 storeys, the likely interpretation of the Official Community Plan is that the following would be inconsistent with the desired building height range, especially since the Zoning Bylaw defines a storey as 4.3 metres:

- The approval of a rezoning to C2 (which permits a maximum building height of 20 metres)
- The approval of a Development Variance Permit to vary maximum building height to 20 metres

Rezoning that allows for more storeys than the building heights framework would present an absolute and direct collision between the Official Community Plan and the Zoning Bylaw. At present, to prevent an absolute and direct collision between the Official Community Plan and the Zoning Bylaw, an Official Community Plan amendment would be necessary in scenarios like the one outlined above.

Rather than having property owners seek an Official Community Plan amendment each time a relevant Zoning Bylaw amendment or Development Variance Permit is desired, it is proposed that Council amend the Official Community Plan to specify that Council may allow a building height higher than contemplated by the Official Community Plan's building height framework for the City Core if Council considers a building height to be low impact in terms of view obstruction.

Official Community Plan Bylaw Amendment Bylaw No. 3479, 2022 is attached as Attachment 1.

COST AND BUDGET IMPACT:

In terms of costs or budget impacts to the City from proceeding with City of Prince Rupert Official Community Plan Bylaw Amendment Bylaw No. 3479, 2022, it should be noted that it would result in fewer Official Community Plan amendment applications. As application fees obtained by the City in relation to Official Community Plan amendment applications may not entirely cover the expenses (especially staff time) incurred by the City while processing the applications, this amendment would likely save City funds.

CONCLUSION:

It is recommended that Council give first and second reading to City of Prince Rupert Official Community Plan Bylaw Amendment Bylaw No. 3479, 2022 and proceed to public hearing.

Report Prepared By:

Report Reviewed By:

Daniel Rajasooriar,
Planner

Robert Buchan,
City Manager

Attachment:

- Attachment 1 (A-B): Official Community Plan Bylaw Amendment Bylaw No. 3479, 2022

CITY OF PRINCE RUPERT
OFFICIAL COMMUNITY PLAN BYLAW AMENDMENT
BYLAW NO. 3479, 2022

A BYLAW TO AMEND CITY OF PRINCE RUPERT
OFFICIAL COMMUNITY PLAN BYLAW NO. 3460, 2021

WHEREAS the Council of the City of Prince Rupert has enacted Official Community Plan Bylaw No. 3460, 2021 for the City of Prince Rupert;

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

1. That City of Prince Rupert Official Community Plan Bylaw No. 3460, 2021 be amended as follows:
 - a. **Replace** the following (page 37):

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

With the following (page 37):

“Map 2 (located in the Appendix) illustrates the framework for building heights in the City Core. The framework considers up to four stories throughout most of the City Core, with up to eight stories along parts of 1st Avenue West and in parts of the Marina District, as well as up to six stories along Stiles Place, parts of the Five Corners gateway, and the McBride Avenue gateway between 4th and 3rd Avenues. The framework aims to have higher buildings in the Downtown District of the City Core with building heights reduced gradually approaching the City Core’s western side.”

b. **Replace** the following (page 37):

“4.2.1 Commercial Use Policy.”

With the following (page 37):

“4.2.1 City Core and Commercial Policy.”

c. **Replace** the following (page 37):

“4. The City Centre building heights will follow a framework identified in Map 2. Building heights will be reduced gradually as they approach single family neighbourhoods to the west.”

With the following (page 37):

“4. Building heights in the City Core will follow the building heights framework identified in Map 2. However, Council may allow a building height higher than contemplated by the framework if Council considers a building height to be low impact in terms of view obstruction.”

2. This Bylaw may be cited as “City of Prince Rupert Official Community Plan Bylaw Amendment Bylaw No. 3479, 2022.”

Read a First time this ____ day of _____, 20__.

Read a Second time this ____ day of _____, 20__.

Public Hearing this ____ day of _____, 20__.

Read a Third time this ____ day of _____, 20__.

Final Consideration and Adopted this ____ day of _____, 20__.

