

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, SEPTEMBER 28, 2015 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, J. Cordeiro, B. Downie, M. Prevost, and S. Tyers. Councillor L. Christiansen was absent. Also in attendance were H. Avison, Chief Administrative Officer, P. Proteau, Financial Administrator, B. Pellegrino, Human Resources Advisor (entered at 8:00 p.m.), T. Irwin, City Planner, A. Thompson, Clerk, and L. Wilson, Executive Assistant.

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

***Meeting Called to Order at
6:50 p.m. – Move to In-
Camera Special Council
(No. 359)***

MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Sections 90(1) (b), (k) and Section 90(2) (b) of the Community Charter (to discuss matters relating personnel, negotiations for Municipal services and negotiations with the Provincial or Federal Government).

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home page at www.terrace.ca and that Council meetings are webcast on the City's website and the past minutes have been archived.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:

***Raymond Hallock, Terrace
River Kings – Request for
Letter of Support: Terrace
River Kings to Host the
2016 Coy Cup***

Mr. Hallock was not able to attend so this item was referred to Correspondence.

**PETITIONS AND
QUESTIONS:**

There were no Petitions or Questions.

MINUTES:

***Regular Council Minutes,
September 14, 2015***

(No. 363)

MOVED/SECONDED that the Regular Council Minutes of September 14, 2015 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):**

(No. 364)

MOVED/SECONDED that the City of Terrace provide a letter of support to TransCanada for the proposed Coastal GasLink Pipeline and the Prince Rupert Gas Transmission Projects.

Carried Unanimously.

CORRESPONDENCE:

***Raymond Hallock, Terrace
River Kings – Request for
Letter of Support: Terrace
River Kings to Host the
2016 Coy Cup***

(No. 365)

MOVED/SECONDED that the City of Terrace provide a letter in support of the Terrace River Kings hosting the 2016 Coy Cup, provided that the Terrace Sportsplex is available for the event.

Carried Unanimously.

**CONVENE INTO
COMMITTEE OF THE
WHOLE:**

(No. 366)

MOVED/SECONDED that the September 28, 2015 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

***Committee of the Whole
➤ Development Services
Component,
September 28, 2015***

The following items were discussed at the September 28, 2015 Development Services Component of the Committee of the Whole:

- 1. DEVELOPMENT PERMIT NO. 14-2015 – MUNSON ENTERPRISES LTD. (3002 KALUM STREET)**

- 2. OFF-SITE WORKS AND SERVICES DEVELOPMENT PERMIT NO. 14-2015 – MUNSON ENTERPRISES LTD. (3002 KALUM STREET)**

**3. DEVELOPMENT PERMIT NO. 18-2015 –
MUNSON ENTERPRISES LTD. (2815 KALUM
STREET)**

**4. AIRPORT REVITALIZATION TAX EXEMPTION
APPLICATION NO. 01-2015 – CANADIAN
HELICOPTERS LTD. (4625 BRISTOL ROAD)**

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

**Committee of the Whole
➤ Development Services
Component
September 28, 2015**

MOVED/SECONDED that the September 28, 2015 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:

(No. 367)

**1. DEVELOPMENT PERMIT NO. 14-2015 – MUNSON
ENTERPRISES LTD. (3002 KALUM STREET)**

It is recommended that Development Permit No. 14-2015 be issued to George Munson for the property legally described as Lot C, District Lot 369, Range 5, Coast District, Plan 5009 (3002 Kalum Street) to permit the development of a new convenience store and gas bar with the following variances:

- *Vary Section 5.1.2 of Zoning Bylaw No. 2069-2014 to reduce the required minimum 2.5 metres landscaping strip on a parcel frontage adjacent to a street to 0.50 metres, for the Highway 16/Keith Avenue frontage.*
- *Vary Section 12.4.3.3.b to reduce the minimum setback for interior (east) side parcel line from 3.0 metres to 1.5 metres.*
- *Vary Section 8.6.1 to remove the requirement to provide a single Off-Street Loading Space for a commercial use.*

**2. OFF-SITE WORKS AND SERVICES DEVELOPMENT
PERMIT NO. 14-2015 – MUNSON ENTERPRISES
LTD. (3002 KALUM STREET)**

It is recommended that Off-site Works and Services be completed for the construction of municipal infrastructure on Kalum Street and Keith Avenue to permit the development of a commercial building as well as improvements to the associated accesses.

