

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
TUESDAY, OCTOBER 10, 2017 AT 7:30 P.M.**

*Mayor C. Leclerc presided. Councillors present were S. Bujtas, J. Cordeiro, B. Downie, M. Prevost (via telephone), and S. Tyers. Member L. Christiansen was absent. Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, T. Irwin, City Planner, A. Thompson, Clerk, and A. Poole, Executive Assistant.*

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

***Meeting Called to Order at  
6:30 p.m. – Move to In-  
Camera Special Council***

*(No. 345)*

*MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90(1) (a), (c), (e), and (f) of the Community Charter (to discuss personnel, labour relations, property, and bylaw enforcement).*

*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[www.terrace.ca](http://www.terrace.ca), Council meetings are webcast on the City's website, and the past minutes have been archived.*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:**

*(No. 350)*

*MOVED/SECONDED that the Addendum be included.*

*Carried Unanimously.*

**DELEGATIONS & GUESTS:**

***Darrell Gunn, Ministry of  
Transportation and  
Infrastructure – Shift Into  
Winter Campaign***

*Mayor Leclerc welcomed Darrell Gunn of the Ministry of Transportation and Infrastructure (MoTI) to the Council Meeting.*

*Mr. Gunn addressed Council. The Shift Into Winter Driving Alliance was created in 2006 and began advertising the Shift Into Winter Campaign in the Northwest region last year. The founding members of the Shift Into Winter Driving Alliance are WorkSafeBC, MoTI, the Insurance Council of British Columbia (ICBC), and the Justice Institute.*

*The Shift Into Winter Driving Alliance was formed because of the influx of motor vehicle accidents due to seasonal changes. The increase of seasonal motor vehicle accidents is frequently due to snow, less daylight hours, increased fog, increased rain, and black ice.*

*This campaign focuses on preparing oneself and ones vehicle for winter driving, as well as preparing for driving trips during the winter season.*

*The Shift Into Winter Driving Alliance could not find any current campaigns that informed people about safe winter driving and the importance of winter vehicle maintenance.*

*The Shift Into Winter Campaign concentrates heavily on advertising. The main focus is on radio, print media, social media, and community events. Throughout the past 7 years they have conducted online surveys to track the success of the campaign. In doing so, they are able to justify expanding their funding.*

*Since they implemented advertising in Northwest BC there has been a great uptake of their brand. When advertising was first implemented in Northwest BC last year 42% of people across the province recalled the campaign as compared to 28% the year prior.*

*On the Shift Into Winter website, [shiftintowinter.ca](http://shiftintowinter.ca), there is a campaign tool kit that is free to the public. There is also an array of posters and pamphlets that can be printed out.*

*Mayor Leclerc thanked Mr. Gunn 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. 352).*

**MINUTES:**

***Regular Council Minutes,  
September 11, 2017***

(No. 351)

*MOVED/SECONDED that the Regular Council Minutes of September 11, 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:**

***Darrell Gunn, Ministry of  
Transportation and  
Infrastructure – Shift Into  
Winter Campaign***

(No. 352)

*MOVED/SECONDED that the presentation from the Ministry of Transportation and Infrastructure be received for information.*

*Carried Unanimously.*

***St. Matthew’s Anglican  
Church – Request for Rental  
Fee Waiver***

(No. 353)

*MOVED/SECONDED that the City of Terrace waive the Rental Fee for the Banquet Room at the Terrace Sportsplex in order for the St. Matthew’s Anglican Church to hold a Synod with the cost of up to \$500.00 to come from Council Unbudgeted.*

*Carried Unanimously.*

**CONVENE INTO COMMITTEE  
OF THE WHOLE:**

(No. 354)

*MOVED/SECONDED that the October 10, 2017 Regular Council Meeting convene into Committee of the Whole.*

*Carried Unanimously.*

*Mayor Leclerc declared a possible family related conflict of interest and vacated chambers.*

**Committee of the Whole**  
➤ **Development Services**  
**Component**  
**October 10, 2017**

*The following item was discussed at the October 10, 2017 Development Services Component of the Committee of the Whole:*

