

***MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, APRIL 26, 2021 AT 7:30 P.M.***

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*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, L. Greenlaw, Director of Finance (via videoconference), D. Block, Director of Development Services (via videoconference), T. Irwin, City Planner (via videoconference), J. Klie, Fire Chief (via videoconference), D. Corstanje, Economic Development Manager (via videoconference), K. Lautens, Communications Advisor (via teleconference), A. Thompson, Clerk, and A. Poole, Executive Assistant (via videoconference).*

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

***Meeting Called to Order at  
7:00 p.m. – Move to In-  
Camera Special Council***

*(No. 173)*

*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 territories of the Tsimshian First Nations. She also advised that Council agendas and minutes were available for viewing 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that the Council meeting was being livestreamed on the City's Facebook page, and that the past minutes have been archived.*

*Mayor Leclerc acknowledged that the latest public health orders prohibit the public from attending Council meetings in person. The media and members of the public still have an opportunity at the end of the meeting to comment or ask questions pertaining to items on the 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](http://terrace.ca/participate).*

***Acknowledgement of the passing of former City Councillor Ron Vanderlee***

*Mayor Leclerc acknowledged the recent passing of former City Councillor Ron Vanderlee.*

***2021 National Volunteer Week***

*Mayor Leclerc acknowledged National Volunteer Week and thanked all volunteers for their many contributions.*

**ADDENDUM:**

*MOVED/SECONDED that the Addendum be included.*

*(No. 177)*

*Carried Unanimously.*

**DELEGATIONS & GUESTS:**

***Betty Barton, Terrace Little Theatre Society – Request for Letter of Support***

*Mayor Leclerc welcomed Ms. Barton of the Terrace Little Theatre Society (TLT) to the Council meeting.*

*Ms. Barton is a TLT Board member. She requested a resolution and a letter of support from Council to accompany the TLT's grant applications to Northern Development Initiative Trust and the Terrace Community Foundation.*

*TLT was established in 1953. They are the longest continuously operating amateur theatre company in BC. They own their own building, the McColl Playhouse.*

*Their mandate is to foster theatre and other cultural presentations without profit in the community. They also provide education via workshops, drama festivals, and collaboration with other arts and drama groups throughout the region. Their goal is to produce three plays per year and host other related events.*

*TLT normally operates a youth drama program in the summer; however, in 2020 due to COVID-19 the*

*summer student instructors took on the task of maintenance and archival work. This year the summer student instructors will work on live streaming productions as TLT received a grant from Northern Health to buy audio and video equipment.*

*City West donated a year's worth of upgraded internet to implement the virtual theatre program.*

*TLT has no plans to open the theatre for live productions in the near future and they have no income being generated to do paid work on their building.*

*TLT has spent 116 hours of volunteer work dismantling the washrooms in the McColl Playhouse.*

*TLT is applying for two grants to begin the process of upgrading and updating the McColl Playhouse. The first phase of the upgrade will include converting their inadequate washrooms to main floor level handicapped accessible washrooms. The new washroom facilities will allow the TLT to accommodate a greater variety of patrons.*

*Ms. Barton is the new grant writer for the TLT.*

*Mayor Leclerc thanked Ms. Barton for her presentation and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 179).*

**MINUTES:**

***Regular Council Minutes,  
April 12, 2021***

***(No. 178)***

***MOVED/SECONDED that the Regular Council Minutes of April 12, 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:**

***Letter to Minister McKenna  
regarding Immediate  
Infrastructure Needs – Next  
Steps***

*MOVED/SECONDED that Council respond to Minister McKenna’s email regarding a meeting to discuss Terrace’ immediate infrastructure needs to inform her that Council is willing to meet with her via videoconference or in-person in Ottawa once COVID-19 travel restrictions are lifted.*

*(No. 179)*

*Carried Unanimously.*

***Betty Barton, Terrace Little  
Theatre Society – Request for  
Letter of Support***

*MOVED/SECONDED that the City of Terrace provide a letter of support to the Terrace Little Theatre Society for their grant application to the Terrace Community Foundation and a resolution of support for their application to Northern Development Initiative Trust for upgrades to the McColl Playhouse.*

*(No. 180)*

*Carried Unanimously.*

**CONVENE INTO COMMITTEE  
OF THE WHOLE:**

*MOVED/SECONDED that the April 26, 2021 Regular Council Meeting convene into Committee of the Whole.*

*(No. 181)*

*Carried Unanimously.*

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

*The following items were discussed at the April 26, 2021 Development Services Component of the Committee of the Whole:*

***➤ April 26, 2021***

- 1. BREWERY LOUNGE ENDORSEMENT AREA LICENSE (#306199) AMENDMENT – SHERWOOD MOUNTAIN BREWHOUSE LTD. (101, 103 – 4816 HIGHWAY 16 WEST)***

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- 2. DEVELOPMENT VARIANCE PERMIT NO. 06-2021 – ZIMMERMAN (4703 SCOTT AVENUE)***

