

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN THE MUNICIPAL COUNCIL CHAMBERS ON
MONDAY, MAY 14, 2018 AT 7:30 P.M.**

Deputy Mayor J. Cordeiro presided. Councillors present were L. Christiansen, B. Downie, M. Prevost, and S. Tyers. Mayor C. Leclerc and Councillor S. Bujtas were absent. Also in attendance were T. Irwin, City Planner, A. Thompson, Clerk, and A. Poole, Executive Assistant.

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

***Meeting Called to Order at
7:15 p.m. – Move to In-
Camera Special Council
(No. 171)***

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

Carried Unanimously.

REGULAR MEETING:

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the City's home page at www.terrace.ca, Council meetings are webcast on the City's website, and the past minutes have been archived.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

***Sheila Gruenwald, Reclaim
Personal Development Inc. –
National Indian Brotherhood
(NIB) Funding Update***

Ms. Gruenwald was absent from the Council meeting. This item was struck from the Agenda.

***Mary Ann Lawrence, R.E.M.
Lee Theatre Alive (1988)
Society – Request for a
Resolution of Support for a
Grant Application to Canada
Cultural Spaces Fund***

Deputy Mayor Cordeiro welcomed Mary Ann Lawrence of the R.E.M. Lee Theatre Alive (1988) Society to the Council meeting.

The R.E.M. Lee Theatre Alive (1988) Society requested a resolution of support for their \$150,000 application to the Canada Cultural Spaces Fund.

The R.E.M. Lee Theatre is in the midst of a large scale funding campaign to upgrade the theatre. To date they have raised \$269,100. This amount is comprised of:

- \$100,000 BC Rural Dividend grant;*
- \$35,000 Northern Development Initiative Trust Grants;*
- \$10,000 Terrace Community Foundation;*
- \$16,750 Individual Community Seat Sale Contributions;*
- \$20,000 Rio Tinto Alcan;*
- \$4,850 artsVest BC;*
- \$32,500 local business sponsors; and*
- \$50,000 Theatre Alive.*

The R.E.M. Lee Theatre Alive (1988) Society has started sound equipment upgrades and performance lighting upgrades. They hope to do new seat and carpet installations in 2019.

The R.E.M. Lee Theatre is an asset to the community. In 2017, 67% of the performances were community presentations and of those 91% were put on by local non-profit organizations.

Deputy Mayor Cordeiro thanked Ms. Lawrence 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. 177).

Jennifer Osmar, AltaGas Ltd., and Kelly Swain, Northwest Community College – Request for Letter of Support

Deputy Mayor Cordeiro welcomed Jennifer Osmar of AltaGas Ltd. and Kelly Swain of Northwest Community College (NWCC) to the Council meeting.

NWCC, in partnership with AltaGas, is proposing to purchase a new mobile lab and classroom this year. The mobile lab and classroom will allow NWCC to deliver a hands-on program for Gas Process Operators. The mobile lab and classroom will be equipped with the appropriate infrastructure.

NWCC has found it difficult for some students to travel to the college for training as this region is quite broad. The mobile lab and classroom will allow for program delivery throughout the region.

The proposed mobile lab and classroom will be approximately 1,000 square feet. The unit will also help to meet training needs in business programs, health care assistant programs, early childhood educator programs, and other regional programs.

AltaGas approached NWCC regarding the creation of a customized program as the propane export industry is new in BC. An online program will be offered with the ability to deliver hands-on training as well.

NWCC has applied for funding through Western Diversification. NWCC and AltaGas are both contributing to the project. They have support from various industries, school districts, local governments, and indigenous communities.

Initially, training will take place in Prince Rupert with a second location in Terrace. NWCC will facilitate the training. On-site exposure at one of the AltaGas facilities will be provided during the training program. Students who successfully complete the training program can apply to be considered for full-time employment at the Ridley Island Propane Export Terminal (RIPET) facility.

NWCC already utilizes 3 mobile units. These mobile units are specialized for trades, safety, and heavy equipment operators and are being used consistently.

Within the next 3 years the new mobile lab and classroom is projected to train approximately 100 students.

NWCC and AltaGas requested a letter of support to accompany their application to Western Diversification to purchase the mobile lab and classroom.

Deputy Mayor Cordeiro thanked Ms. Osmar and Ms. Swain 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. 178).

MINUTES:

***Regular Council Minutes,
April 23, 2018***

(No. 176)

MOVED/SECONDED that the Regular Council Minutes of April 23, 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:

***Mary Ann Lawrence, R.E.M.
Lee Theatre Alive (1988)
Society – Request for a
Resolution of Support for a
Grant Application to Canada
Cultural Spaces Fund***

(No. 177)

MOVED/SECONDED that the City of Terrace supports the REM Lee Theatre Alive (1988) Society's application to the Canada Cultural Spaces Fund for a grant of \$150,000 for the Theatre Upgrade Campaign for Seats, Carpets, Sound and Lighting upgrades.

