

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, JUNE 10, 2019 AT 7:40 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen, J. Cordeiro, B. Downie, J. McCallum-Miller, and E. Ramsay. Also in attendance were H. Avison, Chief Administrative Officer, K. Newman, City Planner III, 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. 263)

MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Sections 90(1) (a) and (l) and 90(2) (b) of the Community Charter (to discuss matters relating to personnel, municipal objectives, measures, and progress reports, and negotiations between the municipality and Provincial and/or Federal Governments).

Carried Unanimously.

REGULAR MEETING:

Mayor Leclerc acknowledged that the meeting was being held on the traditional unceded homelands and 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. The past minutes have been archived.

ADDENDUM:

There was no Addendum.

DELEGATIONS & GUESTS:

**Dave Gordon, Terrace
Downtown Improvement
Area (TDIA) – TDIA 2019
Strategic Plan**

Mayor Leclerc welcomed Mr. Gordon of the Terrace Downtown Improvement Area (TDIA) Society to the Council meeting.

The TDIA has created a new 2019 Strategic Plan. Their vision is a beautiful, vibrant, and safe downtown; a must-visit destination in BC. The community can work together to make this vision a reality.

The TDIA has a budget of \$100,000/year that is paid by property owners in the Downtown Improvement Area.

TDIA's community partners include the City of Terrace, Terrace Public Library, Greater Terrace Beautification Society (GTBS), Kermodei Tourism, Riverboat Days Committee, Skeena Salmon Art Fest Society, Terrace and District Arts Council, Terrace Art Gallery, George Little House, Heritage Park/Terrace Museum Society, Service groups/Rotary Clubs, Volunteer Terrace, RCMP, Terrace and District Chamber of Commerce, Skeena Valley Farmers Market, Love Terrace, and Skeena Diversity.

The TDIA is a small volunteer organization whose priorities will be:

- 1. Beatification of the downtown area with a focus on projects that leave a long term legacy;*
- 2. Downtown Safety and Security;*
- 3. Downtown Events; and*
- 4. Marketing Downtown.*

The TDIA will make significant and ongoing investments in public art for the downtown area through partnerships with the Skeena Salmon Art Fest, businesses, and building owners. TDIA's budget for public art downtown will be \$40,000. They hope to invest in downtown sculptures in the future. This scale of ongoing investment in public art in Terrace will transform the downtown area, creating world-class destination tourism.

The TDIA has run into some frustration with regards to landscaping in the downtown. Businesses lack expertise and resources to design, install, and maintain downtown landscaping. A 2019 TDIA spend of \$8,000 is proposed, to be matched by businesses or community partners, for an annual potential spend of approximately \$16,000. The Greater Terrace Beautification Society will manage this program in collaboration with the TDIA.

The TDIA will continue to administer the façade grant. They have extended the deadline for application intake. They will be allocating \$10,000 to the Façade Grant Fund, resulting in a total of \$30,000 due to Northern Development Initiative Trust's contribution of \$20,000.

The hanging basket program was partially funded by the TDIA, and will continue in 2019 with no changes. An annual TDIA spend of \$7,000 is budgeted, with an additional \$3,000 paid by business.

The TDIA will maintain street trees and tree wells. They have hired an Arborist for the private property trees in the downtown. TDIA has budgeted \$1,500 for this.

Downtown Terrace suffers from derelict buildings and buildings in poor repair. The TDIA will liaise with building owners and tenants to clean up their premises. They will also liaise with City bylaw compliance to enforce an appropriate standard of cleanliness.

The TDIA has a security grant fund of \$10,000 that has been partially spent. They will continue to spend these funds on an as/when requested basis.

The TDIA will still be involved in various downtown events, but will not be responsible for hosting them. The TDIA will establish a fund for businesses and organizations that may wish to hold events in downtown Terrace. Applicants would have to demonstrate community support and have a viable plan for hosting an event. TDIA's support would be solely financial. A 2019 investment of \$6,000 is budgeted.

\$4,000 was budgeted for Christmas lights.

Communications continues to be a challenge for the TDIA. They will continue to promote by reaching out to the Terrace Standard, City Council, Rotary Clubs, and the Chamber of Commerce. The TDIA faces ongoing challenges understanding who their membership is as members are constantly changing. They would like to work with City staff on effectively addressing this issue by developing a full membership database.

The TDIA will minimize its administrative overhead so that most of their funding directly reaches the downtown area. They will not be hiring a coordinator or have an office downtown.

Mayor Leclerc thanked Mr. Gordon 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. 268).

**Dan Baker, Ministry of
Transportation and
Infrastructure – Request for
Letter of Support, Terrace
Inspection Station**

Mayor Leclerc welcomed Mr. Baker of the Ministry of Transportation and Infrastructure to the Council meeting.

