

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, JANUARY 9, 2017 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, J. Cordeiro, B. Downie, M. Prevost, and S. Tyers. Councillor L. Christiansen was absent. Also in attendance were H. Avison, Chief Administrative Officer, B. Doddridge, Communications and Business 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. 001)***

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

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the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.

ADDENDUM:

There was no Addendum.

DELEGATIONS & GUESTS:

***Grant Piffer, Terrace &
District Museum Society –
Downtown Museum
Presentation***

Grant Piffer, President of the Terrace & District Museum Society (TDMS), presented to Council. He introduced Kelsey Wiebe, curator of Heritage Park, and some other members of the TDMS.

TDMS has expressed the need for a modern building, constructed in the downtown area, that would house displays, archives, and artifacts in a climate controlled, insect, and mouse proof environment that would be safe from water damage, accidental fire, and theft. The proposed building would be approximately 10,000 square feet in size. The building cost will be approximately \$4 million, which works out to \$400 per square foot.

The size of the museum was proposed in consultation with Donald Luxton and Associates, a Vancouver based heritage consulting firm.

It is envisioned that the building will include a meeting room, work space for restoration of artifacts and exhibit preparation, storage, offices, display galleries, space for archiving paper materials like maps, historic documents, and manuscripts, and work shop space for carpentry.

The current work space at Heritage Park is one office space that is 214 square feet. In summer months that work space is shared by up to 7 people.

The City used to house a downtown museum as part of the Terrace Public Library.

People have expressed an interest in donating artifacts to the TDMS but want assurances that their artifacts will be preserved and protected properly.

TDMS wants the museum in a downtown location as that would draw the most visitors. The downtown location would also be used to promote Heritage Park and other museums and heritage sites in the area.

Funding for many of these projects come from a split between Federal, Provincial, and Municipal funding. Based on current cost estimates, Terrace's contribution would be approximately \$1.4 million. The City could contribute land as a building site as part of its contribution.

Once in place, the museum would draw revenue for the City through grants for museums from the Federal and Provincial governments, and from private foundations.

TDMS requested that the City make a downtown museum a strategic priority.

Heritage Park does not meet the requirements for a museum and as such cannot host traveling displays, and does not receive museum funding for their programs or archives.

Discussions have taken place with Kitselas and Kitsumkalum First Nations. Both First Nations are in favour of the project. Kitselas does have its own facility in place but there is interest to work together.

Operational costs for a downtown museum are not known. Heritage Park would be open seasonally as a satellite facility to the museum. TDMS has looked at similar sized museums in other communities to understand some of their revenue streams.

Mayor Leclerc thanked Mr. Piffer and Ms. Wiebe for their presentation and advised that the matter would further be dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution Nos. 009 and 010).

***Naomi Gourlay, ESS Director,
Regional District of Kitimat-
Stikine – Emergency Support
Services (ESS) 2017 Year in
Review***

Naomi Gourlay, Emergency Support Services (ESS) Director, Regional District of Kitimat-Stikine (RDKS), presented.

ESS is a regional program with support from the Regional District of Kitimat-Stikine, Skeena Valley, Skeena Region, and District of Kitimat. The Skeena Valley group is made up of Terrace, Thornhill, and Electoral Area E. The ESS volunteers are a diverse group of individuals dedicated to helping those in need. They are also working local First Nations to establish ESS programs in their communities.

ESS responders train and have plans in place to help people with food, clothing, lodging, family reunification, and specialized services in the case of an emergency or natural disaster.

The Skeena Valley ESS program has almost 70 volunteers. It was on standby to assist with the fires near Peace River in the Spring of 2016. 600 people were evacuated multiple times to reception centres in Taylor, Fort St. John, and Dawson Creek.

ESS meets regularly with local fire departments to determine possible scenarios and develop plans for neighbourhoods that may be in an emergency situation.