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- 3. ZONING BYLAW AMENDMENT – CLIFFORD (2703 BRAUN STREET)***

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**COMMITTEE REPORTS:**

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

***Committee of the Whole  
Development Services  
Component  
➤ April 26, 2021***

*MOVED/SECONDED that the April 26, 2021 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:*

*(No. 182)*

***1. BREWERY LOUNGE ENDORSEMENT AREA LICENSE (#306199) AMENDMENT – SHERWOOD MOUNTAIN BREWHOUSE LTD. (101, 103 – 4816 HIGHWAY 16 WEST)***

*It was recommended that Council pass the following resolution:*

*Be it resolved that:*

- 1. The City of Terrace Council recommends the amendment of the license for the following reasons:
  - a) No responses were received from adjacent residential and commercial property owners/tenants;*
  - b) No concerns were received from RCMP;*
  - c) The amendment is in accordance with City of Terrace Policy No. 83 – Liquor and Cannabis Licensing Application Process.**
- 2. The Council's comments on the prescribed considerations are as follows:
  - a) The impact on the community will be negligible, given the establishment already exists, and the proposed patio is already operating under Policy Directive 20-26 which allows Temporary Expanded Service Areas;*
  - b) The potential for noise impacts, if the application is approved, will be negligible.**
- 3. A public notice of hearing was sent out to the*

owners of all properties within 50 metres of the subject property. The notice gave the date, time and location of the hearing to give the local residents an opportunity to voice their opinions. The hearing was held at the Council meeting on April 12, 2021. No-one was in attendance to speak to the application.

**2. DEVELOPMENT VARIANCE PERMIT NO. 06-2021 – ZIMMERMAN (4703 SCOTT AVENUE)**

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*It was recommended that the City issue Development Variance Permit No. 03-2021 for the property located at 4703 Scott Avenue [Lot 2, District Lot 361, Range 5, Coast District, Plan 3201] for the following variances:*

- *To vary Section 3.6.1. of Zoning Bylaw No. 2069-2014 and amendments thereto to increase the maximum height permitted for a fence in the front yard from 1.2 m to 1.53 m on the north and east lot lines, up to the point within 6 m of the intersection of the north and east parcel lines, and from 1.2 m to 1.85 m on the south property line.*

**3. ZONING BYLAW AMENDMENT – CLIFFORD (2703 BRAUN STREET)**

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*It was recommended that a bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from RS1 – Rural Suburban Residential to R2 – Semi-Detached Residential for the property legally described as Lot 10, District Lot 615, Range 5, Coast District, Plan 3904 (2703 Braun Street) proceed to Council for consideration of first and second reading.*

*Carried Unanimously.*

**Committee of the Whole**

➤ **April 8, 2021**

(No. 183)

*MOVED/SECONDED that the April 8, 2021 Committee of the Whole report be adopted with the following recommendation:*

**1. RCMP DETACHMENT 2021 – 2022 STRATEGIC PRIORITIES**

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*There were no recommendations.*

*Carried Unanimously.*

**Committee of the Whole**  
➤ **April 14, 2021**

*(No. 184)*

*MOVED/SECONDED that the April 14, 2021 Committee of the Whole report be adopted with the following recommendation:*

**1. CITY OF TERRACE/COAST MOUNTAIN COLLEGE MEMORANDUM OF UNDERSTANDING DISCUSSION**

*It was recommended that the Memorandum of Understanding between Coast Mountain College and the City of Terrace be referred to staff to review and report back to Council.*

*Carried Unanimously.*

**COMMITTEE REPORTS (FOR INFORMATION ONLY):**

**Committee of the Whole**  
**Development Services**  
**Component**  
➤ **April 12, 2021**

*(No. 185)*

*MOVED/SECONDED that the April 12, 2021 Development Services Component of the Committee of the Whole report be received for information only.*

*Carried Unanimously.*

**SPECIAL REPORTS:**

**Memo – Director of Finance,**  
**2021 Tax Rates Bylaw**

*(No. 186)*

*MOVED/SECONDED Council consider the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>d</sup> reading of the 2021 Tax Rates Bylaw.*

*Carried Unanimously.*

**Memo – Director of Finance,**  
**2020 Year-End Financial**  
**Update**

*(No. 187)*

*MOVED/SECONDED that the 2020 year-end financial update be received for information.*

*Carried Unanimously.*

**Memo – Director of Finance,  
COVID-19 Safe Restart Funds**

(No. 188)

*MOVED/SECONDED that Council authorize a budget of \$30,000 be allocated from the Covid-19 Safe Restart Grant Reserve to allow for the purchase of miscellaneous items in response to the pandemic, and that the 2021 Financial Plan be amended accordingly, and*

*THAT Council adjust the funding source for the purchase of one Portland Loo, \$250,000, from the Northern Capital and Planning Grant Reserve to the Covid-19 Safe Restart Grant Reserve, and that the 2021 Financial Plan be amended accordingly.*

*Carried Unanimously.*

**Memo – Economic  
Development Manager, Local  
Government Development  
Approvals Program  
Application**

(No. 189)

