

**A REGULAR COUNCIL MEETING WILL BE HELD  
IN THE MUNICIPAL COUNCIL CHAMBERS  
ON MONDAY, AUGUST 8, 2011 AT 7:30 P.M.**

**A G E N D A**

**CALL MEETING TO ORDER:**

**7:00 PM**

**RESOLUTION TO MOVE INTO IN-CAMERA AND CLOSE THE MEETING TO THE PUBLIC PURSUANT TO DIVISION 3, SECTION 90(1)(i) OF THE COMMUNITY CHARTER to discuss matters relating to solicitor-client privilege.**

**7:30 PM - REGULAR MEETING**

**ACCEPTANCE OF ADDENDUM:**

**DELEGATIONS OR GUESTS:**

*Carol Fielding and Janice Paulitschke, Terrace and District Chamber of Commerce – Fully Compensated Mayor Remuneration..... See "Correspondence"*

**PETITIONS AND QUESTIONS:**

**MINUTES:**

*Regular Council Meeting, July 25, 2011 ..... 3*

**BUSINESS ARISING FROM THE MINUTES (OLD BUSINESS):**

**CORRESPONDENCE:**

*Carol Fielding and Janice Paulitschke, Terrace and District Chamber of Commerce – Fully Compensated Mayor Remuneration..... 9*

**RESOLUTION TO MOVE INTO COMMITTEE OF THE WHOLE**

**COMMITTEE OF THE WHOLE – DEVELOPMENT SERVICES COMPONENT**

*1. Business Improvement Area Bylaw 1982-2011 – Terrace Downtown Improvement Area ..... 11*

**COMMITTEE REPORTS:**

*Committee of the Whole, (Development Services Component), August 8, 2011..... Verbal  
Committee of the Whole, July 28, 2011..... 21  
Committee of the Whole, August 3, 2011 ..... 27*

**SPECIAL REPORTS:**

*Memo – Director of Finance, My Mountain Co-op Funding Request ..... 33  
Memo – Executive Assistant, Approval for Travel – Union of B.C. Municipalities  
Annual Convention..... 35  
Memo – Fire Chief, 2011 Second Quarter Fire Department Report ..... 37  
Cheque Register, July 2011..... 39*

**BYLAWS:**

*\* City of Terrace Business Improvement Bylaw, Project No. ADP-02-1108 (Adoption)..... 45*

**NEW BUSINESS:**

**REPORT FROM IN-CAMERA:**

**QUESTIONS FROM THE MEDIA AND AUDIENCE:**

A handwritten signature in cursive script that reads "Alisa Thompson".

**A. Thompson,  
Interim Clerk**

**\* Pending the recommendations of the August 8, 2011 Development Services  
Component of the Committee of the Whole**

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS  
ON MONDAY, JULY 25, 2011 AT 7:35 P.M.**

*Mayor D. Pernarowski presided. Councillors present were B. Bidgood, L. Christiansen, B. Downie, and B. Pollard. Councillors C. Leclerc and B. Martindale were absent. Also in attendance were H. Nunn, Interim Chief Administrative Officer, R. Bowles, Director of Finance, M. Kwiatkowski, Director of Development Services, E. van Dyk, Economic Development Officer and A. Thompson, Interim Clerk.*

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

***Meeting Called to Order at  
7:05 p.m. – Move to In-  
Camera Special Council***

*(No. 295)*

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

**REGULAR MEETING:**

*Mayor Pernarowski advised that the City's Talkback Line is available for any comments or concerns viewers of this meeting may wish to bring to the attention of Council. He further advised that Council agendas and minutes are available for viewing on the City's home page at [www.terrace.ca](http://www.terrace.ca).*

**ADDENDUM:**

*There was no Addendum.*

**DELEGATIONS & GUESTS:**

***Jessica McCallum-Miller, 24-  
Hour Youth Centre  
Committee – Follow up to  
the 24-Hour Hunger Strike***

*Jessica McCallum-Miller of the 24-Hour Youth Centre Committee gave a brief report of the 24-Hour Hunger Strike held last month. She asked if the City would appoint a representative from either staff or Council to attend the Committee's meetings.*

*Mayor Pernarowski thanked Ms. McCallum-Miller for her presentation and advised that this matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (see Resolution No. 301).*

**PETITIONS AND  
QUESTIONS:**

*There were no petitions or questions.*

**MINUTES:**

***Regular Council Minutes,  
July 11, 2011***

*(No. 300)*

*MOVED/SECONDED that the Regular Council Minutes of July 11, 2011 be amended to change the first recommendation of the July 11, 2011 Finance, Personnel and Administration Component of the Committee of the Whole report to read "THAT Council approves a grant to the Terrace Community Foundation of up to \$18,000;" and be adopted as amended.*

*Carried Unanimously.*

**BUSINESS ARISING FROM  
THE MINUTES (OLD  
BUSINESS):**

*There was no Old Business.*

**CORRESPONDENCE:**

***Jessica McCallum-Miller, 24-  
Hour Youth Centre  
Committee – Follow up to  
the 24-Hour Hunger Strike***

*(No. 301)*

*MOVED/SECONDED that the request from the 24-Hour Youth Centre Committee for the appointment of a City liaison be referred to Administration to make recommendations regarding the suitability of having either a staff or a Council liaison to this Committee.*

*Carried Unanimously.*

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

***Committee of the Whole  
➤ Development Services  
Component,  
July 11, 2011***

*(No. 302)*

*MOVED/SECONDED that the July 11, 2011 Development Services Component of the Committee of the Whole report be received for information.*

*Carried Unanimously.*

**Committee of the Whole**

➤ **Finance, Personnel and Administration Component, July 11, 2011**

(No. 303)

*MOVED/SECONDED that the July 11, 2011 Finance, Personnel and Administration Component of the Committee of the Whole report be amended to change the first recommendation to read "THAT Council approves a grant to the Terrace Community Foundation of up to \$18,000;" and the report be received for information.*

*Carried Unanimously.*

**SPECIAL REPORTS:**

**Memo – Director of Development Services, Contract Award for Co-op Building Demolition**

(No. 304)

*MOVED/SECONDED that the decision regarding the Co-op Building Demolition Contract be postponed until the subject can be discussed at a future Committee of the Whole meeting.*

*Carried Unanimously.*

**Motion to Postpone**

**Memo – Executive Assistant, SNCIRE Request for Funding to Develop Conceptual Plans for the Former Co-op Property**

(No. 305)

*MOVED/SECONDED that the request from SNCIRE for \$1,500 towards the development of conceptual plans for the former Co-op property be declined.*

*Carried Unanimously.*

**Memo – Executive Assistant, Approval for Travel – Northwest Corridor Development Corporation Strategic Planning (September 1 and 2, 2011)**

(No. 306)

*MOVED/SECONDED that Councillor Brian Downie be authorized to travel to Vancouver to attend the Northwest Corridor Development Corporation strategic planning meeting September 1 and 2, 2011, with an estimated cost of \$1,225.00 to come from Council's unallocated travel budget.*

*Carried Unanimously.*

**Memo – Economic Development Officer, Northwest Regional Airport, Terrace/Kitimat BC CANPASS and Customs Services**

(No. 307)

*MOVED/SECONDED that the City of Terrace send a letter of support to the Minister of Public Safety endorsing the establishment of a Terrace/Kitimat based customs office and CANPASS capabilities at the Northwest Regional Airport.*

*Carried Unanimously.*

**Memo – Senior Building Inspector, June 2011 Building Synopsis**

*MOVED/SECONDED that the June 2011 Building Synopsis be received for information.*

*Carried Unanimously.*

*(No. 308)*

**Terrace Victim Assistance Program Quarterly Activity Report, April – June 2011**

*MOVED/SECONDED that the April – June 2011 Terrace Victim Assistance Program Quarterly Activity Report Cheque Register be received for information.*

*Carried Unanimously.*

*(No. 309)*

**BYLAWS:**

**Land Use Contract Amendment (5319, 5233, 5219, 5217 & 5301 Mountain Vista Drive) Bylaw No. 1984 – 2011, Project No. ADP-02-1109 (Adoption)**

*MOVED/SECONDED that Land Use Contract Amendment (5319, 5233, 5219, 5217 & 5301 Mountain Vista Drive) Bylaw No. 1984 – 2011, Project No. ADP-02-1109 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 310)*

**Zoning Amendment (5319, 5233, 5219, 5217 & 5301 Mountain Vista Drive) Bylaw No. 1985 – 2011, Project No. ADP-02-1110 (Adoption)**

*MOVED/SECONDED that Zoning Amendment (5319, 5233, 5219, 5217 & 5301 Mountain Vista Drive) Bylaw No. 1985 – 2011, Project No. ADP-02-1110 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 311)*

**NEW BUSINESS:**

**Councillor B. Downie**

*Councillor Downie invited Council, those present and those observing the Council meeting via webcast to participate in Riverboat Days 2011. He also remarked on the historical displays which the Little Townsite/Big Celebration Committee has put around the downtown area.*

*Councillor Downie gave a verbal report of a meeting he recently had with the Minister of Aboriginal Relations and Reconciliation.*

**REPORT FROM IN-CAMERA:**

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

**QUESTIONS/COMMENTS  
FROM THE MEDIA:**

*There was one question from the Media. Mayor Pernarowski welcomed the new Terrace Standard reporter Lauren Benn.*

**ADJOURNMENT:**

*MOVED/SECONDED that the July 25, 2011 Regular Meeting of Council be now adjourned.*

*(No. 312)*

*Carried Unanimously.*

*The meeting adjourned at 8:25 p.m.*

**CERTIFIED CORRECT:**

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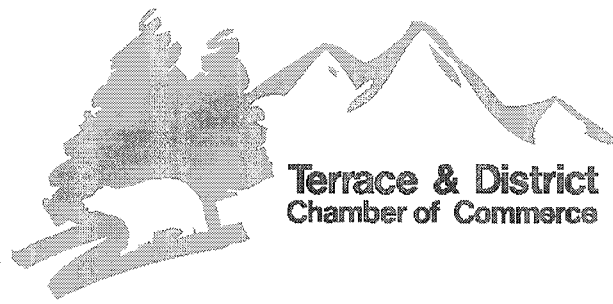
**Mayor**

*Alisa Thompson*

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**Interim Clerk**





August 4, 2011

TO: Mayor and Council, City of Terrace

FROM: Terrace & District Chamber of Commerce

RE: Fully Compensated Mayor Remuneration

The Terrace & District Chamber of Commerce recently polled their membership and the residents of the City of Terrace for their opinion on having a 'fully compensated Mayor' to represent them. This poll resulted in over 700 responses with 69.5% in favor.

**The preamble for the poll was:**

Terrace will be the hub of over \$10 billion in investment in the northwest in the next 5 years. Our region will attract provincial, national and international attention and we need to take advantage of this unique opportunity. To do this we need to focus our resources.

The Terrace & District Chamber of Commerce is proposing that Terrace now join many other communities in the province by electing a 'Full Time Mayor'. We need to have a representative who can focus all his or her attention on how to ensure that Terrace not only grows within the region but becomes a leader for the development of the northwest.

**The Purpose:**

Is to ensure that the City of Terrace Mayor receives fair compensation for the time needed to dedicate the majority of their working week to focus on the growth and development of current and potential projects; as the Leader of the community to be available to meet with business developers, investment teams and to interact with all levels of government on a regular basis.

**Background:**

There have been discussions in a number of forums for many years about the possibility of a 'full-time' fully compensated Mayor. Presently, possible Mayoral candidates are those that are either financially independent, retired or work another position in order to provide for their lifestyle, by opening the 'fully-compensated' position it would broaden the range of potential candidates.

