

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, SEPTEMBER 12, 2016 AT 7:30 P.M.**

*Mayor C. Leclerc presided. Councillors present were L. Christiansen, J. Cordeiro (via telephone), B. Downie, M. Prevost, and S. Tyers. Councillor S. Bujtas was absent. Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, T. Irwin, City Planner, P. Proteau, Financial Administrator, A. Thompson, Clerk, and L. Wilson, Executive Assistant.*

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

***Meeting Called to Order at  
6:30 p.m. – Move to In-  
Camera Special Council  
(No. 361)***

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

*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and that Council meetings are webcast on the City's website and the past minutes have been archived.*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:**

***Leslie Ann Wirth, Executive  
Director, PacificSport  
Northern B.C. – Advancing  
Sport Participation and  
Excellence in Northern B.C.***

*Ms. Wirth presented on behalf of the PacificSport Northern B.C.*

*PacificSport Northern BC was incorporated in 1994 and has a mandate to improve physical literacy skills, increase physical activity levels, and provide specialized training services to young athletes on a performance pathway. Funding sources include viaSport, Province of British Columbia, City of Prince George and the 2015 Canada Games Legacy Fund. In October the organization will rebrand as Engage Sport North.*

*PacificSport Northern BC operates out of facilities in Prince George and Fort St. John. They are the sole provider of high performance services for athletes and coaches in a multi-sport environment in Northern B.C. Engage Sport North is the northern delivery arm of the viaSport Regional Alliance, whose goal is to ensure that all BC residents have access to quality and relevant sport and physical activity opportunities. Engage Sport North has partnered with Northern Sport Accessibility Initiative to provide people with physical, cognitive, and sensory challenges with increased support and opportunity to participate in sport.*

*Engage Sport North's vision is to be acknowledged as a Provincial and National leader in development and enhancements of sport and physical literacy in all communities across Northern BC. Their mission is to provide high quality resources and services to athletes, coaches and community leaders through leadership, education and training to support active lifestyles along the Canadian Sport for Life (CS4L) pathway. The strategic directions are Programming Excellence, Sustainability, and Organizational Excellence.*

*The core areas of program delivery are sport participation, performance services, and sport development. In 2015/16 2,884 participants took part in activities sponsored by Engage Sport North. 524 athletes took part in performance services including UNBC Varsity teams. 25% of the gold medals won by Team BC at the Canada Winter Games were earned by PacificSport Northern BC Athletes. Sport development programs also saw more than 300 coaches, officials, and sport leaders.*

*Engage Sport North is promoting its Terrace Performance and Development Camp on October 14-16, 2016 in Terrace, B.C. The event includes introduction to coaching training, youth athlete physical testing, and individual athlete and coach strength and conditioning and mental training consultations. Ms. Wirth requested that the City promote the event to all of the local sports clubs and organizations in Terrace.*

*Mayor Leclerc thanked Ms. Wirth for her presentation and advised that the matter would be further discussed under Correspondence. (See Resolution No. 366).*

***Sasa Loggin, Terrace  
Downtown Improvement  
Area – Request to Renew  
Bylaw No. 1982-2011***

*Ms. Loggin presented on behalf of the Terrace Downtown Improvement Area (TDIA) Society. She introduced Board members Debbie Letawski and Bruno Belanger, as well as Dennis Lissimore, Executive Director.*

*TDIA has been in operating in Terrace since 2012, after the approval of the City of Terrace Business Improvement Area (BIA) bylaw. The western boundary is Eby Street going east to Apsley Street, north to Davis Street and south to Greig Avenue, including the old Co-op Lands and George Little House.*

*TDIA has several focus areas: beautification, infrastructure, events, marketing, networking, and safety, support, and security. They have installed hanging baskets, planters and pocket gardens around the city. They have completed a tree inventory and some tree planting, and have ongoing downtown clean-up projects. They have invested over \$4,000 in beautification with cost sharing to local businesses, and partnering with the City of Terrace, Greater Terrace Beautification Society, and the Chamber of Commerce. They manage a façade improvement program with 15 projects completed in the last two years, totalling \$80,000.*

*TDIA host two main events annually. The Street Fair Medley, which takes place during Riverboat Days, and the Festival of Lights, which takes place in early December. TDIA has invested over \$9,000 in the past 3 years, and received a donation of \$1,000 from the Terrace Community Foundation. Some new events that were introduced in the downtown included the Brolly Square Buskers series and some block parties.*

