

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, MAY 8, 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 D. Block, Director of Development Services, P. Proteau, Financial Administrator, L. Greenlaw, Deputy Financial Administrator, 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
6:30 p.m. – Move to In-
Camera Special Council
(No. 167)***

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

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the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.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

***Caledonia Graduation
Committee – Presentation to
the City of Terrace***

Mayor Leclerc welcomed the Caledonia Graduation Committee to the meeting.

Shay Lynn Sampson presented on behalf of the Caledonia Graduating Class. She thanked the City for waiving the cost of the Sportsplex for the Dry Grad activities. Dry Grad is an inclusive event for all of the kids in the graduating class at Caledonia Secondary School. Graduation is an expensive event for the students and the donation of the Sportsplex was greatly appreciated.

Mayor Leclerc thanked the Caledonia Graduation Committee 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. 173).

***Marianne Brorup Weston,
Grant Writer, Chief Charles
Morven, Gitwinksihlkw
Village Government –
Request for Letter of Support***

Mayor Leclerc welcomed the Marianne Brorup Weston and Chief Charles Morven to the Council meeting.

Chief Morven explained that their presentation was a follow up to their April 10, 2017 presentation during they requested support for their tourism project in Gitwinksihlkw. They have met with several other organizations to request support and work together and the common theme of all of the discussions was the importance of upgrading the Cranberry Connector.

Ms. Brorup Weston requested that Council revise the support letter that was originally sent to include support for improvements to the Cranberry Connected as part of the overall support for the tourism project in Gitwinksihlkw.

Mayor Leclerc thanked Chief Morven and Ms. Brorup Weston 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. 174).

***Amanda Moser – Volunteer
Youth Group – Youth
Volunteer Corp Introduction
and Implementation***

Jill Stephens, the new community volunteer coordinator with Volunteer Terrace introduced herself and introduced Amanda Moser from the Youth Volunteer Corp (YVC).

YVC is an international program that started 30 years ago in Kansas City, Missouri. YVC extends throughout the USA and has two programs in Canada, one in Calgary, and the newest one in Terrace. YVC provides volunteer opportunities and projects specific to youth that are service or project based.

The goal of YVC is to create life-long volunteers within the community.

YVC provides training and resources so community based organizations can facilitate these programs. Community organizations can rally around schools and provide opportunities for the students and teachers.

The Terrace YVC program will demonstrate how the program will work in a rural community as well as how it will work with First Nations and non-First Nations youth in it projects and programs.

The key focus of YVC is to provide opportunities for youth aged 11-18. The program gets promoted and receives support through councillors, parents, citizens, who assist the youth in the program. YVC understands that today's youth are tomorrow's leaders, parents and educators and wants to see them get involved at a young age to be more involved in their community.

There is no charge for participants or to the City. After 30 hours of service each volunteer completes a survey regarding their experience. When asked why they volunteer most respondents state that they want to give back to the community, they want to have fun, and they want to meet new people.

Volunteers or people with project ideas can contact Volunteer Terrace to get involved. There will be a website and online application available soon.

Tracey Davidson presented to Council. Ms. Stephens was a summer student with Volunteer Terrace who researched what was needed to get the Youth involved with volunteering. Ms. Stephens was then hired on as the YVC coordinator for Volunteer Terrace.

Mayor Leclerc thanked the Youth Advisory Committee 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. 175).

Floris van Weelderen, MMM Group – Downtown Parking Study

Floris van Weelderen, Project Manager and Principal Investigator with MMM Group, presented the findings of the Downtown Parking Study to Council.

The Downtown Parking Study looked at 39 blocks within the Downtown that spanned 1.6 km east to west and 500 m north to south. The study was done with three phases. Phase one looked at the current parking situation, phase two looked at what could be expected in the future, and phase three included a plan for how to proceed with improving parking.

The study found that people park to go to work, visit or live in downtown Terrace. More than 85% of people commute in a personal vehicle to and from downtown mostly due to other commitments or due to the weather. The low population density in Terrace also means that people are often commuting into town from outlying areas.

The City of Terrace has more than 5,000 parking spaces in the Downtown. The majority of these spaces are considered private, off-street parking (like the parking lot at Skeena Mall or Safeway). The City owns 1,044 spaces. 407 of these are considered short term parking with a maximum of one hour. Lunch hours during week days had peak parking usage for on-street parking of 30%. On the weekends parking peaks were during the early afternoons with usage at 20%. There were some hotspots in town where more than 85% of the spaces were occupied during the peak times.

The Action Plan was compiled in two parts. Part one had high priority items including parking enforcement to make sure people don't overstay their parking allowance. Increasing short term parking to 2 hours and the implementation of a sign-maintenance policy to clarify the signage in downtown was also recommended as well as a plan to inventory the current signage and then develop a replacement program.

The development a Downtown Street Design Concept plan was recommended. The lower priority items included using a cash-in-lieu program for developers with the funds going into the promotion of alternative forms of transportation, and the development of a parking enforcement system to improve the collection, revenue, and customer services associated with parking.