Mr. Baker requested a letter of support for the construction of a new Terrace Inspection Station in Thornhill.

The existing inspection station is located at the 4-way stop intersection in Thornhill. It is outdated, poses many traffic challenges, and will not work with the planned improvements to replace the 4-way stop intersection with a roundabout.

A new inspection station needed to be designed in order to replace the old one. The Ministry of Transportation and Infrastructure submitted an application for Federal funding last year. The application was denied. The Ministry completed a detailed case study and resubmitted the application, which was approved by the Federal Government the second time. The Federal Government requested a more detailed business case which the Ministry is currently in the process of conducting.

In 2018 the timeline was very short, giving the Ministry no time to collect letters of support. With a longer timeline this year, they are able to seek letters of support for the project. To date, they have received support letters from the Port of Prince Rupert, the BC Trucking Association, Bandstra Transportation Systems Ltd., and are in the process of obtaining a letter from the Regional District of Kitimat-Stikine and the District of Kitimat.

This new facility will be state-of-the-art. The existing inspection station will be closing on June 21, 2019 at which time they will be moving to a full mobile station. This will include a portable weigh station and inspection station until the new station is up and running.

The preferred location for the new inspection station is on Highway 16 East across from the Costa Lessa Motel. There is currently an existing gravel pit on this property. This location is close to town making staffing easier and resources close.

Mayor Leclerc thanked Mr. Baker 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. 269).

MINUTES:

**Regular Council Minutes,
May 27, 2019**

(No. 267)

MOVED/SECONDED that the Regular Council Minutes of May 27, 2019 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:

**Dave Gordon, Terrace
Downtown Improvement
Area (TDIA) – TDIA 2019
Strategic Plan**

(No. 268)

MOVED/SECONDED that the presentation from the Terrace Downtown Improvement Area Society be received for information.

Carried Unanimously.

**Dan Baker, Ministry of
Transportation and
Infrastructure – Request for
Letter of Support, Terrace
Inspection Station**

(No. 269)

MOVED/SECONDED that Council provide a letter of support to the Ministry of Transportation and Infrastructure for the construction of a new Terrace Inspection Station.

Carried Unanimously.

**CONVENE INTO
COMMITTEE OF THE
WHOLE:**

(No. 270)

MOVED/SECONDED that the June 10, 2019 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

**Committee of the Whole
Development Services
Component**

➤ **June 10, 2019**

The following items were discussed at the June 10, 2019 Development Services Component of the Committee of the Whole:

- 1. TEMPORARY LIQUOR LICENSE AMENDMENT APPLICATION – SKEENA BAR (SKEENA HOTEL)**
- 2. OFFICIAL COMMUNITY PLAN AMENDMENT – 1190760 B.C. LTD. (4012 THOMAS STREET)**
- 3. OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENTS – 1000231 B.C. LTD. (3725 THOMAS STREET)**

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

**Committee of the Whole
Development Services
Component**

➤ **June 10, 2019**

MOVED/SECONDED that the June 10, 2019 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:

(No. 271)

- 1. TEMPORARY LIQUOR LICENSE AMENDMENT APPLICATION – SKEENA BAR (SKEENA HOTEL)**

It was recommended that Council pass the following resolution:

Be it resolved that:

1. *The City of Terrace Council recommends the temporary amendment of the subject license as:*
 - *The application is for a temporary extension of the licensed sales area to allow for an outdoor patio (4529 Greig Avenue) during the allotted time frame of June 11, 2019 to September 30, 2019;*
 - *The R.C.M.P. has some concerns with the temporary extension of licensed area pertaining to the movement of patrons outside the designated service area and ability of staff to monitor individuals moving between the two spaces;*

- *The proposed patio is located within the City Right-of-Way, therefore the applicant will be required to obtain a Permit to Construct Works which will provide details and requirements on pedestrian movement, liability insurance and overall maintenance of the area; and*
 - *The amendment is in accordance with City of Terrace Policy No. 83 in reviewing requests for a temporary extension of licensed area on a case-by-case basis.*
2. *The Council's comments on the prescribed considerations are as follows:*
- *The potential for noise if the application is approved will be negligible as it is in an existing establishment in a commercial area; and*
 - *The impact on the community if the application is approved will be negligible.*
3. *The views of the residents were not gathered for this application because:*
- *City of Terrace Policy No. 83 - Liquor & Cannabis Licensing Application Process does not require a public notice and hearing for temporary applications.*

**2. OFFICIAL COMMUNITY PLAN AMENDMENT –
1190760 B.C. LTD. (4012 THOMAS STREET)**

It was recommended that a Bylaw to amend Official Community Plan Bylaw No. 2142-2018 by amending Schedule C – Development Permit Areas to remove the Multi-Family Development Permit Area designation from the property legally described Lot B, District Lot 979 & 980, Range 5, Coast District, Plan 3795, Except Plans EPP42851 and EPP48493 (4012 Thomas Street) proceed to Council for consideration of first and second reading.

