



## MINUTES OF THE REGULAR MEETING OF COUNCIL

December 4, 2023

6:00 pm

Council Chambers of City Hall

1100 Patricia Boulevard, Prince George, BC

**PRESENT:** Mayor Simon Yu <Chair>  
Councillor Tim Bennett  
Councillor Garth Frizzell  
Councillor Trudy Klassen  
Councillor Ron Polillo  
Councillor Cori Ramsay  
Councillor Kyle Sampson  
Councillor Susan Scott  
Councillor Brian Skakun

**IN ATTENDANCE:** Walter Babicz, City Manager  
Deanna Wasnik, Director of Planning and Development  
Kris Dalio, Director of Finance and IT Services  
Andy Beesley, Director of Civic Facilities and Events  
Devon Cooper, Manager of Police Support Services/Acting Director of Public Safety  
Blake McIntosh, Director of Civic Operations  
Ethan Anderson, Manager of Legislative Services/Corporate Officer  
Leslie Kellett, Deputy Corporate Officer

---

### A. ADOPTION OF THE AMENDED AGENDA

**Moved By** Councillor Scott  
**Seconded By** Councillor Frizzell

*That the agenda for the regular meeting of Council scheduled for December 4, 2023, be amended by adding one new PowerPoint presentation to agenda item E.2 and one new item of correspondence to agenda item E.7, and that the agenda, BE ADOPTED AS AMENDED.*

**Carried Unanimously**

### B. MINUTES

#### B.1 Adoption of the Regular Council Meeting Minutes – November 20, 2023

**Moved By** Councillor Skakun  
**Seconded By** Councillor Klassen

*That the minutes of the regular Council meeting held November 20, 2023, BE ADOPTED as read on this day and that such minutes as read set out all of the business before Council at that meeting and fully and properly record all of the resolutions passed by Council at that meeting.*

**Carried Unanimously**

**C. DELEGATION(S)**

**C.1 Environmental Perspectives Class of University of Northern British Columbia**

Ravneet Saini, Erica LePage, Eri Sudo-Rustad, Luthien Thielmann, Elias Beach, and Deborah Chilaga, students of the Environmental Perspectives class, University of Northern British Columbia, provided a PowerPoint presentation regarding the value of urban wildfire including information on impact of using pesticides and herbicides, ecodevelopment consideration, ways to improve community education and safety regarding wildlife and recreation, the Bear Smart community initiative, the important of wildlife to mental health, and wildlife corridors in Prince George.

Discussion commenced. D. Wasnik, Director of Planning and Development, W. Babicz, City Manager, and B. McIntosh, Director of Civic Operations, responded to questions of Council.

**C.2 Environmental Policy Class of University of Northern British Columbia**

Nicholas Holmes, Rika Rao, Caleb Mueller, Kiara Mills, Sorrell Oberg, and Colin Engstrom, students of the Environmental Policy class, University of Northern British Columbia, provided a PowerPoint presentation regarding the important of a greenspace bylaw including information on greenspace preservation and reintroduction, proposed development considerations, native plant parks that support local biodiversity and pollinators, and inclusion of green space developments in infill development.

Discussion commenced.

**Moved By** Councillor Frizzell  
**Seconded By** Councillor Klassen

*That the verbal report, presentations, and written report from the University of Northern British Columbia's ENVS 210 and ENVS 230 classes be considered for consultation by the City of Prince George.*

**Carried Unanimously**

Mayor Yu called a recess of the Regular Council Meeting at 6:59 p.m.

The Regular Council Meeting reconvened at 7:03 p.m.

Attendance of Council and Staff was the same as at the time the recess was called.

**D. CONSENT AGENDA (FOR INFORMATION)**

**E. REPORTS**

**COUNCILLOR BRIAN SKAKUN AND OUNCILLOR TRUDY KLASSEN**

**E.1 Short-Term Rental Accommodation Act Response**

Discussion commenced and W. Babicz, City Manager, responded to questions of Council.

