

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, DECEMBER 14, 2015 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen, J. Cordeiro, B. Downie, M. Prevost, and S. Tyers (entered at 8:30 p.m.). Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, T. Irwin, City Planner, A. Thompson, Clerk, and B. Pellegrino, Executive Assistant.

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

***Meeting Called to Order at
7:00 p.m. – Move to In-
Camera Special Council
(No. 483)***

MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Sections 90(1) (a), (e), & 90 (2)(b) of the Community Charter (to discuss matters relating to personnel, property, and negotiations between the Municipality, Provincial Government, Federal Government and/or a Third Party).

Carried Unanimously.

REGULAR MEETING:

Mayor Leclerc advised that Council agendas and minutes are available for viewing on the City's home page at www.terrace.ca and the past minutes have been archived.

ADDENDUM:

There was no Addendum.

DELEGATIONS & GUESTS:

***Amanda Bains, Ksan Society
– Ksan House Society***

Amanda Bains from the Ksan Society introduced herself.

Ksan Society has been providing social service programs to Terrace and the surrounding area since 1979. Ksan Society offers several programs to the community, all of which are free and provide a range of supports for individuals fleeing abuse, those experiencing homelessness, or are otherwise disadvantaged. These programs include:

- Ksan House – Terrace Transition House;*
- Community Based Victim Services program;*
- Sexual Assault Response program;*

- *Stopping the Violence Women’s Counsellor and Outreach program;*
- *Exploring Healthy Relationships program;*
- *Donation Room and Furniture Shed;*
- *Pet Program;*
- *Ksan Residence and Shelter;*
- *Ksan Extreme Weather Shelter;*
- *Homelessness Prevention Program;*
- *Skeena Kalum Housing; and*
- *Ksan Place – A Southside Community Place.*

Program locations include the Ksan Administration Building and Transition House on Lazelle Avenue, the Ksan Residence and Shelter on Hall Street, and Ksan Place which is located behind the shelter.

Ksan Society’s Skeena Kalum Housing project is a 50 unit social housing complex on Terrace’s south side. The units are subsidized by BC Housing and ensure that tenants do not pay more than 30% of their income on rent. The housing complex provides a mixture of one, two, three, and four bedroom apartments, as well as market rental units.

Ksan Place offers a commercial standard kitchen, large multi-purpose room (seating for 50), and a smaller group room. Ksan Place acts as a hub for activities that assist in developing healthy lifestyles that include balanced physical, emotional, intellectual, and social development.

Ms. Bains introduced Greer Kaiser, Ksan Society Chair, who reviewed the Society’s most recent activities, including the purchase of a property next door to their current Lazelle Avenue property, and the Society’s plans to determining the best possible use for that property.

Mayor Leclerc thanked Ms. Bains for her presentation advised the matter would be further dealt with under the “Correspondence” portion of the meeting’s agenda (See Resolution No. 491)

Tracey Davidson, Restorative Justice Program – Update on Restorative Justice Program

Tracey Davidson from the Restorative Justice Program introduced herself and thanked Council for the opportunity to present.

Ms. Davidson provided a definition of Restorative

Justice and showed a video regarding the Restorative Justice process. 23 individuals in total have been trained as facilitators in Terrace. Ms. Davidson extended an invitation to the public to join a Provincial Restorative Justice Steering Committee, and highlighted the importance of the Restorative Justice program in our region.

Mayor Leclerc thanked Ms. Davidson for her presentation advised the matter would be further dealt with under the "Correspondence" portion of the meeting's agenda (See Resolution No. 492)

Robert Grodecki, North Coast-Skeena First Nations Stewardship Society – Howe Creek Habitat Inventory and Assessment Work

Mr. Grodecki from the North Coast-Skeena First Nations Stewardship Society introduced himself. The North Coast-Skeena First Nations Stewardship Society (NCSFNSS) was established in 2005 as a Non-Profit Society. Member Nations include Kitselas, Kitsumkalum, Metlakatla, Gitxaala, Gitga'at, and the Haisla Nation for specific projects. NCSFNSS's activities primarily include Marine Use Planning, Fisheries Policy, Management, and Research.