3. OFFICIAL COMMUNITY PLAN AND ZONING AMENDMENTS – 1000231 B.C. LTD. (3725 THOMAS STREET)

It was recommended that a Bylaw to amend Official Community Plan Bylaw No. 2142-2018 by amending Schedule C – Development Permit Areas to remove the Multi-Family Development Permit Area designation from a portion of the property legally described as Lot 2, District Lot 983, Range 5, Coast District, Plan PRP13785 (3725 Thomas Street) and designate a portion of the subject property as a Commercial Development Permit Area in the Official Community Plan proceed to Council for consideration of first and second reading.

It was recommended that a Bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from R3 – Low Density Multi-Family Residential to C4 – Neighbourhood Commercial for a portion of the property legally described as Lot 2, District Lot 983, Range 5, Coast District, Plan PRP13785 (3725 Thomas Street) proceed to Council for consideration of first and second reading.

Carried Unanimously.

Committee of the Whole
➤ **May 27, 2019**

(No. 272)

MOVED/SECONDED that the May 27, 2019 Committee of the Whole report be adopted with the following recommendation:

1. UPDATE ON TERRACE OUTREACH AND SECURITY PATROL

It was recommended that the presentation from the Terrace Downtown Improvement Area Society be referred to staff to further investigate downtown security funding and that the City offer the Terrace Downtown Improvement Area Society \$20,000, to be matched by the Terrace Downtown Improvement Area, to continue the Downtown Security Pilot Project for an additional 4 month period and that the funds come from General Surplus.

Carried Unanimously.

COMMITTEE REPORTS
(FOR INFORMATION ONLY):

**Committee of the Whole
Development Services
Component**

➤ **May 27, 2019**

(No. 273)

MOVED/SECONDED that the May 27, 2019 Development Services Component of the Committee of the Whole report be received for information only.

Carried Unanimously.

SPECIAL REPORTS:

**Memo – Mayor, Single Use
Plastics Regulations**

(No. 274–D)

MOVED/SECONDED that the issue of reducing single use plastics be referred to staff to research the options of developing a bylaw to implement a ban on the distribution of single use plastic bags and potentially other single use plastics within the City of Terrace.

Defeated.

**Memo – Corporate
Administrator, Cancellation
of the September 23, 2019
Regular Council Meeting**

(No. 275)

MOVED/SECONDED that the September 23, 2019 Regular Council Meeting be cancelled, with notice posted pursuant to Section 4.3 of the City of Terrace Council Procedure Bylaw, and further that if a meeting is required between September 10 and October 15, the meeting date be set at the call of the Chair.

Carried Unanimously.

**May 27, 2019 Public Hearing
Report (For Information
Only)**

(No. 276)

MOVED/SECONDED that the May 27, 2019 Public Hearing Report be received for information only.

Carried Unanimously.

**Oral Report, June 10, 2019
Public Hearing**

(No. 277)

MOVED/SECONDED that the Oral Report from the June 10, 2019 Public Hearing be adopted with the following recommendations:

1. AMENDMENTS TO THE OFFICIAL COMMUNITY PLAN (OCP) AND ZONING BYLAW NO. 2069-2014 (4921 HALLIWELL AVENUE)

It was recommended that following the holding of a Public Hearing a bylaw to amend Official Community Plan Bylaw No. 2142-2018 by amending Schedule C – Development Permit Areas to remove the Multi-Family Development Permit Area designation from the property legally described as Lot 4, District Lot 979, Range 5, Coast District, Plan 3370 (4921 Halliwell Avenue) proceed to Council for consideration of third reading and adoption.

It is recommended that following the holding of a Public Hearing a bylaw to amend Zoning Bylaw No. 2069-2014, and amendments thereto, by changing the zoning designation from R3 – Low Density Multi-Family Residential to RB 1 – Bare Land Strata Single Detached Residential for the property legally described as Lot 4, District Lot 979, Range 5, Coast District, Plan 3370 (4921 Halliwell Avenue) proceed to Council for consideration of third reading and adoption.

Carried Unanimously.

BYLAWS:

Official Community Plan Amendment (5350 Mountain Vista Drive) Bylaw, Project No. ADP-02-1901 (Adoption)

(No. 278)

MOVED/SECONDED that Official Community Plan Amendment (5350 Mountain Vista Drive) Bylaw, Project No. ADP-02-1901 be read by title only and adopted.

Carried Unanimously.

Zoning Amendment (5350 Mountain Vista Drive) Bylaw, Project No. ADP-02-1902 (Adoption)

(No. 279)

MOVED/SECONDED that Zoning Amendment (5350 Mountain Vista Drive) Bylaw, Project No. ADP-02-1902 be read by title only and adopted.