*TDIA cost shares for radio and newspaper ads, including the "Go Downtown" Christmas promotion and "Go Downtown" newsletters. They run a Go Downtown Facebook page, and are a Champion of Love Terrace. Their networking includes workshops and webinars as well as presentations by local professionals. TDIA also has informal weekly meetings that are open to all members.*

*TDIA is seeking to have the BIA bylaw renewed for another 5 year term. As part of the bylaw, a levy is collected by the City on the properties within the TDIA and that levy is then passed along to TDIA for their work.*

*The request for the renewal of the Bylaw included possible boundary extensions to the east to include businesses beyond Apsley Street.*

*Mayor Leclerc thanked Ms. Loggin for her presentation and advised that the matter would be further dealt with under Correspondence. (See Resolution No. 367).*

***Yvonne Moen, 100<sup>th</sup>  
Celebration Committee –  
Update on Committee  
Activities***

*Ms. Moen presented on behalf of the 100<sup>th</sup> Celebration Committee.*

*The 100<sup>th</sup> Celebration Committee has organized several events in the past few years and is seeking assistance and approval to organize celebrations for Canada's 150<sup>th</sup> birthday.*

*Ms. Moen introduced Elaine Kempel, Leonard Lindstrom, and Debbie Letawski, who are all members of the 100<sup>th</sup> Celebration Committee.*

*There are three ongoing projects for 2016. The first is a war time memorial at the Northwest Regional Airport. The gun range backstop (called the bunker) at the airport now includes a propeller and a picnic table. There are also plans to have a mural added to the site. The second bunker is located near the Duncan Kerr Ball Park. The third project for 2016 is the placement of a memorial sign at the Mile 28 avalanche site.*

*The Committee has been in contact with the Dumont family and the Ministry of Transportation and Infrastructure regarding this sign.*

*Ms. Moen stated that funding was still available through the Canada 150 fund for grants for activities. The deadline for applications is October 21<sup>st</sup>.*

*The Committee is seeking support from the City to carry on with the projects above.*

*Mayor Leclerc thanked Ms. Moen for her presentation and advised that the matter would be further dealt with under Correspondence. (See Resolution No. 368).*

**MINUTES:**

***Regular Council Minutes,  
August 22, 2016***

*(No. 365)*

*MOVED/SECONDED that the Regular Council Minutes of August 22, 2016 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 business arising from the Minutes.*

**CORRESPONDENCE:**

***Leslie Ann Wirth, Executive  
Director, PacificSport  
Northern B.C. – Advancing  
Sport Participation and  
Excellence in Northern B.C.***

*(No. 366)*

*MOVED/SECONDED that the presentation by PacificSport Northern B.C. be received for information.*

*Carried Unanimously.*

***Sasa Loggin, Terrace  
Downtown Improvement  
Area – Request to Renew  
Bylaw No. 1982-2011***

*(No. 367)*

*MOVED/SECONDED that the request from the Terrace Downtown Improvement Area Society be referred to Administration to prepare a bylaw for the Downtown Business Improvement Area.*

*Carried Unanimously.*

***Yvonne Moen, 100<sup>th</sup>  
Celebration Committee –  
Update on Committee  
Activities***

*(No. 368)*

*MOVED/SECONDED Administration investigate the 150<sup>th</sup> Birthday funding opportunities for the 100<sup>th</sup> Celebration Committee.*

*Carried Unanimously.*

**RECESS & RECONVENE**

*A brief recess was called at 8:15 p.m. and the meeting reconvened at 8:20 p.m.*

**CONVENE INTO  
COMMITTEE OF THE  
WHOLE:**

*(No. 369)*

*MOVED/SECONDED that the September 12, 2016 Regular Council Meeting convene into Committee of the Whole.*

*Carried Unanimously.*

***Committee of the Whole  
➤ Development Services  
Component,  
September 12, 2015***

*The Following items were discussed at the September 12, 2016 Development Services Component of the Committee of the Whole:*