They identify reception centres, which are safe places for people who have been evacuated to come and get access to services, including first aid, counselling, and other services.

ESS collaborates with the Red Cross, Salvation Army, and other support organizations. Between Hazelton, Kitimat, and Terrace, there are 270 cots for group lodging.

ESS holds monthly meetings and training sessions. The training includes online courses through the Justice Institute of BC, community-based training, and specialized training in first aid, emergency pet care, and emotional first aid. They also take part in an annual Northern Emergency Support Service Training (NESST) weekend. The 2017 NESST will take place in Fort St. James.

In 2016 the Skeena Valley hired one ESS Director (ESSD) in addition to the RDKS ESSD. There are ESSDs in Hazelton, Kitimat, and the Stikine area for a total of 58 volunteers. In 2016 there were 1362 volunteer hours dedicated to emergency response, training, and outreach. Including on-call volunteer hours the total volunteer hours was approximately 70,080.

ESS requested that the City of Terrace allow paid time off for City employees who are ESS volunteers to allow them to take part in training or emergency support services during work hours.

Mayor Leclerc thanked Ms. Gourlay for her presentation and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution Nos. 011 and 012).

***Shelley Fisher – Midget Tier
3 Provincial Tournament***

Shelley Fisher introduced Geoff Watt, Chair of the Midget Tier 3 Provincial tournament organizing committee, who presented to Council.

The Midget Tier 3 tournament will take place March 18-23, 2017. There will be approximately 400 athletes, coaches, and family in Terrace from across British Columbia. The midget tournament is one of the largest tournaments in the province. Teams only play one game per day so there will be time for families to explore Terrace.

BC Hockey has limited the fundraising opportunities so the organizing committee is looking at options. They will need the costs for the ice rental, the banquet room to host a tournament banquet, and the multipurpose room for office space.

Sales of T-shirts must be coordinated through BC Hockey. As such, revenues for the tournament are capped. The organizers are no longer allowed to sell tickets to the games (revenue opportunity in the past). The tournament banquet must be free to participants, which will be a \$5,000 cost to the committee. BC Hockey has implemented some of these rules to make it more affordable for people to travel to Terrace.

The organization committee is canvassing for sponsors for games and other aspects of the tournament. They will also be soliciting for volunteers as at least 30 volunteers are needed for each game during the tournament.

The organization committee requested the City's support in covering the rental costs for the ice, the banquet room, and the multipurpose room. The approximate costs total around \$8,000.

They also requested a letter of welcome from the Mayor for the programs, and the Mayor's attendance at the tournament banquet and opening ceremonies.

BC Hockey does provide \$5,000 to initiate the tournament. Revenues generated will have a portion paid back to BC Hockey.

The organizing committee were informed at the end of November 2016 that they were awarded the tournament. They submitted a host package on December 15, 2016 to BC Hockey. This package contained information about the City, the hotels (with costs for accommodations) and other information regarding the tournament.

Mayor Leclerc thanked Ms. Fisher and Mr. Watt 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. 013).

Sasa Loggin – Terrace Early Years Partnership Network

Sasa Loggin presented to Council regarding the Terrace Early Years Partnership Network. She introduced Jen Dolan, the Success by 6 Northwest Coordinator.

The Terrace Early Years Partnership (formerly Make Children First Initiative), is working to provide the basic needs and opportunities for children. Early years learning is the key to development.

Determinants of healthy family development include family (income, education, and parenting style and time), neighbourhood (safety, cohesion, socio-demographics), and society (access to quality care, community resources).

The Early Development Instrument (EDI) measures child development in the kindergarten population. It measures vulnerability in five scales. The EDI showed that Terrace had a higher percentage of children that were vulnerable in more than one of the EDI scales than other school districts.

The early childhood development period is considered to be the most important development phase throughout the lifespan.

The strategic priorities for the Terrace Early Years Partnership include engagement and awareness, improving the well-being of families by addressing barriers, and education and training.