**Moved By** Councillor Skakun  
**Seconded By** Councillor Klassen

*That Council DIRECTS staff to seek feedback from our tourism and housing sectors to prepare options for response, including the option to "Opt-Out" of the provincial*

*Short-Term Accommodation Act so as to be prepared to respond as soon as the option to do so becomes available.*

**Carried Unanimously**

**CITY MANAGER – WALTER BABICZ**

**E.2 Council Code of Conduct**

Reece Harding and Amy O'Connor, Barristers and Solicitors, Young Anderson, provided a handout PowerPoint presentation regarding the proposed code of conduct bylaw.

Discussion commenced. W. Babicz, City Manager, E. Anderson, Manager of Legislative Services/Corporate Officer, R. Harding, and A. O'Connor, responded to questions of Council.

**Moved By** Councillor Sampson

**Seconded By** Councillor Polillo

*That Council GIVES FIRST THREE READINGS of “City of Prince George Code of Conduct Bylaw No. 9439, 2023” with inclusion of the following amendments:*

- a. *Section 9 (a) be deleted in its entirety and replaced with “contact Staff directly, unless the communication is minor and for the purpose of seeking administrative clarity, and shall instead direct questions and inquiries regarding departmental issues to the City Manager, or to the Director of the department or Corporate Officer with a copy to the City Manager.”;*
- b. *Section 10(1)(b) be deleted in its entirety and replaced with “make any disparaging comments about other council Members or Staff.”;*
- c. *Section 10(2) be deleted in its entirety and replaced with “When presenting their individual opinions and positions, Council Members shall explicitly state that it is their own personal view and that they do not represent Council or the City in those views. For a social media account, this may be accomplished through a statement on the Council Member’s profile.”; and*
- d. *Section 30(3) be added as follows “When Council imposes a remedy pursuant to subsection (1), it may include secondary remedies to take effect on a date set by Council in the event that the Council member fails to comply.”*

**Carried**

**Mayor Yu and Councillor Klassen opposed.**

**DIRECTOR OF CIVIC FACILITIES AND EVENTS – ANDY BEESLEY**

**E.3 Interior Universities Research Coalition (IURC) Request for Letter of Support**

**Moved By** Councillor Scott

**Seconded By** Councillor Polillo

*That Council APPROVES Administration providing a letter of support for the Interior Universities Research Coalition’s grant application to the Social Sciences and Humanities Research Council (SSHRC), as described in the report dated November 21st, from the Director of Civic Facilities & Events, titled “IURC Request for Letter of Support”.*

**Carried Unanimously**

**E.4 Advisory Committee on Accessibility and Inclusion – Terms of Reference Update**

**Moved By** Councillor Frizzell  
**Seconded By** Councillor Polillo

*That Council APPROVES the draft Terms of Reference for the Advisory Committee on Accessibility and Inclusion as attached to the report dated November 9, 2023, from the Director of Civic Facilities & Events titled “Advisory Committee on Accessibility and Inclusion – Terms of Reference Update.”*

**Carried Unanimously**

**DIRECTOR OF PLANNING AND DEVELOPMENT – DEANNA WASNIK**

**E.5 Application to Business Façade Improvement Program**

Discussion commenced and D. Wasnik, Director of Planning and Development, responded to questions of Council.

**Moved By** Councillor Scott  
**Seconded By** Councillor Polillo

*That Council SUPPORTS Administration’s application to Northern Development Initiative Trust for a grant of up to \$20,000 for the 2024 Prince George Business Façade Improvement program from the Prince George Regional Development Account and AUTHORIZES the Director of Planning and Development to sign any necessary funding agreements.*

**Carried Unanimously**

**E.6 Development Variance Permit Application No. VP100655**

Applicant: Copper Falls Custom Homes Ltd. for Arthur and Donna Lamothe  
Location: 4004 Stevens Drive

Documents for Council's consideration regarding "Development Variance Permit Application No. VP100655" included:

- Staff report dated November 6, 2023 from the Director of Planning and Development titled "Development Variance Permit Application No. VP100655";
- Location and Zoning Map;
- Development Variance Permit No. VP100655;
- Exhibit "A" to VP100655;
- Exhibit “B” to VP100655; and
- Letter of Support and Associated Map.

