

**MINUTES OF THE REGULAR COUNCIL MEETING  
HELD IN THE MUNICIPAL COUNCIL CHAMBERS  
ON MONDAY, FEBRUARY 24, 2020 AT 7:30 P.M.**

Deputy Mayor S. Bujtas presided. Councillors present were J. Cordeiro (via telephone), L. Christiansen, B. Downie, and E. Ramsay. Mayor C. Leclerc and Councillor J. McCallum-Miller were absent. Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, K. Newman, Planner III, A. Thompson, Clerk, and A. Poole, Executive Assistant.

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

**Meeting Called to Order at  
7:00 p.m. – Move to In-  
Camera Special Council**

(No. 072)

MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Sections 90 (1) (e) and (k) and (2) (b) of the Community Charter (to discuss matters relating to land, negotiations of a municipal service, and negotiations between the municipality and the Provincial Government).

Carried Unanimously.

**REGULAR MEETING:**

Deputy Mayor Bujtas acknowledged that the meeting was being held on the traditional unceded homelands and territory of the Tsimshian First Nation. He 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[www.terrace.ca](http://www.terrace.ca), Council meetings are webcast on the City's website, and the past minutes have been archived.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:**

There were no Delegations & Guests.

**MINUTES:**

**Regular Council Minutes,  
February 10, 2020**

(No. 077)

MOVED/SECONDED that the Regular Council Minutes of February 10, 2020 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:**

There was no Correspondence.

**CONVENE INTO  
COMMITTEE OF THE  
WHOLE:**

MOVED/SECONDED that the February 24, 2020 Regular Council Meeting convene into Committee of the Whole.

(No. 078)

Carried Unanimously.

**Committee of the Whole  
Development Services  
Component**

The following items were discussed at the February 24, 2020 Development Services Component of the Committee of the Whole:

➤ February 24, 2020

- 1. DEVELOPMENT PERMIT NO. 01-2020 – CJD HOLDINGS INC. (2812 TETRAULT STREET)**
- 2. DEVELOPMENT VARIANCE PERMIT NO. 01-2020 – PRITCHARD (4602 LOEN AVENUE)**
- 3. ZONING AMENDMENT – HOORNENBORG (3323 MUNROE STREET)**
- 4. ZONING AMENDMENT – HOORNENBORG (3325 MUNROE STREET)**
- 5. ZONING AMENDMENT – MUNSON, GINGLES, AND EVANS (5117 HALLIWELL AVENUE)**
- 6. SITE SPECIFIC ZONING TEXT AMENDMENT – CEDAR RIVER PHYSIOTHERAPY (3222 MUNROE STREET)**

**COMMITTEE REPORTS:**

**Committee of the Whole  
Development Services  
Component**  
➤ **February 24, 2020**

(No. 079)

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

*MOVED/SECONDED that the February 24, 2020 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendations:*

**1. DEVELOPMENT PERMIT NO. 01-2020 – CJD HOLDINGS INC. (2812 TETRAULT STREET)**

*It was recommended that Development Permit No. 01-2020 be issued to CJD Holdings Inc. for the property legally described as Lot B, District Lot 360, Range 5, Coast District, Plan PRP47205 (2812 Tetrault Street) to permit the construction of an 11 unit multifamily development, including the following variances:*

- *To vary Section 11.6.3.3.b to reduce the minimum interior side parcel setback required for a principal building from 6.0 metres to 4.5 metres for the south interior side parcel setback only; and*
- *To vary the parking requirements for Multi-Family dwelling in Section 8, Table 3 from 17 off-street parking spaces to 16 off-street parking spaces.*

**2. DEVELOPMENT VARIANCE PERMIT NO. 01-2020 – PRITCHARD (4602 LOEN AVENUE)**

*It was recommended that the City issue Development Variance Permit No. 01-2020 for the property located at 4602 Loen Avenue (Lot 2, District Lot 361, Range 5, Coast District, Plan PRP13441), including the following variance:*

- *To vary Section 11.3.3.3.d. of Zoning Bylaw 2069-2014 and amendments thereto to reduce the required rear parcel line setback for a residential building from 7.5 metres to 6.4 metres.*

**3. ZONING AMENDMENT – HOORNENBORG (3323 MUNROE STREET)**

*It was recommended that a bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from R1 – Single Detached Residential to R2 – Semi-Detached Residential for the property legally described as Lot B, District Lot 362, Range 5, Coast District, Plan EPP74112 (3323 Munroe Street) proceed to Council for consideration of first and second reading.*

**4. ZONING AMENDMENT – HOORNENBORG (3325 MUNROE STREET)**

*It was recommended a bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from R1 – Single Detached Residential to R2 – Semi-Detached Residential for the property legally described as Lot A, District Lot 362, Range 5, Coast District, Plan EPP74112 (3325 Munroe Street) proceed to Council for consideration of first and second reading.*