**1. AMENDMENT TO LIQUOR LICENCE – MUMFORD’S BEER HOUSE & GRILL (HUNDIAL HOLDINGS LTD.)**

**COMMITTEE REPORTS:**

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

**Committee of the Whole**  
➤ **Development Services**  
**Component**  
**October 10, 2017**

*MOVED/SECONDED that the October 10, 2017 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

*(No. 355)*

**1. AMENDMENT TO LIQUOR LICENCE – MUMFORD’S BEER HOUSE & GRILL (HUNDIAL HOLDINGS LTD.)**

*It was recommended that Council pass the following resolution:*

*Be it resolved that:*

1. *The City of Terrace Council recommends the amendment of the license for the following reasons:*

- a) The amendment is in accordance with City of Terrace Policy No. 83 – Liquor Licensing Application Process Procedure.*
- b) There were limited responses from adjacent residential and commercial property owners/tenants;*

2. *The Council's comments on the prescribed considerations are as follows:*

- a) The impact on the community, including traffic volumes and patterns will be negligible given the establishment already exists and this application does not represent a significant change in operations.*
- b) The potential for noise impacts, if the application is approved, will be negligible.*

3. *A public notice of hearing was sent out to the owners of all properties within 50 metres of the subject property. The notice gave the date, time and location of the hearing to give the local residents an opportunity to voice their opinions. The hearing was held at the Council meeting on September 11, 2017.*

*Carried Unanimously.*

*Mayor Leclerc returned to the meeting.*

***Committee of the Whole***  
➤ ***September 13, 2017***  
***12:00 p.m.***

*MOVED/SECONDED that the September 13, 2017 12:00 p.m. Committee of the Whole report be adopted with the following recommendation:*

*(No. 356)*

***1. BC TRANSIT UPDATE***

---

***There were no recommendations.***

*Carried Unanimously.*

***Committee of the Whole***  
➤ ***September 13, 2017***  
***4:30 p.m.***

*MOVED/SECONDED that the September 13, 2017 4:30 p.m. Committee of the Whole report be adopted with the following recommendation:*

*(No. 357)*

***1. TERRACE & DISTRICT AQUATIC CENTRE RENEWAL PROJECT UPDATE***

---

***There were no recommendations.***

*Carried Unanimously.*

***Committee of the Whole***  
➤ ***September 19, 2017***

*MOVED/SECONDED that the September 19, 2017 Committee of the Whole report be adopted with the following recommendation:*

*(No. 358)*

***1. NORTHWEST COMMUNITY COLLEGE RENAMING***

---

***It was recommended that the City of Terrace write a letter of support for Northwest Community College to change their name to Coast Mountain College.***

*Carried Unanimously.*

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

***Committee of the Whole***

- ***Finance, Personnel, & Administration Component  
September 11, 2017***

*MOVED/SECONDED that the September 11, 2017 Finance, Personnel, & Administration Component of the Committee of the Whole report be received for information.*

*Carried Unanimously.*

*(No. 359)*

***Committee of the Whole***

- ***Development Services Component  
September 11, 2017***

*MOVED/SECONDED that the September 11, 2017 Development Services Component of the Committee of the Whole report be received for information.*

*Carried Unanimously.*

*(No. 360)*

**SPECIAL REPORTS:**

***Memo – Chief Administrative Officer, Greyhound Canada Transportation ULC Application to the BC Passenger Transportation Board***

*MOVED/SECONDED that Council submit a letter to the BC Passenger Transportation Board expressing opposition to the application from Greyhound Canada Transportation ULC to eliminate passenger service in Northern BC.*

*Carried Unanimously.*

*(No. 361)*

***Memo – Corporate Administrator, Council Procedure Bylaw Amendments***

*MOVED/SECONDED that the Council Procedure Bylaw be amended to change the date of the Inaugural Meeting and update the references to the Local Government Act, and following First, Second and Third Readings public notice be given regarding the proposed changes to this bylaw, as per Section 94 [public notice] of the Community Charter.*

