



REGULAR MEETING

For the **REGULAR MEETING** of Council to be held on April 24, 2023, at 7:00 pm in the Council Chambers of City Hall, 424 – 3rd Avenue West, Prince Rupert, B.C.

1. CALL TO ORDER

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Recommendation:

THAT the Agenda for the Regular Council Meeting of April 24, 2023, be adopted as presented.

4. PUBLIC COMMENTS REGARDING AGENDA ITEMS

5. CONSENT AGENDA

a) Council minutes

- i. Minutes of the Special Meeting of April 11, 2023;
- ii. Minutes of the Regular Meeting of April 11, 2023;

b) Correspondence

- i. Board Highlights from the North Coast Regional District, March 2023;
- ii. Thank you from Special Events;
- iii. Letter of Support from the Carrier Sekani Family Services re: CSFS Project through the First Peoples Cultural Council for their Pillars of Hope and Strength project; and,
- iv. Announcement re: Virtual Public Open House about negotiations on the Kitselas Treaty and Kitsumkalum Treaty; and,

c) Reports

- v. Report from the Manager of Communications, Engagement & Social Development Re: Update on Situation Table Program Roll Out.

Recommendation:

THAT all items on the Consent Agenda be accepted as noted and filed.

6. REPORTS

- #### a) Report from the Corporate Administrator Re: Committee of the Whole Resolution(s)

b) Report from the Corporate Administrator Re: Development Variance Permit DVP-23-01.

Recommendation:

THAT Council proceed with the approval for Development Variance Permit Application #23-01.

c) Report from the Planning Manager Re: Development Variance Permit DVP-23-02.

Recommendation:

THAT Council proceed with the statutory notification process for Development Variance Permit (DVP) application #23-02.

d) Report from the Director of Operations & Intergovernmental Relations Re: Water Infrastructure Project – Phase 1 Award.

Recommendation:

THAT the Mayor and Council receive this report for informational purposes and award Coast Tsimshian Northern Contractors Alliance (“CTNCA”) Phase 1 of the Water Infrastructure Program for up to \$20m under the Master Service Agreement (“MSA”).

e) Report from the Corporate Administrator Re: Liquor License Amendment.

Recommendation:

THAT Council resolves to support the Liquor License Amendment to enable a lounge area endorsement for 380 Bill Murray Drive, as requested.

7. BYLAWS

a) Cow Bay Marina Fees and Regulations Amendment Bylaw No. 3516, 2023.

Recommendation:

THAT Council give fourth & final readings to City of Prince Rupert Marina Fees and Regulations Amendment Bylaw No. 3516, 2023.

8. BUSINESS ARISING

9. COUNCIL ROUND TABLE

10. ADJOURNMENT



MINUTES

For the **SPECIAL MEETING** of Council held on April 11, 2023 at 5:00p.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. Randhawa
Councillor R. Skelton-Morven

STAFF: R. Buchan, City Manager
R. Miller, Corporate Administrator
R. Pucci, Director of Operations & Intergovernmental Relations
C. Bomben, Chief Financial Officer
P. Vendittelli, Director, Economic Development & Transportation
V. Stewart, Manager of Communications, Engagement & Social Development

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOVED by Councillor Cunningham and seconded by Councillor Skelton-Morven that the Agenda for the Special Council Meeting of April 11, 2023 be adopted.

CARRIED

3. RESOLUTION TO EXCLUDE THE PUBLIC

MOVED by Councillor Adey and seconded by Councillor Randhawa that the meeting be closed to the public under Section 90 of the Community Charter to consider items relating to one or more of the following:

- 90.1 (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and,

- (j) information that is prohibited, or information that if it were presented in a document would be prohibited from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act.

4. ADJOURNMENT TO CLOSED

MOVED by Councillor Adey and seconded by Councillor Randhawa THAT Council adjourn to the Closed Meeting of April 11, 2023.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE ADMINISTRATOR



MINUTES

For the **REGULAR MEETING** of Council held on April 11, 2023 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 W. Niesh
Councillor G. Randhawa
Councillor B. Cunningham
Councillor N. Adey
Councillor T. Forster
Councillor R. Skelton-Morven

STAFF: R. Buchan, City Manager
R. Miller, Corporate Administrator
R. Pucci, Director of Operations & Intergovernmental Relations
C. Bomben, Chief Financial Officer
V. Stewart, Manager of Communications, Engagement & Social Development
M. Pope, Planning Manager
J. Beckwith, Fire Chief

1. CALL TO ORDER

The Chair called the Regular Meeting of Council to order at 7:00 pm.

CARRIED

2. INTRODUCTION OF LATE ITEMS

Added as item 7.c) Memorandum from the Director of Operations & Intergovernmental Relations Re: 2023 Budget – Operations Department Capital Plan.

3. APPROVAL OF AGENDA

MOVED by Councillor Niesh and seconded by Councillor Skelton-Morven THAT the Agenda for the Regular Council Meeting of April 11, 2023 be adopted as presented and amended.

CARRIED

4. PRESENTATION

Chief Financial Officer Re: 2023 Draft Budget

5. PUBLIC COMMENTS REGARDING AGENDA ITEMS

1. Terry Sawka, Prince Rupert Resident, Re: Draft Budget
2. Patrick Witwicki, Prince Rupert Resident, Re: Draft Budget
3. Tobi Lake, Prince Rupert Resident, Re: Infrastructure Planning

6. CONSENT AGENDA

a) Council minutes

- i. Minutes of the Regular Meeting of March 20, 2023;
- ii. Minutes of the Special Meeting of March 22, 2023.

b) Correspondence

- i. Email from LCRB Cannabis Regulation and Policy Re: Bulletin 23-02: Change to possession limit for cannabis beverages;
- ii. Letter from the Province of BC (Minister Kang) Re: Growing Communities Fund;
- iii. Email from Judy Warren Re: Cruise Ship Passengers;
- iv. Email from NCLGA Re: Member Notice: Reminder – Submission of Nomination Forms for 2023/2024 NCLGA;
- v. Email from NCLGA Re: Member Notice for Community Bid Proposals for 2024 NCLGA AGM and Convention;
- vi. Letter from the Province of BC (Minister Fleming) Re: Meeting and Resolutions;
- vii. Report from Fire Chief Beckwith Re: Monthly Fire/Rescue Report for March 2023;
- viii. Email from Yvonne Parkinson Re: Old Growth Strategic Review Implementation Workshops;
- ix. Report from the Planning Manager Re: Development Activity Report for February – March 2023;
- x. Report from the Planning Manager Re: Community Planning Activity Report April 2023;
- xi. Report from Manager of Communications, Engagement and Social Development Re: Update on Tourism Prince Rupert for Mariners Park;
- xii. Report from Director of Operations & Intergovernmental Relations Re: Water Infrastructure Project – Background/Update; and,
- xiii. Request for Letter of Support from Gitmaxmak'ay Nisga'a PR/PE Society & Dancers Re: Northern Development Initiative Trust's Fabulous Festivals & Events re: 9th Annual Salmon Festival.

