

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS
ON MONDAY, JANUARY 13, 2020 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, J. Cordeiro, L. Christiansen, B. Downie, J. McCallum-Miller, and E. Ramsay. Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, T. Irwin, City Planner, T. Clarke, Programs Supervisor, K. Genereaux, Deputy Director of Finance, K. Lautens, Communications Advisor, M. Cloutier, RCMP Support NCO, 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. 001)

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the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.

ADDENDUM:

There was no Addendum.

DELEGATIONS & GUESTS:

**Sargent Mario Cloutier,
Terrace RCMP Detachment –
Online Crime Reporting**

Mayor Leclerc welcomed Sargent Mario Cloutier of the Terrace RCMP to the Council meeting.

Beginning next week Terrace RCMP will be moving forward with RCMP online crime reporting for certain offences. The first phase of this project was rolled out in the lower mainland last year. Terrace, amongst other Northern BC communities, is part of phase two.

The types of crimes that can be reported online are limited. The types of crimes include crimes that do not require follow up. If a crime occurs that does not require the RCMP to attend and/or there were no witnesses, this can be reported online. Reporting these crimes online will produce an RCMP file number which is helpful for insurance purposes.

The RCMP will be creating a media release in the spring regarding this new service. They would like to partner with the City to possibly include a small informational pamphlet in the property tax envelopes.

Individuals must have an email account in order to use this service. If someone is not online, and does not have an email account, the crime can still be reported at the RCMP Detachment or by telephone.

Online you will be able to find information regarding exactly what crimes are eligible to be reported through the online reporting service. If a crime is not on the list, you must call the RCMP. If an eligible crime is reported in person or via telephone, the person reporting will be directed to report online if possible as this will be the preferred method.

Crimes that are reported online are reviewed. If follow up is required, an RCMP member will follow up accordingly. If the file can be closed with no follow up, it will closed.

The RCMP will be distributing information pamphlets to the City and Regional District of Kitimat-Stikine.

This new service will not save the RCMP a large amount of time, but it will help reduce time spent dealing with certain crimes. The eligible crimes list may be expanded in the future.

Statistics from the online reporting service will be included in the RCMP quarterly reports moving forward.

Mayor Leclerc thanked Sargent Cloutier 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. 009).

Tyler Wilkes, Terrace Off Road Cycling Association (TORCA) – Request for Resolution of Support

Mayor Leclerc welcomed Tyler Wilkes of the Terrace Off Road Cycling Association (TORCA) to the Council meeting.

The Courthouse Trails Project is located behind the Terrace Sportsplex. It is a family and child oriented project that TORCA has partnered with the City on to complete.

Mr. Wilkes requested a letter of support for the project in May 2019. His presentation was referred to staff to further discuss a Partnership Agreement. The draft partnership agreement will be created within the next week.

TORCA has been actively fundraising for this project over the past year. The total budget for the project was \$134,000. As of today, TORCA has obtained \$60,000 of in-kind donations and cash towards the project.

TORCA has submitted an application to the Northern Development Initiative Trust (NDIT) for \$30,000. In order to complete the application TORCA needs to provide them a resolution of support from Council. NDIT will be considering the application at their next Board meeting on January 24, 2020. If TORCA is successful in their application they will have obtained 70% of the required funding for the project. They have also applied to the Terrace Community Forest (TCF) for a grant, as well as holding some upcoming events to further raise funds. The NDIT grant is for a specific section of the pump track.

TORCA is attempting to meet with the Prince Rupert Port Authority, Pembina, LNG Canada, and Rio Tinto.

Mr. Wilkes requested the following resolution of support from Council:

- “That the City of Terrace supports the application to Northern Development Initiative Trust from the Terrace Off Road Cycle Association for a grant of up to \$30,000 for the ‘Pump Track Construction’ project from the Northwest Regional Development Account.”

There are 4 independent segments of trail within this project. In the event TORCA does not receive full funding, they can build these segments in phases. TORCA is hoping to have the project fully complete by October, 2021.

Mayor Leclerc thanked Mr. Wilkes 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. 010).

MINUTES:

***Regular Council Minutes,
December 9, 2019***

(No. 008)

MOVED/SECONDED that the Regular Council Minutes of December 9, 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:

***Sargent Mario Cloutier,
Terrace RCMP Detachment –
Online Crime Reporting***

(No. 009)

MOVED/SECONDED that the presentation from the Terrace RCMP regarding online crime reporting be received for information.

Carried Unanimously.

