

A G E N D A
for

REGULAR COUNCIL MEETING
August 19, 2024

COUNCIL CHAMBERS 7:00 PM

CALL TO ORDER

The Village of Masset acknowledges the un-ceded traditional territory of the Haida Nation on which this meeting is held.

ADOPTION OF AGENDA

COUNCIL MEETING MINUTES

July 8, 2024, Council Meeting Minutes

CORRESPONDENCE

C-1 Northern Development - MIEDS Operational Expenses 2024

C-2 North Central Local Government Association

VERBAL REPORTS OF COUNCIL/CAO/CFO

NEW BUSINESS

NB-1 Seaplane Spit

NB-2 Local Government Climate Action Program

NB-3 Masset Arts Society

NB-4 HG Rec Agate Man

NB-5 AP Cheque Listing July 1st – 31st 2024

NB-6 Destination Development Fund DDF105 Masset Pier Improvements

PUBLIC QUESTION PERIOD

ADJOURNMENT

Village of Masset Regular Council Meeting of July 8, 2024

Minutes of the Regular Council Meeting held July 8, 2024 in the Council Chambers.

Present:	Mayor:	S. Disney Via Zoom
	Councillors:	J. Currie, B. Pages, B. Johnston Via Zoom
	CAO:	J. Humphries
	CFO:	J. Brown
Absent:	Councillor:	T. Carty

CALL TO ORDER

The Village of Masset acknowledges the un-ceded traditional territory of the Haida Nation on which this meeting is held.

The meeting was called to order at 7:01 pm.

ADOPTION OF AGENDA

Moved by Councillor Currie, seconded by Councillor Johnston to adopt the agenda as presented.

CARRIED

COUNCIL MEETING MINUTES

Council Meeting Minutes June 25, 2024

Moved by Councillor Currie, seconded by Councillor Johnston that the June 25, 2024 Council meeting minutes be adopted as presented.

CARRIED

MINUTES AND REPORTS OF OTHER ORGANIZATIONS

NCRD Board Highlights June 2024

Moved by Councillor Currie, seconded by Councillor Johnston that the NCRD Board report be received and filed.

CARRIED

VERBAL REPORTS OF COUNCIL/CAO/CFO

Councillor Currie did not attend any meetings.

CFO Brown has been working on taxes.

CAO Humphries reported that the RBA agreement has been finalized. He attended a Haida Title dinner, had meetings regarding zoning bylaw reform and has been working on the paving project.

Councillor Johnston attended a Gwaii Trust meeting regarding Athlii Gwaii. Mayor Disney met with Jennifer Rice and has attended meetings with Old Massett. Councillor Pages attended a Haida Title ceremony and met with Jennifer Rice and Taylor Bachrach.

Moved by Councillor Currie, seconded by Councillor Johnston that the verbal reports be accepted as presented.

CARRIED

BYLAWS

Bylaw No. 671 Zoning Bylaw Amendment

Moved by Councillor Currie, seconded by Councillor Johnston that Bylaw No. 671 be reconsidered and adopted.

CARRIED

NEW BUSINESS

NB-1 UBCM Canada Community Building Fund BC 2024-2034 Community Works Fund Agreement

Moved by Councillor Currie, seconded by Councillor Johnston that the Village of Masset sign the Community Works Fund agreement and authorize Mayor Sheri Disney and Chief Administrative Officer Joshua Humphries to act as signatories on behalf of the Village of Masset.

CARRIED

NB-2 Gudangaay Tlaats'gaa Naay Secondary Strong Start Request

Moved by Councillor Currie, seconded by Councillor Johnston that the Village of Masset provide the Howard Phillips Community Hall to Gudangaay Tlaats'gaa Naay Secondary School Strong Start program free of charge unless there are other bookings.

CARRIED

NB-3 AP Cheque Listing – May 1 – 31, 2024

Moved by Councillor Currie, seconded by Councillor Johnston that the cheque listing for May 1st to May 31st, 2024 be approved.

CARRIED

NB-4 AP Cheque Listing – June 1 – 30, 2024

Moved by Councillor Johnston, seconded by Councillor Currie that the cheque listing for June 1st to June 30th 2024 be approved.

CARRIED

PUBLIC QUESTION PERIOD

Q - Have there been any conversations with Old Massett about changing the evacuation site?

A - Not yet we are still trying to arrange a Council-to-Council meeting.

ADJOURNMENT TO CLOSED MEETING

Moved by Councillor Johnston, seconded by Councillor Currie the meeting be adjourned at 7:18 pm.

Recording Secretary

Mayor

Certified Correct, Administrator



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Fax. 250-561-2563

info@northerndevelopment.bc.ca
www.northerndevelopment.bc.ca

July 4, 2024

Village of Masset
PO Box 68
Masset, BC V0T 1M0

**Attention: Sheri Disney
Mayor**

**Subject: 2024 Economic Development Capacity Building
Northern Development Project Number 9177 20**

Thank you for your application to the 2024 Economic Development Capacity Building program. Northern Development is pleased to advise you that your application has been approved up to \$50,000 to support 2024 operational expenses for the Misty Isles Economic Development Society (MIEDS).

Any changes to the budget require prior approval from Northern Development before proceeding.

Funding under this program is provided as a reimbursement upon Northern Development's receipt of reporting documents. Complete reporting is due by February 28, 2025. Reporting materials can be found on Northern Development's website at www.northerndevelopment.bc.ca/funding-programs/capacity-building/economic-development-capacity-building/.

The Northern Development Board wants to see the Village of Masset reach its economic potential and we look forward to being a partner in that endeavor.

Sincerely,
Northern Development Initiative Trust

c: Joshua Humphries, Chief Administrative Officer, Village of Masset



July 31, 2024

Dear Members,

As the President of the North Central Local Government Association (NCLGA), I want to extend my heartfelt thoughts and unwavering support to all our members facing this challenging wildfire season. The impact of these fires on our communities is profound, affecting our homes, businesses, and the well-being of our residents.

We understand the strain and uncertainty that wildfires bring, and I want to assure you that NCLGA stands with you every step of the way. Our association is committed to advancing progress on the related resolutions such as:

- **R11 2024 Emergency and Disaster Management Act (EDMA) Capacity Funding:** THEREFORE, BE IT RESOLVED that the NCLGA and UBCM lobby the Province of British Columbia to commit to providing long-term sustainable capacity funding to municipalities and regional districts to fulfill their emergency management duties, including responsibilities under the *Emergency and Disaster Management Act*.
- **R14 2024 Initial Attack Fire Crew Location:** THEREFORE, BE IT RESOLVED that NCLGA and UBCM lobby the Provincial Government to maintain the Initial Fire Attack Crew Bases in their current locations, and not relocate them without significant local stakeholder consultation.
- **R25 2024 Host Community Reception Centre in Prince George BC:** THEREFORE, BE IT RESOLVED that NCLGA requests the Province fund a permanent Host Community Reception Centre in the City of Prince George for the North Central Local Government Area.
- **L11 2024 Emergency and Disaster Management Act for Regional Districts:** THEREFORE, BE IT RESOLVED that the North Central Local Government Association and Union of BC Municipalities call on the Province of BC to develop regulations under the *Emergencies and Disaster Management Act* in collaboration with representatives of each regional district, to ensure that emergency powers and responsibilities impacting regional districts are designed in consideration of their powers, jurisdiction, and areas of responsibility.

We have initiated discussions with key provincial officials (e.g., the Minister of Public Safety and Solicitor General; Assistant Deputy Minister, Emergency Management BC; Minister of Municipal Affairs; Minister of Finance; and the Premier of British Columbia) to emphasize the urgency of these resolutions and hope to see further support solidified via province-wide endorsement at UBCM in September 2024.

Your resilience and determination in the face of adversity are truly inspiring. As we navigate this wildfire season, let us continue to support one another and work collaboratively to safeguard our communities and advance solutions.

Please do not hesitate to reach out to NCLGA if you require assistance or have suggestions on how we can better support you. We are here for you, and together, we will overcome these challenges.

Stay safe and take care.

Sincerely,

A handwritten signature in black ink that reads 'Judy Greenaway'.

Judy Greenaway
President
North Central Local Government Association

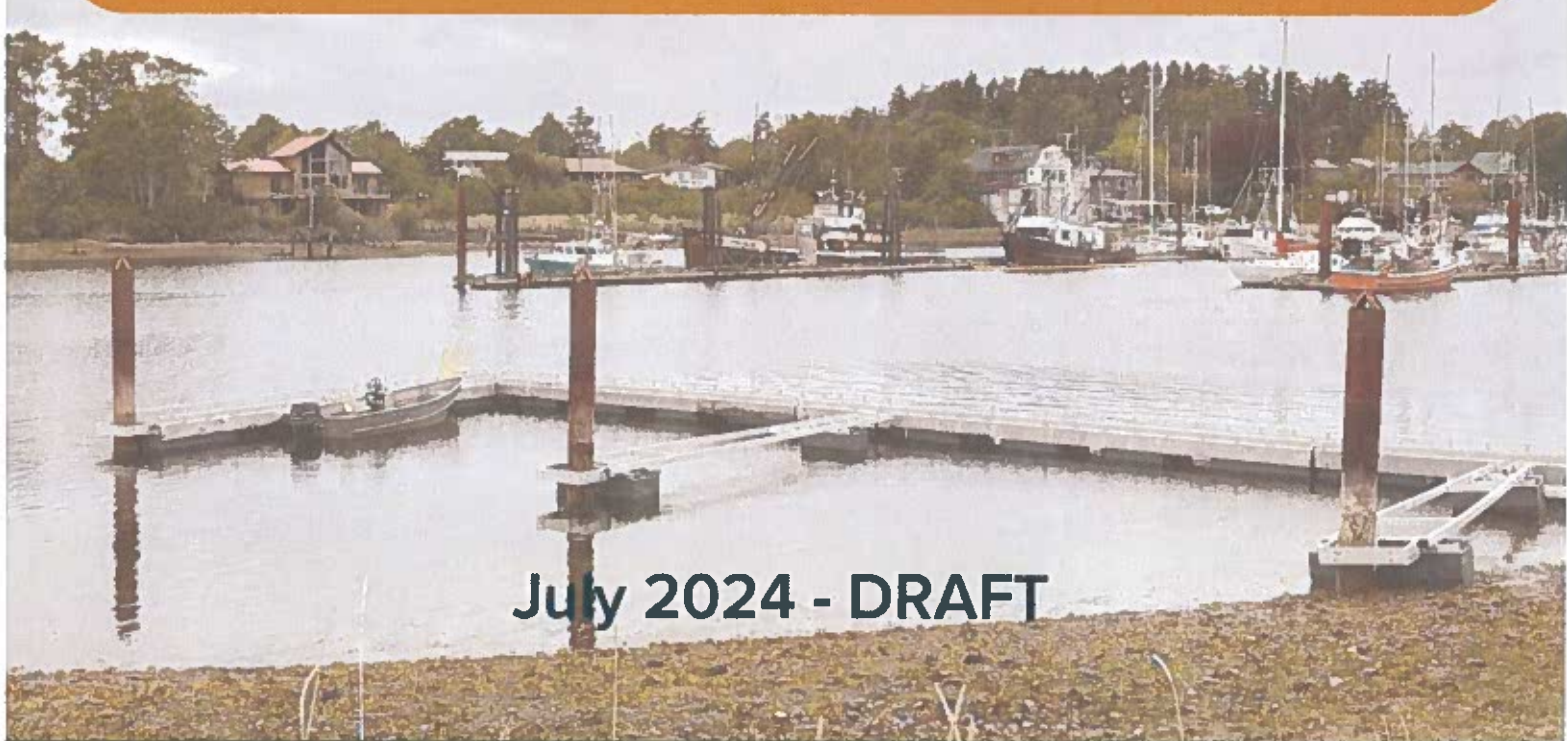
— VILLAGE OF MASSET —



DELKATLA SPIT (SEAPLANE SPIT) CONCEPT DESIGN

DESIGN BRIEF

July 2024 - DRAFT



INTRODUCTION

In 2022, the Village of Masset received funding to complete a conceptual design for the Delkatla Spit (area around the existing seaplane terminal and car rental facility). The intent of the project was to rethink and reimagine the spit as a recreational and tourist destination area.

The seaplane float and access ramp and boat launch were recently updated with support through a StrongerBC rural development grant. The existing terminal building, used by both Inland Air (seaplane operator) and Masset Car and Truck Rentals, is aging and consideration is being given to its eventual replacement, along with associated improvements to vehicle circulation, parking, and pedestrian accessibility. The spit that extends south from the seaplane terminal provides opportunities for public use and programming. This project considered potential improvements to make the space more usable and enjoyable for both residents and visitors.

This design brief describes the project process and concept progression and summarizes the design elements and recommendations for the refined concept.

PRELIMINARY CONCEPT AND COST ESTIMATE

A draft concept plan and cost estimate were prepared for the site with the goal of addressing existing conflicting site uses, improving parking and circulation, and providing recreation and viewing opportunities. The plan also proposed replacement of the existing aging terminal building. This plan is a high-level concept based on available GIS information and orthographic imagery. A topographic survey was not completed as part of this assignment. As such, the parking counts, alignment and turning movement analysis will need to be completed as part of subsequent detailed design solutions.

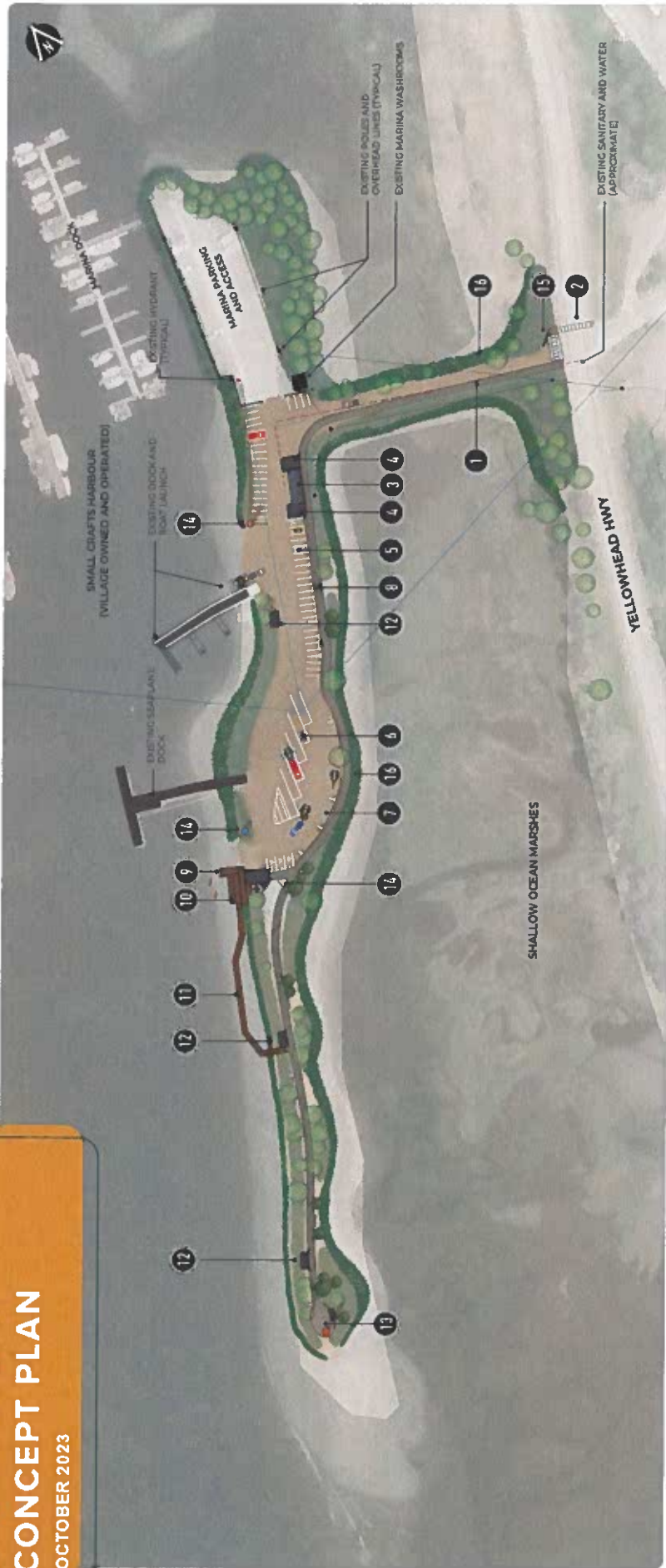
Key elements of the concept plan include:

- A granular multi-use path to the end of the spit
- Crossing improvements at the Yellowhead highway
- A new, modular terminal building with a covered outdoor waiting area
- A reconfigured parking area that delineates the edge of parking and moves boat/trailer parking to the middle of the lot
- A fence to delineate the parking area
- A small boat launch (kayaks, etc.)
- Covered seating areas
- Covered area and wood terrace to water
- A floating boardwalk
- Gathering space at the end of the spit
- Public art and interpretive signage
- Shoreline restoration and tree planting

Please refer to **Appendix A** for a full-size version of the draft concept plan and engagement panels.