Discussion commenced and D. Wasnik, Director of Planning and Development, responded to questions of Council.

**Moved By** Councillor Polillo  
**Seconded By** Councillor Frizzell

*That Council APPROVES Development Variance Permit No. VP100655 to vary “City of Prince George Zoning Bylaw No. 7850, 2007” for Lot 16, District Lot 7634, Cariboo District, Plan 16573, as follows:*

- a. *Vary Section 10.1.6 2. to increase the maximum height of accessory development from 5.0 m to 6.1 m, as shown on Exhibit “A” to VP100655.*

**Carried Unanimously**

**Moved By** Councillor Ramsay  
**Seconded By** Councillor Skakun

*That Council DIRECTS Administration to return a report to Council with amendments to the "City of Prince George Development Procedures Bylaw No. 9423, 2023" delegating authority to Administration to make a determination on applications for varying the maximum height of accessory development when the variances is less than or equal to the permitted height of a carriage house in the zoning designation.*

**Carried Unanimously**

**E.7 Zoning Bylaw Amendment Application No. RZ100797 (Bylaw No. 9433)**

Applicant: Sukhwinder Kaur and Jaswant Singh  
Location: 7168 Elk Road

Documents for Council's consideration regarding "Zoning Bylaw Amendment Application No. RZ100797 (Bylaw No. 9433)" included:

- Staff report dated November 6, 2023 from the Director of Planning and Development titled "Zoning Bylaw Amendment Application No. RZ100797 (Bylaw No. 9433)";
- Location and Existing Zoning Map;
- Appendix "A" to Bylaw No. 9433; and
- Handout: Correspondence dated December 3, 2023 from Joseph Sedlock in opposition to the application.

Discussion commenced and D. Wasnik, Director of Planning and Development, responded to questions of Council.

**City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9433, 2023**

**Moved By** Councillor Sampson  
**Seconded By** Councillor Skakun

*That Council GIVES FIRST AND SECOND READING to "City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9433, 2023."*

**Carried Unanimously**

**Moved By** Councillor Sampson  
**Seconded By** Councillor Ramsay

*That Council PERMITS that consideration of Final Reading for proposed Bylaw No. 9433 BE WITHHELD until the following requirements have been met to the satisfaction of Administration:*

- a. Registration of Section 219 Covenant on the legal title of Lot 75, District Lot 1599, Cariboo District, Plan 14373 that restricts symmetrical facades for two-unit housing.*

*In addition, any recommendations presented in the preceding items must be addressed to the satisfaction of the Director of Planning and Development.*

**Carried Unanimously**

**DIRECTOR OF FINANCE AND IT SERVICES – KRIS DALIO**

**E.8 Security Issue Resolution – Spring 2024 and Debt Relinquishment**

Discussion commenced and K. Dalio, Director of Finance and IT Services, responded to questions of Council.

**Moved By** Councillor Sampson

**Seconded By** Councillor Frizzell

*That Council APPROVES borrowing from the Municipal Finance Authority of British Columbia, as part of their 2024 spring issue \$3,615,400 as authorized through “Civic Facility Roofs Replacements 2019 - 2022 Loan Authorization Bylaw No. 9009, 2019” and that the Regional District of Fraser-Fort George be requested to consent to the borrowing over a twenty (20) year term and include the borrowing in its security issuing bylaw.*

**Carried Unanimously**

**Moved By** Councillor Frizzell

**Seconded By** Councillor Bennett

*That Council APPROVES borrowing from the Municipal Finance Authority of British Columbia, as part of their 2024 spring issue \$129,700 as authorized through “Aquatic Centre Renewal and Upgrade - AQC-Swim Meet Equipment Renewal Loan Authorization Bylaw No. 9010, 2019” and that the Regional District of Fraser-Fort George be requested to consent to the borrowing over a twenty (20) year term and include the borrowing in its security issuing bylaw.*