- 1. TEMPORARY LIQUOR LICENSE AMENDMENT APPLICATION (EXTENSION OF HOURS OCTOBER 1, 2016) – BOSTON PIZZA SPORTS BAR**
- 2. DEVELOPMENT VARIANCE PERMIT NO. 14-2016 – RITCHEY (4305 LAKELSE AVENUE)**
- 3. DEVELOPMENT VARIANCE PERMIT NO. 15-2016 – FRANK (4436 PARK AVENUE)**
- 4. DEVELOPMENT VARIANCE PERMIT NO. 16-2016 – SILVERTIP PROMOTIONS AND SIGNS INC. (4655 LAZELLE AVENUE)**
- 5. DEVELOPMENT VARIANCE PERMIT NO. 17-2016 – ANDREW SHERET LTD. (4650 KEITH AVENUE)**

**COMMITTEE REPORTS:**

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

***Committee of the Whole  
➤ Development Services  
Component,  
September 12, 2016***

*Division was requested on all items.*

**Item No. 1**

(No. 370)

*MOVED/SECONDED that Item No. 1 of the September 12, 2016 Development Services Component of the Committee of the Whole be adopted with the following recommendation:*

**1. TEMPORARY LIQUOR LICENSE AMENDMENT APPLICATION (EXTENSION OF HOURS OCTOBER 1, 2016) – BOSTON PIZZA SPORTS BAR**

*It was recommended that Council pass the following resolution opposing the temporary change to hours of sale for Boston Pizza Sports Bars (Terrace) for the hosting of an awards evening on October 1, 2016:*

*Be it resolved that:*

- 1. The City of Terrace Council does not support the “temporary” amendment of the subject license for October 1, 2016 as:*
  - a) The application is for a temporary extension of operating hours (4924 Highway 16 West) during a special event and the allotted time frame of 11:00 a.m. to 3:00 a.m.;*
  - b) The R.C.M.P. opposes the granting of the temporary extension of licensed operating hours due to concerns of potential negative impact on the community, and issues of limited staffing complement and capacity.*
- 2. The Council’s comments on the prescribed considerations are as follows:*
  - a) a) The potential for noise if the application is approved would likely be negligible as it is in an existing establishment in a commercial area; and*
  - b) b) The overall impact on the community if the application is approved may however prove to be negative.*
- 3. The views of the residents were not gathered for this application because:*
  - a) City of Terrace Policy No. 83 – Liquor License Application Process does not require a public notice and hearing for temporary applications.*

*Carried Unanimously.*

**Item No. 2**

(No. 371)

*MOVED/SECONDED that Item No. 2 of the September 12, 2016 Development Services Component of the Committee of the Whole be adopted with the following recommendation:*

**2. DEVELOPMENT VARIANCE PERMIT NO. 14-2016 – RITCHEY (4305 LAKELSE AVENUE)**

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*It was recommended that the City issue Development Variance Permit No. 14-2016 for the property located at 4305 Lakelse Avenue (PRS348, District Lot 368, Range 5, Coast District), for the following variances:*

- *To vary Section 3.6.3 of Zoning Bylaw 2069-2014 and amendments thereto to allow barbed wire in a R6 (Manufactured Home Residential) zoned lot.*
- *To vary Section 3.6.2.b of Zoning Bylaw 2069-2014 and amendments thereto to allow the existing 3.6 metre high open mesh fence in a R6 (Manufactured Home Residential) zoned lot.*

*Carried Unanimously.*

**Item No. 3**

(No. 372)

*MOVED/SECONDED that Item No. 3 of the September 12, 2016 Development Services Component of the Committee of the Whole be adopted with the following recommendation:*

**3. DEVELOPMENT VARIANCE PERMIT NO. 15-2016 – FRANK (4436 PARK AVENUE)**

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*It was recommended that the City issue Development Variance Permit No. 15-2016 for the property located at 4436 Park Avenue (Parcel A, District Lot 369, Range 5, Coast District, Plan BCP32363), including the following variance:*

- *To vary Section 11.6.3.4.d of Zoning Bylaw No. 2069-2014 and amendments thereto to reduce the minimum rear parcel line (Little Avenue frontage) setback for an accessory building from 1.5 metres to 0.6 metres for the construction of a carport structure.*

*Carried Unanimously.*



**Item No. 4**

(No. 373)

*MOVED/SECONDED that Item No. 4 of the September 12, 2016 Development Services Component of the Committee of the Whole be adopted as amended, with the following recommendation:*

