

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, MAY 24, 2016 AT 7:35 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen, J. Cordeiro, B. Downie (via telephone), M. Prevost, and S. Tyers. Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, P. Proteau, Financial Administrator, L. Almgren, Deputy Financial Administrator, T. Irwin, City Planner, D. Jephson, Deputy Fire Chief, A. Thompson, Clerk, and L. Wilson, Executive Assistant.

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

***Meeting Called to Order at  
5:00 p.m. – Move to In-  
Camera Special Council  
(No. 183)***

*MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90(1) (e) of the Community Charter (to discuss matters relating to property).*

*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) and that Council meetings are webcast on the City's website and the past minutes have been archived.*

**ADDENDUM:**

*There was no Addendum.*

**DELEGATIONS & GUESTS:**

***Danielle Lavoie,  
Homelessness Task Group –  
Homelessness Task Group  
Interim Report***

*Ms. Lavoie spoke on behalf of the Homelessness Task Group. She presented the interim report to City Council as per the Terms of Reference for the Homelessness Task Group.*

*The Homelessness Task Group (HTG) has met 3 times since adopting the Terms of Reference for the group. Since meeting, the group has identified that there are many resources available within the region so this group has been focusing on identifying the resources in each group and the gaps that still exist. The HTG has identified 6 priorities that it would like to focus on for the remainder of its term. These were:*

- 1. The Survival Guide, developed by TDCSS is document that the HTG wants to expand and distribute.*
- 2. Housing Resource Directory, which is a booklet that contains information about housing resources, will be distributed through town where people can get information on available housing.*
- 3. Homeless Intervention Program (HIP), this program is a collaborative program between several agencies and was developed to help people who are at risk for homelessness to maintain their housing. This group would work closely with the Integrated Case Management Team.*
- 4. Integrated Case Management Team (ICMT), this program is being developed in Terrace. It works with people aged 19 years and older who are dealing with substance abuse and possibly mental health issues. The ICMT is team of health care professionals who will work with people especially when help is not available from traditional sources (evenings and weekends).*
- 5. Recognized need for public bathrooms, this concern has been raised from many different groups to the HTG. The City has opened bathrooms at George Little Park from 10:00 a.m. – 7:00 p.m. on a trial basis for public use.*
- 6. There is a long term plan to look at multi-organizational plans for housing and housing programs.*

*Recommendations 1-5 have already been started or so the HTG plans to spend its remaining time focusing on recommendation 6.*

*Mayor Leclerc thanked Ms. Lavoie for her presentation and advised that the matter would be further discussed under Correspondence (see Resolution No. 190).*

**Jeff Hyslop, Pomeroy Group  
– Chances Terrace –  
Expansion and Relocation  
Proposal**

*This item was struck from the Agenda.*

**Greg Walker, British  
Columbia Lottery  
Corporation – Chances  
Terrace & BCLC**

*Councillor Bujtas declared a potential conflict of interest due to his employment and left the room at this time.*

*Mr. Walker, Director of Public Affairs, presented on behalf of the British Columbia Lottery Corporation (BCLC).*

*BCLC is in its 31<sup>st</sup> year of operation in British Columbia. To date it has generated \$19 billion dollars in revenue to the Province. BCLC balances gaming with social conscience. It has developed and manages programs like 'GameSense' as part of its training to prevent problem gaming. BCLC owns all of the gaming equipment in British Columbia and sets all standards for gaming. Social responsibility is embedded into every aspect of BCLC's business.*

*There are 19 community gaming centres in B.C., including Chances Terrace, and 17 casinos. Last year BCLC generated \$12.7 million in revenue, with \$705,070 going to the City of Terrace for hosting a gaming facility.*

*Under the Gaming Control Act, BCLC and a municipality must provide an opportunity for the community to provide comments and input into any new or expanded gaming proposal. In addition to this BCLC is not mandated to, but often holds, public information sessions in municipalities as project ideas come forward. This enables BCLC to collect information on the wants and needs of the residents within a community. They also hold information sessions on programs like GameSense in their various centres and casinos. At these sessions BCLC uses comment cards to collect information about where clients live and allows clients to express questions and concerns in an anonymous manner.*

*Mayor Leclerc thanked Mr. Walker for his presentation and advised that the matter would be further dealt with under Correspondence (see Resolution No. 191).*

*Councillor Bujtas re-entered the meeting at this time.*

**MINUTES:**

***Special Council Minutes,  
May 2, 2016***

*(No. 189)*

*MOVED/SECONDED that the Special Council Minutes of May 2, 2016 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:**

