

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, MARCH 13, 2017 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, T. Irwin, City Planner, 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  
6:45 p.m. – Move to In-  
Camera Special Council  
(No. 093)***

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[www.terrace.ca](http://www.terrace.ca), Council meetings are webcast on the City's website, and the past minutes have been archived.*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

*There were no Delegations or Guests.*

***Mayor Leclerc – Presentation  
to Chief Administrative  
Officer***

*Mayor Leclerc presented Heather Avison, Chief Administrative Officer, with recognition for her 25 years of work with the City of Terrace. Mayor Leclerc provided a brief history of Ms. Avison's work with the City of Terrace.*

*Ms. Avison began with the City in 1992. She started in Planning and Public Works as a secretary and worked her way up through various departments. She took on a management position in 2006 as the Executive Assistant to Mayor and Council. She became the Corporate Administrator on 2010 and was awarded her current position of Chief Administrative Officer in 2012.*

*Mayor Leclerc presented the CAO with a 25 year pin and thanked her for her work with the City. Council also expressed their pleasure in working with her.*

**MINUTES:**

***Regular Council Minutes,  
February 27, 2017***

*(No. 096)*

*MOVED/SECONDED that the Regular Council Minutes of February 27, 2017 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.*

***Special Council Minutes,  
March 9, 2017***

*(No. 097)*

*MOVED/SECONDED that the Special Council Minutes of March 9, 2017 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:**

*There was no Correspondence.*

**CONVENE INTO COMMITTEE  
OF THE WHOLE:**

*(No. 098)*

*MOVED/SECONDED that the March 13, 2017 Regular Council Meeting convene into Committee of the Whole.*

*Carried Unanimously.*

**Committee of the Whole**  
➤ **Development Services**  
**Component**  
**March 13, 2017**

*The following items were discussed at the March 13, 2017 Development Services Component of the Committee of the Whole:*

- 1. DEVELOPMENT PERMIT NO. 03-2017 – CONDON (4622 HAUGLAND AVENUE)**

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- 2. DEVELOPMENT PERMIT NO. 06-2017 – PROGRESSIVE VENTURES LTD. (101-4816 HIGHWAY 16 WEST)**

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- 3. DEVELOPMENT PERMIT NO. 07-2017 – INNOVATION AUTOWORKS LTD. (2801 KALUM STREET)**

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**COMMITTEE REPORTS:**

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

**Committee of the Whole**  
➤ **Development Services**  
**Component**  
**March 13, 2017**

*MOVED/SECONDED that the March 13, 2017 Development Services Component of the Committee of the Whole be adopted with the following recommendations:*

*(No. 099)*

- 1. DEVELOPMENT PERMIT NO. 03-2017 – CONDON (4622 HAUGLAND AVENUE)**

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*It was recommended that Development Permit No. 03-2017 be issued to City of Terrace for the property legally described as Lease Area (Plan EPP627 40) of Lot 4, District Lot 360, Range 5, Coast District, Plan BCP48370 (4622 Haugland Avenue) to permit construction of a new multi-family residential development with the following variance:*

- *To vary Section 8.2.1 of Zoning Bylaw No. 2069-2014 to reduce the required number of off-street parking spaces from sixty-four (64) to fifty-three (53) spaces.*

**2. DEVELOPMENT PERMIT NO. 06-2017 – PROGRESSIVE VENTURES LTD. (101-4816 HIGHWAY 16 WEST)**

*It was recommended that Development Permit No. 06-2017 be issued to Progressive Ventures Ltd. for the property legally described as Lot E, District Lot 362, Range 5, Coast District, Plan 1919 Except Plan 5365 (101-4816 Highway 16 West) to amend development permit #21-2014 to allow for the completion of an outdoor patio, changes to the entrance area of the building and to complete parking area enhancements.*

**3. DEVELOPMENT PERMIT NO. 07-2017 – INNOVATION AUTOWORKS LTD. (2801 KALUM STREET)**

*It was recommended that Development Permit No. 07-2017 be issued to Innovation Autoworks Ltd. for the property legally described as Lot 4, District Lot 360, Range 5, Coast District, Plan 3592 (2801 Kalum Street) to permit construction of a one bay addition to an existing commercial building.*

*Carried Unanimously.*

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

**Committee of the Whole**  
➤ **Development Services Component**  
**February 27, 2017**

*MOVED/SECONDED that the February 27, 2017 Committee of the Whole (Development Services Component) report be received for information.*

*Carried Unanimously.*

*(No. 100)*

**SPECIAL REPORTS:**

**Memo – Director of Development Services, Downtown Revitalization Tax Exemption Application 01-2016 for 4609 Park Avenue**

*MOVED/SECONDED the City of Terrace enter into a Revitalization Tax Agreement and issue a Revitalization Tax Exemption Certificate, under the provisions of the Downtown Revitalization Tax Exemption Bylaw No. 2051-2014, with Xanadu Ventures Inc., owner of 4609 Park Avenue, to provide a tax exemption on the value of the improvements made to this parcel for the years including 2018 through 2022.*

*(No. 101)*

*Carried Unanimously.*

***Youth Advisory Committee Minutes, February 8, 2017***

*(No. 102)*

*MOVED/SECONDED that the Youth Advisory Committee minutes from February 8, 2017 be received.*

*Carried Unanimously.*

***Memo – Senior Building Inspector, February 2017 Building Synopsis***

*(No. 103)*

*MOVED/SECONDED that February 2017 Building Synopsis be received.*

*Carried Unanimously.*

***Oral Report, Public Hearing, March 13, 2017***

*(No. 104)*

*MOVED/SECONDED that the Oral Report from the March 13, 2017 Public Hearing be adopted with the following recommendation:*

***1. PUBLIC HEARING – ZONING AMENDMENT FOR PROPERTY LEGALLY DESCRIBED AS AMENDED LOT 17 (PLAN 4830), DISTRICT LOT 361, RANGE 5, COAST DISTRICT, PLAN 4504 (4604 LOEN AVENUE)***

*It was recommended that following the holding of a public hearing the bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation for the property addressed 4606 Loen Avenue and legally described as Amended Lot 17 (Plan 4830), District Lot 361, Range 5, Coast District, Plan 4504, from R2 – Semi-Detached Residential to R1A – Single Detached Residential proceed to Council for consideration.*

*Carried Unanimously.*

***BYLAWS:***

***Zoning Amendment (4606 Loen Avenue) Bylaw, Project No. ADP-02-1702 (Third Reading)***

*(No. 105)*

*MOVED/SECONDED that Zoning Amendment (4606 Loen Avenue) Bylaw, Project No. ADP-02-1702 be read by title only and passed in its third reading.*

*Carried Unanimously.*

**Zoning Amendment (4606 Loen Avenue) Bylaw, Project No. ADP-02-1702 (Adoption)**

*MOVED/SECONDED that Zoning Amendment (4606 Loen Avenue) Bylaw, Project No. ADP-02-1702 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 106)*

**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 Christiansen**

*Councillor Christiansen reported on the Terrace Multicultural Association's Multicultural Dinner and the Founders' Tea.*

**REPORT FROM IN-CAMERA:**

*There were no items released from In-Camera status.*

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

*There was one question from the Media and no questions from the Audience.*

**ADJOURNMENT**

*MOVED/SECONDED that the March 13, 2017 Regular Meeting of Council be now adjourned.*

*(No. 107)*

*Carried Unanimously.*

*The meeting adjourned 7:55 p.m.*

**CERTIFIED CORRECT:**

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**Mayor**

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**Clerk**