

**City of Terrace  
2011  
Annual Report**

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# 2011 ELECTED OFFICIALS



## Terrace City Council:

*Back row (left to right): Councillors Bruce Bidgood, Brad Pollard, Brian Downie, and Bruce Martindale.*

*Front row (left to right): Councillor Lynne Christiansen, Mayor David Pernarowski and Councillor Carol Leclerc.*

Council holds its Regular Meetings on the second and fourth Monday of every month at 7:30 p.m. in Council Chambers at City Hall at 3215 Eby Street. Council meetings can be viewed live from the City's website at [www.terrace.ca](http://www.terrace.ca) The City has a "Talk Back Line" (250-638-4778) that residents can call 24 hours a day to comment on items of interest. For more information, visit the City website or contact the City at 3215 Eby Street, Terrace, B.C. V8G 2X8; 250-635-6311 (telephone); 250-638-4777 (fax) or by email at [cityhall@terrace.ca](mailto:cityhall@terrace.ca). City Council is the legislative body representing the citizens of Terrace, providing leadership and establishing policies and priorities for the community.

# MESSAGE FROM THE MAYOR



It is my pleasure to present the City of Terrace 2011 Annual Report as required under the Community Charter, Section 98. A municipal Council must annually prepare a progress report including objectives and measures for the coming year. It should also include a brief report card on the previous year's accomplishments, a snapshot of municipal services and operations, and financial information.

The announcement of the approval of the Northwest Transmission Line was one of the highlights of 2011. The transmission line will encourage the development of other projects in the area as well as bring new jobs to the region during the construction phase of the line. The City and the Kitselas First Nation signed agreements concerning revenue sharing for future developments at the Skeena Industrial Development Park at the Airport. We are pleased to continue to have a strong and positive relationship with the Kitselas. The Terrace Community Foundation was established in 2011. The community foundation will be a legacy to the people of Terrace for years to come. And looking back 100 years ago to the first survey of the Terrace Townsite in 1911 a series of celebrations throughout the community took place in 2011 to recognize this anniversary.

I encourage you to read through this annual report. It will give you an overview of the activities the City was involved in last year. I hope you find it informative.

A handwritten signature in black ink, appearing to read 'D. Pernarowski', written in a cursive style.

David Pernarowski, Mayor  
City of Terrace

## 2011 COUNCIL AREAS OF RESPONSIBILITY

<p style="text-align: center;"><b>BRUCE BIDGOOD</b></p> <ol style="list-style-type: none"> <li>1. Housing Needs Task Force (+LC)</li> <li>2. Terrace Public Library</li> <li>3. Downtown Merchants' Association</li> <li>4. <i>Seniors' Committee (Alt to CL)</i></li> <li>5. <i>NCDC (Alt to BD)</i></li> <li>6. <i>Chamber of Commerce (Alt to BP)</i></li> <li>7. RCMP Liaison</li> </ol>	<p style="text-align: center;"><b>LYNNE CHRISTIANSEN</b></p> <ol style="list-style-type: none"> <li>1. Housing Needs Task Force (+BB)</li> <li>2. Terrace Museum Society</li> <li>3. Seniors' Committee</li> <li>4. <i>Terrace Public Library (Alt to BB)</i></li> <li>5. <i>Beautification Society (Alt to BP)</i></li> <li>6. Fire Dept &amp; Emergency Prgm Liaison</li> </ol>
<p style="text-align: center;"><b>BRIAN DOWNIE</b></p> <ol style="list-style-type: none"> <li>1. Measuring Up Terrace (+CL)</li> <li>2. TEDA</li> <li>3. Riverboat Days Committee</li> <li>4. NCDC</li> <li>5. <i>Downtown Merchants' Association (Alt to BB)</i></li> <li>6. <i>T K Airport Society (Alt to DP)</i></li> <li>7. <i>NDI Trust NW RAC (Alt to DP)</i></li> <li>8. <i>Reg'l Dist of K-Stikine-primary alternate to CL &amp; secondary alternate to BP</i></li> <li>9. Development Services Liaison</li> </ol>	<p style="text-align: center;"><b>CAROL LECLERC</b></p> <ol style="list-style-type: none"> <li>1. Measuring Up Terrace (+BD)</li> <li>2. Kermodei Tourism Society</li> <li>3. Reg'l Dist of K-Stikine, Director</li> <li>4. Skeena Diversity Society</li> <li>5. <i>Terrace Museum Society (Alt to LC)</i></li> <li>6. <i>Kermodei Spirit of BC Committee (Alt to DP)</i></li> <li>7. Leisure Services Liaison</li> </ol>
<p style="text-align: center;"><b>BRUCE MARTINDALE</b></p> <ol style="list-style-type: none"> <li>1. Health Services Task Force</li> <li>2. Educational Services (CD #82, NWCC, UNBC)</li> <li>3. Terrace Athletic Commission</li> <li>4. Yellowhead Hwy Association</li> <li>5. <i>Kermodei Tourism Society (Alt to CL)</i></li> <li>6. <i>Reg'l Dist of K-Stikine-primary alternate to BP &amp; secondary alternate to CL</i></li> <li>7. <i>Skeena Diversity Society (Alt to CL)</i></li> <li>8. Public Works Liaison</li> </ol>	<p style="text-align: center;"><b>BRAD POLLARD</b></p> <ol style="list-style-type: none"> <li>1. Sustainability Task Force</li> <li>2. Chamber of Commerce</li> <li>3. Beautification Society</li> <li>4. Reg'l Dist of K-Stikine, Director</li> <li>5. <i>TEDA (Alt to BD)</i></li> <li>6. <i>Riverboat Days Committee (Alt to BD)</i></li> <li>7. Finance Liaison</li> </ol>
<p style="text-align: center;"><b>DAVID PERNAROWSKI</b></p> <ol style="list-style-type: none"> <li>1. T-K Airport Society</li> <li>2. Governments (Fed/Prov/Mun &amp; Bands)</li> <li>3. NDI Trust – NW RAC Member</li> <li>4. Youth Advisory Committee</li> </ol>	<ol style="list-style-type: none"> <li>5. Kermodei Spirit of BC Committee</li> <li>6. <i>Educational Services (Alt to BM)</i></li> <li>7. <i>Yellowhead Hwy Assoc. (Alt to BM)</i></li> <li>8. <i>Terrace Athletic Commission (Alt to BM)</i></li> <li>9. Administration Liaison</li> </ol>

# **2011 COUNCIL INITIATIVES**

In February of 2009 City of Terrace Council and senior management staff participated in a planning session that identified the City's top initiatives to achieve its preferred future.

These initiatives form the building blocks of the City of Terrace's 2011 Plan.

## **CREATING A HEALTHY, VIBRANT AND SUSTAINABLE COMMUNITY**



Initiatives:

- 1) Develop a sustainability plan
- 2) Develop an affordable housing strategy including seniors, low income individuals and families and citizens with disabilities
- 3) Maintain Terrace as the regional centre
- 4) Create a detox centre and other addiction services
- 5) Establish a Youth Task Force to make recommendations to Council
- 6) Establish a City-wide waste reduction strategy that includes recycling
- 7) Extend the Grand Trunk Pathway
- 8) Review and update the Official Community Plan
- 9) Establish a Crime Reduction Unit

## ENCOURAGING BUSINESS AND TOURISM



### Initiatives:

- 1) Implement a downtown revitalization process
- 2) Address the economic development needs of Terrace
- 3) Explore and develop options for the former Co-op property
- 4) Establish a regional economic development office (Invest Northwest) to attract international investment to the region
- 5) Collaborate with neighbouring communities to explore regional shared services such as economic development and tourism
- 6) Attract and support small and medium sized businesses

## **BUILDING PARTNERSHIPS AND ENHANCING RELATIONSHIPS**



### **Initiatives:**

- 1) Strengthen our bonds with local First Nations' communities
- 2) Strengthen Provincial and Federal affairs
- 3) Strengthen relationships with other Northwest centres including Kitimat and Prince Rupert

## **ENSURING COMMUNITY INFRASTRUCTURE**



### **Initiatives:**

- 1) Develop Skeena Industrial Development Park (Initial Phase)
- 2) Accelerate road and sidewalk reconstruction over the next three years
- 3) Spirit Square development to increase the utility of George Little Park
- 4) Ensure flood control infrastructure



# CONNECTING WITH OUR ELECTED PROVINCIAL REPRESENTATIVES

**Honourable Mary Polak**  
**Minister of Aboriginal Relations and Reconciliation**  
Cranberry Connector  
Economic Development  
Northwest Transmission Line

**Honourable Shirley Bond**  
**Attorney General**  
Provincial Court Judges in the Northwest  
Legal Aid Funding

**Honourable Naomi Yamamoto**  
**Minister of Advanced Education**  
Funding for Northern and Rural Advanced Education Students

