

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, APRIL 11, 2016 AT 7:40 P.M.**

---

*Mayor C. Leclerc presided. Councillors present were L. Christiansen, J. Cordeiro, B. Downie, M. Prevost, and S. Tyers. Councillor S. Bujtas was absent. Also in attendance were H. Avison, Chief Administrative Officer, Staff Sergeant S. Lecky, R.C.M.P., T. Irwin, City Planner, A. Thompson, Clerk, and B. Pellegrino, Acting Executive Assistant.*

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

***Meeting Called to Order at  
6:30 p.m. – Move to In-  
Camera Special Council  
(No. 125)***

*MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90(1) (b) of the Community Charter (to discuss matters relating to 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](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and that Council meetings are webcast on the City's website and the past minutes have been archived.*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:**

***Malcolm Graham – Request  
for Approval to develop Disc  
Golf at Tetrault Park***

*Mr. Graham explained that the purpose of his presentation was to request approval from City Council for a disc golf course to be developed on the parkland on Tetrault between Graham Avenue and Haugland Avenue.*

*Disc golf involves throwing a plastic disc from a designated tee pad into a series of chain baskets, and is structured similarly to ball golf. Players compete to see who can complete the course in the smallest number of throws. Unlike ball golf, disc golf does not require landscaping to install the course.*

*Disc golf is a recreational activity which appeals to a broad range of people of all age groups, genders, ability, as well as lower income groups who might*

*not have the resources necessary to take up a game like ball golf or expensive team sports. There are over 1,500 courses worldwide and currently 47 courses in BC alone. There is no fixed schedule and the sport can be played individually or with a group.*

*The proposed 9 hole disc golf course is located across from Mills Memorial Hospital and can be accessed by everyone in the community. Mr. Graham suggested the City install new bike posts at this location to encourage and facilitate biking to the course. Mr. Graham has been playing disk golf for over 35 years and designed a course on Gambier Island.*

*Mr. Graham felt that the installation of this course will increase the positive use of the park. The course would thread across fields and through trees ending back where it starts, just off Haugland Avenue, in between Cassie Hall school and the baseball diamond at the corner of Haugland and Tetrault Street. The proposed course requires only the installation of the baskets into the ground and is virtually maintenance free. These baskets are built of heavy duty galvanized stainless steel and have proven the test of time on other courses around the province.*

*The other user groups of these areas such as Terrace Off Road Cycling Association, Coast Mountains School District 82, and the Terrace Minor Softball Association have all been contacted and are in support of the disc golf course in this location.*

*The approximate cost for the installation of the course is \$5,500. A discussion was held regarding parking next to the disk golf course. Mr. Graham has contacted the Leisure Services Department, who are in support of this proposal.*

*Mayor Leclerc thanked Mr. Graham for his presentation and advised that the matter would be further discussed under Correspondence. (See Resolution No. 130).*

***Cal Albright, Kermode  
Friendship Society – Request  
for Grant from Housing Fund***

*Mr. Albright explained that the purpose of his presentation was to request approval from City Council to use money from the City of Terrace Affordable Housing Reserve Fund toward the construction of a daycare/social housing project.*

*The Kermode Friendship Society requested that the City of Terrace provide a \$30,000 grant from the Affordable Housing Reserve Fund to provide seed funding. These funds would allow the hiring of a consultant to develop a proposal, retain an architect to undertake an initial design for the development, and conduct a needs assessment. Lastly, the funding would assist in advising and preparing the documents needed to complete anticipated RFPs to BC Housing and Canada Mortgage and Housing Corporation.*

*The Kermode Friendship Society's original plan was to build and operate a 63 space daycare on the Park Avenue site. The group received conditional funding for the proposal in June 2015. The purpose of the proposal is to provide affordable daycare to the low income community of Terrace. Kermode Friendship Society has approached the LNG industry and other large industries to contribute to the remaining cost of the project.*

*Kermode Friendship Society is exploring the idea of adding social housing to the development in conjunction with the daycare. The proposed plan would be to construct supportive/transitional housing with tenants who would meet the following criteria: qualify for social housing, have children who would be attending the daycare, and tenants who would be committed to attending training courses that would eventually lead them to finding employment and becoming self-sustaining. The housing component would also include market rental units to assist in offsetting some of the daycare operational costs. The low income families would also be able to access the many services that Kermode Friendship Society offers.*

*Kermode Friendship Society has approached the City of Terrace planning department who confirmed that the allowable rental unit density on the property would be 38 units according to current zoning*

regulations. A budget has not been developed for the project at this time.

