

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, APRIL 23, 2018 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, L. Christiansen, J. Cordeiro (via telephone), B. Downie, M. Prevost (via telephone), and S. Tyers. Also in attendance were H. Avison, Chief Administrative Officer, L. Greenlaw, Director of Finance, T. Irwin, City Planner, 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
7:20 p.m. – Move to In-
Camera Special Council
(No. 145)***

MOVED/SECONDED to move In-Camera and close the meeting to the public pursuant to Division 3, Section 90(1) (k) of the Community Charter (to discuss matters relating to negotiations for Municipal services).

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the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.

ADDENDUM:

There was no Addendum.

DELEGATIONS & GUESTS:

***Tyler Clarke and Liz Smaha,
Kermodei Tourism Society–
Tourism Manager
Introduction***

Mayor Leclerc welcomed Tyler Clarke and Liz Smaha of Kermodei Tourism Society (KTS) to the Council meeting.

Tyler Clarke, President of KTS, addressed Council. There has been some staff turnover at KTS recently. Christine Slanz, the previous Executive Director, is no longer with the KTS. Mr. Clarke expressed his gratitude for the work Ms. Slanz had done in her time with KTS. Mr. Clarke introduced Liz Smaha who is the new Tourism Manager for KTS.

Ms. Smaha introduced herself to Council. She encouraged Council to stop by the Terrace Visitor Information Centre to say hi and to see the new renovations completed over this past year. Ms. Smaha welcomed Council's tourism ideas and suggestions.

Mayor Leclerc thanked Mr. Clarke and Ms. Smaha for their presentation and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 150).

***Amanda Bains, Ksan House
Society – Homelessness
Intervention Program
Memorandum of
Understanding***

Mayor Leclerc welcomed Amanda Bains of Ksan House Society to the Council meeting.

Ms. Bains is the Executive Director of Ksan House Society and the Chair of the Homelessness Intervention Program (HIP) steering committee. The HIP was created based off of a model used in Prince George. Ms. Bains requested presence from the City of Terrace at the HIP Steering Committee.

The HIP Steering Committee meets quarterly. At the quarterly meeting the Steering Committee receives updates from the Community Committee. No personal client information is passed on to the HIP Steering Committee at the meetings.

The HIP is a collaboration of service agencies who meet weekly to address the chronically homeless. A client can be referred by other agencies or by self-referral. The service agencies represented on the Community Committee are: the Ministry of Social Development, Adult Probation, R.C.M.P., Northern Health, BC Housing, Terrace & District Community Services Society (TDCSS), Kermode Friendship Centre, and Ksan House Society.

Tara Irwin, City Planner for the City of Terrace, attended the HIP Steering Committee meeting approximately 2 weeks ago. Tara Irwin was willing to sit on the HIP Steering Committee to represent the City of Terrace with Heather Avison as her alternate.

Ms. Bains asked the City of Terrace to be signatory on the HIP Memorandum of Understanding.

Mayor Leclerc thanked Ms. Bains 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. 151).

MINUTES:

***Regular Council Minutes,
April 9, 2018***

(No. 149)

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

***Tyler Clarke and Liz Smaha,
Kermodei Tourism Society–
Tourism Manager
Introduction***

MOVED/SECONDED that the presentation from Kermodei Tourism Society be received.

Carried Unanimously.

(No. 150)

***Amanda Bains, Ksan House
Society – Homelessness
Intervention Program
Memorandum of
Understanding***

MOVED/SECONDED that the City of Terrace be a signatory on the Homelessness Intervention Program Memorandum of Understanding and that Tara Irwin be appointed to sit on the Homelessness Intervention Program Steering Committee and that Heather Avison be appointed as alternate.

Carried Unanimously.

(No. 151)

**City of Prince Rupert –
Request for Letter of Support
Regarding Federal Reopening
of the Fisheries Act**

MOVED/SECONDED that Administration invite the City of Prince Rupert to provide more information regarding their request for a letter of support regarding Federal reopening of the Fisheries Act.

(No. 152)

Carried Unanimously.

**CONVENE INTO COMMITTEE
OF THE WHOLE:**

MOVED/SECONDED that the April 23, 2018 Regular Council Meeting convene into Committee of the Whole.

(No. 153)

Carried Unanimously.

**Committee of the Whole
➤ Finance, Personnel and
Administration
Component
April 23, 2018**

The following item was discussed at the April 23, 2018 Finance, Personnel and Administration Component of the Committee of the Whole:

1. 2017 FINANCIAL STATEMENTS

**Committee of the Whole
➤ Development Services
Component
April 23, 2018**

The following items were discussed at the April 23, 2018 Development Services Component of the Committee of the Whole:

1. DEVELOPMENT PERMIT NO. 03-2018 – TDL GROUP CORPORATION (4658 LAKESE AVENUE)

2. DEVELOPMENT PERMIT NO. 04-2018 – TERRACE INTERIORS LTD. (4610 & 4612 LAZELLE AVENUE)

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

**Committee of the Whole
➤ Finance, Personnel and
Administration
Component
April 23, 2018**

MOVED/SECONDED that the April 23, 2018 Committee of the Whole report be adopted with the following recommendation:

1. 2017 FINANCIAL STATEMENTS

It was recommended that the 2017 audited financial statements be accepted.

(No. 154)

Carried Unanimously.