As we head to a municipal election in November 2011, it is time to get the topic onto the Council agenda in order to facilitate an open discussion in a public manner.

Terrace is starting, as many Northern communities, to experience a positive climb towards resource development which brings positive increases to business and population. This positive growth needs to be sustained and be encouraged to grow in order to position Terrace as a leader in the region.

The Mayor's role is paramount in this process as they are seen as the Leader, the traditionally respected initial point of contact for a community and the person with the political influence to make things happen for potential developers and investors.

While we recognize that there will be budget challenges associated with this change, without making this monetary commitment now the climb to bigger things will take longer. Without strong focused Leadership we risk the chance of losing potential growth or at least risk maximizing the opportunities that are developing in our area.

This maybe a case of what comes first 'the chicken or the egg'. But many communities that have made this leap of faith, such as Dawson Creek have seen the economic benefits for their communities. Smaller communities like Fort St James are reviewing the possibilities as they recognize the need for a full time leader.

It is urgent that Terrace makes this investment now to ensure we can attract the best Leadership possible to capture the opportunities emerging today. By deferring this discussion to 2014 we will lose a unique opportunity in Terrace's development.

**Recommendations:**

The Terrace and District Chamber of Commerce:

1. Terrace City Council enact the necessary Bylaw so that the November 2011 Mayoral election be for a full-time fully-compensated Mayor.
2. Terrace City Council strike a task force consisting of members of the Chamber's Policy Committee and the City Administration/Finance Staff to review and make recommendations on the compensation for the full-time fully compensated Mayor with a report to Council no later than September 15, 2011.



**CITY OF TERRACE**

**DEVELOPMENT SERVICES COMPONENT**  
**OF THE COMMITTEE OF THE WHOLE REPORT**

**MEMO:** Ron Poole, CAO for Committee of the Whole  
**FROM:** David Block, City Planner  
**DATE:** August 8, 2011  
**SUBJ:** Business Improvement Area Bylaw 1982-2011 – Terrace Downtown Improvement Area.

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**RECOMMENDATION:**

*It is recommended that the City of Terrace Council consider and adopt a Bylaw to establish a Business Improvement Area in downtown Terrace.*

**BACKGROUND:**

*At the May 24, 2011 regular meeting Council passed 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Readings of a Bylaw to establish a Business Improvement Area in downtown Terrace. The Terrace Downtown Improvement Area (TDIA) Society formally requested on March 28, 2011 that Council initiate a process to implement a Business Improvement Area (BIA) for downtown Terrace.*

*A BIA is a method for collecting revenues for the purposes of promoting economic growth and enhancing activity in a commercial shopping and business district. Under provisions in the Community Charter, a BIA may be established by bylaw as a local service area at the initiative of Council.*

*The TDIA Society feels that the ability to bring together businesses to market and promote Downtown Terrace will increase economic activity and attract people to the downtown for shopping, dining and to invest in new business opportunities. The objectives outlined in the business promotion scheme would focus on downtown street beautification, marketing and promotion, organizing festivals and events and hiring a coordinator to facilitate these initiatives and strengthen partnerships in the BIA and with other community agencies to promote the downtown.*

*Bylaw 1982-2011 will establish a Business Improvement Area for a 5 year term with an annual levy providing a budget of \$60,000 in each year to the TDIA. All Class 5 or 6 taxable properties within the BIA Boundary will be charged the annual levy.*

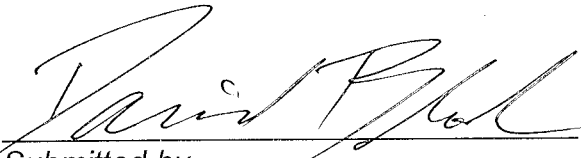
The legislated requirements for a 30 day petition period, in which affected property owners may consider the merits for establishing a BIA and indicate their opposition to this initiative, concluded on July 29, 2011. The petition process involved sending a letter to each affected property owner detailing the maximum amount the annual levy would be for each legal parcel and providing clear requirements for the method to submit a petition. The package also included a brochure prepared by the TDIA Society outlining the goals of the BIA and the potential benefits that might be realized. The petition process was unfortunately disrupted due to the Canada Post work stoppage in June. Staff extended the petition period from July 15<sup>th</sup> to July 29<sup>th</sup> and sent a follow-up letter to each of the 215 affected property owners informing them of the extension to ensure adequate opportunity for response.

In addition to these letters public notices were also placed in the Terrace Standard on June 8 and 15, 2011. A third notice was also placed on July 6, 2011 informing the public of the extension to the 30 day petition period to July 29<sup>th</sup>.

There were a total of 215 affected Class 5 and 6 commercial properties in the BIA Boundary area with a combined total Assessed value of 84,810,500. For the BIA bylaw to be defeated outright a minimum of 50 % of the affected properties representing 50% of the total assessed value would need to oppose the bylaw.

Attached, and forming part of this report, is a "Certificate of Insufficiency" signed by the City Clerk confirming that **thirty-nine (39)** valid petitions were received representing **18.1%** of the affected properties. The combined assessed value for these 39 properties is **19,029,900** representing **22.4%** of the total assessment. As such, the petitions opposing the establishing of a Business Improvement Area were not sufficient to prevent Council from considering adoption of Bylaw 1982-2011.

The creation of a Business Improvement Area in downtown Terrace offers strong potential to strengthen the downtown as the business and commercial heart of the community and to advance the growth and development of the downtown. The BIA represents another tool to support the many efforts by Council to revitalize the downtown undertaken since 2006. The efforts of the TDIA Society to promote a distinct and unique atmosphere should encourage activity in the downtown and make this an attractive area for investment, shopping and living.

  
Submitted by

  
Approved for Submission to Council



## Certificate of Insufficiency

**Regarding Petitions Against Work in Relation to:**

**City of Terrace**

**Business Improvement Area Bylaw No. 1982 - 2011**

The total number of properties potentially affected by the City of Terrace Business Improvement Area Bylaw No. 1982 - 2011, representing 100% of the total assessed value, is **Two Hundred and Fifteen (215)**.

The number of those properties potentially affected by the City of Terrace Business Improvement Area Bylaw No. 1982 - 2011 that must sign a petition against work with respect to the aforementioned bylaw in order to prevent Council from proceeding with its adoption, and representing 50% or more of the total assessed value, is **One Hundred and Seven (107)**.

The number of property owners that submitted petitions against work regarding the City of Terrace Business Improvement Area Bylaw No. 1982 - 2011, representing 19,029,900 or 22.4% of the total assessed value, was **Thirty-Nine (39)**. This response equates to 18.1% of the total number of affected properties.

I hereby certify that petitions against work received in relation to the aforementioned bylaw are not sufficient to prevent Council from considering this bylaw.

Heather Nunn,  
Corporate Administrator

Dated the 8<sup>th</sup> day of August, 2011.



**CITY OF TERRACE**

**BYLAW NO. – 2011**

**"A BYLAW OF THE CITY OF TERRACE TO ESTABLISH A BUSINESS IMPROVEMENT AREA."**

**WHEREAS** under the provisions of Section 215 of the Community Charter, the Municipal Council of the City of Terrace may, by bylaw, establish a local area service to be designated a business improvement area;

**AND WHEREAS** Council may levy and impose within such business improvement area a rate on land and improvements that fall or would fall within Class 5 or 6 of the Proscribed Classes of Property Regulation, B.C. Reg. 438/81, as amended to December 6, 2010;

**AND WHEREAS** Council intends to grant the monies raised by such levy to the Terrace Downtown Improvement Area Society for carrying out a business promotion scheme;

**AND WHEREAS** Terrace Downtown Improvement Area Society has requested that the Council proceed with this Bylaw to establish a business improvement area for a five (5) year period;

**AND WHEREAS** Council proposes to establish the business improvement area on its own initiative, and notice of this intention has been given in accordance with the provisions of the Community Charter;

**AND WHEREAS** Council has not received a petition from the owners of the parcels liable to be specially charged pursuant to this Bylaw sufficient to prevent it from establishing said business improvement area;

**NOW THEREFORE**, the Municipal Council of the City of Terrace, in open meeting assembled, hereby enacts as follows:

1.0 This Bylaw may be cited, for all purposes, as the "**City of Terrace Business Improvement Area Bylaw No. – 2011**"

2.0 In this Bylaw:

"Business Improvement Area" means the area designated and shown in bold outline on Schedule 'A' attached to and forming part of this Bylaw;

"City" means the City of Terrace;

"Council" means the Council of the City of Terrace;

*“Parcel” has the same meaning as in the Community Charter and, for the purposes of this Bylaw, means a parcel situated within the Business Improvement Area;*

*“Schedule” means a schedule attached to this Bylaw;*

*“Society” means the Terrace Downtown Improvement Area Society.*

- 3.0 All money raised pursuant to this Bylaw will be granted to the Terrace Downtown Improvement Area Society. There shall be levied and imposed within the Business Improvement Area, as outlined in Schedule ‘A’, a tax rate on a Parcel (land and improvements) that fall or would fall within Class 5 or 6 of the Proscribed Classes of Property Regulation, B.C. Reg. 438/81, as amended to December 6, 2010, of not more than \$0.71 per \$1,000 of assessed value, provided that the maximum amount that may be levied in any calendar year pursuant to this Bylaw shall not exceed \$60,000.*

*Money raised pursuant to this Bylaw shall be paid to the Society on or before the first day of August in each year during the period that this Bylaw is in effect.*

- 4.0 All money granted pursuant to this Bylaw must be expended only:*

- 1. by the Society; and*
- 2. for the purpose of a Business Promotion Scheme which may include:
  - a) carrying out studies or making reports respecting the Business Improvement Area;*
  - b) the improvement, beautification or maintenance of streets, sidewalks or municipally-owned land, buildings or structures in the Business Improvement Area;*
  - c) the conservation of heritage property in the Business Improvement Area; and*
  - d) the encouragement of business in the Business Improvement Area.**

*As set out in Schedule ‘B’ of this Bylaw.*

- 5.0 As a condition of the City transferring funds to the Society, the Society must, on or before the first day of November of the prior year submit to Council a budget for the purposes of the Business Promotion Scheme set out in Schedule ‘B’ of this Bylaw.*
- 6.0 The Society shall prepare, and submit to Council; by April 1<sup>st</sup> in each year during the period that this Bylaw is in effect the Society’s financial statements to the previous financial year end of the Society. The financial statements*

*shall include: the notes thereto and supporting schedules, consisting of statements of income and retained earnings and cash flow; a balance sheet; and other related statements and information that may be required in accordance with generally accepted accounting standards applied on a basis consistent with that of the previous year.*

*7.0 The Society shall provide the City with a copy of an insurance policy insuring the Society in accordance with the specifications set out in Schedule 'C', attached hereto and forming part of this Bylaw, which insurance shall be maintained by the Society.*

