

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, DECEMBER 10, 2018 AT 7:30 P.M.**

Mayor C. Leclerc presided. Councillors present were S. Bujtas, J. Cordeiro, B. Downie, J. McCallum-Miller, and E. Ramsay. Councillor L. Christiansen was absent. Also in attendance were H. Avison, Chief Administrative Officer, D. Block, Director of Development Services, L. Greenlaw, Director of Finance, A. Thompson, Clerk, and A. Poole, Executive Assistant.

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

***Meeting Called to Order at
6:45 p.m. – Move to In-
Camera Special Council***

(No. 448)

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

Carried Unanimously.

REGULAR MEETING:

Mayor Leclerc acknowledged that the meeting was being held on the traditional unceded homelands and 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the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.

ADDENDUM:

There was no Addendum.

DELEGATIONS & GUESTS:

***Sasa Loggin, Board Chair,
Terrace Downtown
Improvement Area Society –
2019 Budget Update***

Mayor Leclerc welcomed Ms. Loggin of the Terrace Downtown Improvement Area (TDIA) Society to the Council meeting.

Ms. Loggin introduced two members of the TDIA Board as well as their new part-time Coordinator.

In 2018 the TDIA hired a full-time Coordinator who unfortunately had to leave in the summer. With the absence of the full-time Coordinator, all Board members took on various tasks throughout the summer, creating a strong and unified team.

The Board wrapped up 2018 by having a strategic planning session. At the strategic planning session they came up with new projects and ideas for the coming year.

In 2019, the TDIA will put money into their capital projects budget in partnership with different community groups for a variety of initiatives. They will be purchasing urban trees, showcasing local art, murals, banners, art installations, and looking at legacy projects.

One of the TDIA's main concerns is safety and security. They are developing a program where businesses can apply for matching funds from the TDIA to address crime reduction through environmental design. The TDIA is working with the Bylaw Compliance Officer on this program.

The TDIA will be continuing the port-a-potty project in conjunction with the George Little House and the CN police. This project provides toilet facilities in the downtown. They have installed plug-in fixtures on the exterior of buildings, outside of the 4600 block of Lakelse, to help provide these locations with the ability to install additional lighting. The installation of trees and shrubs is always done in conjunction with City staff and the Greater Terrace Beautification Society.

The TDIA will continue to focus on strong partnerships. They have been working with Northern Health, Kermode Friendship Society, and others stakeholders to create the Terrace Clean Team. They applied for, and were successful in obtaining, the Imagine Grant in collaboration with Northern Health to fund the Clean Team.

The TDIA continues with Dave Gordon of the Skeena Salmon Art Fest to apply for various grants. They were successful in obtaining a \$25,000 grant and will be applying for a \$100,000 in the future.

The TDIA has spent a lot of time reviewing the City of Terrace Downtown Action Plan. The TDIA would like to hold smaller meetings for the different downtown precincts to help pinpoint specific issues

to certain areas.

The majority of the TDIA's surplus from 2018 has been transferred into their 2019 initiatives. There may be some additional surplus by year end.

Mayor Leclerc thanked Ms. Loggin for her update and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 454).

***Dave Jephson, Terrace
Search and Rescue – Update***

Mayor Leclerc welcomed Mr. Jephson of Terrace Search and Rescue to the Council meeting.

Every Search and Rescue (SAR) call is treated as an emergency.

Some of SAR's functions include searching for lost people both on the ground and in inland waters (in partnership with the RCMP), rescuing injured persons (in partnership with BC Ambulance Service), recovering deceased persons (in partnership with the Coroner's Office and the RCMP), assisting RCMP in evidence searches, providing resources in response to community disasters (in partnership with Emergency Management BC), delivering community education programs, and participating in community events.

Mr. Jephson provided a breakdown of the Terrace SAR calls which were quite varied.

SAR has many capabilities including rope rescue skills, body recovery, swift water rescue, ice rescue, class D fixed line (CDFL), winter backcountry response, and ground searches.

Due to the extensive fundraising efforts by SAR they have been able to purchase a large command truck, riverboats, a rhino, a large water rescue truck, a remotely operated vehicle, and various other pieces of equipment.

