

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, NOVEMBER 28, 2016 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen, J. Cordeiro, B. Downie, M. Prevost (entered at 8:20 p.m.), and S. Tyers. Also in attendance were D. Block, Director of Development Services, R. Schibli, Director of Public Works, C. Didier, Director of Leisure Services, B. Doddridge, Communications and Economic Development Intern, A. Thompson, Clerk, and L. Wilson, Executive Assistant.

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

***Meeting Called to Order at
7:00 p.m. – Move to In-
Camera Special Council
(No. 467)***

MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90(1) (e) of the Community Charter (to discuss matters relating to 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home page at www.terrace.ca and that Council meetings are webcast on the City's website and the past minutes have been archived.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:

***Presentation of Sovereign
Medal for Volunteers to Mr.
Ronald Anderson***

Mayor Leclerc introduced Mr. Anderson and presented him with the Sovereign Medal for Volunteers. She provided a brief history of his volunteer work, which included volunteer work with the Northwest Regional Airport Society, the Eby Street Fish Hatchery, the Canadian Power Sail Squadron, and the Kinsmen. He has spent 13 years volunteering with the Community Volunteer Income Tax Program. She thanked Mr. Anderson for his continued work and dedication to the community.

The Sovereign's Medal for Volunteers recognizes the exceptional volunteer achievements of Canadians from across the country in a wide range of fields. It is awarded to Canadian citizens who have made significant, sustained, and unpaid contributions to their community and Canada. The Sovereign Medal for Volunteers incorporates and replaces the Governor General's Caring Canadian Award.

***Eve Normandin, Kitimat
Valley Institute – Request for
Letter of Support for Labour
Market Partnership***

Ms. Normandin addressed Council. The Kitimat Valley Institute (KVI) has four key areas of focus: education services, business centre, recruitment services, and occupational testing. The Labour Market Strategy that KVI is exploring includes Kitimat, Terrace and Smithers.

KVI is applying for Labour Market Partnership (LMP) funding, which is a community and employer partnership fund for the employment program through the Province of British Columbia. Through the LMP, KVI has three objectives: identifying skills gaps and barriers to hiring, retaining appropriate human resources, and developing a human resource strategy to address labour market issues.

KVI requested an in-kind donation from the City, such as having a representative from the City of Terrace sit on the LMP Steering Committee. Other representatives will come from industry and the employment services centre. As the meetings will rotate between Kitimat, Terrace, and Smithers, a meeting space was also requested for the meetings held in Terrace. A letter of partnership would be required if the City of Terrace agrees to sit on the Steering Committee.

KVI does not have the capacity to do the survey internally so a portion of the funding will go to hire an external surveyor to complete the survey. The Haisla First Nation has been contacted to sit on the Steering Committee and KVI is open to inviting other First Nations to sit on the Steering Committee.

Mayor Leclerc thanked Ms. Normandin for her presentation and advised the matter would be further dealt with under Correspondence. (See Resolution No. 474).

**Lael McKeown – Bylaw No.
2021-2016**

Mr. Kelly Gingles presented on behalf of Ms. McKeown, who was not able to attend. Some of the businesses within the Terrace Downtown Improvement Area (TDIA) have concerns over the communication methods and timelines for this bylaw and other information regarding the TDIA. The letter also questioned the increased boundaries of the TDIA and the proposed levy increase.

Mr. Gingles had suggestions to move the process forward:

- 1. They could gather enough names to formally defeat the bylaw;*
- 2. City Council could rescind third reading of the Bylaw and then TDIA would have time to address the communication issues to ensure information is presented in a timely manner to all property owners; or*
- 3. Rescind third reading and amend the Bylaw reinstating the TDIA for a one-year term at its \$60,000 levy and maintain the present boundaries.*

Mayor Leclerc thanked Mr. Gingles for his presentation and advised that the matter would be further dealt with under Correspondence. (See Resolution No. 475).

MINUTES:

***Regular Council Minutes,
November 14, 2016***

(No. 473)

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

Eve Normandin, Kitimat Valley Institute – Request for Letter of Support for Labour Market Partnership

(No. 474)

MOVED/SECONDED that the City of Terrace provide a letter of support for the Kitimat Valley Institute’s Labour Market Partnership, assign a City representative to participate on the Steering Committee, and provide a meeting space where possible.

Carried Unanimously.

Lael McKeown – Bylaw No. 2021-2016

(No. 475)

MOVED/SECONDED that the presentation from Mr. Gingles’ presentation and the Ms. McKeown’s letter regarding proposed Bylaw 2021-2016 be received for information.

Carried Unanimously.

RECESS AND RECONVENE

A short recess was called at 8:30 p.m. and the meeting reconvened at 8:40 p.m.