DELKATLA SPIT CONCEPT PLAN

OCTOBER 2023



LEGEND

- 1 GRANULAR MULTI-USE PATH
- 2 CROSSING IMPROVEMENTS
- 3 MODULAR TERMINAL BUILDING
- 4 COVERED WAITING AREA
- 5 RECONFIGURED PARKING AREA
- 6 BOAT AND TRAILER PARKING
- 7 OVERFLOW TRAILER PARKING (PARALLEL STALLS)
- 8 FENCE TO DELINEATE PARKING AREA
- 9 SMALL BOAT LAUNCH (KAYAKS, ETC.)
- 10 COVERED SEATING AREA AND WOOD TERRACE TO WATER
- 11 FLOATING BOARDWALK
- 12 SMALL COVERED SEATING AREA
- 13 GATHERING SPACE WITH PUBLIC ART
- 14 SIGNAGE AND PUBLIC ART:
 - WAYFINDING/DIRECTIONAL SIGNAGE
 - INTERPRETIVE SIGNAGE
 - ART INSTALLATIONS
- 15 REFURBISH EXISTING SIGN
- 16 SHORELINE RESTORATION (TYPICAL)
- EXISTING TREES (TYPICAL)
- PROPOSED TREES (TYPICAL)



**Village of Masset
Delkatla Spit - Class D Cost Estimate**

File: 3995.0004.01
Date: 10/20/2023
Prepared By: JU/JM/TT

ITEM	unit	estimated quantity	unit rate	Total Cost
PRE-CONSTRUCTION ALLOWANCES				
Mobilization/Demobilization	LS	1	\$ 50,000.00	\$ 50,000
Environmental Permitting: Canadian Navigable Waters Act Notice and Application, Fisheries Allowance (Habitat Assessment)	allow	1	\$ 25,000.00	\$ 25,000
Tree Preservation	LS	1	\$ 10,000.00	\$ 10,000
<i>Subtotal Pre-Construction Allowances</i>				\$ 85,000
REMOVALS AND EARTHWORKS				
Removal and disposal of existing terminal building	LS	1	\$ 60,000.00	\$ 60,000
Clearing and Grubbing	m ²	1300	\$ 30.00	\$ 39,000
<i>Subtotal Removals and Earthworks</i>				\$ 99,000
SITE CIRCULATION				
<i>Trails</i>				
Granular Pedestrian Surface - 100mm crush rock surface	m ²	1300	\$ 150.00	\$ 195,000
Trail boulevard restoration (seed & soil)	m ²	325	\$ 40.00	\$ 13,000
Concrete curb along entry road	lm	120	\$ 200.00	\$ 24,000
<i>Subtotal Trails</i>				\$ 232,000
<i>Parking</i>				
Minor regrading and repairs to existing granular surface	allow	1	\$ 10,000.00	\$ 10,000
Pre-cast concrete wheel stops	ea	60	\$ 700.00	\$ 42,000
Split Rail Fence to Delineate Parking	lm	200	\$ 200.00	\$ 40,000
<i>Subtotal</i>				\$ 92,000
BUILDINGS AND STRUCTURES				
<i>Modular Terminal Building</i>				
Supply and install modular terminal building	LS	1	\$ 250,000.00	\$ 250,000
Granular pad for modular building	m ²	130	\$ 100.00	\$ 13,000
Electrical Service	LS	1	\$ 15,000.00	\$ 15,000
Water Service Connection - 50mm diameter c/w curb stop - existing service to building	LS	1	\$ 30,000.00	\$ 30,000
Sanitary Service Connection - 100mm diameter - existing service to building	ea	1	\$ 30,000.00	\$ 30,000
<i>Subtotal Modular Terminal Building</i>				\$ 338,000
<i>Covered Structures</i>				
Granular pads for viewing structures	m ²	120	\$ 100.00	\$ 12,000
Supply and install large covered structures	ea	3	\$ 20,000.00	\$ 60,000
Supply and install small covered structures	ea	4	\$ 10,000.00	\$ 40,000
<i>Subtotal Covered Structures</i>				\$ 112,000

SITE FURNISHINGS AND INTERPRETATION				
<i>Signage and Public Art</i>				
Refurbish existing entry signage	allow	1	\$ 5,000.00	\$ 5,000
Trail wayfinding and interpretive signage	allow	1	\$ 25,000.00	\$ 25,000
<i>Subtotal Signage and Public Art</i>				\$ 30,000
<i>Site Furnishings</i>				
Picnic Tables on concrete pads	ea	2	\$ 7,000.00	\$ 14,000
Picnic Tables no concrete pads	ea	3	\$ 4,000.00	\$ 12,000
Waste Receptacles on concrete pad	ea	3	\$ 5,000.00	\$ 15,000
Park Bench on concrete pad	ea	6	\$ 5,700.00	\$ 34,200
Bicycle Racks on concrete pad (3 racks per pad)	ea	2	\$ 6,500.00	\$ 13,000
<i>Subtotal Site Furnishings</i>				\$ 88,200
PLANTING AND LANDSCAPING				
<i>Planting and Landscaping</i>				
Trees - 60mm caliper	ea	15	\$ 1,500.00	\$ 22,500
Shoreline landscape restoration and enhancement	m ²	1250	\$ 200.00	\$ 250,000
<i>Subtotal Planting and Landscaping</i>				\$ 272,500
SUBTOTAL				\$ 1,349,000
Contingency 40%				\$ 539,600
TOTAL				\$ 1,889,000

OPTIONAL/FUTURE ITEMS				
<i>Site Circulation</i>				
Pave existing parking area and access road - 75 mm asphalt on existing base	m ²	4800	\$ 80.00	\$ 384,000
Permanent Pavement Markings	LS	1	\$ 5,000.00	\$ 5,000
Pedestrian boardwalk (including safety railing)	m ²	140	\$ 2,500.00	\$ 350,000
Terraced wood seating	m ²	100	\$ 2,500.00	\$ 250,000
Yellowhead Highway Crossing Improvements - Pedestrian-Actuated Crossing (subject to discussions with MoTI)	allow	1	\$ 95,000.00	\$ 95,000
<i>Site Furnishings and Interpretation</i>				
Site Lighting	allow	1	\$ 230,000.00	\$ 230,000
Public art features - sculptures/work by local artists	allow	1	\$ 50,000.00	\$ 50,000
<i>Planting and Landscaping</i>				
Shoreline landscape restoration and enhancement	m ²	1250	\$ 200.00	\$ 250,000
SUBTOTAL OPTIONAL/FUTURE ITEMS				\$ 1,614,000
Contingency 40%				\$ 645,600
TOTAL OPTIONAL/FUTURE ITEMS				\$ 2,260,000
TOTAL INCLUDING OPTIONAL/FUTURE ITEMS				\$ 4,149,000

COST ESTIMATE NOTES

Estimate does not include any irrigation works

Estimate includes landscape shoreline restoration for north shoreline as indicated on plan. Additional restoration shown on plan to be completed as part of future works.

Estimate does not include any improvements to existing access road or marina area parking

COMMUNITY ENGAGEMENT

ENGAGEMENT ACTIVITIES

Following preparation of the draft concept plan, the Village held several in-person engagement events to hear from the public, including those who use the boat launch, the waterfront, and Village of Masset residents, about current and future needs for the area:

- Thursday May 30th
 - 6:00 – 8:00 PM – public drop-in session
- Friday May 31st
 - 11:00 AM – 2:00 PM – Farmer's market pop-up booth
 - 3:00 PM – 4:00 PM – Public walkabout at the seaplane spit
 - 7:00 PM – 8:00 PM – night market pop-up booth

An online survey (available May 30th – June 14th) provided an additional opportunity for community members and visitors to provide feedback on the draft concept plan. The survey received 28 responses. Images from the community engagement and the survey input summary can be found in **Appendix B**.



WHAT WE LEARNED

The most common themes from the community engagement are summarized below:

- Keep the area natural – the spit is beautiful and “pleasantly overgrown”
- The spit is home to several protected species including riceroot lilies – these need to be identified and protected
- Include covered areas for wind and rain protection
- It is difficult to back vehicles/boat trailers onto the boat ramp – not enough space to turn around currently
- Keep trailer parking on the edges of the parking lot
- Old vehicles and boats should be removed
- Need a public washroom
- Rename the area or add memorial signage for Jim Kirkwood – he had a big impact on the community
- Engage local artists for public art components

Other suggestions and comments included:

- Include viewing scopes and nesting boxes
- Garbage cans and dog bag holders
- Marine search and rescue shipping container – there have been discussions with the Village about allowing this near marina dock



REFINED CONCEPT AND RECOMMENDATIONS

CONCEPT UPDATES

Feedback from the community engagement and survey helped inform changes and refinement of the concept plan. Key updates include:

- Reconfigure parking area to keep boat trailer parking at edges (angled back-in stalls)
- Relocate rental car parking to accommodate vehicles backing onto boat ramp
 - Add a warning post to the boat ramp to help guide drivers back onto the ramp
- Adjust location of covered viewing areas to maximize views while providing protection from prevailing winds
- Delineate parking with more informal rock/boulder edge
- Switch granular trail to the west side of the parking lot, closer to the seaplane dock, as there is more room on this side
- Include recommendations for erosion protection at the end of the spit with considerations for a switchback ramp for an accessible connection to the lower area

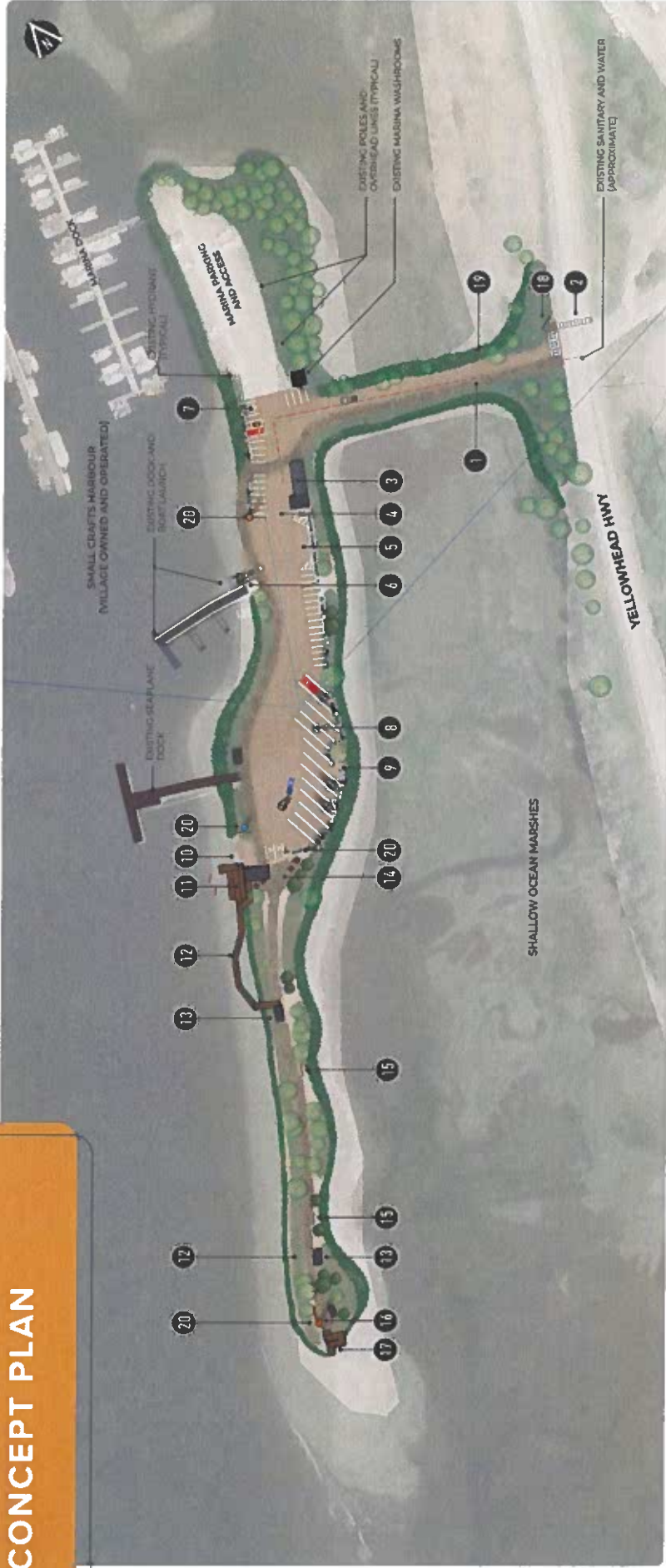
A full-size version of the final concept can be found in **Appendix C**.

RECOMMENDED NEXT STEPS

The following are recommended next steps to continue advancing the project:

1. Continue to review grant opportunities that could help provide funding to advance detailed design of the proposed features and amenities.
2. Engage an architect to complete an assessment of the existing terminal building to determine if it can be renovated in order to avoid the need to purchase and install a new building.
3. Engage an environmental professional to complete an environmental review of the site to identify the types and locations of protected species, explore locations and designs for the proposed ramp and boardwalk that would not interfere with existing species, and provide input on site restoration techniques.
4. Review regulatory requirements for the seaplane dock to determine if there are any required offsets that may require design adjustments during schematic design.
5. Engage a surveyor to complete a topographic survey of the site to support detailed design.
6. Determine if the existing seacans, fuel tanks and boats can be removed and the general area cleaned up.
7. Begin conversations with the Ministry of Transportation and Infrastructure about the proposed crossing improvements at the Yellowhead Highway.

DELKATLA SPIT CONCEPT PLAN

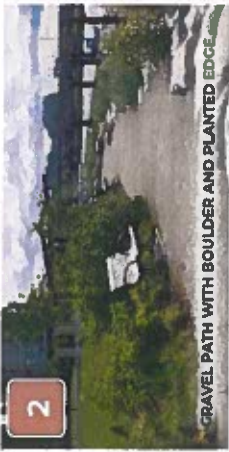


LEGEND

- | | | | | | | | | | |
|---|---|----|--|----|---|----|---|----|--|
| 1 | CRANULAR MULTI-USE PATH | 6 | WARNING POST AT BOAT DOCK | 11 | COVERED SEATING AREA AND WOOD TERRACE TO WATER | 16 | SEATING AREA WITH PUBLIC ART | 20 | SIGNAGE AND PUBLIC ART:
• WAYFINDING/DIRECTIONAL SIGNAGE
• INTERPRETIVE SIGNAGE
• ART INSTALLATIONS |
| 2 | CROSSING IMPROVEMENTS | 7 | RENTAL CAR PARKING | 12 | FLOATING BOARDWALK | 17 | END OF SPIT ACCESS:
• EROSION PROTECTION
• SWITCHBACK RAMP | | EXISTING TREES (TYPICAL) |
| 3 | MODULAR TERMINAL BUILDING WITH COVERED WAITING AREA | 8 | BOAT TRAILER PARKING (ANGLED BACK-IN STALLS) | 13 | SMALL COVERED SEATING AREA WITH WIND PROTECTION | 18 | REFURBISH EXISTING SIGN | | PROPOSED TREES (TYPICAL) |
| 4 | RECONFIGURED PARKING AREA | 9 | ROCKS TO DELINEATE PARKING AREA | 14 | BBQ/PICNIC AREA | 19 | SHORELINE RESTORATION (TYPICAL)
• NATURALIZATION
• HABITAT PROTECTION/CREATION
• NESTING BOXES | | |
| 5 | NO PARKING AREA - VEHICLE TURNAROUND FOR BOAT DOCK | 10 | SMALL BOAT LAUNCH (KAYAKS, ETC.) | 15 | BENCH/LOG SEATING | | | | |

CHARACTER IMAGERY - TOP 5 IDEAS (COMMUNITY ENGAGEMENT)

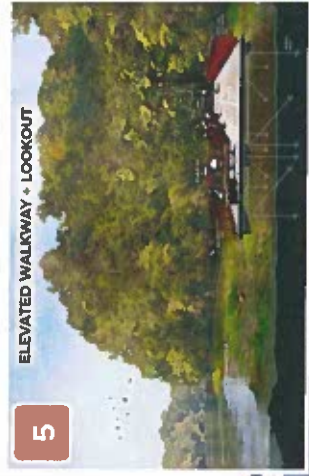
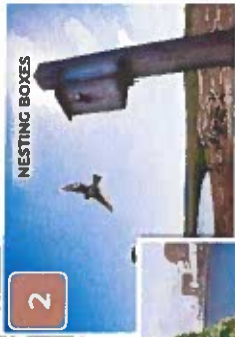
CIRCULATION



SITE AMENITIES



RESTORATION



CONCLUSION

The Delkatla Spit (seaplane spit) is already a well-used area – many people use the public boat dock, and community members enjoy walking on the existing informal trails out to the end of the spit. Many people spoke about the existing beauty of the area and that any changes should not interfere with the natural features and species that already exist.