MOVED by Councillor Adey and seconded by Councillor Randhawa THAT all items on the Consent Agenda be accepted as noted and filed.

CARRIED

7. REPORTS

a) Report from the Manager of Communications, Engagement & Social Development Re: Request for Support for Emergency Operations Centre UBCM Capacity Funding

MOVED by Councillor Randhawa and seconded by Councillor Forester THAT Council support the City's application to UBCM for Emergency Operations Centre Funding for the Radio System Reliability Upgrade project for \$30,000,

including staff time to implement the project and to provide overall grant management.

CARRIED

b) Report from the Manager of Communications, Engagement & Social Development Re: Request for Support for Funding Request to UBCM to Support Reconciliation Committee Activities.

MOVED by Councillor Forester and seconded by Councillor Skelton-Morven THAT Council support the City’s application to UBCM/s Urban Communities Partnering for Reconciliation Funding Program for \$10,000 to support coordination and event costs resulting from the Reconciliation Committee.

CARRIED

8. BYLAWS

a) Cow Bay Marina Fees and Regulations Amendment Bylaw No. 3516, 2023.

MOVED by Councillor Cunningham and seconded by Councillor Skelton-Morven THAT Council give first, second and third readings to City of Prince Rupert Marina Fees and Regulations Amendment Bylaw No. 3516, 2023.

CARRIED

9. ADJOURNMENT

MOVED by Councillor Niesh and seconded by Councillor Skelton-Morven THAT the meeting be adjourned at 8:14 pm.

CARRIED

Confirmed:

MAYOR

Certified Correct:

CORPORATE ADMINISTRATOR

Board Highlights

March 2023

Delegations:

Charles Tree, Craig Rimmer, Rheannon Brooks, and Trevor Cewers of the North Coast Mountain Bike Association gave an update on the progress towards building a pump track in Prince Rupert. The Chair of the Board thanked the delegation.

Des Nobels provided an update on the Groundfish Development Authority. The Chair of the Board thanked the delegation.

Board Business:

1. The Board resolved to send a letter to Minister Dix in support of the Northwest Regional Hospital District's request to approve the master plan for the Bulkley Valley District Hospital replacement project.
2. The Board adopted an amended [2023 Board meeting schedule](#).
3. The Board directed staff to investigate the feasibility of regional housing coordination.
4. The Board passed three readings and adopted [Bylaw No. 682, 2023 – 2023-2027 Financial Plan Bylaw](#).
5. The Board adopted [Bylaw 608, 2017 – North Coast Official Community Plan Electoral Areas A & C](#).
6. The Board passed three readings to [Bylaw No. 683, 2023 - Mainland Arts and Culture Contribution Bylaw](#).
7. The Board resolved to send a letter to Minister Heyman, Environment & Climate Change Strategy, to request that BC Parks consider the development of marine campgrounds in the Prince Rupert area, as well as overnight camping at the Diana Lake Provincial Campground.
8. The Board resolved to send a letter to Environment Canada to express concern with respect to the unreliability of land station weather monitors such as Holland Rock and Lucy Island. Further, the letter requests that Environment Canada rectify these reliability issues, citing concern for mariner safety.

For complete details of NCRD Board meetings, the Agenda and Minutes are posted online at www.ncrdbc.com.

american greetings



THANK YOU

MAYOR, COUNCILLORS AND CITY OF PRINCE RUPERT TEAM,

THANK YOU SO MUCH FOR SUPPORTING AND CONTRIBUTING TO CHILDREN'S FESTIVAL THIS YEAR. YOUR GENEROUS SPONSORSHIP HELPED MAKE THIS EVENT A MASSIVE SUCCESS WITH OVER 1000 COMMUNITY MEMBERS COMING OUT TO ENJOY IT.

TATLYANA and THE SPECIAL EVENTS TEAM!



**CARRIER SEKANI
FAMILY SERVICES**

www.csfs.org
Creating wellness together

April 6, 2023

City of Prince Rupert

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

**Attention: Rosa Miller
Administration Department**

Re: Request for support for CSFS Project

Carrier Sekani Family Services is applying to funding opportunities through the First Peoples Cultural Council to build on our Pillars of Hope and Strength project. This project involves the establishment of a series of commemorative signage and two artistic Pillars that will be carved and installed at either end of Highway 16 in Prince George and Prince Rupert. These commemorative markers will help raise awareness of MMIWG, honour the lives of those lost, and will provide an opportunity for family members and loved ones to continue on their journey of healing.

The grant is called the *Heritage Infrastructure program* and will be used to support cultural infrastructure that we intend to use for the Pillar Project including the Pillars of Hope and Strength, Billboards, Rest Stop Kiosks and more

We are looking for a letter of support from your community for this application. If you are interested in more information about the different projects we are working on please contact Cassidy, the Calls for Justice coordinator at cshuvera@csfs.org OR call via her cell 250-961-4776.

Should you have any questions or concerns, please contact me by email at mary@csfs.org, or by telephone, (250) 612-8710, at your convenience.

Sincerely,
CARRIER SEKANI FAMILY SERVICES

Mary Teegee, MBA
Executive Director, Child and Family Services

Corporate Head Office
Stellat'en First Nation
PO Box 2092
Fraser Lake, BC
V0J 1S0

□ Reply To:
987 4th Ave
Prince George, BC V2L 3H7
Phone: 250.562.3591
Fax: 250.562.2272
Toll Free: 1.800.889.6855

□ Reply To:
240 W Stewart Ave, P.O. Box 1219
Vanderhoof, BC V0J 3A0
Phone: 250.567.2900
Fax: 250.567.2975
Toll Free: 1.866.567.2333

□ Reply To:
P.O. Box 1475
#8-870 Highway 16 W
Burns Lake, BC V0J 1E0
Phone: 250.692.1800
Fax: 250.692.1877

From: Penz, Rebecca IRR:EX <Rebecca.Penz@gov.bc.ca>
Sent: Wednesday, April 19, 2023 3:48 PM
Subject: Invitation to Virtual Open House: Kitselas and Kitsumkalum Treaties

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

Dear Richard,

I am writing to extend an invitation to Mayor, Council and City staff to an upcoming virtual public open house about negotiations on the Kitselas Treaty and Kitsumkalum Treaty.

Virtual Open House

Wednesday, June 7, 2 – 3:30 p.m. Register by email at Kitselas.Kitsumkalum@gov.bc.ca

Find out more and sign-up for treaty updates: engage.gov.bc.ca/kitselas-kitsumkalum-treaty

About the Kitselas and Kitsumkalum Treaty Negotiations

Kitselas, Kitsumkalum, Canada and B.C. have been in treaty negotiations since 1995. These negotiations are drawing to a close and will result in separate treaties for Kitselas and Kitsumkalum.