**Honourable Mary McNeil**  
**Minister of Children and Family Development**  
24-hour Youth Shelter



*Back Row L to R: Councillors Brian Downie, Brad Pollard, Bruce Martindale, Mayor Pernarowski, Councillor Bruce Bidgood. Front Row L to R: Interim CAO Heather Avison, Councillor Carol Leclerc and the Honourable Ida Chong.*

**Honourable Ida Chong**  
**Minister of Community, Sport and Cultural Development**  
Funding for Recreation Infrastructure  
Community Gaming Grants

**Honourable Kevin Falcon**  
**Minister of Finance**  
2% Hotel Tax  
Establishment of a PST Administration Centre in Terrace  
Revenue Sharing Agreements

**Honourable Pat Bell**  
**Minister of Jobs, Tourism and Innovation**  
Preparing for the Impacts of Major Projects

**Honourable Steve Thomson**  
**Minister of Forests, Lands and Natural Resource Operations**  
Front Counter BC  
Mining Permitting Process  
Cranberry Connector

**Honourable Shirley Bond**  
**Minister of Public Safety and Solicitor General**  
Escalating Policing Costs

**Minister of Transportation and Infrastructure**  
Transportation Roundtable  
Cranberry Connector  
Support for CANPASS at the Northwest Regional Airport

**Vancouver – Quadra MP Joyce Murray**  
Mayor and Councillors met with MP Joyce Murray regarding Bill C 606

# 2011 HIGHLIGHTS IN REVIEW

## CREATING A HEALTHY, VIBRANT AND SUSTAINABLE COMMUNITY



*George Little Park*

- ✚ Councillors attended a 2010 BC Winter Games Legacy Committee meeting (January)
- ✚ Councillors attended a meeting with local Northern Health officials (January)
- ✚ Councillor attended a Coast Mountains School District Board meeting (January)
- ✚ Mayor attended the Terrace Gymnastic Peaks Invitational (January)
- ✚ Mayor received a copy of a book on behalf of the City of Terrace (January)
- ✚ Councillor attended a Greater Terrace Food Association meeting (January)
- ✚ Councillor attended a Terrace Public Library board meeting (January)
- ✚ Councillors attended a North West Regional Hospital District board meeting (January)
- ✚ Councillor attended a Measuring Up Terrace Committee meeting (January)
- ✚ Councillor attended a Big Townsite/Little Celebration Committee meeting (January)
- ✚ Council had a tour of the Terrace Public Library (January)
- ✚ The City sent a letter of support on behalf of Heritage BC to the Minister of Heritage requesting that the Provincial Government renew BC's heritage program (January)
- ✚ Mayor attended the first annual "Fiesta Latina" (January)
- ✚ Councillor attended a Greater Terrace Beautification Society meeting (February)
- ✚ Councillor attended a Coast Mountains School District board meeting (February)
- ✚ Mayor and Councillors attended two Community Foundation Steering Committee meetings (February)

- # Mayor and Council attended the 2010 Terrace BC Legacy Committee's award ceremony (February)
- # Councillor attended the Biggest Heart Challenge/Fundraiser for the Heart and Stroke Foundation (February)
- # Councillor attended a Northwest Community College Board of Governors' meeting (February)
- # Mayor and Council attended the cake cutting and launch of the "A Little Townsite, Big Celebration" festivities (February)
- # Council approved a donation of \$450 for a bouldering wall at Caledonia Senior Secondary School (February)
- # Councillor attended a Skeena Diversity Society board meeting (February)
- # Councillor attended a Terrace Public Library board meeting (February)



*Greater Terrace Beautification Society volunteers at Brolly Square*

- # Councillor attended a Greater Terrace Beautification Society meeting (March)
- # Council received a presentation from the Greater Terrace Food Association, purchased a membership in that organization and appointed a liaison to the Association (March)

- # Councillor attended a Coast Mountains School District board meeting (March)
- # The City registered in Earth Hour 2011 and encouraged all Terrace residents to participate (March)
- # Councillor attended several Skeena Diversity Society board meetings (March)
- # Mayor had a lunch meeting with the City Freeman (March)
- # Councillor attended a Greater Terrace Food Association meeting (March)
- # Councillors attended an Early Child Development Recognition Dinner (March)
- # Mayor and Councillors attended the Community Science Fair hosted by the Northern Science and Innovation Society (March)
- # Council received a presentation from Success by Six and wrote to the Ministry of Children and Family Development acknowledging their continued funding of the program (March)
- # Councillors attended International Women's Day celebrations hosted by the Ksan House Society (March)
- # Mayor and Council hosted the City of Terrace annual Volunteer Appreciation Dinner (March)
- # Councillor participated in a fundraiser for Big Brothers/Big Sisters "Bowl for Kids Sake" (March)
- # Councillor attended Seedy Saturday (March)



*At the 2011 Vintage Fashion Show*

- ✚ Councillor attended a vintage fashion show celebrating Terrace's history (March)
- ✚ Councillor attended a Seniors' Committee meeting (March)
- ✚ Council passed a bylaw to permit the keeping of backyard hens (March)
- ✚ Mayor attended a lunch meeting with UNBC officials (March)
- ✚ Councillor attended a Terrace Public Library board meeting (March)
- ✚ Councillors had a meeting with Northern Health officials (March)
- ✚ Councillors attended a North West Regional Hospital District board meeting (March)
- ✚ Mayor and Council received a presentation from Northern Health officials regarding the Northern Cancer Control Strategy (March)
- ✚ The City adopted a bylaw to regulate the use of pesticides for cosmetic uses (March)
- ✚ Councillor attended a Measuring Up Terrace Committee meeting (March)
- ✚ Councillor attended a Greater Terrace Beautification Society meeting (April)
- ✚ Councillor attended a Coast Mountains School District board meeting (April)
- ✚ Council received a presentation from the Little Townsite Big/Celebration Committee (April)



*Garbathon 2011*

- ✚ Councillor attended a Skeena Diversity Society board meeting (April)
- ✚ Council received a presentation regarding Looping Systems for hearing aid users and the City circulated that information to other organizations in the City (April)
- ✚ Council received a presentation from the Canadian Cancer Society (April)

- # Councillor attended a Greater Terrace Food Association directors' meeting (April)
- # Councillor attended a Seniors' Committee meeting (April)
- # The City submitted a Gas Tax Innovations Fund Application to the Union of BC Municipalities for the Eby Staircase Project (April)
- # Mayor and Councillors attended a UNBC Northwest Regional Advisory Committee meeting (April)
- # Councillor attended the final performance of the Northwest Circus Camp (April)
- # Councillor attended the Terrace Volunteer Fire Fighters' Association's volunteer appreciation dinner (April)
- # Mayor attended the Freda Deising School of Northwest Art 2011 student exhibition (April)
- # Mayor attended the Pacific Northwest Music Festival gala night celebration (April)
- # Mayor and Council participated in the Greater Terrace Beautification Society's annual garbathon (April)
- # Councillor attended the Greater Terrace Food Association's annual general meeting (April)
- # Mayor and Council hosted a reception to award Dr. Donald Strangway with the Order of Terrace (April)
- # Councillor attended a local ceremony to recognize the National Day of Mourning for Workers Killed and Injured on the Job (April)
- # Councillor attended a Greater Terrace Beautification Society meeting (May)
- # Mayor participated in the Opening Ceremonies of the Northwest Heritage Fair (May)



*Dr. Don Strangway receiving the Order of Terrace*

- # Mayor met with officials from Pacific Sport Northern BC (May)
- # Mayor and Council attended a celebration of the 1 year anniversary of the longhouse at Northwest Community College (May)
- # Mayor participated in a Health Care Auxiliary Awareness event (May)
- # Mayor attended a presentation "the Cost of Oil" (May)
- # Mayor and Councillors participated in the Canadian Cancer Society's Relay for Life (May)
- # Mayor and Councillors attended the grand opening of the Howe Creek Tree Park (May)
- # Councillors attended a Housing Committee meeting (May)
- # Councillor attended a Seniors' Committee meeting (May)
- # Councillors attended a Little Townsite/Big Celebration committee meeting (May)
- # Mayor and Councillor attended a UNBC Student Recognition event (May)
- # Councillor attended the Skeena Diversity Society annual general meeting (May)
- # Councillors attended a Measuring Up Terrace Committee meeting (May)
- # Councillor attended a Greater Terrace Beautification Society meeting (June)
- # Councillor attended a Northern Health board meeting (June)



*A plaque to recognize the contributions of the former mayors of Terrace was unveiled*

- ✚ Councillor attended a Hungry Kids Committee meeting (June)
- ✚ Councillor attended a Terrace Public Library board meeting (June)
- ✚ Councillor attended several Coast Mountains School District board meetings (June)
- ✚ Councillor spoke at the Opening Ceremonies of the Diversity Health Fair (June)