Recently, the Department of Fisheries and Oceans (DFO) created a Fish Habitat Restoration Fund which makes funding available to individual First Nations and aggregate First Nation groups, within certain criteria for protecting and/or enhancing salmon habitat. The NCSFNSS Board of Directors approved a staff recommendation to seek funds from the Fish Habitat Restoration Initiative program, to support work within the Northwest region in partnership with Local Governments.

Previous development activities within the Terrace municipal boundary have left the outlet of Howe Creek perched high above the Skeena River, hindering adult Coho migration into the creek except during rare extreme flood events. Fisheries & Oceans Canada Resource Restoration Unit has identified this area as an excellent potential for effective fish habitat restoration. NCSFNSS would like to develop and commission a fish habitat restoration assessment and inventory project at Howe Creek. The project would consist of a field investigation to assess the potential for the restoration of adult COHO salmon access to Howe Creek. The project would be funded by NCSFNSS and the Fisheries &

Oceans Canada Fish Habitat Restoration Initiative (FHRI) program. The proposed project would involve assessment and inventory work at no cost to the City of Terrace and will not require the allocation of City staff resources. NCSFNSS believes that this project aligns with other fish habitat stewardship activities supported by the City and residents of Terrace.

Mr. Grodecki asked the City to provide a letter of support for this project to use with NCSFNSS's funding proposal to Fisheries and Oceans Canada.

Mayor Leclerc thanked Mr. Grodecki for his presentation advised the matter would be further dealt with under the "Correspondence" portion of the meeting's agenda (See Resolution No. 493)

MINUTES:

***Special Council Minutes,
November 30, 2015***

(No. 490)

MOVED/SECONDED that the Special Council Minutes of November 30, 2015 be adopted as read on this day and that such Minutes as read set out all the business before Council that day and fully and properly record all of the resolutions and bylaws passed and adopted by Council at that meeting.

Carried Unanimously.

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

There was no Old Business.

CORRESPONDENCE:

***Amanda Bains, Ksan Society
– Ksan House Society***

(No. 491)

MOVED/SECONDED that the presentation from Ksan Society be received for information.

Carried Unanimously.

***Tracey Davidson, Restorative
Justice Program – Update on
Restorative Justice Program***

(No. 492)

MOVED/SECONDED that presentation from the Restorative Justice Program be received for information.

Carried Unanimously.

Robert Grodecki, North Coast-Skeena First Nations Stewardship Society – Howe Creek Habitat Inventory and Assessment Work

(No. 493)

MOVED/SECONDED that the City provide a letter of support to the North Coast-Skeena First Nations Stewardship Society to apply for funding to complete their Howe Creek Habitat Inventory and Assessment.

Carried Unanimously.

Shari Gale, Market Strategy & Executive for Telus – CRTC Regulation of Fibre

(No. 494)

MOVED/SECONDED that the City of Terrace send a letter to the Canadian Radio-Television and Telecommunications Commission (CRTC) opposing their decision regarding sharing fibre access networks.

Carried Unanimously.

Terrace Art Gallery Board of Directors – Request to Update Flooring in the Lower Gallery of the Terrace Art Gallery

(No. 495)

MOVED/SECONDED that the letter from the Terrace Art Gallery Board requesting new flooring in the Lower Gallery of the Terrace Art Gallery be received for information.

Carried Unanimously.

CONVENE INTO COMMITTEE OF THE WHOLE:

(No. 496)

MOVED/SECONDED that the December 14, 2015 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

Committee of the Whole
➤ Development Services Component,
December 14, 2015

The following item was discussed at the December 14, 2015 Development Services Component of the Committee of the Whole:

1. DEVELOPMENT PERMIT NO. 19-2015 – TERRACE NAILS BEAUTY SALON LTD.

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

Committee of the Whole
➤ Development Services Component
December 14, 2015

MOVED/SECONDED that the December 14, 2015 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendation:

1. DEVELOPMENT PERMIT NO. 19-2015 – TERRACE NAILS BEAUTY SALON LTD.

(No. 497)

It was recommended that Development Permit No. 19-2015 be issued to Terrace Beauty Nails Salon Ltd. for the property legally described as Lots 11 and 12, Block 5, District Lot 361, Range 5, Coast District, Plan 972 [4605 Lakelse Avenue] for conversion of existing retail space to a restaurant including the following variance:

- *To Vary Table 3 of Section 8 of the City of Terrace Zoning Bylaw to reduce the required number of off-street parking spaces from 14 to 7 spaces as per Section 8.2.3.a of the City of Terrace Zoning Bylaw.*

Carried Unanimously.