*8.0 This Bylaw shall cease to have effect at midnight on December 31, 2016.*

***READ a first time this 24<sup>th</sup> day of May, 2011.***

***READ a second time this 24<sup>th</sup> day of May, 2011.***

***READ a third time this 24<sup>th</sup> day of May, 2011.***

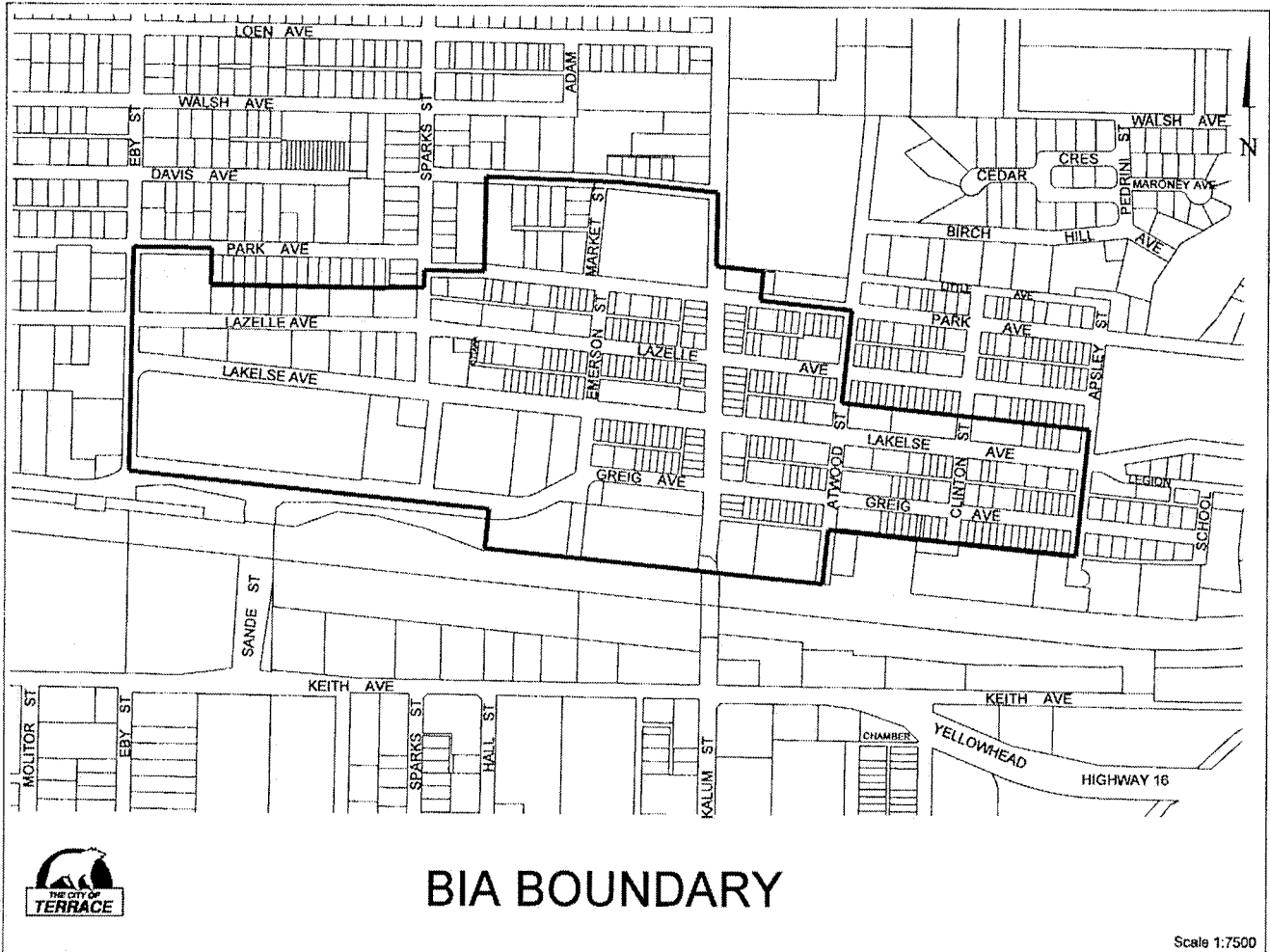
***ADOPTED this*** \_\_\_\_\_ ***day of*** \_\_\_\_\_ ***, 2011.***

\_\_\_\_\_  
***Mayor***

\_\_\_\_\_  
***Clerk***

**SCHEDULE 'A'**

**Business Improvement Area**



**SCHEDULE 'B'**

**Business Promotion Scheme**

1. *Carrying out studies and developing reports respecting the Business Improvement Area and marketing and promoting the Business Improvement Area.*
2. *The physical improvement, beautification or maintenance of streets, sidewalks or municipally-owned lands in the Business Improvement Area.*
3. *The encouragement of business through various initiatives which may include, but are not necessarily limited to, organizing of events, activities and festivals in the Business Improvement Area.*
4. *Maintaining an office and hiring a staff person, responsible to the Society, to coordinate and conduct the day-to-day administration and business of the Society.*

**SCHEDULE 'C'****Insurance Specifications**

1. *The Terrace Downtown Improvement Area Society shall provide and maintain Comprehensive General Liability Insurance acceptable to the City of Terrace and subject to limits of not less than Two Million Dollars (\$2,000,000) inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof. The insurance shall cover anyone employed directly or indirectly by the Applicant as well as any contractor or subcontractors hired by the Terrace Downtown Improvement Area Society.*
2. *The City of Terrace shall be added as an additional named insured under the Comprehensive General Liability and the Policy shall contain a Cross Liability Clause.*
3. *The Terrace Downtown Improvement Area Society shall provide the City of Terrace with a copy of its Comprehensive General Liability insurance policy prior to the City providing funding under Section 3 of this Bylaw.*
4. *The Terrace Downtown Improvement Area Society's Comprehensive General Liability insurance policy shall contain an endorsement to provide the City with 30 days written notice of change or cancellation.*

**REPORT OF THE COMMITTEE OF THE WHOLE  
MEETING HELD IN THE MUNICIPAL COUNCIL  
CHAMBERS ON THURSDAY, JULY 28, 2011 AT  
12:10 P.M.**

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Chair D. Pernarowski presided. Members present were B. Bidgood, B. Downie and B. Pollard. Members L. Christiansen, C. Leclerc and B. Martindale were absent. Also in attendance were H. Nunn, Interim Chief Administrative Officer and A. Thompson, Interim Clerk.

The Committee of the Whole meeting commenced at 12:10 p.m.

**1. MINISTERIAL MEETINGS AT THE 2011 UNION OF  
B.C. MUNICIPALITIES ANNUAL CONVENTION**

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Chair Pernarowski explained that the purpose of this meeting was to determine which issues should be brought forward to Provincial Ministers during the 2011 Union of BC Municipalities (UBCM) Annual Convention. Member Bidgood asked for some background regarding the practice of meeting with Provincial Ministers at the Convention. Member Downie provided some history and a discussion regarding the effectiveness of these meetings ensued.

Meetings with the following Ministries and agencies were considered:

Ministry of Advanced Education

Post secondary funding issues and the financial situation at Northwest Community College were suggested as possible topics. Staff will contact Northwest Community College to inquire if the senior management there feels it would be advantageous for Council to meet with the Minister.

Attorney General

An update on Legal Aid funding in the Province, cost containment for RCMP expenses, and the shortage of Provincial Court Judges in the Northwest were identified as topics to discuss with the Attorney General.

Ministry of Children and Family Development or Ministry of Social Development

Child poverty and the need for a 24-hour youth shelter in the community were raised. These issues could fall under the purview of the Ministry of Children and Family Development or the Ministry of Social Development.

Ministry of Community, Sport and Cultural Development

The reinstatement of community gaming grants was identified as an issue to raise with the Minister. How the Ministry can help the City to best prepare for impacts from major projects which will be developing in the region in the future, whether financial or staff support, was also suggested. Aging community infrastructure, and in particular, aging recreational facilities were also identified as issues to raise.

Ministry of Finance

The concept of revenue sharing with the mining industry, similar to the Fair Share program, could be discussed with the Minister of Finance. The BC Chamber of Commerce is preparing a paper on this subject. The result of the HST referendum is a second potential topic of discussion with the Minister.

Ministry of Forests, Lands and Natural Resource Operations or Ministry of Jobs, Tourism and Innovation

The forgiveness of the outstanding Shames Mountain Ski Corporation loans was identified, but there was some question if this topic might best be addressed with the Minister of Jobs, Tourism and Innovation. The Chair will contact the Minister of Jobs, Tourism and Innovation to get his input on the subject and the suitability of a meeting. The Committee would like to meet with the Minister of Forests, Lands and Natural Resource Operations to express the City's appreciation for the changes to date on the permitting process and to promote the

idea of an expanded Front Counter BC which would have the permitting approval process here in Terrace. This could also be expressed in a letter to the Minister if there is no need to have a meeting regarding the Shames Mountain Ski Corporation outstanding loans.

Ministry of Health

The Committee would like to request a meeting with the Minister of Health to discuss the replacement of the Mills Memorial Hospital as well as the need for a trauma centre at the Hospital.

The recent Fraser Institute Report on the state of health care in the Northwest was a second possible topic of discussion. The Committee felt it would be prudent to check with the Regional District of Kitimat-Stikine and the Northwest Regional Hospital District Board to see if they were raising these issues at UBCM. If they are planning to do so then Council could join their meeting(s) rather than requesting a separate meeting.

Ministry of Transportation and Infrastructure

The presentation of the Transportation Roundtable recommendations to improve transportation in the Northwest region was suggested as a topic to discuss with this Minister. Member Downie will contact the Northwest Corridor Development Corporation board to see if they have further recommendations regarding transportation issues. The Cranberry Connector and its importance in the context of the Nisga'a Lisims Government as well as a request that the Minister support our request to the Federal Government to have a CANPASS office at the Northwest Regional Airport were also identified as topics.

**It was recommended that** the following meetings be arranged for the Union of B.C. Municipalities Annual Convention:

- Ministry of Advanced Education (if required);
- Attorney General;
- Ministry of Children and Family Development or Ministry of Social Development;
- Ministry of Community, Sport and Cultural Development;
- Ministry of Finance;
- Ministry of Forests, Lands and Natural Resources or the Ministry of Jobs, Tourism and Innovation (if required);
- Ministry of Health (if required); and
- Ministry of Transportation and Infrastructure.

## **2. NCLGA REPRESENTATION AT UBCM**

Member Bidgood will be attending a North Central Local Government Association (NCLGA) executive meeting which will be held during UBCM and would like to stay for the UBCM conference. He is the Regional District of Kitimat-Stikine representative on the NCLGA executive and his travel to the NCLGA meeting being held during UBCM will be covered by the Regional District. The Council Travel Budget has funding for each member of Council to attend either the Federation of Canadian Municipalities (FCM) Annual Convention or the UBCM Convention and Councillor Bidgood attended FCM earlier this year. He asked if there was sufficient funding to attend UBCM on behalf of the City as well. Council has budgeted to send five representatives to UBCM this year. By August 8 Council will know who would like to attend UBCM. Should only four members of Council indicate they would like to attend the convention there would be sufficient funding in the budget for Councillor Bidgood to attend the convention on behalf of Council. If five other members

of Council, besides Councillor Bidgood, have indicated they would like to attend then the Council Unbudgeted Travel account could be examined to see if there are sufficient funds remaining in that account for this trip.

**There were no recommendations.**

The July 28, 2011 Committee of the Whole meeting adjourned at 1:15 p.m.

**CERTIFIED CORRECT**

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Chair

  
Interim Clerk

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**REPORT OF THE COMMITTEE OF THE WHOLE  
MEETING HELD IN THE MUNICIPAL COUNCIL  
CHAMBERS ON WEDNESDAY, AUGUST 3, 2011 AT  
4:00 P.M.**

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Chair D. Pernarowski presided. Members present were B. Bidgood, L. Christiansen, B. Downie, C. Leclerc, B. Martindale (via teleconference) and B. Pollard. Also in attendance were H. Nunn, Interim Chief Administrative Officer, R. Bowles, Director of Finance, L. Teggarty, Deputy Treasurer, and A. Thompson, Interim Clerk.

The Committee of the Whole meeting commenced at 4:00 p.m.