- ✚ Mayor and Councillors attended the Diversity Health Fair (June)
- ✚ Councillor hosted a tour of City Hall for a school group (June)
- ✚ Council supported the concept of a camp out/hunger strike to raise awareness of youth homelessness in the community, provided it is held in a safe location (June)
- ✚ Councillor attended a Seniors' Committee meeting (June)
- ✚ Council provided a letter of support for a Provincial ban on the cosmetic use of pesticides (June)
- ✚ Councillor attended a Little Townsite/Big Celebration committee meeting (June)
- ✚ Mayor attended the Caledonia Senior Secondary School Award ceremony (June)
- ✚ Mayor and Councillors attended National Aboriginal Days celebrations (June)
- ✚ Mayor attended a reception at the Happy Gang Centre for Seniors (June)
- ✚ Mayor attended a Terrace Community Foundation meeting (July)
- ✚ Council received a presentation from Terrace Big Brothers/Big Sisters regarding the Vivint Gives Back Project and encouraged the community to support local organizations participating in the project (July)
- ✚ Mayor and Councillors attended the Terrace Medley Night Market (July)
- ✚ Council endorsed the role of the Northern Medical Programs Trust in enhancing the education of medical students in the North and reconfirmed the City's commitment to continued fundraising to meet the \$388,500 pledge made previously by the City (July)



*At the Grand Opening of the Howe Creek trail extension*

- ✚ Councillors attended a tea to celebrate the 100<sup>th</sup> anniversary of the Terrace Townsite survey (July)
- ✚ Mayor and Councillors attended a wine and cheese reception to celebrate the 100<sup>th</sup> anniversary of the Terrace Townsite survey (July)
- ✚ Mayor and Councillors participated in a community fundraiser hosted by the MP and MLA (July)

- # Council approved a grant to the Terrace Community Foundation of up to \$18,000 (July)
- # Councillor attended a Greater Terrace Beautification Society meeting (July)
- # Mayor and Councillors attended the Terrace Rod and Gun Club open house (August)
- # Councillor attended a Greater Terrace Food Association meeting (August)
- # Council received a presentation from Northern Health and accepted their offer of quarterly reports (August)
- # Council provided a letter of support to the Terrace Public Library for their application to the Enabling Accessibility Fund (August)
- # Councillors attended a North West Regional Hospital District board meeting (August)
- # Mayor and Councillors attended the Terrace Medley Night Market (August)
- # Councillor attended a Greater Terrace Beautification Society meeting (August)
- # Councillor attended a tour of the historical army buildings in Terrace (September)



*Touring Terrace*

- # Council appointed a representative to the Extreme Weather Response Committee (September)
- # Councillor attended a couple of meetings with Ksan House Society regarding the Extreme Weather Response schedule concerning the damp shelter (September)
- # Mayor and Council participated in Fetal Alcohol Spectrum Disorder Awareness Day activities in Terrace (September)
- # Councillor attended the Missing Women Commission of Inquiry Community Forum in Terrace (September)



*Storytime at the Terrace Public Library*

- # Councillor attended a Terrace Public Library board meeting (September)
- # Council committed \$2,250 toward the creation of an Agricultural Land Use Inventory (September)
- # Councillor attended a Seniors' Committee meeting (September)
- # Councillor attended a Northwest Community College Board of Governors meeting (September)



- # Mayor attended a welcome dinner for the “Journey Home” participants traveling to the Nass Valley (October)
- # Councillor attended a Greater Terrace Beautification Society meeting (October)
- # The City wrote to the Federal Government to request wheelchair lifts at all passenger rail stations (October)
- # Mayor met with a Caledonia Senior Secondary School class touring City Hall (October)
- # Councillors participated in the Northwest Community College public forum on strategic planning 2012-2017 (October)
- # Mayor participated in “Stage Fright – the Thrillusion Show” as a fundraiser for the Terrace Pony Club (October)
- # Mayor and Council unveiled a plaque in front of City Hall to recognize the contributions of former Mayors (October)
- # Councillor attended a Northwest Community College Board of Governors meeting (October)
- # Mayor participated in the 1<sup>st</sup> annual United Way Fire Truck Pull Campaign Kickoff which was a fundraiser for the United Way (October)
- # Mayor met with the new “Fire Chief for a Day” as part of Fire Safety Awareness Week (October)
- # Councillors attended a Measuring Up Terrace Committee meeting (October)
- # Councillor attended a Coast Mountains School District Board of Education meeting (October)



*The Youth Advisory Committee collected items for the NWCC Students' Food Bank at Hallowe'en*

- # Mayor and Council attended a Community Impacts Committee meeting (October)
- # Mayor participated in a pumpkin carving contest at a local business (October)
- # Councillor attended a Greater Terrace Beautification Society meeting (November)
- # The City provided a letter of support to the Kalum Community School Society for their Hungry Kids Project (November)
- # Mayor attended a Community Planning Committee meeting for 16 Days of Activism Against Gender Violence (November)
- # Mayor and Council participated in the Remembrance Day Parade and Service (November)
- # Councillor attended a Terrace Public Library board meeting (November)
- # Council provided a letter of support to the Seventh Day Adventist Church for their application to the CRTC for the licensing of VOAR in the Terrace area (November)
- # Councillor attended a Skeena Diversity Society board meeting (November)

- # The City submitted a grant application in the amount of \$50,000 to the Northern Development Initiative Trust Community Foundation Matching Grants Program (November)
- # Councillor attended a Coast Mountains School District Board of Education meeting (November)
- # Councillors attended a North West Regional Hospital District board meeting (November)
- # Mayor and Council attended a Community Impacts Task Force meeting (November)
- # The City applied to the Union of BC Municipalities Seniors' Housing & Support Initiative (SHSI) 2012 Age Friendly Community Planning and Project Grant for \$20,000 to hire a Seniors' Activities Coordinator and provide some funding for minor building modifications to accommodate the programs (November)



*Award winners at the 2011 Terrace and District Chamber of Commerce Business Excellence Awards*

- # The City applied to the Community Recreation Program grant funding for the Active Transportation Network Linkage Project (November)
- # Councillors attended the International Day for the Elimination of Violence Against Women ceremony (November)
- # Councillor attended a Northwest Regional Advisory Council meeting at UNBC (November)
- # Councillors attended a Measuring Up Terrace Committee meeting (November)
- # Councillor attended a candlelight vigil in remembrance of the Montreal massacre victims (December)
- # Councillor attended a Northwest Community College Board of Governors' luncheon meeting (December)
- # Councillor attended the Terrace & District Community Services Society annual Christmas banquet (December)
- # Mayor assisted at the Kermode Friendship Society's Christmas Dinner (December)
- # Mayor and Council attended the funeral service for the late Barry Pankhurst, former School Board Chair (December)
- # Councillor attended a Coast Mountains School District Board of Education meeting (December)
- # Councillor attended a Skeena Diversity Society board meeting (December)

- ✚ Council agreed to accept charitable donations for the construction of squash courts and a climbing wall (December)

**DEVELOP AN AFFORDABLE HOUSING STRATEGY INCLUDING SENIORS, LOW INCOME INDIVIDUALS AND FAMILIES AND CITIZENS WITH DISABILITIES**



- ✚ Councillors attended a Housing Committee meeting (January)
- ✚ Councillors attended a housing workshop delivered by BC Housing (March)
- ✚ The City issued a Development Permit to BC Housing Corporation for Market Estates (March)
- ✚ Councillors toured the new Market Estates Housing (June)
- ✚ Councillors attended a Housing Committee meeting (September)
- ✚ Mayor and Council attended the Ksan Place Open House (October)
- ✚ Councillors attended a Housing Committee meeting (October)
- ✚ Councillor attended an Extreme Weather Response Committee meeting (October)
- ✚ Councillors attended a Housing Committee meeting (December)
- ✚ Councillor attended an Extreme Weather Response Committee meeting (December)



## ESTABLISH A YOUTH TASK FORCE TO MAKE RECOMMENDATIONS TO COUNCIL



- ✚ Mayor attended a Youth Advisory Committee meeting (January)
- ✚ Mayor attended a Youth Advisory Committee meeting (April)
- ✚ Mayor attended a Youth Advisory Committee meeting (May)
- ✚ Mayor attended several Youth Advisory Committee meetings (June)
- ✚ Mayor attended the unveiling of the Youth Advisory Committee's mural project at George Little Park (June)
- ✚ Mayor attended a Youth Advisory Committee meeting (October)
- ✚ Mayor attended a Youth Advisory Committee meeting (November)

## REVIEW AND UPDATE THE OFFICIAL COMMUNITY PLAN

- ✚ The Official Community Plan Bylaw was adopted (June )