MAYOR

CORPORATE ADMINISTRATOR



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022

TO: Robert Buchan, City Manager

FROM: Daniel Rajasooriar, Planner

SUBJECT: CITY OF PRINCE RUPERT ZONING BYLAW AMENDMENT BYLAW NO. 3505, 2022 (ZBLA-22-08)

RECOMMENDATION:

THAT Council:

- 1) **GIVE first and second reading to City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022 to amend City of Prince Rupert Zoning Bylaw No. 3462, 2021 to permit one shipping container for temporary storage per property (placement on private property) in all zones with conditions as outlined in the current staff recommendation to Council under Framework 1 in this report.**
- 2) **PROCEED to Public Hearing.**

REASON FOR REPORT:

Outside of certain industrial zones (M1, M2, M3, and M6 zones), those who wish to place a shipping container on their land may only do so permanently through a Zoning Bylaw amendment or temporarily through a Temporary Use Permit.

City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3493, 2022, which is pending adoption, includes a general collection (omnibus) of amendments to the City's Zoning Bylaw No. 3462, 2021. The staff proposal for City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3493, 2022 included an amendment to the City's Zoning Bylaw No. 3462, 2021 to permit shipping containers for temporary storage (placement on private property) for up to 60 days in all zones.

However, during the Regular Meeting of Council meeting on June 27, 2022, Council amended the staff proposal for City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3493, 2022 to remove the amendment to permit shipping containers for temporary storage (placement on private property) for up to 60 days in all zones. During the same meeting, Council requested staff to identify general frameworks to efficiently permit shipping containers for temporary storage outside of the M1, M2, M3, and M6 zones and come back to Council with a recommendation.

This report is presented to Council in fulfillment of Council's request and so that Council considers proceeding with City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022, which would amend the City's Zoning Bylaw No. 3462, 2021 to permit one shipping container for temporary storage per property (placement on private property) in all zones with conditions.

BACKGROUND AND ANALYSIS:

The City's Zoning Bylaw No. 3462, 2021 defines shipping containers as:

- "A metal transport container with an assigned GVW weight. It is designed for and customarily associated with road, rail or ocean transport with a maximum dimension of eight feet wide by forty feet long by eight feet high."

The same bylaw prohibits shipping containers from being located outside of certain industrial zones (M1, M2, M3, and M6 zones) with Section 3.19.0 stating that:

- a) No shipping container may be located on any property and/or used as a temporary structure on any property unless it is designated in this Bylaw.
- b) Shipping containers are permitted only in the M1, M2, M3 and M6 zones and are not to be stored in any other zone.

Therefore, outside of certain industrial zones (M1, M2, M3, and M6 zones), those who wish to place a shipping container on their land may only do so permanently through a Zoning Bylaw amendment or temporarily through a Temporary Use Permit.

The City is aware of several shipping containers, outside of the M1, M2, M3, and M6 zones, that are being used for temporary storage without an applicable Zoning Bylaw amendment or a Temporary Use Permit. In certain cases, the disregard for due process may be due to ignorance on the part of residents and contractors and/or a lack of enforcement on the part of the City. Regardless, the City has heard complaints from residents and contractors that the timeline to obtain a Temporary Use Permit is cumbersome and/or not practical for their needs. These residents and contractors have needed shipping containers for temporary storage, outside of the

M1, M2, M3, and M6 zones, for anticipated reasons (e.g., construction, moving) and unanticipated reasons (e.g., flooding).

At present, Council alone possesses the power to approve Temporary Use Permits. Factoring the time necessary for the following, it can take approximately 1.5 to 2 months to receive a Temporary Use Permit:

- Applicant to provide sufficient documentation
- City staff to conduct a review of, and produce a report for, the application
- Council to provide a resolution to proceed with the notification process
- City staff to complete the statutory notification process
- Council to provide a resolution to approve a Temporary Use Permit
- City staff to issue and register a notice of permit on the relevant land titles

This report presents four general frameworks to efficiently permit shipping containers for temporary storage outside of the M1, M2, M3, and M6 zones:

- Framework 1: Zoning Bylaw Amendment (Placement on Private Property)
 - See pages 4-6 of this report
- Framework 2: Traffic Bylaw Revision (Placement on Applicable “Highways”)
 - See page 6 of this report
- Framework 3: Policy on Non-Enforcement
 - See page 7 of this report
- Framework 4: Delegated Power for Staff to Approve Temporary Use Permits
 - See page 7 of this report

Under Framework 1, this report presents the previous and the current staff recommendations to Council. The current staff recommendation to Council is embodied in City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022, attached as Attachment 1.

