

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, MAY 11, 2015 AT 7:30 P.M.**

*Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen, J. Cordeiro, B. Downie, M. Prevost, and S. Tyers. Also in attendance were H. Avison, Chief Administrative Officer, P. Proteau, Financial Administrator, T. Irwin, City Planner, A. Thompson, Clerk, and B. Pellegrino, Executive Assistant.*

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

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

*(No. 187)*

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

*Carried Unanimously.*

**REGULAR MEETING:**

*Mayor Leclerc advised that Council agendas and minutes are available for viewing on the City's home page at [www.terrace.ca](http://www.terrace.ca) and that Council meetings are webcast on the City's website and the past minutes have been archived.*

**ADDENDUM:**

*There was no Addendum.*

**DELEGATIONS & GUESTS:**

***Jeannette Anderson,  
Assistant Executive Director  
& Quality Assurance  
Manager, TDCSS – CORE  
Store Update***

*Ms. Anderson introduced herself and thanked Council for the opportunity to present. In 2012, Terrace and District Community Services Society (TDCSS) decided to expand the scope of recycling opportunities in Terrace by launching the CORE Store. The CORE Store is a community oriented recycling enterprise which provides the following materials:*

- Collection and resale of building material;*
- Small tools and equipment;*
- Household appliances;*
- Furniture; and*
- Odds and ends.*

*Items are donated and collected, after being cleaned, tested, and repaired. They are then resold to the general public. Through collecting these items and reconnecting them with other members of the community, the CORE store has:*

- Reduced the volume of items that were going into local landfills;*
- Connected items with individuals who could put the items to use;*
- Reduced the financial burden of purchasing necessary items such as appliances, household goods, and items for those who may be on a fixed income;*
- Selected of small items that complete or repair other items;*
- Provided access to items when you need only a small amount such as a small piece of flooring, siding, or hardware;*
- Created a safe environment for individuals with barriers to employment where they are able to practice employability skills; and*
- Created a place where individuals can volunteer.*

*Current challenges experienced by the CORE store are as follows:*

- Items being dropped off outside of hours of operation;*
- A lack of storage for donated items being dropped off after hours;*
- Items being taken and used in inappropriate areas;*
- No security cameras to help supervise the area outside the building;*
- Unusable items being dropped off;*
- A limited number of volunteers; and*
- The building itself is in need of upgrades in terms of appearance and function.*

*Ms. Anderson encouraged members of the public to volunteer. There is also a contact telephone number outside of the CORE store for individuals wishing to drop off items after hours.*

*Mayor Leclerc thanked Ms. Anderson for her presentation and advised the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 193).*

***Laura McGregor, Gallery  
Coordinator, Terrace Art  
Gallery – Request for Letter  
of Support & Gallery Update***

*Ms. McGregor introduced herself and thanked Council for the opportunity to present. The Terrace Art Gallery's mission is to enrich local and regional culture by providing continuous exposure to the visual arts and encouraging community involvement through outreach, education, and service. The Gallery hosts workshops and opening receptions, attends classroom visits, and delivers summer programming.*

*The Terrace Art Gallery requested Council provide a letter of support for their gaming grant application. As a non-profit organization, the gallery relies heavily on Provincial gaming dollars, membership fees, and sales commission to keep the gallery doors open to the public and maintain a paid coordinator's position.*

*Ms. McGregor introduced Judy McCloskey, Terrace Art Gallery Chair. Ms. McCloskey spoke about the annual Community Gaming Grant application process and the requirement of submitting specific letters of support. The Terrace Art Gallery has seen an increase in revenue in recent years through hosting workshops, renting of the gallery space, and sales. If enough funding is generated, the gallery would like to provide medical benefits to existing staff in order to retain their high-caliber employees and attract others in the future. The Community Gaming Grant application is due May 31, 2015.*

*Mayor Leclerc thanked Ms. McGregor and Ms. McCloskey for their presentation and advised the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 194).*

**PETITIONS AND  
QUESTIONS:**

*There were no Petitions and Questions.*

**MINUTES:**

***Regular Council Minutes,  
April 27, 2015***

*(No. 192)*

*MOVED/SECONDED that the Regular Council Minutes of April 27, 2015 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:**

