

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, JANUARY 11, 2021 AT 7:30 P.M.**

*Mayor C. Leclerc presided. Councillors present were S. Bujtas (via videoconference), L. Christiansen (via videoconference), J. Cordeiro (via videoconference), B. Downie (via videoconference), J. McCallum-Miller (via videoconference), and E. Ramsay (via videoconference). Also in attendance were K. Boland, Chief Administrative Officer, D. Block, Director of Development Services (via videoconference), L. Greenlaw, Director of Finance (via teleconference), K. Lautens, Communications Advisor (via teleconference), A. Thompson, Clerk, and A. Poole, Executive Assistant.*

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

***Meeting Called to Order at  
6:45 p.m. – Move to In-  
Camera Special Council***

*(No. 001)*

*MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90 (1) (c) of the Community Charter (to discuss matters relating to labour relations or other employee relations).*

*Carried Unanimously.*

**REGULAR MEETING:**

*Mayor Leclerc acknowledged that due to the latest public health orders prohibiting the public from attending Council meetings in person, Council was providing the media and members of the public an opportunity at the end of the meeting to comment or ask questions pertaining to items on the Council meeting agenda.*

*It was further explained that participation could be had by joining the virtual Microsoft Teams meeting through a computer, mobile device, or regular telephone call. The information on how to take part in the question portion of the meeting could be found at [terrace.ca/participate](https://terrace.ca/participate).*

*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, that the Council meeting was being livestreamed on the City's Facebook page, and that the past minutes have been archived.*

***Acknowledgement of Corporate Administrator Certificates***

*Mayor Leclerc presented Alisa Thompson, Corporate Administrator, with a Certificate in Local Government Service Delivery and a Certificate in Local Government Statutory Administration.*

**ADDENDUM:**

*MOVED/SECONDED that the Addendum be included.*

*(No. 004)*

*Carried Unanimously.*

**DELEGATIONS & GUESTS:**

***Jesse Santos and Logan Arruda, Aspect Safety – ASPECT Kickstart, Community Based Certificate Training Program***

*Mayor Leclerc welcomed Jesse Santos and Logan Arruda of Aspect Safety to the Council meeting.*

*APECT Kickstart is a locally built program designed to meet the needs of the community. This program will increase workforce readiness by providing access to fully subsidized certificate training for residents of Terrace. This program has been fully funded by the Province. This program will provide training to underemployed and unemployed individuals.*

*At peak construction, LNG Canada will employ up to 7,500 workers. The training in this program is designed to meet the operational needs of LNG Canada and its subcontractors. The program is two weeks in length.*

*Through the program participants will receive industry-recognized certificates in the following:*

- First Aid;*
- Confined Space;*
- Aerial Work Platform;*
- Telehandler;*
- WHMIS;*
- Lockout/Tagout;*
- Ground Disturbance;*
- Rigging and Hoisting;*
- CSTS;*

- *Fall Protection; and*
- *Covid-19 in the Workplace.*

*The Terrace program will run from February 8 – 19, 2021. Depending on demand, a possible second session will be hosted in late February. This program is free to participants as it has been fully subsidized by the Province. Individuals can sign up for the program through Aspect Safety’s website or social media page. Participants must be Canadian citizens or permanent residents, must be 15 years or older, and must be underemployed or unemployed.*

*Participant benefits include free certificate training (over \$2,500 value) to get residents into high paying jobs in Terrace and the surrounding area, a work boot, safety glasses, harness, and hard hat allowance of \$200, and direct employer/employee assistance getting into the workforce upon completion of the program.*

*This program was not connected to Coast Mountain College. The ASPECT Kickstart program is on LNG Canada’s approved training list.*

*Mr. Santos and Mr. Arruda were hoping to spread the word about this program, as there were a limited number of seats available.*

*The Terrace session is 60% full, and the sessions being run in Kitimat and Prince Rupert were both full.*

*Mayor Leclerc thanked Mr. Santos and Mr. Arruda for their presentation and advised that the matter would be further dealt with under the “Correspondence” portion of this meeting’s Agenda (See Resolution No. 007).*

**MINUTES:**

***Special Council Minutes,  
December 10, 2020***

*(No. 005)*

*MOVED/SECONDED that the Special Council Minutes of December 10, 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.*

***Regular Council Minutes,  
December 14, 2020***

*(No. 006)*

*MOVED/SECONDED that the Regular Council Minutes of December 14, 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:**