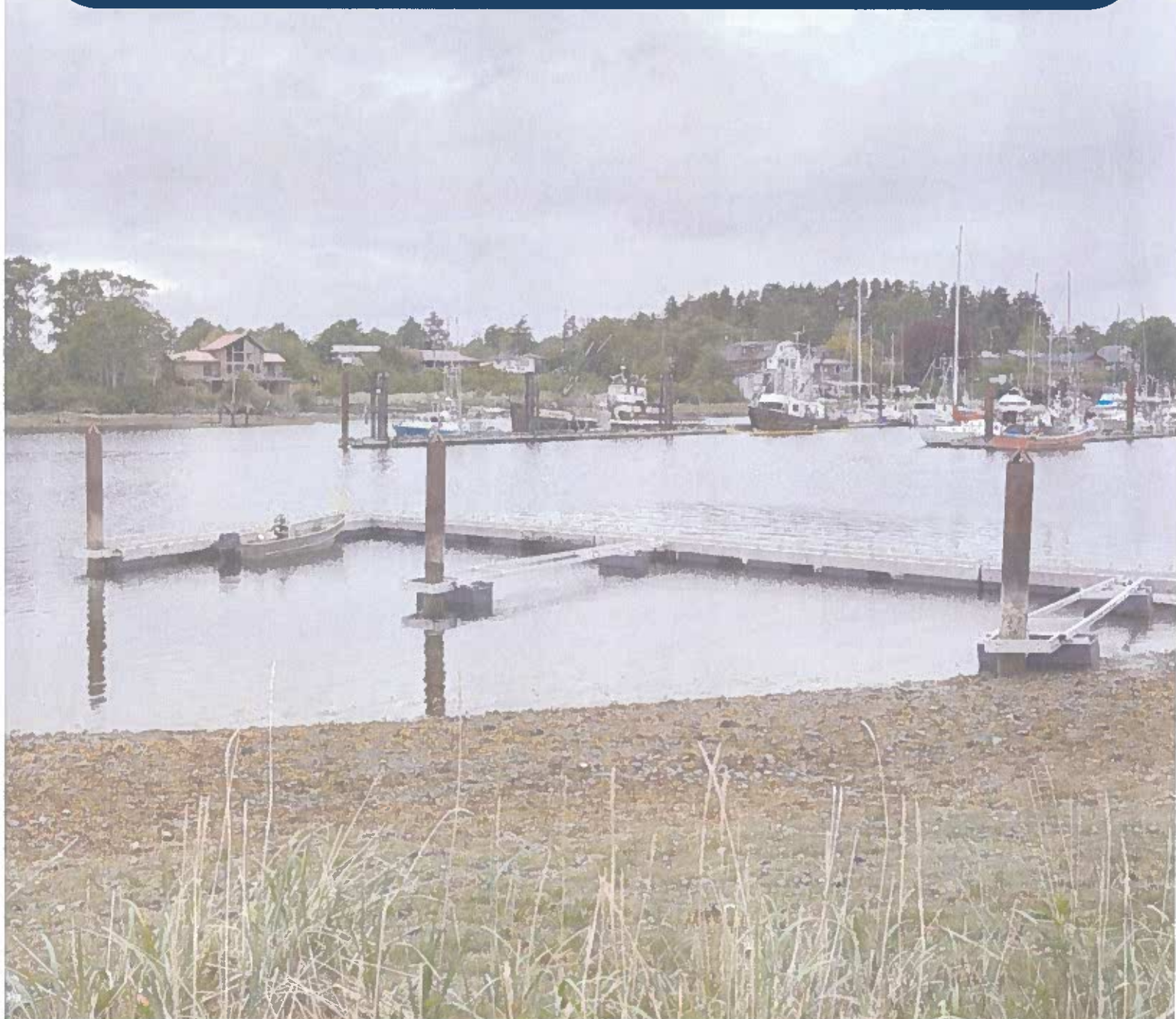
The proposed concept plan for the area aims to improve circulation, parking and facilities at the site while preserving and enhancing its natural character and features.

The concept plan for the spit was refined with input from community members, and the updated concept helps position the Village of Masset to apply for additional funding to advance detailed design of this space and construction of proposed improvements that will help enhance the area for community members and visitors alike.



APPENDIX A

DRAFT CONCEPT AND COST ESTIMATE



DELKATLA SPIT CONCEPT PLAN



LEGEND

- 1 GRANULAR MULTI-USE PATH
- 2 CROSSING IMPROVEMENTS
- 3 MODULAR TERMINAL BUILDING
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- EXISTING TREES (TYPICAL)
- PROPOSED TREES (TYPICAL)

SCALE 1:1000
0m 50m



**Village of Masset
Delkatla Spit - Class D Cost Estimate**

File: 3995.0004.01
Date: 10/20/2023
Prepared By: JU/JM/TT

ITEM	unit	estimated quantity	unit rate	Total Cost
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<i>Subtotal Trails</i>				<i>\$ 232,000</i>
<i>Parking</i>				
Minor regrading and repairs to existing granular surface	allow	1	\$ 10,000.00	\$ 10,000
Pre-cast concrete wheel stops	ea	60	\$ 700.00	\$ 42,000
Split Rail Fence to Delineate Parking	lm	200	\$ 200.00	\$ 40,000
<i>Subtotal</i>				<i>\$ 92,000</i>
BUILDINGS AND STRUCTURES				
<i>Modular Terminal Building</i>				
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Granular pad for modular building	m ²	130	\$ 100.00	\$ 13,000
Electrical Service	LS	1	\$ 15,000.00	\$ 15,000
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<i>Covered Structures</i>				
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Supply and install small covered structures	ea	4	\$ 10,000.00	\$ 40,000
<i>Subtotal Covered Structures</i>				<i>\$ 112,000</i>

SITE FURNISHINGS AND INTERPRETATION				
<i>Signage and Public Art</i>				
Refurbish existing entry signage	allow	1	\$ 5,000.00	\$ 5,000
Trail wayfinding and interpretive signage	allow	1	\$ 25,000.00	\$ 25,000
<i>Subtotal Signage and Public Art</i>				\$ 30,000
<i>Site Furnishings</i>				
Picnic Tables on concrete pads	ea	2	\$ 7,000.00	\$ 14,000
Picnic Tables no concrete pads	ea	3	\$ 4,000.00	\$ 12,000
Waste Receptacles on concrete pad	ea	3	\$ 5,000.00	\$ 15,000
Park Bench on concrete pad	ea	6	\$ 5,700.00	\$ 34,200
Bicycle Racks on concrete pad (3 racks per pad)	ea	2	\$ 6,500.00	\$ 13,000
<i>Subtotal Site Furnishings</i>				\$ 88,200
PLANTING AND LANDSCAPING				
<i>Planting and Landscaping</i>				
Trees - 60mm caliper	ea	15	\$ 1,500.00	\$ 22,500
Shoreline landscape restoration and enhancement	m ²	1250	\$ 200.00	\$ 250,000
<i>Subtotal Planting and Landscaping</i>				\$ 272,500
SUBTOTAL				\$ 1,349,000
Contingency 40%				\$ 539,600
TOTAL				\$ 1,889,000

OPTIONAL/FUTURE ITEMS				
<i>Site Circulation</i>				
Pave existing parking area and access road - 75 mm asphalt on existing base	m ²	4800	\$ 80.00	\$ 384,000
Permanent Pavement Markings	LS	1	\$ 5,000.00	\$ 5,000
Pedestrian boardwalk (including safety railing)	m ²	140	\$ 2,500.00	\$ 350,000
Terraced wood seating	m ²	100	\$ 2,500.00	\$ 250,000
Yellowhead Highway Crossing Improvements - Pedestrian-Actuated Crossing (subject to discussions with MoTI)	allow	1	\$ 95,000.00	\$ 95,000
<i>Site Furnishings and Interpretation</i>				
Site Lighting	allow	1	\$ 230,000.00	\$ 230,000
Public art features - sculptures/work by local artists	allow	1	\$ 50,000.00	\$ 50,000
<i>Planting and Landscaping</i>				
Shoreline landscape restoration and enhancement	m ²	1250	\$ 200.00	\$ 250,000
SUBTOTAL OPTIONAL/FUTURE ITEMS				\$ 1,614,000
Contingency 40%				\$ 645,600
TOTAL OPTIONAL/FUTURE ITEMS				\$ 2,260,000
TOTAL INCLUDING OPTIONAL/FUTURE ITEMS				\$ 4,149,000

COST ESTIMATE NOTES

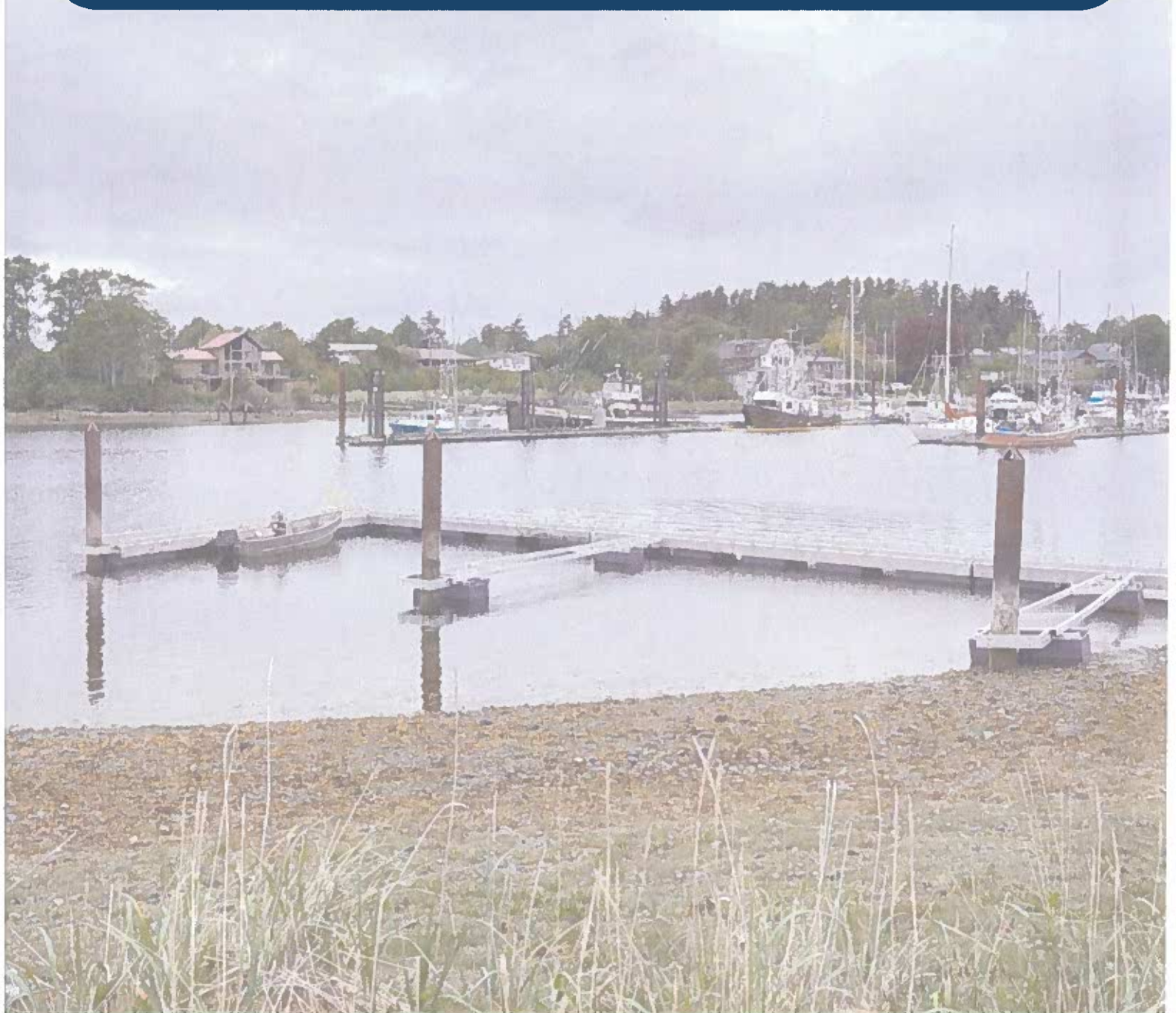
Estimate does not include any irrigation works

Estimate includes landscape shoreline restoration for north shoreline as indicated on plan. Additional restoration shown on plan to be completed as part of future works.

Estimate does not include any improvements to existing access road or marina area parking

APPENDIX B

COMMUNITY ENGAGEMENT



WELCOME

VILLAGE OF MASSET DELKATLA SPIT (SEAPLANE SPIT) CONCEPT DESIGN

The Village of Masset has received funding to complete a conceptual design for the Delkatla Spit
(area around the existing seaplane terminal and car rental facility).

We want to hear from community members including those who use the boat launch, the waterfront, and the Village of Masset residents about the current and future needs for this area



Scan this
QR Code to
take the
online survey!



DELKATLA SPIT EXISTING CONDITIONS



Is anything missing from this map?

LEGEND

- | | | | | |
|-----------------------------------|--|---|---|---|
| 1 ACCESS ROAD | 5 INFORMAL WATER ACCESS* GRAVEL SURFACE | 9 CONCRETE BOAT LAUNCH | 13 MARINA FENCE | 17 FIRE HYDRANT |
| 2 PARKING AREA | 6 FUEL TANKS - TO BE REMOVED | 10 EXISTING TERMINAL AND CAR RENTAL BUILDING | 14 EXISTING POLES AND OVERHEAD LINES (TYPICAL) | 18 EXISTING SCULPTURE |
| 3 INFORMAL PEDESTRIAN PATH | 7 OLD SEAPLANE DOCK | 11 EXISTING MARINA WASHROOMS | 15 EXISTING TREES | 19 EXISTING INFORMATION SIGN |
| 4 SEA-CAN STORAGE | 8 NEW DOCK | 12 MARINA WHARF ENTRANCE | 16 MATERIAL STORAGE AREA | 20 EXISTING SANITARY AND WATER (APPROX.) |



Scan this QR Code to take the online survey!

DELKATLA SPIT SITE OPPORTUNITIES



What other opportunities do you see for this site?

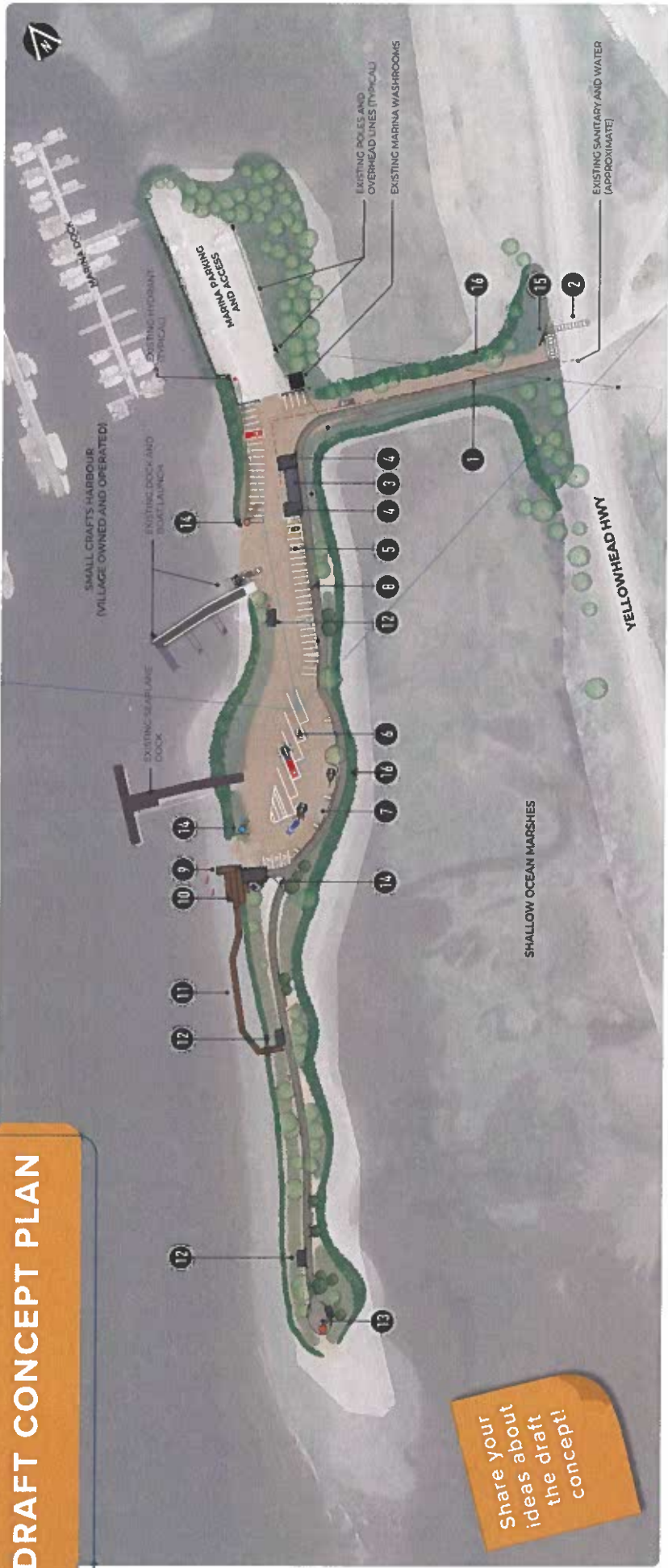
- LEGEND**
- SITE USE AND RECREATION**
 - * SEATING/VIEWING AREA OPPORTUNITY
 - ♻️ PUBLIC ARTS/SIGNAGE OPPORTUNITY
 - 👤 WELCOMING/GATHERING SPACE OPPORTUNITY
 - 🏠 BUILDING OPPORTUNITY
 - CIRCULATION AND CONNECTIVITY**
 - 👣 ACTIVE TRANSPORTATION/PEDESTRIAN CONNECTION
 - 🚗 PARKING DEFINITION/CURBING OPPORTUNITY
 - 🚗 VEHICLE CIRCULATION/PARKING OPPORTUNITY
 - 🚗 VEHICLE CIRCULATION/PARKING OPPORTUNITY
 - LANDSCAPING AND RESTORATION**
 - 🌿 SHORELINE RESTORATION OPPORTUNITY
 - 🌊 SEA LEVEL RISE MITIGATION OPPORTUNITY
 - 🌳 LANDSCAPE ENHANCEMENT OPPORTUNITY



Scan this QR Code to take the online survey!