Mayor Leclerc thanked Mr. Albright for his presentation and advised that the matter would be further discussed under Correspondence. (See Resolution No. 131).

**MINUTES:**

**Special Council Minutes,  
March 29, 2016**

(No. 129)

MOVED/SECONDED that the Special Council Minutes of March 29, 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:**

**Malcolm Graham – Request  
for Approval to develop Disc  
Golf at Tetrault Park**

(No. 130)

MOVED/SECONDED that the request for approval to develop a disc golf course at Tetrault Park be referred to Administration for review.

Carried Unanimously.

**Cal Albright, Kermode  
Friendship Society – Request  
for Grant from Housing Fund**

(No. 131)

MOVED/SECONDED that the request by Kermode Friendship Society for \$30,000 from the Affordable Housing Reserve Fund be referred to Administration for review.

Carried Unanimously.

**Committee of the Whole  
➤ Development Services  
Component,  
April 11, 2016**

The following items were discussed at the April 11, 2016 Development Services Component of the Committee of the Whole:

- 1. APPLICATION BY WINGS TAP AND GRILL TO  
AMEND EXISTING FOOD-PRIMARY LICENSE  
(#306773) TO EXTEND THE HOURS OF LIQUOR  
SALES (105 – 4741 LAKELSE AVENUE)**

**2. DEVELOPMENT PERMIT NO. 06-2016 – PERMIT SOLUTIONS INC. (102 – 4746 LAKELSE AVENUE)**

**3. DEVELOPMENT VARIANCE PERMIT NO. 05-2016 – PRIORITY PERMITS (4640 KEITH AVENUE)**

**COMMITTEE REPORTS:**

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

**Committee of the Whole**  
**➤ Development Services**  
**Component**  
**April 11, 2016**

**Division was requested on Item No. 1.**

**Item No. 1**

*MOVED/SECONDED that the April 11, 2016 Development Service Component of the Committee of the Whole verbal report be adopted with the following recommendation:*

(No. 132)

**1. APPLICATION BY WINGS TAP AND GRILL TO AMEND EXISTING FOOD-PRIMARY LICENSE (#306773) TO EXTEND THE HOURS OF LIQUOR SALES (105 – 4741 LAKELSE AVENUE)**

*It is recommended that the City of Terrace recommend the amendment of the license for the following reasons:*

- a) There were no negative responses from adjacent residential and commercial property owners/tenants;*
- b) The amendment is in accordance with City of Terrace Policy No. 83 – Liquor Licensing Application Process Procedure, and that the amendment to hours of liquor sales requested is similar to existing comparable establishments in the City of Terrace.*

*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.*

- c) The applicant has stated that the later closing hours will only be used if demand supports these hours on the weekend and will only be used during the weekdays to facilitate occasional special events.*

*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 March 14<sup>th</sup>, 2016. There were no written or verbal submissions from the public.*

*Carried.*

*Councillor Christiansen wished to be recorded as opposed.*

***Remainder of Report***

*(No. 133)*

*MOVED/SECONDED that the April 11, 2016 Development Service Component of the Committee of the Whole verbal report be adopted with the following recommendations:*

***2. DEVELOPMENT PERMIT NO. 06-2016 – PERMIT SOLUTIONS INC. (102 – 4746 LAKELSE AVENUE)***

---

*It is recommended that Development Permit No. 06-2016 be issued to 518235 BC Ltd. for the property legally described as Parcel A (L 10450 of Lot 4, District Lot 361, Range 5, Coast District, Plan 1117 [102 - 4746 Lakelse Avenue]) for conversion of existing retail space to a restaurant.*

***3. DEVELOPMENT VARIANCE PERMIT NO. 05-2016 – PRIORITY PERMITS (4640 KEITH AVENUE)***

---

*It is recommended that the City of Terrace issue Development Variance Permit No. 05-2016 for the property located at 4640 Keith Avenue (Lot 3, District Lot 361, Range 5, Coast District, Plan 12067) including the following variance:*

- *To vary Section 6.6.6 - Minimum Setback of Sign Bylaw 2102 - 2016 and amendments thereto, to reduce the setback from the front parcel line for a Freestanding Sign in the C3 - Service Commercial Zone from 1.5 metres to 1 metre.*

