



SPECIAL REGULAR MEETING

For the **SPECIAL REGULAR MEETING** of Council to be held on August 16, 2023, at 5:30 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 Special Regular Council Meeting of August 16, 2023, be adopted as presented.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

4. CONSENT AGENDA

a) Reports

- i. Report from the Director of Operations & Intergovernmental Relations Re: Capital & Major Projects – Monthly Update;
- ii. Report from the Director of Operations & Intergovernmental Relations Re: Council Notification – Purchases Update; and,
- iii. Memorandum from the Director of Operations & Intergovernmental Relations Re: Water Provisions to Community Garden.

Recommendation:

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

5. REPORTS

a) Report from the Director of Operations & Intergovernmental Relations Re: 2023 Capital Paving Program – Award

Recommendation:

THAT Mayor and Council approve the recommendation of Staff and award the 2023 Capital Paving Program to Adventure Paving.

b) Report from the Corporate Administrator Re: Remedial Action Order for 741 – 3rd Avenue West, Prince Rupert, BC; legally described as Parcel B (BV18042), Block 32, Section 1, District Lot 251, Range 5, Coast District Plan 923 (PID: 025-584-006) – reconsideration request.

Recommendation:

THAT Mayor and Council direct Staff to proceed with the immediate removal of the building and chattels as requested at the above-referenced property, with the cost of removal to be placed on the property taxes of said property.

- c) **Report from the Corporate Administrator Re: Remedial Action Order for 1127 & 1133 – 2nd Avenue West, Prince Rupert, BC; legally described as lots 18, 19, 20 & 21, Block 27, Section 1, District Lot 1992, Range 5, Coast District Plan 923 (PIDs: 012-028-746, 012-028-754, 012-028-762 and 012-028-771).**

Recommendation:

THAT Mayor and Council direct Staff to proceed with the immediate removal of the buildings as requested at the above-referenced property, with the cost of removal to be placed on the property taxes of said property.

6. REPORTS, QUESTIONS AND INQUIRIES FROM MEMBERS OF COUNCIL

7. ADJOURNMENT



REPORT TO COUNCIL

Regular Meeting of Council

DATE: August 16, 2023
TO: Dr. Robert Buchan, City Manager
FROM: Richard Pucci, Director of Operations & Intergovernmental Relations
SUBJECT: CAPITAL & MAJOR PROJECTS – MONTHLY UPDATE

REASON FOR REPORT:

The City of Prince Rupert has several active Capital and Major Projects in various states of completion. This Consent Report aims to update Council and the Public on the progress monthly.

ANALYSIS:

The Staff has completed the attached chart and is prepared to verbally report to showcase the progress of our Capital and Major Projects.

LINK TO STRATEGIC PLAN:

All Projects associated with these updates are linked to the Strategic Plan.

COST:

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

Report Prepared By:

Report Reviewed By:

Richard Pucci,
Director of Operations &
Intergovernmental Relations

Dr. Robert Buchan,
City Manager

Attachment(s):

- Major/Capital Projects Progress Chart

Capital & Major Project Update

MAJOR PROJECT	PRIORITY	STATUS	% COMPLETE
Public Works Building	High	In Progress	5%
Bridge Repairs (6th & 2nd)	High	In Progress	5%
Landfill Closure	High	In Progress	5%
RCMP Detachment	High	In Progress	15%
Water Replacement Program	High	In Progress	5%
SCADA System Upgrade	High	In Progress	25%
Sewer Treatment Pilot Program	High	In Progress	5%
Submarine/Overland	High	In Progress	5%
Water Treatment	High	In Progress	5%
Waterfront Project	High	In Progress	10%
Outfall Repairs (L & J)	High	In Progress	5%



REPORT TO COUNCIL

Meeting of Council

DATE: August 16, 2023
TO: Robert Buchan, City Manager
FROM: Richard Pucci, Director of Operations & Intergovernmental Relations

SUBJECT: COUNCIL NOTIFICATION – PURCHASES UPDATE

REASON FOR REPORT:

As per the City of Prince Rupert's Purchasing Policy, Staff is required to notify the City Council on Purchases over \$100,000.00 dollars. Previously this was completed through memos from the Staff to Council. However, moving forward, the Staff will present this information periodically as a Report to Council for information purposes.

ANALYSIS:

As per the Purchasing Policy, please see below for recent and anticipated purchases over \$100,000.00 that do not require a Council Resolution.

- **Adventure Paving** - RFQ PW23-01 Capital Paving Program
 - \$1,021,796.60
- **Associated Engineering** - RFP 22-18 Water Treatment Change Orders
 - \$194,269.95
- **Big Truck Rental** - Refuse Truck Purchase EQ187
 - \$323,512.00
- **Brandt Tractor** - Skid Steer Purchase
 - \$25,525.12
- **Brandt Tractor** - Landfill Dozer Purchase
 - \$796,396.32
- **Broadwater Industries** - 23-0097 Seal Cove & Shawatlans Docks

- \$425,985.00
- **Broadwater Industries** - Phase I Utility Replacement – 1st Ave East
 - \$630,000.00
- **Falcon Equipment** - Single Axel Gravel Plow Truck
 - \$328,811.60
- **Gitxaala Operations** - RFP 2022-20 Environmental Services
 - \$211,137.14
- **Magna Engineering** - Omineca Waste Water Change Order
 - \$112,350.00
- **Marcan Construction** - RFT 22-01 New Public Works Mezzanine
 - \$172,313.19
- **McElhanney Consulting** - RFP 22-20 Landfill Environmental Monitoring
 - \$271,110.00
- **Pac. Northwest Electrical** - ITT 23-01 Scada Plc Upgrade
 - \$394,773.75
- **Sperling Hansen** - Landfill Phase I Closure -
 - \$209,730.15
- **Yellowhead Pavement** - RFP 23-03 Line Painting Program
 - \$105,000.00

COST:

All procurement listed above was completed and Approved as per the City's Purchasing Policy.