Treaties are an important part of advancing reconciliation. These living agreements will recognize the pre-existing rights and title of the Nations. They will provide the basis for a strong relationship between the Nations, their neighbours and all levels of government by fostering shared understanding and helping to deliver economic predictability in the region.

These treaties are intended to encourage investment, create jobs, expand economic development, and support social well-being for Kitselas and Kitsumkalum First Nations' communities.

Best,

Rebecca Penz (She/her)
Director, Consultation and Engagement
Ministry of Indigenous Relations and Reconciliation
Office – 236-478-3630
Cel – 250-880-2269

Grateful to live and work on the territories of the lək'wəḡən People

Rebecca Penz (She/her)
Director, Consultation and Engagement
Ministry of Indigenous Relations and Reconciliation
Office – 236-478-3630
Cel – 250-880-2269

Grateful to live and work on the territories of the lək'wəḡən People



REPORT TO COUNCIL

Regular Meeting of Council

DATE: April 24th, 2023

TO: Robert Buchan, City Manager

FROM: Veronika Stewart, Manager of Communications, Engagement and Social Development; Joyce Charlton, Victim Services Manager;

SUBJECT: UPDATE ON SITUATION TABLE PROGRAM ROLL OUT

RECOMMENDATION:

THAT Council receive this report for information purposes.

REASON FOR REPORT:

The Province has developed a multi-agency response initiative called Situation Tables that brings together local service providers in participating BC communities on a weekly basis to respond to clients in the community showing signs of 'Acute Elevated Risk'. The overall intent of the program is to redirect at-risk individuals away from potential involvement of the criminal justice system and towards more appropriate social, housing and mental health supports. In 2020, the City received a grant to initiate a Situation Table in Prince Rupert; however the pandemic and a transition to online training delayed the full completion of local training and a successful roll out of the Situation Table in our community.

As a part of the process to reinitiate the program, City staff will be conducting outreach to local service providers to participate in training, serve as referral agencies, and delegate representatives to serve as regular members of the committee. In addition, the City will be seeking two individuals from relevant organizations to serve as the Chair and Co-Chair of the Situation Table. As a part of this process, specific effort will be made to ensure that indigenous organizations are actively engaged so that the committee is culturally informed.

BACKGROUND:

The first “Situation Table” or like program in BC was launched by the City of Surrey in 2015, and there are now 38 communities throughout BC that have launched or are in the preliminary phases of launching Situation Tables. The impetus behind the program was the understanding from local police that they were not the most appropriate responding organization for many calls they were receiving – with mental health, addictions and/or housing supports being more appropriate as a responding agency in over 60% of calls received. Statistically, engagement of a client through the Situation Table has resulted in redirection away from police involvement in 92% of cases. Given its success and uptake throughout BC, as well as the desire of the Province to have Situation Table data feed into policy-making decisions, it is likely that this program will be provincially mandated in future.

Over time, the program will not only support a more appropriate allocation of police resources towards violent crime, but also a more trauma informed and culturally appropriate response to social issues in Prince Rupert. Although inter-agency work does occur frequently in the community, the specific ‘four filter’ approach of Situation Tables will give an added level of surety to participating agencies that support is both consent based and confidentiality focused for their clientele. Additional information on Situation Table operations and the ‘four filter approach’ is attached to this report.

On April 3-4th, the City’s Victim Services Manager and Manager of Communications, Engagement and Social Development attended the Provincially coordinated Situation Table conference in Surrey to collect information, liaise with other participating communities, and gather best practices to inform the launch of our own local Situation Table. Notable takeaways from the conference include, but are not limited to:

- The importance of identifying a dedicated Chair/Co-Chair, and ensuring that there is continuity in the delegated representatives that sit at the Table;
- Emphasis on a trauma informed response, which may include training to support Table participants;
- Opportunities to learn from Intervention Circles (specific “Situation Tables” for indigenous communities) as they get off the ground, given the composition of Prince Rupert’s population;

- Potential connection point to Shift BC in instances where radicalization may be a risk factor;
- Data collection at the Situation Table may be used to inform Poverty Reduction planning, as well as general advocacy for local mental health, addictions and housing supports, among other risk factors;

Staff has also met with Global Network Canada, the Province's selected training contractor for the program to coordinate the next training session. Completion of training is a required precondition before launch of the program to ensure participants understand associated privacy restrictions and data requirements of operating a Situation Table. As previously mentioned, staff will be reaching out in the coming weeks to local service providers to participate in training, serve as referral agencies, and delegate representatives to serve as regular members of the committee. In addition, the City will be seeking two individuals from relevant organizations to serve as the Chair and Co-Chair of the Situation Table.

ANALYSIS:

Launch of the program will enable more targeted wraparound supports and interventions for local community members in need. Although contact between service providers is made on an ad-hoc basis currently, this regularly scheduled session and associated data recording will enhance protections and supports provided to those in need; reduce duplication of service; and enable the collection of important data that can be shared with the Province to advocate for additional local resourcing and financial commitment in our social service, housing, and health sectors.

LINK TO STRATEGIC PLAN:

This project will support the Council's Strategic Plan goal to develop a Social Development strategy – with a Situation Table being a very likely recommendation of this plan.

COST:

The cost of the project is \$42,000, and is fully grant funded. This project was noted in the 2023 Budget document and presentation.

CONCLUSION:

It is recommended that Council receive this report for information purposes and refer any potential interested parties in the Situation Table to the Manager of Communications, Engagement and Social Development through the City Manager.

Report Prepared By:

Report Reviewed By:

Veronika Stewart,
Manager of Communications, Engagement,
And Social Development

Robert Buchan,
City Manager

CITY OF PRINCE RUPERT

REPORT TO COUNCIL

DATE: April 24, 2023
TO: Mayor and Council
FROM: Rosa Miller, Corporate Administrator
SUBJECT: **DEVELOPMENT VARIANCE PERMIT DVP-23-01**

RECOMMENDATION:

THAT Council proceed with approval for Development Variance Permit Application #23-01.

REASON FOR REPORT:

In February 2023, the City of Prince Rupert received a Development Variance Permit for 227 – 4th Avenue East. The applicant wishes to construct a greenhouse at the side of their property. Notifications were sent out in accordance with the Local Government Act. One comment was received in the affirmative and is attached hereto.

BACKGROUND and ANALYSIS:

The applicant is proposing to construct a 10' x 12' greenhouse at the side of the property. Once the project had commenced it was determined that the side setback was insufficient although does align with the existing property, which would be considered existing, no-conforming. The main property is 0.6' from the property line. The proposed shed would be between 0.8' and 0.27' from the property line. The property is adjacent to a City Right of Way. There is a significant slope to the property.

Photos have been provided by the applicant to provide a clearer view of the structure.

The permit application has gone to staff for internal referrals with no negative remarks received.