**4. DEVELOPMENT VARIANCE PERMIT NO. 16-2016 – SILVERTIP PROMOTIONS AND SIGNS INC. (4655 LAZELLE AVENUE)**

*It was recommended that the City amend and issue Development Variance Permit No. 16-2016 for the property located at 4655 Lazelle Avenue (Lot B (Being the Consolidation of Lots 3, 4 and 5, Block 4, District Lot 361, Plan 972 See BA153558) Block 4, District Lot 361, Range 5, Coast District, Plan 972, as follows:*

- *To vary Section 6.4.3.a.i of Sign Bylaw No. 2102- 2016 and amendments thereto to increase the Maximum Total Sign Area per Lot from 18.6 m<sup>2</sup> to 20.9 m<sup>2</sup> to permit an existing wall sign.*

*Carried Unanimously.*

**Item No. 5**

(No. 374)

*MOVED/SECONDED that Item No. 5 of the September 12, 2016 Development Services Component of the Committee of the Whole be adopted with the following recommendation:*

**5. DEVELOPMENT VARIANCE PERMIT NO. 17-2016 – ANDREW SHERET LTD. (4650 KEITH AVENUE)**

*It was recommended that the City does not issue Development Variance Permit No. 17-2016 as requested for the property located at 4650 Keith Avenue Lot A, District Lot 361, Range 5, Coast District, Plan PRP12858. The applicant is requesting the following variance:*

- *To vary Section 6.6.3 of Signage Bylaw No. 2102-2016 and amendments thereto to increase the Maximum Total Sign Area per Lot from 28.9 m<sup>2</sup> to 39.3 m<sup>2</sup> to allow additional wall signs.*

*Carried.*

*Councillor Downie and Councillor Cordeiro wished to be recorded as opposed.*

**RECESS & RECONVENE**

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

***Committee of the Whole,  
➤ August 18, 2016***

*MOVED/SECONDED that the August 18, 2016 Committee of the Whole Report be adopted with the following recommendation:*

*(No. 375)*

**1. MEETING WITH PROVINCIAL OPPOSITION LEADER,  
JOHN HORGAN**

***There were no recommendations***

*Carried Unanimously.*

***Committee of the Whole,  
➤ August 22, 2016***

*MOVED/SECONDED that the August 22, 2016 Committee of the Whole Report be adopted with the following recommendation:*

*(No. 376)*

**1. TELUS POLE TOP WIRELESS TECHNOLOGY: BEST  
IN CLASS HIGH-SPEED WIRELESS  
COMMUNICATIONS**

***There were no recommendations.***

*Carried Unanimously.*

***Committee of the Whole,  
➤ August 31, 2016***

*MOVED/SECONDED that the August 31, 2016 Committee of the Whole Report be adopted with the following recommendation:*

*(No. 377)*

**1. UNIVERSITY OF NORTHERN BRITISH COLUMBIA &  
NORTHWEST COMMUNITY COLLEGE – ACCESS TO  
POST-SECONDARY EDUCATION IN NORTHERN  
BRITISH COLUMBIA**

***There were no recommendations.***

*Carried Unanimously.*

**SPECIAL REPORTS:**

**Memo – Financial  
Administrator, 2017  
Permissive Tax Exemptions**

(No. 378)

*Councillor Tyers declared a possible conflict of interested due to her employment and vacated Chambers.*

*MOVED/SECONDED that staff be directed to prepare the 2017 One year Permissive Tax Exemption Bylaw with the following exemptions:*

<i>Salvation Army</i>	<i>3236 Kalum Str</i>	<i>Thrift Shop</i>
<i>Kermode Friendship Society</i>	<i>3313 Kalum Str</i>	<i>Friendship Centre</i>
<i>K’san House Society</i>	<i>2812 Hall Str</i>	<i>Emergency Shelter</i>
<i>K’san House Society</i>	<i>4838 Lazelle Ave</i>	<i>Transition House &amp; Counselling/Support Program</i>
<i>K’san House Society</i>	<i>4444 Lakelse Ave</i>	<i>Excluding portion not used for extreme weather shelter.</i>
<i>My Recreational Mountain Co-Op</i>	<i>#101-4805 Hwy 16 W.</i>	<i>Office in Kwinitsa House</i>
<i>Seventh Day Adventists (All Nations Centre)</i>	<i>3312 Sparks Str</i>	<i>Soup Kitchen excluding proportion for rental</i>
<i>Terrace Cerebral Palsy Association (T. Child Dev.)</i>	<i>2510 Eby Str</i>	<i>Child Development Centre, excluding for-profit daycare improvements</i>
<i>Terrace Child Development Centre</i>	<i>4665 Park Ave</i>	<i>Child Development Centre</i>
<i>Terrace Curling Association</i>	<i>3210 School Str</i>	<i>Curling rink, excluding 1.5% of improvements leased out for business</i>
<i>Terrace Elks Lodge</i>	<i>2822 Tetault Ave</i>	<i>Elks Hall</i>
<i>Terrace Little Theatre Society</i>	<i>3625 Kalum Str</i>	<i>Theatre</i>
<i>TDCSS</i>	<i>2806 Eby Str</i>	<i>Group Home</i>
<i>TDCSS</i>	<i>4650 Davis Str</i>	<i>Group Home</i>
<i>TDCSS</i>	<i>3221 Eby Str</i>	<i>Annex to office building</i>
<i>TDCSS</i>	<i>3219 Eby Str</i>	<i>Office building, excluding portion rented for profit</i>
<i>TDCSS</i>	<i>4832 Loen Ave</i>	<i>Group Home</i>
<i>TDCSS</i>	<i>4530 Lakelse Ave</i>	<i>Choices Program</i>