DELKATLA SPIT DRAFT CONCEPT PLAN

Share your ideas about the draft concept!



SCALE 1:700
0m 50m

LEGEND

- 1 GRANULAR MULTI-USE PATH
- 2 CROSSING IMPROVEMENTS
- 3 MODULAR TERMINAL BUILDING
- 4 COVERED WAITING AREA
- 5 RECONFIGURED PARKING AREA
- 6 BOAT AND TRAILER PARKING
- 7 OVERFLOW TRAILER PARKING (PARALLEL STALLS)
- 8 FENCE TO DELINEATE PARKING AREA
- 9 SMALL BOAT LAUNCH (KAYAKS, ETC.)
- 10 COVERED SEATING AREA AND WOOD TERRACE TO WATER
- 11 FLOATING BOARDWALK
- 12 SMALL COVERED SEATING AREA
- 13 GATHERING SPACE WITH PUBLIC ART
- 14 SIGNAGE AND PUBLIC ART:
 - WAYFINDING/DIRECTIONAL SIGNAGE
 - INTERPRETIVE SIGNAGE
 - ART INSTALLATIONS
- 15 REFURBISH EXISTING SIGN
- 16 SHORELINE RESTORATION (TYPICAL)
 - EXISTING TREES (TYPICAL)
 - PROPOSED TREES (TYPICAL)



Scan this QR Code to take the online survey!

CHARACTER IMAGERY CIRCULATION

Use sticky dots to mark your top 5 favourite ideas



Add new ideas with sticky notes



Scan this QR Code to take the online survey!

CHARACTER IMAGERY SITE AMENITIES

Use sticky dots to mark your top 5 favourite ideas

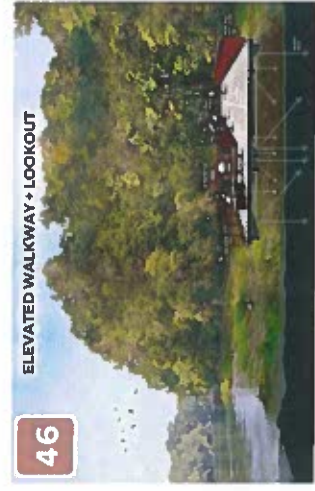
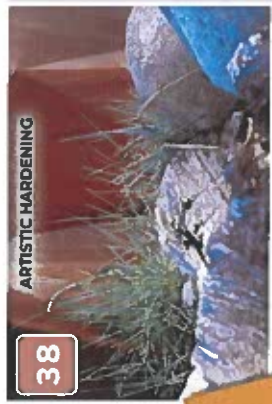
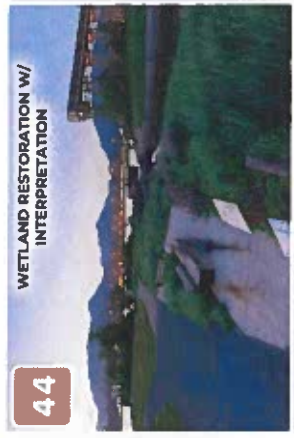
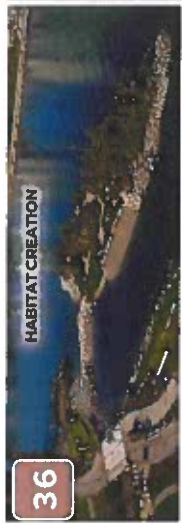


Scan this QR Code to take the online survey!

Add new ideas with sticky notes

CHARACTER IMAGERY RESTORATION

Use sticky dots to mark your top 5 favourite ideas



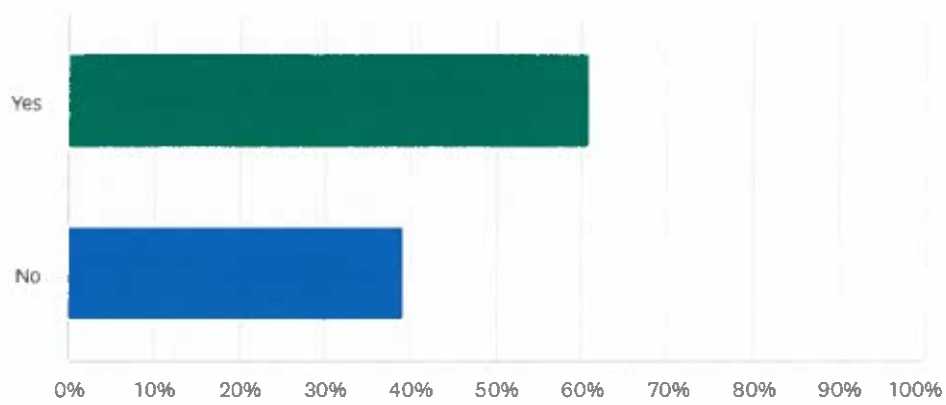
Add new ideas with sticky notes



Scan this QR Code to take the online survey!

Q1 Do you currently use the area around the Delkatla Spit (seaplane spit)?

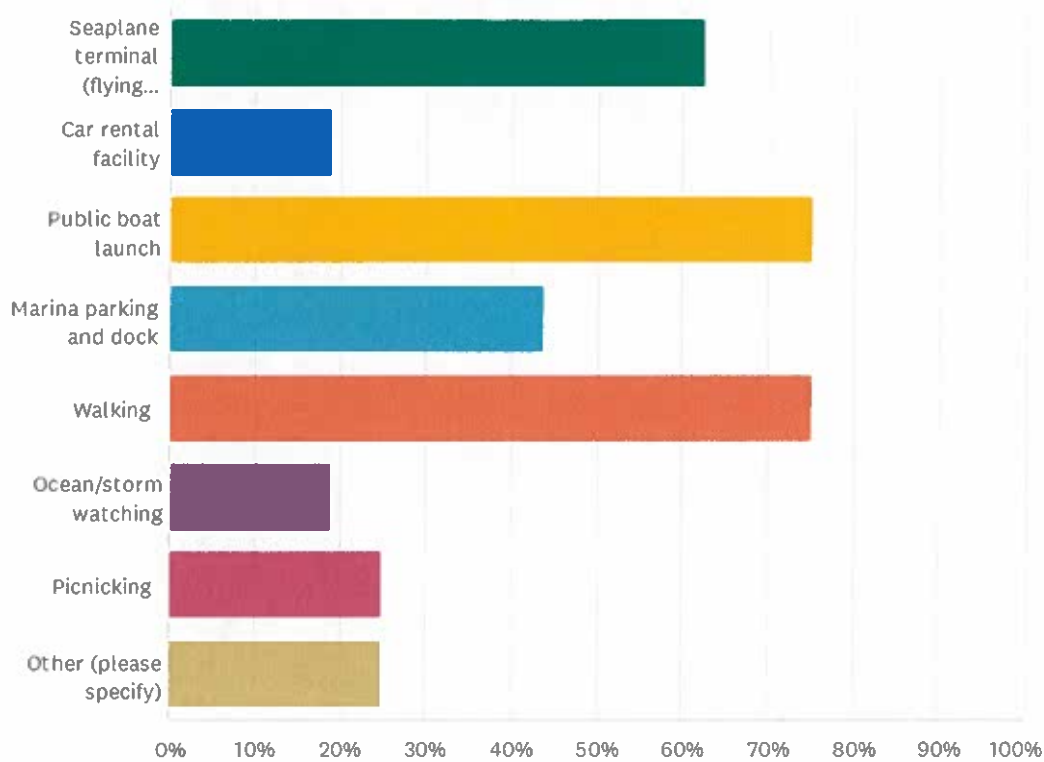
Answered: 28 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	60.71%	17
No	39.29%	11
TOTAL		28

Q2 If yes, which of the following facilities and amenities do you use ?

Answered: 16 Skipped: 12

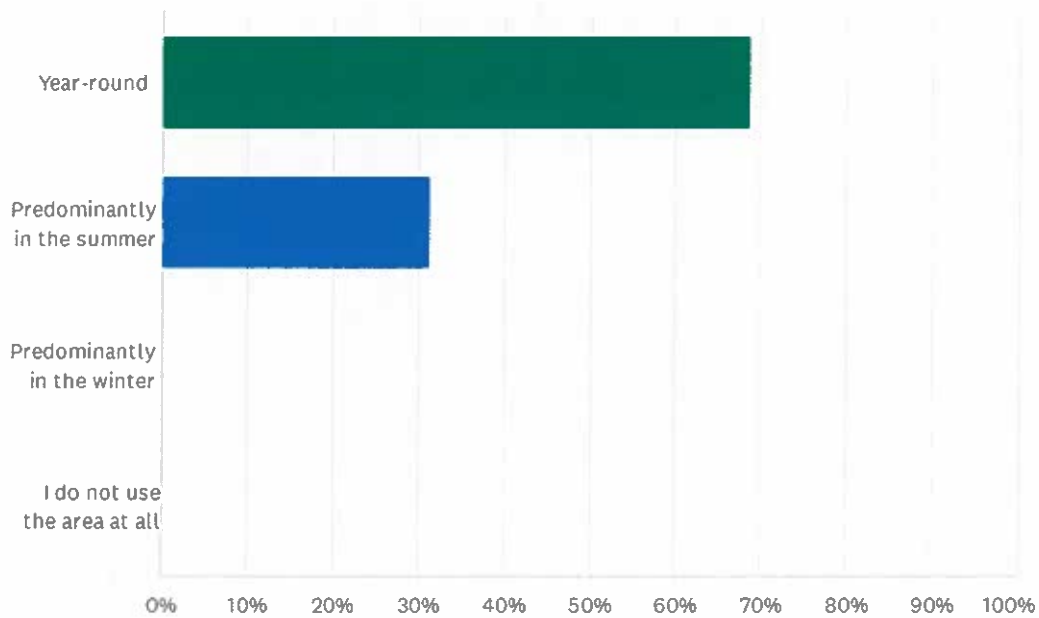


ANSWER CHOICES	RESPONSES
Seaplane terminal (flying to/from)	62.50% 10
Car rental facility	18.75% 3
Public boat launch	75.00% 12
Marina parking and dock	43.75% 7
Walking	75.00% 12
Ocean/storm watching	18.75% 3
Picnicking	25.00% 4
Other (please specify)	25.00% 4
Total Respondents: 16	

#	OTHER (PLEASE SPECIFY)	DATE
1	More areas that can be sheltered from rain, where people can gather	6/4/2024 11:17 PM
2	We'll sit down there and eat lunch much in the truck a couple times a year.	6/3/2024 10:01 PM
3	bathroom, picking / dropping deliveries at seaplane	6/3/2024 7:38 PM
4	Parking and meeting for fishing	5/31/2024 2:52 PM

Q3 Do you use the area year-round or seasonally?

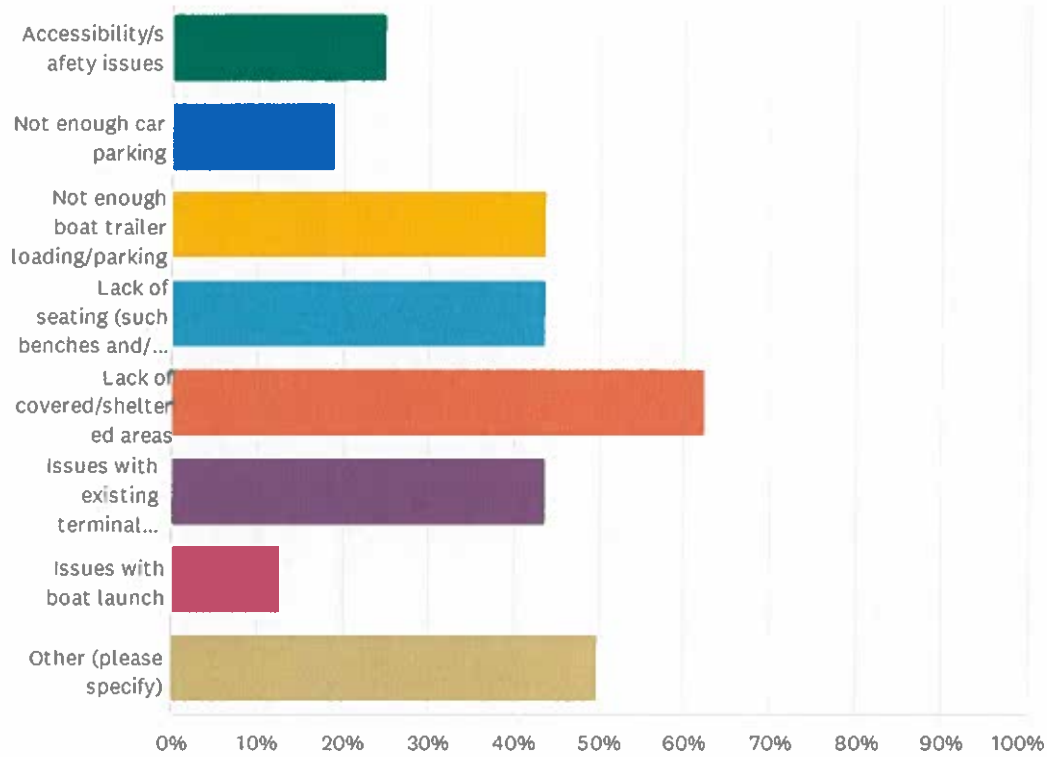
Answered: 16 Skipped: 12



ANSWER CHOICES	RESPONSES	
Year-round	68.75%	11
Predominantly in the summer	31.25%	5
Predominantly in the winter	0.00%	0
I do not use the area at all	0.00%	0
TOTAL		16

Q4 What are some of the challenges (if any) you have seen or experienced at the seaplane terminal area?

Answered: 16 Skipped: 12



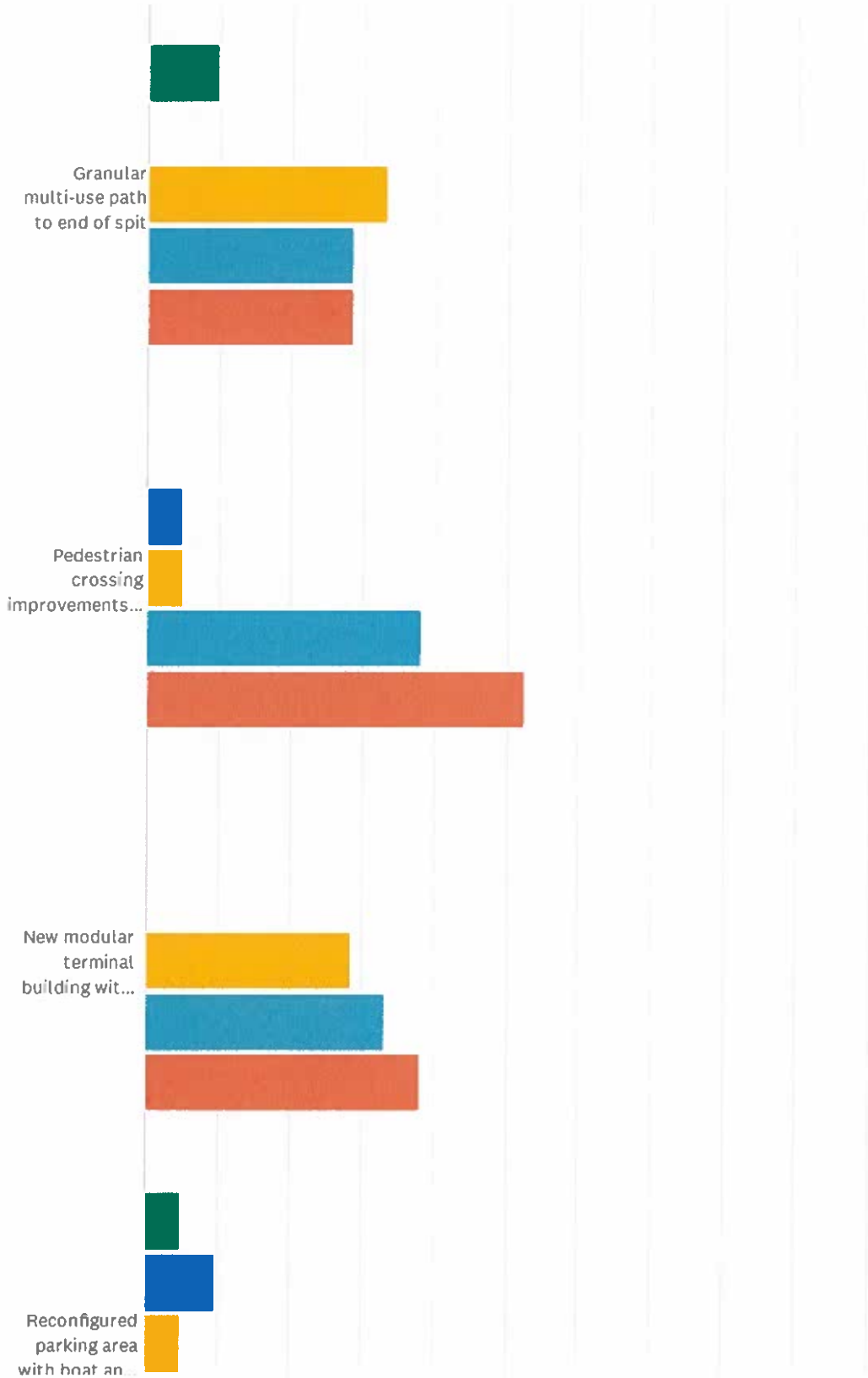
ANSWER CHOICES	RESPONSES
Accessibility/safety issues	25.00% 4
Not enough car parking	18.75% 3
Not enough boat trailer loading/parking	43.75% 7
Lack of seating (such benches and/or picnic sites)	43.75% 7
Lack of covered/sheltered areas	62.50% 10
Issues with existing terminal building	43.75% 7
Issues with boat launch	12.50% 2
Other (please specify)	50.00% 8
Total Respondents: 16	