**1. BUDGET SURPLUS FROM TOWNS FOR TOMORROW  
GRANT**

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Chair Pernarowski opened the meeting and confirmed that Member Martindale was able to hear him over the telephone. He turned the meeting over to the Director of Finance who reviewed his report of July 28, 2011. The Director provided a brief history of the project and the budget discussions regarding the Co-op building demolition. He put five options forward to Council:

1. Co-op Building Demolition (amended to \$284,400)  
This option offers a very good potential return on investment as an appraisal indicates a \$450,000 increase in value if the building is demolished;
2. New Road Project (\$375,000)  
There is a road replacement backlog and adding to the 2012 roads overlay budget offers a good return and improves our roads;
3. Leave in surplus (\$375,000)  
The five-year plan includes a major road undertaking which leaves our surplus low. This option will increase the general surplus to a normal average level of \$800,000, plus an additional \$125,000 for future considerations.

4. Skeena Industrial Development Park Intersection (\$624,000)

This project is already in the 2012 budget but we are borrowing \$300,000. Using the noted surplus instead generates a small return as the interest charges are saved and the \$62,400 per year for five years is freed up for future considerations.

5. New Project

Council may wish to consider a new commitment. Using the noted surplus instead of borrowing will generate a small return. Using the noted surplus instead of increasing taxes will defer the financial impact to future years.

Member Bidgood suggested the new project could be a financial contribution to My Mountain Co-op for the purchase of the Shames Mountain Ski Hill.

Member Leclerc asked if there was an additional \$109,000 in the budget to allow the City to demolish the Co-op building and to make a contribution to My Mountain Co-op. The \$375,000 unallocated surplus could be divided to allocate \$284,400 to the Co-op demolition with the remaining \$90,600 (plus the additional \$109,000) going to My Mountain Co-op to make a total \$200,000 contribution to My Mountain Co-op. The Director of Finance explained at this time there is not an extra \$109,000 in the budget.

Member Bidgood noted that the project cost estimate has been revised to be decreased to \$284,400. He asked if it could be decreased further. Staff did not believe there are additional savings to be found beyond what has already been indicated.

Member Martindale supported the Co-op building demolition as it will provide a good return regardless of whether the property is sold or redeveloped. He emphasized that the Shames Mountain Ski

Hill is important to the local economy and he would like to put money towards both projects if at all possible. If there is not sufficient money available to support both projects then he would be in favour of putting the money towards My Mountain Co-op. Member Martindale left the meeting at this time.

Member Bidgood would like to both demolish the former Co-op building and support the My Mountain Co-op. He believes the only way to make the former Co-op property marketable is to demolish the building. My Mountain Co-op is a community asset and this is an opportunity to invest. Member Bidgood commented that these two options provide the greatest return and have the most public support.

Member Pollard would like to see the demolition of the former Co-op building but he is not comfortable with transferring large sums of money to My Mountain Co-op and would prefer to see the funds go towards the development of the industrial park at the airport lands. Member Pollard indicated that at least two businesses in the past year have expressed an interest in developing at the industrial development park, but not without infrastructure in place. He pointed out the opportunity to leverage the money with Provincial and Federal grants. Member Pollard suggested there are other alternatives for the Co-op property and the Downtown Revitalization Tax Exemption would make a significant incentive for a developer to work with the existing Co-op building.

Member Christiansen would like to leave the money in surplus while Council entertains the options available to them. She sees the value of the industrial development park, but views it as a long-term project. She felt it would be preferable to fund the industrial development park over the Co-op building demolition. Member Christiansen

questioned the need to remove the Co-op building.

Member Leclerc fully supported the Co-op building demolition. The property is the anchor for the downtown and taking down the building will move the downtown revitalization plan forward.

Member Downie supported the Co-op building demolition as he believes the property is an anchor in the downtown revitalization plan. With a number of major projects developing in the region in the near future there is a need to position our community for long-term revitalization and he feels the downtown area is crucial. The demolition opens the door to redevelopment whether the property is privately or publicly owned. Member Downie would like to see the remaining funds left over from the demolition go towards My Mountain Co-op so the City can contribute toward the ski hill. While the development of the industrial park at the airport lands is worthwhile, potential businesses will need more than a road - they will need other infrastructure such as a rail line.

Chair Pernarowski supported the demolition of the former Co-op building as it offers a good return on investment and will facilitate the sale of the property. He felt the development of the industrial park is a long-term goal but the price for the demolition is good and he would like to see it proceed. He would like to see the remaining money go towards the industrial park as the provincial and federal grant will expire in 2013. Chair Pernarowski would like to examine other options such as borrowing for My Mountain Co-op.

Member Pollard reminded the Committee that the Co-op building demolition doesn't guarantee the property will be sold.

Member Christiansen indicated she was not in favour of borrowing funds and would not support the demolition of the former Co-op building.

**It was recommended that** Council reallocate \$284,400 from the 4600 Davis Avenue Reconstruction Project to fund the Co-op Demolition Project:

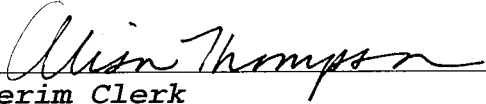
And that the 2011 - 2015 Financial Plan Bylaw be amended accordingly.

The August 3, 2011 Committee of the Whole meeting adjourned at 4:30 p.m.

**CERTIFIED CORRECT**

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**Chair**

  
**Interim Clerk**





**CITY OF TERRACE**

**COUNCIL REPORT**

**MEMO:** Heather Nunn, Acting CAO for Mayor & Council  
**FROM:** Ron Bowles, Director of Finance  
**DATE:** August 4, 2011  
**SUBJ:** My Mountain Co-op Funding Request

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**RECOMMENDATION: THAT Council considers the \$200,000 funding request by My Mountain Cooperative.**

**BACKGROUND:** On July 11, 2011 My Mountain Co-operative requested \$200,000 funding assistance from the City of Terrace. They have made the same request to Prince Rupert and Kitimat. The request has been denied by Prince Rupert, at this time, and Kitimat has not made a decision. The item is scheduled for the Regional District of Kitimat-Stikine's August 19<sup>th</sup> meeting.

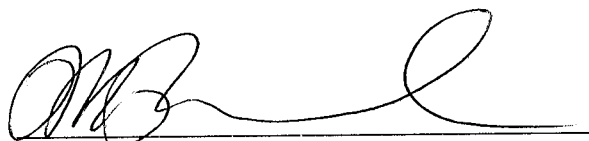
Council requested options, should they consider the funding request. Following is the recommended action:

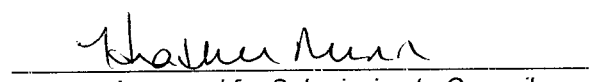
- Fund any contribution to My Mountain Co-op from a five-year, interest bearing loan from Northern Development Initiative Trust (NDI);
- Designate contribution as a grant of assistance;
- To protect taxpayers money, enter a partnering agreement and establish a security position on the ski hill assets;
- To limit liability, consider establishing a corporation with the other regional local governments, and have that corporation grant the funds and hold the security position; and
- Approve funding in principle, to be paid upon an appropriate trigger such as acquisition of Shames Mountain Ski Hill, raising the necessary funds to purchase and operate the ski hill and obtaining the loan from NDI.

**BUDGETARY IMPACT OF RECOMMENDATION (if applicable):**

Budgeted Amount:

Unbudgeted Amount: \$200,000

  
Submitted by

  
Approved for Submission to Council





**CITY OF TERRACE**

**COUNCIL REPORT**

**MEMO:** Mayor and Council

**FROM:** A. Thompson, Executive Assistant

**DATE:** August 8, 2011

**SUBJ:** Approval for Travel – Union of B.C. Municipalities Annual Convention

**BACKGROUND:**

*In Council's 2011 Travel Budget funds have been allocated to send two members of Council to the Federation of Canadian Municipalities (FCM) annual convention and five members to the Union of B.C. Municipalities (UBCM) annual convention. Councillor Bidgood attended the FCM annual convention earlier this year and would like to attend UBCM as well. He is the Regional District of Kitimat-Stikine representative on the North Central Local Government Association (NCLGA) executive and they will be having a meeting in Vancouver during the evening of Monday, September 26. The Regional District has indicated they will cover his cost to attend the NCLGA executive meeting but not the UBCM convention or associated costs with the convention.*

*Should Council be sending five delegates, not including Councillor Bidgood, to the UBCM convention then approval would be required from Council for Councillor Bidgood to travel to the convention with the funds coming from the Council's Unbudgeted Travel. Should only four members of Council plan to attend the UBCM convention then there is no requirement to use the Unbudgeted Travel for Councillor Bidgood's trip.*

*Estimated costs for one delegate to attend (excluding travel) are estimated as follows:*

<i>Hotel (4 nights)</i>	<i>\$1,100.00</i>
<i>Registration</i>	<i>625.00</i>
<i>Banquet</i>	<i>100.00</i>
<i>Per Diem</i>	<i>169.00</i>
<b>TOTAL ESTIMATED COST</b>	<b>\$1,994.00</b>

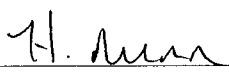
*In order to keep within budget allocations, this is being submitted for Council review and recommendation.*

**BUDGETARY IMPACT OF RECOMMENDATION (if applicable):**

	<u>Treas.</u>
Unallocated Travel Budget for 2011	\$ 2,928.22
Less: Travel Expenses for NCDC Strategic Planning (Res. No. 306)	<u>1,225.00</u>
Subtotal	\$1,703.22
Less: Travel Expenses for UBCM	<u>1,994.00</u>
Remaining Unallocated Travel Budget for 2011	<u>- \$ 290.78</u>

**COUNCIL INITIATIVE:**

  
\_\_\_\_\_  
Submitted by Alisa Thompson

  
\_\_\_\_\_  
Approved for Submission to Council

# MEMO

TO: Mayor and Council  
 FROM: Fire Chief John Klie  
 DATE: July 21, 2011  
 RE: 2011 SECOND QUARTER FIRE DEPARTMENT REPORT



2011 APRIL TO JUNE INCIDENTS / RESPONSES					
INCIDENT TYPE	Apr.	May	June	Total	%
Aircraft Emergencies	0	0	0	0	0.0%
Assist General Public	1	5	1	7	3.5%
Complaint (Burning)	1	5	4	10	5.0%
Complaint (Public)	0	0	0	0	0.0%
False Alarm (Accidental)	1	6	3	10	5.0%
False (Malicious)	0	0	0	0	0.0%
False Alarm (Other-Equip.)	1	2	2	5	2.5%
FIRE (Outside)	7	4	4	15	7.5%
FIRE (Person)	0	0	0	0	0.0%
FIRE (Structure)	2	1	3	6	3.0%
FIRE (Vehicle)	1	1	1	3	1.5%
First Responder	44	32	45	121	60.5%
Fuel Smell/Leak	0	2	2	4	2.0%
Haz-Mat	0	0	0	0	0.0%
Investigation (Fire)	0	0	0	0	0.0%
Mutual Aid	2	0	1	3	1.5%
Prevention Tours & Talks	0	0	1	1	0.5%
Rekindle Check (Fire)	0	0	0	0	0.0%
Rescue (Misc.)	1	1	2	4	2.0%
Rescue (MVA)	4	2	5	11	5.5%
Emerg. Training Exercises	0	0	0	0	0.0%
<b>TOTAL CALLS:</b>	<b>65</b>	<b>61</b>	<b>74</b>	<b>200</b>	

STATION LOGS (NO RESPONSE)					
TN LOG TYPE	Apr.	May	June	Totals	%
Alarm/System Maintenance	15	15	12	42	35.3%
Alarms (Other)	0	0	0	0	0.0%
Complaints (Misc.)	1	0	0	1	0.8%
COT Service Calls	12	16	11	39	32.8%
Fire Drills	1	0	0	1	0.8%
Misc.	11	14	1	26	21.8%
Public Fire Safety Training	0	0	0	0	0.0%
Referral to Other Agency	0	0	0	0	0.0%
SAR	1	0	3	4	3.4%
Thornhill	1	1	0	2	1.7%
Tours & Talks	1	1	2	4	3.4%
<b>TOTAL CALLS:</b>	<b>43</b>	<b>47</b>	<b>29</b>	<b>119</b>	

## INCIDENTS:

The Fire Department responded to a total of:

- 39 Fire Related Calls (20% of Call Volume)
- 121 First Responder Calls (60.5% of Call Volume)
- 11 Rescue Calls (5.5% of Call Volume)

**ON CALL HOURS:**

- 1,116 Hours for our 8 Career Fire Fighters (approximately 140 Hours per Member)
- 3,420 Hours for our 25 Volunteer Fire Fighters (approximately 137 Hours per Member)

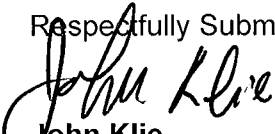
**TRAINING:** A total of 678 man hours was spent in training this second quarter:

- 440 man hours fire practice training
- 238 man hours outside fire practice.