## ENCOURAGING BUSINESS & TOURISM



- ✚ Mayor and Council attended the Kermodei Tourism Society's Annual General Meeting (January)
- ✚ Councillor attended a Terrace and District Chamber of Commerce Luncheon (January)
- ✚ The City wrote a letter of support for the bid to host the 2012 North American Indigenous Championship Games (January)
- ✚ Mayor and Council met with a representative from the Ministry of Natural Resource Operations (January)
- ✚ Council received a presentation from Kermodei Tourism Society and approved their Community Tourism Plan (January)
- ✚ Councillor attended a Heritage Park Museum Society board meeting (February)
- ✚ Councillor attended a Kermodei Tourism Society board meeting (February)
- ✚ Councillor attended a Terrace and District Chamber of Commerce Luncheon and presentation by Alta Gas (February)
- ✚ Councillor attended a Terrace and District Chamber of Commerce meeting (February)
- ✚ Mayor and Councillors attended the Riverboat Days Society's Annual General Meeting (February)
- ✚ Councillor attended a Northwest Science and Innovation Society "Tech Talk" workshop (February)
- ✚ Councillor attended a Heritage Park Museum Society board meeting (March)
- ✚ Councillor attended a Terrace and District Chamber of Commerce Luncheon (March)
- ✚ Councillors attended the grand opening of the My Recreational Mountain Co-op office (March)

✚ Mayor attended a dinner meeting with representatives from the BC Business Council and the BC Progress Board (March)

✚ Councillors attended the Think Social Media workshop hosted by Kermodei Tourism Society (March)

✚ Mayor and Council attended an open house hosted by Avanti Mining in Terrace (March)

✚ Councillors attended a “Greening Your Small Business” workshop hosted by 16/37 Community Futures (March)

✚ Mayor had a meeting with a BC Hydro official (March)

✚ Councillor attended the Annual General Meeting of the Heritage Park Museum Society (March)

✚ Mayor and Council attended a reception for the new President and CEO of Northwest Community College, Dr. Denise Henning (March)

✚ Councillor attended a Riverboat Days Society meeting (March)

✚ Councillor attended a Kermodei Tourism Society board meeting (April)

✚ The City renewed the License to Occupy and the Operating Agreement with the Terrace & District Museum Society for a 5-year term for the operation of Heritage Park Museum (April)

✚ Councillor attended a Skeena Nass Centre for Innovation in Resource Economics general meeting (April)

✚ Mayor had a lunch meeting with an official from Clean Energy BC (April)

✚ Councillors attended a breakfast meeting of the Applied Science Technologists and Technicians of BC (April)

✚ Councillor attended the Heritage Park Museum’s first annual Easter Egg Hunt (April)

✚ Councillor attended a Heritage Park Museum Society board meeting (May)

✚ Councillor attended the official opening of the Nisga’a Museum in Lax Galts’ap (May)

✚ Councillor attended a Terrace and District Chamber of Commerce Luncheon (May)

✚ Councillor attended a Northwest Transmission Line Working Group teleconference meeting (May)

✚ Mayor and Council attended the official opening of the new Investors’ Group office (May)

✚ Mayor and Councillors attended a meeting and presentation by a company considering setting up a business in Terrace (May)

✚ Councillor attended a Riverboat Days Committee meeting (May)



*Cedar shake splitting at Heritage Park*

- # Councillor attended a Heritage Park Museum Society board meeting (June)
- # Councillor attended a Terrace and District Chamber of Commerce Luncheon (June)
- # Councillor drove the City of Terrace float in the Canada Day Parade in Kitimat (July)
- # The City sent a letter to the CRTC in support of the application from CBC for their broadcast license renewal (July)
- # Councillor attended Canada Day celebrations at Heritage Park Museum (July)
- # Mayor and Councillors attended the opening ceremonies for the 2<sup>nd</sup> annual Krummfest (July)
- # Councillor attended a Riverboat Days Society meeting (July)
- # Mayor and Councillor attended a Riverboat Days Society meeting (July)
- # Mayor and Councillor attended the Riverboat Days opening ceremonies (July)
- # Councillor drove the City of Terrace float in the Riverboat Days parade (July)
- # Mayor and Council participated in Riverboat Days festivities around Terrace (July)
- # Mayor attended the Riverside Festival Opening Ceremonies (August)
- # Mayor and Councillor attended a Terrace and District Chamber of Commerce Luncheon with guest speakers from BC Hydro (August)
- # Councillors attended a Heritage Park Museum Society meeting (August)
- # Councillor attended a Kermodei Tourism Society board meeting (August)



*Riverside Festival 2011*

- # Mayor and Councillor attended the Community Gaming Grant Review forum in Terrace (September)
- # Mayor and Councillors participated in ceremonies marking the 67<sup>th</sup> anniversary of the opening of the Prince Rupert highway (September)

- # Councillor attended a Kermodei Tourism Society board meeting (September)
- # Councillor attended a Riverboat Days Society meeting (September)
- # Councillor attended a Kermodei Tourism Society board retreat (September)

- ✚ Councillor attended a Heritage Park Museum Society meeting (September)



*Volunteers at Heritage Park Museum*

- ✚ Councillors attended a public forum on the Enbridge Northern Gateway Pipelines project held in Kitimat (September)
- ✚ Councillor attended an Enbridge Community Advisory Board meeting (September)
- ✚ Mayor and Councillor attended a Terrace and District Chamber of Commerce Luncheon (September)
- ✚ Councillor attended a Skeena Christmas Festival Committee meeting (October)
- ✚ Councillor attended a Heritage Park Museum Society board meeting (October)
- ✚ Councillor attended a Terrace and District Chamber of Commerce Luncheon (October)
- ✚ Councillor attended a Kermodei Tourism Society board meeting (October)
- ✚ Mayor and Council attended the Terrace and District Chamber of Commerce Business Excellence Awards Gala (October)
- ✚ Councillors participated in the Heritage Park Museum's Annual Hallowe'en Haunt (October)
- ✚ Councillor attended a Heritage Park Museum Society board meeting (November)
- ✚ Councillor attended a Riverboat Days Society meeting (November)
- ✚ Councillor attended a meeting with local hoteliers and Kermodei Tourism Society regarding the 2% hotel tax (November)



- ✚ Councillor attended a Heritage Park Museum Society board's annual Christmas dinner (December)



*George Little House*

- ✚ Councillor attended a meeting regarding Riverboat Days traffic control (December)
- ✚ Councillor attended a Riverboat Days Society Christmas social (December)
- ✚ The City provided a letter of support to Kermodei Tourism and local hoteliers clarifying the City's role regarding the 2% Hotel Room Tax (December)

## **IMPLEMENT DOWNTOWN REVITALIZATION IN PHASES**

- ✚ Councillor attended a Downtown Business Improvement Area meeting (January)

## **ADDRESS THE ECONOMIC DEVELOPMENT NEEDS OF TERRACE**

- ✚ Councillor attended a Terrace Economic Development Authority meeting (January)
- ✚ Mayor attended a lunch meeting with representatives from Enbridge (January)
- ✚ The City supported Terrace Economic Development Authority's bid to host the 2013 Minerals North Annual Conference (January)
- ✚ Councillor attended a Joint Venture Program workshop hosted by the Terrace Economic Development Authority (January)
- ✚ Mayor attended the Association of Mineral Exploration 2011 Minerals Round Up held in Vancouver (January)
- ✚ Councillor participated in an Economic Town Hall held by MP Nathan Cullen and MLA Robin Austin (January)



*Terrace Economic Development Authority*

- # Councillors attended a public information event regarding the proposed Enbridge Northern Gateway Pipelines project (February)
- # Councillor attended several Terrace Economic Development Authority meetings (February)
- # Mayor attended a lunch meeting with an Enbridge representative (February)
- # Councillor attended a Terrace Economic Development Authority board meeting (March)
- # Mayor attended a meeting with Enbridge representatives (March)
- # Councillor attended a Joint Venture Program workshop hosted by the Terrace Economic Development Authority (March)
- # Mayor and Councillors attended a Federal Transportation Announcement (March)
- # Councillors received a presentation from Avanti Mining officials regarding the Kitsault Mine (March)
- # Councillors participated in a BC Hydro Integrated Resource Plan multi-stakeholder meeting (March)
- # Mayor and Council attended an open house hosted by BC Hydro regarding the BC Hydro Integrated Resource Plan (March)
- # The City wrote a letter to Industry Canada supporting a process that would ensure greater access to telecommunication services in rural communities (April)
- # Councillor attended a Terrace Economic Development Authority meeting (April)
- # Councillor attended a stakeholders' luncheon hosted by Rio Tinto Alcan (May)
- # Mayor and Council attended a meeting with BC Hydro Vice-President Greg Reimer (June)
- # Mayor and Councillors attended a community celebration for BC Hydro's 50<sup>th</sup> anniversary (June)
- # Councillors attended a Rotary Club/Chamber of Commerce luncheon (June)
- # Mayor and Council had a meeting with the Community Forest Corporation (June)
- # Mayor met with the President of Northwest Community College (June)
- # Councillor attended the Northwest Regional Airport Society annual general meeting (June)