Carried Unanimously.

***Jennifer Osmar, AltaGas
Ltd., and Kelly Swain,
Northwest Community
College – Request for Letter
of Support***

(No. 178)

MOVED/SECONDED that the City of Terrace write a letter of support for the Northwest Community College's application to purchase a Mobile Lab and Classroom.

Carried Unanimously.

**CONVENE INTO COMMITTEE
OF THE WHOLE:**

(No. 179)

MOVED/SECONDED that the May 14, 2018 Regular Council Meeting convene into Committee of the Whole.

Carried Unanimously.

Committee of the Whole
➤ ***Development Services
Component
May 14, 2018***

The following items were discussed at the May 14, 2018 Development Services Component of the Committee of the Whole:

- 1. DEVELOPMENT PERMIT NO. 01-2018 – SKEENA
SAWMILLS (5402 HIGHWAY 16 WEST)**
- 2. OFFSITE WORKS AND SERVICES AS REQUIRED BY
SUBDIVISION AND DEVELOPMENT BYLAW NO.
1591-1997 IN CONJUNCTION WITH ISSUANCE OF
DEVELOPMENT PERMIT NO. 01-2018**
- 3. DEVELOPMENT VARIANCE PERMIT NO. 05-2018 –
MILLAR (4712 GRAHAM AVENUE)**
- 4. DEVELOPMENT VARIANCE PERMIT NO. 06-2018 –
WYATT (2504 PEAR STREET)**
- 5. DEVELOPMENT VARIANCE PERMIT NO. 07-2018 –
HEIGHINGTON (5110 MCCONNELL AVENUE)**
- 6. DEVELOPMENT VARIANCE PERMIT NO. 08-2018 –
PETERS (2619 BRAUN STREET)**

COMMITTEE REPORTS:

It was recommended that the Committee now rise and report.

Committee of the Whole
➤ Development Services
Component
May 14, 2018

MOVED/SECONDED that the May 14, 2018 Committee of the Whole report be adopted with the following recommendations:

(No. 180)

1. DEVELOPMENT PERMIT NO. 01-2018 – SKEENA SAWMILLS (5402 HIGHWAY 16 WEST)

It was recommended that Development Permit No. 01-2018 be issued to ROC Holdings Ltd. for the property legally described as Lot A, District Lot 1745, Range 5, Coast District, Plan PRP14269 Except Plan BCP43221 (5402 Highway 16 West) to permit the conversion of an existing building to a pellet plant and complete the site enhancements to enable this development.

2. OFFSITE WORKS AND SERVICES AS REQUIRED BY SUBDIVISION AND DEVELOPMENT BYLAW NO. 1591-1997 IN CONJUNCTION WITH ISSUANCE OF DEVELOPMENT PERMIT NO. 01-2018

It was recommended that Off-site Works and Services, as itemized below, for Frank Street and Green Street be completed by the developer, at their cost, to facilitate the development of a pellet plant and associated accessory structures on 5402 Highway 16:

- 1. Construction of an asphalt surface driveway within the undeveloped Green Street right-of-way at a minimum 9 metre width as well as an asphalt driveway access to the subject property. The driveway access shall be constructed to a minimum 7 metre width.*
- 2. Abandoning the existing City owned 200mm water main on the subject site, removal of existing hydrant and installation of a new fire hydrant on the west side of Frank Street dedication at the Highway 16 intersection.*
- 3. These off-site improvements are a requirement as per Subdivision and Development Bylaw 1591-1997 in conjunction with issuance of Development Permit 01-2018.*

**3. DEVELOPMENT VARIANCE PERMIT NO. 05-2018 –
MILLAR (4712 GRAHAM AVENUE)**

It was recommended that the City issue Development Variance Permit No. 05-2018 for the property located at 4712 Graham Avenue (Lot 6, District Lot 360, Range 5, Coast District, Plan 7216), including the following variance:

- *To vary Section 11.1.3.3.a of Zoning Bylaw 2069-2014 and amendments thereto to allow the front (south) parcel line set back in the R1 – Single Detached Residential Zone to be decreased from 7.5 metres to 7.3 metres.*

**4. DEVELOPMENT VARIANCE PERMIT NO. 06-2018 –
WYATT (2504 PEAR STREET)**

It was recommended that the City issue Development Variance Permit No. 06-2018 for the property located at 2504 Pear Street (Lot 5 Except: Part Subdivided by Plan BCP21019, District Lot 360, Range 5, Coast District, Plan 7216), including the following variance:

- *To vary Section 11.3.3.10 of Zoning Bylaw 2069-2014 and amendments thereto to allow the maximum footprint of an accessory building in the R2 – Semi-Detached Residential Zone to be increased from 55 m² to 62.4 m².*

**5. DEVELOPMENT VARIANCE PERMIT NO. 07-2018 –
HEIGHINGTON (5110 MCCONNELL AVENUE)**

It was recommended that the City issue Development Variance Permit No. 07-2018 for the property located at 5110 McConnell Avenue (Lot B, District Lot 980, Range 5, Coast District, Plan 9713 Except Plan PRP14907), including the following variance:

- *To vary Section 11.1.3.10 of Zoning Bylaw 2069-2014 and amendments thereto to allow the maximum footprint of an accessory building in the R1 – Single Detached Residential Zone to be increased from 55 m² to 111.5 m².*

6. DEVELOPMENT VARIANCE PERMIT NO. 08-2018 – PETERS (2619 BRAUN STREET)

It was recommended that the City issue Development Variance Permit No. 08-2018 for the property located at 2619 Braun Street (Lot A, District Lot 615, Range 5, Coast District, Plan EPP42996), including the following variance:

- *To vary Section 11.3.3.3.a of Zoning Bylaw 2069-2014 and amendments thereto to allow the front parcel line set back in the R2 - Semi-Detached Residential Zone to be decreased from 7.5 metres to 6.0 metres from the north parcel line.*

Carried Unanimously.

COMMITTEE REPORTS (FOR INFORMATION ONLY):

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

MOVED/SECONDED that the April 23, 2018 Finance, Personnel, & Administration Component of the Committee of the Whole report be received for information.

Carried Unanimously.

(No. 181)

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

MOVED/SECONDED that the April 23, 2018 Development Services Component of the Committee of the Whole report be received for information.

Carried Unanimously.

(No. 182)

SPECIAL REPORTS:

Memo – Director of Development Services, Application to the Affordable Housing Reserve Fund (AHRF) – Terrace & District Community Services Society TDCSS the “Cedars Project”

MOVED/SECONDED that Council approve a grant to Terrace & District Community Services Society (TDCSS) in the amount of \$100,000.00 from the Affordable Housing Reserve Fund (AHRF) to support the conversion of the former Cedars Motel into affordable housing rental dwellings for low-income individuals.

Carried Unanimously.

(No. 183)

***Memo – Director of Finance,
Temporary Borrowing Bylaw***

(No. 184)

MOVED/SECONDED that the Temporary Borrowing Bylaw for \$1,500,000 proceed to first, second, and third reading.

Carried Unanimously.

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

(No. 185)

MOVED/SECONDED that the April 2018 Building Synopsis be received for information.

Carried Unanimously.

***Memo – Terrace & District
Victim Assistance Program
(TVAP) Quarterly Activity
Report, January – March
2018***

(No. 186)

MOVED/SECONDED that the Terrace & District Victim Assistance Program (TVAP) quarterly activity report be received for information.

Carried Unanimously.

BYLAWS:

***Temporary Loan Bylaw,
Project No. ADP-02-1802
(First, Second, and Third
Reading)***

(No. 187)

MOVED/SECONDED that the Temporary Loan Bylaw, Project No. ADP-02-1802 be read by title only and passed in its first, second, and third reading.

Carried Unanimously.

***2018-2022 Financial Plan
Bylaw, Project No. ADP-02-
1803
(Adoption)***

(No. 188)

MOVED/SECONDED that the 2018-2022 Financial Plan Bylaw, Project No. ADP-02-1803 be read by title only and adopted.

Carried Unanimously.

***2018 Tax Rate Bylaw,
Project No. ADP-02-1804
(Adoption)***

(No. 189)

MOVED/SECONDED that the 2018 Tax Rate Bylaw, Project No. ADP-02-1804 be read by title only and adopted.

Carried Unanimously.

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 Prevost

Councillor Prevost reported on the Northern Medical Programs Trust Annual General Meeting.

Councillor Tyers

Councillor Tyers reported on the upcoming Kermodei Tourism Annual General Meeting.

Councillor Christiansen

Councillor Christiansen reported on the North Central Local Government Association (NCLGA) and the Cranberry Connector tour.

Councillor Downie

Councillor Downie reported on NCLGA, the Cranberry Connector tour, and the Heritage Park Publication of "Preserving the Past for the Present".

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 and one question from the Audience.

ADJOURNMENT

(No. 190)

MOVED/SECONDED that the May 14, 2018 Regular Meeting of Council be now adjourned.

Carried Unanimously.

The meeting adjourned 8:30 p.m.

CERTIFIED CORRECT:

Deputy Mayor

Clerk