**STANDBY SHIFTS:**

- 48.5 Day Shifts
- 73 Night Shifts

Respectfully Submitted:



John Klie  
Fire Chief

**INCIDENT TYPE DESCRIPTIONS**

- **Aircraft Emergencies** - Self explanatory.
- **Assist General Public** - Any assist that doesn't fit into another category (i.e. helping someone set up a sump-pump)
- **Complaint (Burning)** - Smoke complaints within City limits.
- **Complaint (Public.)** - Public complaint that doesn't fit into any other category.
- **False Alarm (Accidental)** - Set off accidentally by someone, cooking etc.
- **False Alarm (Malicious)** - Maliciously triggering an alarm, when there is no fire.
- **False Alarm (Other-Equip.)** - Someone working and didn't advise, equipment failure, etc.
- **FIRE (Outside)** - Any fires outside (dumpster, hydro poles, bush fires, etc.)
- **FIRE (Person)** - Any fire on or involving a person (i.e. smoking and lit clothes on fire, etc.)
- **FIRE (Structure)** - Any fire involving a structure.
- **FIRE (Vehicle)** - This would include all vehicle fires, including campers, fifth wheels.
- **First Responder** - Self-explanatory, includes lift assists and Medic Alerts.
- **Fuel Smell/Leak** - Self-explanatory.
- **Haz-Mat** - Checking out a Natural Gas smell as well as obvious large incidents involving hazardous materials.
- **Investigation (Fire)** - Self-explanatory, record man hours of investigators and exposure to "SM".
- **Mutual Aid** - Thornhill requests our assistance on a call.
- **Prevention Talks & Activities** - Any fire prevention activity where we respond.
- **Rekindle Check (Fire)** - Self-explanatory, record man hours & SM exposure, if applicable.
- **Rescue (M.V.A.)** - Self-explanatory.
- **Rescue (misc.)** - For a rescue not involving MV (i.e. child rescued from drainage pipe, etc.)
- **Emergency Training Exercise** - Training exercises involving vehicle response.

**STATION LOG DESCRIPTIONS (NO RESPONSE)**

- **ACT, Alarm/System Maintenance** - Terrace fire alarm maintenance work (Workers working at schools, malls, etc.)
- **\*\*ACT, Alarms (Other)** - Airport monitored alarms.
- **ACT, Complaints (Misc)** - Miscellaneous complaints that don't fit another category but did not require our response.
- **ACT, COT Service Calls** - All service work & confined space @ City locations.
- **ACT, Fire Drills** - Self explanatory.
- **ACT, Misc.** - For calls that do not require a response but don't fit into any other category
- **ACT, Public Fire Safety Training** - Formal organized training, such as extinguisher training, conducted at fire hall.
- **ACT, Referral To Other Agency** - referrals to PNG, RCMP, Highways, etc.
- **ACT, SAR** - Terrace Search and Rescue / Water Rescue calls.
- **ACT, Thornhill** - All non-response queries that fall within Thornhill's response area.
- **ACT, Tours & Talks** - Fire safety talks or tours @ Terrace Fire Hall.

## Cheque Register-Summary-Bank



Supplier : 00001 To PT00000370  
 Cheque Dt. 01-Jul-2011 To 31-Jul-2011  
 Bank : 3 - GENERAL - BANK OF NOVA SCOTIA

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer T=EFT-Fi

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
50597	07-Jul-2011	00198	BANDSTRA TRANSPORTATION SYSTEMS LT	Issued	167	C	616.47
50598	07-Jul-2011	00365	BC HYDRO	Issued	167	C	11,309.71
50599	07-Jul-2011	63347	BRYANT ELECTRIC LTD.	Issued	167	C	4,322.77
50600	07-Jul-2011	70144	BUHR, STEVEN DONALD	Issued	167	C	235.17
50601	07-Jul-2011	00565	CANADIAN NATIONAL RAILWAYS	Issued	167	C	491.65
50602	07-Jul-2011	70953	CARVELLO LAW CORPORATION	Issued	167	C	291.20
50603	07-Jul-2011	60492	D. ANDRES QUALITY CONSTRUCTION SOLU	Issued	167	C	880.32
50604	07-Jul-2011	60516	ECONO CHEM	Issued	167	C	1,251.04
50605	07-Jul-2011	71072	EDWIN DE LA RAMA	Issued	167	C	162.50
50606	07-Jul-2011	60533	EMJAY EXTINGUISHERS	Issued	167	C	1,397.31
50607	07-Jul-2011	71077	FISHER, GERALD	Issued	167	C	350.00
50608	07-Jul-2011	01090	FRED SURRIDGE LTD	Issued	167	C	1,316.06
50609	07-Jul-2011	71074	HILDEBRANDT, JONATHAN	Issued	167	C	57.00
50610	07-Jul-2011	01317	INPROTECT SYSTEMS INC.	Issued	167	C	520.80
50611	07-Jul-2011	80919	JEPHSON, DAVID	Issued	167	C	2,182.92
50612	07-Jul-2011	PT00000367	JEWELL, MELANIE D	Issued	167	C	74.92
50613	07-Jul-2011	61178	KERMODEI TOURISM SOCIETY	Issued	167	C	120,000.00
50614	07-Jul-2011	01463	KERMODEI VETERINARY HOSPITAL	Issued	167	C	28.87
50615	07-Jul-2011	81007	KIRBY, JAKE	Issued	167	C	179.20
50616	07-Jul-2011	71075	KLEPETAR, AMY	Issued	167	C	195.84
50617	07-Jul-2011	01612	MAGNUM ROAD BUILDERS INC	Issued	167	C	16,100.00
50618	07-Jul-2011	81221	MILLER, BRUCE	Issued	167	C	1,330.89
50619	07-Jul-2011	01669	MIN OF FIN & CORP RELATIONS	Issued	167	C	1,736,626.64
50620	07-Jul-2011	70584	MINISTER OF FINANCE (MSP)	Issued	167	C	8,376.00
50621	07-Jul-2011	71078	NATIONAL SPEAKERS BUREAU	Issued	167	C	2,500.00
50622	07-Jul-2011	01870	OAKCREEK GOLF & TURF INC	Issued	167	C	39.51
50623	07-Jul-2011	70758	PEDERSEN, LANA JANELLE N.	Issued	167	C	228.46
50624	07-Jul-2011	60481	PETERS, DAVID L	Issued	167	C	464.74
50625	07-Jul-2011	00693	PETTY CASH - ADMIN OFFICE	Issued	167	C	140.19
50626	07-Jul-2011	02150	RECEIVER GENERAL FOR CANADA	Issued	167	C	78,834.08
50627	07-Jul-2011	02227	ROSSCO VENTURES LTD.	Issued	167	C	12,244.45
50628	07-Jul-2011	01895	SAVE-ON-FOODS	Issued	167	C	102.03
50629	07-Jul-2011	71076	TAYLOR, COLIN GORDON AND MORAN, MAR	Issued	167	C	100.00
50630	07-Jul-2011	02550	TERRACE ECONOMIC DEVELOPMENT AUTH	Issued	167	C	41,250.00
50631	07-Jul-2011	02605	TERRACE PAVING	Issued	167	C	132,183.95
50632	07-Jul-2011	02615	TERRACE PUBLIC LIBRARY	Issued	167	C	45,237.50
50633	07-Jul-2011	69341	THOMPSON, ADRASTEIA (ALISA)	Issued	167	C	57.08
50634	07-Jul-2011	02719	TRI-CITY REFRIGERATION INC	Issued	167	C	438.49
50635	07-Jul-2011	02750	UPLANDS NURSERY	Issued	167	C	267.88
50636	07-Jul-2011	02155	VAN HOUTTE COFFEE SERVICES INC.	Issued	167	C	147.86
50637	07-Jul-2011	00586	WASTE MANAGEMENT	Issued	167	C	1,098.56
50638	07-Jul-2011	01475	WESTKEY GRAPHICS LTD.	Issued	167	C	2,005.36
50639	07-Jul-2011	02924	WORKERS COMPENSATION BOARD	Issued	167	C	18,475.72
50640	07-Jul-2011	60162	YELLOWHEAD PAVEMENT MARKING DIVISIK	Issued	167	C	151.20
50641	14-Jul-2011	00040	ACKLANDS-GRAINGER INC	Issued	174	C	447.94
50642	14-Jul-2011	00198	BANDSTRA TRANSPORTATION SYSTEMS LT	Issued	174	C	86.22
50643	14-Jul-2011	00201	BANK OF MONTREAL (CANADA SAFEWAY)	Issued	174	C	529.70
50644	14-Jul-2011	63365	BARRIGAR INTELLECTUAL PROPERTY LAW	Issued	174	C	124.42
50645	14-Jul-2011	00410	BC TRANSIT	Issued	174	C	35,914.00
50646	14-Jul-2011	00240	BEAUDETTE CONTRACTING	Issued	174	C	9,977.34
50647	14-Jul-2011	63347	BRYANT ELECTRIC LTD.	Issued	174	C	9,967.82
50648	14-Jul-2011	00580	CANADIAN RED CROSS SOCIETY	Issued	174	C	184.70
50649	14-Jul-2011	PT00000368	CHISHOLM, RONALD A AND CHISHOLM, ADR	Issued	174	C	285.42
50650	14-Jul-2011	02009	CLEARTECH INDUSTRIES INC	Issued	174	C	826.56