COST and BUDGET IMPACT:

There is no cost to the City with the approval or denial of this permit.

Report Prepared By:
Rosa Miller

Attachment(s):

1. Project photos
2. Drawing
3. Survey copy
4. Public comment

2/9/2023

IMG_1248.jpg

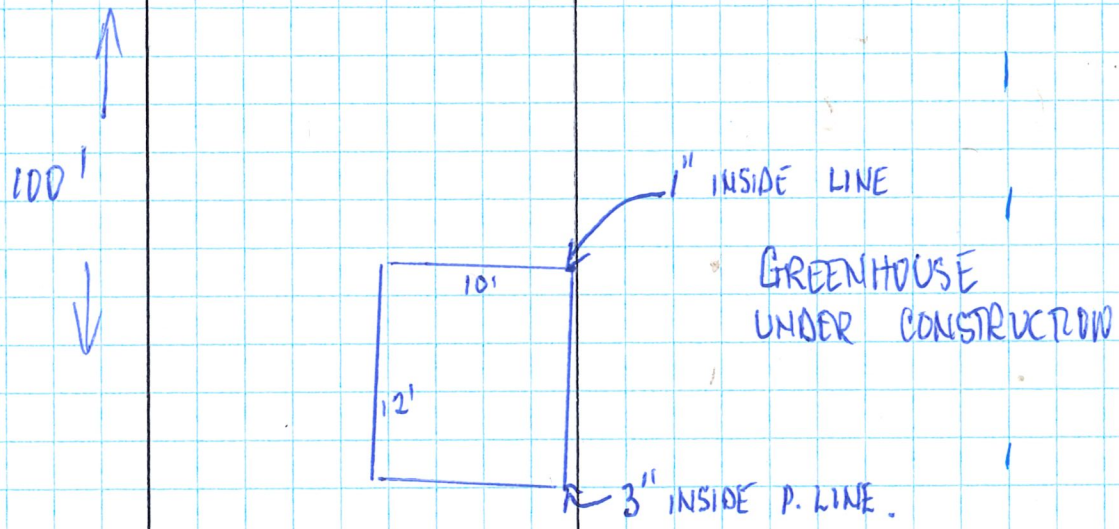
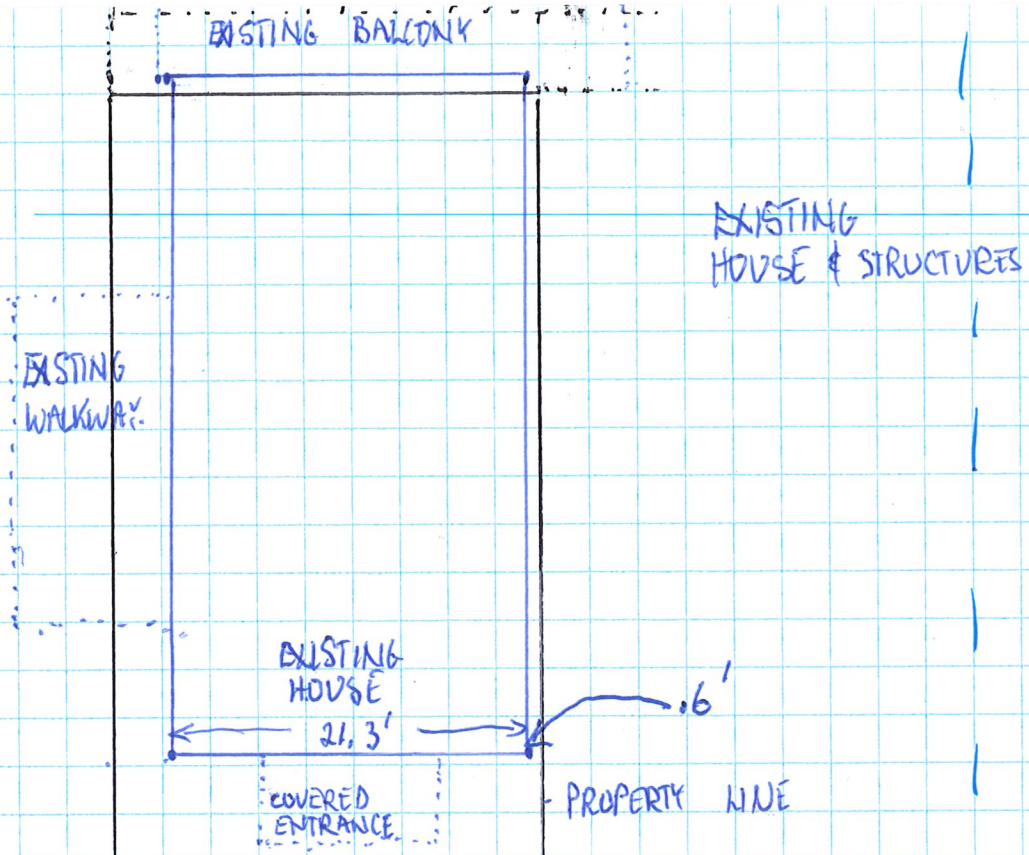


2/9/2023

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<https://mail.google.com/mail/u/0/#inbox/QgrcJHsbdJZsWJCwgCjKPZxqCQrcNHPFLnv?projector=1>



227 1/4th EAST.

STEEPLY SLOPED LOT.

SET-BACK VARIANCE REQUIRED

CITY AVENUE
RIGHT-OF-WAY

25'

ROAD ALLOWANCE

G. DL 251, R 5, C 10.
PLATS 924

TO DEFINE BOUNDARIES.