***Committee of the Whole
(Finance, Personnel &
Administration Component),
November 19, 2015***

MOVED/SECONDED that the November 19, 2015 Finance, Personnel, & Administration Component of the Committee of the Whole report be adopted with the following recommendation:

(No. 498)

1. HERITAGE PARK MUSEUM – 2016 BUDGET PRESENTATION

There were no recommendations.

Carried Unanimously.

***Committee of the Whole
December 9, 2015***

MOVED/SECONDED that the December 9, 2015 Committee of the Whole report be adopted with the following recommendation:

(No. 499)

1. LOW CARBON, HIGH VALUE INFRASTRUCTURE INVESTMENTS

There were no recommendations.

Carried Unanimously.

***Committee of the Whole
(Finance, Personnel &
Administration Component),
December 9, 2015***

MOVED/SECONDED that the December 9, 2015 Finance, Personnel, & Administration Component of the Committee of the Whole report be amended to reflect that Member Prevost declared a conflict of interest and left the meeting before the Terrace & District Arts Council grant was considered, and that the report be adopted with the following recommendations:

(No. 500)

1. COMMUNITY GRANTING

It was recommended that the following Community Grants be awarded:

<i>Bread of Life Soup Kitchen</i>	<i>\$ 6,000</i>
<i>Greater Terrace Beautification Society</i>	<i>\$500</i>
<i>Green Thumb Garden Society</i>	<i>\$5,420</i>
<i>Kimmunity Angels Society</i>	<i>\$3,698</i>
<i>My Recreational Mountain Co-op</i>	<i>\$15,000</i>
<i>Skeena Valley Model Railroad Association</i>	<i>\$685</i>
<i>Terrace & Districts Arts Council</i>	<i>\$22,500</i>
<i>Volunteer Terrace</i>	<i>\$7,500</i>

It was also recommended that the following Community Partners grants be awarded:

<i>George Little House</i>	<i>\$92,100</i>
<i>Kermodei Tourism</i>	<i>\$130,000</i>
<i>Terrace & District Community Services Society</i>	<i>\$27,954</i>
<i>Terrace Museum Society (Operating)</i>	<i>\$82,160</i>
<i>Terrace Museum Society (Archiving)</i>	<i>\$10,000</i>
<i>Terrace Museum Society (Capital)</i>	<i>\$20,000</i>
<i>Terrace Public Library (Operating)</i>	<i>\$635,602</i>
<i>Terrace Public Library (Capital)</i>	<i>\$15,000</i>

It was also recommended that the following Community Events grants be awarded:

<i>Riverboat Days Society (Event Expenses)</i>	<i>\$7,500</i>
<i>Riverboat Days Society (Insurance)</i>	<i>\$3,000</i>
<i>Fireworks Contract</i>	<i>\$6,000</i>
<i>City of Terrace Internal Costs</i>	<i>\$10,000</i>
<i>Festival of Lights (Insurance)</i>	<i>\$450</i>

Carried Unanimously.

SPECIAL REPORTS:

Memo – Chief Administrative Officer, Downloading of DNA Analysis Costs

(No. 501)

MOVED/SECONDED that the City of Terrace send a letter to Minister Suzanne Anton, Minister of Justice and Attorney General, requesting that the Province reverse their decision to download DNA analysis costs onto Local Governments.

Carried Unanimously.

Memo – Director of Development Services, Manufactured Home Park Bylaw No. -2015

(No. 502)

MOVED/SECONDED that the City of Terrace consider rescinding and amending third reading of the Manufactured Home Park Bylaw for the City of Terrace and repealing Mobile Home Park Bylaw No. 1322-1993, and amendments thereto.

Carried Unanimously.

Memo – Director of Development Services, Repeal and Replace City of Terrace Noise Control Bylaw No. 1051-1985

(No. 503)

MOVED/SECONDED that the City of Terrace consider the first, second and third readings of a Bylaw to repeal and replace the City of Terrace Noise Control Bylaw No.1051-1985 and amendments thereto.

Carried Unanimously.

