

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
TUESDAY, OCTOBER 9, 2018 AT 7:30 P.M.**

*Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen, J. Cordeiro, B. Downie, and S. Tyers. Councillor M. Prevost was absent. Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, K. Newman, City Planner III, D. Myles, Economic Development Manager, A. Thompson, Clerk, and A. Poole, Executive Assistant.*

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

***Meeting Called to Order at  
6:45 p.m. – Move to In-  
Camera Special Council***

*(No. 347)*

*MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90(1) (I) of the Community Charter (to discuss matters relating to discussions with municipal officers and employees respecting municipal objectives, measures, and progress reports).*

*Carried Unanimously.*

**REGULAR MEETING:**

*Mayor Leclerc acknowledged that the meeting was being held on the traditional unceded territory of the Tsimshian First Nation. She also 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[www.terrace.ca](http://www.terrace.ca), Council meetings are webcast on the City's website, and the past minutes have been archived.*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.*

**MINUTES:**

***Regular Council Minutes,  
September 24, 2018***

*(No. 351)*

*MOVED/SECONDED that the Regular Council Minutes of September 24, 2018 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:**

*MOVED/SECONDED that the October 9, 2018  
Regular Council Meeting convene into Committee of  
the Whole.*

*(No. 352)*

*Carried Unanimously.*

***Committee of the Whole  
Development Services  
Component  
October 9, 2018***

*The following items were discussed at the October 9,  
2018 Development Services Component of the  
Committee of the Whole:*

- 1. TEMPORARY USE PERMIT NO. 02-2018 –  
PROGRESSIVE VENTURES LTD. (5412 & 5414  
HIGHWAY 16 WEST)**
  
- 2. ZONING AMENDMENT – GLOBAL DEWATERING  
LTD. (3800 JACK TALSTRA WAY)**

**COMMITTEE REPORTS:**

***Committee of the Whole  
Development Services  
Component  
October 9, 2018***

*(No. 353)*

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

*MOVED/SECONDED that the October 9, 2018 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:*

***1. TEMPORARY USE PERMIT NO. 02-2018 – PROGRESSIVE VENTURES LTD. (5412 & 5414 HIGHWAY 16 WEST)***

***It was recommended that Temporary Use Permit No. 2-2018 be issued to Progressive Venture Ltd., for the properties legally described as Lots 3 and 6 of District Lot 1745, Range 5, Coast District, Plan 1016 [5412 & 5414 Highway 16 West] to permit the following use with an expiry date of October 31, 2019:***

- *To operate a light industrial business activity for the specific uses of light manufacturing, welding, machine or metal fabrication, trade contracting and outdoor storage of industrial materials and equipment related to the operations of a construction and maintenance company, Monster Industries Ltd., until October 31, 2019.*

***2. ZONING AMENDMENT – GLOBAL DEWATERING LTD. (3800 JACK TALSTRA WAY)***

***It was recommended that the City of Terrace consider a Bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from M2 - Heavy Industrial to M4 – Industrial Office Park Zone for 0.81 hectares of the property legally described as Lot 2, Block F, District Lot 1725 & 1726, Range 5, Coast District, Plan EPP43178 (3800 Jack Talstra Way) and proceed to Council for consideration of 1<sup>st</sup> and 2<sup>nd</sup> reading.***

*Carried Unanimously.*

**Committee of the Whole**  
**➤ September 20, 2018**

(No. 354)

*MOVED/SECONDED that the September 20, 2018 Committee of the Whole report be adopted with the following recommendation:*

**1. LOG EXPORTS – MINISTRY OF FORESTS, LANDS,  
NATURAL RESOURCE OPERATIONS AND RURAL  
DEVELOPMENT**

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***There were no recommendations.***

*Carried Unanimously.*

**Committee of the Whole**  
**➤ September 21, 2018**

(No. 355)

*MOVED/SECONDED that the September 21, 2018 Committee of the Whole report be adopted with the following recommendation:*

**1. CONSUL-GENERAL OF THE PEOPLE'S REPUBLIC OF  
CHINA IN VANCOUVER**

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***There were no recommendations.***

*Carried Unanimously.*

**Committee of the Whole  
Finance, Personnel and  
Administration Component  
➤ September 27, 2018**

*MOVED/SECONDED that the September 27, 2018 Committee of the Whole Finance, Personnel and Administration Component report be adopted with the following recommendations:*

(No. 356)

**1. 2018 PERMISSIVE TAX EXEMPTIONS**

*It was recommended that staff prepare the 2019 one year Permissive Tax Exemption Bylaw with the following exemptions:*