*Carried Unanimously.*

*(No. 362)*

**Memo – Director of  
Development Services,  
Latecomer Agreement – Cory  
Drive 3700 Block**

(No. 363)

*MOVED/SECONDED that Council pass the following resolutions:*

*Resolution 1*

**WHEREAS** *the cost of the completed Works is \$717,281.32 and the Council considers all such excessive to it;*

**BE IT RESOLVED** *that the costs of providing the Works be borne in whole by the owner of the Developing Lands.*

*Resolution 2*

A. **BE IT RESOLVED** *that the proportion of the cost of providing the Works that constitutes the Excess Service is 47.5%.*

B. **BE IT RESOLVED** *that the portions of the Works that constitute the Excess Service will serve the following Benefiting Lands and will benefit the Benefiting Lands in the proportions set out below:*

<u><i>Benefitting Lands</i></u>	<u><i>Benefit</i></u>
<i>Lot A, District Lot 983, Range 5, Coast District, Plan PRP14035 5031 McConnell Avenue, Terrace, B.C.</i>	<i>47.5%</i>

*Resolution 3*

**WHEREAS:**

A. *By Resolution No. 123-2015 passed by the Council of the City of Terrace, an Excess Service identified and referred to as the Works has been provided by the owners of the Developing Lands.*

B. The cost of the completed Works is \$717,218.32

The completed Works include the following:

Road (highway)	\$409,725.17
Water	\$102,738.54
Sanitary	\$ 96,472.40
Storm (drainage)	\$108,345.20

**BE IT RESOLVED** that a charge be imposed on the Benefiting Lands as a condition of the owners of the Benefiting Lands connecting to or using the Works as follows:

<b>Benefitting Lands</b>	<b>Excess Servicing Costs</b>	<b>Charge</b>
5031 McConnell Avenue	\$717,218.32 x 47.5%	= \$340,708.63
Road (highway)	\$409,725.17 x 47.5%	= \$194,619.46
Water	\$102,738.54 x 47.5%	= \$48,800.81
Sanitary	\$ 96,472.40 x 47.5%	= \$45,824.39
Storm (drainage)	\$108,345.20 x 47.5%	= \$51,463.97

Total of all charges = **\$340,708.63**

Resolution 4

**WHEREAS** the owner of the Developing Lands, Northern Terra Developments GP Ltd., has contributed 100% of the Excess Costs for completion of the Works and has agreed with the City that the Charges imposed by the Latecomer Agreement shall be collected for a ten (10) year period up to June 6, 2027 and not beyond.

**BE IT RESOLVED** that pursuant to Sections 507 and 508 of the Local Government Act charges imposed on the Benefitting Lands by way of a Latecomer Agreement shall be collected only to, and not beyond, **June 6, 2027**.

Carried Unanimously.



***Memo – Fire Chief,  
Permission for the Skeena  
Valley Guru Nanak  
Brotherhood Society to  
Discharge consumer  
Fireworks on October 19,  
2017***

*(No. 364)*

*MOVED/SECONDED that the City give permission to the Skeena Valley Guru Nanak Brotherhood Society at 4916 Medeek Avenue, Terrace BC, V8G 4A6, to discharge fireworks on October 19, 2017.*

*Carried Unanimously.*

***Memo – Director of Finance,  
Flow-Through Charitable  
Donations***

*(No. 365)*

*MOVED/SECONDED that Council grant permission to issue a charitable donation receipt to Telus Corporation for a \$10,000 donation to the Splash Park.*

*Carried Unanimously.*

***Memo – Executive Assistant,  
Approval to Attend –  
Nation2Nation Forum  
November 2, 2017***

*(No. 366)*

*MOVED/SECONDED that Council approve attendance for up to three Councillors to attend the Nation2Nation at a maximum cost of \$310.00 per person and the funds to come out of Council's Unallocated Travel Budget for 2017.*