The Terrace Early Years Partnership requested that the City consider the importance of supporting families with young children while planning (housing, activities, accessibility, transportation, etc). They invited the City to partner to develop poverty reduction strategies in Terrace, recognize the importance of children-friendly cities and environments, and to attend and consider hosting a Cities Fit for Children conference in the future. The City was also invited to join the Early Years Partnership Network, which meets monthly. The network is a table of stakeholders and professionals who work with children up to the age of 6 years. It is mainly staff and professionals at the table.

Mayor Leclerc thanked Ms. Loggin 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. 014).

MINUTES:

***Regular Council Minutes,
December 12, 2016***

(No. 008)

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

***Grant Piffer, Terrace &
District Museum Society –
Downtown Museum
Presentation***

MOVED/SECONDED that the presentation from the Terrace & District Museum Society be received for information.

Carried Unanimously.

(No. 009)

Councillor Bujtas declared a possible conflict of interest due to a personal relationship and vacated Chambers.

Councillor Prevost declared a possible conflict of interest due to a business relationship and vacated chambers.

(No. 010)

MOVED/SECONDED that Administration research the City owned land that may be suitable for a downtown museum.

Carried Unanimously.

Councillor Bujtas and Councillor Prevost returned to the meeting.

***Naomi Gourlay, ESS Director,
Regional District of Kitimat-
Stikine – Emergency Support
Services (ESS) 2016 Year in
Review***

MOVED/SECONDED that the presentation from the Emergency Support Services be received for information and discussion.

Carried Unanimously.

(No. 011)

(No. 012)

MOVED/SECONDED that the request from Emergency Support Services to allow City staff time to be made available for ESS volunteers be referred to Administration.

Carried Unanimously.

***Shelley Fisher – Midget Tier
3 Provincial Tournament***

MOVED/SECONDED that the request for support for the Midget Tier 3 Provincial tournament, taking place in Terrace, be referred to Administration.

(No. 013)

Carried Unanimously.

***Sasa Loggin – Terrace Early
Years Partnership Network***

MOVED/SECONDED that the invitation to attend the Terrace Early Years Partnership Network meetings be referred to Administration.

(No. 014)

Carried Unanimously.

COMMITTEE REPORTS:

Committee of the Whole

- ***Finance, Personnel, and Administration Component
December 15, 2016***

Division was requested on all items.

Item No. 1

(No. 015)

MOVED/SECONDED that Item No. 1 of the December 15, 2016 Finance, Personnel, and Administration Component of the Committee of the Whole be adopted with the following recommendation:

1. 2017-2021 PROVISIONAL BUDGET

It was recommended that the Terrace Public Library receive an increase of \$50,000 in funding.

Carried Unanimously.

Councillor Bujtas declared a possible conflict of interest due to a personal relationship and vacated Chambers.

Councillor Prevost declared a possible conflict of interest due to a business relationship and vacated chambers.

Item No. 2

(No. 016)

MOVED/SECONDED that Item No. 2 of the December 15, 2016 Finance, Personnel, and Administration Component of the Committee of the Whole be adopted with the following recommendation:

1. 2017-2021 PROVISIONAL BUDGET

It was recommended that the Terrace & District Museum Society receive a 2% increase to their operating budget.

Carried Unanimously.

Councillor Bujtas and Councillor Prevost returned to the meeting.

Item No. 3

(No. 017)

MOVED/SECONDED that Item No. 3 of the December 15, 2016 Finance, Personnel, and Administration Component of the Committee of the Whole be adopted with the following recommendation:

1. 2017-2021 PROVISIONAL BUDGET

It was recommended that the Provisional Budget for 2017-2021 be approved.

Carried Unanimously.

SPECIAL REPORTS:

***Memo – Executive Assistant,
2017 Appointments by
Council Resolution***

(No. 018)

MOVED/SECONDED that the 2017 Appointments by Council Resolution be approved by Council.