***Jeannette Anderson,  
Assistant Executive Director  
& Quality Assurance  
Manager, TDCSS – CORE  
Store Update***

*MOVED/SECONDED that the presentation from Ms. Anderson be received.*

*Carried Unanimously.*

*(No. 193)*

***Laura McGregor, Gallery  
Coordinator, Terrace Art  
Gallery – Request for Letter  
of Support & Gallery Update***

*MOVED/SECONDED that the City write a Letter of Support for the Terrace Art Gallery for their application for a Community Gaming Grant.*

*Carried Unanimously.*

*(No. 194)*

**CONVENE INTO  
COMMITTEE OF THE  
WHOLE:**

*MOVED/SECONDED that the May 11, 2015 Regular Council Meeting convene into Committee of the Whole.*

*Carried Unanimously.*

*(No. 195)*

***Committee of the Whole  
➤ Finance, Personnel &  
Administration  
Component,  
May 11, 2015***

*The following item was discussed at the May 11, 2015 Finance, Personnel & Administration Component of the Committee of the Whole:*

**1. 2014 FINANCIAL STATEMENTS**

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**Committee of the Whole**  
➤ **Development Services**  
**Component,**  
**May 11, 2015**

*The following items were discussed at the May 11, 2015 Development Services Component of the Committee of the Whole:*

- 1. DEVELOPMENT VARIANCE PERMIT NO. 06-2015 –  
UNCANCO GENERAL PARTNERS LTD. (4760 KEITH  
AVENUE)**

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- 2. DEVELOPMENT VARIANCE PERMIT NO. 09-2015 –  
HAMILTON (17-4305 LAKELSE AVENUE)**

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- 3. DEVELOPMENT PERMIT NO. 06-2015 – KEITH  
AVENUE HOLDINGS LTD. (4603 & 4607 KEITH  
AVENUE)**

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- 4. OFF-SITE WORKS & SERVICES – KEITH AVENUE  
HOLDINGS LTD. (4603 & 4607 KEITH AVENUE)**

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**COMMITTEE REPORTS:**

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

**Committee of the Whole**  
➤ **Finance, Personnel &**  
**Administration**  
**Component,**  
**May 11, 2015**

*MOVED/SECONDED that the May 11, 2015 Finance, Personnel & Administration Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

**1. 2014 FINANCIAL STATEMENTS**

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*It was recommended that the 2014 audited financial statements be accepted.*

*Carried Unanimously.*

**Committee of the Whole**  
➤ **Development Services**  
**Component,**  
**May 11, 2015**

***Division was requested on Item No. 1.***

***Item No. 1***

*MOVED/SECONDED that the May 11, 2015 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:*

***Motion to Postpone***

- 1. DEVELOPMENT VARIANCE PERMIT NO. 06-2015 –  
UCANCO GENERAL PARTERNS INC. (4670 KEITH  
AVENUE)**

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*(No. 197)*

*It is recommended that a decision regarding Development Variance Permit No. 06-2015 be postponed until further information is available from the applicant.*

*Carried Unanimously.*

**Remainder of Report**

(No. 198)

*MOVED/SECONDED that the May 11, 2015 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:*

**2. DEVELOPMENT VARIANCE PERMIT NO. 09-2015 – HAMILTON (17-4305 LAKELSE AVENUE)**

*It is recommended that Development Variance Permit No. 09-2015 be issued to Gloria Jean Hamilton for the property legally described as Strata Lot 17, District Lot 368, Range 5, Coast District, Plan PRS348 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form V (17-4305 Lakelse Avenue), including the following variance:*

- *To vary Section 3(4)(a) of Mobile Home Park Bylaw 1322-1993 and amendments thereto to decrease the minimum allowable side setback from 6 meters to 5.5 meters to allow for placement of a new modular home on the subject property.*

**3. DEVELOPMENT PERMIT NO. 06-2015 – KEITH AVENUE HOLDINGS LTD. (4603 & 4607 KEITH AVENUE)**

*It is recommended that Development Permit No. 06-2015 be issued to Keith Avenue Holdings Ltd. and the TDL Group Ltd. for the properties legally described as Lot A, District Lot 360, Range 5, Coast District, Plan EPP41920 (4607 Keith Avenue) and Lot 1, District Lot 360, Range 5, Coast District, Plan PRP42116 (4603 Keith Avenue) to permit the development of a new oil change and car wash facility and to undertake associated site circulation and access improvements for the adjacent property located directly to the east at 4603 Keith Avenue (Tim Hortons) including the following variance:*