The current staff recommendation to Council under Framework 1 is to be preferred over Frameworks 3 and 4 because:

- It does not foster the perception that Council does not stand behind the City’s Zoning Bylaw No. 3462, 2021 in its entirety (as Framework 3 may)
- It does not take away Council’s ability to always make the initial decision regarding the issuance of any Temporary Use Permit (as Framework 4 would)

In the future, it would be advisable for staff to make a recommendation to Council in alignment with Framework 2.

Framework 1: Zoning Bylaw Amendment (Placement on Private Property)

Council could efficiently permit shipping containers for temporary storage (placement on private property) outside of the M1, M2, M3, and M6 zones through an amendment to the City's Zoning Bylaw No. 3462, 2021.

Previous Staff Recommendation to Council: Amend the City's Zoning Bylaw No. 3462, 2021 to permit shipping containers for temporary storage (placement on private property) for up to 60 days in all zones.

Current Staff Recommendation to Council: Amend the City's Zoning Bylaw No. 3462, 2021 to permit one shipping container for temporary storage per property (placement on private property) in all zones with the following conditions:

- 1.1 The shipping container is registered with the City before placement, with the following steps completed:
 - 1.1.1 The City receives a completed registration form provided by the City; the form including, without limitation:
 - 1.1.1.1 Registrant(s) name(s) and contact information
 - 1.1.1.2 Information on site of shipping container placement
 - 1.1.1.3 Date of shipping container placement
 - 1.1.1.4 Latest date of shipping container removal, which can be:
 - a) Up to 60 days from date of shipping container placement; or
Note: For those projects that require a longer time frame, it is recommended that a Temporary Use Permit be pursued.
 - b) Up to 365 days from date of shipping container placement with a relevant and active Building Permit
Note: Other municipalities have similar concessions in their Zoning Bylaw. For example, the City of Terrace's Zoning Bylaw No. 2069, 2014 permits "one shipping container . . . in any zone on a temporary basis during the construction of a building or structure on the same parcel, on the condition that the container is used only for storage and is removed prior to the completion of the building and issuance of occupancy." The current staff recommendation to Council is worded in a way that is easier to enforce and the time frame should be sufficient for most projects. For those projects that require a longer time frame, it is recommended that a Temporary Use Permit be pursued.
 - 1.1.1.5 Property owner authorization
- 1.1.2 The City receives any relevant payments

Note: *The City's Fee-Setting Bylaw No. 3165, 2003 to be amended separately to have the following relevant fees: \$15 title search fee, \$2000 deposit to ensure shipping container removal; deposit to be returned to registrant(s) after shipping container removal, as verified by a Bylaw Officer or designate*

1.2 The placement of the shipping container must not be within a sight triangle (see Section 3.6.0 of the City's Zoning Bylaw No. 3462, 2021)

1.3 A notice, provided by the City, must be displayed at all times by the registrant(s) in a conspicuous place at the site or on the shipping container; the notice indicating:

1.3.1 Shipping container registration number

1.3.2 Information on site of shipping container placement

1.3.3 Date of shipping container placement

1.3.4 Latest date of shipping container removal

1.4 Compliance with all of the City's bylaws in relation to shipping containers

Note: *The City's Fire Control and Protection Bylaw to be revised separately to add requirements in relation to shipping container ventilation and storage of dangerous goods*

Note: *The City's Ticket Information Bylaw to be revised separately to add the ability to impose fines for non-compliance with relevant bylaw sections*