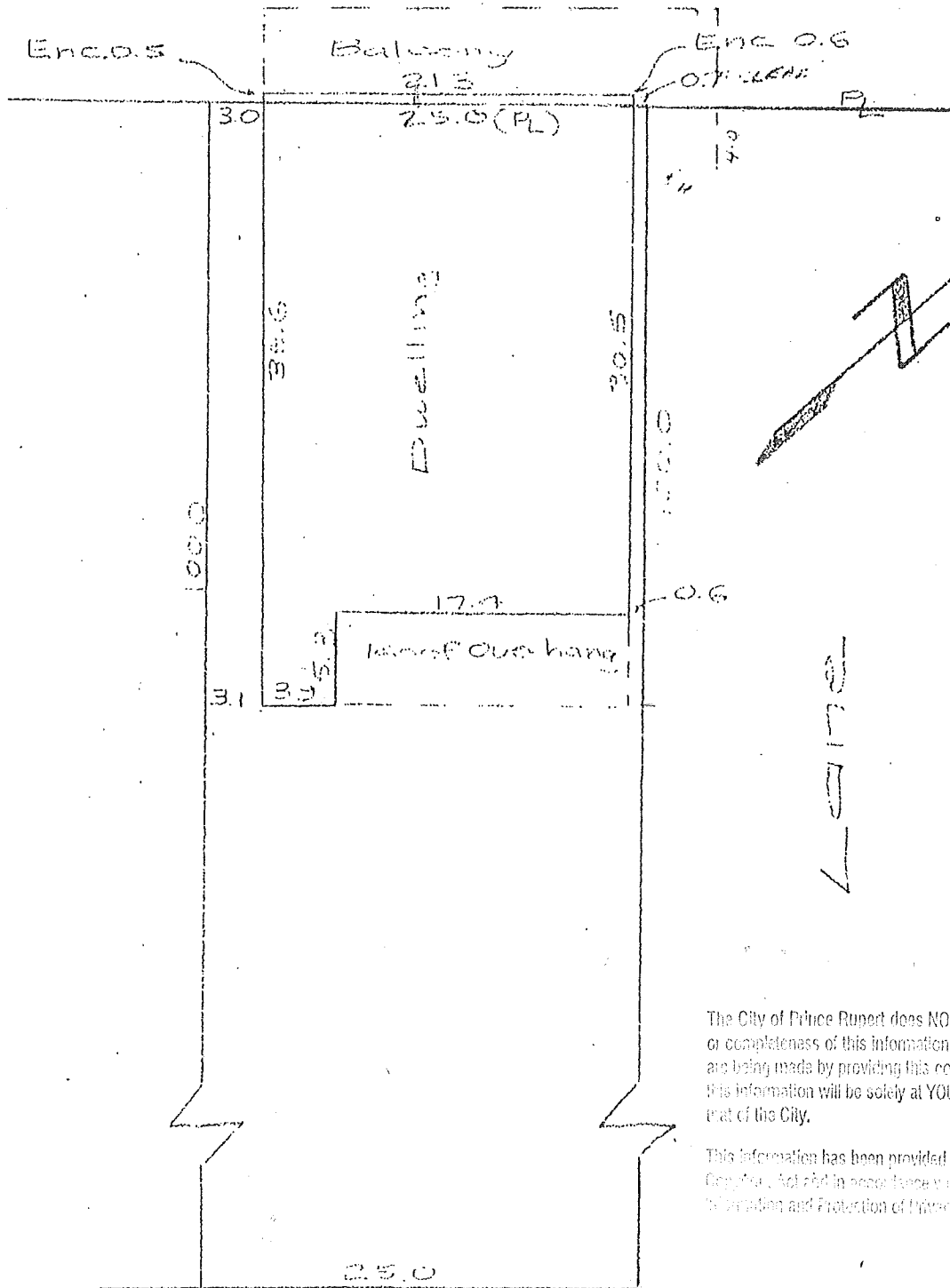
Scale: 1" = 10' (Distances in Feet + Decimals Thereof)

PL = Property Line

Enc = Enclosure

Rem Plat 23, Assigned Plc 1014

21



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This document is not valid unless originally signed and sealed.

4th AVE E

CERTIFIED CORRECT

McELHANNEY ASSOCIATES

4004 4540 LAVELLE AVENUE

Rosamaria Miller

From: dan rodin <dan.rodin@yahoo.ca>
Sent: April 17, 2023 12:10 PM
To: planning; Leah Robinson
Subject: Proposed Variance DVP-23-01

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

Dear Mayor and Council

I am writing on behalf of my wife, property owner Leah Robinson, and myself.

We are writing in support of the proposed variance. We believe that it is important that people have the ability to grow at least some of their food on their property. It is generally accepted that vegetables grown locally are nutritionally superior to those that are imported and have been picked anywhere from 5 - 15 days previously.

Yours truly

Dan Rodin
Leah Robinson



REPORT TO COUNCIL

Regular Meeting of Council

DATE: April 22, 2023

TO: Robert Buchan, City Manager

FROM: Myfannwy Pope, Planning Manager

**SUBJECT: DEVELOPMENT VARIANCE PERMIT #23-02
FOR 1052 6TH AVENUE EAST**

RECOMMENDATION:

THAT Council proceed with the statutory notification process for Development Variance Permit (DVP) application #23-02.

REASON FOR REPORT:

An application was received for a Development Variance Permit for the property located at 1052 6th Avenue East.

The application involves:

1. A request for a variance of the City of Prince Rupert Zoning Bylaw, Section 5.2 side yard setbacks to allow a distance of 0.15 m from the northwest side property line for a proposed deck. The deck is proposed to be 3.05 m long by 6.92 m width, and 2.74 m high with handrails. This would be a 1.348 m encroachment into the existing side yard setback which is set at 1.05 m.

The Site Plan is included as Attachment 2.

BACKGROUND AND ANALYSIS:

The proposed variance is requested to allow the deck to extend from the house, which has an existing non-conforming encroachment into the side-yard setback of

0.15 m. This proposed alignment will accommodate the placement of a door from the 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.

The Draft Development Variance Permit is included as Attachment 1.

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:

Myfannwy Pope,
Planning Manager

Robert Buchan,
City Manager

Attachments:

- Attachment 1: Draft Variance Permit
- Attachment 2: Site Plan



DEVELOPMENT VARIANCE PERMIT
FILE NO. DVP-23-02

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: Tyler Ronald Aasman

APPLICANTS: James Haley

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 13-14 BLOCK 16 SECTION 7 DISTRICT LOT 251 RANGE 5 COAST DISTRICT PLAN
923

CIVIC ADDRESS:

1052 6th Avenue East

2. This permit varies the City's Zoning Bylaw (Bylaw #3462) as follows:
 - a. Section 5.2. Side Yard Setbacks are varied by 1.05 m
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
 - 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

ISSUED ON THIS ___TH DAY OF _____, 2023.