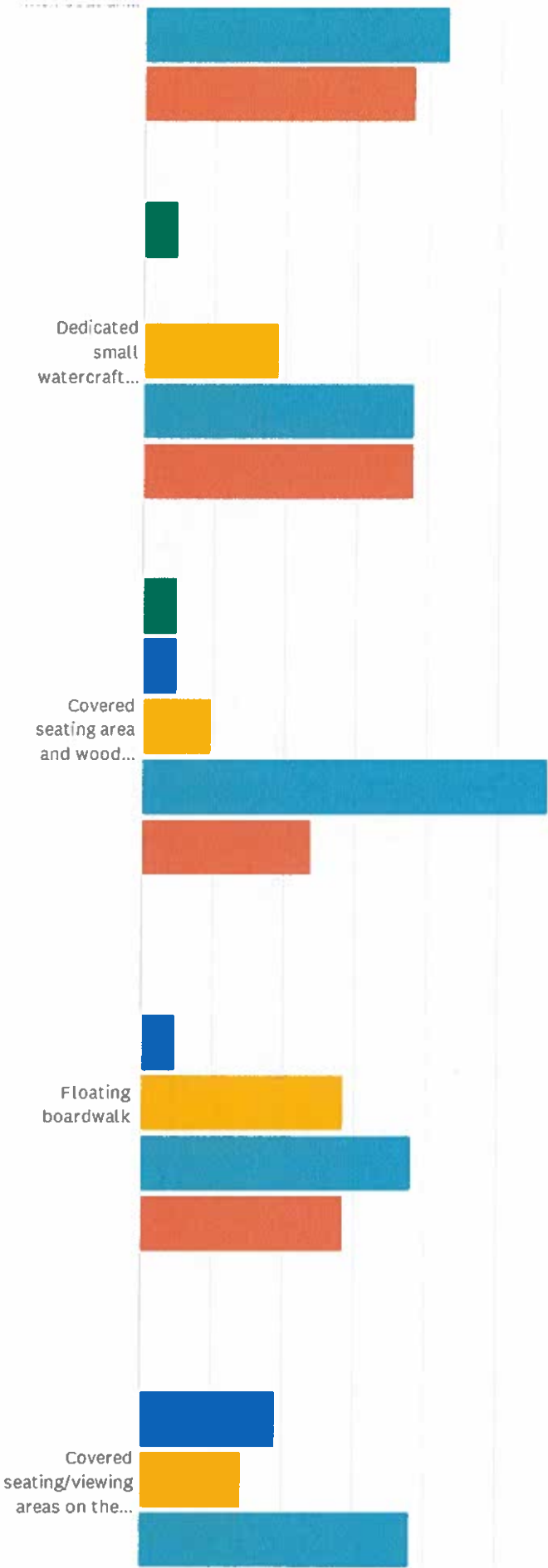
#	OTHER (PLEASE SPECIFY)	DATE
1	garbage in the slough/beaches	6/14/2024 1:41 PM
2	Parking spots interfere with boat launch	6/12/2024 11:51 AM
3	The new parking spot interferes with boat launching. Otherwise, the trail is perfectly sculpted	6/12/2024 10:41 AM

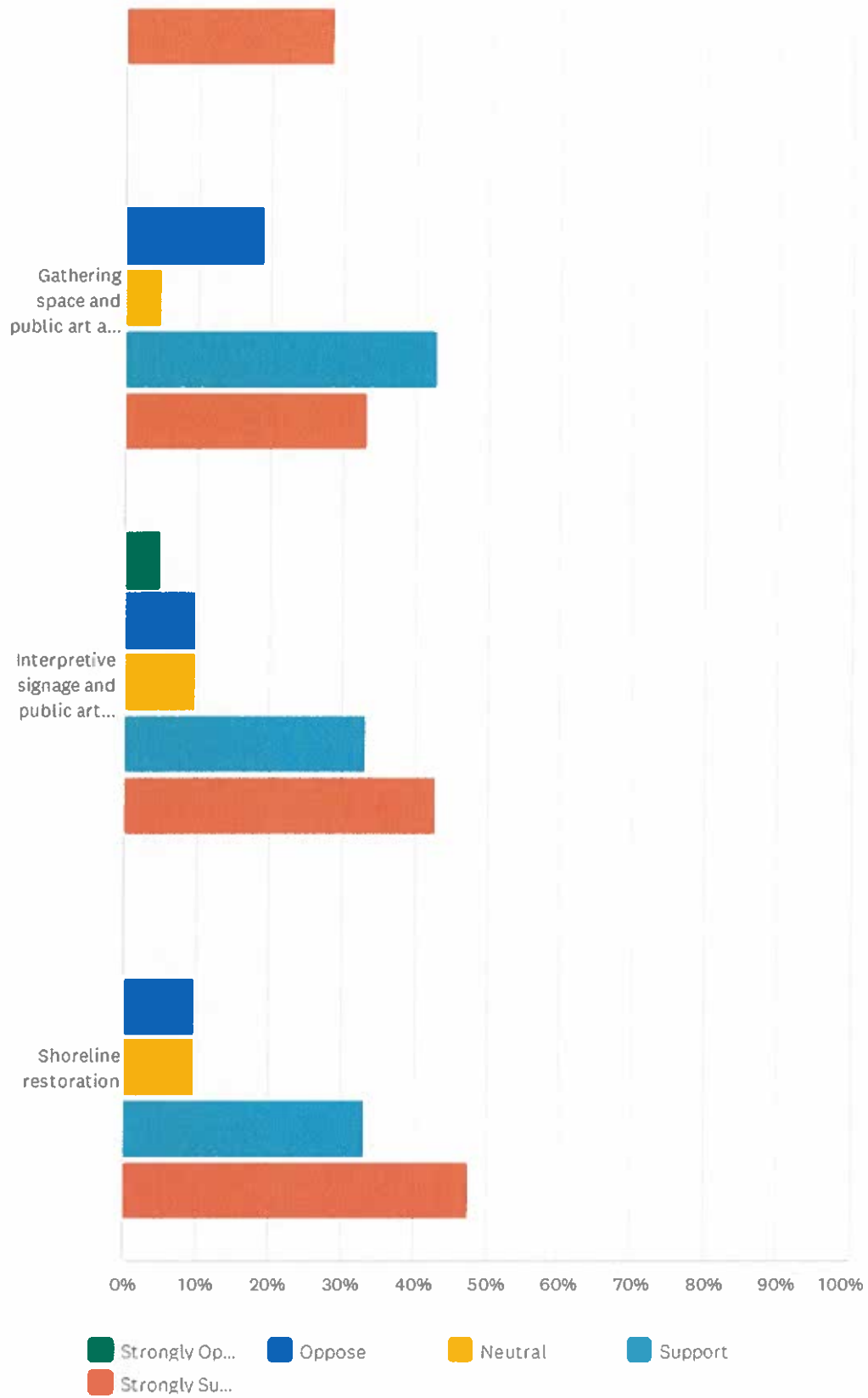
	by nature (and trucks) I wouldn't really change anything	
4	a small one, with protection from se	6/12/2024 9:44 AM
5	Metal cable hiding in the salal	6/11/2024 10:10 AM
6	Loose dogs	6/4/2024 2:06 PM
7	The terminal feels old and outdated and I think we should have more respect for ourselves than that. For some people that's their first sight in Masset. Pretty lame.	6/3/2024 10:01 PM
8	lack of public bathrooms (key access only)	6/3/2024 7:38 PM

Q5 Please Indicate your support for the draft Concept Plan elements below (page 4 of the concept package):

Answered: 21 Skipped: 7



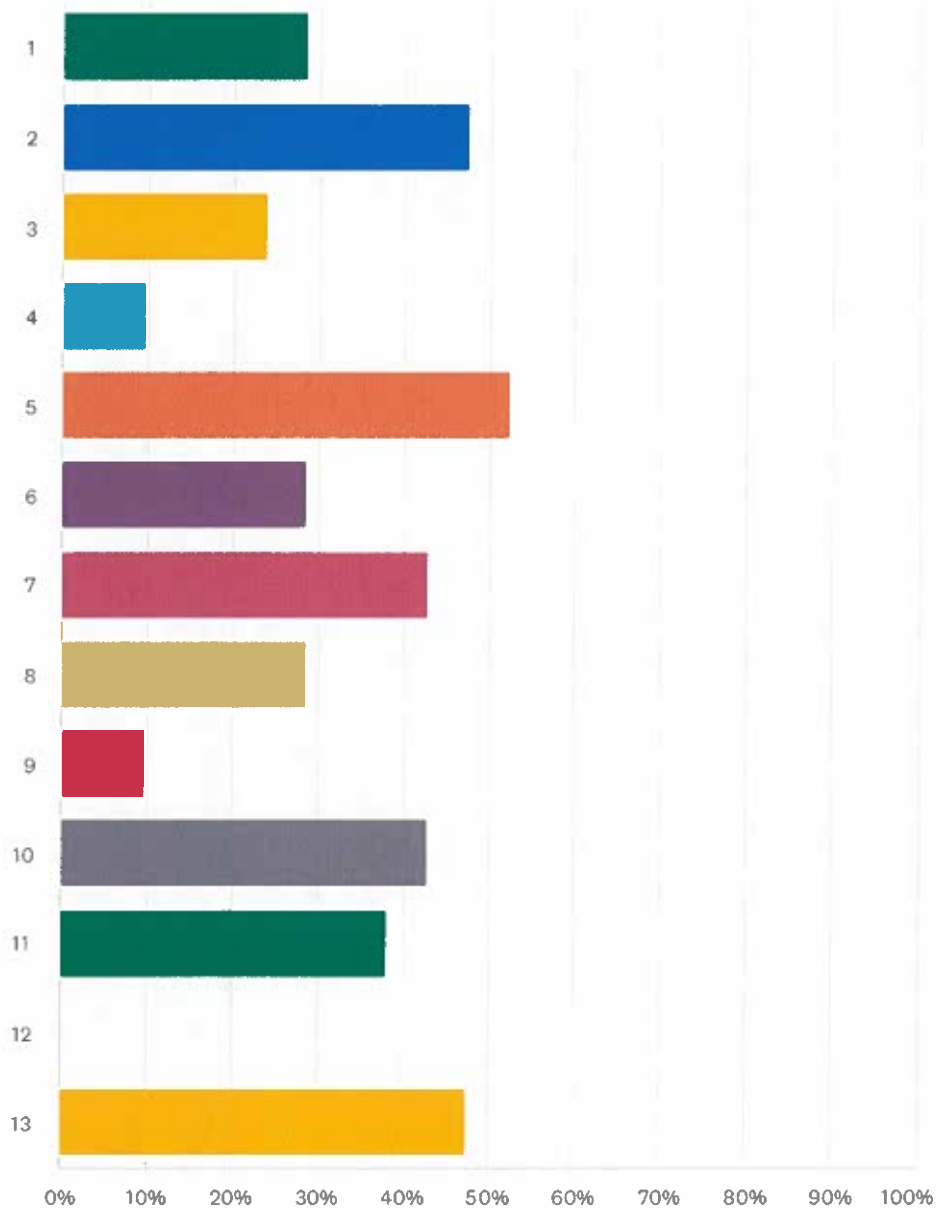




	STRONGLY OPPOSE	OPPOSE	NEUTRAL	SUPPORT	STRONGLY SUPPORT	TOTAL
Granular multi-use path to end of spit	9.52% 2	0.00% 0	33.33% 7	28.57% 6	28.57% 6	21
Pedestrian crossing improvements at Yellowhead Highway	0.00% 0	4.76% 1	4.76% 1	38.10% 8	52.38% 11	21
New modular terminal building with covered waiting areas	0.00% 0	0.00% 0	28.57% 6	33.33% 7	38.10% 8	21
Reconfigured parking area with boat and trailer parking and overflow trailer stalls	4.76% 1	9.52% 2	4.76% 1	42.86% 9	38.10% 8	21
Dedicated small watercraft (kayaks, canoes, etc.) boat launch	4.76% 1	0.00% 0	19.05% 4	38.10% 8	38.10% 8	21
Covered seating area and wood terrace to water	4.76% 1	4.76% 1	9.52% 2	57.14% 12	23.81% 5	21
Floating boardwalk	0.00% 0	4.76% 1	28.57% 6	38.10% 8	28.57% 6	21
Covered seating/viewing areas on the spit	0.00% 0	19.05% 4	14.29% 3	38.10% 8	28.57% 6	21
Gathering space and public art at end of spit	0.00% 0	19.05% 4	4.76% 1	42.86% 9	33.33% 7	21
Interpretive signage and public art installations	4.76% 1	9.52% 2	9.52% 2	33.33% 7	42.86% 9	21
Shoreline restoration	0.00% 0	9.52% 2	9.52% 2	33.33% 7	47.62% 10	21

Q6 Circulation improvements (see page 5 of concept package)

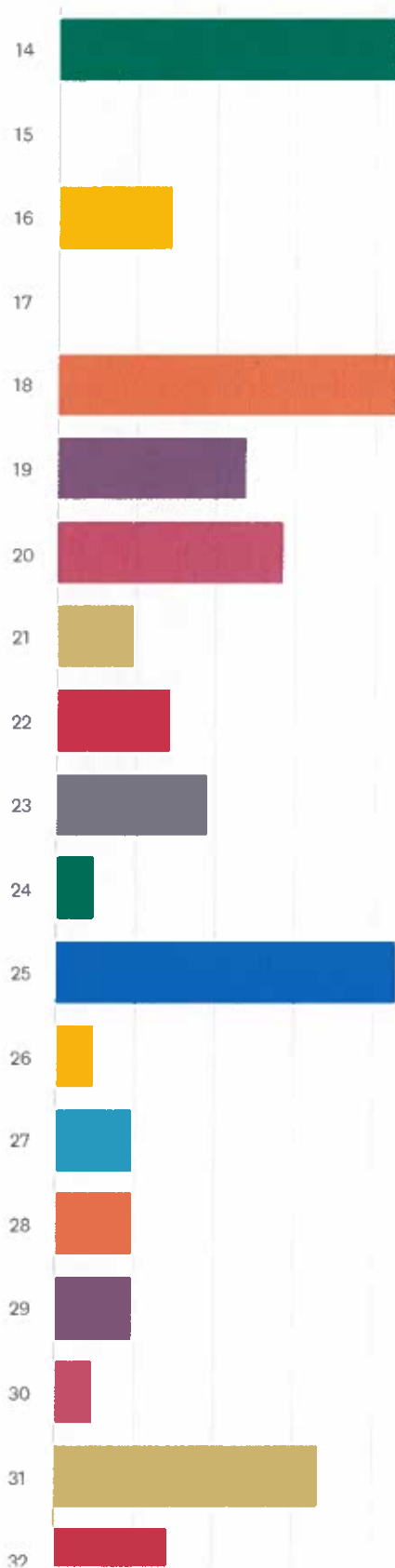
Answered: 21 Skipped: 7

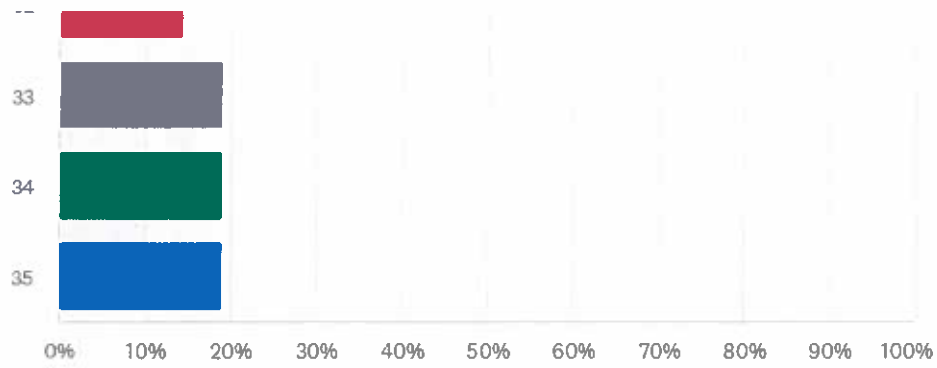


ANSWER CHOICES	RESPONSES	
1	28.57%	6
2	47.62%	10
3	23.81%	5
4	9.52%	2
5	52.38%	11
6	28.57%	6
7	42.86%	9
8	28.57%	6
9	9.52%	2
10	42.86%	9
11	38.10%	8
12	0.00%	0
13	47.62%	10
Total Respondents: 21		