- # Councillor attended a Terrace Economic Development Authority meeting (July)
- # The City sent a letter of support to the Minister of Public Safety endorsing the establishment of a Terrace/Kitimat based customs office and CANPASS capabilities at the Northwest Regional Airport (July)
- # Councillor attended a Terrace Economic Development Authority board selection committee meeting (July)
- # The City provided a letter of support to the Terrace & District Chamber of Commerce for their campaign to have a PST Administration Centre located in Terrace (September)

- # Councillor met with MLA John Rustad and Terrace Economic Development Authority officials (July)
- # Councillor attended a Terrace Economic Development Authority meeting (August)
- # Councillors met with BC Hydro officials (August)
- # Councillor Downie was appointed as the City liaison to the Minerals North 2013 Committee (August)



- # Mayor participated in the Valard-Burns McDonnell Golf Tournament (August)
- # Mayor Pernarowski toured the Galore Creek project site (August)
- # Councillor attended a BC Community Forest Association meeting (August)
- # Mayor met with Enbridge officials (September)
- # Councillor attended a Terrace Economic Development Authority meeting (September)
- # Mayor and Council attended the Terrace Economic Development Authority's Annual General Meeting (September)
- # Councillor attended a Northwest Transmission Line Labour Force Development Plan Workshop in Terrace (September)
- # Mayor met with a BC Hydro representative (September)
- # Councillors attended a strategic planning session for the Terrace Economic Development Authority (September)
- # Councillor attended a Minerals North 2013 Planning Committee meeting (October)
- # Councillor attended a Terrace Economic Development Authority board meeting (October)
- # Mayor had a lunch meeting with a Clean Energy BC official (October)
- # Councillor attended a Terrace Economic Development Authority board meeting (November)
- # Councillor attended a Rio Tinto Alcan announcement in Kitimat (November)
- # Councillor attended an Enbridge Northern Gateway Pipelines Community Advisory Board meeting (December)
- # The City wrote to the Minister of Jobs, Tourism and Innovation to request the establishment of a PST Administration Centre in Terrace (December)



*Carving shed at Kitselas Canyon*

## **COLLABORATE WITH NEIGHBOURING COMMUNITIES TO EXPLORE REGIONAL SHARED SERVICES SUCH AS ECONOMIC DEVELOPMENT AND TOURISM**

- # Council supported Councillor Downie's nomination as a Director of the Northwest Corridor Development Corporation (January)
- # Councillor attended the Northwest Corridor Development Corporation Annual General Meeting in Grande Prairie, Alberta (January)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (January)
- # Mayor toured the UNBC Bio-Energy Plant in Prince George (February)
- # Mayor met with the Mayor of Prince George (February)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (February)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (March)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting held in Stewart (April)
- # Mayor and Councillors attended the North Central Local Government Association Annual Convention in Prince Rupert (May)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (May)
- # Councillor attended the Northwest Corridor Development Corporation board meeting (June)
- # Councillors attended several Regional District of Kitimat-Stikine related board meetings (June)
- # Councillors attended a workshop hosted by the Regional District of Kitimat-Stikine (June)
- # Mayor toured the Kitwanga Lumber Mill with the Minister of Forests, Lands and Natural Resource Operations (July)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (August)
- # Council wrote to the District of Kitimat and the District of Stewart requesting that they forward letters to the Minister of Public Safety in support of providing CANPASS capability at the Northwest Regional Airport and a Terrace/Kitimat based customs office (August)

- # Councillor attended a strategic planning session for the Northwest Corridor Development Corporation (September)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (September)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (October)
- # Councillor attended a Northwest Corridor Development Corporation board meeting by teleconference (November)
- # Councillors attended a Regional District of Kitimat-Stikine board meeting (November)
- # Mayor and Councillors attended the Regional District of Kitimat-Stikine statutory meeting and board meeting (December)
- # The City sent a letter of support for Invest Northwest BC to the Minister of Jobs, Tourism and Innovation (December)



*Shames Mountain*

## **ATTRACT AND SUPPORT SMALL AND MEDIUM SIZED BUSINESSES**

- # Mayor attended a Northern Development Initiative Trust board meeting in Prince George (February)
- # Council provided a letter of support to CORE BioFuel Inc. for their proposed biomass gasoline production facility (February)
- # Mayor and Councillors attended a luncheon with Terrace Economic Development Authority and the Northwest Forest Coalition (February)
- # Council received a presentation from Friends of Shames, the City purchased a business membership in My Mountain Co-op (March)
- # The City provided a letter of support for the forgiveness or reduction of the historical debt owed to the BC Government by Shames Mountain Ski Corporation (March)
- # The City wrote a letter of support for the Avanti Kisault Mine Project (March)
- # Mayor attended a Northern Development Initiative Trust Northwest Regional Advisory Committee teleconference call (March)
- # Mayor attended a Northern Development Initiative Trust Board meeting held in Terrace (April)

- # Mayor and Councillors attended the Minerals North conference in Stewart (April)
- # The City established a Business Improvement Area in downtown Terrace (May)
- # Mayor and Councillor met with representatives from a company interested in setting up a business in Terrace (May)
- # Mayor attended a Northern teleconference meeting (June)
- # Mayor and Councillors attended a grand opening of the new 16/37 Community Futures offices (June)
- # Mayor attended a Northern Development Initiative Trust board meeting in Prince George (July)
- # Mayor has a site tour of the Galore Creek mine site (September)
- # Mayor attended a Northern Development Initiative Trust board teleconference meeting (September)
- # Mayor and Council met with representatives from My Mountain Co-op (September)
- # The City provided My Mountain Co-op with \$15,000 in funding towards their operations (September)
- # The City provided My Mountain Co-op with a lease for the remainder of 2011 and for 2012 for the use of the east side of the Kwinitza House (September)
- # Mayor participated on several Northern Development Initiative Trust Northwest Regional Advisory Committee teleconference calls (September)
- # Councillor attended the My Mountain Co-op Annual General Meeting (November)
- # Mayor participated on a Northern Development Initiative Trust board teleconference call (November)
- # The City sent a letter to the Ministry of Forests, Lands and Natural Resources outlining concerns regarding the proposed Natural Resource Road Act (November)

## BUILDING PARTNERSHIPS AND ENHANCING RELATIONSHIPS



*Mayor Pernarowski and Kitselas Chief Councillor Judy Gerow*

- ✚ Mayor and Councillors met with the Coast Mountains School District Board to discuss how they can work together on a number of mutual community issues (June)

### STRENGTHEN OUR BONDS WITH LOCAL FIRST NATIONS' COMMUNITIES

- ✚ Mayor met with the Chief Councillor of the Kitsumkalum First Nation (February)
- ✚ City wrote to the Nisga'a Lisims Government to congratulate them on their new museum and offer marketing support of the museum through Kermodai Tourism Society (May)
- ✚ Mayor and Council met with the Haisla Council in Kitamaat Village (October)
- ✚ Council made a motion to partner with the Gitlaxt'aamiks Village



Government to apply to UBCM for a Regional Community to Community Forum Program Grant to host an Economic Development and Tourism Forum in the spring of 2012 (October)

- ✚ Mayor and Council participated in a signing ceremony with the Kitselas First Nation Council (November)

## **STRENGTHEN PROVINCIAL AND FEDERAL AFFAIRS**

- ✚ MLA Robin Austin was invited to attend a meeting to discuss the findings from his “Unleashing Our Potential” economic development forum (March)
- ✚ Councillor attended an announcement by the Premier in Prince Rupert (September)
- ✚ Mayor and Council attended the Union of BC Municipalities Annual convention in Vancouver (September)
- ✚ Mayor attended an orientation meeting for the Union of BC Municipalities executive (November)
- ✚ Mayor had a lunch meeting with MP Nathan Cullen (December)
- ✚ Mayor participated on a Union of BC Municipalities executive teleconference call (December)
- ✚ Mayor and Council attended an open house hosted by MP Nathan Cullen and MLA Robin Austin (December)

## **STRENGTHEN RELATIONSHIPS WITH OTHER NORTHWEST CENTRES INCLUDING KITIMAT AND PRINCE RUPERT**



- ✚ Mayor attended an In-Camera Council meeting with the District of Kitimat (July)
- ✚ Mayor attended an In-Camera Council meeting with the City of Prince Rupert (July)
- ✚ Mayor and Council met with the District of Kitimat Mayor and Council (September)
- ✚ Councillor attended a pole raising ceremony at the Northwest Community College campus in Smithers (September)
- ✚ Mayor and Councillors had a dinner with representatives from Usk, Wales and representatives from the Regional District of Kitimat-Stikine (September)