**Carried Unanimously**

**Moved By** Councillor Polillo

**Seconded By** Councillor Scott

*That Council APPROVES borrowing from the Municipal Finance Authority of British Columbia, as part of their 2024 spring issue \$83,300 as authorized through “Aquatic Centre Renewal and Upgrade - AQC-Building Envelope Upgrade Loan Authorization Bylaw No. 9010, 2019” and that the Regional District of Fraser-Fort George be requested to consent to the borrowing over a twenty (20) year term and include the borrowing in its security issuing bylaw.*

**Carried Unanimously**

**Moved By** Councillor Frizzell

**Seconded By** Councillor Skakun

*That Council APPROVES borrowing from the Municipal Finance Authority of British Columbia, as part of their 2024 spring issue \$573,300 as authorized through “Aquatic Centre Renewal and Upgrade - AQC-Building Components Renewal Loan Authorization Bylaw No. 9010, 2019” and that the Regional District of Fraser-Fort George be requested to consent to the borrowing over a twenty (20) year term and include the borrowing in its security issuing bylaw.*

**Carried Unanimously**

**Moved By** Councillor Ramsay

**Seconded By** Councillor Sampson

*That Council APPROVES borrowing from the Municipal Finance Authority of British Columbia, as part of their 2024 spring issue \$922,100 as authorized through “Critical Street Light and Traffic Signal Replacement Loan Authorization Bylaw No. 9017, 2019” and that the Regional District of Fraser-Fort George be requested to consent to the borrowing over a twenty (20) year term and include the borrowing in its security issuing bylaw.*

**Carried Unanimously**

**Moved By** Councillor Polillo  
**Seconded By** Councillor Ramsay

*That Council APPROVES the reduction of authorized debt liability under “Aquatic Centre Renewal and Upgrade - Aquatic Centre Parking Lot Loan Authorization Bylaw No. 9010, 2019” by \$100,000.*

**Carried Unanimously**

**F. BYLAWS – FINAL READING AND ADOPTION**

**F.1 City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9427, 2023**

Applicant: Canna Northwest Enterprises Inc. for Blanleil Cranbrook Holdings Ltd., Inc. No. BC082679  
Location: 2591 Vance Road

**Moved By** Councillor Bennett  
**Seconded By** Councillor Scott

*That Council GRANTS FINAL READING AND ADOPTION to “City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9427, 2023.”*

**Carried Unanimously**

**G. CORRESPONDENCE**

Councillor Sampson requested further consideration of correspondence item G.4

**G.1 Correspondence from Minister Lisa Beare, Ministry of Citizens' Services: 2023 Grant-in-Lieu of Property Tax Payment**

**G.2 Correspondence dated November 10, 2023 from Jen Higham: Request for the City to Opt Out of New Regulations Regarding Airbnb**

**G.3 Correspondence dated November 16, 2023 from Mayor Yu to the Community Gaming Grants Branch: Letter of Support for the Community Gaming Grant Application from Spruce Capital Senior Recreation Centre**

**G.4 Correspondence dated November 24, 2023 from Colin Carson, Chief Executive Officer, Tourism Prince George: Request for a Resolution in Support of a Grant Application to Northern Development Initiative Trust**

Discussion commenced.

**Moved By** Councillor Sampson  
**Seconded By** Councillor Polillo

*That the City of Prince George SUPPORTS the Northern Development Initiative Trust (NDIT) grant application from the Tourism Prince George Society in the amount of up to \$300,000 to support development of the Visitor Experience Projects from the NDIT Regional Development Account.*

**Carried Unanimously**

**Moved By** Councillor Frizzell  
**Seconded By** Councillor Scott

*That Council RECEIVES FOR INFORMATION Correspondence items G.1 to G.4.*

**Carried Unanimously**

H. ADJOURNMENT

Moved By Councillor Polillo

Seconded By Councillor Klassen

*That there being no further business the Regular Council Meeting, BE ADJOURNED.*

**Carried Unanimously**

**THE REGULAR MEETING OF COUNCIL ADJOURNED AT 9:54 P.M.**

---

CHAIRPERSON

---

CERTIFIED CORRECT