In 2018 SAR had 24 incidents, 96 training sessions, and 52 events, for a total of 172 activities.

Terrace SAR has approximately 55 team members, 30 – 40 of which are currently active. SAR held an open house this year and had 30 people show interest in joining. They conducted interviews to screen the individuals. The total number of hours for active team members was approximately 5,942 and they were valued at \$20/hour in 2018.

SAR had a large response area in 2018. They had two mutual aid calls in Smithers, 2 mutual aid calls in the Dease Lake area, provided assistance in Kitimat and Prince Rupert, and were involved in 2 searches where they had to travel 2,320 kilometres.

SAR offers and pays for training to keep recruitments. In 2019 they will be building a new SAR hall. The grand opening of the new hall is scheduled to take place on August 3, 2019. SAR has worked extensively with the City to make this project happen. The new SAR hall should help retain members and allow them to provide better services to the region.

SAR attempts to have a recruitment weekend every fall. Interested individuals are encouraged to come to the yearly event.

Mayor Leclerc thanked Mr. Jephson for his update and advised that the matter would be further dealt with under the “Correspondence” portion of this meeting’s Agenda (See Resolution No. 455).

***Kyrsten Thomson,
Operations Lead, Northern
Health – Safe Needle
Disposal Task Force Update***

Mayor Leclerc welcomed Ms. Thomson of Northern Health and the Safe Needle Disposal Task Force (SNDTF) to the Council meeting.

Ms. Thomson provided Council with hard copies of the Terrace Safe Needle Disposal guide.

The SNDTF was formed in June 2018 in response to increased reports of drug paraphernalia found in the city. Members of the task force included:

- City of Terrace;*
- Northern Health;*
- Terrace RCMP;*
- Ksan Society; and*
- Terrace Downtown Improvement Area Society.*

The SNDTF's mandate was to provide recommendations to Council regarding how to resolve related drug litter in the city.

The SNDTF discussed and actioned three main pieces of work to address the issue at hand:

- Safe Needle Disposal Guide;*
- Safe needle disposal units; and*
- Terrace Clean Team project.*

The Safe Needle Disposal Guide was developed in collaboration with Northern Health and was adapted from a guide drafted for use in Prince George. The guide is intended for the general public. Once drop box locations are identified and installed, the Safe Needle Disposal Guide will be updated and will include maps outlining the drop box locations. Copies of the Safe Needle Disposal Guide are available online through Northern Health and the City of Terrace's websites.

Drop boxes will be installed in problematic areas/locations identified by work that occurred in the first few task force meeting. Exact location and numbers of drop box units are not yet chosen. These drop boxes should reduce incidents of paraphernalia around the city. The identification of problematic areas and potential locations of drop box units were validated by peers. Peers are individuals with lived experience. The peer conversations were facilitated through Ksan and Northern Health's Intensive Case Management Team (ICMT).

Funding for the drop box units was confirmed through the recent approval of a Northern Health Imagine Grant application.

The Terrace Clean Team project will occur outside of the SNDTF by key stakeholders in the community. The Terrace Clean Team is based on the Clean Team model currently operating in Quesnel. A grant application to start the Clean Team was completed by the TDIA in collaboration with Northern Health and Kermodé Friendship Society.

Funds have been secured from BCCDC Peer Grants, Northern Health Imagine Grants, and from a Harm Reduction Grant that was awarded to Kermode Friendship Society. A total of \$12,000 will support the Clean Team project to run for one year.

The Clean Team will sweep problematic downtown areas on a weekly basis while also engaging in supportive conversations with other peers. Peers will be paid for their time and will also receive training and education from Northern Health's ICMT. This project will be evaluated at 6 months and at 1 year.

The first Clean Team Project Stakeholder meeting will occur on January 4, 2019.

To fund the Clean Team past the first year, a provincial Crime Reduction grant that would provide up to \$75,000 in funds is being considered. It costs approximately \$5,000 per year to run a Clean Team consisting of 2 peers a few hours per week.