Carried Unanimously.

**Official Community Plan
Amendment
(Neighbourhood Residential
Land Use) Bylaw, Project
No. ADP-02-1908
(Adoption)**

MOVED/SECONDED that Official Community Plan Amendment (Neighbourhood Residential Land Use) Bylaw, Project No. ADP-02-1908 be read by title only and adopted.

Carried Unanimously.

(No. 280)

**Zoning Amendment
(Residential Zones) Bylaw,
Project No. ADP-02-1909
(Adoption)**

MOVED/SECONDED that Zoning Amendment (Residential Zones) Bylaw, Project No. ADP-02-1909 be read by title only and adopted.

Carried Unanimously.

(No. 281)

**Official Community Plan
Amendment (4921 Halliwell
Avenue) Bylaw, Project No.
ADP-02-1906
(Third Reading)**

MOVED/SECONDED that Official Community Plan Amendment (4921 Halliwell Avenue) Bylaw, Project No. ADP-02-1906 be read by title only and passed in its third reading.

Carried Unanimously.

(No. 282)

**Official Community Plan
Amendment (4921 Halliwell
Avenue) Bylaw, Project No.
ADP-02-1906
(Adoption)**

MOVED/SECONDED that Official Community Plan Amendment (4921 Halliwell Avenue) Bylaw, Project No. ADP-02-1906 be read by title only and adopted.

Carried Unanimously.

(No. 283)

**Zoning Amendment (4921
Halliwell Avenue) Bylaw,
Project No. ADP-02-1907
(Third Reading)**

MOVED/SECONDED that Zoning Amendment (4921 Halliwell Avenue) Bylaw, Project No. ADP-02-1907 be read by title only and passed in its third reading.

Carried Unanimously.

(No. 284)

**Zoning Amendment (4921
Halliwell Avenue) Bylaw,
Project No. ADP-02-1907
(Adoption)**

MOVED/SECONDED that Zoning Amendment (4921 Halliwell Avenue) Bylaw, Project No. ADP-02-1907 be read by title only and adopted.

Carried Unanimously.

(No. 285)

**Official Community Plan
Amendment (4012 Thomas
Street) Bylaw, Project No.
ADP-02-1915
(First and Second Reading)**

(No. 286)

MOVED/SECONDED that Official Community Plan Amendment (4012 Thomas Street) Bylaw, Project No. ADP-02-1915 be read by title only and passed its first and second reading.

Carried Unanimously.

**Official Community Plan
Amendment (3725 Thomas
Street) Bylaw, Project No.
ADP-02-1916
(First and Second Reading)**

(No. 287)

MOVED/SECONDED that Official Community Plan Amendment (3725 Thomas Street) Bylaw, Project No. ADP-02-1916 be read by title only and passed in its first and second reading.

Carried Unanimously.

**Zoning Amendment (3725
Thomas Street) Bylaw,
Project No. ADP-02-1917
(First and Second Reading)**

(No. 288)

MOVED/SECONDED that Zoning Amendment (3725 Thomas Street) Bylaw, Project No. ADP-02-1917 be read by title only and passed in its first and second reading.

Carried Unanimously.

**NEW BUSINESS FROM
COUNCIL:**

**Regional District of Kitimat-
Stikine Report**

Councillor Bujtas

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

Councillor Bujtas would like members of Council to present at the BC Government's Budget 2020 Consultation in Kitimat on June 18, 2019.

**REPORTS ON COUNCIL
ACTIVITIES:**

Councillor Christiansen

Councillor Christiansen reported on the UNBC Convocation event, Kermodei Tourism Society's AGM, and a meeting regarding "Tiny Town".

Councillor Ramsay

Councillor Ramsay reported on the Salvation Army's 60th Anniversary, Kermodei Tourism Society's AGM, and Minerals North.

Councillor Downie

Councillor Downie reported on Minerals North, Kermodei Tourism Society's AGM, attending Seafest in Prince Rupert with the Kermodei Tourism Society, and the Salvation Army's 60th Anniversary.

Councillor Bujtas

Councillor Bujtas reported on the Federation of Canadian Municipalities (FCM) Conference.

Mayor Leclerc

Mayor Leclerc reported on the Coast Mountain College (CMTN) Convocation, AltaGas' Ridley Island Propane Export Terminal (RIPET) Grand Opening, Minerals North, and the Canada Day parade in Kitimat.

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. 289)

MOVED/SECONDED that the June 10, 2019 Regular Meeting of Council be now adjourned and that Council move back to In-Camera to the public pursuant to Division 3, Section 90(1) (I) of the Community Charter to discuss matters relating to municipal objectives, measures, and progress reports.

Carried Unanimously.

The meeting adjourned at 9:30 p.m.

CERTIFIED CORRECT:

Mayor

Clerk