

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, FEBRUARY 22, 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), and E. Ramsay (via videoconference). Also in attendance were K. Boland, Chief Administrative Officer, D. Block, Director of Development Services (via videoconference), T. Irwin, City Planner (via videoconference), L. Greenlaw, Director of Finance (via teleconference), T. Williamson, Human Resources Manager (via videoconference), D. Corstanje, Economic Development Manager (via videoconference), 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  
6:00 p.m. – Move to In-  
Camera Special Council***

*(No. 067)*

*MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90(1) (a), (e), and 90(2) (b) of the Community Charter (to discuss matters relating to personnel, land, and negotiations between the municipality and the provincial government).*

*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](http://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that the Council meeting was being livestreamed on the City's Facebook page, and that the past minutes have been archived.*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 the resignation of Councillor Jessica McCallum-Miller***

*Mayor Leclerc acknowledged that Councillor McCallum-Miller had submitted a letter of resignation on February 22, 2021.*

***Acknowledgment of the passing of former Mayor Gordon Rowland***

*Mayor Leclerc acknowledged the passing of former Mayor Gordon Rowland. She shared some of Mr. Rowland's many accomplishments and offered condolences to his family.*

***Acknowledgement of Registered Building Officials***

*Mayor Leclerc acknowledged Leo Francisco and Nathan Brooks, City of Terrace Building Officials, for their accomplishment of obtaining their Level 3 Certification as Registered Building Officials through the Building Officials' Association of BC.*

**ADDENDUM:**

*There was no Addendum.*

**DELEGATIONS & GUESTS:**

***Amanda Horvath, Paul More, Rhonda Mellafont, and Aaron Nugent – Landslide Erosion & Mitigation Efforts on McConnell Crescent, Request for the City of Terrace to Apply for UBCM Grant***

*Mayor Leclerc welcomed Ms. Horvath, Mr. More, Ms. Mellafont, and Mr. Nugent to the Council meeting.*

*Ms. Horvath was speaking on behalf of herself and her husband, the Mores, and the Nugents. Paul More was also present to represent his family, as was Daniel Talstra who was representing his family.*

*Ms. Horvath request that Council grant urgent and immediate assistance by providing agreement and direction to city staff to complete the required applications for funding to mitigate damage of the slide and subsequent erosion behind the properties on McConnell Crescent and Stellars Jay Drive and prevent further damage or loss. Ms. Horvath noted that Union of B.C. Municipalities' Community Emergency Preparedness Fund Flood Risk*

*Assessment, Flood Mapping & Flood Mitigation Planning grant would be closing February 26, 2021 and would not be available again until 2022. The Mores have had extensive property loss and as of December 2020 both neighbouring properties have had small portions of their properties also erode due to the landslide.*

*Tim Smith spoke to the Preliminary Landslide Assessment that was completed by Westrek Geotechnical Services Ltd. for the property at 5414 McConnell Crescent.*

*In April or May 2019, a landslide occurred at the back of the property at 5414 McConnell Crescent. It was likely triggered by erosional scour from the Kitsumkalum River. It has moved about one kilometre in the last 80 years. Enough soil was removed from the bottom of the slope behind the More property that the slope failed. The ongoing erosion will continue to eat into the bank and slope.*

*The size of the landslide is also being increased by groundwater seepage coming out of the landslide path. This is causing soil to be removed by the groundwater that is coming out. This also causes the landslide to move further back.*

*Initially this landslide only impacted the More property at 5414 McConnell Crescent; however, it has now expended to portions of 5412 and 5416 McConnell Crescent.*

*The main causes of the slide include:*

- Erosion driven by the river; and*
- Groundwater seepage that is coming out of the landslide path below the property.*

*It is difficult for individual homeowners to apply for protective measures to be applied to the base of the river. There are substantial rules and regulations in place to have these protective measures applied.*

*In 2017 there was a slide to the south of 5416 and 5418 McConnell Crescent. At that time, the City applied a rock filled blanket across the length of the*

*slope. The approach to control the groundwater would be similar. In the landslide area, due to climate change, there will likely be more problem occurring along the bank of the Kitsumkalum River which could continue to effect adjacent properties. Mr. Smith felt that this could be part of a broader study to potentially install riprap at the bottom of the slope to help with mitigation.*

*It is difficult for individual homeowners to get this issue pushed forward. Local government has a better chance of working with the Province to move this type of issue forward.*

*Mayor Leclerc thanked Ms. Horvath and Mr. Smith 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. 078).*

**MINUTES:**

***Regular Council Minutes,  
February 8, 2021***

*(No. 077)*

*MOVED/SECONDED that the Regular Council Minutes of February 8, 2021 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:**

***Amanda Horvath, Paul More,  
Rhonda Mellafont, and Aaron  
Nugent – Landslide Erosion &  
Mitigation Efforts on  
McConnell Crescent, Request  
for the City of Terrace to  
Apply for UBCM Grant***

*MOVED/SECONDED that staff work with the residents of McConnell Crescent and Stellars Jay Drive to apply for the UBCM Community Emergency Preparedness Fund Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning grant.*