Mayor Leclerc thanked Ms. Thomson for her update and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 456).

***Naomi Gourlay, Coordinator,
Emergency Support Services
– 2018 Wildfires Update***

Mayor Leclerc welcomed Ms. Gourlay of Emergency Support Services (ESS) to the Council meeting.

ESS is a regional disaster response program that provides access to basic necessities as well as specialized services for individuals who have been forced to evacuate their homes.

Typically ESS provides short-term support but over the past 2 years they have remained active for prolonged periods. ESS had a 5 month response period in 2018.

This year, Telegraph Creek lost many homes and building due to wildfires. The Regional District of Bulkley-Nechako (RDBN) had 64 alerts, orders, and expansions. Many communities across the north were evacuated and many others self-evacuated.

The ESS was mobilized in August. They opened reception centres in Dease Lake, Iskut, Terrace, Kitimat, New Hazelton, and Hazelton. In the initial months the reception centres were extremely busy. The remote reception centres in the Stikine were limited in capacity. ESS was able to send in resources to provide additional support in these areas. The provincial mobile support team was requested to provide training to band employees who could assist with ESS.

Terrace became the host community for people who did not have family or friends to stay with. Kitimat, Hazelton, and New Hazelton were staged for the overflow.

Many stakeholders were involved in the response. The ESS branch coordinators in the emergency operating centre (EOC) that was opened by the RDKS communicated closely with the joint Tahltan-RDKS EOC that was opened in Dease Lake. ESS worked closely with Terrace's Fire Chief and Deputy Fire Chief.

Ms. Gourlay recognized the reception centre managers.

The people of Telegraph Creek have started to return home 5 months after their initial evacuation.

The RDKS ESS registered 514 people, had over 1,700 volunteer hours, and gave out approximately \$1.5 million in referrals.

The RDBN and City of Prince George ESS registered 4,267 evacuees and gave out approximately \$2 million in referrals.

ESS has doubled their volunteer base over the last 4 years. In 2018 they a total of approximately 3,611 volunteer hours.

Ms. Gourlay asked Council to increase the City's financial contribution to the ESS program by \$3,000. These funds would be used to help fund the Skeena Valley ESS team to participate in the Northern Emergency Support Services Training (NESST) Conference in 2019.

Mayor Leclerc thanked Ms. Gourlay for her update and advised that the matter would be further dealt with under the "Correspondence" portion of this meeting's Agenda (See Resolution No. 457).

MINUTES:

***Regular Council Minutes,
November 26, 2018***

(No. 453)

MOVED/SECONDED that the Regular Council Minutes of November 26, 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:

***Sasa Loggin, Board Chair,
Terrace Downtown
Improvement Area Society –
2019 Budget Update***

(No. 454)

MOVED/SECONDED that the presentation from the Terrace Downtown Improvement Area Society be received for information.

Carried Unanimously.

***Dave Jephson, Terrace
Search and Rescue – Update***

(No. 455)

MOVED/SECONDED that the presentation from Terrace Search and Rescue be received for information.

Carried Unanimously.

***Kyrsten Thomson,
Operations Lead, Northern
Health – Safe Needle
Disposal Task Force Update***

(No. 456)

MOVED/SECONDED that the presentation from the Safe Needle Disposal Task Force be received for information.

Carried Unanimously.

***Emergency Support Services
– 2018 Wildfires Update***

(No. 457)

MOVED/SECONDED that the presentation from Emergency Support Services be received for information and that Emergency Support Services be invited to a future Council meeting to provide an update regarding challenges in the region.

Carried Unanimously.

***CONVENE INTO COMMITTEE
OF THE WHOLE:***

(No. 458)

MOVED/SECONDED that the December 10, 2018 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

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

➤ December 10, 2018

The following item was discussed at the December 10, 2018 Development Services Component of the Committee of the Whole:

***1. DEVELOPMENT PERMIT NO. 08-2018 – 1003730
BC LTD. & 0982506 BC LTD. (5110 & 5112
HIGHWAY 16 WEST)***

COMMITTEE REPORTS:

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

➤ December 10, 2018

(No. 459)

It was recommended that the Committee now rise and report.

