

***MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, JULY 24, 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 and Deputy Clerk, P. Proteau, Financial Administrator, T. Irwin, City Planner, L. Wilson and A. Poole, Executive Assistants.

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

***Meeting Called to Order at
7:15 p.m. – Move to In-
Camera Special Council
(No. 270)***

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the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.

ADDENDUM:

There was no Addendum.

PUBLIC INPUT:

***City of Terrace 2016 Annual
Report***

Mayor Leclerc advised that there was an opportunity to hear public input in regard to the 2016 Annual Report for the City of Terrace.

There being no public input on this matter, the Mayor advised that this matter would be further dealt with under the "Special Reports" portion of this Agenda. (See Resolution No. 286).

DELEGATIONS & GUESTS:

***Jonathan Carruthers and
Rodney Arnold, Forwood
Products – Request for Letter
of Support***

Mayor Leclerc welcomed Jonathan Carruthers and Rodney Arnold of Forwood Products to the Council Meeting.

Mr. Carruthers addressed Council. He explained that Forwood Products was interested in investing in the former Terrace Pre-Cut site on Keith Avenue/Braun Street. Their plan is to create a value added opportunity for the wood industry.

Conversations with stakeholders have determined that there is a market for kiln dried lumber. Kiln drying decreases the moisture and weight of the lumber, making it less expensive to move product to markets. They intend to service all of the mills in the local area. Forwood Products are also exploring a secondary manufacturing project that will cut lumber into furniture pieces that can be shipped and assembled elsewhere.

Forwood Products have spoken with all levels of Government, and have started conversations with First Nations and mill owners. They have also met with FP Innovations who have done extensive research on hemlock. They believe that this project is consistent with the Terrace 2050 report.

The current project would create 4 to 6 jobs, and as capacity increases more jobs will be created. They anticipate that within 3 years they could employ up to 50 people.

Forwood Products is seeking a general letter of support for the project. This letter would be used in applications to funding agencies.

Mayor Leclerc thanked Mr. Carruthers and Mr. Arnold 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. 277).

MINUTES:

***Regular Council Minutes,
July 10, 2017***

(No. 276)

MOVED/SECONDED that the Regular Council Minutes of July 10, 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:

***Jonathan Carruthers and
Rodney Arnold, Forwood
Products – Request for Letter
of Support***

(No. 277)

MOVED/SECONDED that the City of Terrace write a letter of support to Forwood Products for their kiln project.

Carried Unanimously.

**CONVENE INTO COMMITTEE
OF THE WHOLE:**

(No. 278)

MOVED/SECONDED that the July 24, 2017 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

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

The following items were discussed at the July 24, 2017 Development Services Component of the Committee of the Whole:

- 1. ZONING TEXT AMENDMENT – VISTA VIEW HOLDINGS LTD. (4407 SPARKS STREET)**
- 2. DEVELOPMENT VARIANCE PERMIT NO. 03-2017 – HASSETT (3504 THOMAS STREET)**

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

Division was requested on Item No. 1.

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

Councillor Cordeiro declared a possible Conflict of Interest due to owning an adjacent property and vacated Chambers.

Item No. 1

MOVED/SECONDED that the July 24, 2017 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:

(No. 279)

1. ZONING TEXT AMENDMENT – VISTA VIEW HOLDINGS LTD. (4407 SPARKS STREET)

It was recommended that the Bylaw to amend Zoning Bylaw No. 2069-2014 by adding section 4.6.1.c, to the Site Specific Exemptions section to reduce the setback required in Section 4.3.4 from 15.0 metres to 7.5 meters from the natural boundary of Heek Brook; only for the property legally described as Lot B, District Lot 977, Range 5, Coast District, Plan BCP42100 (4407 Sparks Street) proceed to Council for consideration.

Carried Unanimously.

Councillor Cordeiro re-entered the room.

Item No. 2

2. DEVELOPMENT VARIANCE PERMIT NO. 03-2017 – HASSETT (3504 THOMAS STREET)

(No. 280)

It was recommended this application be referred back to Administration for further review.

Carried Unanimously.

Committee of the Whole
July 12, 2017

MOVED/SECONDED that the July 12, 2017 Committee of the Whole report be adopted with the following recommendation:

(No. 281)

1. UNION OF BC MUNICIPALITIES 2017 CONVENTION MINISTERIAL MEETINGS

It was recommended that the following Ministerial meetings be requested for the 2017 UBCM Convention:

- *Minister of Health – replacement for Mills Memorial Hospital and the funding formula for hospitals in rural communities;*
- *Minister of Finance – funding formulas for hospitals in rural communities; and*
- *The Minister responsible for Mental Health and Addictions – the need for a detox facility and support services in Terrace and the drain on First Responder resources (i.e. RCMP, Fire, BC Ambulance Service) to address mental health and addictions cases.*

Carried Unanimously.

SPECIAL REPORTS:

***Memo – Financial
Administrator, Borrowing for
Terrace and District Aquatic
Centre Upgrade/Renewal
Project***

(No. 282)

MOVED/SECONDED that the Terrace and District Aquatic Centre Upgrade/Renewal Project Loan Authorization Bylaw No. -2017 proceed to council for consideration.

Carried Unanimously.