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

Rosamaria Miller
Corporate Administrator

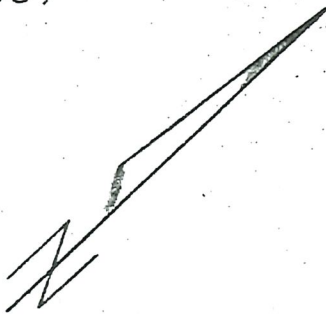
DRAFT

SURVEY CERTIFICATE COVERING

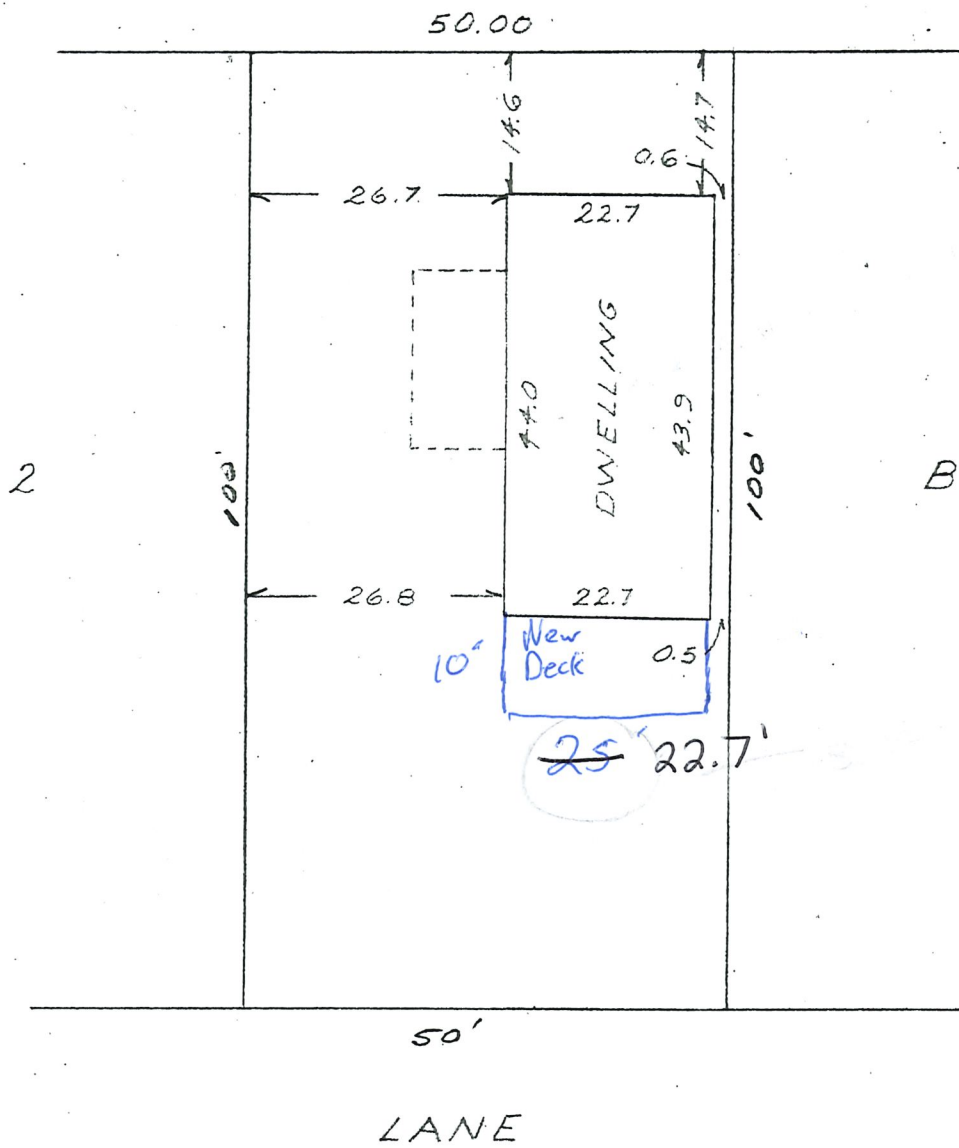
LOTS 13 & 14, BLK. 16, SECT. 7,
D.L. 251, RGE 5, COAST DISTRICT
PLAN 923

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

Scale: 1 inch = 20 feet



6TH AVE. EAST



CERTIFIED CORRECT

Ad. Orzi

B.C.L.S.

Dated this 8th day of Dec., 1980

McELHANNEY ASSOCIATES
PROFESSIONAL LAND SURVEYORS

205 - 4630 Lazelle Avenue
Terrace, B.C.

FILE: 042330-16



REPORT TO COUNCIL

Meeting of Council

DATE: April 17th, 2023
TO: Robert Buchan, City Manager
FROM: Richard Pucci, Director of Operations & Intergovernmental Relations
SUBJECT: WATER INFRASTRUCTURE PROJECT – Phase 1 Award

RECOMMENDATION: The Mayor and Council receive this Report for information purposes and Award CTNCA Phase 1 of the Water Infrastructure Program for up to \$20M under the MSA.

BACKGROUND:

The City of Prince Rupert (City) is a community of contradictions – home to the soon-to-be second-biggest Port in Canada that sees over \$60 billion in trade annually, but this is overshadowed by a water system on the verge of catastrophic failure.

The City is in this position due to multiple factors, including decades of severe economic downturn which resulted in a mass exodus of population and limits to available revenues due to both PILT and Provincially legislated tax caps. In addition, in the past, there was a limited appetite from previous Councils to further raise taxes to renew infrastructure, due to the community's hard economic times. To survive that time, the Council made severe cuts (by up to 75% in some cases) to staff and operational spending and those cuts are still being felt today. The City now responds to at least four emergency water breaks per week, a record level, and breaks on the primary supply line which have rendered the City hours away from losing water to the entire community.

The City has sounded the alarm on infrastructure priorities with higher levels of Government and is advocating for direct financial support to meet these challenges head-on; the Province has answered with a contribution of \$65 million.

Before the latest contribution announcement, the City submitted to the Province and Federal Government a Plan outlining immediate actions and costs to address critical water infrastructure failure, in a clear priority sequence, and with confirmation of available human capital capacity to complete and oversee the works. In this document, the City proposed a 3-year critical replacement strategy requiring a \$130 million capital investment through a Federal

and/or Provincial Contribution Agreement to replace the identified priorities within the City's water supply and distribution infrastructure. This was based on the full Infrastructure Replacement Strategy completed in December of 2022 by Urban Systems.

Since calling the Local State of Emergency, the City experienced at least 9 additional water main breaks, and 15 city-owned service breaks – bringing our annual total for water main breaks to over 30, up from 12 in 2021 - our highest ever recorded. Thanks to the hard work of the Public Works crews and Contractors, we have managed to bring our reservoir capacity back up to 85% from its lowest of 56% and kept potable water in most homes over the holiday season. However, this additional resourcing has cost the City well over a million dollars in borrowed no-value repair money to manage these breaks, and there still is a significant risk to our entire system.

Priority Repairs

The priority projects were determined through the Urban Systems Infrastructure Replacement Strategy and denoted in Figure 1. The priority projects consist of approximately 26 kilometers of water mains that are a combination of *high risk of failure* and *high likelihood of failure* infrastructure. The City took the priority projects and provided them to professional construction estimators to achieve real project costs associated with the works. The cost provided was \$130 million with the provision that construction costs are currently in flux and are still trending upward due to various factors.

It should be noted that under this Plan the City is proposing to take the first step by borrowing \$5 million and dedicating it to furnishing a detailed Plan with detailed designs for the 3-year program. Apart from the initial large-priority projects, most replacements will be executed via design-build. The City will seek to complete design works for all large projects in their priority sequence, and in advance of projected start dates. This will ensure that construction can proceed as quickly and efficiently as possible.

Analysis and Next Steps

To see part of the first phase of this work through to completion, the City has secured the capacity through a Master Service Agreement with CTNCA. CTNCA is a local First Nations partnership with an international construction company, IDL Projects Ltd., which has local full-circle equipment and workforce. In line with the existing MSA, CTNCA has confirmed they will dedicate any and all resources necessary to complete the priorities identified in this Plan.