Q7 Site Amenities (see page 6 of full concept package)

Answered: 21 Skipped: 7

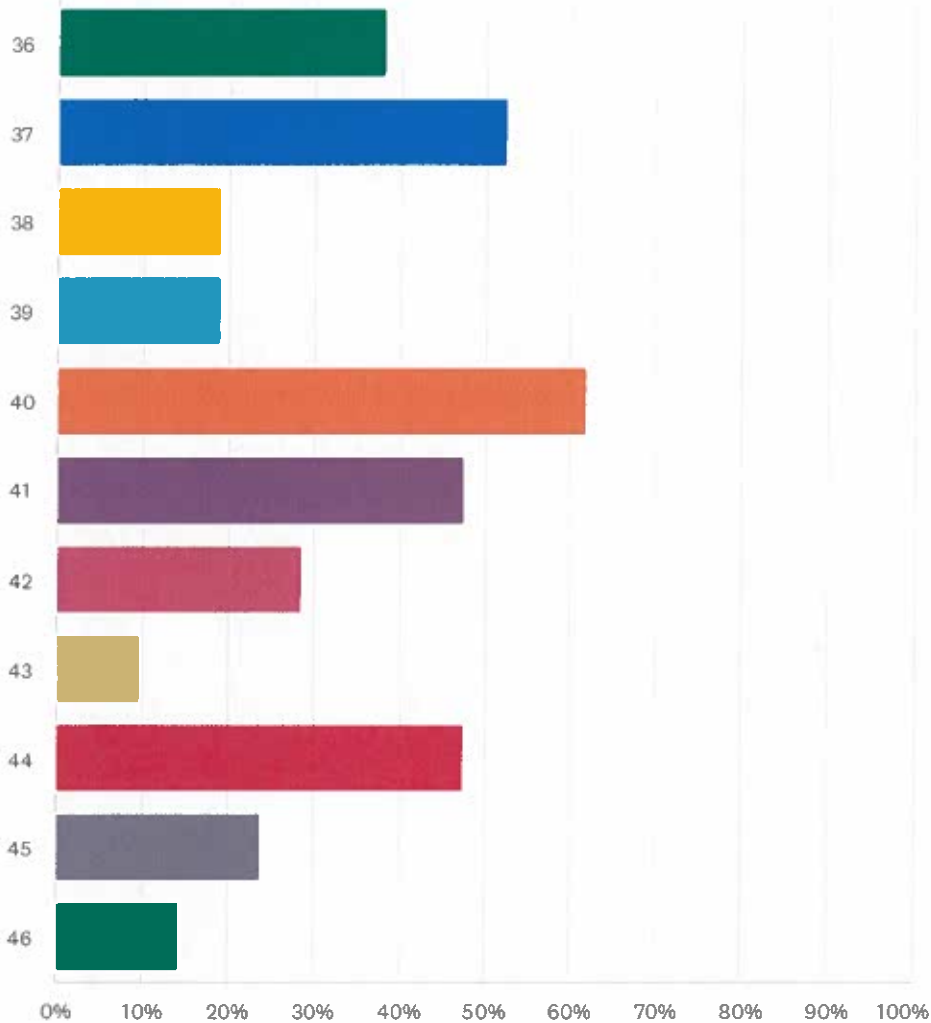




ANSWER CHOICES	RESPONSES	
14	42.86%	9
15	0.00%	0
16	14.29%	3
17	0.00%	0
18	42.86%	9
19	23.81%	5
20	28.57%	6
21	9.52%	2
22	14.29%	3
23	19.05%	4
24	4.76%	1
25	42.86%	9
26	4.76%	1
27	9.52%	2
28	9.52%	2
29	9.52%	2
30	4.76%	1
31	33.33%	7
32	14.29%	3
33	19.05%	4
34	19.05%	4
35	19.05%	4
Total Respondents: 21		

Q8 Restoration (see page 7 of full concept package)

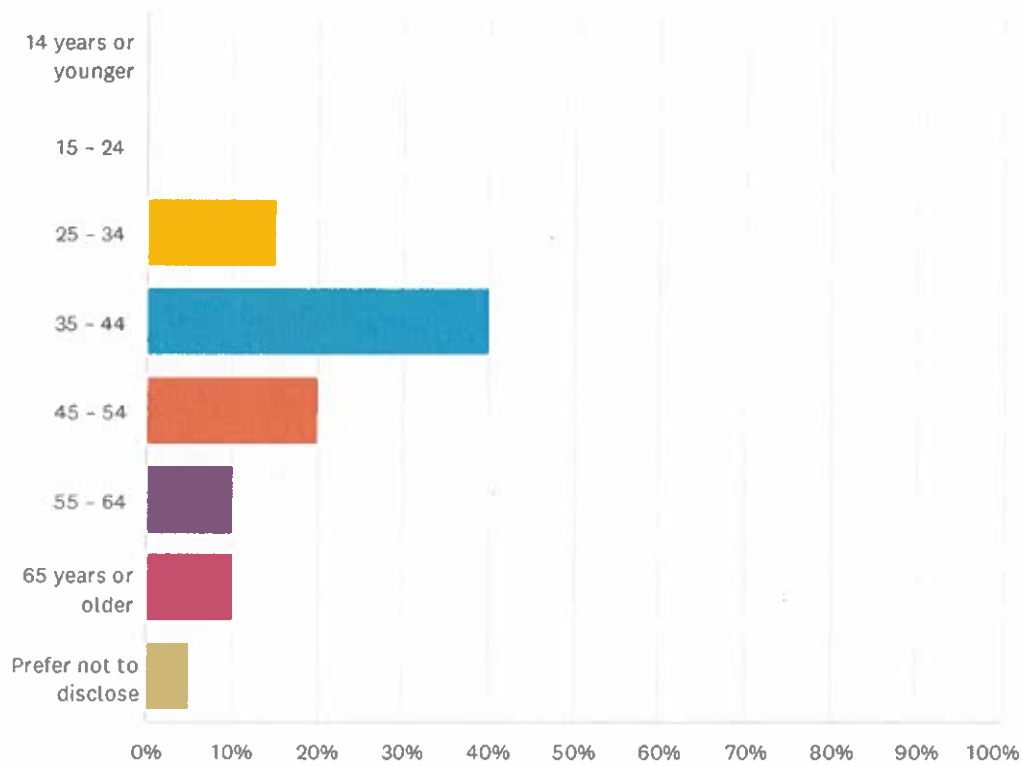
Answered: 21 Skipped: 7



ANSWER CHOICES	RESPONSES	
36	38.10%	8
37	52.38%	11
38	19.05%	4
39	19.05%	4
40	61.90%	13
41	47.62%	10
42	28.57%	6
43	9.52%	2
44	47.62%	10
45	23.81%	5
46	14.29%	3
Total Respondents: 21		

Q9 What is your age?

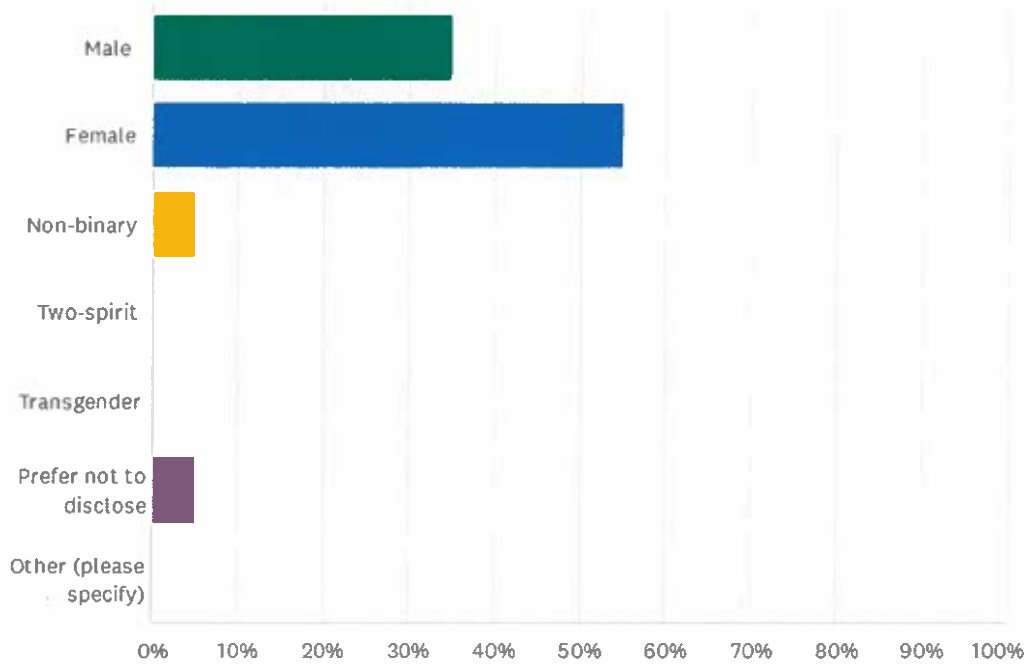
Answered: 20 Skipped: 8



ANSWER CHOICES	RESPONSES	
14 years or younger	0.00%	0
15 - 24	0.00%	0
25 - 34	15.00%	3
35 - 44	40.00%	8
45 - 54	20.00%	4
55 - 64	10.00%	2
65 years or older	10.00%	2
Prefer not to disclose	5.00%	1
TOTAL		20

Q10 What is your gender

Answered: 20 Skipped: 8

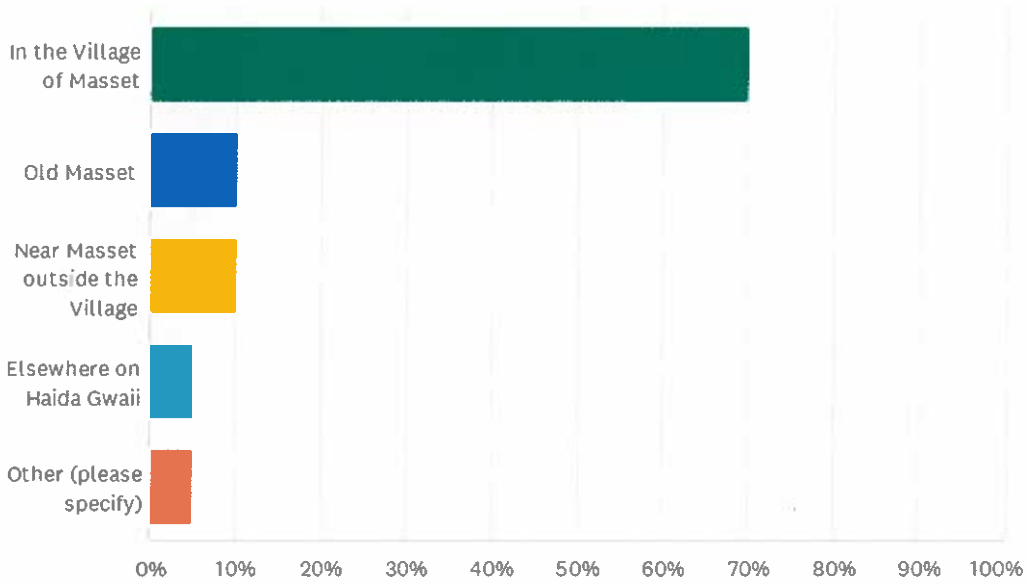


ANSWER CHOICES	RESPONSES	
Male	35.00%	7
Female	55.00%	11
Non-binary	5.00%	1
Two-spirit	0.00%	0
Transgender	0.00%	0
Prefer not to disclose	5.00%	1
Other (please specify)	0.00%	0
TOTAL		20

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Q11 Where do you live?

Answered: 20 Skipped: 8



ANSWER CHOICES	RESPONSES
In the Village of Masset	70.00% 14
Old Masset	10.00% 2
Near Masset outside the Village	10.00% 2
Elsewhere on Haida Gwaii	5.00% 1
Other (please specify)	5.00% 1
TOTAL	20

#	OTHER (PLEASE SPECIFY)	DATE
1	Tow Hill Community	6/3/2024 7:47 PM

Q12 Do you have any final comments or suggestions about the Delkatla Spit (Seaplane Spit) Concept Design project that you would like to share?

Answered: 12 Skipped: 16

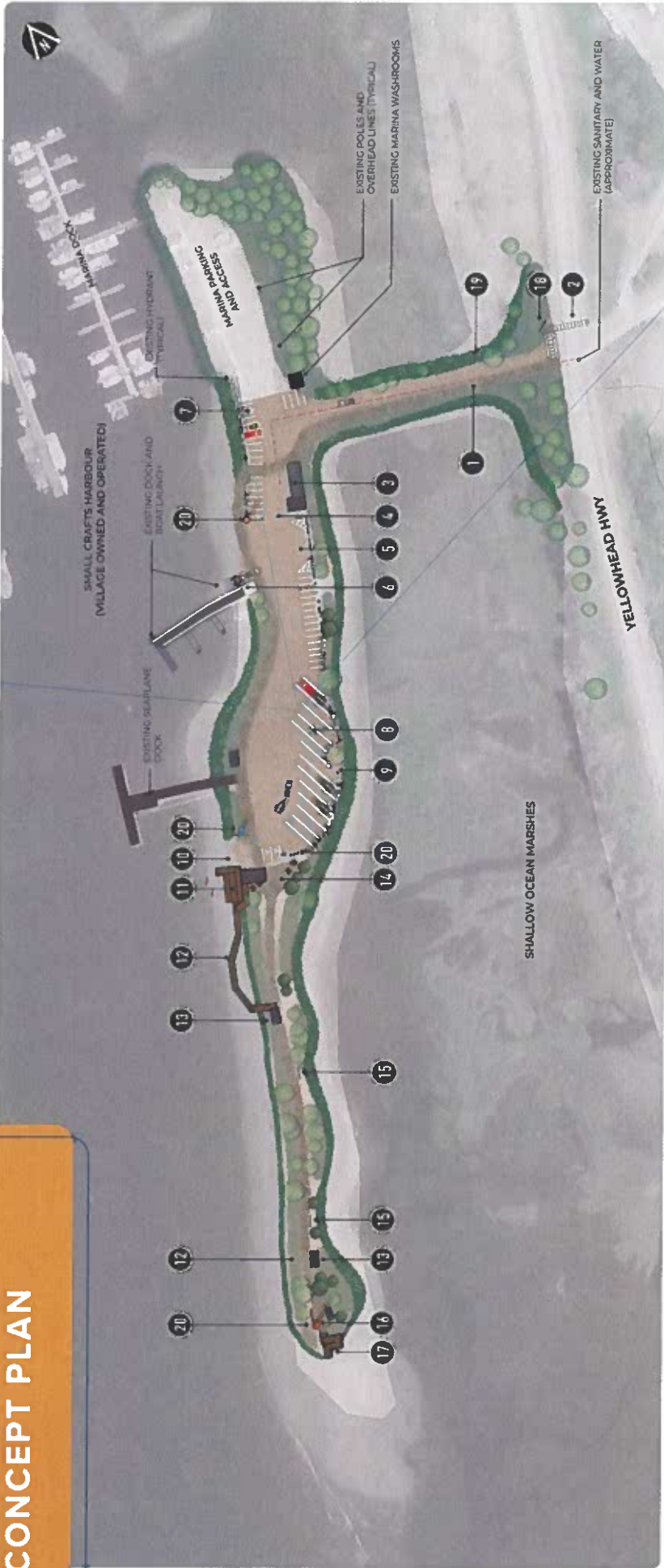
#	RESPONSES	DATE
1	No cement, no gravel. No introduced species. Be aware that there is Northern Riceroot on the point which is a class one protected plant under chn. Create gap in parking lot across from boat ramp.	6/12/2024 12:04 PM
2	None	6/12/2024 11:10 AM
3	Keep it simple. Reflect the area. Fit into the environment rather than plop on top. Not an urban design. Keep the walk way past the airport area as is - it's a walkable roadway. Respect the plants that are growing there already.	6/12/2024 10:27 AM
4	Very exciting!	6/11/2024 10:55 AM
5	The end of the spit is full of Haida cultural class 1 and 2 plants including riceroot lilies. These should be undisturbed and perhaps encouraged to proliferate	6/11/2024 10:17 AM
6	no stairs and everything wheelchair and buggy accessible	6/5/2024 10:20 PM
7	the concept of improvement is greatly needed in Masset	6/5/2024 8:29 AM
8	The spit has been used as a long term car park and a cemetery unlicensed vehicles and trailers.	6/4/2024 2:35 PM
9	More trees	6/3/2024 9:26 PM
10	Excited to see this space be more useable. The current configuration is confusing and difficult to maneuver.	6/3/2024 9:19 PM
11	There have been discussions with the VoM in allowing a marine Search & Rescue shipping container to be placed & electrified near marina dock.	6/3/2024 7:47 PM
12	I would really appreciate a children's play structure of some kind!	6/3/2024 2:13 PM