1.5 The shipping container must be removed from the site by the registrant(s) by the latest removal date unless otherwise permitted by a Zoning Bylaw or Temporary Use Permit of/from the City. If the shipping container is removed from the site earlier than the latest removal date, the City must receive notice including the date of shipping container removal – to be verified by a Bylaw Officer or designate

1.6 No shipping container may be on the site for 30 days after the date of shipping container removal, as verified by a Bylaw Officer or designate, or latest date of shipping container removal, whichever is earlier, unless otherwise permitted by a Zoning Bylaw or Temporary Use Permit of/from the City

Note: *Condition is included to prevent consecutive use of Zoning Bylaw provision*

The current staff recommendation to Council is embodied in City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022, attached as Attachment 1.

The current staff recommendation to Council was drafted with consideration of discussion during the Regular Meeting of Council meeting on June 27, 2022 regarding the previous staff recommendation to Council and the possibility of

implementing a registration system. It should be noted that the current staff recommendation to Council does not allow the placement of a shipping container for temporary storage prior to registration with the City, as was contemplated by Council, since that would make it difficult for the City to ensure compliance.

Framework 2: Traffic Bylaw Revision (Placement on Applicable “Highways”)

Council could efficiently permit shipping containers for temporary storage (placement on applicable “highways”) through a revision of the City’s Traffic Bylaw No. 2470, 1983.

For context, Council has the power to grant a license of occupation in respect of those “highways” that are vested in the municipality as per the Province’s *Community Charter*, SBC 2003, c 26, s 35. It is important to note that Council does not have the power to grant permits in respect of arterial highways (e.g., Highway 16 – McBride Street, 2nd Avenue West, Park Avenue) – such requests would have to be redirected to the Province’s Ministry of Transportation and Infrastructure.

Part 9 of the City’s Traffic Bylaw No. 2470, 1983 effectively delegates power to the Director of Operations or designate to grant licenses of occupation or permits for any “highway,” excepting arterial highways, as defined by the City’s Traffic Bylaw No. 2470, 1983. That definition includes “every highway within the meaning of the Highway Act and every road, street, lane or right of way designed or intended for or used by the general public for the passage of vehicles, and every private place or passage-way to which the public, for the purposes of the parking or servicing of vehicles, has access or is invited.” For reference, the Province’s *Highway Act*, RSBC 1979, c 167, s 1 defined “highway” as including “all public streets, roads, ways, trails, lanes, bridges, trestles, ferry landings and approaches and any other public way.” The Province’s *Transportation Act*, SBC 2004, c 44, s 1, which superseded the Province’s *Highway Act*, RSBC 1979, c 167, s 1, essentially maintains this definition.

At present, those who wish to place a shipping container for temporary storage on any applicable “highway” (any “highway”, excepting arterial highways, as defined by the City’s Traffic Bylaw No. 2470, 1983) may obtain a permit from the City’s Engineering Department.

To efficiently permit shipping containers for temporary storage (placement on applicable “highways”), the City’s Traffic Bylaw No. 2470, 1983 would have to be revised to implement a registration system similar to, but more stringent compared to, the system outlined in the current staff recommendation to Council under Framework 1 in this report.

Framework 3: Policy on Non-Enforcement

Council could efficiently permit shipping containers for temporary storage outside of the M1, M2, M3, and M6 zones through a policy on non-enforcement.

Such a policy would be adopted by Council without altering Section 3.19.0 of the City's Zoning Bylaw No. 3462, 2021 and its prohibition on having shipping containers located outside of certain industrial zones (M1, M2, M3, and M6 zones). The policy would specify the circumstances in which the prohibition would not be enforced.

Framework 4: Delegated Power for Staff to Approve Temporary Use Permits

Council could efficiently permit shipping containers for temporary storage (placement on private property) outside of the M1, M2, M3, and M6 zones through delegated power for staff to approve Temporary Use Permits.