***Jesse Santos and Logan  
Arruda, Aspect Safety –  
ASPECT Kickstart,  
Community Based Certificate  
Training Program***

*(No. 007)*

*MOVED/SECONDED that the presentation from Aspect Safety regarding the ASPECT Kickstart program be received.*

*Carried Unanimously.*

***Steve Pereira, Organizer,  
2021 Northwest Regional  
Airshow – Request for Letter  
of Support***

*(No. 008)*

*MOVED/SECONDED that the City of Terrace write a letter of support for the 2021 Northwest Regional Airshow.*

*Carried Unanimously.*

**CONVENE INTO COMMITTEE  
OF THE WHOLE:**

*(No. 009)*

*MOVED/SECONDED that the January 11, 2021 Regular Council Meeting convene into Committee of the Whole.*

*Carried Unanimously.*

***Committee of the Whole  
Development Services  
Component***

➤ *January 11, 2021*

*The following item was discussed at the January 11, 2021 Development Services Component of the Committee of the Whole:*

***1. TEMPORARY USE PERMIT NO. 01-2021 – NSD  
DEVELOPMENT CORPORATION (4800 KEITH  
AVENUE)***

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***COMMITTEE REPORTS:***

*It was recommended that the Committee now rise and report.*

***Committee of the Whole  
Development Services  
Component***

➤ *January 11, 2021*

*MOVED/SECONDED that the January 11, 2021 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

*(No. 010)*

***1. TEMPORARY USE PERMIT NO. 01-2021 – NDS  
DEVELOPMENT CORPORATION (4800 KEITH  
AVENUE)***

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*It was recommended that Temporary Use Permit No. 01-2021 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 a portion of the subject Land for the outdoor storage of waste container bins, shipping containers, construction materials and industrial equipment without first establishing a Primary Use on the Land.*

*Carried Unanimously.*

**Committee of the Whole**  
➤ **December 10, 2020**

(No. 011)

*MOVED/SECONDED that the December 10, 2020 Committee of the Whole report be adopted with the following recommendation:*

**1. DEVELOPMENT COST CHARGES BYLAW UPDATE**

*It was recommended that the Municipal Assist Factor be set at 1 % for the full Development Cost Charge rates and that the DCC rates be phased in over three years using a 30%, 20%, and 10% Municipal Assist Factor.*

*Carried Unanimously.*

**Committee of the Whole**  
➤ **December 14, 2020**

(No. 012)

*MOVED/SECONDED that the December 14, 2020 Committee of the Whole report be adopted with the following recommendation:*

**1. 2020 GREATER TERRACE HOUSING NEEDS ASSESSMENT**

*There were no recommendations.*

*Carried Unanimously.*

**COMMITTEE REPORTS (FOR INFORMATION ONLY)**

**Committee of the Whole**  
**Development Services**  
**Component**  
➤ **December 14, 2020**

(No. 013)

*MOVED/SECONDED that the December 14, 2020 Development Services Component of the Committee of the Whole report be received for information only.*

*Carried Unanimously.*

**SPECIAL REPORTS:**

**Memo – Director of Finance,**  
**2021 Budget Survey Results**

(No. 014)

*MOVED/SECONDED that the 2021 budget survey results be received for information.*

*Carried Unanimously.*

***Memo – Director of Finance,  
BC Transit 2020/2021  
Amended Annual Operating  
Agreement***

*(No. 015)*

*MOVED/SECONDED that Council approve the Terrace Regional Transit 2020/2021 amended Annual Operating Agreement (AOA).*

*Carried Unanimously.*

***Memo – Director of Finance,  
Terrace Community Forest  
Request for Grant Funds***

*(No. 016)*

*MOVED/SECONDED that Council approve a \$50,000 allocation from the Community Forest Reserve, to the Terrace Community Forest (TCF), to allow the completion of their 2021 annual community granting process.*

*Carried Unanimously.*

***Memo – Building Inspector,  
December 2020 Building  
Synopsis***

*(No. 017)*

*MOVED/SECONDED that the December 2020 Building Synopsis be received.*

*Carried Unanimously.*

*The City Planner left the meeting.*

***Oral Report, January 11, 2021  
Public Hearing***

*(No. 018)*

*MOVED/SECONDED that the Oral Report from the January 11, 2021 Public Hearing be adopted with the following recommendations:*