2017 APPOINTMENTS BY COUNCIL RESOLUTION

SELECT COMMITTEES

HOUSING COMMITTEE S. Bujtas, M. Prevost
YOUTH ADVISORY COMMITTEE S. Tyers

STRATEGIC COMMITTEES

KERMODEI TOURISM SOCIETY S. Tyers
NORTHERN DEVELOPMENT INITIATIVE TRUST Mayor Leclerc
REGIONAL DISTRICT OF KITIMAT-STIKINE S. Bujtas, L. Christiansen
..... (Alternates: Mayor Leclerc, B. Downie)
TERRACE COMMUNITY FOUNDATION Mayor Leclerc
TERRACE & DISTRICT MUSEUM SOCIETY (Heritage Park) L. Christiansen
TERRACE PUBLIC LIBRARY S. Bujtas

COMMUNITY LIAISONS

GREATER TERRACE BEAUTIFICATION SOCIETY J. Cordeiro
HEALTHY COMMUNITIES COMMITTEE Mayor Leclerc
KITIMAT VALLEY INSTITUTE LABOUR MARKET PARTNERSHIP B. Downie
RIO TINTO KITIMAT PUBLIC ADVISORY COMMITTEE M. Prevost
RIVERBOAT DAYS COMMITTEE B. Downie
SKEENA DIVERSITY SOCIETY B. Downie
TERRACE DOWNTOWN IMPROVEMENT AREA (TDIA) J. Cordeiro

DEPARTMENTAL LIAISONS

ADMINISTRATION Mayor Leclerc
DEVELOPMENT SERVICES S. Tyers
FINANCE L. Christiansen
FIRE DEPARTMENT (including Emergency Program) B. Downie
LEISURE SERVICES M. Prevost
PUBLIC WORKS J. Cordeiro
RCMP S. Bujtas

ANNUAL LIAISONS

Educational Services (SD #82/NWCC/UNBC) S. Tyers
Northern Medical Programs Trust M. Prevost
Terrace-Kitimat Airport Society J. Cordeiro

Carried Unanimously.

***Memo – Executive Assistant,
Approval for Travel –
Mayors’ Caucus***

(No. 019)

MOVED/SECONDED that Council approve the Mayor’s travel to the Mayors’ Caucus, at a cost not to exceed \$1,635.00 to come from Council Unbudgeted Travel.

Carried Unanimously.

***December 12, 2016 Public
Hearing Report (For
Information Only)***

(No. 020)

Councillor Tyers declared a possible Conflict of Interest due to her employment and vacated Chambers.

MOVED/SECONDED that the December 12, 2016 Public Hearing Report be received for information only.

Carried Unanimously.

BYLAWS:

***Official Community Plan
Amendment (4830 Highway
16 West) Bylaw, Project No.
ADP-02-1622
(Adoption)***

(No. 021)

MOVED/SECONDED that the Official Community Plan Amendment (4830 Highway 16 West) Bylaw, Project No. ADP-02-1622 be read by title only and adopted.

Carried Unanimously.

***Zoning Amendment (4830
Highway 16 West) Bylaw,
Project No. ADP-06-1623
(Adoption)***

(No. 022)

MOVED/SECONDED that the Zoning Amendment (4830 Highway 16 West) Bylaw, Project No. ADP-02-1623 be read by title only and adopted.

Carried Unanimously.

Councillor Tyers returned to the meeting.

***NEW BUSINESS FROM
COUNCIL:***

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

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

***REPORTS ON COUNCIL
ACTIVITIES:***

Councillor Bujtas

Councillor Bujtas reported on the Greater Terrace Beautification Society.

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

MOVED/SECONDED that the January 9, 2017 Regular Meeting of Council be now adjourned.

(No. 023)

Carried Unanimously.

The meeting adjourned 8:55 p.m.

CERTIFIED CORRECT:

Mayor

Clerk