Off-site Works and Services shall include:

- Kalum Street access paving to extend to the edge of existing asphalt on Kalum Street (Concrete rollover curb is not required across width of the new access at this location). Asphalt surfacing improvements of the existing Kalum Street roadway surface as needed to accommodate the new proposed access;*
- Construct cast-in-place concrete sidewalk and integral access let-down (rollover curb-and-gutter with concrete access) on the Highway 16/Keith Avenue frontage at a length of approximately 62 metres at approximately 2.4m width. The concrete sidewalk shall extend north on Kalum to complete the sidewalk let-down at the pedestrian crossing on Kalum Street. This work to include minor repair of damaged concrete curb at the southeast corner at the highway intersection;*
- Installation of new cast-in-place concrete barrier curb on the Kalum Street frontage to tie into existing curb; and*
- Landscaping along the Kalum Street property frontage in all boulevard areas, including topsoil and seeded lawn.*

**3. DEVELOPMENT PERMIT NO. 18-2015 –
MUNSON ENTERPRISES LTD. (2815 KALUM
STREET)**

It is recommended that Development Permit No. 18-2015 be issued to Munson Enterprises Ltd. for the property legally described as Lot 2, District Lot 360, Range 5, Coast District, Plan 3592 (2815 Kalum Street) to permit the development of a parking facility and associated site enhancements with the following variances:

- *Vary Section 5.1.2 of Zoning Bylaw No. 2069-2014 to reduce the required landscaping strip along the Kalum Street frontage from 2.5 metres to 0 metres.*
- *Vary Schedule C of signage Bylaw No. 1500-1996 to reduce the setback from a parcel line for a free-standing sign from 1.5 metres to 0 metres.*

**4. AIRPORT REVITALIZATION TAX EXEMPTION
APPLICATION NO. 01-2015 – CANADIAN
HELICOPTERS LTD. (4625 BRISTOL ROAD)**

It is recommended that the City of Terrace enter into an agreement under the provisions of the Airport Revitalization Tax Exemption Bylaw No. 1995-2012 for the parcel located at 4265 Bristol Road with the Terrace-Kitimat Airport Society & Canadian Helicopters Ltd., to provide a permissive tax exemption on the value of the improvements made to this parcel for the 2016 to 2018 period.

Carried Unanimously.

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

Committee of the Whole
➤ ***Development Services
Component***
September 14, 2015

MOVED/SECONDED that the September 14, 2015 Development Services Component of the Committee of the Whole be received for information.

Carried Unanimously.

(No. 368)

***Committee of the Whole
➤ Finance, Personnel, and
Administration
Component, September
14, 2015***

MOVED/SECONDED that the September 14, 2015 Finance, Personnel, and Administration Component of the Committee of the Whole be received for information.

Carried Unanimously.

(No. 369)

SPECIAL REPORTS:

***Memo – Director of
Development Services,
Regulations in Nuisance
Bylaw No. 1318-1993 and
Fire Prevention Bylaw No.
1365-1994 concerning the
Use and Exploding of
Fireworks within the City of
Terrace***

MOVED/SECONDED that the City of Terrace continue to regulate the use and explosion of fireworks under Nuisance Bylaw No. 1318-1993, and Fire Prevention Bylaw No. 1365-1994 concerning the use and Exploding of Fireworks within the City of Terrace within the time period currently allowed from October 24 to November 1.

Carried Unanimously.

(No. 370)

***Memo – Financial
Administrator, 2016
Permissive Tax Exemption
Bylaw***

Councillor Tyers declared a possible conflict of interest due to her employment by one of the organizations being considered for this tax exemption and left the meeting.

MOVED/SECONDED that the 2016 Permissive Tax Exemption Bylaw report be received.

Carried Unanimously.

Councillor Tyers returned to the meeting.

***Memo – Financial
Administrator, Proposed
Amendments to 2010-2019
Tax Exemption Bylaw 1950-
2009***

MOVED/SECONDED that the Proposed Amendments to the 2010-2019 Tax Exemption Bylaw 1950-2009 report be received.

Carried Unanimously.

(No. 372)

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

(No. 373)

MOVED/SECONDED that the Council Procedure Bylaw be reviewed by Council 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.

***Memo – Human Resources
Advisor, Management Staff
Benefits Policy No. 24 –
Update***

(No. 374)

MOVED/SECONDED that the amendments to the Management Staff Benefits Policy No. 24 be approved.

Carried Unanimously.

***Memo – Human Resources
Advisor, Workplace
Harassment Policy No. 74 –
Update***

(No. 375)

MOVED/SECONDED that the amendments to the Workplace Harassment Policy No. 74 be approved.

Carried Unanimously.

***Memo – Executive
Assistant, Rio Tinto Alcan
Kitimat Public Advisory
Committee***

(No. 376)

MOVED/SECONDED that Councillor Prevost be appointed to the Rio Tinto Alcan Kitimat Public Advisory Committee and Councillor Cordeiro be appointed as the alternate liaison.

Carried Unanimously.

***Memo – Executive
Assistant, Approval for
Travel – Geoscience BC
Day, Celebrating 10 Years,
October 8, 2015***

(No. 377)

MOVED/SECONDED that the Approval for Travel – Geoscience BC Day, Celebrating 10 Years, October 8, 2015 memo be received for information.