## Cheque Register-Summary-Bank



Supplier : 00001 To PT00000370

Cheque Dt. 01-Jul-2011 To 31-Jul-2011

Bank : 3 - GENERAL - BANK OF NOVA SCOTIA

Seq : Cheque No. Status : All

Medium : M=Manual C=Computer T=EFT-Fi

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 3 GENERAL - BANK OF NOVA SCOTIA</b>							
50651	14-Jul-2011	70090	CLEVELAND, CORINA	Issued	174	C	180.00
50652	14-Jul-2011	80190	COMERFORD, AMANDA	Issued	174	C	88.79
50653	14-Jul-2011	80184	CONNAUGHTON, PATRICIA	Issued	174	C	1,408.36
50654	14-Jul-2011	00814	DB PERKS & ASSOCIATES LTD	Issued	174	C	1,412.78
50655	14-Jul-2011	01570	DHL EXPRESS (CANADA) LTD.	Issued	174	C	1,383.53
50656	14-Jul-2011	00972	ELECTRONIC FUTURES	Issued	174	C	249.66
50657	14-Jul-2011	60533	EMJAY EXTINGUISHERS	Issued	174	C	597.30
50658	14-Jul-2011	01014	FAMILY SERVICES OF GREATER VANCOUVE	Issued	174	C	568.10
50659	14-Jul-2011	70661	FIORI DESIGN	Issued	174	C	57.12
50660	14-Jul-2011	01103	G.E.R.S. ELECTRICAL REPAIR & SERVICE LT	Issued	174	C	2,119.04
50661	14-Jul-2011	01175	GUILLEVIN INTERNATIONAL INC	Issued	174	C	12,641.28
50662	14-Jul-2011	71001	JELCON EQUIPMENT LTD	Issued	174	C	588.00
50663	14-Jul-2011	01511	LAND TITLE & SURVEY AUTHORITY OF BC	Issued	174	C	23.75
50664	14-Jul-2011	70485	LITTLE HOE CONTRACTING	Issued	174	C	238.00
50665	14-Jul-2011	70396	M&M SUPPLIES	Issued	174	C	160.57
50666	14-Jul-2011	71066	MAGNUM OPUS MANAGEMENT	Issued	174	C	1,125.00
50667	14-Jul-2011	01586	MCALPINE & COMPANY	Issued	174	C	8,400.00
50668	14-Jul-2011	01584	MCELHANNEY CONSULTING SERVICES LTD	Issued	174	C	5,393.17
50669	14-Jul-2011	70386	MINHINNICK, KELSEY	Issued	174	C	429.97
50670	14-Jul-2011	01660	MINISTER OF FINANCE	Issued	174	C	71.04
50671	14-Jul-2011	02739	NAPA AUTO PARTS	Issued	174	C	319.42
50672	14-Jul-2011	01765	NORCO SEPTIC SERVICE 2006 INC.	Issued	174	C	5,791.47
50673	14-Jul-2011	60475	OPUS DAYTONKNIGHT CONSULTANTS LTD.	Issued	174	C	11,743.58
50674	14-Jul-2011	01910	PACIFIC NORTHERN GAS LTD	Issued	174	C	13,464.06
50675	14-Jul-2011	81428	PELLEGRINO, SHERRY	Issued	174	C	1,661.50
50676	14-Jul-2011	00691	PETTY CASH - LEISURE SERVICES	Issued	174	C	170.09
50677	14-Jul-2011	00697	PETTY CASH-FIRE DEPT	Issued	174	C	68.23
50678	14-Jul-2011	00695	PETTY CASH-PUBLIC WORKS DEPT	Issued	174	C	144.38
50679	14-Jul-2011	68010	PRAXAIR DISTRIBUTION	Issued	174	C	69.33
50680	14-Jul-2011	61735	PREMIER PACIFIC SEEDS LTD	Issued	174	C	481.04
50681	14-Jul-2011	70020	PREMIERE CONFERENCING CANADA B9261	Issued	174	C	45.78
50682	14-Jul-2011	61913	R. NICHOLLS DISTRIBUTORS INC.	Issued	174	C	768.64
50683	14-Jul-2011	60854	RAIDER HANSEN INC.	Issued	174	C	430.08
50684	14-Jul-2011	71081	ROGERS, ANDAM	Issued	174	C	203.45
50685	14-Jul-2011	02226	ROYAL BANK OF CANADA - MORTGAGE OPT	Issued	174	C	770.00
50686	14-Jul-2011	70252	RYPMA, MARYKA	Issued	174	C	403.69
50687	14-Jul-2011	00132	SHERRY ANDERSON NOTARY PUBLIC	Issued	174	C	3,028.82
50688	14-Jul-2011	62019	SOFTCHOICE CORPORATION	Issued	174	C	12,262.32
50689	14-Jul-2011	71079	SPLASHABLES INC.	Issued	174	C	517.78
50690	14-Jul-2011	69065	SPOTTED HORSE FARM & NURSERY	Issued	174	C	868.69
50691	14-Jul-2011	69046	STAPLES BUSINESS DEPOT #279	Issued	174	C	676.44
50692	14-Jul-2011	02491	TELUS MOBILITY CELLULAR INC	Issued	174	C	758.34
50693	14-Jul-2011	62177	TERRACE HONDA SALES (440310 BC INC.db	Issued	174	C	34,955.20
50694	14-Jul-2011	61459	TERRACE HUSKY	Issued	174	C	27.94
50695	14-Jul-2011	02605	TERRACE PAVING	Issued	174	C	111,826.58
50696	14-Jul-2011	02622	TERRACE REDI-MIX LTD	Issued	174	C	12,878.43
50697	14-Jul-2011	02719	TRI-CITY REFRIGERATION INC	Issued	174	C	3,927.97
50698	14-Jul-2011	02885	WIGHTMAN & SMITH INSURANCE AGENCIES	Issued	174	C	419.00
50699	14-Jul-2011	62473	WURTH CANADA LIMITED	Issued	174	C	461.31
50700	14-Jul-2011	62511	YELLOW PAGES GROUP	Issued	174	C	40.63
50701	21-Jul-2011	00033	ACADIA NORTHWEST MECHANICAL INC.	Issued	180	C	3.23
50702	21-Jul-2011	00339	ACCOMMODATION & R/E SERVICES	Issued	180	C	2,213.24
50703	21-Jul-2011	00040	ACKLANDS-GRAINER INC	Issued	180	C	742.25

## Cheque Register-Summary-Bank



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Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer T=EFT-Fi

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 3 GENERAL - BANK OF NOVA SCOTIA</b>							
50704	21-Jul-2011	60130	ADAMS, MITCH	Issued	180	C	90.00
50705	21-Jul-2011	00070	ALL SEASONS SOURCE FOR SPORTS	Issued	180	C	205.58
50706	21-Jul-2011	00085	ALL WEST GLASS TERRACE LTD	Issued	180	C	191.31
50707	21-Jul-2011	70909	ALTAGAS LTD.	Issued	180	C	19,262.25
50708	21-Jul-2011	00117	ANACHEMIA CANADA INC	Issued	180	C	62.13
50709	21-Jul-2011	00130	AQUA PLUMBING & HEATING LTD.	Issued	180	C	1,075.90
50710	21-Jul-2011	00160	ARMTEC LIMITED PARTNERSHIP	Issued	180	C	982.86
50711	21-Jul-2011	60194	ASTRAL MEDIA RADIO G.P. (CFTK)	Issued	180	C	224.00
50712	21-Jul-2011	00205	BANK OF NOVA SCOTIA	Issued	180	C	100.00
50713	21-Jul-2011	00371	BC ONLINE operated by ACCESS POINT INFO	Issued	180	C	44.80
50714	21-Jul-2011	60289	BC SAFETY AUTHORITY	Issued	180	C	162.00
50715	21-Jul-2011	60205	BEAR CREEK CONTRACTING LTD	Issued	180	C	130,201.80
50716	21-Jul-2011	00240	BEAUDETTE CONTRACTING	Issued	180	C	15,484.00
50717	21-Jul-2011	00268	BILLABONG ROAD & BRIDGE MAINTENANCE	Issued	180	C	157,755.01
50718	21-Jul-2011	70281	BOW VALLEY MACHINE SHOP LTD	Issued	180	C	110.88
50719	21-Jul-2011	00715	BRANDT TRACTOR LTD.	Issued	180	C	251.55
50720	21-Jul-2011	60281	BREAD OF LIFE SOUP KITCHEN	Issued	180	C	1,000.00
50721	21-Jul-2011	63347	BRYANT ELECTRIC LTD.	Issued	180	C	4,295.81
50722	21-Jul-2011	60391	CALDARELLA CERAMICS MFG	Issued	180	C	1,052.80
50723	21-Jul-2011	00591	CANADIAN TIRE	Issued	180	C	100.00
50724	21-Jul-2011	00595	CANADIAN UNION OF PUBLIC EMPLOYEES	Issued	180	C	6,382.99
50725	21-Jul-2011	00613	CARLETON RESCUE EQUIPMENT	Issued	180	C	437.91
50726	21-Jul-2011	80195	CARLYLE, MICHAEL	Issued	180	C	635.76
50727	21-Jul-2011	67015	CITYWEST	Issued	180	C	195.94
50728	21-Jul-2011	80255	CORDTS, CHRIS	Issued	180	C	88.63
50729	21-Jul-2011	70308	DO YOUR PART RECYCLING CO	Issued	180	C	199.36
50730	21-Jul-2011	00960	E.B.HORSMAN & SON	Issued	180	C	1,788.94
50731	21-Jul-2011	00960	E.B.HORSMAN & SON	Issued	180	C	2,680.23
50732	21-Jul-2011	02875	EMCO LIMITED	Issued	180	C	6,046.21
50733	21-Jul-2011	02875	EMCO LIMITED	Issued	180	C	1,000.74
50734	21-Jul-2011	01046	FIRST CHOICE BUILDERS SUPPLY LTD. [IRL	Issued	180	C	97.41
50735	21-Jul-2011	01073	FOUNTAIN TIRE	Issued	180	C	264.60
50736	21-Jul-2011	70772	GEIER WASTE SERVICES LTD.	Issued	180	C	95.20
50737	21-Jul-2011	71084	GENEROSO, BAYANI	Issued	180	C	80.00
50738	21-Jul-2011	60717	GEO. H. HEWITT CO. LIMITED (THE)	Issued	180	C	615.55
50739	21-Jul-2011	60749	GRAYDON SECURITY SYSTEMS	Issued	180	C	560.56
50740	21-Jul-2011	70567	GRAYDON TELEPHONE & DATA	Issued	180	C	502.88
50741	21-Jul-2011	01165	GREYHOUND COURIER EXPRESS	Issued	180	C	65.75
50742	21-Jul-2011	71080	GUERIN, LEGO	Issued	180	C	1,792.00
50743	21-Jul-2011	01175	GUILLEVIN INTERNATIONAL INC	Issued	180	C	1,002.11
50744	21-Jul-2011	PT00000369	HARDWICKE, DAVID AND HARDWICKE, CAT	Issued	180	C	193.57
50745	21-Jul-2011	71083	HAYDUK, CAROLYN	Issued	180	C	155.68
50746	21-Jul-2011	70821	HYDRA MIST CARPET CLEANING	Issued	180	C	112.00
50747	21-Jul-2011	70958	IDEAL DISTRIBUTORS LTD.	Issued	180	C	3,386.88
50748	21-Jul-2011	01350	J & F DISTRIBUTORS LTD	Issued	180	C	54.18
50749	21-Jul-2011	01374	JANITORS WAREHOUSE	Issued	180	C	3,216.69
50750	21-Jul-2011	80919	JEPHSON, DAVID	Issued	180	C	620.23
50751	21-Jul-2011	01390	JOHNNY'S WELDING LTD.	Issued	180	C	138.49
50752	21-Jul-2011	00635	KAL TIRE - TERRACE (677)	Issued	180	C	173.60
50753	21-Jul-2011	01430	KALUM TIRE SERVICE LTD.	Issued	180	C	619.53
50754	21-Jul-2011	01436	KAMAN INDUSTRIAL TECHNOLOGIES LTD c/	Issued	180	C	29.22
50755	21-Jul-2011	70814	KENNY, MATTHEW	Issued	180	C	135.00
50756	21-Jul-2011	61178	KERMODEI TOURISM SOCIETY	Issued	180	C	8,519.75