✚ Mayor and Council attended a Local Governance Workshop hosted by the City of Terrace (December)

# ENSURING COMMUNITY INFRASTRUCTURE



- ✚ The City attested that it will continue to contribute its share of the required funding for the Frank Street Well Emergency Generator Project (January)
- ✚ Mayor Pernarowski attended the 2011 Northern Mayors' and Regional District Chairs' Roundtable on Transportation (February)
- ✚ The City wrote to the Minister of Transportation and Infrastructure requesting an independent review of the BC Transit governance model and funding relationship with Local Governments in BC, and that Local Governments be invited to participate in that review (May)
- ✚ New streetlights on the 4600 block of Lakelse
- ✚ Council reallocated \$284,400 from the 4600 Davis Avenue Reconstruction Project to fund the Co-op Demolition Project (August)

## **DEVELOP SKEENA INDUSTRIAL DEVELOPMENT PARK (INITIAL PHASE)**

- ✚ Preliminary utility system design, intersection land purchase and construction at the Skeena Industrial Development Park

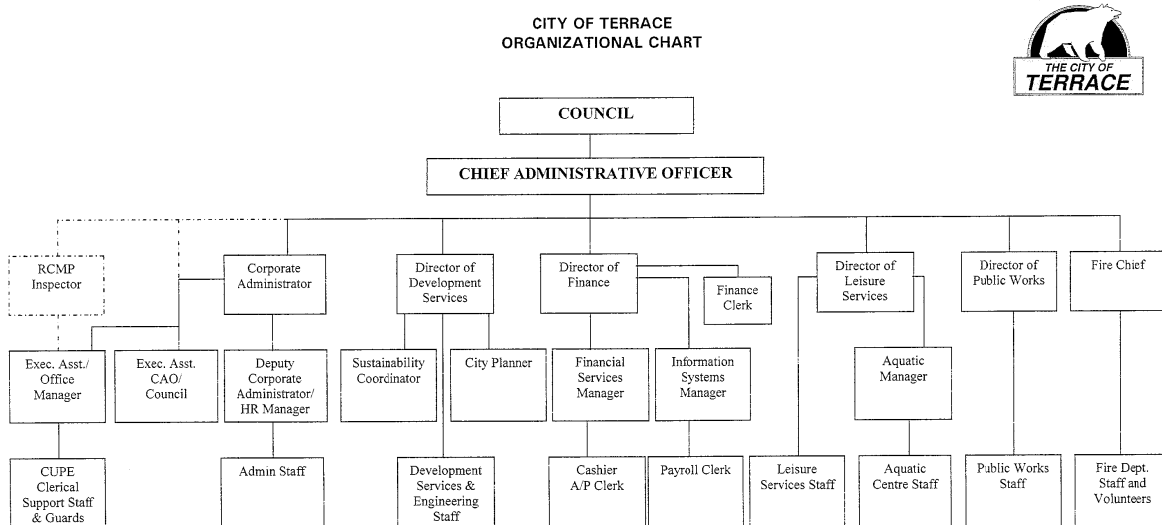
## ACCELERATE ROAD AND SIDEWALK RECONSTRUCTION OVER THE NEXT THREE YEARS



- ✚ Full rebuild of Davis Avenue (between Kalum and Sparks)
- ✚ Full rebuild of McConnell Avenue (between Thomas and Marshall)
- ✚ Road pulverizing and paving projects on Medek Avenue (between Craig and Braun), Haugland Avenue (between Molitor and Eby), Frank Street near the CNR crossing, Lanfear Drive (between Pheasant and Thomas) and Pear Street (north of Graham Avenue)

# 2011 DEPARTMENT HEADS

Chief Administrative Officer	Ron Poole (until July 2011)
Interim Chief Administrative Officer	Heather Avison (July to December)
Corporate Administrator	Heather Avison
Director of Development Services	Marvin Kwiatkowski
Director of Finance	Ron Bowles
Fire Chief	Peter Weeber (until July 2011)
Fire Chief	John Klie (July to December)
Director of Leisure Services	Carmen Didier
Director of Public Works	Herb Dusdal
R.C.M.P. Inspector	Eric Stubbs (until June 2011)
R.C.M.P. Inspector	Dana Hart (August to December)



# DEPARTMENTAL REVIEWS

## CORPORATE ADMINISTRATION



The City's Corporate Administration Department consists of the Corporate Administrator/Human Resources Manager, Executive Assistant and Administration Secretary. This department provides legislative and administrative support to Mayor and Council, as well as other City Departments. Council meetings and functions are coordinated through Administration, and this department is also responsible for the maintenance and retention of bylaws of the City, preparation of Council minutes and agendas, the Elections process, the coordination of leases for City-owned properties, and for inquiries under the Freedom of Information and Protection of Privacy legislation.

Key activities in this Department over the past year include:

- Organized and conducted the 2011 General Local Election with the Chief Election Officer;
- Signing of the Joint Venture Agreement and Revenue Sharing Agreement between the Kitselas First Nation and the City of Terrace for the Airport Lands;
- The adoption by Council of some notable bylaws including an Animal Control Bylaw Amendment to allow for backyard hens, the Pesticides for Non-Essential Purposes Bylaw, the Business Improvement Area Bylaw, and the new Official Community Plan;



*At the ceremony to present Dr. Strangway with the Order of Terrace*

- Coordinated the Order of Terrace presentation to Dr. Donald Strangway;
- Prepared for the annual Union of BC Municipalities convention;
- Renewal of the Management Fee Contract with Little House Enterprise for the operation of the George Little House;
- Continued with the review of the City's Policy Manual;
- Provided staff support to the Measuring Up Terrace Committee, the Housing Committee and the Mayor's Remuneration Task Force;
- Negotiated various leases and agreements for use of City-owned facilities including no fee leases for the non-profit organizations Friends of Shames and Skeena Bicycle Service; and
- Organized events such as the volunteer appreciation dinner to recognize and thank the residents who volunteer their time on City-related boards and committees.

# DEVELOPMENT SERVICES



The Development Services Department is responsible for engineering, including infrastructure design and project management for major capital works; planning, including long range planning and the processing of zoning, subdivision, development permit, and variance permit applications; sustainability planning; building inspection and business licensing, mapping and Geographic Information System; bylaw enforcement and animal control.

Major roadway projects undertaken by the Engineering Division in 2011 included Davis Avenue from Kalum to Sparks Street and McConnell Avenue from North Thomas to Marshall Street. Engineering also oversaw the Sewage Treatment Plant Biosolids Removal Project and the demolition of the former Co-op building.





*Demolition of Co-op Building*

Projects to further the development potential of City owned land included environmental investigations on the 20 acre Keith Avenue and former Co-op properties, the purchase of 94 hectares of future industrial land from the Crown within the Skeena Industrial Development Park (SIDP) and Highway 37 Intersection and Industrial Way detailed road design.

The Planning Division processed 46 land use applications in 2011, as compared to 34 the previous year. In total seven Development Permits were issued for commercial properties including McDonalds Restaurant at 4740 Lakelse Avenue. This development was of most significance as it provided the business and the Downtown with a much improved appearance. Two new lots were created by subdivision in 2011.

The Planning Division oversaw the comprehensive review, consultation and adoption of the Official Community Plan in 2011 and the adoption of the Terrace Downtown Improvement Area bylaw.

The Sustainability Division passed a bylaw to regulate the use of pesticides for non-essential purposes within the municipality and supported the creation and development of a local food security organization, the Greater Terrace Food Association. To further support our local food security goals amendments were adopted to the Animal Control Bylaw to allow for backyard hens in all residential zones. A variety of sustainability initiatives were carried out to support the GHG emissions reductions targets established in the updated OCP including home energy audit incentives, implementation of the Active Transportation Plan and promoting education such as the "Climate Action Showdown" program in elementary classrooms.



*Rebuild of Davis Avenue*

The Building Inspection and Business License Division issued building permits for approximately 10.5 million dollars in construction value, compared to 9 million in 2010. The



total number of permits and the number of single family residential home permits issued in 2011 was 202 and 13 respectively, as compared to 249 and 5 in 2010. The total number of businesses licensed was 1078.

In 2011 the Mapping Division underwent a major upgrade to the TerraMap software and worked with other departments to transfer data into the GIS (i.e. cemetery).

Bylaw Enforcement - In 2011 the number of written complaints received and tickets issued was 366 and 68 respectively and included 147 complaints received and 52 tickets issued by the RCMP under the Noise Control Bylaw & Parks & Public Places Bylaw.