At present, Council alone possesses the power to approve Temporary Use Permits. With Council involvement, it can take approximately 1.5 to 2 months to receive a Temporary Use Permit. The process of obtaining a Temporary Use Permit could be expedited if Council delegates its power to issue a Temporary Use Permit to staff – an ability affirmed by the Province's *Local Government Act*, RSBC 2015, c 1, s 493(3). The power to issue certain planning-related permits has been delegated to the City Manager, City Planner, and Director of Operations so it would be best to delegate the power to issue a Temporary Use Permit to the same individuals. Council may wish to only delegate its power to issue Temporary Use Permits in relation to Temporary Use Permits for shipping containers for temporary storage. The City's Development Procedures Bylaw No. 3269, 2021 would have to be amended accordingly.

COST AND BUDGET IMPACT:

In terms of costs or budget impacts to the City from proceeding with City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022, it should be noted that it would result in fewer Temporary Use Permit applications. As application fees obtained by the City in relation to Temporary Use Permit applications may not entirely cover the expenses (especially staff time) incurred by the City while processing the applications, and as the registration system outlined under Framework 1 would not require the City to incur as much expenses (especially staff time), proceeding with City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022 would likely save City funds.

CONCLUSION:

It is recommended that Council give first and second reading to City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022 and proceed to public hearing.

Report Prepared By:

Report Reviewed By:

Daniel Rajasooriar,
Planner

Robert Buchan,
City Manager

Attachment:

- Attachment 1 (A-C): Zoning Bylaw Amendment Bylaw No. 3505, 2022

CITY OF PRINCE RUPERT

ZONING BYLAW AMENDMENT BYLAW NO. 3505, 2022A BYLAW TO AMEND CITY OF PRINCE RUPERT
ZONING BYLAW NO. 3462, 2021

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

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

1. That City of Prince Rupert Zoning Bylaw No. 3462, 2021 be amended as follows:
 - a. **Remove** Section 3.19.0 (a) and (b)
 - b. **Add** Section 3.19.1 **with** the following:

No shipping container may be located on any property and/or used as a temporary structure on any property unless it is designated in this Bylaw.
 - c. **Add** Section 3.19.2 **with** the following:

Shipping containers are permitted in the M1, M2, M3, and M6 zones.
 - d. **Add** Section 3.19.3 **with** the following:

One shipping container for temporary storage is permitted per property (placement on private property) in all zones with the following conditions:

 - a) The City receives a completed registration form provided by the City; the form including, without limitation:
 - i. Registrant(s) name(s) and contact information
 - ii. Information on site of shipping container placement
 - iii. Date of shipping container placement
 - iv. Latest date of shipping container removal, which can be:
 - i. Up to 60 days from date of shipping container placement; or
 - ii. Up to 365 days from date of shipping container placement with a relevant and active Building Permit
 - v. Property owner authorization
 - b) The City receives any relevant payments

- c) The placement of the shipping container must not be within a sight triangle (see Section 3.6.0 of the City's Zoning Bylaw No. 3462, 2021)
- d) A notice, provided by the City, must be displayed at all times by the registrant(s) in a conspicuous place at the site or on the shipping container; the notice indicating:
 - i. Shipping container registration number
 - ii. Information on site of shipping container placement
 - iii. Date of shipping container placement
 - iv. Latest date of shipping container removal
- e) Compliance with all of the City's bylaws in relation to shipping containers
- f) The shipping container must be removed from the site by the registrant(s) by the latest removal date unless otherwise permitted by a Zoning Bylaw or Temporary Use Permit of/from the City. If the shipping container is removed from the site earlier than the latest removal date, the City must receive notice including the date of shipping container removal – to be verified by a Bylaw Officer or designate
- g) No shipping container may be on the site for 30 days after the date of shipping container removal, as verified by a Bylaw Officer or designate, or latest date of shipping container removal, whichever is earlier, unless otherwise permitted by a Zoning Bylaw or Temporary Use Permit of/from the City

2. This Bylaw may be cited as "City of Prince Rupert Zoning Bylaw Amendment Bylaw No. 3505, 2022."

Read a First time this ____ day of _____, 20__.

Read a Second time this ____ day of _____, 20__.

Public Hearing this ____ day of _____, 20__.

Read a Third time this ____ day of _____, 20__.