***Danielle Lavoie,  
Homelessness Task Group –  
Homelessness Task Group  
Interim Report***

*MOVED/SECONDED that the Homelessness Task Group Interim Report be received.*

*Carried Unanimously.*

*(No. 190)*

***Jeff Hyslop, Pomeroy Group  
– Chances Terrace –  
Expansion and Relocation  
Proposal***

*This item was struck from the Agenda.*

***Greg Walker, British  
Columbia Lottery  
Corporation – Chances  
Terrace & BCLC***

*Councillor Bujtas declared a potential conflict of interest due to his employment and left the room at this time.*

*MOVED/SECONDED that the British Columbia Lottery Corporation's presentation be received.*

*Carried Unanimously.*

*(No. 191)*

*Councillor Bujtas re-entered the meeting at this time.*

**CONVENE INTO  
COMMITTEE OF THE  
WHOLE:**

(No. 192)

**Committee of the Whole**  
➤ **Finance, Personnel, &  
Administration  
Component,  
May 24, 2016**

*MOVED/SECONDED that the May 24, 2016 Regular Council Meeting convene into Committee of the Whole.*

*Carried Unanimously.*

*The following item was discussed at the May 24, 2016 Finance, Personnel, & Administration Component of the Committee of the Whole:*

**1. 2015 FINANCIAL STATEMENTS**

**Committee of the Whole**  
➤ **Development Services  
Component,  
May 24, 2016**

*The following items were discussed at the May 24, 2016 Development Services Component of the Committee of the Whole:*

**1. OCP AND ZONING AMENDMENTS – 1011747 BC LTD. (4905 KEITH AVENUE)**

**2. DEVELOPMENT PERMIT NO. 08-2016 – KITSELAS DEVELOPMENT CORPORATION (3755 JACK TALSTRA WAY)**

**3. DEVELOPMENT PERMIT NO. 09-2016 – 645999 BC LTD. (4720 LAZELLE AVENUE)**

**4. DEVELOPMENT PERMIT NO. 10-2016 – HUNDIAL HOLDINGS LTD. (5244 HIGHWAY 16 WEST)**

**5. DEVELOPMENT VARIANCE PERMIT NO. 07-2016 – VIVEIROS (5008 GRAHAM AVENUE)**

**COMMITTEE REPORTS:**

**Committee of the Whole**  
➤ **Finance, Personnel, &  
Administration  
Component,  
May 24, 2016**

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

*MOVED/SECONDED that the May 24, 2016 Finance, Personnel, & Administration Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

**1. 2015 FINANCIAL STATEMENTS**

(No. 193)

*It was recommended that the 2015 audited financial statements be accepted.*

*Carried Unanimously.*

*The Deputy Financial Administrator and Deputy Fire Chief left the meeting at this time.*

**Committee of the Whole**  
**➤ Development Services**  
**Component,**  
**May 24, 2016**

**Items 1,2,3, and 5**

(No. 194)

**Division was requested on Item No. 4**

**1. OCP AND ZONING AMENDMENTS – 1011747 BC LTD. (4905 KEITH AVENUE)**

*It was recommended that the Bylaw to amend Official Community Plan Bylaw No. 1983-2011 by amending Schedule B – Future Land Use to change the land use designation from Industrial to Commercial and to designate as Development Permit Area No. 5 – Commercial; the property legally described as Lot 1, District Lot 611, Range 5, Coast District, Plan EPP42962 (4905 Keith Avenue) proceed to Council for consideration; and*

*It was recommended that the Bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from M1 – Light Industrial to C3 – Commercial for the property legally described as Lot 1, District Lot 611, Range 5, Coast District, Plan EPP42962 (4905 Keith Avenue) proceed to Council for consideration.*

**2. DEVELOPMENT PERMIT NO. 08-2016 – KITSELAS DEVELOPMENT CORPORATION (3755 JACK TALSTRA WAY)**

*It was recommended that Development Permit No. 08-2016 be issued to Kitselas Development Corporation for the property legally described as Lot 1, District Lots 1722, 1725 and 1726, Range 5, Coast District, Plan EPP43178 [3755 Jack Talstra Way] for the construction of site access, on-site works and servicing for internal road for fee simple and lease parcels and the installation of an alternate emergency egress road and gate; and to process subdivision of the parcel in fee simple and leasehold parcels.*

**3. DEVELOPMENT PERMIT NO. 09-2016 – 645999 BC LTD. (4720 LAZELLE AVENUE)**

*It was recommended that Development Permit No. 09-2016 be issued to 645999 BC Ltd. for the property legally described as Parcel B (See TB14613), District Lot 361, Range 5, Coast District, Plan 3329 [4720 Lazelle Avenue] to permit redevelopment of an existing parking area, including a new disabled parking space, curbing, and landscaping.*

**5. DEVELOPMENT VARIANCE PERMIT NO. 07-2016 –  
VIVEIROS (5008 GRAHAM AVENUE)**

*It was recommended that the City issue Development Variance Permit No. 07-2016 for the property located at 5008 Graham Avenue (Lot 29, Block 2, District Lot 611, Range 5, Coast District, Plan 3154), including the following variances:*