- *To Vary Section 5.1.2 of Zoning Bylaw No. 2069-2014 to reduce the minimum 2.5 m landscaping strip on a parcel frontage adjacent to a street to 1.5 m.*

**4. OFF-SITE WORKS & SERVICES – KEITH AVENUE HOLDINGS LTD. (4603 & 4607 KEITH AVENUE)**

*It is recommended that Off-site Works and Services be completed for municipal infrastructure on Evergreen Street to permit the development of a commercial building as well as improvements to the associated accesses, including:*

- *7 meter wide asphalt road with asphalt curb along Evergreen Street fronting the development property, drainage work; and*
- *replacement of sidewalk fronting Keith Avenue.*

*Road works will include intersection improvements at Keith Avenue and Highway 16. These improvements are required to be completed by Keith Avenue Holdings Ltd. as per Subdivision and Development Bylaw 1591-1997 in conjunction with issuance of Development Permit No. 06-2015 for Lot A, District Lot 360, Range 5, Coast District, Plan EPP41920, (4607 Keith Avenue) and Lot 1, District Lot 360, Range 5, Coast District, Plan PRP42116 (4603 Keith Avenue).*

*Carried Unanimously.*

***RECESS & RECONVENE:***

*A short recess was called at 9:10 p.m. and the meeting reconvened at 9:15 p.m.*

***Committee of the Whole***  
➤ ***May 4, 2015***

*Councillor Downie declared a possible conflict of interest and left the meeting.*

*(No. 199)*

*MOVED/SECONDED that the May 4, 2015 Committee of the Whole report be adopted with the following recommendation:*

**1. NATIONAL ABORIGINAL HOCKEY CHAMPIONSHIP**

*It was recommended that the City of Terrace support the bid to host the 2017 National Aboriginal Hockey Championship by waiving the cost of rental fees at the Terrace Arena Sportsplex for this event in 2017.*

*Carried Unanimously.*

*Councillor Downie returned to the meeting.*

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

***Committee of the Whole***  
***➤ Development Services Component***  
***April 27, 2015***

*MOVED/SECONDED that the April 27, 2015 Development Services Component of the Committee of the Whole be received for information.*

*Carried Unanimously.*

*(No. 200)*

**SPECIAL REPORTS:**

***Memo – Senior Building Inspector, January – April 2015 Building Synopsis***

*MOVED/SECONDED the January – April 2015 Building Synopsis be received.*

*Carried Unanimously.*

*(No. 201)*

***Public Hearing Report, April 27, 2015 (For Information Only)***

*MOVED/SECONDED that the April 27, 2015 Public Hearing Report be received for information only.*

*Carried Unanimously.*

*(No. 202)*

**BYLAWS:**

***Financial Plan Bylaw ADP-02-1509 (Adoption)***

*MOVED/SECONDED that the 2015 – 2019 Financial Plan Bylaw, Project No. ADP-02-1509 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 203)*

***2015 Tax Rate Bylaw ADP-02-1510 (Adoption)***

*MOVED/SECONDED that the 2015 Tax Rate Bylaw, Project No. ADP-02-1510 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 204)*



***Terrace Solid Waste  
Collection and Disposal  
Bylaw  
ADP-02-1511  
(Adoption)***

*MOVED/SECONDED that the Terrace Solid Waste Collection and Disposal Bylaw, Project No. ADP-02-1511 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 205)*

**NEW BUSINESS:**

***Chief Administrative Officer  
H. Avison***

*Chief Administrative Officer H. Avison discussed the Nepal Earthquake Fundraising Dinner taking place on May 23, 2015 in the Terrace Sportsplex Arena Banquet Room. Tickets are available at the Terrace Sportsplex.*

***Mayor C. Leclerc***

*Mayor Leclerc reported on the North Central Local Government Association Conference held in Prince George the previous week. She invited the public to attend the upcoming Move for Health Day Walk with the Mayor event taking place on Friday, May 15<sup>th</sup> at 12:15 p.m. starting at the Chill Soda Shop.*

**REPORT FROM IN-CAMERA:**

*No items were released from In-Camera status.*

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

*There was one question from the Media.*

**ADJOURNMENT:**

*MOVED/SECONDED that the May 11, 2015 Regular Meeting of Council be now adjourned.*

*(No. 206)*

*Carried Unanimously.*

*The meeting adjourned at 9:30 p.m.*

**CERTIFIED CORRECT:**

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***Mayor***

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***Clerk***