

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON  
MONDAY, SEPTEMBER 24, 2018 AT 7:30 P.M.**

*Mayor C. Leclerc presided. Councillors present were S. Bujtas (via telephone), L. Christiansen, J. Cordeiro, B. Downie, M. Prevost (via telephone), and S. Tyers (via telephone). Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, K. Newman, City Planner III, J. Lamoureux, City Planner I, R. Schibli, Director of Public Works, J. Klie, Fire Chief, D. Myles, Economic Development Manager, A. Thompson, Clerk, and A. Poole, Executive Assistant.*

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

***Meeting Called to Order at  
6:30 p.m. – Move to In-  
Camera Special Council***

*(No. 319)*

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

*Carried Unanimously.*

**REGULAR MEETING:**

*Mayor Leclerc acknowledged that the meeting was being held on the traditional unceded territory of the Tsimshian First Nation. She also advised that Council agendas and minutes are available for viewing on the City's home page at [www.terrace.ca](http://www.terrace.ca), Council meetings are webcast on the City's website, and the past minutes have been archived.*

**ADDENDUM:**

*There was no Addendum.*

**DELEGATIONS & GUESTS:**

***Marianne Brorup Weston,  
Grant Writer, Nisga'a Village  
of Gitwinksihlkw – Request  
for Letter of Support***

*Mayor Leclerc welcomed Marianne Brorup Weston of the Nisga'a Village of Gitwinksihlkw to the Council meeting.*

*Ms. Brorup Weston requested a letter of support for the Gitwinksihlkw's project called "Gitwinksihlkw Main Street Experience". The project includes the development of a café called the Welcome House, the Sasaak' Hill Trails, and a river walk.*

*This is the Nisga'a Village of Gitwinksihlkw's third attempt at obtaining funding for this project. The last piece to the application is a letter of support from the City of Terrace. Gitwinksihlkw has obtained all of the required funding for the Welcome House Café and is now primarily focusing on the Sasaak' Hill Trails project.*

*The Sasaak' Hill Trails will look consist of a network of trails overlooking the lava beds. The third and final phase of the project will consist of a river walk.*

*Gitwinksihlkw has engaged with underemployed youth on a skills training program in which they have received funds from the Westcoast Energy Fund. They will be using the trails as a work site to teach the youth workplace readiness.*

*Gitwinksihlkw will be asking BC Rural Dividend for \$432,000 dollars. The total approximate value for the project is \$660,000. This project will commence immediately as some funds have already been obtained.*

*The Cranberry Connector has been referenced throughout Gitwinksihlkw's various proposals. They have been working closely with the Province to have the Cranberry Connector updated.*

*Mayor Leclerc thanked Ms. Brorup Weston for her presentation and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 323).*

**MINUTES:**

***Regular Council Minutes,  
August 27, 2018***

*(No. 322)*

*MOVED/SECONDED that the Regular Council Minutes of August 27, 2018 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:**

***Marianne Brorup Weston,  
Grant Writer, Nisga'a Village  
of Gitwinksihlkw – Request  
for Letter of Support***

*MOVED/SECONDED that the City of Terrace write a letter of support to the Village of Gitwinksihlkw regarding their application to the BC Rural Dividend Fund for the Main Street Experience Project.*

*(No. 323)*

*Carried Unanimously.*

**CONVENE INTO COMMITTEE  
OF THE WHOLE:**

*MOVED/SECONDED that the September 24, 2018 Regular Council Meeting convene into Committee of the Whole.*

*(No. 324)*

*Carried Unanimously.*

***Committee of the Whole  
Development Services  
Component  
September 24, 2018***

*The following items were discussed at the September 24, 2018 Development Services Component of the Committee of the Whole:*

- 1. PUBLIC INPUT – CITY OF TERRACE BUSINESS LICENCE BYLAW AMENDMENT REGARDING STOREFRONT CANNABIS RETAIL USE**
- 2. DEVELOPMENT VARIANCE PERMIT NO. 11-2018 – YELLOWHEAD HELICOPTERS LTD. (3111 FRANK STREET)**
- 3. DEVELOPMENT VARIANCE PERMIT NO. 12-2018 – DROUIN (4604 TUCK AVENUE)**
- 4. DEVELOPMENT VARIANCE PERMIT NO. 13-2018 – CARSON (5139 MCCONNELL AVENUE)**