- *To vary Section 11.3.3.7.b of Zoning Bylaw 2069-2014 and amendments thereto to allow the Maximum Height of an Accessory Structure on a R2 (Semi-Detached Residential) zoned lot to be increased from 5.1 metres to 6.5 metres; and*
- *To vary Section 11.3.3.10.a of Zoning Bylaw 2069-2014 and amendments thereto to allow the Maximum Gross Floor Area of an Accessory Structure on a R2 (Semi-Detached Residential) zoned lot to increase from 55 square metres to 117 square metres.*

*Carried Unanimously.*

**Item No. 4**

(No. 195)

*Mayor Leclerc declared a potential conflict of interest due to a personal relationship and left the meeting at this time. Deputy Mayor Bujtas chaired this portion of the meeting.*

*MOVED/SECONDED that the May 24, 2016 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

**4. DEVELOPMENT PERMIT NO. 10-2016 – HUNDIAL HOLDINGS LTD. (5244 HIGHWAY 16 WEST)**

*It was recommended that Development Permit No. 10-2016 be issued to Hundial Holdings Ltd. for the property legally described as That Part of Lot 4, District Lot 1745, Range 5, Coast District, Plan 1016 Lying East of a Straight Line Bisecting the North and South Boundaries [5244 Highway 16 West] to permit the construction of a timber frame office entrance and façade enhancements.*

*Carried Unanimously.*

*Mayor Leclerc returned to the meeting and resumed her position as Chair.*

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

**Committee of the Whole**  
➤ **Development Services Component**  
**May 2, 2016**

*MOVED/SECONDED that the May 2, 2016 Development Services Component of the Committee of the Whole report be received for information.*

*Carried Unanimously.*

(No. 196)

**RECECSS & RECONVENE:**

*A short recess was called at 8:55 p.m. and the meeting reconvened at 9:05 p.m.*

**SPECIAL REPORTS:**

**Memo – Financial Administrator, BC Transit 2016/2017 Annual Operating Budget**

*MOVED/SECONDED that the Terrace Regional Transit 2016/2017 Annual Operating Agreement (AOA) be approved.*

*Carried Unanimously.*

(No. 197)

*The Financial Administrator left the meeting at this time.*

**Memo – Director of Development Services, Application to the Affordable Housing Fund (AHF) – Ksan Society**

*MOVED/SECONDED that Council approve a grant to the Ksan Society in the amount of \$250,000 from the Affordable Housing Reserve Fund (AHF) to support the construction of an affordable housing project on the City-owned property at 4622 Haugland Avenue, and that the funds be allocated contingent upon the outcome of the rezoning application currently in process for this property.*

*Carried Unanimously.*

(No. 198)



**Memo – Director of Development Services, Northwest Community College (NWCC) Memorandum of Understanding for City Commitment of Funding Support**

(No. 199)

*MOVED/SECONDED that that the City of Terrace enter into a Memorandum of Understanding (MOU) with the Northwest Community College (NWCC) to provide a financial donation in support of the proposed major campus renewal plan involving several capital facilities projects over a five (5) year period.*

*Carried Unanimously.*

**Memo – Director of Development Services, BC Rural Dividend Fund (First Round Application Intake)**

(No. 200)

*MOVED/SECONDED that the City of Terrace apply to the BC Rural Dividend Program for funding for the following project in the May 31, 2016 intake period:*

- a) City of Terrace: Downtown Economic Revitalization & Enhanced Commercial Parking Project.*

*Carried Unanimously.*

**Memo – Director of Development Services, Repeal and Replace the City of Terrace Business License Bylaw No. 1227-1990**

(No. 201)

*MOVED/SECONDED that the City of Terrace consider the a bylaw to repeal and replace the City of Terrace Business Licence Bylaw No. 1227-1990 and amendments thereto.*

*Carried Unanimously.*

**Memo – Chief Administrative Officer, Regional District Kitimat-Stikine Bylaw to Repeal the Marina Development Operation Local Service Establishment Bylaw No. 304, 1991**

(No. 202)

*MOVED/SECONDED that Council provides consent to the Regional District of Kitimat-Stikine to adopt the Regional District of Kitimat-Stikine Bylaw No. 304, 1991 Marina Development and Operation Repeal Bylaw No. 672, 2016.*

*Carried Unanimously.*

**Memo – Senior Building Inspector, April 2016 Building Synopsis**

(No. 203)

*MOVED/SECONDED that the April 2016 Building Synopsis be received.*

*Carried Unanimously.*

**Oral Report, May 24, 2016  
Public Hearing**

(No. 204)