Salvation Army	3236 Kalum	Thrift shop
Salvations Army	3227-3229 Sparks	Leased Locations, 67% Exemption
Seventh-Day Adventists (All Nations Centre)	3312 Sparks	Soup Kitchen
My Recreational Mountain Co-op	101-4805 Highway 16 W	Office Space
Terrace Cerebral Palsy Association (Terrace Child Dev.)	2510 Eby	Child Development Centre
Terrace Child Development Centre	4665 Park	Child Development Centre; Excluding For-Profit Daycare
Terrace Curling Association	3210 School	Curling Rink
Terrace Elks Lodge	2822 Tetrault	Elks Hall
Terrace & District Community Services	3221 Eby	Youth Outreach Centre
Terrace & District Community Services	3219 Eby	Office Building; Excluding Portion Leased Out for Profit
Terrace & District Community Services	4530 Lakelse	Choices Program Location
Terrace & District Community Services	4832 Loen	Group Home
Terrace & District Community Services	2806 Eby	Group Home
Terrace & District Community Services	4650 Davis	Group Home
Terrace & District Community Services	4823 Graham	Group Home
Terrace & District Community Services	4904 Medeek	Group Home
Terrace & District Community Services	4903 Medeek	Group Home
Canadian Red Cross	124-4720 Lazelle	Leased Location for Distribution of Medical Equipment, 21% Exemption
Ksan House Society	2812 Hall	Emergency Shelter
Ksan House Society	4838 Lazelle	Transition House, Women's Shelter
Ksan House Society	4444 Lakelse	Extreme Weather Shelter Portion Only

*And that the following exemptions be denied:*

- *Ksan House Society – 4501 Greig Avenue, low income housing; and*
- *Ksan House Society – 4622 Haugland Avenue, affordable housing.*

*It was also recommended that staff notify all tax exemption applicants that the City of Terrace Policy No. 79 – Tax Exemptions for Non-Profit Organizations will be reviewed in 2019.*

*Carried Unanimously.*

***Committee of the Whole***  
➤ ***October 2, 2018***

*(No. 357)*

*MOVED/SECONDED that the October 2, 2018 Committee of the Whole report be adopted with the following recommendation:*

***1. TERRACE FOUNDRY UPDATE***

***There were no recommendations.***

*Carried Unanimously.*

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

***Committee of the Whole***  
➤ ***Development Services Component***  
***September 24, 2018***

*(No. 358)*

*MOVED/SECONDED that the September 24, 2018 Development Services Component of the Committee of the Whole report be received for information.*

*Carried Unanimously*

***SPECIAL REPORTS:***

***Memo – Economic Development Manager, Funding Applications for Skeena Industrial Development Park Marketing Strategy***

*(No. 359)*

*MOVED/SECONDED that Council support two funding proposals for the Skeena Industrial Park Marketing and Investment Attraction Strategy Project to the Government of Canada's Invest in Canada Community Initiatives and the Northern Development Initiative Trust Marketing Program.*

*Carried.*

***Memo – Director of Development Services, City of Terrace Noise Control Bylaw No. 1051-1985 – 4523 Olson Avenue Rapid Response to Homelessness (RRH) Housing Project***

*MOVED/SECONDED that Council direct staff to not enforce a regulation restricting construction activity on Sundays in the City of Terrace Noise Control Bylaw No.1051-1985, and amendments thereto, to allow construction works to occur at 4523 Olson Avenue on the Sundays between October 15 and December 31, 2018.*

*(No. 360)*

*Carried Unanimously.*

***Memo – Director of Development Services, Policy No. 83 – Liquor Licensing Application Process Amendments to Include the Process for Reviewing Storefront Cannabis Retail Licensing Applications***

*MOVED/SECONDED that City of Terrace Policy No. 83 Liquor Licensing Application Process be amended to reflect changes in the Provincial Regulations regarding liquor license applications and to include the process for reviewing applications for storefront cannabis retail licenses.*

*(No. 361)*

*Carried Unanimously.*

***Memo – Director of Development Services, Downtown Revitalization Tax Exemption Bylaw Amendments***

*MOVED/SECONDED the City of Terrace consider the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> readings of a bylaw to amend the Downtown Revitalization Tax Exemption Bylaw 2051-2014.*

*(No. 362)*

*Carried Unanimously.*

*Councillor Tyers left the meeting.*

***Memo – Director of Development Services, Access to Information and Fees and Charges Bylaw – Amendments to Liquor Licensing Application Fees Section***

*MOVED/SECONDED that the City of Terrace consider the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> readings of a bylaw to amend the Access to Information and Fees and Charges Bylaw No. 1724-2001, and amendments thereto, to include Storefront Cannabis Retail License with an application fee of \$1,500.*

*(No. 363)*

*Carried Unanimously.*

***Memo – Executive Assistant,  
Approval for Attend –  
Nation2Nation Forum,  
November 1 – 2, 2018***

*(No. 364)*

*Councillor Tyers returned to the meeting.*

*MOVED/SECONDED that Council approve attendance for any interested Councillor to attend the Nation2Nation Forum on November 1 – 2, 2018 at a maximum cost of \$444.89 per person and that the funds come from Council’s Unallocated Travel Budget for 2018.*