**COMMITTEE REPORTS:**

*It was recommended that the Committee now rise and report.*

***Committee of the Whole  
Development Services  
Component  
September 24, 2018***

*MOVED/SECONDED that the September 24, 2018 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:*

*(No. 325)*

***1. PUBLIC INPUT – CITY OF TERRACE BUSINESS LICENCE BYLAW AMENDMENT REGARDING STOREFRONT CANNABIS RETAIL USE***

*It was recommended that following the holding of a Public Input Session, the City of Terrace consider the Adoption of a Bylaw to amend Business Licence Bylaw No. 2112-2016 to include "Retail Use, Storefront Cannabis" as a Business Classification with an Annual Licence fee of \$500.00 proceed to Council for consideration.*

***2. DEVELOPMENT VARIANCE PERMIT NO. 11-2018 – YELLOWHEAD HELICOPTERS LTD. (3111 FRANK STREET)***

*It was recommended that the City issue Development Variance Permit No. 11-2018 for the property located at 3111 Frank Street (Assigned Lot 1, District Lot 365, Range 5, Coast District, on Plan Attached to 9760/), including the following variances:*

- *To vary Section 6.1.1 of Sign Bylaw 2102-2016 to permit a Freestanding Sign to remain as sited on the subject lands; and*
- *To vary Section 6.1.3 of Sign Bylaw 2102-2016 to allow for an increase in the maximum total sign area from 2.4 square metres to 2.9 square metres.*

**3. DEVELOPMENT VARIANCE PERMIT NO. 12-2018 –  
DROUIN (4604 TUCK AVENUE)**

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*It was recommended that the City issue Development Variance Permit No. 12-2018 for the property located at 4604 Tuck Avenue (Lot A, District Lot 361, Range 5, Coast District, Plan 8394), including the following variances:*

- *To vary Section 11.3.3.3.a of Zoning Bylaw 2069-2014 and amendments thereto to reduce the required front parcel line setback from 7.5 metres to 5.0 metres in the R2 – Semi-Detached Residential Zone; and;*
- *To vary Section 11.3.3.3.d of Zoning Bylaw 2069-2014 and amendments thereto to reduce the required rear setback from 7.5 metres to 2.4 metres in the R2 – Semi-Detached Residential Zone.*

**4. DEVELOPMENT VARIANCE PERMIT NO. 13-2018 –  
CARSON (5139 MCCONNELL AVENUE)**

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*It was recommended that the City issue Development Variance Permit No. 13-2018 for the property located at 5139 McConnell Avenue (Lot 5, Assigned Block 1, District Lot 983, Range 5, Coast District, Plan 3613), including the following variances:*

- *To vary Section 11.1.3.7.b of Zoning Bylaw 2069-2014 and amendments thereto to increase the maximum permitted height of an accessory structure in the R1 – Single Detached Residential Zone from 5.1 metres to 6.1 metres; and*
- *To vary Section 11.1.3.11.a of Zoning Bylaw 2069-2014 and amendments thereto to increase the maximum permitted gross floor area for an accessory building in the R1 – Single Detached Residential Zone from 55 square metres to 74.4 square metres.*

*Carried Unanimously.*

**Committee of the Whole**  
**➤ September 4, 2018**

(No. 326)

*MOVED/SECONDED that the September 4, 2018 Committee of the Whole report be amended to change "Trade Export Review Committee" to "Timber Export Advisory Committee" and adopted as amended with the following recommendations:*

**1. 2018 UNION OF BC MUNICIPALITIES CONVENTION  
SCHEDULE & BRIEFINGS OVERVIEW**

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*There were no recommendations.*

**2. DISTRICT OF KITIMAT OPEN LETTER OF SUPPORT  
FOR LNG CANADA**

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*It was recommended that the City of Terrace be added as a signatory to the open letter to Mr. Sawyer and the West Coast Environmental Law Association regarding their court challenge.*

*Carried Unanimously.*

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

**Committee of the Whole**  
**➤ Development Services  
Component**  
**August 27, 2018**

(No. 327)

*MOVED/SECONDED that the August 27, 2018 Development Services Component of the Committee of the Whole report be received for information.*