**5. ZONING AMENDMENT – MUNSON, GINGLES, AND EVANS (5117 HALLIWELL AVENUE)**

*It was recommended that a bylaw to amend Zoning Bylaw No. 2069-2014 by changing the zoning designation from AR2 – Rural to R1 – Single Detached Residential for an approximately 1.2 ha portion of the property legally described as Lot B, District Lot 980, Range 5, Coast District, Plan BCP18793 (5117 Halliwell Avenue) proceed to Council for consideration of first and second reading.*

**6. SITE SPECIFIC ZONING TEXT AMENDMENT – CEDAR RIVER PHYSIOTHERAPY (3222 MUNROE STREET)**

*It was recommended that a Bylaw to amend Zoning Bylaw No. 2069-2014 by changing the permitted uses and regulations in the C5 – Local Commercial Zone by adding "Health Services Facility" as a site specific Primary Permitted use, with a "Dwelling Unit" as a site specific Secondary Permitted Use for the property legally described as The North Half of Lot 8, District Lot 362, Range 5, Coast District, Plan 1026 (3222 Munroe Street) proceed to Council for consideration of first and second reading.*

Carried Unanimously.

**Committee of the Whole**

➤ **February 10, 2020**

(No. 080)

MOVED/SECONDED that the February 10, 2020 Committee of the Whole report be adopted with the following recommendation:

**1. COMMUNITY ENERGY ASSOCIATION – ENERGY STEP CODE**

***There were no recommendations.***

*Carried Unanimously.*

**Committee of the Whole**

➤ **February 12, 2020**

(No. 081)

MOVED/SECONDED that the February 12, 2020 Committee of the Whole report be adopted with the following recommendation:

**1. TERRACE COMMUNITY FOREST – GRANT PRESENTATIONS**

***There were no recommendations.***

*Carried Unanimously.*

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

**Committee of the Whole**  
**Finance, Personnel and**  
**Administration Component**

➤ **February 10, 2020**

(No. 082)

MOVED/SECONDED that the February 10, 2020 Finance, Personnel and Administration Component of the Committee of the Whole report be received for information.

*Carried Unanimously*

**Committee of the Whole**  
**Development Services**  
**Component**

➤ **February 10, 2020**

(No. 083)

MOVED/SECONDED that the February 10, 2020 Development Services Component of the Committee of the Whole report be received for information.

*Carried Unanimously*

**SPECIAL REPORTS:**

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

(No. 084)

MOVED/SECONDED that the City of Terrace bring forward the following resolutions to the North Central Local Government Association's Annual General Meeting for consideration:

*WHEREAS* harm reduction best practices include needle distribution rather than needle exchange;

*AND WHEREAS* local governments are left to clean up discarded drug paraphernalia such as needles found within their jurisdiction;

*THEREFORE BE IT RESOLVED that the NCLGA lobby the Provincial Government to develop an effective retrieval and safe disposal program for used needles and that they involve local governments in the development of this program.*

*And*

*WHEREAS a significant proportion of the Province's homeless population have mental illnesses;*

*AND WHEREAS being homeless presents a threat to their well-being and safety;*

*THEREFORE BE IT RESOLVED that the NCLGA lobby the Provincial Government to re-evaluate the current outpatient model of mental health care.*

*And*

*WHEREAS in 2017 service providers were mandated by BC Housing to operate all shelters as minimal barrier (aka low barrier);*

*AND WHEREAS this is a deterrent to accessing shelters for those individuals who are trying to maintain a clean and sober lifestyle, or for women and children fleeing violence, as they are forced to share shelter space with individuals dealing with active addictions under this policy;*

*THEREFORE BE IT RESOLVED that the NCLGA lobby the Provincial Government to direct BC Housing to ensure that its policies support adequate shelter space throughout the province for those individuals needing to be sheltered in a safe, clean and sober environment.*

*Carried Unanimously.*

**Memo – Corporate  
Administrator, Community  
Child Care Needs  
Assessment and Space  
Creation Action  
Plan**

*MOVED/SECONDED that the Terrace Community Child Care Needs Assessment and Space Creation Action Plan be received for information, and that the report be shared with local stakeholders and the Provincial Government.*

*Carried Unanimously.*

(No. 085)

**Memo – Corporate Administrator, Kermodei Tourism Society Operating Agreement and Visitor Information Centre Lease Agreement**

(No. 086)

*MOVED/SECONDED that the City of Terrace renew the Operating Agreement and Lease Agreement with Kermodei Tourism Society, for a period of five years to operate the Visitor Information Centre and provide visitor information services, and that the Mayor and Corporate Administrator be authorized to execute the necessary documentation.*

*Carried Unanimously.*

**Memo – Director of Development Services, Kitimat Taxi (1229652 B.C. Ltd.) – Passenger Transportation Board Application for Taxi Service**

(No. 087)