CONVENE INTO COMMITTEE OF THE WHOLE:

(No. 476)

MOVED/SECONDED that the November 28, 2016 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

Committee of the Whole
➤ Development Services Component, November 28, 2016

The following items were discussed at the November 28, 2016 Development Services Component of the Committee of the Whole:

1. DEVELOPMENT VARIANCE PERMIT NO. 19-2016 – KEN’S MARINE (4946 GREIG AVENUE)

2. AIRPORT REVITALIZATION TAX EXEMPTION BYLAW

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

Committee of the Whole
➤ *Development Services*
Component,
November 28, 2016

MOVED/SECONDED that the November 28, 2016 Development Services Component of the Committee of the Whole be adopted with the following recommendations:

(No. 477)

1. DEVELOPMENT VARIANCE PERMIT NO. 19-2016 –
KEN’S MARINE (4946 GREIG AVENUE)

It was recommended that the City issue Development Variance Permit No. 19-2016 for the property located at 4946 Greig Avenue Parcel A (see TF16778), District Lot 362, Range 5, Coast District, Plan 4853, including the following variance:

- *To vary Sections 3.3.2.e. and 6.6.1 of Signage Bylaw No. 2102-2016 and amendments thereto to allow a roof sign on a commercial building in the C3 – Service Commercial Zone.*

2. AIRPORT REVITALIZATION TAX EXEMPTION
BYLAW

It was recommended that the Airport Revitalization Tax Exemption Bylaw proceed to Council for consideration.

Carried Unanimously.

Committee of the Whole
➤ Finance, Personnel & Administration
Component,
November 8, 2016

(No. 478)

MOVED/SECONDED that the November 8, 2016 Finance, Personnel, & Administration Component of the Committee of the Whole be adopted with the following recommendations:

1. TERRACE AND DISTRICT LIBRARY PRESENTATION TO COUNCIL

There were no recommendations.

2. KERMODEI TOURISM SOCIETY PRESENTATION TO COUNCIL

There were no recommendations.

3. REQUEST OF LETTER OF SUPPORT FOR KERMODE FRIENDSHIP SOCIETY

It was recommended that the City of Terrace write a letter of support for the Kermode Friendship Society's application to the Ministry of Employment and Social Development Canada regarding Innovative Solutions to Homelessness grant.

Carried Unanimously.

Committee of the Whole
November 9, 2016

(No. 479)

MOVED/SECONDED that the November 9, 2016 Committee of the Whole report be adopted with the following recommendations:

1. UPDATE ON THE SOLID WASTE MANAGEMENT PROGRAM

It was recommended that Administration research the option of a second refuse cart for those residents producing large volumes of medical waste.

It was also recommended that the semi-annual spring/fall cleanup program be discontinued in 2017.

It was also recommended that the weekly curbside yard waste collection require all materials be collected in compostable bags.

Carried Unanimously.

COMMITTEE REPORTS (FOR INFORMATION ONLY):

***Committee of the Whole,
➤ Development Services
Component
November 14, 2016***

(No. 480)

MOVED/SECONDED that the November 14, 2016 Development Services Component of the Committee of the Whole report be received for information.

Carried Unanimously.

SPECIAL REPORTS:

Memo – Director of Public Works, Clean Water and Wastewater Fund Grant Application – Terrace Wastewater System Improvements

(No. 481)

MOVED/SECONDED that the City apply to the Ministry of Community, Sport, and Cultural Development through their Clean Water and Wastewater Fund for Terrace Wastewater System Improvements.

Carried Unanimously.

Memo – Director of Public Works, Clean Water and Wastewater Fund Grant Application – Terrace Reservoir Capacity Improvement Design

(No. 482)

MOVED/SECONDED that the City apply to the Ministry of Community, Sport and Cultural Development through their Clean Water and Wastewater Fund for Terrace Reservoir Capacity Improvement Design.

Carried Unanimously.

The Director of Public Works left the meeting at this time.

APPOINTMENT OF THE DIRECTOR TO THE REGIONAL DISTRICT OF KITIMAT-STIKINE

The Corporate Administrator called for an indication of nominations for Director to the Board of the Regional District of Kitimat-Stikine.

Councillors S. Bujtas, L. Christiansen, J. Cordeiro, and S. Tyers allowed their names to stand for consideration as Director to the Regional District of Kitimat-Stikine.

The Corporate Administrator advised of the secret ballot voting procedure, reminding Mayor and Council to write the names of their choice for two Directors on the slip of paper provided, and that the two highest numbers of votes would be appointed as Directors to the Regional District of Kitimat-Stikine Board.