***1. AMENDMENTS TO ZONING BYLAW NO. 2069-2014  
(5008 AGAR AVENUE)***

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*It was recommended that following the holding of the Public Hearing, a bylaw to amend Zoning Bylaw No. 2069-2014 by changing the permitted uses and regulations in the C5 - Local Commercial zone by adding "Office" as a site-specific permitted use for the South ½ of the property and by adding "Technical Consulting Firm" and "Trade Contractor" as site-specific permitted uses for the North ½ of the property legally described as Lot 2, Block 5, District Lot 611, Range 5, Coast District; Plan 3080 except Plan 8582 (5008 Agar Avenue) proceed to Council for consideration of third reading.*

**2. AMENDMENTS TO THE OFFICIAL COMMUNITY PLAN (OCP) AND ZONING BYLAW NO. 2069-2014 (5106 JOLLIFFE AVENUE)**

*It was recommended that following the holding of the Public Hearing, a bylaw to amend Official Community Plan Bylaw No. 2142-2018 by amending Schedule B -Future Land Use to change the land use designation from Urban Residential to Neighbourhood Residential and by amending Schedule C -Development Permit Areas by removing the subject property from the Multi-Family Development Permit Area designation, for the property legally described as Lot B, District Lot 983, Range 5, Coast District, Plan EPP44298 (5106 Jolliffe Avenue) proceed to Council for consideration of third reading and adoption.*

*It was recommended that following the holding of the Public Hearing, a bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from R3 - Low Density Multi-Family Residential to R2 - Semi-Detached Residential for the property legally described as Lot B, District Lot 983, Range 5, Coast District, Plan EPP44298 (5106 Jolliffe Avenue) proceed to Council for consideration of third reading and adoption.*

*Carried Unanimously.*

**BYLAWS:**

***Zoning Amendment (5008 Agar Avenue) Bylaw, Project No. ADP-02-2040 (Third Reading)***

*(No. 019)*

***Official Community Plan Amendment (5106 Jolliffe Avenue) Bylaw, Project No. ADP-02-2041 (Third Reading)***

*(No. 020)*

*MOVED/SECONDED that Zoning Amendment (5008 Agar Avenue) Bylaw, Project No. ADP-02-2040 be read by title only and passed in its third reading.*

*Carried Unanimously.*

*MOVED/SECONDED that Official Community Plan Amendment (5106 Jolliffe Avenue) Bylaw, Project No. ADP-02-2041 be read by title only and passed in its third reading.*

*Carried Unanimously.*



***Official Community Plan  
Amendment (5106 Jolliffe  
Avenue) Bylaw, Project No.  
ADP-02-2041  
(Adoption)***

*MOVED/SECONDED that Official Community Plan  
Amendment (5106 Jolliffe Avenue) Bylaw, Project  
No. ADP-02-2041 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 021)*

***Zoning Amendment (5106  
Jolliffe Avenue) Bylaw,  
Project No. ADP-02-2042  
(Third Reading)***

*MOVED/SECONDED that Zoning Amendment (5106  
Jolliffe Avenue) Bylaw, Project No. ADP-02-2042 be  
read by title only and passed in its third reading.*

*Carried Unanimously.*

*(No. 022)*

***Zoning Amendment (5106  
Jolliffe Avenue) Bylaw,  
Project No. ADP-02-2042  
(Adoption)***

*MOVED/SECONDED that Zoning Amendment (5106  
Jolliffe Avenue) Bylaw, Project No. ADP-02-2042 be  
read by title only and adopted.*

*Carried Unanimously.*

*(No. 023)*

***NEW BUSINESS FROM  
COUNCIL:***

***Regional District of Kitimat-  
Stikine Report***

*There was no report on the Regional District of  
Kitimat-Stikine.*

***REPORTS ON COUNCIL  
ACTIVITIES:***

***Mayor Leclerc***

*Mayor Leclerc thanked everyone who participated  
in the emergency services drive-by thanking local  
healthcare workers and other front-line staff.*

***Councillor Christiansen***

*Councillor Christiansen reported on the passing of  
Phyllis Little-Best.*

***Councillor Downie***

*Councillor Downie reported on Kermodei Tourism  
Society's Annual General Meeting.*

***REPORT FROM IN-CAMERA:***

*There was no report from In-Camera.*

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

*Mayor Leclerc asked if there was anyone from the media or audience dialed in to ask a question.*

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

**ADJOURNMENT**

*MOVED/SECONDED that the January 11, 2021 Regular Meeting of Council be now adjourned.*

*(No. 024)*

*Carried Unanimously.*

*The meeting adjourned at 8:30 p.m.*

**CERTIFIED CORRECT:**

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*Mayor*

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*Clerk*