TDCSS	4823 Graham Ave	Group Home
TDCSS	4904 Medeek Ave	Group Home
TDCSS	4903 Medeek Ave	Group Home
Women’s Aux to Hospital	4544 Lazelle Ave	Thrift shop

*And that the following exemptions be denied:*

- *Kermode Friendship Society – 3242 Kalum Street;*
- *Seventh Day Adventists Church – A-B 5401 McConnell Avenue, land next to Church.*

*Carried Unanimously.*

*Councillor Tyers returned to the meeting.*

***Memo – Director of Development Services, Amendment to Ticket Information Utilization Bylaw No. 1827-2005***

*MOVED/SECONDED that the Bylaw to amend the Ticket Information Utilization Bylaw No. 1827-2005 be considered.*

*Carried Unanimously.*

*(No. 379)*

***Memo – Executive Assistant, Approval to Attend – 2<sup>nd</sup> Annual N2N Forum in Terrace***

*MOVED/SECONDED that Council approve the attendance of 5 participants at the 2<sup>nd</sup> Annual N2N Forum in Terrace at a cost of \$1,200.00 to come from Council Travel Unbudgeted.*

*Carried Unanimously.*

*(No. 380)*

***Memo – Executive Assistant, Approval for Travel – B.C.’s Affordable Housing Conference, November 20-23, 2016***

*MOVED/SECONDED that Council approve for the Mayor and one Councillor to attend the B.C. Affordable Housing Conference on November 20-23, 2016, at a cost of \$4,449.00 to come from Council Travel Unbudgeted.*

*Carried Unanimously.*

*(No. 381)*

***Memo –Senior Building Inspector, August 2016 Building Synopsis***

*MOVED/SECONDED that the August 2016 Building Synopsis be received.*

*Carried Unanimously.*

*(No. 382)*

**BYLAWS:**

***Ticket Information Utilization  
Bylaw, Project No. ADP-02-  
1618***

***(First, Second, Third  
Reading)***

*(No. 383)*

*MOVED/SECONDED that Ticket Information Utilization Bylaw, Project No. ADP-02-1618 be read by title only and passed in its first, second, and third reading.*

*Carried Unanimously.*

**NEW BUSINESS FROM  
COUNCIL:**

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

*Councillor Tyers reported on the upcoming grand opening of Forceman Ridge Waste Management Facility and Thornhill Transfer Station, and the completion of the Thornhill Core Sewer Lift Station.*

**REPORTS ON COUNCIL  
ACTIVITIES:**

*Councillor Tyers*

*(No. 384)*

*Councillor Tyers reported on the Northern Mayors' and Chairs' Round Table meeting in Prince George.*

*MOVED/SECONDED that Council write a letter of Support for Kitimat Mayor Phil Germuth's presentation to the Senate on pipeline safety.*

*Carried Unanimously.*

**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. 385)

*MOVED/SECONDED that the September 12, 2016 Regular Meeting of Council be now adjourned and that Council move to In-Camera to the public pursuant to Division 3, Sections 90(1)(e) and (i) of the Community Charter to discuss matters relating to property and negotiations for municipal services.*

*Carried Unanimously.*

*The meeting adjourned 9:45 p.m.*

**CERTIFIED CORRECT:**

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**Mayor**

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**Clerk**