The Animal Control Division dealt with 80 registered complaints under the Animal Control Bylaw. 607 private animal cremations were performed in 2011 which is an increase over the 522 performed in 2010.

# FINANCE

The Finance Department is responsible to monitor, control, and allocate the financial resources within the City in order to meet the short and long term budgetary goals and objectives that Council has set out in the five-year Financial Plan. Managing the City and RCMP computer systems and other information technology is also a responsibility of the department

The Finance Department has two distinct client groups; internal and external. Internal financial systems and reports are continually changing to meet the needs of the departments and of Council. External communication and reporting includes audited financial statements, annual reports and communication with media, stakeholder groups and individual taxpayers.

The Finance Department's objectives and measures for the prior year include:

- Continued technology-based customer service and efficiency improvements by setting-up on-line tax payments, telephone tax payments, direct import of bank's multiple tax payments, barcode scanning of tax notices at front counter, laser-fiche tax notices and improved budgeting software;
- Implemented new document retention policy;
- Improved public communication by webcasting Council meetings;
- Improved security through installation of surveillance systems in the pool, arena and RCMP building; and
- Implemented first phase of municipal tangible capital asset (TCA) planning as required by accounting standards.

The Finance Department's objectives for the current year include:

- Improve efficiency by setting up a direct-deposit accounts payable system;
- Improve cash procedures at city facilities;
- Review of utility billing system;
- Refine broadcasting of Council meetings;
- Improved internal financial reporting;
- In-house financial statement preparation for audit; and
- Continue succession planning and cross training for all positions.

# FIRE DEPARTMENT

2011 was a year of change for the Terrace Fire Department. Early in 2011 saw the departure of Fire Chief Peter Weeber as well as one of our senior Lieutenants. The first was for other job opportunities and the other was for all of the opportunities given to a person when they retire from their job. Both were valuable assets to the Fire Department and we wish them well in their new endeavors.



The departure of personnel from any organization brings change. One of the current senior firefighters was promoted to Lieutenant; a new probationary firefighter was hired from the ranks of the Terrace Fire Department Volunteer sector; and lastly, a new Fire Chief was hired and on board by July 1, 2011.

## Services

As a Composite Fire Department, full-time and volunteer firefighters, we respond to fire, medical, rescue, hazardous materials, and airport emergencies. Our total call volume is just shy of 1,000 calls per year. For the members on duty or at home, this is a significant commitment of their work and personal time. With 2 members on duty, except for approved leave and then there is only 1 member on duty, the Fire Department relies heavily on off duty members (full-time and volunteer members) to respond to all of these calls. The members of the Fire Department are dedicated to their firefighting job and the responses for these calls are greatly appreciated.

## Training



Training is a key component to a successful Fire Department. The Terrace Fire Department has all their members trained to meet specific standards, and to meet “best practice” for our type of work. This involves time and commitment from the members, on and off duty. The Terrace Fire Department holds weekly training schedules, after hours, every Tuesday evening from 7:00 PM to 9:00 PM.

For specialty skills such as confine space rescue, high angle rescue, haz-mat rescue and other technical tasks, the Fire Department will bring in outside specialists to teach these courses, usually on a weekend. Also, time is provided, during normal working hours for the full-time staff, to train and hone their skills in the art of firefighting.





## **Fire Prevention and Education**

The Fire Department is tasked with providing an Inspection Program for all commercial buildings in town and also to provide fire education to the general public. To meet that goal, all of the commercial occupancies are divided between the four Fire Companies, and every year or every two years, for low risk occupancies, each of these businesses and buildings get inspected. The Fire Department works with the Business owners in order to ensure their premises are kept free of flammable hazards and that all of their fire detection and evacuation systems are current and working.

Some of our best fire education programs are carried out through the schools in the City of Terrace. Every Fall, during Fire Prevention Week, all schools are visited and the firefighters will either give lectures in the classrooms or tours of the Fire Safety House and many times both will happen.

# LEISURE SERVICES



*Christie Park*

## **Overview**

Terrace commemorated the 100<sup>th</sup> anniversary of its townsite survey. Many events were held at City facilities and in conjunction with annual events such as Canada Day and Riverboat Days celebrations.

Leisure Services focused on parks and fields projects in 2011. Many upgrades and repairs were made to softball diamonds, trails and playgrounds. The cemeteries also received considerable maintenance in ground levelling and permitting.

Various accessibility projects were also completed throughout our department both in the facilities and in the parks.

## **Sportsplex Facility**

The Sportsplex had an estimated 200,000 people through its doors in 2011. Larger events included hockey tournaments, Figure Skating Carnival, Annual Chamber of Commerce Trade Show, Caledonia Prom, Laxgalts'ap Village Government, Show and Shine, North Central Local Government Management Association, the 2011 General Local Election and Christmas Farmer's Market.

In addition to regular user groups, the Sportsplex was a popular venue for birthdays and weddings. 52 birthday parties and 9 weddings were held in the Sportsplex throughout the year.

The Main Arena and Hidber Arena were in full operation for a period of 23 weeks. The Hidber Arena remained in operation for an additional 10 weeks and hosted spring hockey playoffs and summer skating schools. Public skating times were available every day of the

week and totalled 2208 attendees. The free Monday public skates were well utilized with an additional 1323 attendees.



Figure skating and minor hockey clubs had similar participation numbers to previous seasons. Figure skating had 131 registrants and minor hockey had 373 registrants. Smaller clubs like ringette had 46 registrants and speed skating had 20.

Key facility improvements included completion of the digital control system for the air handling units, re-keying the building interior and adding a surveillance system.

Fitness and wellness classes had a total of 10,132 participants in 2011 with Zumba

being the most popular class. New wellness programs included meditation and therapeutic massage classes.

New youth camps offered were Circus Camp and Rock Camp. Both weeklong camps were co-sponsored by local businesses and were very successful. Circus Camp participants learned clowning, stilt walking, acrobatics, trapeze and juggling which culminated in a final performance with 200+ attendees. Rock Camp participants improved their musical skills and learned how to perform in a live rock band. Their final performance had 150 proud parents and grandparents.



*Circus Camp*

## Aquatic Centre

2011 had 1463 students attended swimming lessons and 80 students enrolled in upper level leadership courses such as Bronze Cross and Bronze Medallion.



Friday night free swim for the teens had a total of 2471 participants. The program was cancelled in December due to a growing number of incidents but will resume in 2012 with new guidelines for participation.

The Leisure Access Program continues to serve individuals and families who are on a low income and require financial assistance to access the Aquatic Centre facilities. A total of 364 cards were distributed in 2011.

Exceptional programs included the Healthy Heart and Terrace Healthy Living Program. The Healthy Heart program had 487 participants who focused on movement exercises, improving range of motion and wellness practices for senior and limited mobility populations. The Terrace Healthy Living Program had 100 active users who had discounted access into the facilities to work on improving their fitness levels and recovering from a chronic disease or injury.

The Aquatic Centre had an estimated 150,000 people through the facility.

## Cemeteries

The Municipal and the Kitsumkaluum cemeteries had a total of 16 plot internments, 21 cremated remain internments, and 11 columbarium openings.

Plot and columbarium reserves were sold for 37 individuals.

To date over 300 ornamentation permits have been issued at the Municipal Cemetery.

Mapping and Cemetery Administration are working towards developing a data base for the Municipal Cemetery that is linked to Terra Map. This will enable the public to go online and see where their family and friends are interred.



## Fields

There were an estimated 1800 participants in organized soccer and softball in 2011. Estimated total field usage was 46,132 users.

Several softball diamonds were skinned and material was added to the infields to improve facility standard. Riverside diamond had additional work in the repair of its sprinkler system, bleachers and dugouts as well as safety netting installed.



## Parks and Playgrounds

“Got Wheels, Get a Helmet” was an education program implemented by the City in 2011 to get people of all ages wearing their helmets when biking, skateboarding and in line skating. Signage, educational pamphlets and a positive ticketing program were used to get the message out into the community.

Basketball courts and hockey nets were mounted on the Lower Little tennis courts to meet the needs of the neighbourhood.

George Little Park added accessible picnic tables and repair work was done on the new Spirit Square benches and playground equipment following incidences of vandalism.

## Ferry Island Campground

The cold temperatures in 2011 drew 6656 campers to the Island which equated to 10,000 less than 2010.

Several projects were done at Ferry Island which included asphaltting the parking lot and roadway, installation of pit toilets in the new section of the campground, enlargement of numerous campsites and addressed several accessibility issues in the shower facility.

# PUBLIC WORKS



*Frank Street Well*

The Public Works Department is responsible for the operation and maintenance of the City's infrastructure as well as construction of specific capital works projects. The areas of responsibility include: streets and sidewalks, snow removal and sanding, sanitary sewer collection and treatment, storm water collection, potable water supply and distribution, garbage collection, composting, purchasing, buildings, and municipal fleet vehicles.