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 3 GENERAL - BANK OF NOVA SCOTIA</b>							
50757	21-Jul-2011	71073	KLIE, JOHN	Issued	180	C	200.00
50758	21-Jul-2011	61270	L & S BUILDING MAINTENANCE	Issued	180	C	3,967.04
50759	21-Jul-2011	01498	L.E.J. INTERNATIONAL TRUCKS LTD	Issued	180	C	42.34
50760	21-Jul-2011	61263	LAKE DRIVE LUMBER	Issued	180	C	2,016.00
50761	21-Jul-2011	61256	LITTLE HOUSE ENTERPRISE	Issued	180	C	8,960.00
50762	21-Jul-2011	01585	MACCARTHY MOTORS (TERRACE) LTD.	Issued	180	C	104.16
50763	21-Jul-2011	81225	MACDOUGALL, KIM	Issued	180	C	42.00
50764	21-Jul-2011	01669	MIN OF FIN & CORP RELATIONS	Issued	180	C	67,692.28
50765	21-Jul-2011	70386	MINHINNICK, KELSEY	Issued	180	C	128.15
50766	21-Jul-2011	01671	MINISTER OF FINANCE - PRODUCT DIST. CE	Issued	180	C	349.44
50767	21-Jul-2011	01685	MINISTER OF FINANCE AND CORPORATE RI	Issued	180	C	2,014.27
50768	21-Jul-2011	71036	MOBILELINE SYSTEMS LTD.	Issued	180	C	111.89
50769	21-Jul-2011	02739	NAPA AUTO PARTS	Issued	180	C	11.20
50770	21-Jul-2011	01757	NECHAKO NORTHCOAST CONSTRUCTION T	Issued	180	C	819.16
50771	21-Jul-2011	01754	NEID ENTERPRISES LTD.	Issued	180	C	719.82
50772	21-Jul-2011	01782	NORTH COAST EQUIPMENT	Issued	180	C	22.44
50776	21-Jul-2011	01295	NORTHERN INDUSTRIAL SALES (TERRACE)	Issued	180	C	1,899.12
50777	21-Jul-2011	01809	NORTHERN LABORATORIES (2010) LTD	Issued	180	C	143.36
50778	21-Jul-2011	01842	NORTHWEST BUSINESS MACHINES	Issued	180	C	135.31
50779	21-Jul-2011	02733	NORTHWEST FUELS LIMITED	Issued	180	C	15,718.06
50780	21-Jul-2011	01903	PACIFIC ALLIANCE TECHNOLOGIES	Issued	180	C	1,736.00
50781	21-Jul-2011	70024	PACIFIC EMPLOYEE BENEFITS	Issued	180	C	37,379.42
50782	21-Jul-2011	70758	PEDERSEN, LANA JANELLE N.	Issued	180	C	228.46
50783	21-Jul-2011	81428	PELLEGRINO, SHERRY	Issued	180	C	100.00
50784	21-Jul-2011	70190	PERNAROWSKI, DAVID	Issued	180	C	76.67
50785	21-Jul-2011	01958	PETERBILT PACIFIC INC.	Issued	180	C	351.29
50786	21-Jul-2011	01988	PIZZA HUT	Issued	180	C	37.12
50787	21-Jul-2011	61736	PRACTICA	Issued	180	C	1,047.20
50788	21-Jul-2011	68010	PRAXAIR DISTRIBUTION	Issued	180	C	138.36
50789	21-Jul-2011	02642	PREMIUM TRUCK & TRAILER INC	Issued	180	C	378.11
50790	21-Jul-2011	61769	PRONTO TOWING LTD.	Issued	180	C	89.60
50791	21-Jul-2011	02081	QUICKSCRIBE SERVICES LTD	Issued	180	C	260.40
50792	21-Jul-2011	02150	RECEIVER GENERAL FOR CANADA	Issued	180	C	67,700.66
50793	21-Jul-2011	01284	RICOH CANADA INC	Issued	180	C	1,643.12
50794	21-Jul-2011	02223	ROSEBOOM, BEREND AND ROSEBOOM, GRE	Issued	180	C	500.00
50795	21-Jul-2011	02234	ROYAL MOUNTAIN LOCK & KEY	Issued	180	C	201.60
50796	21-Jul-2011	61960	ROY, TRICIA	Issued	180	C	3,904.32
50797	21-Jul-2011	02250	RUDON HYDRAULICS LTD.	Issued	180	C	1,480.58
50798	21-Jul-2011	70234	SHOPPERS DRUG MART #266	Issued	180	C	34.65
50799	21-Jul-2011	02324	SIGHT & SOUND	Issued	180	C	2,744.22
50800	21-Jul-2011	62051	SILVERTIP PROMOTIONS & SIGNS INC.	Issued	180	C	30.80
50801	21-Jul-2011	02343	SKEENA CONCRETE PRODUCTS LTD	Issued	180	C	761.10
50802	21-Jul-2011	02379	SOCAN	Issued	180	C	785.99
50803	21-Jul-2011	02395	SPEE DEE PRINTERS	Issued	180	C	3,811.69
50804	21-Jul-2011	02394	SPEED KLEAN LAUNDRY LTD.	Issued	180	C	127.40
50805	21-Jul-2011	02631	SUBWAY	Issued	180	C	354.66
50806	21-Jul-2011	02685	SUPERIOR LINEN SUPPLY	Issued	180	C	634.19
50807	21-Jul-2011	02685	SUPERIOR LINEN SUPPLY	Issued	180	C	501.35
50808	21-Jul-2011	02491	TELUS MOBILITY CELLULAR INC	Issued	180	C	278.51
50809	21-Jul-2011	02515	TERRACE & DISTRICT ARTS COUNCIL	Issued	180	C	22,500.00
50810	21-Jul-2011	62180	TERRACE & DISTRICT MUSEUM SOCIETY	Issued	180	C	75,000.00
50811	21-Jul-2011	02509	TERRACE ART ASSOCIATION	Issued	180	C	5,000.00
50812	21-Jul-2011	02525	TERRACE BUILDERS CENTRE LTD	Issued	180	C	4,677.40

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Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 3 GENERAL - BANK OF NOVA SCOTIA</b>							
50813	21-Jul-2011	02525	TERRACE BUILDERS CENTRE LTD	Issued	180	C	923.90
50814	21-Jul-2011	02525	TERRACE BUILDERS CENTRE LTD	Issued	180	C	552.73
50815	21-Jul-2011	02525	TERRACE BUILDERS CENTRE LTD	Issued	180	C	1,175.60
50816	21-Jul-2011	02525	TERRACE BUILDERS CENTRE LTD	Issued	180	C	2,463.06
50817	21-Jul-2011	02525	TERRACE BUILDERS CENTRE LTD	Issued	180	C	221.87
50818	21-Jul-2011	02570	TERRACE FIREFIGHTERS ASSOCIATION	Issued	180	C	2,098.62
50819	21-Jul-2011	02585	TERRACE INTERIORS LTD.	Issued	180	C	743.16
50820	21-Jul-2011	72109	TERRACE LITTLE THEATRE	Issued	180	C	350.00
50821	21-Jul-2011	02622	TERRACE REDI-MIX LTD	Issued	180	C	445.35
50822	21-Jul-2011	02628	TERRACE STANDARD	Issued	180	C	2,570.57
50823	21-Jul-2011	02628	TERRACE STANDARD	Issued	180	C	1,200.69
50824	21-Jul-2011	02660	TERRY'S LOCK & SECURITY	Issued	180	C	510.62
50825	21-Jul-2011	71085	THOMAS, DEVIN	Issued	180	C	269.00
50826	21-Jul-2011	69344	THOMPSON COOPER LLP	Issued	180	C	562.64
50827	21-Jul-2011	02713	TOWER RADIO LTD.	Issued	180	C	218.96
50828	21-Jul-2011	02719	TRI-CITY REFRIGERATION INC	Issued	180	C	396.50
50829	21-Jul-2011	01777	TRIM TIME SIGNS	Issued	180	C	1,103.20
50830	21-Jul-2011	62205	UNISOURCE CANADA INC	Issued	180	C	9,584.96
50831	21-Jul-2011	02750	UPLANDS NURSERY	Issued	180	C	267.88
50832	21-Jul-2011	70446	VALKYRIE LAW GROUP LLP	Issued	180	C	5,056.80
50833	21-Jul-2011	02790	VIMAR EQUIPMENT LTD	Issued	180	C	274.74
50834	21-Jul-2011	02644	VOLUNTEER TERRACE	Issued	180	C	4,500.00
50835	21-Jul-2011	00586	WASTE MANAGEMENT	Issued	180	C	1,100.06
50836	21-Jul-2011	02850	WEST POINT RENTAL LIMITED	Issued	180	C	162.40
50837	21-Jul-2011	02865	WESTERN EQUIPMENT LTD.	Issued	180	C	1,899.54
50838	21-Jul-2011	02880	WIEBE CONTRACTING LTD.	Issued	180	C	3,595.20
50839	21-Jul-2011	71082	YOUNG, KATHIE	Issued	180	C	201.60
50840	21-Jul-2011	02526	YOUR DECOR - TERRACE CARPET CENTRE	Issued	180	C	6,202.09
50841	28-Jul-2011	00198	BANDSTRA TRANSPORTATION SYSTEMS LI	Issued	187	C	1,488.63
50842	28-Jul-2011	00305	BC AIR FILTER LTD	Issued	187	C	1,018.36
50843	28-Jul-2011	00365	BC HYDRO	Issued	187	C	56,557.90
50844	28-Jul-2011	60289	BC SAFETY AUTHORITY	Issued	187	C	189.00
50845	28-Jul-2011	00410	BC TRANSIT	Issued	187	C	34,598.00
50846	28-Jul-2011	00415	BC WATER AND WASTE ASSOCIATION	Issued	187	C	35.00
50847	28-Jul-2011	63347	BRYANT ELECTRIC LTD.	Issued	187	C	245.59
50848	28-Jul-2011	00565	CANADIAN NATIONAL RAILWAYS	Issued	187	C	491.65
50849	28-Jul-2011	00580	CANADIAN RED CROSS SOCIETY	Issued	187	C	599.94
50850	28-Jul-2011	60361	CDN AQUAFITNESS LEADERS ALLIANCE INC	Issued	187	C	900.48
50851	28-Jul-2011	PT00000370	CHEVRON CANADA LIMITED	Issued	187	C	937.68
50852	28-Jul-2011	63601	CIBC	Issued	187	C	90,790.42
50853	28-Jul-2011	80184	CONNAUGHTON, PATRICIA	Issued	187	C	1,408.36
50854	28-Jul-2011	71089	DESJARDINS, NORMAND J	Issued	187	C	250.00
50855	28-Jul-2011	71088	DYE, ALEENA	Issued	187	C	120.96
50856	28-Jul-2011	71087	EWALD, ROGER	Issued	187	C	350.00
50857	28-Jul-2011	70840	FUTURE STARS	Issued	187	C	1,376.00
50858	28-Jul-2011	61178	KERMODEI TOURISM SOCIETY	Issued	187	C	7,637.51
50859	28-Jul-2011	81225	MACDOUGALL, KIM	Issued	187	C	89.36
50860	28-Jul-2011	71086	MANHE, CARLA	Issued	187	C	172.48
50861	28-Jul-2011	01725	MUNICIPAL FINANCE AUTHORITY	Issued	187	C	259.37
50862	28-Jul-2011	80634	NUNN, HEATHER	Issued	187	C	50.00
50863	28-Jul-2011	01910	PACIFIC NORTHERN GAS LTD	Issued	187	C	57.68
50864	28-Jul-2011	81428	PELLEGRINO, SHERRY	Issued	187	C	1,661.50
50865	28-Jul-2011	71062	PESKETT, CHRISTOPHER JAMES	Issued	187	C	560.00