*Carried Unanimously*

**SPECIAL REPORTS:**

**Memo – Economic  
Development Manager,  
Request for Proposals for  
Former Co-op and City Lands  
at Kenney Street and Keith  
Avenue**

(No. 328)

*MOVED/SECONDED that Council approve the former Co-op property Request for Proposals with development goals and proposal evaluation criteria outlined within and that Council approve the Kenney Street and Keith Avenue properties Request for Proposals with development goals and proposal evaluation criteria outlined within.*

*Carried Unanimously.*

*The Economic Development Manager left the meeting.*

***Memo – Director of Public Works, Recycle BC – Curbside Collection Agreement Renewal***

*MOVED/SECONDED that the City of Terrace agree to a Statement of Work extending the Recycling Curbside Collection Agreement with Recycle BC until December 31, 2023.*

*(No. 329)*

*Carried Unanimously.*

***Memo – Fire Chief, Second Quarter Fire Department Report***

*MOVED/SECONDED that the 2018 Second Quarter Fire Department report be received for information.*

*(No. 330)*

*Carried Unanimously.*

***Memo – Director of Development Services, Parks & Public Places Bylaw Amendments Regulating the Smoking and Vaping of Cannabis & Tobacco in Outdoor Public Places***

*MOVED/SECONDED that the City of Terrace rescind 3<sup>d</sup> reading, amend at 2<sup>nd</sup> reading, and consider 3<sup>rd</sup> reading as amended of a Bylaw to amend Parks and Public Places Bylaw No. 1942-2009 to include regulations regarding the smoking and vaping of cannabis, tobacco, and other substances in outdoor public places.*

*(No. 331)*

*Carried Unanimously.*

***Memo – Director of Development Services, Application for Sponsored Crown Grant (SCG) and Nominal Rent Tenure (NRT) for Crown Lands Located Within the Municipal Boundary at the Skeena Industrial Development Park (SIDP) & Airport Lands Location***

*MOVED/SECONDED that the City of Terrace apply for a Sponsored Crown Grant to acquire a small parcel (approximately 0.60 hectares in area) of crown land within District Lot 1722 for the well site and pump-house for the new municipal water system being developed for the SIDP & Airport Lands;*

*AND that City of Terrace apply for a Nominal Rent Tenure (Licence of Occupation) for road access on crown lands in District Lot 1722 from Highway 37 to the proposed well site parcel;*

*(No. 332)*

*AND that the City of Terrace apply for Nominal Rent Tenures (Investigative Licence, Licence of Occupation, and Statutory Right-of-Way) for the crown lands required to design, construct, and operate the transmission main (pipeline) from the well site to the new water treatment facility.*

*Carried Unanimously.*

***Memo – Director of Development Services, Approval for Travel – Housing Committee Member Attendance at the Housing Central Conference***

*(No. 333)*

*MOVED/SECONDED that Council provide funds from Council Unbudgeted to send one member of the Housing Committee to attend the BC Housing Central conference in Vancouver from November 18 – 20, 2018 at an estimated cost of \$1,025.*

*Carried Unanimously.*

***Memo – Corporate Administrator, Policy No. 13 – Travel Allowance***

*(No. 334)*

*MOVED/SECONDED that City of Terrace Policy No. 13 – Travel Allowance be amended to define the times when a meal allowance is to be provided.*

*Carried Unanimously.*

***Memo – Building Inspector, August 2018 Building Synopsis***

*(No. 335)*

*MOVED/SECONDED that the August 2018 Building Synopsis be received.*

*Carried Unanimously.*

***Housing Committee Minutes, July 3, 2018***

*(No. 336)*

*MOVED/SECONDED that the July 3, 2018 Housing Committee minutes be received.*

*Carried Unanimously.*

***Safe Needle Disposal Task Force Minutes, August 15, 2018***

*(No. 337)*

*MOVED/SECONDED that the August 15, 2018 Safe Needle Disposal Task Force minutes be received.*

*Carried Unanimously.*

***Safe Needle Disposal Task Force Minutes, August 30, 2018***

*(No. 338)*

*MOVED/SECONDED that the August 30, 2018 Safe Needle Disposal Task Force minutes be received.*