Final Consideration and Adopted this ____ day of _____, 20__.

MAYOR

CORPORATE ADMINISTRATOR

DRAFT

CITY OF PRINCE RUPERT

CITY OF PRINCE RUPERT TRADE OR BUSINESS LICENCE AMENDMENT BYLAW NO. 3509, 2022

A BYLAW TO AMEND THE PRINCE RUPERT TRADE OR BUSINESS LICENCE BYLAW NO.
2426, 1982

WHEREAS the Community Charter, SBC 2003, Chapter 26, authorizes Council to adopt and amend bylaws relating to the providing of services or the exercise of its authority to regulate, prohibit or impose requirements;

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

1. Division 1, Section 18) a) is amended as indicated in Attachment 1 to align the definition of Apartment Houses with the application of licences under the Business Regulation and Licensing (Rentals) Bylaw No. 3476, 2021.
2. Division 4, Code 1501 of the Trade or Business Licence Bylaw No. 2426 is amended as indicated in Attachment 2 to reflect new costs outlined in the Business Regulations and Licensing (Rentals) Bylaw No. 3476, 2021 for rental unit licensing.
3. This Bylaw may be cited as **“City of Prince Rupert Trade or Business Licence Bylaw No. 3509, 2022”**.

Read a First time this 21st day of November, 2022.

Read a Second time this 21st day of November, 2022.

Read a Third time this 21st day of November, 2022.

Final Consideration and Adopted this ____ day of _____, 2022.

Mayor

Corporate Administrator

ATTACHMENT 1

Existing	Proposed
<p>18 (a) Apartment Houses: includes any premises containing four or more rental units (not being a lodging house, hotel or motel as defined herein) designed, used or occupied as a home of persons living independent of each other.</p>	<p>18 (a) Apartment Houses: includes any premises containing rental units (not being a lodging house, hotel or motel as defined herein) designed, used or occupied as a home of persons living independent of each other. This does not apply to Single Family Dwelling Units, Two Family Dwelling Units or the secondary suites (if any) of those units, as defined in the City of Prince Rupert Zoning Bylaw No. 3462, 2021.</p>

ATTACHMENT 2

Existing	
1501 Apartments per unit	\$6.00
Proposed	
1501 Apartments per unit	\$17.00

CITY OF PRINCE RUPERT

CITY OF PRINCE RUPERT TICKET INFORMATION AMENDMENT BYLAW NO. 3510, 2022

A BYLAW TO AMEND THE TICKET INFORMATION BYLAW NO. 2783, 1992

WHEREAS the Community Charter, SBC 2003, Chapter 26, authorizes Council to adopt and amend bylaws relating to the providing of services or the exercise of its authority to regulate, prohibit or impose requirements;

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

1. Schedule "A" of the Ticket Information Bylaw No. 2783, 1992 is amended as indicated in Attachment 1 of this bylaw to include the Business Regulation and Licensing Bylaw No. 3476, 2021.
2. Addition of Schedule "K" as indicated in Attachment 2 of this Bylaw to add municipal ticket penalties for violation of the Business Regulation and Licensing Bylaw No. 3476, 2021.
3. This Bylaw may be cited as "**City of Prince Rupert Ticket Information Amendment Bylaw No. 3510, 2022**".

Read a First time this 21st day of November , 2022.

Read a Second time this 21st day of November , 2022.

Read a Third time this 21st day of November , 2022.

Final Consideration and Adopted this ____ day of _____, 2022.

Mayor

Corporate Administrator

ATTACHMENT 1

SCHEDULE "A"

Add:

Column 1

Designated Bylaws

10. City of Prince Rupert Business
Regulations & Licensing Bylaw (Rentals)
Bylaw No. 3476, 2021

Column 2

Designated Bylaw Enforcement Officers

License Inspector
Building Inspector

ATTACHMENT 2

SCHEDULE "K"

City of Prince Rupert

Business Regulations & Licensing Bylaw (Rentals) Bylaw No. 3476, 2021

Column 1

Column 2

Column 3

OFFENCE COMMITTED

BYLAW SECTION NO.

