

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, JULY 13, 2020 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen (via telephone), J. Cordeiro (via telephone), B. Downie, J. McCallum-Miller (via telephone), and E. Ramsay (via telephone). Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, T. Irwin, City Planner, A. Thompson, Clerk, and A. Poole, Executive Assistant (via telephone).

**MOVE TO IN-CAMERA
SPECIAL COUNCIL:**

**Meeting Called to Order at
7:15 p.m. – Move to In-
Camera Special Council**

(No. 295)

MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90 (1) (a) of the Community Charter (to discuss matters relating to personnel).

Carried Unanimously.

REGULAR MEETING:

Mayor Leclerc acknowledged that the meeting was being held on the traditional unceded homelands and territory of the Tsimshian First Nation. She also advised that Council agendas and minutes are available for viewing on the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.

**Acknowledgment of the
Passing of City Freeman
William (Bill) McRae**

Mayor Leclerc recognized the many contributions Mr. McRae made to the City. Council shared their memories of Mr. McRae.

A moment of silence was held in remembrance of Mr. McRae.

ADDENDUM:

There was no Addendum.

DELEGATIONS & GUESTS:

**Dave Kumpolt, Northwest
Regional Airport – Request
for Resolution of Support**

Mayor Leclerc welcomed Mr. Kumpolt of the Northwest Regional Airport to the Council meeting.

The Northwest Regional Airport was seeking a resolution of support from the City of Terrace for funding from the Northern Development Initiative Trust's Economic Diversification Infrastructure Program for up to \$125,000 towards a long-term parking lot upgrade

project at the Northwest Regional Airport.

The long-term parking lot project will consist of three phases. Phase one is planned to take place over the next two years. It will consist of 460 paved stalls, new overhead LED lighting, a new drainage system, 12 disability priority parking stalls, one electric vehicle level 1 fast charger, six electric vehicle level 2 chargers, a gated parking lot system, and several raised, covered walkways. There will be an entry and exit gate on either side of the parking lot.

There are a few construction logistic issues that the Northwest Regional Airport has to face, the most prominent being that they must still be able to supply parking spaces while the new parking lot is under construction. To respond to this, the project has been divided into three sub-phases.

Phase 1A is scheduled to be completed this year. Phase 1B will be constructed in 2021 and Phase 1C (which will be gravel until future requirements) will be completed once there is need for extra parking.

The estimated cost to complete phase 1A is \$4.5 million. Phases 2 & 3 will include a new access road north of the long-term parking lot area, coming off of Max Neubacher Way, and closing off Bristol Road between the day lot and the long-term parking area. This will be used to increase the day lot area considerably, and will increase the long-term lot to 1,200 with a total of 800 paid stalls.

The Northwest Regional Airport does not expect the price of parking to increase at the airport.

Mayor Leclerc thanked Mr. Kumpolt for his presentation and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 298).

MINUTES:

**Regular Council Minutes,
June 22, 2020**

(No. 297)

MOVED/SECONDED that the Regular Council Minutes of June 22, 2020 be adopted as read on this day and that such Minutes as read set out all the business before Council that day and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting.

Carried Unanimously.

**BUSINESS ARISING FROM
THE MINUTES (OLD
BUSINESS):**

There was no Old Business.

CORRESPONDENCE:

**Dave Kumpolt, Northwest
Regional Airport – Request
for Resolution of Support**

(No. 298)

MOVED/SECONDED that the City of Terrace support the application to Northern Development Initiative Trust from the Northwest Regional Airport for a grant of up to \$125,000 for the Long-Term Parking Lot Project from the Economic Diversification Infrastructure Program.

Carried Unanimously.

**Ministry of Public Safety and
Solicitor General – RCMP
Auxiliary Program (Tier 3)**

(No. 299)

The RCMP Inspector entered the meeting.

MOVED/SECONDED that Council confirm their intent to proceed with the interim RCMP Auxiliary Program (Tier 3).

Carried Unanimously.

The RCMP Inspector left the meeting.