MOVED/SECONDED that the oral report for the May 24, 2016 Public Hearing be adopted with the following recommendation:

**1. ZONING AMENDMENT FOR THE PROPERTY  
LEGALLY DESCRIBED AS LOT 4, DISTRICT LOT  
360, RANGE 5, COAST DISTRICT, PLAN  
BCP48370 (4622 HAUGLAND AVENUE)**

*It is recommended that following the holding of a Public Hearing, the bylaw to amend Zoning Bylaw No. 2069-2014 by changing the Zoning designation from R3 – Low Density Multi-Family Residential to R4 – Medium Density Multi-Family for the property legally described as Lot 4, District Lot 360, Range 5, Coast District, Plan BCP48370 (4622 Haugland Avenue) proceed to Council for consideration.*

*Carried Unanimously.*

**BYLAWS:**

**Zoning Amendment (4622  
Haugland Avenue) Bylaw,  
Project No. ADP-02-1608  
(Third Reading)**

(No. 205)

MOVED/SECONDED that the Zoning Amendment (4622 Haugland Avenue) Bylaw, Project No. ADP-02-1608 be read by title only and passed in its third reading.

*Carried Unanimously.*

**City of Terrace Business  
License Bylaw, Project No.  
ADP-02-1609  
(First, Second, and Third  
Reading)**

(No. 206)

MOVED/SECONDED that the City of Terrace Business License Bylaw, Project No. ADP-02-1609 be read by title only and passed in its first, second, and third reading.

*Carried Unanimously.*

**Official Community Plan  
Amendment (4905 Keith  
Avenue) Bylaw, Project No.  
ADP-02-1610  
(First and Second Reading)**

(No. 207)

MOVED/SECONDED that the Official Community Plan Amendment (4905 Keith Avenue) Bylaw, Project No. ADP-02-1610 be read by title only and passed in its first and second reading.

*Carried Unanimously.*

***Zoning Amendment (4905 Keith Avenue) Bylaw, Project No. ADP-02-1611 (First and Second Reading)***

*MOVED/SECONDED that the Zoning Amendment (4905 Keith Avenue) Bylaw, Project No. ADP-02-1611 be read by title only and passed in its first and second reading.*

*(No. 208)*

*Carried Unanimously.*

**NEW BUSINESS FROM COUNCIL:**

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

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

**REPORTS ON COUNCIL ACTIVITIES:**

***Councillor Christiansen***

*Councillor Christiansen reported on Minerals North 2016 Conference.*

***Mayor Leclerc***

*Mayor Leclerc reported on Minerals North 2016 Conference and on the delegation's trip to China.*

***Councillor Prevost***

*Councillor Prevost reported on the North Central Local Government Association 2016 Convention.*

**REPORT FROM IN-CAMERA:**

*There were two items released from In-Camera status.*

***In-Camera Special Meeting of Council May 24, 2016***

**RESOLUTION NO. 186**

***License Agreement – Long Term Land Lease of City-owned Property to Ksan Housing Society for Affordable Housing Project (4622 Haugland Avenue)***

*MOVED/SECONDED that the City resolve to partner with the Ksan Housing Society through the provision of municipal lands, at 4622 Haugland Avenue, through a long-term lease agreement in the amount of \$10.00/year to facilitate the development of a 39-45 unit affordable housing project, and that this be released from in-camera status at the May 24, 2016 Regular Council Meeting.*

*Carried Unanimously.*

In-Camera Special Meeting  
of Council May 24, 2016

License Agreement –  
Terrace & District  
Community Services Society  
for the Former Co-op Garden  
Centre

RESOLUTION NO. 187

Councillor Tyers declared a possible conflict of interest due to her employment and left the meeting at this time.

MOVED/SECONDED that, subject to Section 26 of the Community Charter, the City of Terrace enter into a one-year License Agreement to April 30, 2017 with Terrace & District Community Services Society (TDCSS) for use of the building and a portion of the fenced compound formerly known as the Co-op Garden Centre at 3111 Kalum Street (legally described as part of Lots A – B, District Lot 361, R5, Coast District, Plan 6992) for a total amount of \$1.00, with the following amendment:

Termination without Cause

The City or TDCSS may terminate this Agreement for any reason by giving ~~three (3)~~ two (2) months' notice, or less upon mutual agreement by the City and TDCSS.

And that this be released from in-camera status at the May 24, 2016 Regular Council Meeting.

Carried Unanimously.

QUESTIONS/COMMENTS  
FROM THE MEDIA &  
AUDIENCE:

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

ADJOURNMENT

(No. 209)

MOVED/SECONDED that the May 24, 2016 Regular Meeting of Council be now adjourned.

Carried Unanimously.

*The meeting adjourned 10:15 p.m.*

CERTIFIED CORRECT:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
*Alison Thompson*  
Clerk