Additionally, the City has secured a second local contractor Broadwater Industries, to tackle another priority corridor on 1st Avenue, which is already underway.

The City is proposing a 3-year Plan to replace all of the priority projects presented in Figure 2, with Phase 1 of that program starting from Shawatlans Road to Montreal Circle.

The overall strategy is to start with the larger diameter arterial mains and work from the largest diameter to the smallest diameter. This strategy would ensure that the arterial mains, the most important for potable water circulation in the community, are first replaced.

Once the staff have determined the next corridors, staff will report back to the Council.

Conclusion & Government Partnership

Though the official Local State of Emergency has technically ended in the eyes of the Federal and Provincial Governments, it has not with the City of Prince Rupert. The City Staff operate in this state daily, triaging several water leaks, mitigating loss of potable water to homes, and constantly fettling with the water supply to ensure the reservoir is at a safe and reasonable operating capacity every day.

The Council and City staff clearly recognize the need for infrastructure renewal and asset management and are committed to implementing this Plan, should the financial resourcing be approved. Therefore, the City is in the process of requesting the remaining \$65 million and more through the Federal Disaster Mitigation Fund.

The Staff recognizes that \$65 Million seems like a significant amount of money and should fix a considerable amount of the City’s infrastructure; however, the City’s infrastructure deficit is sitting at \$600+ million dollars after a \$130 million investment in water infrastructure alone.

Further, the Staff realizes that this major work program will hit all households and be messy, loud, distracting, disruptive, and disturbing. However, we will do our best to communicate all attributes of the program with the public and know that as a community, we will make it through and be better for it.

Report Prepared By:

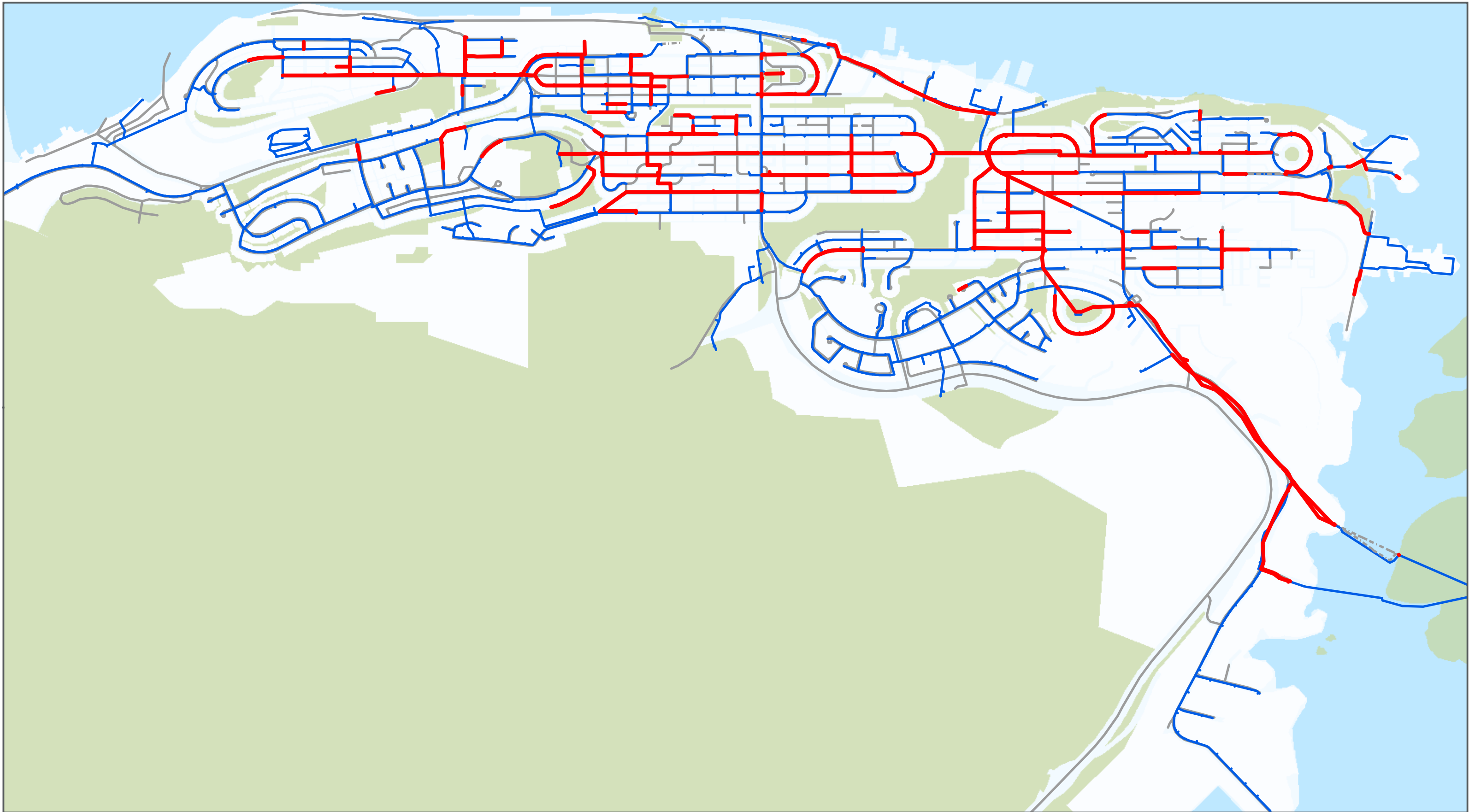
Report Reviewed By:

Richard Pucci,
Director of Operations &
Intergovernmental Relations

Robert Buchan,
City Manager

Attachment(s):

- Fig 1 – Priority Replacement Pipes
- Fig 2 - Phase 1 Replacement (Shawatlans Road – to Montreal Circle)



Project #: IRS
 Author: RB
 Checked: RP
 Status: **Draft**
 Revision: B
 Date: 2023 / 1 / 4
 Scale: 1:17,000