**CONVENE INTO COMMITTEE
OF THE WHOLE:**

(No. 300)

MOVED/SECONDED that the July 13, 2020 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

**Committee of the Whole
Finance, Personnel and
Administration Component**

➤ July 13, 2020

The following item was discussed at the July 13, 2020 Development Services Component of the Committee of the Whole:

1. 2020 ANNUAL TAX SALE DEFERRAL BYLAW

**Committee of the Whole
Development Services
Component**

➤ **July 13, 2020**

The following items were discussed at the July 13, 2020 Development Services Component of the Committee of the Whole:

- 1. DEVELOPMENT VARIANCE PERMIT NO. 03-2020 – BIRSELL & LEWIS (4016 YEO STREET)**
- 2. DEVELOPMENT VARIANCE PERMIT NO. 06-2020 – RINALDI (#31-4305 LAKELSE AVENUE)**
- 3. DEVELOPMENT PERMIT NO. 10-2020 – PROGRESSIVE VENTURES LIMITED (4813 KEITH AVENUE)**
- 4. OFF-SITE WORKS AND SERVICES (KEITH AVENUE, MOLITOR STREET, AND POHLE AVENUE)**
- 5. TEMPORARY USE PERMIT NO. 03-2020 – NSD DEVELOPMENT CORPORATION (4800 KEITH AVENUE)**
- 6. TEMPORARY USE PERMIT NO. 04-2020 – GARLEN HOLDINGS LIMITED (5011 PARK AVENUE)**
- 7. OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS – 5030 KEITH AVENUE, 5020 KEITH AVENUE, 5014 KEITH AVENUE, 3111 KENNEY STREET, 5004 KEITH AVENUE, 4800 KEITH AVENUE, AND 4760 KEITH AVENUE**

COMMITTEE REPORTS:

**Committee of the Whole
Finance, Personnel and
Administration Component**

➤ **July 13, 2020**

It was recommended that the Committee now rise and report.

MOVED/SECONDED that the July 13, 2020 Finance, Personnel and Administration Component of the Committee of the Whole verbal report be adopted with the following recommendations:

(No. 301)

1. 2020 ANNUAL TAX SALE DEFERRAL BYLAW

It was recommended that the 2020 Annual Tax Sale Deferral Bylaw proceed to Council for consideration of first, second, and third reading.

Carried Unanimously.

**Committee of the Whole
Development Services
Component**

➤ **July 13, 2020**

(No. 302)

MOVED/SECONDED that the July 13, 2020 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:

**1. DEVELOPMENT VARIANCE PERMIT NO. 03-2020 –
BIRSELL & LEWIS (4016 YEO STREET)**

It was recommended that the City issue Development Variance Permit No. 03-2020 for the property located at 4016 Yeo Street (Lot 3, Block 3, District Lot 837, Range 5, Coast District, Plan 4884), including the following variances:

- *To vary Section 7.3.2 of Zoning Bylaw 2069-2014 and amendments thereto to permit a Secondary Suite in an Accessory Building on an R1 zoned property with less than a 1000 m² parcel size.*
- *To vary Sections 11.1.4.b of Zoning Bylaw 2069-2014 and amendments thereto to reduce the minimum required site area from 1000 m² to 945.4 m² for a Secondary Suite in an Accessory Building on an R1 zoned property.*

**2. DEVELOPMENT VARIANCE PERMIT NO. 06-2020 –
RINALDI (#31-4305 LAKELSE AVENUE)**

It was recommended that the City issue Development Variance Permit No. 06-2020 for the property located at #31 – 4305 Lakelse Avenue [Strata Lot 31 District Lot 368 Range 5 Coast District Strata Plan PRS348 including the following variance:

- *To vary Section 6.6.e. of the Manufactured Home Park Bylaw No. 2099 – 2016 and amendments thereto to increase the maximum permitted area of accessory additions for mobile homes from 15.85 m² to 25.5 m².*

**3. DEVELOPMENT PERMIT NO. 10-2020 –
PROGRESSIVE VENTURES LIMITED (4813 KEITH AVENUE)**

It was recommended that Development Permit No. 10-2020 be issued to Progressive Ventures Ltd. for the property legally described as Lot 2, Block 1, District Lot 611, Range 5, Coast District, Plan 1992 (4813 Keith Avenue) to permit the construction of a light industrial building and all related site development work, including the following variance:

- To Vary Section 5.1.2 of Zoning Bylaw No. 2069-2014 to reduce the required minimum 2.5 metres landscaping strip on a parcel frontage adjacent to a street to 1 metre, for the Pohle Avenue frontage.

4. OFF-SITE WORKS AND SERVICES (KEITH AVENUE, MOLITOR STREET, AND POHLE AVENUE)

It was recommended that Off-site Works and Services, as specified below, be completed for Keith Avenue, Molitor Street, and Pohle Avenue, by the developer, to facilitate the development of a Light Industrial building:

- Keith Avenue property frontage - 61 m: Widen the south side of the road surface by 3 m, construct to asphalt standard with concrete barrier curb and storm drainage, and provide 2m wide concrete sidewalk from back of curb to property line. Developer to retain a Professional Engineer for design and field reviews.
- Molitor Street property frontage – 122 m: Replace existing sidewalk with new 1.8 m wide asphalt sidewalk at same location. Re-grade and top-soil/seed remaining boulevard area from edge of Molitor roadway gravel shoulder to property line, maintain until boulevard grass established.
- Pohle Avenue property frontage - 61 m: Construct roadside ditch draining east tying into existing culvert at Pohle Avenue/Molitor Street intersection. Re-grade and top-soil/seed remaining boulevard area from edge of roadside ditch to property line, maintain until boulevard grass established.
- Enter into a Servicing Agreement with the City and provide a security deposit to guarantee the completion of off-site works.