Periodic reviews of downtown parking were also recommended especially as populations grow.

Mayor Leclerc thanked Mr. van Weelderen for his presentation and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 176).

MINUTES:

***Regular Council Minutes,
April 24, 2017***

(No. 172)

MOVED/SECONDED that the Regular Council Minutes of April 24, 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:

***Caledonia Graduation
Committee – Presentation to
the City of Terrace***

(No. 173)

MOVED/SECONDED that the presentation from the Caledonia Graduation Committee be received.

Carried Unanimously.

***Marianne Brorup Weston,
Grant Writer, Chief Charles
Morven, Gitwinksihlkw
Village Government –
Request for Letter of Support***

(No. 174)

MOVED/SECONDED that the City of Terrace revise the letter of support for the Gitwinksihlkw Main Street Experience project to include support for making improvements to the Cranberry Connector, and that the City of Terrace support working with Gitwinksihlkw and the Regional District of Kitimat-Stikine on a task force to promote the upgrade of the Cranberry Connector.

Carried Unanimously.

Amanda Moser – Volunteer Youth Group – Youth Volunteer Corp Introduction and Implementation

(No. 175)

MOVED/SECONDED that the presentation from the Youth Volunteer Corp and Volunteer Terrace be received.

Carried Unanimously.

Floris van Weelderen, MMM Group – Downtown Parking Study

(No. 176)

MOVED/SECONDED that the presentation of the Downtown Parking Study from the MMM Group be received for information.

Carried Unanimously.

CONVENE INTO COMMITTEE OF THE WHOLE:

(No. 177)

MOVED/SECONDED that the May 8, 2017 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

Committee of the Whole
➤ Development Services Component
May 8, 2017

The following items were discussed at the May 8, 2017 Development Services Component of the Committee of the Whole:

- 1. DEVELOPMENT PERMIT NO. 10-2017 – SUNSHINE INN EXECUTIVE SUITES INC. (4812 HIGHWAY 16 WEST)***

- 2. DEVELOPMENT VARIANCE PERMIT NO. 01-2017 – ATLAS SIGN AND AWNING COMPANY (3320 EBY STREET)***

- 3. DEVELOPMENT VARIANCE PERMIT NO. 02-2017 – MORIE GRACEY (3914 CORY DRIVE)***

COMMITTEE REPORTS:

Committee of the Whole
➤ Development Services
Component
May 8, 2017

(No. 178)

It was recommended that the Committee now rise and report.

MOVED/SECONDED that the May 8, 2017 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:

1. DEVELOPMENT PERMIT NO. 10-2017 – SUNSHINE INN EXECUTIVE SUITES INC. (4812 HIGHWAY 16 WEST)

It was recommended that Development Permit No. 10-2017 be issued to Sunshine Inn Executive Suites Inc. for the property legally described as Strata Lot 1 to Strata Lot 13, District Lot 362, Range 5, Coast District, Strata Plan EPS3646 (4812 Highway 16 West) to amend Development Permit No. 01-2014 to accommodate changes in the Sunshine Inn development to alter the Highway 16 access location, reduce off-street parking requirements and to increase the total number of hotel rooms with the following variance:

- *Vary Section 8.2.1 of Zoning Bylaw No. 2069-2014 to reduce the required number of off-street parking spaces from one hundred and thirty-one (131) to one hundred twenty-two (22) spaces.*

2. DEVELOPMENT VARIANCE PERMIT NO. 01-2017 – ATLAS SIGN AND AWNING COMPANY (3320 EBY STREET)

It was recommended that the City issue Development Variance Permit No. 01-2017 for the property located at 3220 Eby Street (Lot 2, Block 11, District Lot 361, Range 5, Coast District, Plan 3142), to include the following variance:

- *To vary Section 6.4.3.b of Sign Bylaw 2102-2016 and amendments thereto to allow the maximum total sign area for the property to be increased from 27.88 square metres to 30.0 square metres.*

3. DEVELOPMENT VARIANCE PERMIT NO. 02-2017 – MORIE GRACEY (3914 CORY DRIVE)

It was recommended that the City issue Development Variance Permit No. 02-2017 for the property located at 3914 Cory Drive (Lot 31, District Lot 980, Range 5, Coast District, Plan EPP45085), including the following variances:

- *To vary Section 11.1.3.4.c of Zoning Bylaw 2069-2014 and amendments thereto to allow the exterior side parcel line set back on a R1 (Single Detached Residential) zoned lot to be decreased from 3.0 metres to 1.8 metres on the north exterior parcel line to allow for an Accessory Structure;*
- *To vary Section 11.1.3.7.b of Zoning Bylaw 2069-2014 and amendments thereto to allow the Maximum Height of an Accessory Structure on a R1 (Single Detached Residential) zoned lot to be increased from 5.1 metres to 5.6 metres; and*
- *To vary Section 11.1.3.10.a of Zoning Bylaw 2069-2014 and amendments thereto to allow the Maximum Gross Floor Area of an Accessory Structure on a R1 (Single Detached Residential) zoned lot to be increased from 55 square metres to 65.5 square metres.*

Carried Unanimously.