*Carried Unanimously.*

***Safe Needle Disposal Task  
Force Minutes,  
September 19, 2018***

*(No. 365)*

*MOVED/SECONDED that the September 19, 2018 Safe Needle Disposal Task Force minutes be received.*

*Carried Unanimously.*

***September 24, 2018 Public  
Hearing Report (For  
Information Only)***

*(No. 366)*

*MOVED/SECONDED that the September 24, 2018 Public Hearing Report be received for information only.*

*Carried Unanimously.*

***Oral Report, October 9, 2018  
Public Hearing***

*(No. 367)*

*MOVED/SECONDED that the Oral Report from the October 9, 2018 Public Hearing be adopted with the following recommendation:*

***1. DOWNTOWN ACTION PLAN AND URBAN DESIGN  
GUIDELINES 2018***

*It was recommended that having considered appropriate consultation, both early and ongoing, with specific persons, community agencies, organizations and authorities considered to be potentially affected and interested, all in consideration of and in compliance with the Local Government Act, the City of Terrace, following the holding of a Public Hearing, a bylaw to amend the Official Community Plan, Bylaw No. 2142-2018, by removing Appendix C "Downtown Design Guidelines" and Appendix G "Downtown Plan" and replacing them with Appendix C "Downtown Action Plan and Urban Design Guidelines" and renumbering Appendix H as Appendix G proceed to Council for consideration of 3<sup>rd</sup> reading and adoption.*

*Carried Unanimously.*



**BYLAWS:**

***Parks and Public Places  
Amendment Bylaw, Project  
No. ADP-02-1807  
(Adoption)***

*(No. 368)*

***Official Community Plan  
Amendment (Downtown  
Action Plan) Bylaw, Project  
No. ADP-02-1810  
(Third Reading)***

*(No. 369)*

***Official Community Plan  
Amendment (Downtown  
Action Plan) Bylaw, Project  
No. ADP-02-1810  
(Adoption)***

*(No. 370)*

***2019 Tax Exemption Bylaw,  
Project No. ADP-02-1811  
(First, Second, and Third  
Reading)***

*(No. 371)*

***Zoning Amendment (3800  
Jack Talstra Way) Bylaw,  
Project No. ADP-02-1812  
(First and Second Reading)***

*(No. 372)*

***Access to Information and  
Fees and Charges  
Amendment Bylaw, Project  
No. ADP-02-1813  
(First, Second, and Third  
Reading)***

*(No. 373)*

*MOVED/SECONDED that Parks and Public Places  
Amendment Bylaw, Project No. ADP-02-1807 be  
read by title only and adopted.*

*Carried Unanimously.*

*MOVED/SECONDED that Official Community Plan  
Amendment (Downtown Action Plan) Bylaw, Project  
No. ADP-02-1810 be read by title only passed in its  
third reading.*

*Carried Unanimously.*

*MOVED/SECONDED that Official Community Plan  
Amendment (Downtown Action Plan) Bylaw, Project  
No. ADP-02-1810 be read by title only and adopted.*

*Carried Unanimously.*

*MOVED/SECONDED that 2019 Tax Exemption  
Bylaw, Project No. ADP-02-1811 be read by title only  
and passed in its first, second, and third reading.*

*Carried Unanimously.*

*MOVED/SECONDED that Zoning Amendment (3800  
Jack Talstra Way) Bylaw, Project No. ADP-02-1812  
be read by title only and passed in its first and  
second reading.*

*Carried Unanimously.*

*MOVED/SECONDED that Access to Information and  
Fees and Charges Amendment Bylaw, Project No.  
ADP-02-1813 be read by title only and passed in its  
first, second, and third reading.*

*Carried Unanimously.*

***Downtown Revitalization Tax Exemption Amendment Bylaw, Project No. ADP-02-1814  
(First, Second, and Third Reading)***

*MOVED/SECONDED that Downtown Revitalization Tax Exemption Amendment Bylaw, Project No. ADP-02-1814 be read by title only and passed in its first, second, and third reading.*

*Carried Unanimously.*

*(No. 374)*

**NEW BUSINESS FROM COUNCIL:**

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

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

**REPORTS ON COUNCIL ACTIVITIES:**

*Councillor Bujtas*

*Councillor Bujtas reported on the Cake, Coffee and Q&A event with Premier Horgan hosted by LNG Canada and the LNG Canada Final Investment Decision (FID) Celebrations.*

*Councillor Downie*

*Councillor Downie reported on the Cake, Coffee and Q&A event with Premier Horgan hosted by LNG Canada.*

*Councillor Christiansen*

*Councillor Christiansen reported on the Coast Mountain College's international student meet & greet.*

**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. 375)*

*MOVED/SECONDED that the October 9, 2018  
Regular Meeting of Council be now adjourned.*

*Carried Unanimously.*

*The meeting adjourned at 8:40 p.m.*

**CERTIFIED CORRECT:**

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*Mayor*

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*Clerk*