Report Prepared By:

Report Reviewed By:

Richard Pucci,
Director of Operations &
Intergovernmental Relations

Robert Buchan,
City Manager



MEMORANDUM

DATE: August 16, 2023
TO: Dr. Robert Buchan, City Manager
FROM: Richard Pucci, Director of Operations & Intergovernmental Relations

SUBJECT: Water Provisions to Community Garden

Through the City Manager:

The Operations Department has reviewed the Council's request to provide water via a water truck to the community garden on Ritchie Street.

This Department has rendered the following in response:

- The Public Works Department does not have a proper purpose-built water truck within its fleet;
- The truck Public Works used to use for watering hanging basket plants is purpose-built for watering hanging plants.
 - The pump and spout are slow and would not be efficient.
 - It would take approximately a quarter of a day to use this truck for filling the on-truck tank and filling water barrels;
 - This would be approximately \$500-800.00 worth of lost staff and equipment time that could not be charged to a utility or a project (unless willing to pay for service);
- The Public Works Vac-truck holds sewer and cannot be used for providing water for health and safety reasons;
- Rain capture devices and barrels can be used to catch rainwater for an adequate supply; and,
- This service could be provided by a third party with a proper water truck likely in-kind.

As a result of this review, the Operations Department recommends that the operators of the community garden request a local service provider with a watering truck for assistance and use rain capture devices and barrels for an adequate supply of water.

Thank you, and please direct any questions or concerns to the City Manager.

Regards,

Richard Pucci,
Director of Operations & Intergovernmental Relations



REPORT TO COUNCIL

Regular Meeting of Council

DATE: August 16th, 2023
TO: Dr. Robert Buchan, City Manager
FROM: Richard Pucci, Director of Operations & Intergovernmental Relations

SUBJECT: 2023 CAPITAL PAVING PROGRAM - AWARD

RECOMMENDATION:

That Mayor and Council approve the recommendation of Staff and award the 2023 Capital Paving Program to Adventure Paving.

REASON FOR REPORT:

The City annually completes paving under the Capital Paving Program. The paving undertaken with this program covers trouble spots throughout the community.

ANALYSIS:

The Operations Department posted a Tender for the 2023 Capital Paving Program on BC Bid and only received one compliant bid from Adventure Paving at \$1,020,000.00 + GST.

LINK TO STRATEGIC PLAN:

The completion of the Capital Paving Program is linked to the Transportation section of the Strategic Plan.

COSTS AND BUDGET IMPACT:

The City Council has already approved the capital expenditure for the 2023 Capital Paving Program, and this award falls within that approved Budget.

CONCLUSION:

That Mayor and Council award the 2023 Capital Paving Program to Adventure Paving.

Report Prepared By:

Report Reviewed By:

Richard Pucci,
Director of Operations &
Intergovernmental Relations

Dr. Robert Buchan,
City Manager

Rosamaria Miller

From: Marie Luong <mluong98@gmail.com>
Sent: August 8, 2023 5:56 PM
To: Rosamaria Miller
Subject: Re: 741 - 3rd Avenue West

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.

To: Ms. Rosa Miller

This letter is addressed to Ms. Rosa Miller and/or relevant parties regarding the property at 741 3rd Ave West, Prince Rupert, specifically Block 32, Section 1, District Lot 252.

I, Marie N. Luong, the property owner, wish to address your communication dated August 8th, 2023, concerning Section 77 of the Community Charter. I acknowledge my failure to adhere to the stipulated timeline for property maintenance.

While I recognize my default in timely property upkeep, I have encountered challenges in this regard. Despite reaching out to three distinct companies in Prince Rupert for cleaning services, the cost estimates provided are exorbitant.

I am fortunate to have a close acquaintance who is both a real estate investor and a skilled builder-developer. He has reviewed the quotes I received and believes them to be significantly inflated. As a result, he has offered to collaborate with me in obtaining a revised quote from the other parties in Prince Rupert. This estimate will encompass not only the cleaning of the existing location but also the potential rebuilding of the property.

Our intention is to approach the City Hall to ascertain the feasibility of reconstruction on the mentioned land. We are committed to optimizing the property's potential for return on investment, while also adhering to city regulations and securing necessary approvals.

In the interim, my financial resources are limited. To address this challenge, my friend, Peter, has graciously extended his assistance in exploring financing options. We are considering a draw mortgage to facilitate the construction process, which would subsequently allow me to remortgage the property and maintain it as a rental.

I kindly request an extension of time to fulfill the city's requirements, allowing me to execute this plan prudently and without incurring overwhelming debt. Although I am aware of the current hazards posed to the public by the property's condition, rest assured that I am committed to expediting the resolution as swiftly as possible.

I am sincerely grateful for your understanding and support during this process. Your cooperation is invaluable as I work towards resolving this matter in a responsible and efficient manner. I can also be reached at 403 397 6088. Thank you in advance for your consideration.

Wishing you all a day filled with blessings and positive outcomes.

Sincerely,
Marie N. Luong

On Tue., Aug. 8, 2023, 3:23 p.m. Rosamaria Miller, <Rosamaria.Miller@princerupert.ca> wrote:

Good afternoon.