*MOVED/SECONDED that the City apply to the Local Government Development Approvals Program, provide overall grant management, and implement grant-supported improvements to permitting processes for development in the City.*

*Carried Unanimously.*

*The Economic Development Manager left the meeting.*

**Memo – Executive Assistant,  
Approval to Attend –  
Indigenous Partnerships  
Success Showcase 2021**

(No. 190)

*MOVED/SECONDED that Council approve attendance for Mayor Leclerc and Councillor Downie to attend the Virtual Indigenous Partnerships Success Showcase 2021 on May 28, 2021 & June 4, 2021, at a maximum cost of \$127.32 per person and that the funds come from Council's Unbudgeted Travel Budget for 2021.*

*Carried Unanimously.*



**Memo – Fire Chief, Mutual Aid Agreement with Thornhill and Kitimat Fire**

(No. 191)

*MOVED/SECONDED that the Mutual Aid Agreement with the Regional District of Kitimat-Stikine (for the Fire Protection District of Thornhill), District of Kitimat, and the City of Terrace be received and approved.*

*Carried Unanimously.*

**Memo – Fire Chief, 2021 Fire Department First Quarter Report**

(No. 192)

*MOVED/SECONDED that the 2021 Fire Department First Quarter Report be received for information.*

*Carried Unanimously.*

*The Fire Chief left the meeting.*

**BYLAWS:**

**City of Terrace Water Distribution and Sale Amending Bylaw, Project No. ADP-02-2104 (Adoption)**

(No. 193)

*MOVED/SECONDED that City of Terrace Water Distribution and Sale Amending Bylaw, Project No. ADP-02-2104 be read by title only and adopted.*

*Carried Unanimously.*

**Terrace Water Frontage Tax Bylaw No. 1857-2006 Amending Bylaw, Project No. ADP-02-2105 (Adoption)**

(No. 194)

*MOVED/SECONDED that Terrace Water Frontage Tax Bylaw No. 1857-2006 Amending Bylaw, Project No. ADP-02-2105 be read by title only and adopted.*

*Carried Unanimously.*

**City of Terrace Sewer Connection and Rates Amending Bylaw, Project No. ADP-02-2106 (Adoption)**

(No. 195)

*MOVED/SECONDED that City of Terrace Sewer Connection and Rates Amending Bylaw, Project No. ADP-02-2106 be read by title only and adopted.*

*Carried Unanimously.*

**Terrace Sewer Frontage Tax Bylaw No. 1955-2019 Amending Bylaw, Project No.**

*MOVED/SECONDED that Terrace Sewer Frontage Tax Bylaw No. 1955-2019 Amending Bylaw, Project No. ADP-02-2107 be read by title only and adopted.*

**ADP-02-2107**  
**(Adoption)**

*Carried Unanimously.*

*(No. 196)*

**2021 Tax Rates Bylaw,  
Project No. ADP-02-2108  
(First, Second, and Third  
Reading)**

*MOVED/SECONDED that 2021 Tax Rates Bylaw,  
Project No. ADP-02-2108 be read by title only and  
passed in its first, second, and third reading.*

*Carried Unanimously.*

*(No. 197)*

**Zoning Amendment (2703  
Braun Street) Bylaw, Project  
No. ADP-02-2109  
(First and Second Reading)**

*MOVED/SECONDED that Zoning Amendment (2703  
Braun Street) Bylaw, Project No. ADP-02-2109 be  
read by title only and passed in its first and second  
reading.*

*Carried Unanimously.*

*(No. 198)*

**NEW BUSINESS FROM  
COUNCIL:**

**Regional District of Kitimat-  
Stikine Report**

*Councillor Bujtas reported on the Regional District  
of Kitimat-Stikine.*

**Terrace Downtown  
Improvement Area Society –  
Letter of Support Provided**

*Council provided a letter of support to the Terrace  
Downtown Improvement Area Society on April 15,  
2021 for their grant application to the First Peoples’  
Cultural Council under the “Organizations and  
Collectives” grant stream for First Nation’s public  
art installations in downtown Terrace.*

**2021 Census**

*Mayor Leclerc encouraged the public to complete  
the 2021 Census.*

**REPORTS ON COUNCIL  
ACTIVITIES:**

**Councillor Bujtas**

*Councillor Bujtas reported on City of Terrace  
resident Kiefer Collison on Big Brother Canada.*

**Councillor Ramsay**

*Councillor Ramsay reported on the Greater Terrace  
Beautification Society, the 2021 Garbathon, and the  
Regional District of Kitimat-Stikine’s recent Gitxsan  
cultural awareness workshop.*

**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 was nobody present from the Media or the Audience.*

**ADJOURNMENT**

*MOVED/SECONDED that the April 26, 2021 Regular Meeting of Council be now adjourned.*

*(No. 199)*

*Carried Unanimously.*

*The meeting adjourned at 8:45 p.m.*

**CERTIFIED CORRECT:**

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*Mayor*

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*Clerk*