Carried Unanimously.

***Memo – Executive
Assistant, Approval to
Attend – Nation2Nation
Forum, November 5, 2015***

(No. 378)

MOVED/SECONDED that all Councillors be approved to attend the Nation2Nation Forum on November 5, 2015 at a cost of \$1,225 to come from Council Unbudgeted Travel.

Carried Unanimously.

Memo – Executive Assistant, Approval for Travel – B.C.’s Affordable Housing Conference, November 22-25, 2015

MOVED/SECONDED that two Councillors be approved to travel to B.C.’s Affordable Housing Conference, November 22-25, 2015 at a total cost of \$4,530 to come from Council Unbudgeted Travel.

Carried Unanimously.

(No. 379)

Housing Committee Minutes, September 11, 2015

MOVED/SECONDED that the September 11, 2015 Housing Committee Minutes be received.

Carried Unanimously.

(No. 380)

Memo – Senior Building Inspector, July 2015 Building Synopsis

MOVED/SECONDED that the July 2015 Building Synopsis be received for information.

Carried Unanimously.

(No. 381)

Memo – Senior Building Inspector, August 2015 Building Synopsis

MOVED/SECONDED that the August 2015 Building Synopsis be received for information.

Carried Unanimously.

(No. 382)

Oral Report, Public Hearing September 28, 2015

MOVED/SECONDED that the oral report for the September 28, 2015 Public Hearing, be adopted with the following recommendations:

(No. 383)

1. PUBLIC HEARING – ZONING TEXT AMENDMENT – 4714 PARK AVENUE

It is recommended that following the holding of a public hearing the amendment to Zoning Bylaw No. 2069-2014 to change the permitted uses and regulations in the R5 – High Density Multi-Family Residential Zone by adding Daycare Centre as a site specific primary use for the property legally described as Lot 11, District Lot 361, Range 5, Coast District, Plan 1103 Except Plan BCP45974 (4714 Park Avenue) proceed to Council for consideration.

Carried Unanimously.

BYLAWS:

**Zoning Amendment (4714
Park Avenue) Bylaw, Project
No. 02-1518
(Third Reading)**

(No. 384)

Member M. Prevost declared a conflict of interest as he lives adjacent to the subject property and left the meeting.

MOVED/SECONDED that Zoning Amendment (4714 Park Avenue) Bylaw, Project No. 02-1518, be read by title only and be passed in its third reading.

Carried Unanimously.

**Zoning Amendment (4714
Park Avenue) Bylaw, Project
No. 02-1518
(Adoption)**

(No. 385)

MOVED/SECONDED that Zoning Amendment (4714 Park Avenue) Bylaw, Project No. 02-1518, be read by title only and be adopted.

Carried Unanimously.

Councillor Prevost returned to the meeting.

**2016 Tax Exemption Bylaw.
Project No. ADP-02-1520
(First, Second and Third
Reading)**

(No. 386)

Councillor Tyers declared a possible conflict of interest due to her employment by one of the organizations being considered for this tax exemption and left the meeting.

MOVED/SECONDED that 2016 Tax Exemption Bylaw. Project No. ADP-02-1520, be read by title only and be passed in its First, Second, and Third readings.

Carried Unanimously.

Councillor Tyers returned to the meeting.

**2010-2019 Tax Exemption
Amendment Bylaw, Project
No. ADP-02-1521
(First, Second, and Third
Reading)**

(No. 387)

MOVED/SECONDED that 2010-2019 Tax Exemption Amendment Bylaw, Project No. ADP-02-1521, be read by title only and be passed in its First, Second, and Third readings.

Carried Unanimously.

**Council Procedure Bylaw
Project No. ADP-02-1522
(First, Second, and Third
Reading)**

(No. 388)

MOVED/SECONDED that Council Procedure Bylaw Project No. ADP-02-1522, be read by title only and be passed in its First, Second, and Third readings.

Carried Unanimously.

NEW BUSINESS:

Regional District of Kitimat-Stikine Report (verbal)

There was no Regional District of Kitimat-Stikine Report.

Councillor Cordero

Councillor Cordeiro reported on the Union of B.C. Municipalities Annual Convention and the Northern Development Initiative Trust's new grant program for festivals.

Councillor Downie

Councillor Downie reported on the Union of B.C. Municipalities Annual Convention.

Councillor Prevost

Councillor Prevost reported on the Union of B.C. Municipalities Annual Convention.

Mayor Leclerc

Mayor Leclerc reported on the Union of B.C. Municipalities Annual Convention.

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. There were no questions from the Audience.

ADJOURNMENT:

MOVED/SECONDED that the September 28, 2015 Regular Meeting of Council be now adjourned.

(No. 389)

Carried Unanimously.

The meeting adjourned 9:25 p.m.

CERTIFIED CORRECT:

Mayor

Alisa Thompson
Clerk