FINE

Failure to comply with a written notice requirement issued by the Inspector by a time specified in the notice.

9 b)

First Offence

\$500

Subsequent Offences

\$1000



REPORT TO COUNCIL

Regular Meeting of Council

DATE: December 5, 2022

TO: Robert Buchan, City Manager

FROM: Myfannwy Pope, Planning Manager

SUBJECT: Zoning Amendment Bylaw No. 3511, 2022 – RCMP Detachment Rezoning

RECOMMENDATION:

THAT Council introduce first and second readings to Zoning Amendment Bylaw No. 3511, 2022;

AND THAT Council waives the Public Notice requirement.

THAT Council give third reading to the Zoning Amendment Bylaw No. 3511, 2022.

REASON FOR REPORT:

The City of Prince Rupert is in the process of designing a new RCMP detachment. During this process, it has been identified that the chosen site is currently zoned for C5: Marine Commercial which does not permit institutional buildings. Rezoning this lot to P1: Public Facilities Zone will allow the RCMP building to be developed. This bylaw was previously brought to Council in September and passed first and second reading and Council resolved to waive the public hearing. However, the bylaw number provided needed to be changed and thus the bylaw is before Council again. This is a clerical procedure.

ANALYSIS:

The City of Prince Rupert purchased the former Kingdom Hall property to construct a new RCMP detachment for the community, which is obligated under the Municipal Police Agreement, 2012. Rezoning this property is required to align this use with our bylaws. The property is located beside the Civic Node character area and the courthouse which are located in a P1: Public Utilities Zone. This rezoning will extend this P1: Public Utilities Zone to include the site of the new RCMP detachment, whose use is complementary to these.

As the development of this detachment is obligatory under the Municipal Police Agreement, 2012, and the fact that the public have previously had various opportunities to provide comment on the development, staff are recommending that council waive the requirement for a Public

Hearing. Additionally, staff have already undertaken public consultation steps related to the rezoning through online engagement and letters.

COST:

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

CONCLUSION:

Staff recommend that council complete first and second readings to Zoning Bylaw Amendment No. 3503, 2022 and waive the requirement for a Public Hearing due to the obligatory nature of this requirement and the fact that that public has had various opportunities to express their input prior to this rezoning.

Report Prepared By:

Report Reviewed By:

Myfannwy Pope
Planning Manager

Robert Buchan,
City Manager

Attachment(s):

- Schedule 1: Draft Bylaw Amendment

CITY OF PRINCE RUPERT

ZONING BYLAW AMENDMENT BYLAW NO. 3511, 2022

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

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

That the City of Prince Rupert Zoning Bylaw No. 3462, 2021 be amended as follows:

1. Amend "Schedule B" Zoning Map by rezoning lots legally described as LOT 44 BLOCK 16 SECTION 1 & LOT A DL 251 RANGE 5 COAST DISTRICT PLAN 923 & PLAN 11953 are rezoned from C5: Marine Commercial to P1: Public Facilities as indicated in Schedule A of this bylaw.
2. This Bylaw may be cited as "City of Prince Rupert Zoning Amendment Bylaw No. 3511, 2022".

Read a First time this ____ day of _____, 20__.

Read a Second time this ____ day of _____, 20__.