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50866	28-Jul-2011	00691	PETTY CASH - LEISURE SERVICES	Issued	187	C	127.32
50867	28-Jul-2011	68010	PRAXAIR DISTRIBUTION	Issued	187	C	235.97
50868	28-Jul-2011	02170	REGIONAL DISTRICT OF KITIMAT-STIKINE	Issued	187	C	577.00
50869	28-Jul-2011	70837	ROSEBUSH, JONATHAN	Issued	187	C	320.00
50870	28-Jul-2011	61946	RUINS BOARD SHOP	Issued	187	C	250.00
50871	28-Jul-2011	00400	TELUS	Issued	187	C	6,523.60
50872	28-Jul-2011	02491	TELUS MOBILITY CELLULAR INC	Issued	187	C	228.43
50873	28-Jul-2011	02623	TERRACE SEARCH & RESCUE	Issued	187	C	1,000.00
50874	28-Jul-2011	02645	TERRACE VOLUNTEER FIREFIGHTERS ASSI	Issued	187	C	2,026.39
50875	28-Jul-2011	69341	THOMPSON, ADRASTEIA (ALISA)	Issued	187	C	31.20
50876	28-Jul-2011	02719	TRI-CITY REFRIGERATION INC	Issued	187	C	1,326.32
50877	28-Jul-2011	02750	UPLANDS NURSERY	Issued	187	C	267.88

<b>Total Computer Paid :</b>	<b>3,539,429.73</b>	<b>Total EFT PAP :</b>	<b>0.00</b>	<b>Total Paid :</b>	<b>3,539,429.73</b>
<b>Total Manually Paid :</b>	<b>0.00</b>	<b>Total EFT File :</b>	<b>0.00</b>		

278 Total No. Of Cheque(s) ...

**CITY OF TERRACE**

**BYLAW NO. – 2011**

**"A BYLAW OF THE CITY OF TERRACE TO ESTABLISH A BUSINESS IMPROVEMENT AREA."**

**WHEREAS** under the provisions of Section 215 of the Community Charter, the Municipal Council of the City of Terrace may, by bylaw, establish a local area service to be designated a business improvement area;

**AND WHEREAS** Council may levy and impose within such business improvement area a rate on land and improvements that fall or would fall within Class 5 or 6 of the Proscribed Classes of Property Regulation, B.C. Reg. 438/81, as amended to December 6, 2010;

**AND WHEREAS** Council intends to grant the monies raised by such levy to the Terrace Downtown Improvement Area Society for carrying out a business promotion scheme;

**AND WHEREAS** Terrace Downtown Improvement Area Society has requested that the Council proceed with this Bylaw to establish a business improvement area for a five (5) year period;

**AND WHEREAS** Council proposes to establish the business improvement area on its own initiative, and notice of this intention has been given in accordance with the provisions of the Community Charter;

**AND WHEREAS** Council has not received a petition from the owners of the parcels liable to be specially charged pursuant to this Bylaw sufficient to prevent it from establishing said business improvement area;

**NOW THEREFORE**, the Municipal Council of the City of Terrace, in open meeting assembled, hereby enacts as follows:

1.0 This Bylaw may be cited, for all purposes, as the "**City of Terrace Business Improvement Area Bylaw No. – 2011**"

2.0 In this Bylaw:

"Business Improvement Area" means the area designated and shown in bold outline on Schedule 'A' attached to and forming part of this Bylaw;

"City" means the City of Terrace;

"Council" means the Council of the City of Terrace;

*“Parcel” has the same meaning as in the Community Charter and, for the purposes of this Bylaw, means a parcel situated within the Business Improvement Area;*

*“Schedule” means a schedule attached to this Bylaw;*

*“Society” means the Terrace Downtown Improvement Area Society.*

- 3.0 *All money raised pursuant to this Bylaw will be granted to the Terrace Downtown Improvement Area Society. There shall be levied and imposed within the Business Improvement Area, as outlined in Schedule ‘A’, a tax rate on a Parcel (land and improvements) that fall or would fall within Class 5 or 6 of the Proscribed Classes of Property Regulation, B.C. Reg. 438/81, as amended to December 6, 2010, of not more than \$0.71 per \$1,000 of assessed value, provided that the maximum amount that may be levied in any calendar year pursuant to this Bylaw shall not exceed \$60,000.*

*Money raised pursuant to this Bylaw shall be paid to the Society on or before the first day of August in each year during the period that this Bylaw is in effect.*

- 4.0 *All money granted pursuant to this Bylaw must be expended only:*

1. *by the Society; and*
2. *for the purpose of a Business Promotion Scheme which may include:*
  - a) *carrying out studies or making reports respecting the Business Improvement Area;*
  - b) *the improvement, beautification or maintenance of streets, sidewalks or municipally-owned land, buildings or structures in the Business Improvement Area;*
  - c) *the conservation of heritage property in the Business Improvement Area; and*
  - d) *the encouragement of business in the Business Improvement Area.*

*As set out in Schedule ‘B’ of this Bylaw.*

- 5.0 *As a condition of the City transferring funds to the Society, the Society must, on or before the first day of November of the prior year submit to Council a budget for the purposes of the Business Promotion Scheme set out in Schedule ‘B’ of this Bylaw.*
- 6.0 *The Society shall prepare, and submit to Council; by April 1<sup>st</sup> in each year during the period that this Bylaw is in effect the Society’s financial statements to the previous financial year end of the Society. The financial statements*

*shall include: the notes thereto and supporting schedules, consisting of statements of income and retained earnings and cash flow; a balance sheet; and other related statements and information that may be required in accordance with generally accepted accounting standards applied on a basis consistent with that of the previous year.*

*7.0 The Society shall provide the City with a copy of an insurance policy insuring the Society in accordance with the specifications set out in Schedule 'C', attached hereto and forming part of this Bylaw, which insurance shall be maintained by the Society.*

*8.0 This Bylaw shall cease to have effect at midnight on December 31, 2016.*

***READ a first time this 24<sup>th</sup> day of May, 2011.***

***READ a second time this 24<sup>th</sup> day of May, 2011.***

***READ a third time this 24<sup>th</sup> day of May, 2011.***

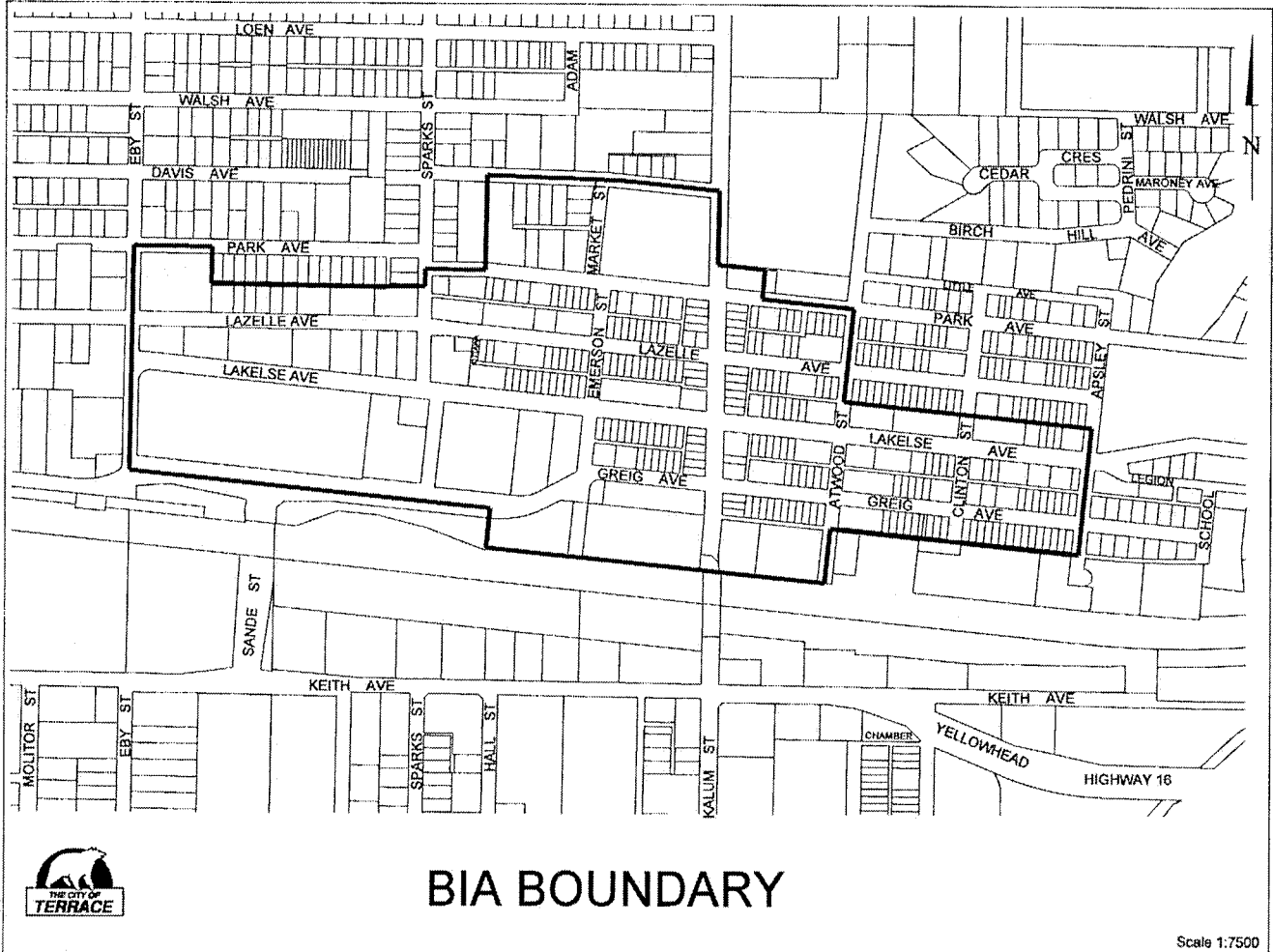
***ADOPTED this*** \_\_\_\_\_ ***day of*** \_\_\_\_\_ ***, 2011.***

\_\_\_\_\_  
***Mayor***

\_\_\_\_\_  
***Clerk***

### SCHEDULE 'A'

### Business Improvement Area



**SCHEDULE 'B'**

**Business Promotion Scheme**

1. *Carrying out studies and developing reports respecting the Business Improvement Area and marketing and promoting the Business Improvement Area.*
2. *The physical improvement, beautification or maintenance of streets, sidewalks or municipally-owned lands in the Business Improvement Area.*
3. *The encouragement of business through various initiatives which may include, but are not necessarily limited to, organizing of events, activities and festivals in the Business Improvement Area.*
4. *Maintaining an office and hiring a staff person, responsible to the Society, to coordinate and conduct the day-to-day administration and business of the Society.*

**SCHEDULE 'C'****Insurance Specifications**

1. *The Terrace Downtown Improvement Area Society shall provide and maintain Comprehensive General Liability Insurance acceptable to the City of Terrace and subject to limits of not less than Two Million Dollars (\$2,000,000) inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof. The insurance shall cover anyone employed directly or indirectly by the Applicant as well as any contractor or subcontractors hired by the Terrace Downtown Improvement Area Society.*
2. *The City of Terrace shall be added as an additional named insured under the Comprehensive General Liability and the Policy shall contain a Cross Liability Clause.*
3. *The Terrace Downtown Improvement Area Society shall provide the City of Terrace with a copy of its Comprehensive General Liability insurance policy prior to the City providing funding under Section 3 of this Bylaw.*
4. *The Terrace Downtown Improvement Area Society's Comprehensive General Liability insurance policy shall contain an endorsement to provide the City with 30 days written notice of change or cancellation.*