APPENDIX C

FINAL CONCEPT AND CHARACTER IMAGES



DELKATLA SPIT CONCEPT PLAN



LEGEND

- | | | | | |
|---|--|--|------------------------------------|----------------------------------|
| 1 GRANULAR MULTI-USE PATH | 6 WARNING POST AT BOAT DOCK | 11 COVERED SEATING AREA AND WOOD TERRACE TO WATER | 16 SEATING AREA WITH PUBLIC ART | 20 SIGNAGE AND PUBLIC ART |
| 2 CROSSING IMPROVEMENTS | 7 RENTAL CAR PARKING | 12 FLOATING BOARDWALK | 17 END OF SPIT ACCESS | • WAYFINDING/DIRECTIONAL SIGNAGE |
| 3 MODULAR TERMINAL BUILDING WITH COVERED WAITING AREA | 8 BOAT TRAILER PARKING (ANGLED BACK-IN STALLS) | 13 SMALL COVERED SEATING AREA WITH WIND PROTECTION | • EROSION PROTECTION | • INTERPRETIVE SIGNAGE |
| 4 RECONFIGURED PARKING AREA | 9 ROCKS TO DELINEATE PARKING AREA | 14 BBQ/PICNIC AREA | • SWITCHBACK RAMP | • ART INSTALLATIONS |
| 5 NO PARKING AREA - VEHICLE TURNAROUND FOR BOAT DOCK | 10 SMALL BOAT LAUNCH (KAYAKS, ETC.) | 15 BENCH/LOG SEATING | 18 REFURBISH EXISTING SIGN | • EXISTING TREES (TYPICAL) |
| | | | 19 SHORELINE RESTORATION (TYPICAL) | • PROPOSED TREES (TYPICAL) |
| | | | • NATURALIZATION | |
| | | | • HABITAT PROTECTION/CREATION | |
| | | | • NESTING BOXES | |

SCALE 1:700
0m 50m

CHARACTER IMAGERY - TOP 5 IDEAS (COMMUNITY ENGAGEMENT)

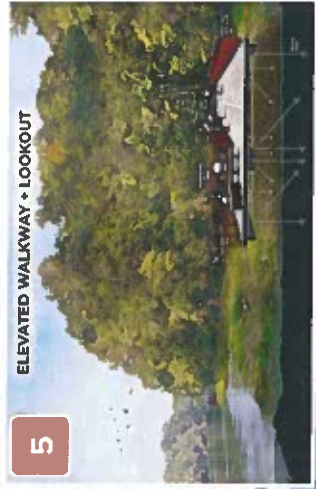
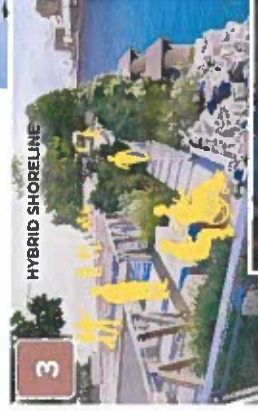
CIRCULATION



SITE AMENITIES



RESTORATION



Confirmation number: 01D679CB

Submitted date: 2024-08-13 14:27:02 Pacific Daylight Time

LGCAP 2024

Introduction

Reaching [net-zero emissions](#) and adapting to a changing climate will require a whole-of-society approach. The Local Government Climate Action Program (the Program or LGCAP) aims to catalyze the efficient flow of financial resources, data and knowledge between Modern Treaty Nations, local governments, and the Provincial Government to allow for cost effective, impactful, locally implemented climate action. For more information about the Program you can refer to the [website](#).

What is climate action?

For the purposes of this program, a climate initiative or action is one that reduces greenhouse gas (GHG) emissions (mitigation) and/or strengthens resilience to the impacts of climate change (adaptation). This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Information collected will:

- Highlight local government and Indigenous climate leadership;
- Profile action by including local government and Modern Treaty Nation emissions, resilience and climate action performance data in the annual [Climate Change Accountability Report](#);
- Help inform policy development and monitor progress on achieving provincial and local climate objectives; and
- Support provincial efforts to better collaborate with and support communities to advance climate action.

The survey was informed by:

- Feedback from local governments, Modern Treaty Nations and ministerial partners;
- National and international GHG reporting protocols; and
- The CDP (formerly [Carbon Disclosure Project](#), a global non-financial disclosure system).

Instructions

**Please do not provide any personal information (e.g. email, phone number) in the survey.*

Survey: Word Version

A survey template (i.e. a Word version) is available on the [Local Government Climate Action Program webpage](#). The template can be used to gather information from staff across departments. Then simply cut and paste into the online version where you'll be submitting the survey.

Survey: Online Version

SimpleSurvey allows multiple users to access your survey, though two people cannot enter information at the same time.

- For other users to contribute to your survey, simply share the unique link with your team members.
- Users must select "Save and continue later" when they are done updating the survey but not ready to submit.

Required fields are indicated with a red asterisk (*). You will not be able to submit the survey and attestation form without completing these fields.

- Some fields have formatting considerations (i.e. numbers only). You will not be able to submit the survey and attestation form until all required fields are completed properly. The red text error message will indicate what is needed.

There is a 9,999 character limit for the open-ended questions.

Attestation Form

The attestation form is filled in after survey questions are completed. It is the second page of the SimpleSurvey submission.

- The attestation form is where the Chief Financial Officer, or equivalent position, attests to the following:
 - That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
 - That Local Government Climate Action Program funds for years 1 and 2 received in 2022 and 2023 will be spent by March 31, 2025.
 - That Local Government Climate Action Program funds for years 3-5 received in 2024 will be spent by March 31, 2028.
 - That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2024.

Requirements

1. Reporting

1. Report on **at least one** project linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#). If your community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. Funding for the project(s) does **not** need to come from this program.
 2. For communities with populations of 10,000+ (based on 2020 BC Census data figures), measuring and reporting local government's traditional services emissions is required.
 3. Attest that funds will be allocated to climate initiatives before submitting your survey.
- Open-ended questions asking for one or more initiatives related to climate action may be highlighted in Provincial materials to acknowledge innovative local climate solutions. A template to submit climate action success stories for publication can be found on the [Local Government Climate Action Program webpage](#).

2. Deadline to submit the survey & attestation form

- The deadline for submitting your survey and attestation form is 4 PM PDT on July 31, 2024.

3. Posting the survey & attestation form publicly

- The design / format of the form can be changed, however, all information from required questions must be included.
- Optional questions and answers can be omitted.
- The deadline to post the survey and attestation form publicly is September 30, 2024.

Download a copy for your records!

Once submitted, you can **download a copy of the completed survey** and attestation form (PDF, Excel, and Word options). If you close this window before the download link appears, please reach out for a copy of your submission.

Support

If the survey is accidentally submitted, a submitted survey needs to be revised, or if you have any questions, please reach out to us at LGCAP@gov.bc.ca. We will be happy to provide assistance.

Thank you!
The LGCAP Team

The Survey

Climate Action Planning

Climate Action Plans are strategic roadmaps that identify how an organization will reduce their greenhouse gas (GHG) emissions (mitigation), increase their resilience to the impacts of climate change (adaptation), or a combination of both.

To answer the following questions, consider staff that contribute to activities that reduce greenhouse gas (GHG) emissions and/or strengthen resilience and the ability to adapt to climate-induced impacts. This includes (but is not limited to): climate-related hazards; integrating climate change measures into policies, strategies and planning; improving education, raising awareness of climate change causes and solutions, increasing human and institutional capacity with respect to climate change mitigation and adaptation, and impact reduction and early warning systems.

Question 1 a): How many staff in full time equivalents (FTEs) are dedicated to working specifically on climate action?

If a staff member is a climate action coordinator and works 100% on climate-related issues, add 1.0.

0.02

Question 1 b): How many staff in full time equivalents (FTEs) are dedicated to working on climate action in other departments such as transportation or engineering?

For example: Can include staff in engineering, emergency management, transportation, waste management, etc. related to climate work but whose primary role is not working on climate action. If a staff member works approximately 25% (please estimate) on climate-related issues, add 0.25. Working on climate-related issues does not need to be written into the staff member's job description to be counted here.

0.05

Question 2 a): Does your local government or Nation have a community-wide climate action plan or other guiding document(s)?

No

If not, please select one or more options from the list.

No, we are not intending to undertake one due to lack of financial capacity.

No, we are not intending to undertake one due to lack of expertise or technical capacity.

Question 2 b): Does your local government or Nation have a corporate climate action plan or other guiding document(s)?

No

If not, please select one or more options from the list.

No, we are not intending to undertake one due to lack of financial capacity.

No, we are not intending to undertake one due to lack of expertise or technical capacity.

Question 3: Has your local government or Nation declared a climate emergency?

No

Question 4: Please select up to 3 challenges impeding the advancement of climate action in your community.

Lack of staff capacity or expertise.

Lack of financial resources.

Lack of provincial or federal government support or collaboration.

Optional: Is local political support a challenge your local government faces that is impeding climate action?

No

Traditional Services Greenhouse Gas Emissions

Measuring traditional services emissions (defined in previous years as corporate emissions) is a Program requirement for all communities with a 2020 population of 10,000 and above ([see population statistics here](#)). Traditional services GHG emissions are those produced by the delivery of local government or Modern Treaty Nation "traditional services" including:

- Fire protection,
- Solid waste management,
- Recreational / cultural services,
- Road and traffic operations,
- Water and wastewater management, and
- Local government administration.

Please see the following resources for guidance:

- [LGCAP Traditional Services Boundaries and Scope Guidance](#),
- [Scope Summary Document](#),
- [Traditional Services Inventory Reporting Tool](#),
- [Contracted Services Emissions Guidance](#),
- [Contracted Emissions Calculator](#),
- [BC Best Practices Methodology for Quantifying GHG Emissions](#), and
- [Emission Factors Catalogue](#).

Question 5: For the 2023 calendar year, has your local government or Nation measured and reported associated traditional services GHG emissions?

No

If not, please select all that apply.

No, due to lack of staff and technical capacity.

No, due to lack of financial resources.

No, due to lack of awareness regarding which GHG accounting tools are available.

Community-Wide Greenhouse Gas Emissions

B.C. [Climate Action Charter](#) signatories have committed to measuring and reporting their community-wide GHG emissions generated from all GHG sources (anthropogenic) within their community boundary.

The [Community Energy and Emissions Inventory](#) (CEEI) initiative provides a provincial framework for tracking and reporting energy and GHG emissions at a community-wide scale. It is published with a two-year lag, however, raw data can be requested by local governments that wish to measure and report their community-wide emissions for the buildings and solid waste sectors ahead of publication.

The Climate Action Secretariat (CAS) is aware that some local governments are developing their own community-wide GHG emissions inventories (separate from the provincial CEEI) . A better understanding of community-wide emissions measurement across B.C. will help CAS as we upgrade CEEI.

Question 6: For the 2023 calendar year, have community-wide GHG emissions been measured for your local government or Nation?

No

If not, please select all that apply from the list.

No, we do not measure and report community-wide emissions data due to lack of financial capacity.

No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.

If not, has your community or Nation measured and reported community-wide emissions in the past?

No

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).

Please enter "0" if no targets or baseline are established for the years given in the table.

2030

Reduction Percentage (format: e.g., 40)

40

Baseline Year (format: e.g., 2007)

2007

2040

Reduction Percentage (format: e.g., 40)

60

Baseline Year (format: e.g., 2007)

2007

2050

Reduction Percentage (format: e.g., 40)

80

Baseline Year (format: e.g., 2007)

2007

Question 8: Does your local government or Nation have net-zero or carbon-neutral emissions target(s)?

Please select all that apply.

No

Question 9: Please select up to three supporting indicators that would be most valuable to your local government or Nation to advance climate action (these indicators were previously reported through the Community Energy and Emissions Inventory initiative).

Floor area: Average floor area by building category and era

Residential density: Population and dwelling units per "net" land area

Walk score: Proximity to services

Provincial Policy Alignment - Mitigation

The CleanBC Roadmap to 2030 is B.C.'s plan to meet provincial emissions reduction targets to be 40% below 2007 levels for 2030 and set us on course to reach net-zero emissions by 2050.

One requirement of this Program is that you must report on a minimum of one project linked to objectives from the [CleanBC Roadmap to 2030](#) and/or [Climate Preparedness and Adaptation Strategy](#) (CPAS). Funding does not need to come from this program. For questions 10-13, if your

community reports one initiative related to one sector (e.g. buildings) you have satisfied this requirement. That said, please select all that apply.

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to the buildings sector. This should not be limited to what your LGCAP funding supported.

Community

Community-wide buildings policies, programs and actions.

Other.
upgrades to public buildings

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2023 calendar year related to buildings. Please enter NA if your community reported no buildings initiatives ongoing, completed or in-progress for 2023.

replacement of office windows

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to the transportation sector. This should not be limited to what your LGCAP funding supported.

Community

Community-wide transportation policies, programs and actions.

Active transportation planning.
Active transportation infrastructure investments.

Please highlight a community project(s) that was in-progress or completed in the 2023 calendar year related to transportation. Please enter NA if your community reported no transportation initiatives ongoing, completed or in-progress for 2023.

NA

Question 12: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2023 calendar year related to community-wide and corporate action. This should not be limited to what your LGCAP funding supported.

Not applicable

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2023 calendar year related to community-wide or corporate action. Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2023.

NA

Provincial Policy Alignment - Resilience and Adaptation

The goal of climate adaptation is to reduce risk and vulnerability associated with climate change impacts. To manage climate impacts, local governments and Nations are integrating climate adaptation principles into decisions and everyday activities.

One requirement of this Program is that you must report on **at least one or more** project(s) linked to one or more objectives from the [CleanBC Roadmap to 2030](#) and/or the [Climate Preparedness and Adaptation Strategy](#) (CPAS) in Questions 10-13. If your community reports one initiative related to one sector you have satisfied this requirement, but please select all that apply for Questions 10-13.

Question 13: Please indicate all initiatives your local government or Nation had completed, ongoing or in-progress in the 2023 calendar year to adapt to and build resilience to climate impacts. This should not be limited to what your LGCAP funding supported.

Not applicable

Please highlight one or more climate adaptation project(s) that were completed, ongoing or in-progress in the 2023 calendar year to reduce risk and increase resilience. Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2023.

Please note that highlights for resilience actions may be shared with the Ministry of Emergency Management and Climate Readiness (EMCR) for them to use on ClimateReadyBC as part of their work on sharing info on climate resilience in BC. EMCR may follow up for more details if needed.

NA

Question 14 a): Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?

Please select all that apply. In the textbox, please provide the link to the public assessment if available.

No

If not, please select one or more options from the list.

No, we are not intending to undertake due to lack of financial capacity.

No, we are not intending to undertake due to lack of staff and technical capacity.

No, we are waiting for direction from the Provincial Government before undertaking an assessment.

Question 14 b): Are you integrating climate risk into asset management, budgeting and climate action plans?

No

Question 15: What are the most significant climate hazards and impacts faced by your jurisdiction and what is the timeframe of their expected impact on your community?

For each selection, please indicate if the timeframe of their expected impact is short, medium, long or not sure. (short [current/by 2025]; medium [2026-2050]; long [beyond 2050])

Extreme heat and heat stress

long

Extreme cold, snow and ice

long

Water shortages

long

Wildfire

medium

Wildfire smoke

long

Overland flooding

medium

Coastal flooding, storm surge events and/or other coastal hazards

medium

Wind, rain, and other storm events

short

Ecological impacts (examples of ecological impacts include biodiversity loss and erosion)

short

Cultural impacts (examples of cultural impacts include threats to identities, languages, and livelihoods)

short

Human health impacts

medium

Power outages

medium

Question 16: What information do you need to know to be able to plan effectively for the future of your community, with respect to the hazards and impacts identified in Question 15? Please select one or more of what you consider the most valuable types of information for planning.

Local knowledge

Assessment of potential community impacts

Assessment of community vulnerabilities

Projected development

Technical expertise to implement solutions

Community/stakeholder engagement and support

Information on partnership opportunities

Examples of actions taken by other communities

Question 17: Based on the hazards and impacts you indicated as most significant in Question 15, which groups are most vulnerable to the impacts of those climate hazards and impacts?

Other

Everyone

Question 18: Of the hazards and impacts identified in Question 15, please specify the associated adaptation measures completed or in-progress in the 2023 calendar year, if any. If entering a hazard under "Other", please also write the hazard in the "Adaption measure" textbox.

Power outages
Adaptation measure
New solar Farm

Equity

Taking an equity-informed approach to climate action is about enhancing climate resilience for everyone in B.C., regardless of where and how they live and requires a just approach that integrates equity considerations into climate planning and adaptation responses.

Question 19: How does your local government or Nation ensure equitable access to and distribution of climate action opportunities and benefits?
Please select all that apply.

There are no specific measures in place to ensure equitable access to and distribution of opportunities and benefits.