*Carried Unanimously.*

***Memo – Executive Assistant,  
Approval for Travel – Climate  
Leadership Institute***

*(No. 367)*

*MOVED/SECONDED that Council approve travel for Mayor Leclerc to attend the Climate Leadership Institute Conference at a maximum cost of \$931.00 and the funds to come out of Council's Unallocated Travel Budget for 2017.*

*Carried Unanimously.*

***Memo – Building Inspector,  
August 2017 Building  
Synopsis***

*(No. 368)*

*MOVED/SECONDED that the August 2017 Building Synopsis be received for information.*

*Carried Unanimously.*

***Memo – Building Inspector,  
September 2017 Building  
Synopsis***

*(No. 369)*

*MOVED/SECONDED that the September 2017 Building Synopsis be received for information.*

*Carried Unanimously.*

**BYLAWS:**

***Council Procedure Bylaw  
Amendment Bylaw, Project  
No. ADP-02-1714  
(First, Second, and Third  
Reading)***

*(No. 370)*

***2018 Tax Exemption Bylaw,  
Project No. ADP-02-1715  
(First, Second, and Third  
Reading)***

*(No. 371)*

***Terrace and District Aquatic  
Centre Upgrade/Renewal  
Project Loan Authorization  
Bylaw, Bylaw No. 2136-  
2017  
(Adoption)***

*(No. 372)*

**NEW BUSINESS FROM  
COUNCIL:**

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

***Cost of Surveillance Cameras  
in Areas of the Terrace  
Downtown Core***

*(No. 373)*

*MOVED/SECONDED that Council Procedure Bylaw  
Amendment Bylaw, Project No. ADP-02-1714 be  
read by title only and passed in its first, second, and  
third reading.*

*Carried Unanimously.*

*Councillor Tyers declared a possible conflict of  
interest due to an employment relationship and  
vacated chambers.*

*MOVED/SECONDED that 2018 Tax Exemption Bylaw,  
Project No. ADP-02-1715 be read by title only and  
passed in its first, second, and third reading.*

*Carried Unanimously.*

*Councillor Tyers returned to the meeting.*

*MOVED/SECONDED that Terrace and District Aquatic  
Centre Upgrade/Renewal Project Loan Authorization  
Bylaw, Bylaw No. 2136-2017 be read by title only  
and adopted.*

*Carried Unanimously.*

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

*MOVED/SECONDED to look into the cost and  
possible legal implications of adding surveillance  
cameras to areas in the downtown core.*

*Carried.*

*Councillor Tyers wished to be recorded as opposed.*

**REPORTS ON COUNCIL  
ACTIVITIES:**

***Councillor Bujtas***

*Councillor Bujtas reported on the Union of BC Municipalities (UBCM).*

***Councillor Downie***

*Councillor Downie reported on UBCM and the Terrace Public Library.*

***Councillor Cordeiro***

*Councillor Cordeiro reported on the Terrace Public Library.*

***Mayor Leclerc***

*Mayor Leclerc reported on the Terrace Public Library and UBCM.*

***Councillor Prevost***

*Councillor Prevost reported on the Public Consultation Process for regulating recreational cannabis use.*

**REPORT FROM IN-CAMERA:**

*There was one item released from In-Camera status.*

**In-Camera Special Meeting of  
Council, September 11,  
2017**

**Resolution No. 330**

**Housing Committee  
Appointments 2017 – 2019  
Term**

MOVED/SECONDED that Council appoint the following individuals to serve on the Housing Committee for a two year term commencing September 11, 2017:

- JoAnne Kerr
- Ulyses Venegas
- Art Erasmus
- Joel Barkman
- Samantha Sandhals

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

*There were no questions from the Media and no questions from the Audience.*

**ADJOURNMENT**

(No. 374)

*MOVED/SECONDED that the October 10, 2017 Regular Meeting of Council be now adjourned and that Council move to In-Camera to the public pursuant to Division 3, Sections 90(1) (a), (e), and (c) of the Community Charter to discuss matters relating to personnel, property, and labour relations.*

*Carried Unanimously.*

*The meeting adjourned 9:00 p.m.*

**CERTIFIED CORRECT:**

---

**Mayor**

---

**Clerk**