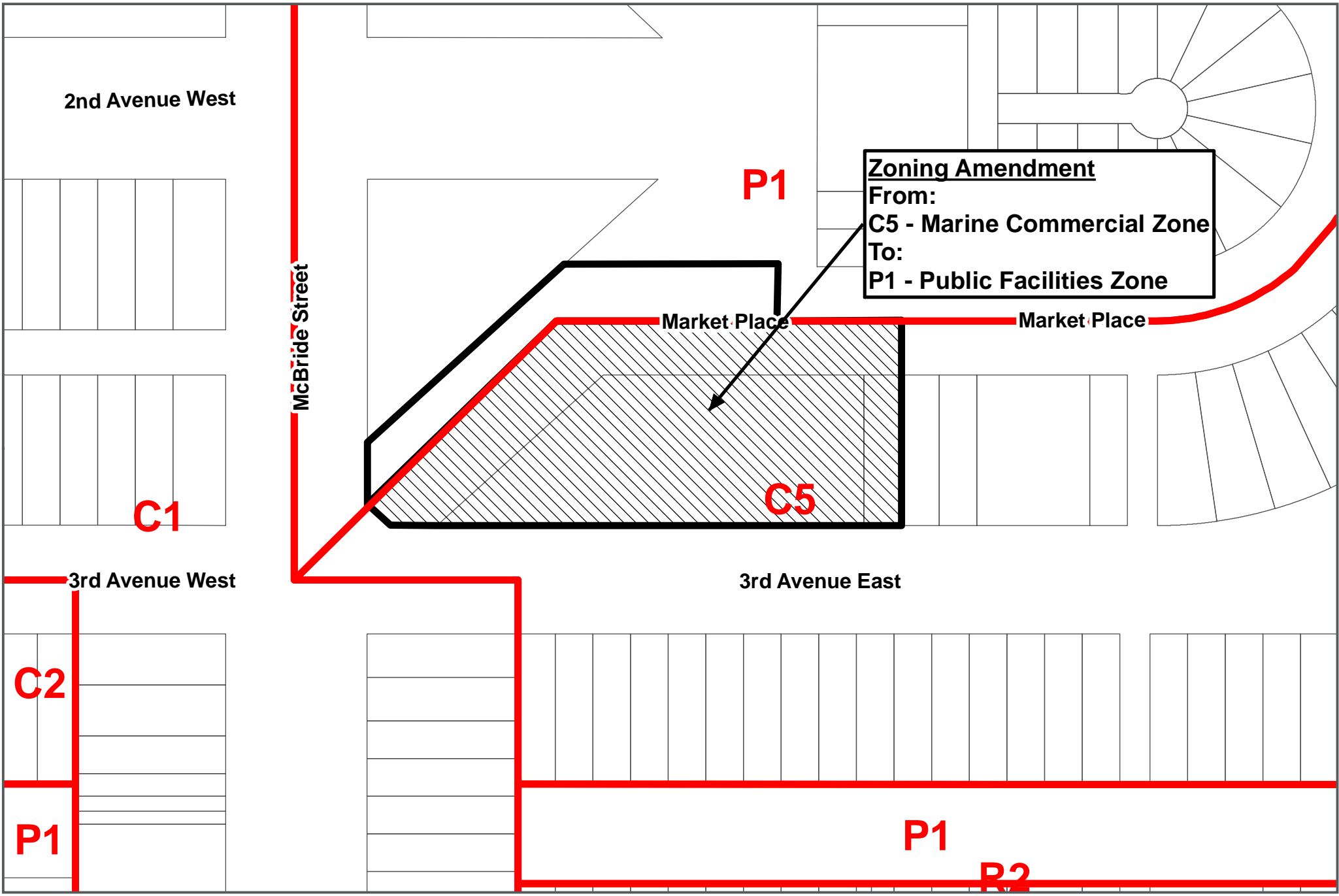
Public Hearing this ____ day of _____, 20__.

Read a Third time this ____ day of _____, 20__.

Final Consideration and Adopted this ____ day of _____, 20__.

MAYOR

CORPORATE ADMINISTRATOR



Zoning Amendment
From:
C5 - Marine Commercial Zone
To:
P1 - Public Facilities Zone

Project #: ZBLA-22-03
 Author: RB
 Checked: -
 Status: FINAL
 Revision: B
 Date: 2022 / 8 / 26
 Scale: 1:1,000

Coordinate System:
 NAD 1983 UTM Zone 9N
 Data Sources:
 Integrated Cadastral Information Society (ICIS)
 City of Prince Rupert
 2021 Orthophoto

LOT 44 BLOCK 16 SECTION 1 & LOT A DL 251
RANGE 5 COAST DISTRICT PLAN 923 & PLAN 11953
Schedule A - Zoning Amendment
Amendment Bylaw No. 3503, 2022