Committee of the Whole
➤ **Development Services**
Component
April 23, 2018

(No. 155)

MOVED/SECONDED that the April 23, 2018 Committee of the Whole report be adopted with the following recommendations:

1. DEVELOPMENT PERMIT NO. 03-2018 – TDL GROUP CORPORATION (4658 LAKELSE AVENUE)

It was recommended that Development Permit No. 03-2018 be issued to The TDL Group Corporation for the properly legally described as Lot 1, District Lot 361, Range 5, Coast District, Plan BCP7231 (4658 Lakelse Avenue) to permit substantial exterior and interior renovations to the existing Tim Hortons restaurant.

2. DEVELOPMENT PERMIT NO. 04-2018 – TERRACE INTERIORS LTD. (4610 & 4612 LAZELLE AVENUE)

It was recommended that Development Permit No. 04-2018 be issued to Terrace Interiors Ltd. for the properties legally described as Lot 19 and 20, Block 2, District Lot 361, Range 5, Coast District, Plan 972 (4610 and 4612 Lazelle Avenue) to permit the development of a medical clinic and associated parking area, including the following variance:

- *To vary section 8.2.3 of Zoning Bylaw No. 2069-2014 the total number of off street parking spaces required from 8 down to 6.*

Carried Unanimously.

Committee of the Whole
➤ **Finance, Personnel and Administration Component**
April 11, 2018

(No. 156)

MOVED/SECONDED that the April 11, 2018 Committee of the Whole report be adopted with the following recommendations:

1. 2018 – 2022 BUDGET UPDATE, INCLUDING BORROWING AND TAX RATES

It was recommended that the 2018-2022 budget be approved as amended and that the 2018-2022 Financial Plan Bylaw proceed to Council for first, second, and third reading; and

That the 2018 Tax Rates Bylaw be prepared with a 2% increase for all classes and proceed to Council for first, second, and third reading.

Carried Unanimously.

Committee of the Whole
➤ **April 12, 2018**

(No. 157)

MOVED/SECONDED that the April 12, 2018 Committee of the Whole report be adopted with the following recommendation:

1. DOWNTOWN PARKING STUDY RESULTS AND IMPLEMENTATION PLAN

There were no recommendations.

Carried Unanimously.

COMMITTEE REPORTS (FOR INFORMATION ONLY):

Committee of the Whole
➤ **Development Services Component**
April 9, 2018

(No. 158)

MOVED/SECONDED that the April 9, 2018 Development Services Component of the Committee of the Whole report be received for information.

Carried Unanimously.

SPECIAL REPORTS:

Memo – Economic Development Manager, Implementation of the Northwest Resident and Workforce Attraction Project

(No. 159)

MOVED/SECONDED that the report regarding implementation of the Northwest Resident and Workforce Attraction Project be received for information.

Carried Unanimously.

***Memo – Director of Finance,
BC Transit 2018/2019
Annual Operating Agreement***

(No. 160)

MOVED/SECONDED that the Terrace Regional Transit 2018/2019 Annual Operating Agreement (AOA) be approved.

Carried Unanimously.

***Memo – Corporate
Administrator, Task Force to
Review Council's
Remuneration***

(No. 161)

MOVED/SECONDED that Council appoint a Task Force to review Council's remuneration;

That the Task Force consist of a representative from the Terrace and District Chamber of Commerce, the Terrace-Kitimat labour Council, a previous Mayor or Councillor, and a not-for-profit agency, and the CAO assign a City Staff member to provide administrative support; and

That the Task Force report their findings to Council at the July 9, 2018 Regular Council meeting.

Carried Unanimously.

***Memo – Fire Chief, 2018
First Quarter Fire Department
Report***

(No. 162)

MOVED/SECONDED that the first quarter Fire Department report be received for information.

Carried Unanimously.

***Memo – Building Inspector,
February and March, 2018
Building Synopsis***

(No. 163)

MOVED/SECONDED that the February and March 2018 building synopsis be received for information.

Carried Unanimously.

***Housing Committee Minutes,
February 20, 2018***

(No. 164)

MOVED/SECONDED that the February 20, 2018 Housing Committee minutes be received for information.

Carried Unanimously.

***Housing Committee Minutes,
March 27, 2018***

(No. 165)

MOVED/SECONDED that the March 27, 2018 Housing Committee minutes be received for information.

Carried Unanimously.

BYLAWS:

***Election and Other Voting
Procedures Amendment
(Date Change) Bylaw Project
No. ADP-02-1801
(Adoption)***

(No. 166)

MOVED/SECONDED that the Election and Other Voting Procedures Amendment (Date Change) Bylaw Project No. ADP-02-1801 be read by title only and adopted.

Carried Unanimously.

**NEW BUSINESS FROM
COUNCIL:**

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

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

**REPORTS ON COUNCIL
ACTIVITIES:**

Councillor Christiansen

Councillor Christiansen reported on the City of Terrace Volunteer Appreciation Open House, the Terrace Business Walk, a meeting with Northern Health, and Mel Bevan's upcoming lecture at UNBC.

Councillor Bujtas

Councillor Bujtas reported on the Terrace Public Library board meeting.

Councillor Prevost

Councillor Prevost reported on the Blanket Exercise at Knox United Church.

Mayor Leclerc

Mayor Leclerc reported on the Blanket Exercise at Knox United Church, the Northern Emergency Support Services Training (NESST) conference, and the City of Terrace Volunteer Open House.

Councillor Downie

Councillor Downie reported on the Blanket Exercise at Knox United Church and the NESST conference.

REPORT FROM IN-CAMERA:

There were no items released from In-Camera status.

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

There was one question from the Media.

ADJOURNMENT

(No. 167)

MOVED/SECONDED that the April 23, 2018 Regular Meeting of Council be now adjourned.

Carried Unanimously.

The meeting adjourned 9:15 p.m.

CERTIFIED CORRECT:

Mayor

Clerk