***Tyler Wilkes, Terrace Off
Road Cycling Association
(TORCA) – Request for
Resolution of Support***

(No. 010)

MOVED/SECONDED that the City of Terrace supports the application to Northern Development Initiative Trust from the Terrace Off Road Cycle Association for a grant of up to \$30,000 for the 'Pump Track Construction' project from the Northwest Regional Development Account.

Carried Unanimously.

**CONVENE INTO
COMMITTEE OF THE
WHOLE:**

(No. 011)

MOVED/SECONDED that the January 13, 2020 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

**Committee of the Whole
Development Services
Component**

➤ **January 13, 2020**

The following items were discussed at the January 13, 2020 Development Services Component of the Committee of the Whole:

- 1. DEVELOPMENT PERMIT NO. 02-2020 – MDC FORBES INC. (3227 KALUM STREET)**
- 2. DEVELOPMENT PERMIT NO. 03-2020 – GLOBAL DEWATERING LTD. (3800 JACK TALSTRA WAY)**
- 3. TEMPORARY USE PERMIT NO. 01-2020 – COAST MOUNTAINS SCHOOL DISTRICT (3411 & 3605 MUNROE STREET)**
- 4. SITE SPECIFIC ZONING TEXT AMENDMENT – GUILLEVIN (4443 KEITH AVENUE)**

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

**Committee of the Whole
Development Services
Component**

➤ **January 13, 2020**

MOVED/SECONDED that the January 13, 2020 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:

(No. 012)

- 1. DEVELOPMENT PERMIT NO. 02-2020 – MDC FORBES INC. (3227 KALUM STREET)**

It was recommended that Development Permit No. 02-2020 be issued to MDC Forbes Inc. for the property legally described as Lot 1, District Lot 361, Range 5, Coast District, Plan 4483 (3227 Kalum Street) to permit exterior façade enhancements including the following variances:

- *Vary Section 8.2.1 of Zoning Bylaw 2069-2014 and amendments thereto to reduce the minimum required off-street parking spaces from 6 spaces to 3 spaces;*
- *Permit one (1) required space to be provided through a Cash-in-Lieu parking contribution as per 8.2.3.c of Zoning Bylaw 2069-2014;*
- *Vary Section 8.5 of Zoning Bylaw 2069-2014 and amendments thereto to remove the requirement for an off-street accessible motor vehicle parking space;*

- Vary Section 8.6.1 of Zoning Bylaw 2069-2014 and amendments thereto to remove the requirement for an off-street loading space;
- Vary Section 6.4.4.a of Sign Bylaw 2102-2016 and amendments thereto to increase the maximum sign area for a Canopy Sign from 25% to 61% of the vertical area of the canopy; and
- Vary Section 4.18 of Sign Bylaw 2102-2016 and amendments thereto to increase the allowable window sign area from 25% to 100% of the exterior windows and doors of the commercial unit.

2. DEVELOPMENT PERMIT NO. 03-2020 – GLOBAL DEWATERING LTD. (3800 JACK TALSTRA WAY)

It was recommended that Development Permit No. 03-2020 be issued to Global Dewatering Ltd. for the property legally described as Lot B, District Lot 1726, Range 5, Coast District, Plan EPP91844 (3800 Jack Talstra Way), to permit the construction of a 279 square metre steel frame building (shop).

3. TEMPORARY USE PERMIT NO. 01-2020 – COAST MOUNTAINS SCHOOL DISTRICT (3411 & 3605 MUNROE STREET)

It was recommended that Temporary Use Permit No. 01-2020 be issued to Coast Mountains School District for the property legally described as Parcel A, District Lot 362, Range 5, Coast District, Plan PRP46850 and Lot B, District Lot 362, Range 5, Coast District, Plan 6145 [3411 & 3605 Munroe Street] to continue to permit the following use for a term of three years with no option for renewal:

- *To continue the temporary use of 4 shipping containers to allow for the storage of educational materials and outdoor sports equipment on the properties located at 3411 Munroe Street & 3605 Munroe Street.*

4. SITE SPECIFIC ZONING TEXT AMENDMENT – GUILLEVIN (4443 KEITH AVENUE)

It was recommended that a Bylaw to amend Zoning Bylaw No. 2069-2014 by changing the permitted uses and regulations in the C3 – Highway Commercial Zone by adding "Wholesale Establishment" as a site specific permitted use for the property legally described as Lot 1, District Lot 360, Range 5, Coast District, Plan 10874 (4443 Keith Avenue) proceed to Council for consideration of 1st and 2nd reading.

Carried Unanimously.

**Committee of the Whole
Finance, Personnel &
Administration Component**
➤ **December 17, 2019**

MOVED/SECONDED that the December 17, 2019 Finance, Personnel & Administration Component of the Committee of the Whole report be adopted with the following recommendation:

(No. 013)

1. 2020 – 2024 PROVISIONAL BUDGET

It was recommended that the 2020 – 2024 Capital Budget be approved.