*Carried Unanimously.*

**RECESS & RECONVENE:**

*A short recess was called at 8:50 p.m. and the meeting reconvened at 8:55 p.m.*

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

***Committee of the Whole***

- ***Development Services Component  
March 29, 2016***

*MOVED/SECONDED that the March 29, 2016 Development Services Component of the Committee of the Whole report be received for information.*

*Carried Unanimously.*

*(No. 134)*

**SPECIAL REPORTS:**

***Memo – Director of Development Services, Letter of Intent to Partner with Ksan Housing Society in the Development of Affordable Housing on City-Owned Lands at 4622 Haugland Avenue***

*MOVED/SECONDED that the City of Terrace provide a "Letter of Intent" to the Ksan Housing Society to confirm the commitment to partner in the development of an Affordable Housing Project on the City-owned lands at 4622 Haugland Avenue.*

*Carried Unanimously.*

*(No. 135)*

***Memo – Corporate Administrator, Terrace and District Museum Society – Change to Constitution***

*MOVED/SECONDED that the City of Terrace approve changing the constitution of the Terrace and District Museum Society to allow the removal of directors who consistently do not attend board meetings.*

*Carried Unanimously.*

*(No. 136)*

***Memo – Fire Chief, 2016 First Quarter Fire Department Report***

*MOVED/SECONDED the 2016 First Quarter Fire Department Report be received.*

*Carried Unanimously.*

*(No. 137)*

***Youth Advisory Committee  
Minutes, February 15, 2016***

*MOVED/SECONDED the February 15, 2016 Youth  
Advisory Committee Minutes be received.*

*(No. 138)*

*Carried Unanimously.*

***Youth Advisory Committee  
Minutes, February 29, 2016***

*MOVED/SECONDED that the February 29, 2016  
Youth Advisory Committee Minutes be received.*

*(No. 139)*

*Carried Unanimously.*

***Homelessness Task Group  
Minutes, April 5, 2016***

*MOVED/SECONDED that the April 5, 2016  
Homelessness Task Group Minutes be received.*

*(No. 140)*

*Carried Unanimously.*

***March 29, 2016 Public  
Hearing Report***

*MOVED/SECONDED that the March 29, 2016 Public  
Hearing Report be received.*

*(No. 141)*

*Carried Unanimously.*

***Oral Report, April 11, 2016  
Public Hearing***

*MOVED/SECONDED that the oral report for the April  
11, 2016 Public Hearing be adopted with the  
following recommendation:*

*(No. 142)*

***1. PUBLIC HEARING – ZONING AMENDMENT (4614  
LAZELLE AVENUE)***

---

*It is recommended that the Public Hearing on the  
application concerning 4614 Lazelle Avenue be  
recessed and that the Public Hearing reconvene at  
5:00 p.m. April 25, 2016 at the Terrace Sportsplex  
Banquet Room.*

*Carried Unanimously.*

***BYLAWS:***

***Zoning Amendment (4614  
Lazelle Avenue) Bylaw,  
Project No. ADP-02-1605  
(Third Reading)***

*This item was struck from the Agenda.*

***Zoning Amendment (4614  
Lazelle Avenue) Bylaw,  
Project No. ADP-02-1605  
(Adoption)***

*This item was struck from the Agenda.*



**NEW BUSINESS FROM COUNCIL:**

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

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

**REPORTS ON COUNCIL ACTIVITIES:**

***Councillor Prevost***

*Councillor Prevost reported on attending the Centre for Civic Governance Conference.*

***Councillor Christiansen***

*Councillor Christiansen reported on attending the Council of Forest Industries Conference, the Volunteer Firefighters Appreciation Dinner and birthday celebrations for Julia Little.*

***Councillor Tyers***

*Councillor Tyers reported on the Municipal Finance Authority.*

***Councillor Downie***

*Councillor Downie reported on the Nation to Nation Conference.*

***Mayor Leclerc***

*Mayor Leclerc reported on the University of Northern British Columbia's Northwest Regional Advisory Committee.*

**REPORT FROM IN-CAMERA:**

*There were no items released from In-Camera status.*

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

*There was one question from the Media and five questions from the Audience.*

**ADJOURNMENT**

*(No. 143)*

*MOVED/SECONDED that the April 11, 2016 Regular Meeting of Council be now adjourned.*

*Carried Unanimously.*

*The meeting adjourned 9:40 p.m.*

**CERTIFIED CORRECT:**

---

***Mayor***

---

***Clerk***