*Carried Unanimously.*

*(No. 078)*

***North Central Local  
Government Association –  
Current NAV Canada  
Aeronautical Studies  
Concerns, Request for Letters  
of Support***

*(No. 079)*

*MOVED/SECONDED that Council write a letter to NAV CANADA expressing the City's support and concern regarding possible reductions in NAV CANADA's air traffic control services or workforce adjustments at the Dawson Creek Regional Airport, North Peace Regional Airport, Northern Rockies Regional Airport, and Prince George Airport.*

*Carried Unanimously.*

***City of Langley – Timeline of  
Casino Openings – Second  
Mayors Letter***

*(No. 080)*

*Councillor Bujtas declared a conflict of interest due to an employment relationship and left the meeting.*

*MOVED/SECONDED that Council write a letter to the Province requesting a timeline of casino openings.*

*Carried Unanimously.*

***CONVENE INTO COMMITTEE  
OF THE WHOLE:***

*(No. 081)*

*MOVED/SECONDED that the February 22, 2021 Regular Council Meeting convene into Committee of the Whole.*

*Carried Unanimously.*

*Councillor Bujtas returned to the meeting.*

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

***➤ February 22, 2021***

*The following item was discussed at the February 22, 2021 Development Services Component of the Committee of the Whole:*

- 1. DEVELOPMENT VARIANCE PERMIT NO. 01-2021 –  
NORTHERN HEALTH AUTHORITY (4720  
HAUGLAND AVENUE)***

---
- 2. TEMPORARY USE PERMIT NO. 02-2021 – GLOBAL  
DEWATERING INC. (3740, 3760, 3800, AND 3840  
JACK TALSTRA WAY)***

---

**COMMITTEE REPORTS:**

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

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

*Division was requested.*

➤ ***February 22, 2021***

*MOVED/SECONDED that Item No. 1 of the February 22, 2021 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

***Item No. 1***

*(No. 082)*

***1. DEVELOPMENT VARIANCE PERMIT NO. 01-2021 –  
NORTHERN HEALTH AUTHORITY (4720  
HAUGLAND AVENUE)***

*It was recommended that the City issue Development Variance Permit No. 01-2021 for the property located at 4720 Haugland Avenue [Parcel A (Being a Consolidation of lots A and B, See CA4814728)], District Lot 360, Range 5, Coast District, Plan 6736 except Plan EPP53067, to include the following variance:*

- *To Vary Section 14.2.3.5.a of the P1 Zone in Zoning Bylaw 2069-2014 and amendments thereto to increase the maximum permitted building height of a principal building from 15.0 metres to 23.0 metres.*

*Carried Unanimously.*

***Item No. 2***

*(No. 083)*

*MOVED/SECONDED that Item No. 2 of the February 22, 2021 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

***2. TEMPORARY USE PERMIT NO. 02-2021 – GLOBAL  
DEWATERING INC. (3740, 3760, 3800, AND 3840  
JACK TALSTRA WAY)***

*It was recommended that Temporary Use Permit No. 02-2021 be deferred due to the receipt of advice that is subject to solicitor-client privilege in accordance with Section 90(1) (i) of the Community Charter.*

*Carried Unanimously.*

**Committee of the Whole**  
➤ **February 4, 2021**

*(No. 084)*

*MOVED/SECONDED that the February 4, 2021 Committee of the Whole report be amended to remove paragraph five on page two and add "And that representatives of Twin River Estates be invited to a Housing Committee meeting to discuss their interest in the possible expansion of their facility." to the recommendation, and adopted with the following recommendation:*

**1. NCLGA RESOLUTIONS DISCUSSION**

*It was recommended that Administration craft resolutions to submit to the North Central Local Government Association (NCLGA) regarding the following, for consideration at the February 22, 2021 regular Council meeting:*

- *Homelessness; and*
- *Seniors Housing.*

*And that representatives of Twin River Estates be invited to a Housing Committee meeting to discuss their interest in the possible expansion of their facility.*

*Carried Unanimously.*

**COMMITTEE REPORTS (FOR INFORMATION ONLY)**

*There were no Committee Reports (For Information Only).*

**SPECIAL REPORTS:**

**Memo – Corporate Administrator, NCLGA Resolutions**

*(No. 085)*

*MOVED/SECONDED that the City of Terrace bring forward the following resolutions to the North Central Local Government Association’s Annual General Meeting for consideration:*

*WHEREAS homelessness is an undesirable situation in every community in British Columbia;*

*AND WHEREAS homelessness is a complex issue which may involve mental illness, addictions, systemic racism, and lack of appropriate housing options and supports;*

*THEREFORE BE IT RESOLVED that the NCLGA lobby the Provincial Government to develop a long-term strategy to eliminate homelessness, and in the meantime, fund year-round day programming and drop in spaces for the homeless population.*

*And*

*WHEREAS seniors in northern and rural British Columbia have limited options for housing;*

*AND WHEREAS a range of seniors housing is needed in every community;*

*THEREFORE BE IT RESOLVED that the NCLGA lobby BC Housing to investigate new affordable housing models for seniors in northern communities.*