The wet and cold weather of 2011 proved to be challenging for all public works crews in maintenance and construction work and especially in dealing with the breakup of roads due to the severe late winter freeze thaw cycles.

In addition to regular operation and maintenance, in 2011 the department undertook the following projects:

## **Buildings**

In 2011 we replaced the Fire Hall roof, including upgrading the insulation and installing a new air handling system. Renovations to the RCMP building included new workstations in the main work area, automatic door openers at the front entrance, and changes in the conference room to enable more flexible use. New workstations in the City Hall reception area to complement the access changes made in 2010. Renovations to the City owned house on Park Avenue, now housing the Northern Health Daytime Addictions service under a long term lease.



## Roads

Road pulverizing and paving projects included Medeek Avenue between Craig and Braun, Haugland Avenue from Molitor to Eby, Frank Street near the CNR crossing, Lanfear Drive between Pheasant and Thomas, and Pear Street north of Graham Avenue.

## Solid Waste:

Three separate recycling pilots were carried out in 2011:

1. The curbside pickup pilot project saw 130 homes participate in a study to determine diversion rates of curbside recycling and community response to other “Zero Waste” components.
2. Several businesses participated in a study to determine possible diversion rates of commercial organics.
3. A recycling drop off center for paper, cardboard, metal, plastics, and organics was established at the old Coop parking lot.

At the Kalum Lake Drive Landfill, a study to review existing infrastructure and to prepare a preliminary scope for an environmental monitoring program was completed.

## Sewer System Improvements

At the Sewer Treatment Plant, paving around the wet well area, and sediment removal system upgrades helped improve operations, and de-sludging of the lagoons improved the effectiveness of the sewage treatment process.



*Sewage Treatment Lagoons*



*Wilson Street Pump House*

### **Water System Improvements**

At the Wilson Street pump house, the SCADA (System Control and Data Acquisition) system was updated, and the installation of a new 150 kilowatt emergency generator will keep the water system running during power outages. At the Skeena River pump house electrical repairs and a supply service upgrade modernized the 40 year old electrical systems. A new SCADA master plan was developed for all of the City's water and sewer systems to guide future system control improvements.

### **Miscellaneous Projects**

The ornamental streetlights on the 4600 block of Lakelse Avenue were replaced due to excessive corrosion. Vehicle replacements included a ½ ton pickup for Public Works and a passenger van for Administration.

# ROYAL CANADIAN MOUNTED POLICE



The Terrace Detachment of the Royal Canadian Mounted Police provides front line, emergency policing services to the City of Terrace as well as the rural and unincorporated areas surrounding it. The unit is comprised of a mix of provincially and municipally funded front line officers and support staff. The service is an integrated and seamless one that provides a maximization of efficiency in the use of all resources in delivering policing services.

In addition, the Detachment is home to a number of Provincial Support units which provide services to not only the Terrace Detachment area, but those as far away as Dease Lake in the North, Kitimat in the south and Houston in the west. These services are in the area of Forensic Identification, Traffic Services, Collision Reconstructionist, Regional GIS, and Police Dog Services. Our office is also home to a First Nations Policing position that is dedicated to policing issues within the First Nations Communities of Kitselas - Gitau and Kitsumkalum.

Our office employs a number of Public Service and Municipal Support Staff performing administrative, financial, and police record keeping duties as well as Municipal Guards in the Cell Block. We have two Victims Assistance workers, and a number of volunteers, who provide assistance to the victims of crime in the Detachment's service area. There is also a full-time Community Policing / Media Relations Officer who oversees a host of community programs and volunteer groups including Auxiliary Constables, Citizens on Patrol, and Crime Stoppers in addition to providing liaising with our local media.

In 2011, the Detachment embarked on a number of positive initiatives in support of the overall strategic plan of making Terrace a safe community to live in. Terrace Detachment established daily media summaries outlining the activities to which our members attended. This also provides the community with a better understanding of what police deal with on a daily basis.

The Crime Reduction Unit continued to provide a strong presence in the downtown core. The mandate consisted of foot, bike and vehicle patrols in the downtown core to:

- i) identify and target prolific offenders that cause the community the most concern and the police the most calls for service;
- ii) conduct condition checks for those high risk persons on bail or probation; and
- iii) initiate and execute operational projects as identified, including drugs, traffic or attendance at special events.

Regular Members have continued to focus their attention on youth and youth issues, visiting and talking at area schools. Our Members also volunteer their time outside of work coaching rugby and minor hockey, volunteering with Scouts Canada and participating in the annual guns and Hoses Hockey game to raise money for Kids Sport.

Terrace Detachment is a key participant of the High Risk Violence in Relationship Committee that provides enhanced service for high risk victims of domestic violence. Agencies involved include Ksan House, Probation, Police Based Victim Services, Ministry of Children and Families, Community Based Victim Services and the RCMP.

As part of our the RCMP's commitment to openness and transparency, Continually striving to deliver an even more effective police service, in 2012 Terrace RCMP is taking a more strategic focus having identified four policing priorities. In partnership with local agencies, government and community groups we look forward to continuing to make our community a safe place to live.

# *APPENDIX “A”*

## DECLARATION OF DISQUALIFICATIONS

There were no disqualifications made under section 111 of the Community Charter in 2011.

Heather Nunn  
Corporate Administrator

# *APPENDIX "B"*

## PROPERTY TAX EXEMPTIONS

### City of Terrace Statement of Property Tax Exemptions

*For The Year Ended December 31, 2011*

In accordance with Section 98(2)(b) of the Community Charter, the following properties in the City of Terrace were provided permissive property tax exemptions by Council for 2010 in addition to any statutory exemptions provided by the Community Charter.

Name:	Address:	Municipal Tax Value:	Other Tax Value:
Tourist Information Centre (Lease)	4511 Keith	4,931	1,701
K'San House Society	2812 Hall	637	439
K'San House Society	4838 Lazelle	4,712	3,245
K'San House Society	4838 Lazelle	5,454	1,882
Terrace Child Development Centre	2510 Eby	8,844	3,051
Terrace Child Development Centre	4665 Park	5,640	1,946
Terrace Elks	2822 Tetrault	1,203	668
Kermode Friendship Society	3313 Kalum	4,858	2,698
All Nations Centre	3312 Sparks	828	460
Terrace Little Theatre	3625 Kalum	4,303	1,485
Womens' Aux to Hospital	4544 Lazelle	2,308	796
TEDA (Lease)	3224 Kalum	2,126	734
Terrace Curling Association	3210 School	10,824	3,734
Terrace Kitimat Airport Society	Airport	283,324	96,931
Terrace Kitimat Airport Society	747 Air Cadets	1,468	815
Congregation of Jehovah's Witnesses	2908 Eby	627	374
Trustees of Kingdom Hall	2906 Eby	626	374
Pentecostal Assemblies	3511 Eby	1,216	726
Anglican Synod Diocese	4505 Lazelle	216	129
Anglican Synod Diocese	4506 Lakelse	972	556
Knox United Church	4907 Lazelle	675	403
Christian and Missionary Alliance	4919 Agar	29	10
Seventh-Day Adventist Church	5401 McConnell	1,008	602
Terrace Evangelical Free Church	3302 Sparks	203	121
Terrace Evangelical Free Church	4640 Park	924	552
Uplands Baptist Church	5003 Halliwell	334	199
Christian Reformed Church	3602 Sparks	551	329
Terrace Gospel Hall	4802 Scott	255	152
Zion Baptist Church	2911 Sparks	930	556
Christ Lutheran Church	3227 Sparks	522	312
Pentecostal Assemblies	4643 Walsh	373	223
Skeena Valley Guru Nanak Soc.	4916 Medeek	899	537
Skeena Gursikh Society	4634 Walsh	691	412
Skeena Valley Baptist Church	3306 Griffiths	125	75
United Pentecostal Church of BC	5012 Agar	188	112
United Pentecostal Church of BC	5010 Agar	219	131
Salvation Army	3236 Kalum	870	520
Terrace Church of Christ	3406 Eby	401	239
Terrace & District Council for Social Resources	4623 Tuck	940	697
Northern Health Council	4720 Haugland	4,011	1,384
Northern Health Council	4707 Kerby	4,640	1,602



Roman Catholic Episcopal Corp.	4836 Straume	3,132	1,244
Terrace Calvin Christian School	3608 Sparks	4,087	1,411
Fisherman's Park	5831 Hwy 16 W	207	123
Parking (next to Kwinitza House)	4801 Hwy 16 W	1,890	652
George Little House	3100 Kalum St.	5,256	1,814
<b>Total Permissive Tax Exemptions for 2011</b>		<b>378,478</b>	<b>137,157</b>

*APPENDIX “C”*

2011

CONSOLIDATED FINANCIAL STATEMENTS