Carried Unanimously.

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

**Committee of the Whole
Development Services
Component**
➤ **December 9, 2019**

MOVED/SECONDED that the December 9, 2019 Development Services Component of the Committee of the Whole report be received for information.

(No. 014)

Carried Unanimously

SPECIAL REPORTS:

**Memo – Chief Administrative
Officer, NCLGA Resolutions**

(No. 015)

MOVED/SECONDED that Administration develop resolutions regarding the cost to municipalities due to harm reduction efforts and the volume of needles being discarded, and the impacts on the community that the increase in economic development in northern BC is creating, and that these resolutions be submitted for the 2020 NCLGA Annual General Meeting.

Carried Unanimously.

Memo – Director of Leisure Services, 2020 Application for Stream 1 - Age Friendly Communities Grant

(No. 016)

MOVED/SECONDED that the City of Terrace submit a 2020 UBCM Age-Friendly Communities Grant (Stream 1) to become a recognized Age-Friendly Community.

Carried Unanimously.

Memo – Director of Development Services, Union of BC Municipalities (UBCM) - Application for grant funding through the Housing Needs Report Program to complete a Regional Project for a Housing Needs Assessment in 2020 for the Greater Terrace Area

(No. 017)

MOVED/SECONDED that Council support an application to the Union of BC Municipalities (UBCM) for a grant in the amount of \$50,000 to support a Regional Project for the completion of a Housing Needs Assessment for the Greater Terrace Area, encompassing the City of Terrace and Electoral Areas C and E within the Regional District of Kitimat-Stikine, and that the City of Terrace partner with the Regional District of Kitimat-Stikine to complete this Housing Needs Assessment; with the City acting as the primary applicant to UBCM to apply for funding on behalf of the City and the Regional District and to receive and manage the project funds on behalf of these partnering local governments.

Carried Unanimously.

Memo – Deputy Director of Finance, Scotia iTRADE Account

(No. 018)

MOVED/SECONDED that the City open an iTRADE securities account with Scotiabank and appoint Lori Greenlaw, Director of Finance, as the trading authority on such account.

Carried Unanimously.

Memo – Building Inspector, November 2019 Building Synopsis

(No. 019)

MOVED/SECONDED that the November 2019 Building Synopsis be received for information.

Carried Unanimously.

Memo – Building Inspector, December 2019 Building Synopsis

(No. 020)

MOVED/SECONDED that the December 2019 Building Synopsis be received for information.

Carried Unanimously.

December 9, 2019 Public Hearing Report (For Information Only)

(No. 021)

MOVED/SECONDED that the December 9, 2019 Public Hearing Report be received for Information Only.

Carried Unanimously.

BYLAWS:

City of Terrace Chauffeurs Regulation and Licencing Repealing Bylaw, Project No. ADP-02-1929 (Adoption)

MOVED/SECONDED that City of Terrace Chauffeurs Regulation and Licencing Repealing Bylaw, Project No. ADP-02-1929 be read by title only and adopted.

Carried Unanimously.

(No. 022)

Zoning Amendment (Uses Permitted in the C3 Zone) 4443 Keith Avenue Bylaw, Project No. ADP-02-2001 (First and Second Reading)

MOVED/SECONDED that Zoning Amendment (Uses Permitted in the C3 Zone) 4443 Keith Avenue Bylaw, Project No. ADP-02-2001 be read by title only and passed in its first and second reading.

Carried Unanimously.

(No. 023)

NEW BUSINESS FROM COUNCIL:

Regional District of Kitimat-Stikine Report

Councillor Bujtas reported on the Regional District of Kitimat-Stikine.

REPORTS ON COUNCIL ACTIVITIES:

Councillor Christiansen

Councillor Christiansen reported on the Community to Community Forum with the Nisga'a Lisims Government and the safety of pets in the cold weather.

Mayor Leclerc

Mayor Leclerc reported on the Community to Community Forum with the Nisga'a Lisims Government and the upcoming public consultation event at the Sportsplex regarding the proposed 2020 Budget.

Councillor Downie

Councillor Downie reported on the Community to Community Forum with the Nisga'a Lisims Government, Hobiye, the 20th anniversary of the signing of the Nisga'a Final Agreement, and the January Kermodei Tourism Board meeting.

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. 024)

*MOVED/SECONDED that the January 13, 2020
Regular Meeting of Council be now adjourned.*

Carried Unanimously.

The meeting adjourned at 9:00 p.m.

CERTIFIED CORRECT:

Mayor

Clerk