Memo – Executive Assistant, 2016 Appointments by Council Resolution, Deputy Mayor Listing, and Regular Council Meeting Schedule

(No. 504)

MOVED/SECONDED that that the Appointments by Council Resolution, Deputy Mayor Listing and Regular Council Meeting Schedule for 2016 be approved:

2016 APPOINTMENTS BY COUNCIL RESOLUTION

SELECT COMMITTEES

- Homelessness Task Group M. Prevost, S. Tyers*
- Housing Committee S. Bujtas, L. Christiansen*
- Youth Advisory Committee M. Prevost*

STRATEGIC COMMITTEES

- Kermodei Tourism Society J. Cordeiro*
- Regional District of Kitimat-Stikine J. Cordeiro, S. Tyers*
- (Alternates: S. Bujtas & L. Christiansen)*
- Terrace Community Foundation Mayor Leclerc*
- Terrace & District Museum Society (Heritage Park) L. Christiansen*
- Terrace Public Library J. Cordeiro*

COMMUNITY LIAISONS

- Greater Terrace Beautification Society S. Bujtas*
- Healthy Communities Committee Mayor Leclerc*
- Riverboat Days Committee B. Downie*
- Skeena Diversity Society J. Cordeiro*
- Terrace Downtown Improvement Area (TDIA) S. Bujtas*
- RTA Kitimat Public Advisory Committee M. Prevost*

DEPARTMENTAL LIAISONS

- Administration Mayor Leclerc*
- Development Services J. Cordeiro*
- Finance M. Prevost*
- Fire Department (including Emergency Programme) S. Tyers*
- Leisure Services L. Christiansen*
- Public Works B. Downie*
- RCMP S. Bujtas*

ANNUAL LIAISONS

- Educational Services (SD #82/NWCC/UNBC) M. Prevost*
- Northern Medical Programs Trust B. Downie*
- Terrace-Kitimat Airport Society S. Tyers*

2016 DEPUTY MAYOR

JANUARY – FEBRUARY.....COUNCILLOR STACEY TYERS
MARCH – APRIL.....COUNCILLOR LYNNE CHRISTIANSEN
MAY – JUNE.....COUNCILLOR SEAN BUJTAS
JULY – AUGUST.....COUNCILLORMICHAEL PREVOST
SEPTEMBER – OCTOBER.....COUNCILLOR BRIAN DOWNIE
NOVEMBER – DECEMBER.....COUNCILLOR JAMES CORDEIRO

**2016
SCHEDULE OF REGULAR COUNCIL MEETINGS
7:30 P.M.**

Regular Meeting, Monday, January 11
Regular Meeting, Monday, January 25

Regular Meeting, Tuesday, February 9
Regular Meeting, Monday, February 22

Regular Meeting, Monday, March 14
Regular Meeting, Tuesday, March 29

Regular Meeting, Monday, April 11
Regular Meeting, Monday, April 25

Regular Meeting, Monday, May 9
Regular Meeting, Tuesday, May 24

Regular Meeting, Monday, June 13
Regular Meeting, Monday, June 27

Regular Meeting, Monday, July 11
Regular Meeting, Monday, July 25

Regular Meeting, Monday, August 8
Regular Meeting, Monday, August 22

Regular Meeting, Monday, September 12

Regular Meeting, Tuesday, October 11
Regular Meeting, Monday, October 24

Regular Meeting, Monday, November 14
Regular Meeting, Monday, November 28

Regular Meeting, Monday, December 12

Carried Unanimously.

***Homelessness Task Group
Minutes, December 1, 2015***

***MOVED/SECONDED that the December 1, 2015
Homelessness Task Group Minutes be received.***

(No. 505)

Carried Unanimously.

Memo – Senior Building Inspector, November, 2015 Building Synopsis

(No. 506)

BYLAWS:

**Manufactured Home Park Bylaw, Project No. ADP-02-1524
(Rescind Third Reading)**

(No. 507)

**Manufactured Home Park Bylaw, Project No. ADP-02-1524
(Third Reading as Amended)**

(No. 508)

**Municipal Highway Naming (McLaren Avenue) Bylaw, Project No. ADP-02-1526
(Adoption)**

(No. 509)

**Active Transportation Reserve Fund Bylaw, Project No. ADP-02-1527
(Adoption)**

(No. 510)

MOVED/SECONDED that the November 2015 Building Synopsis be received.