***Memo – Financial
Administrator, Non-Owned
Automobile Insurance
Coverage***

(No. 283)

MOVED/SECONDED that the City of Terrace accept the agreement of the SUBSCRIPTION POLICY to insure the liability assumed is as follows:

1. *THE CITY OF TERRACE ASSUMES THE LIABILITY FOR BODILY INJURY TO OR DEATH OF ANY PERSON OR DAMAGE TO OR DESTRUCTION OF PROPERTY OF OTHERS, IMPOSED BY LAW UPON:*

- a. *Mayor, Councillors, Board Members, Commission Members, Employees or Volunteer Workers of the City of Terrace for liability which arises out of the use or operation by such person of a licensed motor vehicle, or*

- b. The owner of any licensed motor vehicle, for liability which arises out of the use or operation of such licensed motor vehicle by Mayor, Councillors, board Members, Commission Members, Employees, or Volunteer of the City of Terrace.*

And

2. THE CITY OF TERRACE DECLARES THAT SUCH ASSUMPTION OF LIABILITY BE SUBJECT TO THE FOLLOWING LIMITATIONS, EXCLUSIONS AND CONDITIONS:

- a. This assumption of liability applies only to the use or operation of a licensed motor vehicle in Canada or the United States of America by Mayor, Councillors, Board Members, Commission Members, Employees or Volunteer on behalf of the City of Terrace including travel to and from work and attendance at meetings.*
- b. This assumption of liability applies only in excess of existing insurance carried by the owner of the licensed motor vehicle which was being used or operated by Mayor, Councillors, Board Members, Commission Members, Employees or Volunteer at the time of the accident and does not apply unless the licensed motor vehicle which was being used or operated by such person at the time of the accident is insured for not less than the minimum Third Party Liability Limit required by the Insurance Act for the Province of British Columbia.*
- c. This assumption of liability is subject to the agreements, conditions, terms and limit of liability insured in the Non-Owned Automobile Policy issued by the SUBSCRIPTION POLICY and shall terminate whenever such Non-Owned Policy is terminated.*

Carried Unanimously.

Memo – Director of Leisure Services, Disc Golf Course Development

(No. 284)

MOVED/SECONDED that Council supports the installation of 9 disc golf targets in the parkland on Tetrault Street between Graham Avenue and Haugland Avenue.

Carried Unanimously.

Memo – Corporate Administrator, Cancellation of the September 25, 2017 Regular Council Meeting

(No. 285)

MOVED/SECONDED that the September 25, 2017 Regular Council Meeting be cancelled, with notice posted pursuant to Section 5.4 of the City of Terrace Council Proceedings Bylaw, and further that if a meeting is required between September 12 and October 9, the meeting date be set at the call of the Chair.

Carried Unanimously.

Memo – Executive Assistant, 2016 Annual Report

(No. 286)

MOVED/SECONDED that Council accept the 2016 Annual Report as presented.

Carried Unanimously.

Memo – Terrace & District Victim Assistance Program, Quarterly Activity Report April to June 2017

(No. 287)

MOVED/SECONDED that the Terrace & District Victim Assistance Program, Quarterly Activity Report April to June 2017 be received.

Carried Unanimously.

Memo – Senior Building Inspector, June 2017 Building Synopsis

(No. 288)

MOVED/SECONDED that the June 2017 Building Synopsis be received.

Carried Unanimously.

July 10, 2017 Public Hearing Report (For Information Only)

(No. 289)

MOVED/SECONDED that the July 10, 2017 Public Hearing Report be received for information only.

Carried Unanimously.

BYLAWS:

Zoning Amendment (3227 and 3229 Sparks Street) Bylaw, Project No. ADP-02-1710

(Adoption)

(No. 290)

Business License Bylaw Amendment Bylaw, Project No. ADP-02-1711

(Adoption)

(No. 291)

Terrace and District Aquatic Centre Upgrade/Renewal Project Loan Authorization Bylaw, Project No. ADP-02-1713

(First, Second and Third Reading)

(No. 292)

Zoning Amendment (Floodplain Specifications – 4407 Sparks Street) Bylaw, Project No. ADP-02-1712

(First and Second Reading)

(No. 293)

MOVED/SECONDED that Zoning Amendment (3227 and 3229 Sparks Street) Bylaw, Project No. ADP-02-1710 be read by title only and adopted.

Carried Unanimously.

MOVED/SECONDED that Business License Bylaw Amendment Bylaw, Project No. ADP-02-1711 be read by title only and adopted.

Carried Unanimously.

MOVED/SECONDED that Terrace and District Aquatic Centre Upgrade/Renewal Project Loan Authorization Bylaw, Project No. ADP-02-1713 be read by title only and passed in its first, second and third reading.

Carried Unanimously.

Councillor Cordeiro declared a possible Conflict of Interest due to ownership of an adjacent property and vacated Chambers.

MOVED/SECONDED that Zoning Amendment (Floodplain Specifications – 4407 Sparks Street) Bylaw, Project No. ADP-02-1712 be read by title only and passed in its first and second reading.

Carried Unanimously.

Councillor Cordeiro re-entered the room.

NEW BUSINESS FROM COUNCIL:

Regional District of Kitimat-Stikine Report

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

**REPORTS ON COUNCIL
ACTIVITIES:**

Councillor Prevost

Councillor Prevost reported on a meeting with Green Party MLA Sonja Surstenau from the Cowichan riding, and on the Kalum Community School Society Fruit Tree Program.

Councillor Downie

Councillor Downie reported on the Emergency Support Services Reception Centres and on Riverboat Days.

Councillor Cordeiro

Councillor Cordeiro 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

(No. 294)

MOVED/SECONDED that the July 24, 2017 Regular Meeting of Council be now adjourned.

Carried Unanimously.

The meeting adjourned 8:45 p.m.

CERTIFIED CORRECT:

Mayor

Deputy Clerk