*MOVED/SECONDED that the City of Terrace support the application by Stacy Clements to the Passenger Transportation Board for a taxi permit.*

*Carried Unanimously.*

**Memo – Director of Development Services, B.C. Active Transportation Infrastructure Grants Program Applications for the 2020/2021 Intake (Grand Trunk Pathway Completion and Connection Project: Terrace to Kitsumkalum (Skeena River Walk Section))**

(No. 088)

*MOVED/SECONDED that the City of Terrace apply to the B.C. Active Transportation Infrastructure Grants Program Applications for the 2020/21 intake for the amount of \$500,000.00 for the "Grand Trunk Pathway Completion and Connection Project: Terrace to Kitsumkalum (Skeena River Walk Section)"; and*

*THAT the City of Terrace allocate \$505,000.00 from the 2019 Gas Tax Program (Community Works fund) towards this project.*

*Carried Unanimously.*

**Memo – Director of Development Services, B.C. Active Transportation Infrastructure Grants Program Applications for the 2020/2021 Intake (3600/3700 Munroe Street)**

(No. 089)

*MOVED/SECONDED that the City of Terrace apply to the B.C. Active Transportation Infrastructure Grants Program Applications for the 2020/21 intake for \$217,635.00 for the "Munroe Street Active Transportation Enhancement Project".*

*Carried Unanimously.*

**February 10, 2020 Public Hearing Report (For Information Only)**

(No. 090)

*MOVED/SECONDED that the February 10, 2020 Public Hearing Report be received for information only.*

*Carried Unanimously.*

**BYLAWS:**

**City of Terrace Downtown Revitalization Tax Exemption Bylaw, Project No. ADP-02-2003 (Adoption)**

*MOVED/SECONDED that City of Terrace Downtown Revitalization Tax Exemption Bylaw, Project No. ADP-02-2003 be read by title only and adopted.*

*Carried Unanimously.*

*(No. 091)*

**Zoning Amendment (3323 Munroe Street) Bylaw, Project No. ADP-02-2004 (First and Second Reading)**

*MOVED/SECONDED that Zoning Amendment (3323 Munroe Street) Bylaw, Project No. ADP-02-2004 be read by title only and passed in its first and second reading.*

*Carried Unanimously.*

*(No. 092)*

**Zoning Amendment (3325 Munroe Street) Bylaw, Project No. ADP-02-2005 (First and Second Reading)**

*MOVED/SECONDED that Zoning Amendment (3325 Munroe Street) Bylaw, Project No. ADP-02-2005 be read by title only and passed in its first and second reading.*

*Carried Unanimously.*

*(No. 093)*

**Zoning Amendment (5117 Halliwell Avenue) Bylaw, Project No. ADP-02-2006 (First and Second Reading)**

*MOVED/SECONDED that Zoning Amendment (5117 Halliwell Avenue) Bylaw, Project No. ADP-02-2006 be read by title only and passed in its first and second reading.*

*Carried Unanimously.*

*(No. 094)*

**Zoning Amendment (Uses Permitted in the C5 Zone) 3222 Munroe Street Bylaw, Project No. ADP-02-2007 (First and Second Reading)**

*MOVED/SECONDED that Zoning Amendment (Uses Permitted in the C5 Zone) 3222 Munroe Street Bylaw, Project No. ADP-02-2007 be read by title only and passed in its first and second reading.*

*Carried Unanimously.*

*(No. 095)*

**NEW BUSINESS FROM COUNCIL:**

**Regional District of Kitimat-Stikine Report**

*There was no report on the Regional District of Kitimat-Stikine.*



**REPORTS ON COUNCIL  
ACTIVITIES:**

***Councillor Ramsay***

*Councillor Ramsay reported on meeting with applicants of the BC Provincial Nominee Program (PNP) Immigration – Regional Pilot and Hobiye.*

***Councillor Downie***

*Councillor Downie reported on Hobiye.*

***Councillor Christiansen***

*Councillor Christiansen reported on the Heritage Day celebrations.*

***Deputy Mayor Bujtas***

*Deputy Mayor Bujtas reported on Hobiye.*

**REPORT FROM IN-CAMERA:**

**In-Camera Special Meeting  
of Council, February 10,  
2020**

Resolution No. 052

**Release from In-Camera  
Transloading Study**

*MOVED/SECONDED that Administration meet with Kitsumkalum to review the Transloading Study and subsequently the study be released from In-Camera status at the February 24, 2020 Regular Council meeting.*

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

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

**ADJOURNMENT**

*(No. 096)*

*MOVED/SECONDED that the February 24, 2020 Regular Meeting of Council be now adjourned and that Council move to In-Camera to the public pursuant to Division 3, Section 90(1) (e) of the Community Charter to discuss matters relating to land.*

*Carried Unanimously.*

*The meeting adjourned at 9:00 p.m.*

**CERTIFIED CORRECT:**

---

***Deputy Mayor***

---

***Clerk***