Carried Unanimously.

MOVED/SECONDED that Manufactured Home Park Bylaw, Project No. ADP-02-1524, be read by title only and be rescinded in its third reading.

Carried Unanimously.

MOVED/SECONDED that Manufactured Home Park Bylaw, Project No. ADP-02-1524, be amended by adding the following to Section 8 of the bylaw, a maximum strata lot coverage, permitting a single dwelling unit to be located on two strata lots provided they are owned by the same property owner and provide a covenant that the lots must not be sold separately, conditions for additions to a manufactured home (modular), and increasing the permitted size of accessory buildings placed on strata lots, and that the bylaw be read by title only and passed in its third reading, as amended.

Carried Unanimously.

MOVED/SECONDED that the Municipal Highway Naming (McLaren Avenue) Bylaw, Project No. ADP-02-1526 be read by title only and be adopted.

Carried Unanimously.

MOVED/SECONDED that the Active Transportation Reserve Fund Bylaw, Project No. ADP-02-1527 be read by title only and be adopted.

Carried Unanimously.

***City of Terrace Noise Control Bylaw, Project No. ADP-02-1528
(First, Second and Third Reading)***

MOVED/SECONDED that the City of Terrace Noise Control Bylaw, Project No. ADP-02-1528 be read by title only and passed in its first, second, and third reading.

Carried Unanimously.

(No. 511)

NEW BUSINESS FROM COUNCIL:

Regional District of Kitimat-Stikine Report

Councillor Tyers and Councillor Cordeiro reported on the Regional District of Kitimat-Stikine (RDKS) board meeting. Councillor Tyers was re-elected as Chair of the RDKS board. The RDKS has agreed to work with the City of Terrace on a bid to host the 2017 North Central Local Government Association AGM. The work on the transfer site for the Forceman Ridge Waste Management Facility is progressing. Updates on this project are available on the RDKS website. Dialysis care in Terrace was discussed at the Northwest Regional Hospital District board meeting.

REPORTS ON COUNCIL ACTIVITIES:

Councillor Tyers

Councillor Tyers reported on the involvement of the Federation of Canadian Municipalities in the recent Federal election.

Councillor Cordeiro

Councillor Cordeiro reported on the recent spaghetti dinner fundraiser for the organization working to bring four Syrian refugee families to Terrace.

(No. 512)

MOVED/SECONDED that the City write a letter to the Premier to thank the Provincial government for their leadership regarding the Syrian refugee crisis and to request funding opportunities for Northern communities who may wish to support refugees families.

Carried Unanimously.

Councillor Bujtas

Councillor Bujtas reported on the recent Terrace Downtown Improvement Area Society meeting.

REPORT FROM IN-CAMERA:

There were 2 items released from In-Camera status.

In-Camera Special Meeting
of Council December 14,
2015

RESOLUTION NO. 485

Granting Processes

MOVED/SECONDED that the December 9 2015 In-Camera Finance, Personnel and Administration Component of the Committee of the Whole Report be adopted with the following recommendation:

1. IN-CAMERA ITEM UNDER DIVISION 3, SECTION 90(1) (k) OF THE COMMUNITY CHARTER – GRANTING PROCESSES

It is recommended that Council authorize Terrace Community Forest to distribute up to 50% (to a maximum of \$50,000) of their annual profit distribution by way of Community Forest community grants. These grants will be approved at the sole discretion of the Community Forest Grant Committee with no Council involvement; and

That Council provide annual community grant funding to the Terrace Community Foundation for their flow-through distribution to grant applicants via their own granting process independent from the City, commencing in 2017.

In-Camera Special Meeting
of Council December 14,
2015

RESOLUTION NO. 487

Appointments to the Youth
Advisory Committee

MOVED/SECONDED that Brook Leask, Nikayla McNeil and Kitty Wesley be appointed to the Youth Advisory Committee for a term ending December 31, 2016, and that this information be released at the December 14, 2015 Regular Council meeting.

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

There was one question from the Media.

ADJOURNMENT

(No. 513)

MOVED/SECONDED that the December 14, 2015 Special Meeting of Council be now adjourned.

Carried Unanimously.

The meeting adjourned 9:10 p.m.

CERTIFIED CORRECT:

Mayor

Clerk