LGCAP Year 2 Funding

The Program must be able to demonstrate the impact this funding has on greenhouse gas emissions reductions and resilience and adaptation in B.C. To substantiate the Program, we must develop a baseline understanding of where local governments and Nations are at with respect to climate action and track progress over time.

Please do your best to specify how much of your LGCAP funds was invested for each initiative undertaken without double counting.

Question 20: What did/will your local government or Nation spend its LGCAP funding on for year two of the Program (2023)? Please select all that apply and indicate the total dollar value associated with each initiative. For LGCAP 2023 funding, Village of Masset received 45082. Please ensure the amount(s) entered for Question 20 equal this amount in total.

Corporate

Corporate Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Asset management
3000
Buildings initiatives
Transportation initiatives

Corporate buildings policies, programs and actions.

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Efficiency upgrades/retrofits.
41,582

Corporate transportation policies, programs and actions.

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25). If selecting "Other", please write both the item and the amount of funding in the textbox.

Active transportation education and encouragement programs.
500

Please highlight the initiative(s) your local government or Nation's LGCAP year two funding will support.

changing Municipal buildings from oil heating to heat pumps

Question 21 a): How much additional funding for climate action were you able to invest by leveraging your LGCAP funds? This could include matching grants as well as private investment.

Format: no dollar sign and up to two decimal places

0.00

Question 21 b): Please list the funding programs leveraged and associated funders (i.e. Investing in Canada Infrastructure Program, Canada/Province).
Please enter "NA" if no funds were leveraged.

NA

Question 22: What is your internal decision criteria for spending LGCAP dollars?

Council

Question 23: Does your local government or Nation use a formal framework to apply a climate lens on infrastructure planning and decision-making?

This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

No

Question 24: What is the value in the Program's continuity for your community?

Optional

High

Please note on posting the survey publicly:

- All information from required questions must be included.
- Optional questions and responses can be omitted.

- The Province will use the information for internal purposes only.
- When posting the survey publicly, the design / format of the form can be changed.

Local Government Climate Action Program Attestation Form

Instructions for the Attestor (CFO or equivalent staff person):
Complete and sign this form by filling in the fields below.

I, the Chief Financial Officer, or equivalent position, attest to the following:

1. That Local Government Climate Action Program funding has been, or will be, allocated to climate action.
2. That Local Government Climate Action Program funds for years 1 and 2 received in 2022 and 2023 will be spent by March 31, 2025.
3. That Local Government Climate Action Program funds for years 3-5 received in 2024 will be spent by March 31, 2028.
4. That a completed and signed version of this form and survey contents will be publicly posted by September 30, 2024.

Attested by (first name, last name)

Joshua Humphries

Professional title

CAO

Local government or Modern Treaty Nation

local government

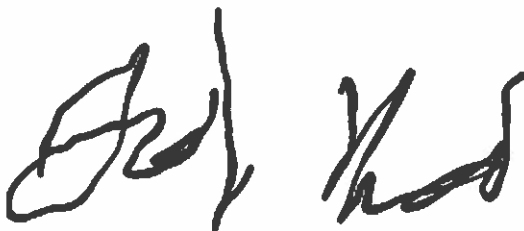
Date

2024-08-02

Attestor signature

Please note: We did hear feedback to allow for file upload e-signatures and have looked into this. Unfortunately, uploaded files do not appear on the final report. If you require a redo for the digitally-drawn signature, please click the trash can. If that doesn't work, please submit your survey then contact us at LGCAP@gov.bc.ca.

Signature captured



2024-08-02 13:15:00 Pacific Daylight Time

Lianne Trepanier

From: Joshua Humphries
Sent: August 7, 2024 9:09 AM
To: Lianne Trepanier
Subject: FW: Masset Arts Society Letter
Attachments: Masset BC Letter of Support for MAS Playhouse DRAFT.pdf

Hi

Can you add this to the next Council meeting and send Geoff our siting and use process and application along with the building façade information.

Thanks,

Joshua Humphries
Chief Administrative Officer
Village of Masset | Box 68, Masset BC, V0T 1M0
T: 250.626.3995 | F: 250.626.3968 | email: cao@masset.ca

Wings. Waves. Wilderness – www.massetbc.com

From: Masset Arts Society <massetartsociety@gmail.com>
Sent: Tuesday, August 6, 2024 4:00 PM
To: Joshua Humphries <cao@masset.ca>
Subject: Masset Arts Society Letter

Hello Josh,

It's Geoff, I spoke to you briefly at the municipal office today about a letter for the Masset Arts Society grant application to BC Gaming. I have attached a draft letter that gives you an idea of what we're looking for.

I'm afraid I've already forgotten the name of the zoning confirmation that you mentioned for renovations that go beyond the current footprint of the building, but I've highlighted in the draft the reference to it.

Please let me know if you have any questions or concerns about the letter.

Thanks,

Geoff

To Whom It May Concern,

Subject: Support for Masset Arts Society's Purchase and Renovations Grant Application

I am writing to provide our support for Masset Arts Society's application for the BC Gaming Capital Grant in relation to the proposed purchase and renovation of the Masset Playhouse.

The Masset Arts Society formed to secure a church hall in Masset and re-purpose it as a public playhouse for performances and recreation. They have created a community space that has hosted many events including musical and theatrical performances, film screenings and a documentary production workshop led by the Haida Gwaii Media Collective. The Playhouse has also served as a practice space for the Masset Dance Troupe and yoga classes.

With their matching funds, the Masset Arts Society plans to complete the purchase of the building from a generous donor who is currently holding the playhouse and providing it to the Society through a lease. The planned renovations that have the permission of the current donor owner will see the approach to the building transformed with new cedar decks and stairs that invite people into the space.

The municipality acknowledges the potential value of this project and recognizes that it aligns with our objectives of engaging our community in the arts and providing more public spaces for gatherings in order to increase well-being and resiliency. We will be working with the Society on the [zoning confirmation] that the renovations will require. Masset does not have any further permits required for the build.

We support the Masset Arts Society's application and recommend it for your consideration. Please do not hesitate to contact me at cao@masset.ca for any questions.

Thank you for your attention in this matter.

Sincerely,

Hi Josh and Lianne,

HG Rec's Agate Man Triathlon is on Saturday, Sept 7th. Andrew Hudson asked if we needed anything for the fire dept organized and I am hoping we can find our own volunteers to do the cooking, and just let the department have a break this year.

My request from HG Rec:

- Use of the Fire Hall for the event
- Use of Kitchen for food prep + freezer
- Propane and use of the BBQ

We would like to compensate the Village for this directly (will require an invoice), at \$200 for the half-day event. Jevan and his group can hopefully use this as income to support the fire dept and cover cost of propane.

Haawa - thank you,

Alissa MacMullin

Recreation Coordinator | Haida Gwaii Recreation

250.637.1192

coordinator@hgrec.com

1587 McLeod St., PO Box 187, Masset, BC

Learn

more: <https://protect.checkpoint.com/v2/r03/ www.hgrec.com .YzFjOm1hc3NldDpiOm86OWNhNGQ4OTg0ZjJiZTJINzk2MDY3OTU2NDNiZDI0M2I6NzoxODgzOjYyMDFmODJiZGRlMGEwN2IyOWI2NTQ4Yjc0OGMyZWZhYzQ3OTE4MjVhODI2MDQzZDBkMTA4MmM5NWVhNzVjNDQ6dDpUOk4>



Working with respect on the unceded and ancestral territory of the Haida Nation.

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013833	003	02/07/2024	I0010	INSURANCE CORPORAT	July24	Southland Dump Tra	73.00		73.00	
013834	003	11/07/2024	B0004	BIG RED ENTERPRISE	22976	Garbage June24	1,428.07		1,428.07	
013835	003	11/07/2024	B0068	Bandstra Transport	P1340977 E395056	Ditches etc. Fred Road Maintenance-R	1,783.77 1,396.10		3,179.87	
013836	003	11/07/2024	C0013	CANADIAN UNION OF	May24 June24	Union Dues May24 Union Dues June24	459.86 639.83		1,099.69	
013837	003	11/07/2024	C0027	CANADA CUSTOMS & R	June24 PT June24 FT	CRA Remit June24 P CRA Remit June24 F	9,082.04 22,762.06		31,844.10	
013838	003	11/07/2024	C0109	Cornerstone Petrol	11919	Air Fuel Troublesh	2,980.32		2,980.32	
013839	003	11/07/2024	C0113	CityWest Cable & T	June24	Multi GL's CityWes	1,019.20		1,019.20	
013840	003	11/07/2024	C0115	Coast Isle Enginee	E1147-02 E1147-03	Main St Pier Proj. Main St Pier Proj.	5,019.00 9,570.75		14,589.75	
013841	003	11/07/2024	E0004	ENVIRONMENTAL OPER	150340 150339	WP O&M WP O&M	210.00 315.00		525.00	
013842	003	11/07/2024	F0033	FBB Chartered Prof	10323	2023 Audit	13,650.00		13,650.00	
013843	003	11/07/2024	F0042	FlowSystems Dist.	0000030735	WP O&M	1,165.67		1,165.67	
013844	003	11/07/2024	G0097	Groundswell Electr	SI-872	Apt Maintenance	1,424.00		1,424.00	
013845	003	11/07/2024	L0003	YOUNG, ANDERSON Ba	144414-144415	Legal Services	845.60		845.60	
013846	003	11/07/2024	M0086	Misty Isles Econ D	1333	2024 EcDev funding	50,000.00		50,000.00	
013847	003	11/07/2024	N0001	Inlet Supply Ltd.	June24	Multi GL's Inlet S	519.63		519.63	
013848	003	11/07/2024	N0006	NAIKOON CONTRACTIN	13639 13662	Pier & Hub Service Pier & Hub Service	27,550.72 27,550.72		55,101.44	
013849	003	11/07/2024	N0026	NORTH ARM TRANSPOR	SI087565 SI088477 SI088526 SI088509	HD Fireworks Jet A-1 Fuel 18063 Jet A-1 Fuel 18965 PW Equip - WeedEat	402.23 31,140.97 30,972.39 159.94		62,675.53	
013850	003	11/07/2024	O0025	Orkin Canada Corpo	C-4667220	Pest Control PW Ju	68.04		68.04	
013851	003	11/07/2024	P0023	PitneyWorks	June24	Postage July24	315.00		315.00	
013852	003	11/07/2024	P0089	PACIFIC BLUE CROSS	1521885	July24 Remit PBC	4,393.24		4,393.24	
013853	003	11/07/2024	R0004	Four Star Communic	790498	FD Call Center Jul	198.16		198.16	
013854	003	11/07/2024	R0036	Rootham Services G	3817 3818 3815 3816 3814	FH Breaker Trouble Sewer Sys O&M Sewer Sys O&M Sewer Sys O&M Marina bathroom Po	183.75 5,040.00 220.50 183.75 210.00		5,838.00	
013855	003	11/07/2024	S0022	North Coast Reg. D	17421	Tipping Fees INV#1	10.00		10.00	
013856	003	11/07/2024	T0005	T.L.C. AUTOMOTIVE	0000162516 0000162521	PW Vehicles Repair Air Fuel Truck	190.92 304.69		495.61	
013857	003	11/07/2024	T0105	Tekton Constructio	548	Paving Proj. Chang	1,428.00		1,428.00	
013858	003	11/07/2024	V0001	VANCOUVER ISLAND R	3rd Qtr Levy	3rd Qtr Levy - Li	9,462.50		9,462.50	
013859	003	11/07/2024	W0004	WESTPOINT AUTOMOTI	832-436510	PW Shop Supplies	224.00		224.00	
013860	003	11/07/2024	W0088	WASCO Winnipeg Air	103458	AIR SMS June24	2,627.10		2,627.10	
013861	003	18/07/2024	B0001	BC HYDRO & POWER A	118014865686 400003948816	Apt A 23Apr-20June Multi GL's BCHYDRO	21.90 16,069.57		16,091.47	

Cheque #	Bank	Pay Date	Vendor #	Vendor Name	Invoice #	Description	Invoice Amount	Hold Amount	Paid Amount	Void
013862	003	18/07/2024	C0004	Staples Advantage	67047246 67053595	VOM,PW & Info Cent Admin Office Suppl	1,189.75 154.54		1,344.29	
013863	003	18/07/2024	D0001	Haida Gwaii Consum	June24	Multi GL's Coop Ju	272.72		272.72	
013864	003	18/07/2024	F0037	Fast Fuel Limited	CL78425	FD Vehicle Fuel	276.02		276.02	
013865	003	18/07/2024	L0079	LASER PAVEMENT SOL	3347	Air Marking Runway	45,568.50		45,568.50	
013866	003	18/07/2024	N0001	Inlet Supply Ltd.	July24-01	Multi GL's Inlet J	74.75		74.75	
013867	003	18/07/2024	N0008	NORTH CENTRAL LOCA	2186	Apr24-Mar25 NCLGA	790.89		790.89	
013868	003	18/07/2024	N0026	NORTH ARM TRANSPOR	SI088639 SI088670 SI088691 SI088731	Freight-Cleartech- Jet A-1 Fuel 17980 Jet A-1 Fuel 18045 Jet A-1 Fuel 18003	1,592.96 30,997.21 31,109.44 31,036.51		94,736.12	
013869	003	18/07/2024	O0016	OLD MASSETT VILLAG	2024-07-166	WWT July-Sept24	15,003.00		15,003.00	
013870	003	18/07/2024	O0025	Orkin Canada Corpo	C-4694161	PW Pest Control Ju	68.04		68.04	
013871	003	18/07/2024	P0023	PitneyWorks	JULY24	Postage July24	315.00		315.00	
013872	003	18/07/2024	S0017	FRED SURRIDGE LTD.	000673033	Water Sys O&M	90.31		90.31	
013873	003	18/07/2024	S0119	Secretariat of the	HNRD-2023-027 HNRD-2023-029	Paving Proj. Paving Proj.	144.82 192.32		337.14	
013874	003	18/07/2024	S0120	Shearer, Robert	15July24 Pavi July24 Paving	Paving Proj. Paving Proj.	2,320.50 981.75		3,302.25	
013875	003	18/07/2024	T0040	A-Mais Technologie	2024085	Remote Mgmt Sub 01	1,289.77		1,289.77	
013876	003	18/07/2024	W0088	WASCO Winnipeg Air	103466	Runway Painting	6,300.00		6,300.00	
013877	003	18/07/2024	X0001	XEROX CANADA INC.	F62496162 L23426122	Copies 26May24-25J 23 of 60 Copier Le	128.59 139.16		267.75	
013878	003	31/07/2024	B0070	Bedard, Ted	July24	Airport Janitorial	1,941.66		1,941.66	
013879	003	31/07/2024	C0004	Staples Advantage	67104576	Office Supplies	17.45		17.45	
013880	003	31/07/2024	C0008	COASTAL PROPANE IN	80311	FD 1502	2,522.82		2,522.82	
013881	003	31/07/2024	C0104	Campbell Geospatia	0148	ArcGIS online rene	433.04		433.04	
013882	003	31/07/2024	F0037	Fast Fuel Limited	CL74494	FD vehicle fuel	56.54		56.54	
013883	003	31/07/2024	G0093	Gowler, Jevan	FD wages July	FD chief wages Jul	320.00		320.00	
013884	003	31/07/2024	J0040	Johnston, Breton	July24	Haida Title meetin	160.48		160.48	
013885	003	31/07/2024	N0026	NORTH ARM TRANSPOR	SI088777 SI088828 SI088841	Jet A-1 16166.3 Jet A-1 18030.8 Jet A-1 15006.8	27,869.95 31,084.26 25,871.02		84,825.23	
013886	003	31/07/2024	P0055	Pitney Bowes Globa	3202407060	Lease 1Jun-31Aug24	638.06		638.06	
013887	003	31/07/2024	R0047	Roadly	000561	Road paint 10-yell	4,282.66		4,282.66	
013888	003	31/07/2024	T0106	Terus Construction	3679383	Progress 1 - Road	1,771,873.98		1,771,873.98	
013889	003	31/07/2024	W0040	Williams, Natasha	July24	Janitorial July24	1,860.00		1,860.00	
Total:							2,322,240.46	0.00	2,322,240.46	

Payment Summary		
Description	Qty	Amount
Cheque	57	2,322,240.46
EFT	0	0.00
Direct Deposit	0	0.00
Credit Card	0	0.00
Void	0	0.00
Total:	57	2,322,240.46

*** End of Report ***

VILLAGE OF MASSET

Staffing Report

<i>To:</i>	Council
<i>From:</i>	Josh Humphries, CAO
<i>Date:</i>	August 16, 2024
<i>Subject:</i>	Destination Development Fund DDF105 - Masset Pier Improvements

Description:

In early 2023, the Village successfully received a grant from the Ministry of Tourism, Arts, Culture and Sport (Destination Development Fund DDF105) to improve the Masset Pier. Through the tender process, Niakoon was selected to develop the conceptual plan, which has been completed.

Due to the complexity and the short window for the work to be completed on time and within budget, phase two, the construction phase, must start in early September.

Recommendation 1:

Retender the project with the understanding that several budget overages will be incurred along with an overall delay in the completion of the project.

Recommendation 2:

That the construction contract be directly awarded to Broadwater Industries Ltd. based on their provided quote, which is within the current budget.