They were further reminded that two different names should be cast, and that in the event that the same name should appear twice on one ballot, that ballot would only be counted as one vote.

Request for Scrutineer

The Corporate Administrator requested that Margaret Spiers, a reporter from the Terrace Standard, act as scrutineer to assist in counting the ballots.

The Clerk declared the election of Councillors S. Bujtas and L. Christiansen as Directors to the Board of the Regional District of Kitimat-Stikine.

(No. 483)

MOVED/SECONDED that Councillor S. Bujtas and Councillor L. Christiansen be appointed as the City's Directors to the Regional District of Kitimat-Stikine Board for a one year team to end December 2017.

Carried Unanimously.

***APPOINTMENT OF
ALTERNATE DIRECTORS TO
THE REGIONAL DISTRICT
OF KITIMAT-STIKINE***

The Corporate Administrator asked for an indication of those who would be interested in sitting as Alternate Directors on the Board of the Regional District of Kitimat-Stikine.

Mayor C. Leclerc, and Councillors B. Downie and M. Prevost allowed their names to stand as Alternate Directors to the Board of the Regional District of Kitimat-Stikine.

As there were three names put forward, another secret vote was held with Margaret Spiers as the scrutineer.

(No. 484)

MOVED/SECONDED that Mayor C. Leclerc be appointed as the first Alternate Director for Director L. Christiansen and Councillor B. Downie be appointed as Director Christiansen's second Alternate Director to the Board of the Regional District of Kitimat-Stikine; and that Councillor B. Downie be appointed as the first Alternate Director for Director S. Bujtas and that Mayor C. Leclerc be appointed as Director Bujtas' second Alternate Director to the Board of the Regional District of Kitimat-Stikine.

Carried Unanimously.

Destroy Ballots

MOVED/SECONDED that the ballots be destroyed.

(No. 485)

Carried Unanimously.

Memo – Director of Leisure Services, McElhanney Trail Project

MOVED/SECONDED that the City of Terrace approve the McElhanney Consulting Services 50th Anniversary Legacy project that would see 1 km of trail developed on the north end of Ferry Island; and the City approve the naming of the trail as “McElhanney Trail”.

(No. 486)

Carried Unanimously.

The Director of Leisure Services left the meeting at this time.

Director of Development Services – Northern Development Initiative Trust – 2017 Business Façade Improvement Funding Application

MOVED/SECONDED that the City of Terrace supports an application to the Northern Development initiative Trust for the 2017 Business Façade Improvement Program.

(No. 487)

Carried Unanimously.

Memo – Corporate Administrator, NCLGA 2017 Event Planner

MOVED/SECONDED that the City of Terrace enter into a contract with Platinum Events Planning and Consulting Ltd. for the planning of the 2017 NCLGA Conference, and that the Mayor and Corporate Administrator be authorized to sign the necessary documents.

(No. 488)

Carried Unanimously.

BYLAWS:

Terrace Airport Revitalization Tax Exemption Bylaw, Project No. ADP-02-1624 (First, Second, Third Reading)

MOVED/SECONDED that the Terrace Airport Revitalization Tax Exemption Bylaw, Project No. ADP-02-1624 be read by title only and passed in its first, second, and third reading.

(No. 489)

Carried Unanimously.

NEW BUSINESS FROM COUNCIL:

Regional District of Kitimat-Stikine Report

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

Councillor Prevost – Talking Sticks

MOVED/SECONDED that Council direct Administration to investigate the history around the acquisition of the Talking Sticks in Council Chambers.

(No. 490)

Carried Unanimously.

REPORTS ON COUNCIL ACTIVITIES:

Mayor Leclerc

Mayor Leclerc thanked Councillors Cordeiro and Tyers for their work as Directors on the Regional District of Kitimat-Stikine. She reported on the BC Not for Profit Housing Association's Conference. Mayor Leclerc also asked for volunteers from Council to attend the Association of Mineral Exploration BC Roundup Conference in her place in January 2017. Councillors Christiansen and Downie expressed an interest.

Councillor Downie

Councillor Downie spoke about the recent passing of Gordon Williams from the Town of Smithers and suggested the City send a message of condolence.

Councillor Bujtas

Councillor Bujtas reported on the BC Not for Profit Housing Association Conference.

Councillor Cordeiro

Councillor Cordeiro reported on the NCLGA Executive meeting held this past weekend.

Councillor Christiansen

Councillor Christiansen reported on the 8th World Religion Conference.

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. 491)

MOVED/SECONDED that the November 28, 2016 Regular Meeting of Council be now adjourned.

Carried Unanimously.

The meeting adjourned 9:45 p.m.

CERTIFIED CORRECT:

Mayor

Clerk