*Carried Unanimously.*

***Memo – Director of Finance,  
2021 – 2025 Financial Plan  
Bylaw***

*MOVED/SECONDED that Council consider the first, second, and third reading of the 2021 – 2025 Financial Plan Bylaw.*

*(No. 086)*

*Carried Unanimously.*

***Memo – Director of Finance,  
COVID-19 Safe Restart  
Reserve Fund Bylaw***

*MOVED/SECONDED that Council consider the first, second, and third reading of the COVID-19 Safe Restart Reserve Fund Bylaw.*

*(No. 087)*

*Carried Unanimously.*

***Memo – Director of Finance,  
Repeal Policy No. 76 –  
Accepting Payments of  
Homeowners Grant  
Applications***

*MOVED/SECONDED that City of Terrace Policy No. 76 – Accepting Payments or Homeowner Grant Applications be repealed.*

*Carried Unanimously.*

*(No. 088)*



***Memo – Human Resources Manager, Policy No. 48 – Occupational Health & Safety Committee Terms of Reference***

*(No. 089)*

*MOVED/SECONDED that Policy No. 48 – Occupational Health & Safety Terms of Reference be amended by:*

- Adding “JOINT” to title;*
- 3 (h) – adding “including significant changes to equipment and machinery”; and*
- 3 (k) – changing this to read – “To conduct annual written evaluation of the Committee” and adjust lettering to reflect this change.*

*Carried Unanimously.*

***Memo – Human Resources Manager, City of Terrace Occupational Health and Safety Policy***

*(No. 090)*

*MOVED/SECONDED that the City of Terrace Occupational Health and Safety Policy be approved.*

*Carried Unanimously.*

***Memo – Director of Development Services, Northern Development Initiative Trust – Northern Healthy Communities Fund (Capacity Building Stream) – Social Development Program Proposal***

*(No. 091)*

*MOVED/SECONDED that Council support an application to the Northern Development Initiative Trust Northern Healthy Communities Fund (Capacity Building Stream) for the maximum funding level of \$100,000, for the February 26, 2021 intake, in support of implementing a Social Development Program, and*

*That \$15,000 from the COVID-19 Safe Restart Reserve Grant Fund be allocated as the City’s contribution towards the proposed Social Development Program, and*

*That the 2021 Financial Plan be amended accordingly.*

*Carried Unanimously.*

***Memo – Economic Development Manager, Application to Northern Development Initiative Trust’s Marketing Initiatives Grant for Investment Attraction Digital Assets***

*MOVED/SECONDED that Council support staff in applying to Northern Development Initiative Trust for a grant of up to \$20,000 for the Investment Attraction Digital Assets project.*

*Carried Unanimously.*

*(No. 092)*

**BYLAWS:**

***COVID-19 Safe Restart  
Reserve Fund Bylaw, Project  
No. ADP-02-2101  
(First, Second, and Third  
Reading)***

*MOVED/SECONDED that COVID-19 Safe Restart Reserve Fund Bylaw, Project No. ADP-02-2101 be read by title only and passed in its first, second, and third reading.*

*Carried Unanimously.*

*(No. 093)*

***2021 – 2025 Financial Plan  
Bylaw, Project No. ADP-02-  
2102  
(First, Second, and Third  
Reading)***

*MOVED/SECONDED that 2021 – 2025 Financial Plan Bylaw, Project No. ADP-02-2102 be read by title only and passed in its first, second, and third reading.*

*Carried Unanimously.*

*(No. 094)*

**NEW BUSINESS FROM  
COUNCIL:**

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

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

***Mayor Leclerc – Request that  
the Provincial Government  
Commission a Feasibility and  
Impact Study of the Surrey  
Police Transition***

*MOVED/SECONDED that Council ask the Province to determine how the Surrey Police Transition will financially impact all local governments across the province.*

*Carried Unanimously.*

*(No. 095)*

***Councillor Cordeiro – North  
Central Local Government  
Association (NCLGA)  
Nominations***

*MOVED/SECONDED that Councillor Christiansen be nominated to the position of Director at Large to the North Central Local Government Association (NCLGA) Board.*

*Carried Unanimously.*

*(No. 096)*

**REPORTS ON COUNCIL  
ACTIVITIES:**

*There were no Reports on Council Activities.*

**REPORT FROM IN-CAMERA:**

**In-Camera Committee of the Whole**

➤ **February 3, 2021**

Resolution No. 051

MOVED/SECONDED that the February 3, 2021 In-Camera Committee of the Whole report be adopted with the following recommendation:

**1. IN-CAMERA ITEM UNDER DIVISION 3, SECTION 90(1) (J) OF THE COMMUNITY CHARTER – UPDATE ON THE CURRENT STATE OF HOMELESSNESS IN TERRACE**

**It was recommended that** the City lobby the Provincial Government for day programming or a warming centre in Terrace.

*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.*

*MOVED/SECONDED that the February 22, 2021 Regular Meeting of Council be now adjourned.*

*Carried Unanimously.*

*The meeting adjourned at 8:50 p.m.*

**CERTIFIED CORRECT:**

---

*Mayor*

---

*Clerk*

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

**ADJOURNMENT**

*(No. 097)*