5. TEMPORARY USE PERMIT NO. 03-2020 – NSD DEVELOPMENT CORPORATION (4800 KEITH AVENUE)

It was recommended that Temporary Use Permit No. 03-2020 be issued to NSD Development Corporation for the property legally described as Lot A, District Lot 362, Range 5, Coast District, Plan 12018 Except Part in Plan EPP42962 [4800 Keith Avenue] to permit the following use for a term of three years with a one-time

option for renewal.

- To use the subject property for outdoor storage and basic maintenance of industrial equipment (heavy equipment and vehicles) and for outdoor storage and laydown area for construction materials.

6. TEMPORARY USE PERMIT NO. 04-2020 – GARLEN HOLDINGS LIMITED (5011 PARK AVENUE)

It was recommended that Temporary Use Permit No. 04-2020 be issued to Garlen Holdings for the property legally described as Lot 4, District Lot 362, Range 5, Coast District, Plan 3233 [5011 Park Avenue] to permit the following use for a term of three years with no option for renewal.

- To use the subject property for the purpose of "Industrial Equipment Sales, Leasing and Service" to permit Hercules SLR Inc., a rigging servicing and sales business, to operate on the site for a 3-year term.

7. OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS – 5030 KEITH AVENUE, 5020 KEITH AVENUE, 5014 KEITH AVENUE, 3111 KENNEY STREET, 5004 KEITH AVENUE, 4800 KEITH AVENUE, AND 4760 KEITH AVENUE

It was recommended that a Bylaw to amend Official Community Plan Bylaw No. 2142-2018 proceed to Council for considerations of first and second reading, for the properties legally described as:

- Lot 3, District Lot 362, Range 5, Coast District, Plan 7 424 (5030 Keith Avenue);
- Lot B, District Lot 362, Range 5, Coast District, Plan 3610 (5020 Keith Avenue);
- Lot A, District Lot 362, Range 5, Coast District, Plan 3610 (5014 Keith Avenue);
- Block 5, District Lot 362, Range 5, Coast District, Plan 967, Except Plan EPP42317 (3111 Kenney Street);
- Lot 1, Block 5, District Lot 362, Range 5, Coast District, Plan EPP42317 (5004 Keith Avenue);
- Lot A, District Lot 362, Range 5, Coast District, Plan 12018 Except Part In Plan EPP42962 (4800 Keith Avenue); and
- Lot A, District Lot 361, Range 5, Coast District, Plan 6510, Except Part in Plan EPP53069 (4760

Keith Avenue);

by changing:

- *Schedule B, Future Land Use to remove the designation of "Site in Transition" from the properties at 5030 Keith Avenue, 5020 Keith Avenue, 5014 Keith Avenue, 3111 Kenney Street, 5004 Keith Avenue, 4800 Keith Avenue, and 4760 Keith Avenue.*
- *Schedule B, Future Land Use from Industrial to Park for a 0.2 hectare portion of 4800 Keith Avenue and by changing from Commercial to Industrial for a 0.7 hectare portion of 4760 Keith Avenue.*
- *Schedule C, Development Permit Areas for 0.7 ha portion of 4760 Keith Avenue from No. 5 – Commercial to No. 6 – Industrial.*
- *Appendix 'H' (Keith Estate Neighborhood Concept Plan) of the Official Community Plan Bylaw No. 2142-2018 by adding an addendum to revise the land use policy direction in the Keith Estates Neighbourhood Concept Plan to support limited heavy industrial uses and to remove residential and commercial mixed-use land uses from a portion of the Keith Estates lands.*

It was recommended that a bylaw proceed to Council for consideration of first and second reading to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from:

- *M1 – Light Industrial to M2 – Heavy Industrial for a portion of the property legally described as Lot A, District Lot 362, Range 5, Coast District, Plan 12018 Except Part In Plan EPP42962 (4800 Keith Avenue);*
- *M1 – Light Industrial to P2 – Park for 0.2 hectare portion of the property legally described as Lot A, District Lot 362, Range 5, Coast District, Plan 12018 Except Part In Plan EPP42962 (4800 Keith Avenue)*
- *C3 – Service Commercial to M2 – Heavy Industrial for a 0.7 hectare portion of Lot A, District Lot 361, Range 5, Coast District, Plan 6510, Except Part in Plan EPP53069 (4760 Keith Avenue).*

Carried Unanimously.