270 135 0 270 540
 Metres

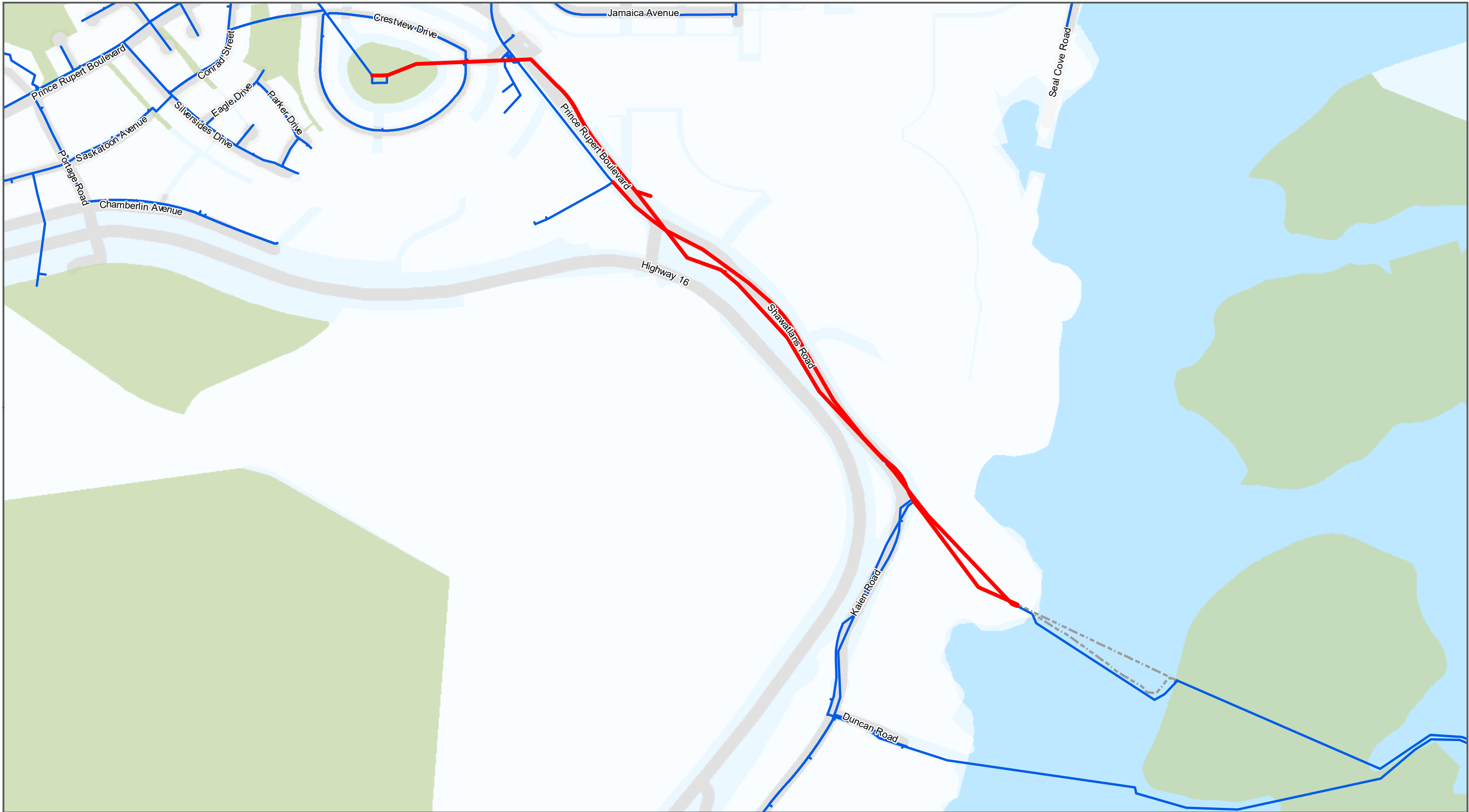
Coordinate System:
 NAD 1983 UTM Zone 9N
Data Sources:
 Integrated Cadastral Information Society (ICIS)
 City of Prince Rupert
 2021 Orthophoto

HIGH LIKELIHOOD OF FAILURE OR HIGH RISK OF FAILURE WATER MAINS

Water Mains

- High LOF or ROF —
- Existing Water Main —
- Abandoned Water Main - - - -

OPERATIONS DEPARTMENT



Project #: IRS
 Author: RB
 Checked: RP
 Status: **Draft**
 Revision: A
 Date: 2023 / 4 / 17
 Scale: 1:6,844

100 50 0 100 200
 Metres

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

HIGH LIKELIHOOD OF FAILURE OR HIGH RISK OF FAILURE WATER MAINS - PHASE 1 REPLACEMENT

Water Mains - Phase 1 Replacement —
 Existing Water Main —
 Abandoned Water Main - - - -

**THE CITY OF
PRINCE
RUPERT**
 OPERATIONS DEPARTMENT



REPORT TO COUNCIL

Regular Meeting of Council

DATE: April 24, 2023
TO: Robert Buchan, City Manager
FROM: Rosamaria Miller, Corporate Administrator
SUBJECT: LIQUOR LICENSE AMENDMENT

RECOMMENDATION:

THAT Council resolves to support the Liquor License Amendment to enable a lounge area endorsement for 380 Bill Murray Drive, as requested.

REASON FOR REPORT:

The Wheelhouse Brewing Company applied for a liquor license amendment in order to secure a lounge area at their new location at the CN Rail Station at 380 Bill Murray Drive. The location will include indoor service areas and a meeting room with a capacity of 140 and an outdoor patio with a capacity of 25. The license hours would be 10 am to 2 am.

Information was placed in The Northern View and on the City's website on March 23, 2023 with feedback requests by March 31, 2023. No comments in the negative or affirmative were received.

There is no cost to the City in their support of this application.

Report Prepared By:

Rosamaria Miller,
Corporate Administrator

Report Reviewed By:

Dr. Robert Buchan,
City Manager

CITY OF PRINCE RUPERT

COW BAY MARINA FEES AND REGULATIONS AMENDMENT BYLAW NO. 3516, 2023

BEING A BYLAW TO AMEND THE COW BAY MARINA FEES AND REGULATIONS
BYLAW NO. 3386, 2016

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

THAT the Cow Bay Marina Fees and Regulations Bylaw No. 3386, 2016 be amended as follows:

1. THAT the rates set out in Schedule "B" in regard to the Annual Mooring section 1.a) be revised to the following:

The Annual Mooring rates shall be as outlined below:

12 Month Prepaid	\$16.00 per Foot / Month
*All rates are subject to applicable taxes	

2. THAT the rates set out in Schedule "B" in regard to the Short-Term Mooring section 2. a) be revised to the following:

The Short Term Mooring rates shall be as outlined below:

Spring Months, April 1 – May 31	\$14.00 per Foot / Month
Peak Summer Months, June 1 – August 31	\$28.00 per Foot / Month
Fall Months, September 1 – 30	\$14.00 per Foot / Month
Winter Months, October 1 – March 31	\$11.00 per Foot / Month
*All rates are subject to applicable taxes	

3. THAT the rates set out in Schedule "B" in regard to the Temporary Mooring section 3.a) be revised to the following:

The Temporary Mooring rate shall be as outlined below:

0 – 80 Foot Temporary Moorage	\$1.90 per Foot / Day
81 – 110 Foot Temporary Moorage	\$2.85 per Foot / Day
111 + Foot Temporary Moorage	\$3.80 per Foot / Day
*All rates are subject to applicable taxes	

AND THAT, this Bylaw shall be cited for all purposes as the **“Cow Bay Marina Fees and Regulations Amendment Bylaw No. 3516, 2023.”**

Read a First time this ____ day of ____, ____.

Read a Second time this ____ day of ____, ____.

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

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

Mayor

Corporate Administrator