*Carried Unanimously.*



**Oral Report, September 24,  
2018 Public Hearing**

(No. 339)

*MOVED/SECONDED that the Oral Report from the September 24, 2018 Public Hearing be adopted with the following recommendation:*

**1. PUBLIC HEARING – ZONING BYLAW AMENDMENT  
(STOREFRONT CANNABIS RETAIL SALES)**

*It was recommended that following the holding of a Public Hearing, Bylaw to amend Zoning Bylaw No. 2069-2014 to include the definition of and regulations for "Storefront Cannabis Retail Sales" and add "Storefront Cannabis Retail Sales" as a permitted use for properties zoned: C1 Central Business Commercial, C1-A Urban Commercial, C2 Shopping Centre Commercial, and C7 Downtown Cultural proceed to Council for consideration of 3<sup>rd</sup> reading and adoption.*

*Carried Unanimously.*

**BYLAWS:**

**Zoning Amendment Bylaw,  
Project No. ADP-02-1805  
(Third Reading)**

(No. 340)

*MOVED/SECONDED that Zoning Amendment Bylaw, Project No. ADP-02-1805 be read by title only and passed in its third reading.*

*Carried Unanimously.*

**Zoning Amendment Bylaw,  
Project No. ADP-02-1805  
(Adoption)**

(No. 341)

*MOVED/SECONDED that Zoning Amendment Bylaw, Project No. ADP-02-1805 be read by title only and adopted.*

*Carried Unanimously.*

**Business Licence  
Amendment Bylaw, Project  
No. ADP-02-1806  
(Adoption)**

(No. 342)

*MOVED/SECONDED that Business Licence Amendment Bylaw, Project No. ADP-02-1806 be read by title only and adopted.*

*Carried Unanimously.*

***Parks and Public Places  
Amendment Bylaw, Project  
No. ADP-02-1807  
(Rescind Third Reading,  
Amend Second Reading,  
Third Reading as Amended)***

*(No. 343)*

*MOVED/SECONDED that Parks and Public Places  
Amendment Bylaw, Project No. ADP-02-1807 be  
read by title only and rescinded at third reading,  
amended at second reading to include “other  
substances” in the definition of smoking/vaping and  
increase to 6 metres the setback distance from a  
transit shelter or taxi stand, and passed in its third  
reading, as amended.*

*Carried Unanimously.*

***Ticket Information Utilization  
Amendment (Schedule  
Update) Bylaw, Project No.  
ADP-02-1808  
(Adoption)***

*(No. 344)*

*MOVED/SECONDED that Ticket Information  
Utilization Amendment (Schedule Update) Bylaw,  
Project No. ADP-02-1808 be read by title only and  
adopted.*

*Carried Unanimously.*

***City of Terrace Management  
Staff Bylaw Amendment  
Bylaw, Project No. ADP-02-  
1809  
(Adopted)***

*(No. 345)*

*MOVED/SECONDED that City of Terrace  
Management Staff Bylaw Amendment Bylaw, Project  
No. ADP-02-1809 be read by title only and adopted.*

*Carried Unanimously.*

***NEW BUSINESS FROM  
COUNCIL:***

***Mayor Carol Leclerc –  
Dementia Friends Workshop***

*Mayor Leclerc reported on the Dementia Friends  
workshop and shared a video that was played at the  
workshop.*

***Regional District of Kitimat-  
Stikine Report***

*Councillor Cordeiro reported on the Regional District  
of Kitimat-Stikine.*

**REPORTS ON COUNCIL  
ACTIVITIES:**

*Mayor Leclerc*

*Mayor Leclerc reported on the Union of BC Municipalities (UBCM) Convention.*

*Councillor Bujtas*

*Councillor Bujtas reported on the meeting with Minister Dix at UBCM.*

*Councillor Downie*

*Councillor Downie reported on the Community Resiliency workshops at UBCM.*

**REPORT FROM IN-CAMERA:**

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

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

*There were two questions from the Media and no questions from the Audience.*

**ADJOURNMENT**

*MOVED/SECONDED that the September 24, 2018 Regular Meeting of Council be now adjourned.*

*(No. 346)*

*Carried Unanimously.*

*The meeting adjourned at 9:15 p.m.*

**CERTIFIED CORRECT:**

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*Mayor*

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*Clerk*