Committee of the Whole

➤ **June 18, 2020**

(No. 303)

MOVED/SECONDED that the June 18, 2020 Committee of the Whole report be adopted with the following recommendation:

1. COASTAL GASLINK PROJECT REMOBILIZATION ACTIVITIES UPDATE

There were no recommendations.

Carried Unanimously.

Committee of the Whole

➤ **June 30, 2020**

(No. 304)

MOVED/SECONDED that the June 30, 2020 Committee of the Whole report be adopted with the following recommendation:

1. CURRENT AND PROPOSED ECONOMIC DEVELOPMENT EFFORTS

There were no recommendations.

Carried Unanimously.

Committee of the Whole

➤ **July 6, 2020**

(No. 305)

MOVED/SECONDED that the July 6, 2020 Committee of the Whole report be adopted with the following recommendation:

1. NAV CANADA – PROPOSED INCREASE IN SERVICE CHARGES

There were no recommendations.

Carried Unanimously.

COMMITTEE REPORTS (FOR INFORMATION ONLY)

Committee of the Whole

Development Services

Component

➤ **June 22, 2020**

(No. 306)

MOVED/SECONDED that the June 22, 2020 Development Services Component of the Committee of the Whole report be received for information only.

Carried Unanimously

SPECIAL REPORTS:

Memo – Building Inspector,

June 2020 Building

Synopsis

(No. 307)

MOVED/SECONDED that the June 2020 Building Synopsis be received for information.

Carried Unanimously.

June 22, 2020 Public Hearing Report (For Information Only)

MOVED/SECONDED that the June 22, 2020 Public Hearing Report be received for information only.

Carried Unanimously.

(No. 308)

BYLAWS:

2020 Annual Tax Sale Deferral Bylaw, Project No. ADP-02-2030 (First, Second, and Third Reading)

MOVED/SECONDED that 2020 Annual Tax Sale Deferral Bylaw, Project No. ADP-02-2030 be read by title only and passed in its first, second, and third reading.

Carried Unanimously.

(No. 309)

Official Community Plan Bylaw Amendment (4760, 4800, 5004, 5014, 5020, and 5030 Keith Avenue and 3111 Kenney Street) Bylaw, Project No. ADP-02-2031 (First and Second Reading)

MOVED/SECONDED that Official Community Plan Bylaw Amendment (4760, 4800, 5004, 5014, 5020, and 5030 Keith Avenue and 3111 Kenney Street) Bylaw, Project No. ADP-02-2031 be read by title only and passed in its first and second reading.

Carried Unanimously.

(No. 310)

Zoning Amendment (4800 Keith Avenue and 4760 Keith Avenue) Bylaw, Project No. ADP-02-2032 (First and Second Reading)

MOVED/SECONDED that Zoning Amendment (4800 Keith Avenue and 4760 Keith Avenue) Bylaw, Project No. ADP-02-2032 be read by title only and passed in its first and second reading.

Carried Unanimously.

(No. 311)

NEW BUSINESS FROM COUNCIL:

Regional District of Kitimat-Stikine Report

Councillor Bujtas report on the Regional District of Kitimat-Stikine.

**REPORTS ON COUNCIL
ACTIVITIES:**

Mayor Leclerc

Mayor Leclerc congratulated Councillor Christiansen on her re-appointment to the North Central Local Government Association Board. Mayor Leclerc also congratulated the signatories of the Northern First Nations Alliance. Mayor Leclerc reported on the BC Rural and First Nations Health and Wellness Virtual Summit.

Councillor Ramsay

Councillor Ramsay reported on the Greater Terrace Beautification Society.

REPORT FROM IN-CAMERA:

There were no items released from In-Camera status.

**QUESTIONS/COMMENTS
FROM THE MEDIA &
AUDIENCE:**

There were no questions from the Media and no questions from the Audience.

ADJOURNMENT

(No. 312)

MOVED/SECONDED that the July 13, 2020 Regular Meeting of Council be now adjourned and that Council move to In-Camera to the public pursuant to Division 3, Section 90(1) (a) of the Community Charter to discuss matters relating to personnel.

Carried Unanimously.

The meeting adjourned at 10:10 p.m.

CERTIFIED CORRECT:

Mayor

Clerk