MOVED/SECONDED that the December 10, 2018 Development Services Component of the Committee of the Whole verbal report be adopted with the following recommendation:

1. DEVELOPMENT PERMIT NO. 08-2018 – 1003730 BC LTD. & 0982506 BC LTD. (5110 & 5112 HIGHWAY 16 WEST)

It was recommended that Development Permit No. 08-2018 be issued to 1003730 BC Ltd. & 0982506 BC Ltd. for property legally described as Lots 1 & 2, District Lot 362, Range 5, Coast District, Plan 4269 (5110 & 5112 Highway 16 West) to amend Development Permits No. 22-2014, No. 01-2017 & No. 15-2017 to extend the deadline for the construction of a driveway access from Brooks Street to the 92 room hotel on 5112 Hwy 16 West.

Carried Unanimously.

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

➤ December 4, 2018

(No. 460)

MOVED/SECONDED that the December 4, 2018 Finance, Personnel & Administration Component of the Committee of the Whole report be adopted with the following recommendations:

1. PRELIMINARY BUDGET MEETING – KERMODEI TOURISM SOCIETY

There were no recommendations.

2. COUNCIL TRAVEL & SUNDRY BUDGETS

It was recommended that 2 members of Council be budgeted to attend FCM in 2019 and 3 members of Council be budgeted to attend Minerals North in 2019.

Carried Unanimously.

Committee of the Whole
➤ **December 5, 2018**

(No. 461)

MOVED/SECONDED that the December 5, 2018 Committee of the Whole report be adopted with the following recommendation:

1. NEW PROVINCIAL COMMUNITY CHILD CARE PLANNING PROGRAM AND COMMUNITY CHILD CARE SPACE CREATION PROGRAM UPDATE

It was recommended that Council direct staff to apply for the \$25,000 Community Child Care Planning grant.

Carried Unanimously.

COMMITTEE REPORTS (FOR INFORMATION ONLY):

Committee of the Whole Development Services Component
➤ **November 26, 2018**

(No. 462)

MOVED/SECONDED that the November 26, 2018 Development Services Component of the Committee of the Whole report be received for information.

Carried Unanimously

SPECIAL REPORTS:

Memo – Director of Development Services, Proposal to Consider a Downtown Safety/Security Funding Program for 2019

(No. 463)

MOVED/SECONDED that the City of Terrace consider, as part of their 2019 budget deliberation process, a proposal to establish a Downtown Safety & Security Funding Program.

Carried Unanimously.

November 26, 2018 Public Hearing Report (For Information Only)

(No. 464)

MOVED/SECONDED that the November 26, 2018 Public Hearing Report be received for information only.

Carried Unanimously.

BYLAWS:

There were no Bylaws.

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:

Mayor Leclerc

Mayor Leclerc reported on the Climate Adaptation Workshop.

Councillor Downie

Councillor Downie reported on the Climate Adaptation Workshop and the Coastal GasLink Economic Summit.

Councillor Ramsay

Councillor Ramsay reported on the Climate Adaptation Workshop, Kitimat Public Advisory Committee meeting, Festival of Lights, and the City of Terrace, CUPE Local 2012 & IAFF Local 2685 Children's Christmas party.

REPORT FROM IN-CAMERA:

There was one item released from In-Camera status.

In-Camera Special Meeting of Council, November 26, 2018

Resolution No. 446

Ratification of IAFF – City of Terrace Memorandum of Settlement

MOVED/SECONDED that Council ratify the Memorandum of Settlement between the City of Terrace and the Terrace Professional Firefighters' Association, IAFF Local 2685 for a three-year agreement ending December 31, 2020.

QUESTIONS/COMMENTS FROM THE MEDIA & AUDIENCE:

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

ADJOURNMENT

(No. 465)

MOVED/SECONDED that the December 10, 2018 Regular Meeting of Council be now adjourned.

Carried Unanimously.

The meeting adjourned at 9:40 p.m.

CERTIFIED CORRECT:

Mayor

Clerk