Committee of the Whole

➤ **April 20, 2017**

(No. 179)

MOVED/SECONDED that the April 20, 2017 Committee of the Whole Report be adopted with the following recommendation:

1. REQUEST FOR NAME CHANGE FOR THE TERRACE AQUATIC CENTRE

It was recommended that the Terrace Aquatic Centre name be changed to the Terrace and District Aquatic Centre.

Carried Unanimously.

Committee of the Whole
➤ **Finance, Personnel, & Administration**
April 20, 2017

MOVED/SECONDED that the April 20, 2017 Finance, Personnel, & Administration Component of the Committee of the Whole Report be adopted with the following recommendation:

(No. 180)

1. 2017-2021 BUDGET UPDATE, INCLUDING BORROWING AND TAX RATES

It was recommended that the 2017-2021 budget be approved as amended and that the 2017-2021 Financial Plan Bylaw proceed to Council for first, second, and third reading; and

that the 2017 Tax Rates Bylaw be prepared with a 3% increase for all classes and proceed to Council for first, second, and third reading.

Carried Unanimously.

COMMITTEE REPORTS (FOR INFORMATION ONLY):

Committee of the Whole
➤ **Finance, Personnel, & Administration Component**
April 24, 2017

MOVED/SECONDED that the April 24, 2017 Finance, Personnel, & Administration Component of the Committee of the Whole report be received for information.

Carried Unanimously.

(No. 181)

Committee of the Whole
➤ **Development Services Component**
April 24, 2017

MOVED/SECONDED that the April 24, 2017 Development Services Component of the Committee of the Whole report be received for information.

Carried Unanimously.

(No. 182)

SPECIAL REPORTS:

Memo – Director of Development Services, Welcome to Terrace Sign – Highway 16 East Entry to the City of Terrace

MOVED/SECONDED the City of Terrace request that a resolution of support from the Regional District of Kitimat-Stikine be provided to locate and install the Welcome to Terrace sign at the east entry to the city at a location between the Dudley Little Bridge on Hwy 16 and the intersection of Hwy 16 & Hwy 37.

(No. 183)

Carried.

Councillor Tyers wished to be recorded as opposed.

Memo – Terrace & District Victims Assistance Program, Quarterly Report January – March 2017

MOVED/SECONDED that Terrace & District Victims Assistance Program Quarterly Report, January – March 2017 be received.

Carried Unanimously.

(No. 184)

BYLAWS:

City of Terrace Solid Waste Operations Bylaw, Project No. ADP-02-1706 (Adoption)

MOVED/SECONDED that the City of Terrace Solid Waste Operations Bylaw, Project No. ADP-02-1706 be read by title only and adopted.

Carried Unanimously.

(No. 185)

2017 – 2021 Financial Plan Bylaw, Project No. ADP-02-1707 (First, Second, & Third Reading)

MOVED/SECONDED that the 2017-2021 Financial Plan Bylaw, Project No. ADP-02-1707 be read by title only and passed in its First, Second, and Third Reading.

Carried Unanimously.

(No. 186)

2017 Tax Rate Bylaw, Project No. ADP-02-1708 (First, Second, & Third Reading)

MOVED/SECONDED the 2017 Tax Rate Bylaw, Project No. ADP-02-1708 be read by title only and passed in its First, Second, and Third Reading.

Carried Unanimously.

(No. 187)

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 Minerals North, the North Central Local Government Association's Annual Conference and the Nass Valley Tour, the Pacific Northwest Music Festival, the opening of the Skeena Valley Farmers Market, Walk with Your Doc, and Mini-Medical School Terrace 2017.

Councillor Tyers

Councillor Tyers reported on the Cities Women Need workshop.

Councillor Downie

Councillor Downie reported on the North Central Local Government Association's Annual Conference.

Councillor Bujtas

Councillor Bujtas reported on Minerals North and North Central Local Government Association's Annual Conference.

Councillor Prevost

Councillor Prevost reported on the Kitselas Canyon Tour and Feast Event, and on his meeting with the Francophone School Trustee at École Jack Cook.

Mayor Leclerc

Mayor Leclerc reported on the Youth Summit that took place in Terrace and Smithers, the BC Achievement Awards, and the Terrace/Thornhill Business Walk that is taking place on May 10, 2017.

Councillor Cordeiro

Councillor Cordeiro reported on the Major Projects Tour, which included Forceman Ridge, during the North Central Local Government Association's Annual 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 or from the Audience.

ADJOURNMENT

MOVED/SECONDED that the May 8, 2017 Regular Meeting of Council be now adjourned.

(No. 188)

Carried Unanimously.

The meeting adjourned 9:20 p.m.

CERTIFIED CORRECT:

Mayor

Clerk